

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date:	April 4, 2017	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
		<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department: Youth Services Department
 Submitted By: Youth Services Department
 Submitted For: Outreach and Community Programming Division

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

A) Fourth Amendment to Interlocal Agreement for Youth Empowerment Center Services with the City of Riviera Beach (R2014-1977), for the period October 1, 2016 through September 30, 2017, to add a Youth Build Pre-Apprenticeship program with additional funding of \$76,487, and to allow additional participation for the college tours with additional funding of \$6,500 for a new total Agreement amount of \$262,987; and

B) Budget Transfer of \$76,487 in the General Fund from Head Start Match reallocation (Unit 1451) for new evidence-based/promising programming to the City of Riviera Beach YEC (Unit 7682) program to fund the cost associated with this Amendment; and

C) Budget Transfer of \$6,500 in the General Fund from Youth Services Administration (Unit 1501) to the City of Riviera Beach YEC (Unit 7682) program to fund the cost associated with this Amendment.

Summary: In 2014, the Board approved an Interlocal Agreement (Agreement) with the City of Riviera Beach (City) to provide funding for the Youth Empowerment Center (YEC) located within the City. The YEC incorporates teen-specific programs such as: employment services, educational opportunities, tutoring, mentoring, audio visual production and marketing, computer hardware technology and a variety of other crime prevention components. This Fourth Amendment increases funding to expand the Scope to offer the Youth Build Pre-Apprenticeship program (\$76,487), between January 1, 2017 and September 30, 2017. Additionally, the Agreement's college tour budget will increase by \$6,500, allowing an additional nine youth and one chaperone to participate. The Agreement is now funded for a total of \$262,987 for this fiscal year (\$106,500 for existing programming and \$156,487 for the new evidence-based/promising programming). District 7 (HH)

Background and Justification: The Agreement, approved by the Board on December 16, 2014, funded \$100,000 for one (1) year ending September 30, 2015, and provided for two (2), one (1) year renewal options. The First Amendment, approved December 1, 2015, funded \$180,000 and extended the term one (1) year to September 30, 2016. The Second Amendment, approved June 21, 2016, allocated \$30,287 of carry-over funds unexpended from FY15 which was due to a delay in the program start up. The Third Amendment, approved September 13, 2016, funded \$180,000 and extended the term the remaining one (1) year to September 3, 2017.

Attachments:

1. Fourth Amendment
2. Budget Transfers

Recommended by: _____ 3/22/17
 Department Director Date

Approved by: _____ 3/30/17
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures					
Operating Costs	\$82,987				
External Revenue					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$82,987				
No. ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Proposed Budget? Yes _____ No X

Budget Account **Exp No:** _____
Fund 0001 **Dept** 153 & 154 **Unit** 7682 **Obj** 8101
Rev No: _____
Fund _____ **Dept** _____ **Unit** _____ **Obj** _____
 0001-153-7682-8101 - \$6,500
 0001-154-7682-8101 - \$76,487

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

The fiscal impact associated with this Fourth Amendment shall be funded by existing 2017 ad valorem which includes FY 2016 unspent funds from the Head Start match allocation which was carried forward during the balance brought forward amendment approved by the Board on March 14, 2017.

Departmental Fiscal Review: _____

II. REVIEW COMMENTS

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

Lucia Ponce 3/24/17
 OFMB ET 3/23 03
 3/23

Dr. S. Jacobson 3/30/17
 Contract Development & Control
 3/20/17

B. Legal Sufficiency:

Wendy Coffey 3-20-17
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

**FOURTH AMENDMENT TO INTERLOCAL AGREEMENT
FOR YOUTH EMPOWERMENT CENTER SERVICES**

THIS FOURTH AMENDMENT is made as of the _____ day of _____ 2017, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (COUNTY) and the City of Riviera Beach, a municipality located in Palm Beach County, Florida, (CITY), each one constituting a Public Agency as defined in Part I of Chapter 163, Florida Statutes.

WITNESSETH:

WHEREAS, the parties entered into an Interlocal Agreement (Agreement) dated December 16, 2014, (R2014-1977) in the amount of \$100,000, to fund CITY's services for the Youth Violence Prevention/Youth Empowerment Center (YEC) from October 1, 2014 through September 30, 2015, with two (2) renewal options; and

WHEREAS, the parties entered into a First Amendment (R2015-1726) that extended the term one (1) year, October 1, 2015 through September 30, 2016, with additional funding in the amount of \$180,000, for a new total not to exceed amount of \$280,000; and

WHEREAS, the parties entered into a Second Amendment (R2016-0818) that approved carry-over funding for FY16 in the amount of \$30,287; and

WHEREAS, the parties entered into a Third Amendment (R2016-0208) that extended the term for the remaining one (1) year extension, October 1, 2016 through September 30, 2017, in the amount of \$180,000, for a new total not to exceed amount of \$460,000; and

WHEREAS, the parties desire to modify the Scope to include a Youth Build Pre-Apprenticeship program, effective January 1, 2017, in the amount of \$76,487; and

WHEREAS, the parties desire to also modify the YEC Program Budget to provide for more participants to attend college tours with additional funding in the amount of \$6,500, for a new total not to exceed amount of \$542,987.

WHEREAS, a portion of the funding for the period of October 1, 2016 through September 30, 2017, totaling \$156,487 (\$80,000 by the Third Amendment, plus \$76,487 funded by this Fourth Amendment), must be allocated toward new evidence-based programming for at-risk youth attending the YEC, and shall not be allocated toward existing program expenditures.

NOW THEREFORE, the parties mutually agree that the Agreement is amended as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference.

2. **ARTICLE 4 – PAYMENTS TO CITY**, the first sentence of the first Paragraph A is hereby replaced with the following:

The total amount to be paid by the COUNTY under this Agreement for all services and materials shall not exceed a total amount of FIVE HUNDRED FORTY-TWO THOUSAND NINE HUNDRED EIGHTY-SEVEN DOLLARS (\$542,987).

3. Exhibit A-1 is hereby replaced in the entirety with **Exhibit A-2**.
4. Exhibit B-2.1 is hereby replaced in the entirety with **Exhibit B-3.1**.
5. **Exhibit B-3.3** is hereby added.
6. All other provisions of the Agreement not modified in this Fourth Amendment remain unchanged and in full force and effect.

(remainder of page intentionally left blank)

IN WITNESS WHEREOF, the parties hereto have caused this Fourth Amendment to be executed by their officials thereupon duly authorized.

ATTEST:

**SHARON R. BOCK
CLERK AND COMPTROLLER**

COUNTY:

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

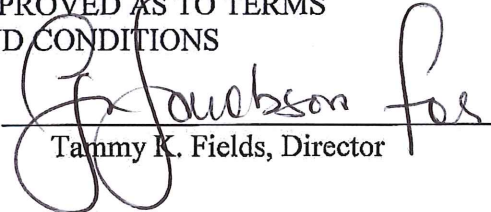
By: _____
Deputy Clerk

By: _____
Paulette Burdick, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

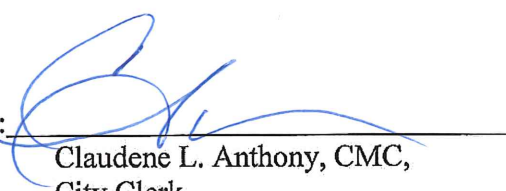
By: 
County Attorney

APPROVED AS TO TERMS
AND CONDITIONS

By: 
Tammy K. Fields, Director

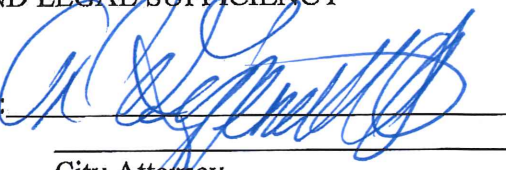
ATTEST:

**CITY OF RIVIERA BEACH, a
Municipality located in Palm Beach County, Florida:**

By: 
Claudene L. Anthony, CMC,
City Clerk

By: 
Thomas A. Masters, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: 
City Attorney

**City of Riviera Beach Youth Empowerment Program
Youth Build Pre-Apprenticeship
Scope of Work**

Riviera Beach Youth Empowerment will provide the following scope of work within the pre-apprenticeship programs:

- I. **Education** ~ to include vocational and remedial education in pursuant of a GED/high school diploma through Adult & Community Education

High School Diploma education process will consist of basic skills instructions, remedial education, secondary education and courses designed to lead to students acquiring a high school diploma

Vocational education will include classroom training in construction terminology and concepts; as well as hands on lab work
- II. **Job training and Pre-apprenticeship program** ~ services within the field of electric, plumbing, HVAC, welding, carpentry, and hospitality/food service management ~ training will be provided by qualified instructors, with students having an opportunity for job placement within those areas of apprentice
- III. **Leadership Development Program** ~ Students will share in the governance of their own program and participant in training, mentoring, and other support activities. Students will be engaged in leadership field trips/in-class activities such as: visiting trade unions, learning the benefits offered to employees/members, banking, apprenticeship businesses
- IV. **Youth Development Program** ~ Students participate in personal counseling, peer support groups, life-planning processes that assist the student in overcoming negative habits and attitudes, and pursuing achievable goals that will establish a productive life, sustaining themselves and their immediate families.
- V. **Community Development Program** ~ Students will engage in community activities such as service driven projects which will assist youth in generally taking responsibility for their neighborhoods. These projects will also assist students in becoming stake-holders in their communities.
- VI. **On-Site Training** ~ Students will be offered closely supervised hands on trade experience through project build of a tiny house that will involve students working as a team; in the areas of electric, plumbing, carpentry, welding, and HVAC.
- VII. **Job Placement** ~ Students will be assisted in acquiring post-secondary education; coordination with and integration into apprenticeship programs, local union programs, local businesses and internships in other kinds of work environments.
- VIII. **Counseling and other support services** ~ Students will be assisted in handling critical life needs that might otherwise interfere with personal achievement. Direct personal counseling from program staff will be available for all students. Individual and peer counseling will also be available to students through a partnership with outside agency to develop successful habits and values related to mental health, substance abuse, and counseling. Students will also be assisted in other support services such as life goals, use of money, personal relationships, housing, child care, family, or legal emergencies may be a part of the counseling process.

**Riviera Beach Youth Empowerment Center
Program Budget
FY 2017**

Expenditures	Funding Source		Total Budget
	City / Agency	County	
Salaries & Benefits			
FT/ PT/ Contractual Employees	185,741.00		185,741.00
Total Salaries & Benefits	185,741.00		185,741.00
Contractual Services			
Prevention/Life Skills/Skill Building/Education Programs	20,927.00	30,958.50	51,885.50
Total Contractual Services	20,927.00	30,958.50	51,885.50
Education & Training (Staff & Youth Participants) as determined by Program Manager)			
Staff/Youth Training Enhancements		2,500.00	2,500.00
Total Education & Training	-	2,500.00	2,500.00
Pre-apprenticeship Programs (as determined by Program Mgr)			
Youth Multi-Apprenticeship training	7,500.00	5,000.00	12,500.00
Total Pre-Apprenticeship Program	7,500.00	5,000.00	12,500.00
Student Multi-apprenticeship Training Stipends			
(25) training Stipends to be paid 08/2016-09/2017	6,500.00	6,500.00	13,000.00
Total Multi-apprenticeship training stipends	6,500.00	6,500.00	13,000.00
Pre-apprenticeship Program Materials (as determined by Program Mgr)			
Apprenticeship program materials i.e. tools, books, safety equipment	5,962.50	5,962.50	11,925.00
Total Pre-apprenticeship Program Materials	5,962.50	5,962.50	11,925.00
Travel & Per Diem			
Hotel		1,790.00	1,790.00
Parking			-
National Youth Leadership Conference, Washington, D.C.		2,675.00	2,675.00
Flight & Per Diem		2,385.00	2,385.00
College Tour (Youth & Chaperones) and other related trips/ conference expenses determined by Program Manager	-	14,587.50	14,587.50
Total Travel & Per Diem	-	21,437.50	21,437.50
Communication Services			
Telephone	780.00	1,188.00	1,968.00
Internet/Cable		2,360.00	2,360.00
Total Communication Services	780.00	3,548.00	4,328.00
Utilities			
Water	780.00		780.00
Electricity			-
Total Utilities	780.00	-	780.00

**Riviera Beach Youth Empowerment Center
Program Budget
FY 2017**

Expenditures	Funding Source		Total Budget
	City / Agency	County	
Postage & Freight			
Postage & Freight		1,200.00	1,200.00
Total Postage		1,200.00	1,200.00
Rental & Leases			
Copiers Leases		1,750.00	1,750.00
Water Coolers Services			-
Total Rental & Leases	-	1,750.00	1,750.00
Insurance			
Total Insurance	-	-	-
Facility / Building Repairs & Maintenance			
Cleaning Services		3,500.00	3,500.00
Pest Control	480.00		480.00
Repairs	3,928.00		3,928.00
Total Facility / Building Repairs & Maintenance	4,408.00	3,500.00	7,908.00
Vehicle Repairs & Maintenance			
Servicing	1,475.00		1,475.00
Repairs	1,475.00		1,475.00
Total Vehicle Repairs & Maintenance	2,950.00		2,950.00
Program Activities			
Day Trips/leadership activities (include admission cost etc.)	2,340.00	5,000.00	7,340.00
Other related expenses as determined by Program Manager	1,500.00		1,500.00
Total Program Activities	3,840.00	5,000.00	8,840.00
Program Supplies			
Administrative Supplies (books, magazines, pens, pencil, paper, arts & crafts etc.) and other related expenses as determined by Program Manager	7,440.00	3,500.00	10,940.00
Toiletries			-
T-Shirts, Flyers, Brochures, uniforms and other related expenses.	3,134.00	3,500.00	6,634.00
Total Program Supplies	10,574.00	7,000.00	17,574.00
Fuel / Gas			
	1,500.00	2,500.00	4,000.00
Total Fuel / Gas	1,500.00	2,500.00	4,000.00

**Riviera Beach Youth Empowerment Center
Program Budget
FY 2017**

Expenditures	Funding Source		Total Budget
	City / Agency	County	
Program Equipment			
Recreational Equipment/Programs		1,500.00	1,500.00
Total Program Equipment	-	1,500.00	1,500.00
Food Supplies			
Breakfast, Lunch, Dinner, Snacks & Refreshments, Food supplied during day trips and other related expenses as determined by Program Manager		8,143.50	8,143.50
Total Food Supplies	-	8,143.50	8,143.50
Renovations			
Renovations, Furnishings, Security, appliances and other expenses needed to operate the program	1,200.00		1,200.00
Total Renovations	1,200.00	-	1,200.00
Riviera Beach YEP Budget Total	252,662.50	106,500.00	359,162.50

**Riviera Beach Youth Empowerment Center
Youth Build Pre-Apprenticeship Program Budget
FY 2017**

Expenditures	Funding Source		
	City / Agency	County	Total Budget
Contractual Services			
Prevention/Life Skills/SkillBuilding/Education Programs		30,287.00	30,287.00
Total Contractual Services		30,287.00	30,287.00
Pre-apprenticeship Programs (as determined by Program Mgr)			
Youth Multi-Apprenticeship training		5,000.00	5,000.00
Total Pre-Apprenticeship Program		5,000.00	5,000.00
Student Multi-apprenticeship Training Stipends			
(12) training Stipends to be paid 01/2017-09/2017		7,500.00	7,500.00
Total Multi-apprenticeship training stipends		7,500.00	7,500.00
Pre-apprenticeship Program Materials (as determined by Program Mgr)			
Apprenticeship program materials		10,000.00	10,000.00
Total Pre-apprenticeship Program Materials		10,000.00	10,000.00
Postage & Freight			
Postage & Freight		1,200.00	1,200.00
Total Postage		1,200.00	1,200.00
Program Activities			
Day Trips/leadership activities (include admission cost etc.)		5,000.00	5,000.00
Other related expenses as determined by Program Manager			-
Total Program Activities		5,000.00	5,000.00
Program Supplies			
Marketing		5,000.00	5,000.00
Printing and Binding		3,500.00	3,500.00
T-Shirts, Flyers, Brochures, uniforms and other related expenses.		4,500.00	4,500.00
Total Program Supplies		13,000.00	13,000.00
Food Supplies			
Breakfast, Lunch, Dinner, Snacks & Refreshments, Food supplied during day trips and other related expenses as determined by Program Manager		4,500.00	4,500.00
Total Food Supplies		4,500.00	4,500.00
Total Budget		76,487.00	76,487.00

2017-

BGEX 150 0222170000000000964

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA

BUDGET TRANSFER
FUND 0001 General Fund

ACCOUNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 02/24/2017	REMAINING BALANCE
<u>EXPENDITURES</u>							
0001-150-1501-3140 Consultant Services	185,733	135,733	0	6,500	129,233	0	129,233
0001-153-7682-8101 Contributions-Other Govt Agencies	100,000	100,000	6,500	0	106,500	100,000	6,500
TOTALS			6,500	6,500			

Signatures & Dates

BY BOARD OF COUNTY COMMISSIONERS
AT MEETING OF 04/04/2017

YOUTH SERVICES DEPARTMENT

INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval
OFMB Department - Posted

Deputy Clerk to the
Board of County Commissioners

2017-

BGEX 150 0302170000000001001

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA

BUDGET TRANSFER
FUND 0001 General Fund

ACCOUNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 02/24/2017	REMAINING BALANCE
<u>EXPENDITURES</u>							
0001-154-1451-3401 Other Contractual Services	1,526,186	1,356,186	0	76,487	1,279,699	0	1,279,699
0001-154-7682-8101 Contributions-Other Govt Agencies	0	80,000	76,487	0	156,487	80,000	76,487
TOTALS			76,487	76,487			

Signatures & Dates

BY BOARD OF COUNTY COMMISSIONERS
AT MEETING OF 04/04/2017

YOUTH SERVICES DEPARTMENT
INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval
OFMB Department - Posted

Deputy Clerk to the
Board of County Commissioners