Agenda Item #: 35-/

#### PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA ITEM SUMMARY

Meeting Date: September 1, 2009  Department  Submitted For: FIRE RESCUE	[X]	Consent Workshop	[]	Regular Public Hearing
I. EX	ECUTI	VE BRIEF		
Motion and Title:				
Staff recommends motion to ap Children's Services Council of Palm E to \$50,000 for the Drowning Preven September 30, 2010.	prove: Beach ( tion Co	Memorandui County providi palition for the	m of ng the period	Agreement with the County funding of up d October 1, 2009 to
Summary: The Drowning Prevention Coalition p Rescue. However, the program is fur Services Council (CSC) of Palm Bea Memorandum of Agreement provide Services Council of Palm Beach Cour of up to \$50,000 for the Drowning funding of this program for FY 2010 is the amount of \$150,000. Countywide (PK)	nded b	y multiple sou	rces in	cluding the Children's
Background and Justification: The Palm Beach County Drowning Problems Beach County Fire Rescue on Octobe Prevention Coalition office space withing sources for this program in Found in the amount of \$150,000 and the Palm Beach County in the amount of Palm Beach County in the second	oer 1, 2 in Palm Y 2010 ne agre	2000. The re Beach County are a transfe ement with the	locatio	in dave the Drowning
Attachments:				
1. Memorandum of Agreement, Ch	hildren's	s Services Cou	ıncil of	Palm Beach County
Recommended By: Recommended By:				7/30/09 Date
Approved By:	Su	n Inlatrator	7-	30-09

## II. FISCAL IMPACT ANALYSIS

Capita Opera Exter Progr In-Kir	Five Year Summary Il Years al Expenditures ating Costs nal Revenues ram Income (County) Il Hiscal IMPACT	2010 <u>50,000</u> ( <u>50,000</u> )	mpact: 2011	2012	2013	2014
INE	I FISCAL IIVIPACI	0	:			
	DDITIONAL FTE SITIONS (Cumulative	e)				
ls Iter	m Included in Currer	t Budget?	Yes	XX No		
Budg	et Account'No.:	Fund <u>1300</u>	Dept <u>440</u> l	Jnit <u>4244</u> C	bject <u>VARI</u> O	us
В.	Recommended Sou	rces of Fur	nds/Summa	ry of Fiscal I	mpact:	
This a	agreement with the Clagreed funding for the	hildren's Sei Drowning P	rvices Counc revention C	cil of Palm Be calition.	each County	represents
C.	Departmental Fisca		John			
A.	OFMB Fiscal and/o	r Contract [	Dev. and Co	ntrol Comme	ents:	
B.	Legal Sufficiency:	10 lo	5  s <sup>19</sup> -	Contract De	and Cont ract complies with	rol 11109  h our
	Assistant County	8/12/0° Attorney	7			
C.	Other Department F	Review:				
	Department I	Director	<del></del>			

THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.

#### MEMORANDUM OF AGREEMENT

This Agreement, entered into as of this \_\_\_\_\_ day of \_\_\_\_\_\_, 2009 by and between the CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY (hereinafter referred to as "CSC"), a political subdivision of the State of Florida and PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS, a political subdivision of the State of Florida, (hereinafter referred to as "PBCBCC"), effective October 1, 2009 ("Effective Date") to September 30, 2010.

CSC has agreed to fund up to \$50,000 to PBCBCC for the Drowning Prevention Initiative for the period October 1, 2009 through September 30, 2010. The CSC funds will be combined with funding from the PBCBCC.

CSC, as one of the funders of Drowning Prevention Initiative, agrees to transfer funds to PBCBCC in accordance with the following schedule and terms:

- 1. Transfers from CSC to the PBCBCC for expenditures made prior to September 30, 2010 will be made in accordance with the following procedures:
  - a) A written request for funds from CSC by the PBCBCC specifying the amount requested based upon the attached Exhibit "A", Financial Reporting on Expenditures & Request for Reimbursement form.
  - b) The Financial Reporting on Expenditures & Request for Reimbursement form will outline how the previously advanced funds have been spent, and will be accompanied by an outline for which additional funds will be spent, as well as, the nature of both categories of expenses.
  - c) The request will be submitted to CSC in sufficient time as to allow 10 working days for processing.
- 2. The PBCBCC shall submit to the Council reports of effectiveness and include statistics and data on the number of persons served. Said reports shall be made on the Progress Report Form, Exhibit "B", from the effective date of this Agreement on a quarterly basis.
- 3. No transfers will be made by CSC pursuant to this Memorandum of Agreement for expenditures made after September 30, 2010, and the PBCBCC agrees to refund any of CSC's money advanced but not expended by September 30, 2010 within 45 days.
- 4. A final financial compilation report accounting for all funds expended will be provided to CSC no later than November 15, 2010.

CSC\_DOCS-#66426-v4-PBCBCC\_DrowningPrevention.DOC

MOA # : 542 PBCBCC/PBCFR Drowning Prevention

Created on 6/10/2009 12:15:00 PM

CSC and the PBCBCC agree to comply with the terms of this MOA.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day and year first above written.

ATTEST:	CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
By:Witness	By:
Date:	Date:
ATTEST:	PALM BEACH COUNTY, FLORIDA BY ITS BOARD OF COUNTY COMMISSIONERS
By:	By: John F. Koons, Chairman
Deputy Clerk  Date:	John F. Koons, Chairman  Date:
APPROVED AS TO FORM AND LEGAL SUFF	
By:Assistant County Attorney	
Date:	
APPROVED AS TO TERMS AND CONDITION	NS
By: Ralm Beach County Fire-Rescue	
Date: 7/30/09	
CSC DOCS-#66426-v4-PBCBCC Decuming Provention DOC	

#### EXHIBIT 'A'

Financial Reporting on Expenditures & Request for Reimbursement form

CSC\_DOCS-#66426-v4-PBCBCC\_DrowningPrevention.DOC Created on 6/10/2009 12:15:00 PM

#### Children's Services Council of Palm Beach County

#### Financial Reporting on Expenditures & Request for Reimbursement

For Period Ending: 09/30/2010

Agency: Palm Beach County Board of County Commissioners

Contract/MOA#: 09-542

Program: **<u>Drowning Prevention</u>** 

Description	Total	Expenses for the Period	Total Expenses
	Program	10/01/09 to 9/30/10	to Date
Personnel			
(i) Salaries	103,316	0	
(ii) Fringe Benefits	49,722		
Fravel	0		
Supplies	7,475		
Rent	6,660		
Capital Expenses	0		
Other Costs			
(i) Learn to Swim Lessons	38,349		
(ii) Legal Fees	3,200		
(iii) Advertizing	1,800		
(iv) Maintenance	2,500		
otal	213,022	0	
Amount paid by other sources	163,022	0	
CSC amount	50,000	0	
CSC %	23.5%		
Advance Funds Received	0		
Prior Advance Payment	0	•	
dvance Balance	0		
dvance Payment This Period		0	
let CSC Funds Requested		50,000	
ERTIFICATION			
he undersigned certify that the information contained in this reps of the date of this report.	port is a true and accurate repres	entation of the use of CSC funds	
repared			
y:			
Bonnie E. Stein/Finan	icial Analyst III	-	DATE
y:			
Bonnie E. Stein/Finan	icial Analyst III	_	DATE

#### EXHIBIT 'B'

**Progress Report Form** 

 $CSC\_DOCS\text{-}\#66426\text{-}v4\text{-}PBCBCC\_DrowningPrevention.}DOC$ 

Co	ntra	ct	#:	54
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Date Prepared by	Provider:	
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# CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY PROGRESS REPORT FORM – Palm Beach County Board of County Commissioners/Drowning Prevention

<b>REPORTING PERIOD:</b>	

PROJECT OBJECTIVES	ACCOMPLISHMENTS: THIS REPORTING PERIOD	ACCOMPLISHMENTS TO DATE	CHALLENGES/ CORRECTIVE ACTIONS TAKEN
1.	,		
2.			
3.			

\*NOTE: This form is required for all Progress Reports/Final Reports.