

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS <u>AGENDA ITEM SUMMARY</u>

Meeting Date:	August 15, 2017	[X] Consent [] Ordinance	[] Regular [] Public Hearing
Department:	Facilities Developme	nt & Operations	

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: a notice to terminate the License Agreement (R2012-1682) received from the Town of Jupiter for the use of office space within the County's West Jupiter Community Center (Center) located at 6415 Indiantown Road, Jupiter, effective August 10, 2017.

Summary: On November 20, 2012, the Board approved the License Agreement with the Town of Jupiter, without charge, for the use of an office within the County's Community Action Program Office located at the Center. The office was used for the purpose of assisting County residents with applying for community assistance services such as food stamps, cash assistance and Medicaid benefits, referrals to the County's Community Action Program and other assistance programs. The term of the License Agreement extended on a year to year basis, unless terminated by either party upon thirty (30) days notice to the other party. On July 11, 2017, the Town of Jupiter provided its notice to terminate the License Agreement due to changes in staffing and lack of activity at the County's Community Action Program Office. The Town of Jupiter has vacated the Premises. (PREM) District 7 (HJF)

Background and Justification: The Board approved the License Agreement with the Town of Jupiter for the use of an office within the County's Community Action Program Office for general office purposes by one person to provide community assistance services to County residents on behalf of the Town of Jupiter. The term of the License Agreement continued on a year to year basis unless terminated by either party upon thirty (30) days written notice. Due to the office being empty most days of the week, the Town of Jupiter believes it is not practical to keep an employee at the Center.

Attachments:

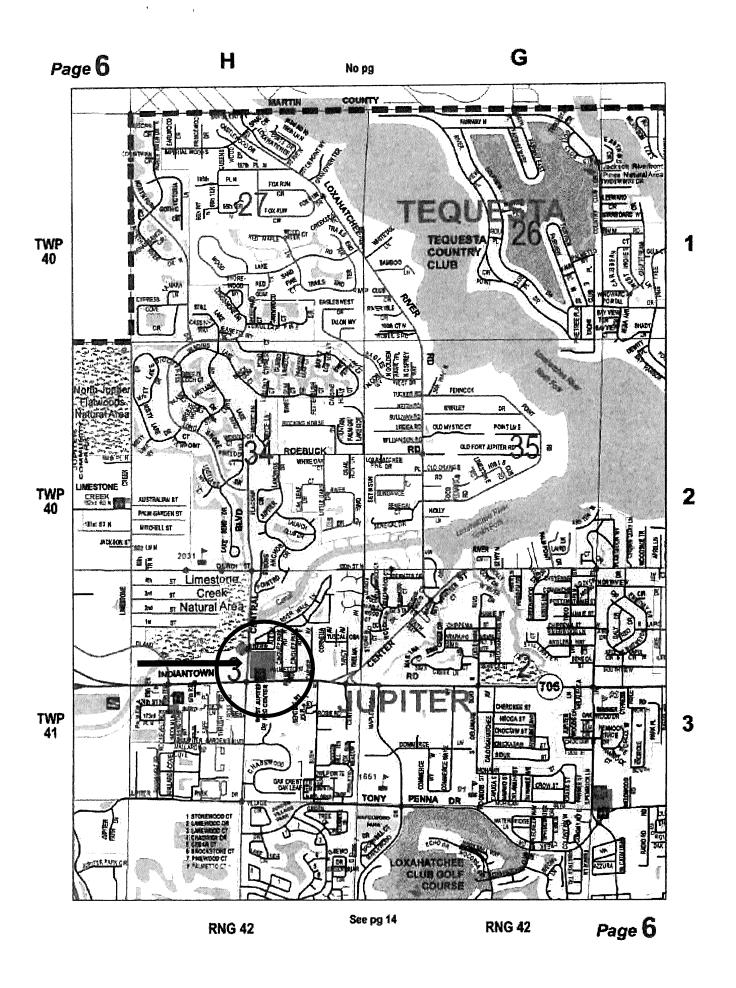
- 1. Location Map
- 2. Letter of Termination from the Town of Jupiter

Recommended By: At Any Way 715/17	
Department Director Date	
Approved By:	
County Administrator Date	

II. FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact: A. Fiscal Years 2017 2018 2019 2020 2021 **Capital Expenditures Operating Costs External Revenues Program Income (County) In-Kind Match (County NET FISCAL IMPACT** # 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: *No fiscal impact. Fixed Asset Number C. **Departmental Fiscal Review:** III. REVIEW COMMENTS A. OFMB Fiscal and/or Contract Development, Comments: Contract Development and Control В. Legal Sufficiency: C. Other Department Review: **Department Director**

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





LOCATION MAP

Attachment #1



TOWN OF JUPITER

Town Council (561) 741-2214

July 11, 2017

TODD WODRASKA MAYOR toddw@jupiter.fl.us

Palm Beach County Dept. of Community Services Attn: Taruna Malhotra, Assistant Director 810 Datura Street West Palm Beach, FL 33401

WAYNE R. POSNER VICE-MAYOR waynep@jupiter.fl.us

Dear Ms. Malhotra:

RON DELANEY COUNCILOR rond@jupiter.fl.us Due to the recent changes in staffing in the Palm Beach County Community Action Program (CAP) office where the Town's ACCESS eligibility employee is located, the Town of Jupiter is hereby giving its notice to terminate the Jupiter License Agreement with Palm Beach County. Since the office is empty most days of the week, it is neither practical nor safe to keep an employee there.

ILAN KAUFER COUNCILOR ilank@jupiter.fl.us

The Town of Jupiter wants to thank you for this partnership of five years, and hopes to work with the County in the future.

JIM KURETSKI COUNCILOR jimk@jupiter.fl.us

Sincerely,

Todd Wodraska

Mayor

Interim Town Manager LORI BONINO lorib@jupiter.fl.us (561) 741-2214 cc: Ross Hering, PBC Dept. of Property & Real Estate Mngmt. Howard Falcon, III, Chief Assistant County Attorney

Attachment 2

Town Hall • 210 Military Trail • Jupiter, Florida 33458 • www.jupiter.fl.us • (561) 746-5134