# Agenda Item:

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA ITEM SUMMARY

	د النسا خلال کامل کنیا منبذ اس، اس، اس، اس اس مس مس مس مس مس مدر است. د الاک الاک است است اس اس اس اس مس مس مس مس مس مس			<u> </u>	
Meeting Date: Ma	rch 20, 2012	[ ]	Consent	[X]	Regular
		[ ]	Ordinance	[ ]	Public Hearing
Department		•			
Submitted By:	Community Ser	<u>vices</u>			
Submitted For:	<b>Human Services</b>	S Divisio	<u>n</u>		

### I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) Approve: a phased opening beginning July 2, 2012, for the Senator Philip D. Lewis Center (Lewis Center);
- B) Authorize staff to: complete contract negotiations with the following service providers and present contracts for BCC consideration within 30 days: Gulfstream Goodwill Industries, Inc., Adopt-A-Family, Inc., and The Lord's Place, Inc.
- **C)** Approve: Budget Transfer of \$1,208,184 in the Human Services, General Fund to establish FY 2012 funding for the Lewis Center with \$216,213 transferred from existing Financially Assisted Agencies (FAA) budget and the balance of \$991,971 funded from the General Fund Contingency Reserve.

Summary: The Lewis Center will serve as the main point of access for homeless services in central Palm Beach County. Facility operations and service provision will be contracted to three local non-profit organizations that are currently serving the homeless population in Palm Beach County and have demonstrated a strong commitment to the goals established in the BCC adopted Ten-Year Plan to End Homelessness. Gulfstream Goodwill Industries, Inc. will be the lead facility operator and will provide individual housing placement; ongoing support and oversight of the on-site interim housing. Adopt-A-Family, Inc. will provide family engagement, housing placement and ongoing support; and The Lord's Place, Inc. will provide navigation and employment services. The County's Homeless Outreach (HOT) teams and a Health Department staffed medical facility will also be located on site. A projected expenditure and revenue budget is included with this item. Staff is recommending a budget of \$1,312,532 for FY 2012 which includes start up costs and partial year funding for Lewis Center operations and required off-campus supportive housing. The estimated total annual operating cost for FY 2013 is approximately \$4.8 million and will be addressed in the FY 2013 budget process. A portion of the funds required for FY 2012 is allocated in the current budget and the remainder of the required funding is being requested from general fund reserves. The phasing plan anticipates opening all on-site services and one-third of the available beds on July 2, 2012, an additional one-third on October 1, 2012, and the final one-third open by January 2, 2013. (Human Services) Countywide (TKF)

Background and Justification: On May 1, 2007, the Board of County Commissioners established the Homeless Advisory Board to develop a Ten-Year Plan to End Homelessness in Palm Beach County (Ten-Year Plan). The BCC formally adopted the Ten-Year Plan in September 2008. The Homeless Advisory Board's focus has been directed towards implementation, which is being aggressively pursued through its committees. Development of homeless resource centers is one of the Action Steps of the Plan. The Lewis Center is the first such facility to be developed as part of an envisioned countywide network of homeless resource centers. Funding for the Lewis Center purchase, renovation and related costs came from Neighborhood Stabilization Program (NSP) - \$7,500,000; Community Development Block Grant Funds (CDBG) - \$953,000; County General Fund Contingency - \$394,750; and City of West Palm Beach - \$365,000. Homeless individuals will be referred to the Lewis Center from community navigation points and over the course of not more than 90 days, will receive a diverse offering of high quality services from the community agencies, assisting clients in ending their homelessness. Services will be available to Palm Beach County's homeless adults and families on a 24-hour basis, 365 days per year.

Attachments: Lewis Center Budget Budget Transfer

Recommended By:

Department Director

Doto

Approved By:

Assistant County Administrator

Date

### **II. FISCAL IMPACT ANALYSIS**

A.	Five Year Summa	ry of Fiscal	Impact:			
Fisca	l Years	<u>2012</u>	2013	<u>2014</u>	<u>2015</u>	<u>2016</u>
Opera Extern Progr	al Expenditures ating Costs nal Revenue* am Income (County) nd Match (County)	1,312,532 (73,098)	4,854,754 (929,911)	5,000,397 (929,911)	5,000,397 (929,911) 	5,000,397 (929,911)
NET	FISCAL IMPACT	1,239,434	3,924,843	4,070,486	<u>4,070,486</u>	4,070,486
	DITIONAL FTE TIONS (Cumulative)					
	n Included In Curren et Account No.: Fund Prog	<u>  0001</u> Dep	t. <u>148</u> Uni		<u>var</u> d:	
B.	* External Revenue revenue. Donations will be adjusted bas inclusive of donation	s are project are not inclused on actual	ions based c uded in the p	on the anticipa rojections. Co	ation of new o	Valorem
C.	Departmental Fisc	al Review:	Taiuna	Mallister		
		III. REV	IEW COMM	ENTS		
A.	OFMB Fiscal and/	or Contract	Administrat	ion Commer	ıts:	
	OF MB	VA 3/9/10/2		tract Dey. an		A3)13(12
B.	Legal Sufficiency:					
	Assistant County A	<del></del>	Det 3/15/1	2		
C.	Other Department	Review:				
	Department Directo	or				

This summary is not to be used as a basis for payment.

# BUDGET ORGANIZATION: SENATOR PHILIP D. LEWIS CENTER

EXPENSE		FY 2012 Budget Interim Housing / Rapid Re- housing - 20 Onsite Beds	FY 2013 - 3 Month Budget Interim Housing / Rapid Re-housing - 40 Onsite Beds	FY 2013 - 9 Month Budget Interim Housing / Rapid Re-housing - 60 Onsite Beds Funding Requested	
		Funding Requested	Funding Requested		
STAFFING -					
Engagement /Interim Housing	FTE/Wage			·	
Operations Director	\$65,000 \$52,000	\$21,450 \$34,320		\$48,750 \$78,000	
Clinical Supervisor LCSW Shift Supervisor	\$37,500	\$24,750		\$76,000	
Clerical Specialist/Receptionist	\$26,000	\$8,580		\$19,500	
Lead Navigator	\$38,000	\$7,524	\$5,700	\$17,100	
Navigator	\$35,000	\$63,525	\$48,125	\$144,375	
Nurse	\$38,000	\$37,620		\$91,200 \$105,000	
Case Manager Engagement Tech	\$35,000 \$28,000	\$17,325 \$67,452	\$26,250 \$51,100	\$105,000 \$153,300	
Housing Tech	\$28,000	\$29,700		\$201.600	
Driver	\$28,000	\$13,860		\$42,000	
SUBTOTAL, Personnel		\$326,106	\$293,750	\$985,200	
Benefits		\$84,788	\$76,375	\$256,152	
TOTAL ENGAGEMENT & INTERIM HOUSING	PERSONNEL	\$410,894	\$370,125	\$1,241,352	
ENGAGEMENT & INTERIM HOUSING EXPENS	ES			·	
Participant Supplies		\$2,640	\$4,000	\$18,000	
Computer Lab Supplies	7-1	\$3,300	\$3,000	\$11,250	
Office Supplies		\$8,234	\$7,750	\$31,313	
Postage		\$330	\$1,125	\$4,500	
Cell Phones		\$3,135	\$3,000	\$10,950	
Bus Passes/Gas Vouchers		\$5,280	\$4,500	\$15,750	
Mileage		\$5,478 \$1,650	\$6,000 \$1,750	\$21,600 \$6,900	
Vehicle Insurance Vehicle Repair and Maintenance		\$330	\$1,750	\$4,500	
Gas (Agency Vans)		\$3,135	\$3,375	\$13,125	
Staff Training		\$2,475	\$2,750	\$10,875	
Background Screening		\$599	\$600	\$2,250	
Professional Fees & Payroll Admin Fee		\$4,392	\$3,328	\$9,983	
Hot Box & Room Heaters (for bed bugs) insurance (General Liability)		\$3,465 \$10,890	\$2,625 \$10,250	\$7,875 \$36,750	
Food		\$10,690	\$16,425	\$56,250	
Hotel (144 Families - 30 Days)	····	\$66,528	\$50,400	\$151,200	
SUB-TOTAL Engagement & Interim Housing		\$135,391	\$124,128	\$413,070	
COUNTY FACILITY RELATED EXPENSES Operating	Monthly				
Laundry Service		\$0	\$0	\$0	
Cable	12	\$264	\$200	\$675	
Internet	12	\$139	\$105	\$360	
Telephone (based on 50 lines)	12	\$3,465	\$2,625	\$9,000	
Electric Water	\$21,067.19 \$5,266.80	\$55,527 \$9,900	\$52,634 \$11,500	\$189,605 \$47,401	
SWA	\$5,266.60 \$15.00	\$9,900 \$50	\$11,500	\$135	
Janitorial/Custodial	\$6,020.00	\$13,530	\$14,125	\$54,180	
Elevator Maintenance	\$270.00	\$1,069	\$810	\$2,430	
Floor Mats (rental)	\$143.00	\$479	\$363	\$1,287	
Bldg. Maintenance Lawn Mowing	\$6,897.34 \$150.14	\$19,569 \$595	\$17,759 \$450	\$62,076 \$1,351	
Fertilizer Application	\$130.14 \$9.45	\$37	\$28	\$85	
Rodent Control (Alexxon)	\$230.87	\$914	\$693	\$2,078	
Extermination Monthly Interior Service	\$69.26	\$274	\$208	\$623	
Extermination Monthly Exterior Service	\$69.44	\$275	\$208	\$625	
Elevator Maintenance	\$270	\$1,069 \$10,841	\$810	\$2,430 \$73,913	
Food Sworn Security Guards Level III (qty 2)	\$8,212.50 \$18,051.74	\$10,841 \$71,485	\$16,425 \$54,155	\$73,913 \$162,466	
Intrusion Alarm	\$16,051.74	\$3,802	\$2,880	\$8,640	
Fire Alarm	\$3,720.00	\$3,002 \$14,718	\$2,000 \$11,150	\$33,480	
Fire Protection (Sprinklers)	\$9.17	\$36	\$28	\$83	
Fire Extinguisher Inspections	\$34.08	\$135	\$102	\$307	
SUB-TOTAL County Expenses		\$208,172	\$187,300	\$653,229	

# BUDGET ORGANIZATION: SENATOR PHILIP D. LEWIS CENTER

		FY 2012 Budget Interim Housing / Rapid Re- housing - 20 Onsite Beds	FY 2013 - 3 Month Budget Interim Housing / Rapid Re-housing - 40 Onsite Beds	FY 2013 - 9 Month Budget Interim Housing / Rapid Re-housing - 60 Onsite Beds
EXPENSE		Funding Requested	Funding Requested	Funding Requested
NAVIGATION RELATED EXPENSES				
Navigation Specialist		\$17,523 \$9,900	\$13,275 \$7,500	\$39,823 \$22,500
Referral Specialist Program Assistant		\$4,950 \$4,950	\$7,500	\$22,50 \$11,25
Navigation Peer Advocates		\$4,066	\$3,080	\$9,24
Project Supplies		\$4,620	\$3,500	\$10,50
Transportation Security		\$660 \$330	\$500 \$250	\$1,50 \$75
SUB-TOTAL Navigation			\$31,855	\$95,56
EMPLOYMENT RELATED EXPENSES				
Life Skills, Job Readiness, Job Coaching and Jo	b Placement	\$113,953	\$86,328	\$258,983
SUB-TOTAL Employment		\$113,953	\$86,328	\$258,98
RAPID REHOUSING RELATED EXPENSES Family / Individual Specific Assistance		\$0	\$0	\$1
	240 narticinants	\$95,040	\$72,000	\$216,00
Rapid ReHousing (Avg. \$600 x first/last month x Rapid Rehousing (Avg. \$750 x first/last month pe		\$71,280	\$54,000 \$54,000	\$162,00
Daycare (2wks @ \$300 per wk for 144 Families)		\$28,512	\$21,600	\$64,80
Family Reunification		\$16,500	\$12,500	\$37,50
Rapid Rehousing Staffing	FTE/Wage	WAGE	WAGE	\$470.CQ
Rapid Rehousing Case Manager	\$35,000	\$57,750 \$16,500	\$48,125 \$12,500	\$170,62 \$37,50
Family LCSW Clinician Resource/Housing Specialist	\$50,000 \$32,000	\$10,560	\$12,000	\$48,00
resourcemousing openialist	402,000			
Benefits		\$22,051	\$18,883	\$66,593
Benefits SUB-TOTAL Rapid Rehousing		\$22,051 \$318,193	\$18,883 \$251,608	TO THE STORY OF THE SECOND STORY
			\$251,608	
SUB-TOTAL Rapid Rehousing		\$318,193	\$251,608	\$803,018
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES		\$318,193	\$251,608	\$803,011
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES		\$318,193 \$1,228,650	\$251,608 \$1,051,343	\$803,01 \$3,465,21
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES SUBTOTAL (ADMINISTRATIVE EXPENSES)		\$318,193 \$1,228,650 \$83,882	\$251,608 \$1,051,343 \$75,131	\$803,011 \$3,465,21 \$263,064
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES		\$318,193 \$1,228,650	\$251,608 \$1,051,343	\$803,01 \$3,465,21
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES SUBTOTAL (ADMINISTRATIVE EXPENSES)		\$318,193 \$1,228,650 \$83,882	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES SUBTOTAL (ADMINISTRATIVE EXPENSES) GRAND TOTAL		\$318,193 \$1,228,650 \$83,882	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES SUBTOTAL (ADMINISTRATIVE EXPENSES) GRAND TOTAL		\$318,193 \$1,228,650 \$83,882 \$1,312,532	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064 \$3,728,28
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES SUBTOTAL (ADMINISTRATIVE EXPENSES) GRAND TOTAL	) VALOREM]	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064 \$3,728,28 REVENUE FY1 \$800,00
SUB-TOTAL Rapid Rehousing SUB-TOTAL EXPENSES ADMINISTRATIVE EXPENSES SUBTOTAL (ADMINISTRATIVE EXPENSES) GRAND TOTAL  REVENUE FINANCIALLY ASSISTED AGENCIES (FAA) [ADMINISTRATIVE EXPENSES]	O VALOREM]	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12 \$216,213	\$251,608 \$1,051,343 \$75,131	\$3,465,21 \$3,465,21 \$263,064 \$3,728,28 REVENUE FY1 \$800,00 \$125,00
SUB-TOTAL Rapid Rehousing  SUB-TOTAL EXPENSES  ADMINISTRATIVE EXPENSES  SUBTOTAL (ADMINISTRATIVE EXPENSES)  GRAND TOTAL  REVENUE  FINANCIALLY ASSISTED AGENCIES (FAA) [ALL HUMAN SERVICES DIVISION BUDGET [AD VA	O VALOREM]  LOREM] PLOYMENT GRANT	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12 \$216,213 \$31,250	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064 \$3,728,28 REVENUE FY1 \$800,00 \$125,00 \$175,43
SUB-TOTAL Rapid Rehousing  SUB-TOTAL EXPENSES  ADMINISTRATIVE EXPENSES  SUBTOTAL (ADMINISTRATIVE EXPENSES)  GRAND TOTAL  FINANCIALLY ASSISTED AGENCIES (FAA) [AE HUMAN SERVICES DIVISION BUDGET [AD VA WORKFORCE ALLIANCE UNSUBSIDIZED EMP	O VALOREM]  LOREM] PLOYMENT GRANT	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12 \$216,213 \$31,250	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064 \$3,728,28 REVENUE FY1
SUB-TOTAL EXPENSES  ADMINISTRATIVE EXPENSES  SUBTOTAL (ADMINISTRATIVE EXPENSES)  GRAND TOTAL  FINANCIALLY ASSISTED AGENCIES (FAA) [ADMINISTRATIVE EXPENSES]  HUMAN SERVICES DIVISION BUDGET [AD VAWORKFORCE ALLIANCE UNSUBSIDIZED EMPONSES (FAA)]  COMMUNITY DEVELOPMENT BLOCK GRANT  EMERGENCY SOLUTIONS GRANT (ESG)	O VALOREM] LOREM] PLOYMENT GRANT (CDBG)	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12 \$216,213 \$31,250 \$73,098	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064 \$3,728,28 REVENUE FY1 \$800,00 \$125,00 \$175,43 \$600,00
SUB-TOTAL EXPENSES  ADMINISTRATIVE EXPENSES  SUBTOTAL (ADMINISTRATIVE EXPENSES)  GRAND TOTAL  REVENUE  FINANCIALLY ASSISTED AGENCIES (FAA) [ADMINISTRATIVE EXPENSES]  HUMAN SERVICES DIVISION BUDGET [AD VAN WORKFORCE ALLIANCE UNSUBSIDIZED EMPTON COMMUNITY DEVELOPMENT BLOCK GRANT EMERGENCY SOLUTIONS GRANT (ESG)  SPONSORSHIPS/DONATIONS/OTHER INCOME	O VALOREM] LOREM] PLOYMENT GRANT (CDBG)	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12 \$216,213 \$31,250 \$73,098	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,064 \$3,728,28 \$3,728,28 \$3,728,28 \$3,728,28 \$3,728,28 \$125,00 \$175,43 \$600,00 \$154,47 TB
SUB-TOTAL Rapid Rehousing  SUB-TOTAL EXPENSES  ADMINISTRATIVE EXPENSES  SUBTOTAL (ADMINISTRATIVE EXPENSES)  GRAND TOTAL  FINANCIALLY ASSISTED AGENCIES (FAA) [AE HUMAN SERVICES DIVISION BUDGET [AD VA WORKFORCE ALLIANCE UNSUBSIDIZED EMP	O VALOREM] LOREM] PLOYMENT GRANT (CDBG)	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12 \$216,213 \$31,250 \$73,098	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,06 \$3,728,28 \$3,728,28 \$800,00 \$125,00 \$175,43 \$600,00 \$154,47
SUB-TOTAL EXPENSES  ADMINISTRATIVE EXPENSES  SUBTOTAL (ADMINISTRATIVE EXPENSES)  GRAND TOTAL  REVENUE  FINANCIALLY ASSISTED AGENCIES (FAA) [ADMINISTRATIVE EXPENSES]  HUMAN SERVICES DIVISION BUDGET [AD VAN WORKFORCE ALLIANCE UNSUBSIDIZED EMPTON COMMUNITY DEVELOPMENT BLOCK GRANT EMERGENCY SOLUTIONS GRANT (ESG)  SPONSORSHIPS/DONATIONS/OTHER INCOME	O VALOREM] LOREM] PLOYMENT GRANT (CDBG)	\$318,193 \$1,228,650 \$83,882 \$1,312,532 REVENUE FY12 \$216,213 \$31,250 \$73,098	\$251,608 \$1,051,343 \$75,131	\$803,01 \$3,465,21 \$263,06 \$3,728,28 \$3,728,28 \$800,00 \$125,00 \$175,43 \$600,00 \$154,47

BUD\_BLNK.xi

**OFMB Department - Posted** 

### **BOARD OF COUNTY COMMISSIONERS** PALM BEACH COUNTY, FLORIDA BUDGET TRANSFER

Date

BGEX - 140 - 030212\*1121

FUND (0001) - GENERAL

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 03/02/12	REMAINING BALANCE
<b>EXPENDITURE</b> 148 1221 3401 Oth	er Contractual Services	O	0	1,208,184		1,208,184		1,208,184
	ntributions - Non-governmntl Agencies ntingency - Reserves	773,085 20,000,000	529,257 19,004,100	1,208,184	216,213 991,971 <b>1,208,184</b>	313,044 18,012,129		313,044 18,012,129

By Board of County Commissioners At Meeting of 3/20/2012 **COMMUNITY SERVICES** INITIATING DEPARTMENT/DIVISION Channell Wilkins Administration/Budget Department Approval

Signatures

Deputy Clerk to the

**Board of County Commissioners**