

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: May 6, 2014 ☒ Consent ☐ Regular
☐ Ordinance ☐ Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a notice of cancellation of Lease Agreement with the City of Lake Worth (R-89-22) for the Osborne Community Center Head Start facility effective June 30, 2014.

Summary: On January 3, 1989 (R-89-22), the Board approved a Lease Agreement with the City of Lake Worth. The Lease permitted Community Services' Head Start to use approximately half of the Osborne Community Center in Howard Park located at 1699 Wingfield Street. The current term of the Lease expires December 31, 2019. On September 24, 2013, the Board determined that the County would not apply for Federal grant funding to continue providing Head Start services and supported Lutheran Services Florida, Inc. (LSF), a Florida not for profit corporation, assuming the County's role as principal grantee, in partnership with the School Board of Palm Beach County and the Children's Services Council of Palm Beach County, in obtaining the grant award. The Lease provides for a thirty (30) day cancellation notice, and cancellation of this Lease will save the County approximately \$70,000 annually in maintenance costs. The County will also leave the fire and intrusion alarm systems that were installed in the County's portion of the Osborne Community Center which shall become the City's property upon surrender of the premises. LSF is currently negotiating a direct lease with the City and will be responsible for any charges imposed by the City for use of the Center.

(PREM) District 7 (HJF)

Background and Justification: The City and LSF have met to discuss entering into a direct lease for operation of the Head Start program at the Community Center. As the County's Head Start grant funding ceases June 30, 2014, approval of the cancellation notice will provide the City the required thirty (30) day notice. In January 2014, the County remitted the \$1 annual rental payment to the City and a prorated rental reimbursement will not be requested.

Attachments:

1. Location Map
2. Letter dated May 6, 2014, canceling Lease Agreement effective June 30, 2014
3. September 24, 2013, Workshop Agenda Item

Recommended By: Reh Annun Wolf 4/14/14
Department Director Date

Approved By: Chadler 4/18/14
County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes _____ No _____

Budget Account No: Fund _____ Dept _____ Unit _____ Object _____
Program _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Cancellation of the Lease Agreement effective 6/30/2014 will save the County approximately \$70,000 annually in maintenance costs, including but not limited to custodial, landscaping, utilities, etc. in Community Services budget.

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

This was included in the amount originally presented to the Board. It is not additional savings

[Signature] 4/17/14
OFMB *[Signature]* 4/16
cc [Signature] 4/16

[Signature] 4/17/14
Contract Development and Control
4-17-14 [Signature]

B. Legal Sufficiency:

[Signature] 4/18/14
Assistant County Attorney

C. Other Department Review:

Department Director

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

TWP 44

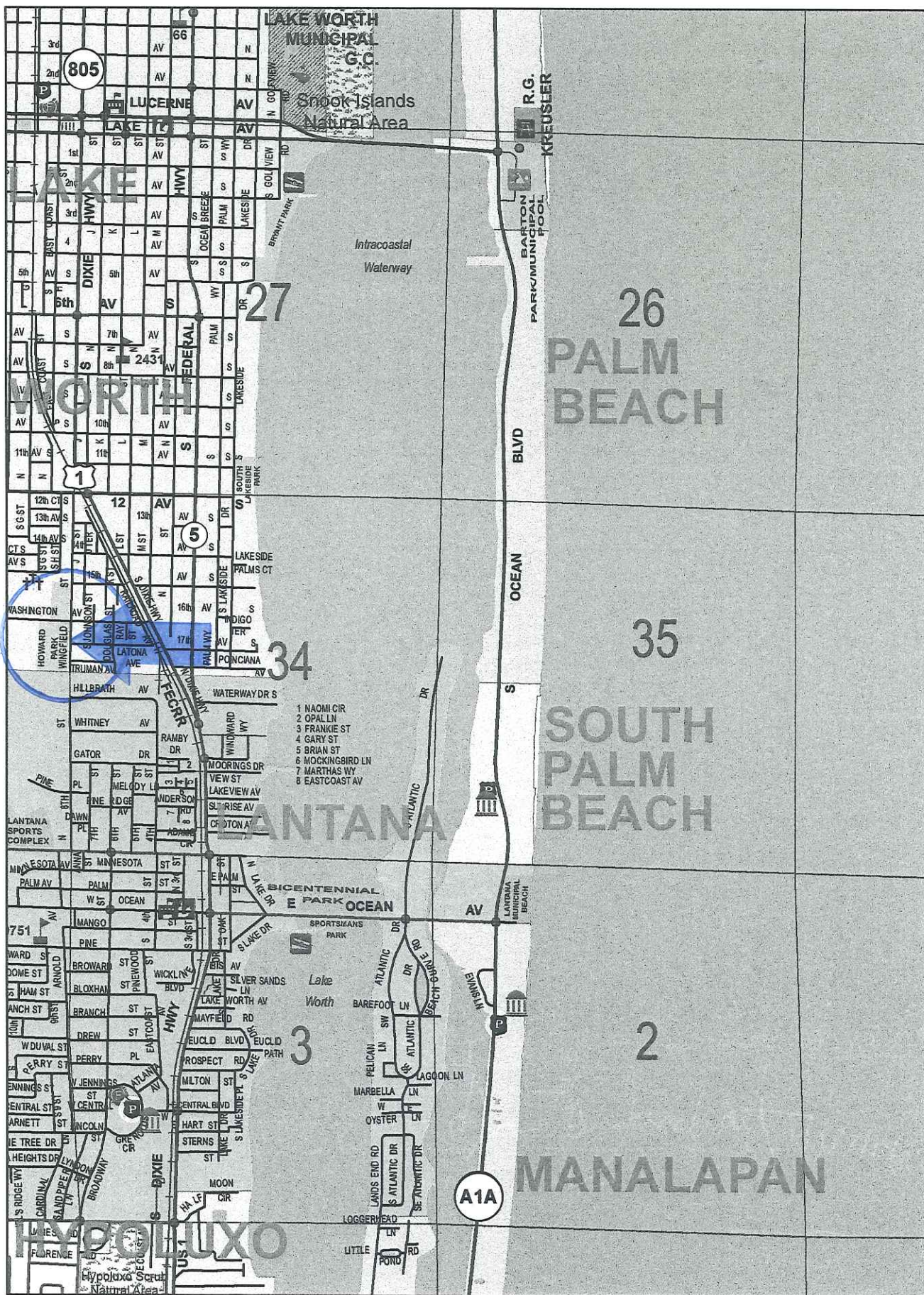
TWP 44

TWP 45

25

26

27



RNG 43

See pg 100

RNG 43

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LOCATION MAP

II



**Facilities Development &
Operations Department**

**Property and Real Estate
Management Division**

2633 Vista Parkway
West Palm Beach, FL 33411-5605

Telephone - (561) 233-0217
Facsimile - (561) 233-0210
www.pbcgov.com/fdo

**Palm Beach County
Board of County
Commissioners**

Priscilla A. Taylor, Mayor

Paulette Burdick, Vice Mayor

Hal R. Valeche

Shelley Vana

Steven L. Abrams

Mary Lou Berger

Jess R. Santamaria

County Administrator

Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*

**CERTIFIED MAIL
RETURN RECEIPT REQUESTED
7010 0290 0000 7884 4442 /**

May 6, 2014

Michael Bornstein, City Manager
City of Lake Worth
7 North Dixie Highway
Lake Worth, FL 33460

RE: Notice of Cancellation of Lease Agreement

Dear Mr. Bornstein:

Pursuant to Paragraph 21 of the Lease Agreement dated January 3, 1989, (R89-22), ("Lease"), between Palm Beach County and the City of Lake Worth wherein County leases a portion of the Osborne Community Center in Howard Park on Wingfield Street in the City of Lake Worth for the County's Community Action Council and Head Start program, County hereby notifies City that County will cancel the Lease effective the end of the day on June 30, 2014.

County shall remove County's personal property, removable fixtures and equipment, and will surrender the leased premises to the City on or prior to June 30, 2014, and thereafter all performance of this Lease shall cease.

Please direct any questions concerning this matter to Steven K. Schlamp, Property Specialist, at sschlamp@pbcbgov.org or at (561) 233-0239.

ATTEST:

SHARON R. BOCK,
CLERK & COMPTROLLER

PALM BEACH COUNTY, a political
subdivision of the State of Florida

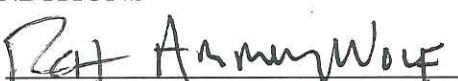
By: _____
Deputy Clerk

By: _____
Priscilla A. Taylor, Mayor

APPROVED AS TO FORM
LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND
CONDITIONS

By: 
Assistant County Attorney

By: 
Audrey Wolf, Director
Facilities Development & Operations

cc: Juan Ruiz, Leisure Svcs. Dir. – City of Lake Worth (via jruiz@lakeworth.org)

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS****WORKSHOP SUMMARY**

Meeting Date: September 24, 2013

Department: Community Services/Administration

I. EXECUTIVE BRIEF

Title: Head Start Recompensation

Summary: Pursuant to a 2011 President Obama Administration directive designed to improve the performance of Head Start programs, grantees meeting certain specified criteria are required to compete for continuation of federal funding. Palm Beach County Board of County Commissioners, as the principal grantee for Palm Beach County, has been designated as one of four Head Start programs in the State required to compete this year. The competition process (recompetition) is similar to a request for proposals solicitation whereby interested parties submit applications and, in this case, the U.S. Department of Health and Human Services evaluates the applications and makes an award for a funding cycle expected to start July 1, 2014, and end five years later. The application for recompetition is due on October 22, 2013. This workshop will include a brief staff summary of the Head Start Program and the recompetition process followed by a presentation from a non-profit organization, Lutheran Services of Florida (LSF), that is proposing to assume the County's role as principal grantee in partnership with the School Board of Palm Beach County and the Children's Services Council of Palm Beach County. Staff is recommending that the County accept the proposal in concept and direct staff to negotiate terms with LSF, the Children's Services Council, and the School District including, but not limited to, the following components which would, in part, be subject to LSF receipt of the grant award:

- Support for LSF application for principal grantee designation;
- County agreement to **not** apply for continuation of grantee designation;
- Leasing of County-owned facilities to LSF;
- Phasing out of County payments of matching funds over a five-year period and assumption of match payments by the Children's Services Council;
- Delineation of School District and Children's Services Council responsibilities and contributions;
- Priority hiring consideration for County Head Start employees; and
- Implementation of quality improvement measures and establishment of a high-performing integrated early care and education system.

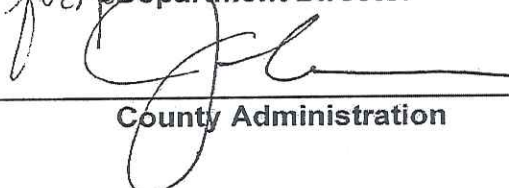
Acceptance of the staff recommendation is likely to result in the assumption of Head Start program administration responsibilities by a non-profit organization and the eventual release of Board of County Commissioners funding and oversight responsibilities. There will be a displacement of County employees due to this change. Although it is anticipated that the majority of qualified employees will be hired by the new grantee and delegate agencies, some employees may not be retained and will need to pursue other employment. A transition plan that includes measures to assist staff with internal and external hiring and job placement will be developed and implemented should the staff recommendation be accepted. Countywide (TKF)

Background and Policy Issues: Continued on Page 3

Attachments:

1. PowerPoint Slides
2. Lutheran Services of Florida Proposal

Recommended by:  **Department Director** **Date**

Approved By:  **County Administration** **Date** 9-18-13

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
No. ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes _____ No _____
 Budget Account No.: Fund _____ Department _____ Unit _____
 Object _____ Reporting Category _____

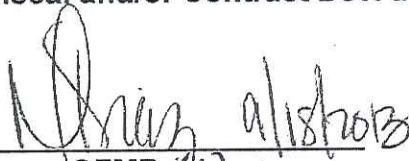
B. Recommended Sources of Funds/Summary of Fiscal Impact:

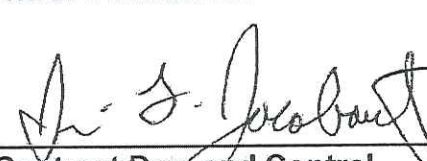
Acceptance of the staff recommendation will initiate actions expected to result in short and long-term cost savings beginning in the 4th quarter FY 2014 and continuing into future years. The amount of the cost savings will be dependent upon federal grant awards and future financial obligations and commitments from the Children's Services Council and the federal grantee and will be presented to the Board at a later date.

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

 9/18/13
 OFMB 9/18/13 cc 9/18/13

 9/19/13
 Contract Dev. and Control 9-19-13 B. Whalen

B. Legal Sufficiency:

 9/20/13
 Assistant County Attorney

C. Other Department Review:

 Department Director

REVISED 9/03
 ADM FORM 01
 (THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

Background and Policy Issues: Head Start is a federal program that promotes school readiness of children from low-income families ages birth to five by enhancing their cognitive, social and emotional development. Head Start programs provide comprehensive services to enrolled children and their families. The services include health, nutrition, social and other services determined to be necessary by family needs assessments, in addition to education and cognitive services. The services are designed to be responsive to each child and the ethnic, cultural, and linguistic heritage of the family. There are currently 2296 children enrolled in the program, 2025 in Head Start (ages 3-5) and 271 in Early Head Start (birth-3). Slightly less than half of the children attend classrooms in County-operated centers and the remainder attend classrooms in delegate or contracted centers operated by non-profit or faith-based organizations and the School District. The total FY 2014 budget for Head Start is \$27,620,000. Approximately 69% of the budget (~\$19 million) is provided by grants, the majority of that (~\$16.4 million) being federal funds. The remaining non-grant funding is ad valorem.