

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

Meeting Date:	May 2, 2017	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing
Department:	Fire-Rescue		

**I. EXECUTIVE BRIEF**



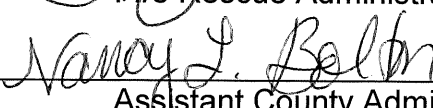
**Motion and Title:** Staff recommends motion to approve:

- A) Memorandum of Agreement with the Children’s Services Council of Palm Beach County providing additional funding in FY 2017 of up to \$75,000 for the Drowning Prevention Coalition for swimming lessons for the period April 1, 2017 to September 30, 2017; and
- B) Budget Amendment of \$75,000 within the Fire/Rescue MSTU Fund to recognize the additional funding from the Children’s Services Council of Palm Beach County.

**Summary:** The Drowning Prevention Coalition program is managed by Palm Beach County Fire-Rescue. It is funded by multiple sources, including the Children’s Services Council (CSC) of Palm Beach County and the County’s General Fund. This Memorandum of Agreement provides the terms and conditions of the Children’s Services Council of Palm Beach County’s commitment to the County to provide additional funding of up to \$75,000 in FY 2017 for the Drowning Prevention Coalition program to fund vouchers issued for swimming lessons this summer. Countywide (PK)

**Background and Justification:** The Palm Beach County Drowning Prevention Coalition program was relocated to Palm Beach County Fire-Rescue on October 1, 2000. The relocation gave the Drowning Prevention Coalition office space within Palm Beach County Fire-Rescue. The primary funding sources for this program in FY 2017 were a transfer from the County’s General Fund in the amount of \$169,389 and two agreements with the Children’s Services Council of Palm Beach County in the amount of \$125,000.

- Attachments:**
- 1. Memorandum of Agreement (1)
  - 2. Budget Amendment

Recommended by:		4/5/17
	Deputy Chief	Date
Approved by:		4/5/2017
	Fire Rescue Administrator	Date
Approved by:		4/12/2017
	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	75,000				
External Revenues	(75,000)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	0				
# ADDITIONAL FTE POSITIONS (Cumulative)	0				

Is Item Included in Current Budget?	Yes	No	X
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**Budget Account No.:** Fund \_\_\_\_\_ Dept \_\_\_\_\_ Unit \_\_\_\_\_ Rev Source \_\_\_\_\_

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

This Memorandum of Agreement represents additional funding to be provided by the CSC in FY 2017 (1300-440-4244-6694).

### C. Departmental Fiscal Review:

### III. REVIEW COMMENTS

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

*J. H. H.* 4/10/17  
4/6 2017 OFMB

*A. J. Jacob* 4/19/17  
Contract Development and Control  
4/17/17 *[Signature]*

## B. Legal Sufficiency

Paul F. [Signature] 4/25/17  
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.)**

17-

**BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT**

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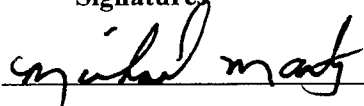
BGRV - 440 - 03281700000000000429

BGEX - 440 - 03281700000000001090

**FUND 1300 - FIRE RESCUE MSTU**

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 03/31/17	REMAINING BALANCE
<b><u>Receipts and Balances</u></b>								
<u>Drowning Prevention Coalition</u>								
440-4244-6694	Grant From Oth Non-Govt	50,000	50,000	75,000		125,000		
	Total Receipts and Balances	344,000,937	355,891,944	75,000		355,966,944		
<b><u>Appropriations &amp; Expenses</u></b>								
<u>Drowning Prevention Coalition</u>								
440-4244-3401	Other Contractual Services *	26,316	59,059	75,000		134,059	0	134,059
	Total Appropriations & Expenses	344,000,937	355,891,944	75,000	0	355,966,944		

<p style="text-align: center;"><b>Fire-Rescue</b></p> <p>INITIATING DEPARTMENT/DIVISION</p> <p>Administration/Budget Department Approval</p> <p>OFMB Department - Posted</p>	<p style="text-align: center;">Signatures</p> <p></p> <p>_____</p> <p>_____</p>	<p style="text-align: center;">Date</p> <p>_____</p> <p>_____</p>	<p>By Board of County Commissioners</p> <p>At Meeting of May 2, 2017</p> <p>_____</p> <p>Deputy Clerk to the</p> <p>Board of County Commissioners</p>
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## MEMORANDUM OF AGREEMENT

This Agreement, entered into as of this \_\_\_\_ day of \_\_\_\_, 2017 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**, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "PBCBCC"), effective April 1, 2017 ("Effective Date") to September 30, 2017.

CSC has agreed to provide funding, not to exceed **\$75,000** to PBCBCC for the **Drowning Prevention Initiative**, to cover vouchers for swimming lessons for approximately 1,500 children in Palm Beach County, for the period April 1, 2017 through September 30, 2017.

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 October 7, 2017 for services on or before September 30, 2017 will be made within 45 days of receipt of written request for funds sent to:

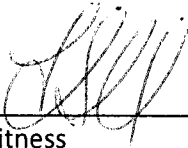
Children's Services Council of Palm Beach County  
2300 High Ridge Road  
Boynton Beach, FL 33426  
Attention: John Bartosek

2. PBCBCC agrees to refund any of CSC's money advanced but not expended prior to October 7, 2017 for services on or before September 30, 2017 within 30 days.
3. A final financial compilation report, accompanied by a Financial Reconciliation Statement (**Exhibit "A"**) accounting for all funds expended will be provided to CSC no later than November 14, 2017.
4. Both parties are aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof may demand and obtain records and testimony from the either or both parties and their subcontractors and lower tier subcontractors. Both parties understand and agree that in addition to all other remedies and consequences provided by law, the failure of one of the parties or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the other party to be a material breach of this Agreement justifying its termination.
5. No provision of this Contract is intended to, or shall be construed to, create any third party beneficiary or to provide any rights to any person or entity not a party to this Contract, including but not limited to any citizen or employees of the PBCBCC and/or CSC.

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

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

ATTEST:

By:   
Witness

Date: 4/3/17

ATTEST:

By: \_\_\_\_\_  
Deputy Clerk

Date: \_\_\_\_\_

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: \_\_\_\_\_  
County Attorney


Date: \_\_\_\_\_

APPROVED AS TO TERMS AND CONDITIONS

By:   
Palm Beach County Fire-Rescue

Date: \_\_\_\_\_

CHILDREN'S SERVICES COUNCIL OF  
PALM BEACH COUNTY

By:   
Lisa Williams-Taylor, Ph.D.  
Chief Executive Officer

Date: 4/3/17

PALM BEACH COUNTY, FLORIDA BY ITS  
BOARD OF COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Paulette Burdick, Mayor

Date: \_\_\_\_\_

**EXHIBIT 'A'**

**Financial Reconciliation Statement**

As required by the provisions of the Memorandum of Agreement (MOA) between the Children's Services Council of Palm Beach County ("CSC") and Board of Commissioners Palm Beach County ("PBCBCC") effective April 1, 2017, for the Drowning Prevention Initiative, attached is a final financial reconciliation of the funds provided by CSC.

As shown in the attached (mark box):

☐ All funds provided by CSC were spent in accordance with the provisions of the MOA.

The undersigned states that he/she is the CFO or other individual dually authorized by the governing board of Palm Beach County to sign this type of document. The information attached is a true and accurate representation of the expenditure of CSC funds under the MOA.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name