

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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Meeting Date: October 5, 2021 [X] Consent [] Regular
[] Ordinance [] Public Hearing
Department
Submitted By: Community Services
Submitted For: Division of Senior and Veteran Services
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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

A) a Use of Facility Agreement for Government Entities with the City of Riviera Beach (Meal Site), at no cost to the County, for the five (5) year period October 5, 2021 through October 4, 2026, to provide a congregate meal site for seniors at the Lindsey Davis Community Center; and

B) a Use of Facility Agreement for Non-Government Entities with SPT WAH Windsor Park, LLC (Meal Site), at no cost to the County, for the five (5) year period October 5, 2021 through October 4, 2026, to provide a congregate meal site for seniors at Windsor Park Apartments.

Summary: The Division of Senior and Veteran Services (DSVS) receives federal funds from the Older American Act (OAA) to provide congregate meal sites. These agreements enable DSVS to operate congregate meal sites for seniors at no cost to the County for space and/or energy usage. The Meal Sites recruit volunteers to operate the sites. DSVS will provide training for the volunteers. Meals and necessary food related services and supplies are furnished by the County through its designated food service vendor, subject to the availability of funds. The meal sites were closed for grant year (GY) 2020 and currently remain closed due to COVID-19. The OAA grant requires that the Use of Facility Agreements be in place prior to reopening. Seniors receiving home delivered meals prior and during the COVID-19 pandemic are continuing to do so without interruption in services. Lindsey Davis served 6,780 meals to seniors in GY 2019. Windsor Park served 6,036 meals to seniors in GY 2019. The estimated total cost of the meals is \$49,704 and is funded under OAA in the amount of \$44,734 (90%) and \$4,970 (10%) in County match. Sufficient funding is included in the current budget to meet County obligations. DSVS is responsible for providing services north of Hypoluxo Rd. The areas of service exclude portions of Districts 3, 4, 5, and 7 south of Hypoluxo Road. The Mae Volen Senior Center, Inc. is responsible for providing services in the excluded areas. **No additional County funds are required.** (DSVS) Countywide except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Rd. (HH)

Background and Justification: In accordance with OAA, DSVS operates congregate meal sites to provide effective delivery of nutritious meals to low-income, socially isolated seniors to improve their quality of life and productivity.

Attachments: Use of Facility Agreements (2)

DocuSigned by: James Green

9/8/2021

Recommended By: _____ Date
Department Director

Approved By: _____ Date
Assistant County Administrator 9/23/21

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures					
Operating Costs	49,037	49,705	49,705	49,705	49,705
External Revenue	(44,134)	(44,735)	(44,735)	(44,735)	(44,735)
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	4,903	4,970	4,970	4,970	4,970

# ADDITIONAL FTE POSITIONS (Cumulative)					
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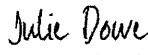
Is Item Included In Current Budget? Yes X No
 Does this item include the use of federal funds? Yes No X

Budget Account No.:
 Fund 1006 Dept. 144 Unit 1458 Object Var. Program Code Var. Program Period Var.

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

No fiscal impact for use of facility. Pending meal costs below:

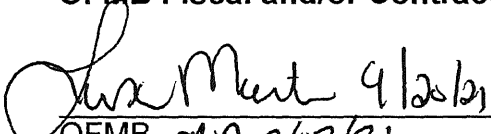
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Federal Funds (90%)	\$223,074
County Match (10%)	\$ 24,783
Total	\$247,857

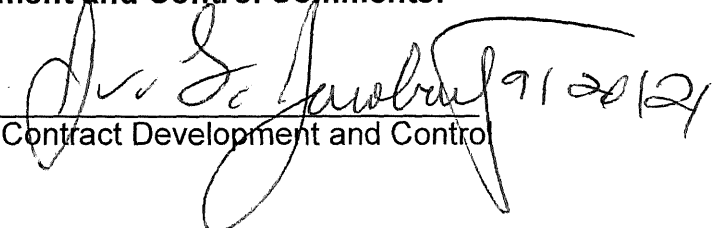
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C. Departmental Fiscal Review: _____
 Julie Dowe, Director, Financial & Support Services

III. REVIEW COMMENTS

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

 9/20/21
 OFMB AP 9/17/21

 9/20/21
 Contract Development and Control

B. Legal Sufficiency:


 Senior Assistant County Attorney 

C. Other Department Review:

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