

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: February 3, 2026	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Regular
	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
Department		
Submitted By: <u>Community Services</u>		
Submitted For: <u>Division of Senior and Veteran Services</u>		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to adopt: Resolution repealing and replacing Resolution 2013-0242 regarding the Division of Senior and Veterans Services (DSVS), authorizing the County Administrator, or his designee, signatory authority for individual agreements, amendments, and any other necessary documents related to the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA); the Florida Department of Elder Affairs (DOEA); and the Agency for Health Care Administration (AHCA), that do not exceed 30% of the grant award or \$500,000, whichever is greater, effective February 3, 2026.

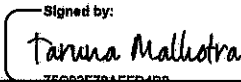

Summary: An amended resolution is necessary to authorize signature authority for individual agreements, amendments, Adult Day Care licensing documents, and any other required paperwork related to grants or contracts with AAA, DOEA, and AHCA. DSVS receives annual federal and state grant funds through agreements or contracts with AAA and DOEA. These contracts are periodically updated to reflect budgetary priorities and to adjust award amounts when unused federal funds become available.

Additionally, DSVS Adult Day Care programs require licensure and biennial renewal by the AHCA to ensure compliance with the rules and regulations adopted by the State of Florida, as authorized under Chapter 429, Part III, Florida Statutes, and Rule 59A-16 of the Florida Administrative Code.

Delegating signatory authority to the County Administrator, or his designee, for individual agreements, amendments, and other necessary documents within the defined threshold will allow for timely spending of funds and ensure compliance with grant mandates. All agreements, amendments, and related documents signed by the County Administrator, or his designee, will be presented to the Board of County Commissioners (BCC) as receive-and-file items in accordance with PPM CW-O-051. Countywide except for portions of Districts 2, 4, 5, and 7 south of Hypoluxo Rd. (JBR)

Background and Policy Issues: DSVS receives federal Older Americans Act and DOEA funds both through the AAA and directly from the DOEA. To ensure funds are expended efficiently, delegation of signatory authority to the County Administrator, or his designee, is recommended to expedite grant agreements, amendments, and any other necessary documents.

- Attachments:**
- 1. Resolution Repealing and Replacing Resolution No. 2013-0242
 - 2. Resolution No. R2013-0242

Recommended By:	Signed by: 	1/7/2026
	75003F70AFFF0488...	
	Department Director	Date
Approved By:		1-13-26
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT					

No. ADDITIONAL FTE POSITIONS (Cumulative)					
-------------------------------------------	--	--	--	--	--

Is Item Included In Current Budget? Yes _____ No _____
Does this item include the use of federal funds? Yes _____ No _____
Does this item include the use of state funds? Yes _____ No _____

Budget Account No.:
Fund ____ Dept ____ Unit ____ Object ____ Program Code ____ Program Period ____

B. Recommended Sources of Funds/Summary of Fiscal Impact:
There is no fiscal impact to this item.

C. Departmental Fiscal Review:

DocuSigned by:
Julie Dowe
05AC8C7CC58C4A4

Julie Dowe, Director, Financial & Support Services

III. REVIEW COMMENTS

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

Signature

1/8/2026

OFMB

1-8-26

Signature

1/12/26

Contract Development and Control

26.1.9.26

B. Legal Sufficiency:

Signature

1/12/26

Assistant County Attorney

C. Other Department Review:

Signature

Department Director

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

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR HIS DESIGNEE, SIGNATORY AUTHORITY ON INDIVIDUAL AGREEMENTS, AMENDMENTS AND ANY OTHER NECESSARY DOCUMENTS RELATED TO THE AREA AGENCY ON AGING OF PALM BEACH/TREASURE COAST, INC. (AAA), AND FLORIDA DEPARTMENT OF ELDER AFFAIRS (DOEA), AND AGENCY FOR HEALTH CARE ADMINISTRATION (AHCA) AGREEMENTS/CONTRACTS; REPEALING AND REPLACING RESOLUTION R2013-0242.

WHEREAS, Palm Beach County has been notified that the Division of Senior and Veterans Services is a Lead Agency which will receive Federal and State funds through Area Agency on Aging of Palm Beach/Treasure Coast, Inc.; and

WHEREAS, since streamlining of the agenda process has increased the length of time between Board meetings and it is imperative that any other necessary documents be executed with the greatest dispatch; and

WHEREAS, Palm Beach County has adopted an optional Home Rule Charter pursuant to Section 1(g) of Article VIII of the Florida State Constitution and Chapter 125 of the Florida Statutes; and

WHEREAS, Section 125.85, Florida Statutes, authorizes the delegation of any powers and duties not set forth therein by resolution or ordinance of the Board of County Commissioners; and

WHEREAS, the delegation of signing authority to the County Administrator, or his designee, on AAA agreements/contracts for the program periods, November 1, 2025 through November 1, 2028 and any other necessary documents from the grantor AAA. This would eliminate delays caused by such items to be brought before the Board of County Commissioners and would therefore be consistent with the goal of the Board of County Commissioners to streamline the agenda process; and facilitate timely spending of grant funds which must be spent within a program year; and

WHEREAS, the agenda process is at times, not conducive to allowing documents to be executed with the greatest dispatch; and

WHEREAS, the delegation of signature authority to the County Administrator, or his designee, on amendments to AAA/DOEA/AHCA agreements/contracts and any other necessary documents from AAA/DOEA/AHCA would eliminate delays caused by such items to be brought before the Board of County Commissioners and would therefore be consistent with the goal of the grantee to expend funds in compliance with grant requirements; and

WHEREAS, the specific delegation of signatory authority is in accordance with PPM#CW-O-051 when said documents follow the format as set forth in paragraph 2 herein below, which document is incorporated herein and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, as follows:

1. The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.

2. The County Administrator, or his designee, is hereby expressly authorized to execute, on behalf of the Board of County Commissioners, contract

amendments and any other necessary documents related to the AAA/DOEA/AHCA programs.

3. This delegation of signature authority is strictly limited to the parameters set forth herein above so that the execution of the aforementioned document by the County Administrator constitutes a ministerial act on his part in accordance with PPM #CW-0-051.

The foregoing resolution was offered by Commissioner _____ who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Commissioner Sara Baxter, Mayor	_____
Commissioner Marci Woodward, Vice Mayor	_____
Commissioner Maria G. Marino	_____
Commissioner Gregg k. Weiss	_____
Commissioner Joel G. Flores	_____
Commissioner Maria Sachs	_____
Commissioner Bobby Powell Jr.	_____

The Mayor thereupon declared the Resolution duly passed and adopted this _____ day of _____, 2026.

**APPROVED AS TO FORM
LEGAL SUFFICIENCY**

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

Michael Caruso, Clerk & Comptroller
Palm Beach County

By:  _____
Assistant County Attorney

By: _____
Deputy Clerk

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

MBIT 70
R-2013-0242

R-2013-0242

AGENDA ITEM SUMMARY

BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

[illegible]

Ordinance Public Hearing

Department

Submitted By: Community Services

Submitted For: Division of Senior Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to adopt: Resolution Amending Resolution No. 2010-1942 regarding the Division of Senior Services (DOSS) authorizing the County Administrator, or his designee, signatory authority on individual amendments and any other necessary documents related to Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA) and Department of Elder Affairs (DOEA) grant agreements/contracts for not more than ten percent (10%) of the grant award or \$150,000, whichever is greater, effective March 12, 2013.

Summary: An amended resolution is necessary to allow signature authority on individual amendments and any other necessary documents related to AAA and DOE grants agreements/contracts. DOSS receives Federal and State grant funds annually through agreements or contracts with AAA and DOE. These contracts are adjusted periodically to align budgetary priorities and to adjust grant amounts when unused federal funds become available for distribution. Delegating signatory authority to the County Administrator, or his designee, on individual amendments and any other necessary documents within the defined threshold would facilitate the spending of funds in a timely manner in compliance with the grant mandates. Amendments signed by the County Administrator, or his designee, will be brought before the Board of County Commissioners as receive and file documents in accordance with PPM CW-O-051. (DOSS) Countywide (TKF)

Background and Justification: DOSS receives federal Older Americans Act and State Department of Elder Affairs funds both through the AAA and directly from DOEA. To ensure funds are expended in an efficient manner, delegation of signatory authority to the County Administrator, or his designee, is recommended to expedite grant amendments and any other necessary documents.

Attachment:

1. Resolution Amending Resolution No. 2010-1942
2. Resolution No. R2010-1942

2. Resolution No. R2010-1942

Recommended By:

Department Director

Date

2/14/13

Approved By:

Assistant County Administrator

Date _____

2/26/13

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	• 2017
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income					
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 Code _____ Program Period _____

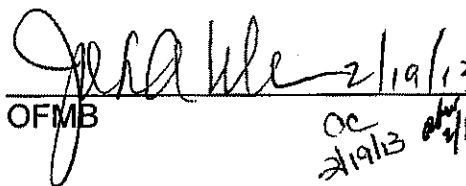
B. Recommended Sources of Funds/Summary of Fiscal Impact:


C. Departmental Fiscal Review:


Taruna Malhotra, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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


OFMB
2/19/13
OC 2/19/13
2/14/13


Contract Development and Control
2-25-13
B. Wheeler

B. Legal Sufficiency:


Chief Assistant County Attorney
2/26/13

C. Other Department Review:

Department Director

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

RESOLUTION NO. R-2013-0242

RESOLUTION AMENDING RESOLUTION NO. 2010-1942 OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR HIS DESIGNEE, SIGNATORY AUTHORITY ON INDIVIDUAL AMENDMENTS AND ANY OTHER NECESSARY DOCUMENTS RELATED TO AREA AGENCY ON AGING OF PALM BEACH/TREASURE COAST, INC. (AAA) AND DEPARTMENT OF ELDER AFFAIRS (DOEA) GRANT AGREEMENTS/CONTRACTS FOR NOT MORE THAN TEN PERCENT (10%) OF THE GRANT AWARD OR \$150,000, WHICHEVER IS GREATER.

WHEREAS, Palm Beach County has been notified that the Division of Senior Services is a Lead Agency which will receive Federal and State funds through Area Agency on Aging of Palm Beach/Treasure Coast, Inc.; and

WHEREAS, since streamlining of the agenda process has increased the length of time between Board meetings and it is imperative that individual amendments and any other necessary documents be executed with the greatest dispatch; and

WHEREAS, Palm Beach County has adopted an optional Home Rule Charter pursuant to Section 1(g) of Article VIII of the Florida State Constitution and Chapter 125 of the Florida Statutes; and

WHEREAS, Section 125.85, Florida Statutes, authorizes the delegation of any powers and duties not set forth therein by resolution or ordinance of the Board of County Commissioners; and

WHEREAS, the delegation of signing authority to the County Administrator, or his designee, on individual amendments and any other necessary documents related to AAA and DOEA grant agreements/contracts for not more than ten percent (10%) of the grant award or \$150,000, whichever is greater, would facilitate timely spending of grant funds which must be spent within a program year; and

WHEREAS, the agenda process is at times, not conducive to allowing documents to be executed with the greatest dispatch; and

WHEREAS, the delegation of signature authority to the County Administrator, or his designee, on individual amendments and any other necessary documents related to AAA and DOEA grant agreements/contracts would also allow for reallocation of funding in a more expeditious manner and would eliminate delays caused by such items to be brought before the Board of County Commissioners and would therefore be consistent with the goal of the grantee to expend funds in compliance with grant requirements; and

WHEREAS, Countywide PPM#CW-O-051 establishes procedures and policies regarding delegated authority for execution of County contracts, agreements, and grants.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, as follows:

1. The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.

2. The County Administrator, or his designee, is hereby expressly authorized to execute, on behalf of the Board of County Commissioners, individual amendments and any other necessary documents related to the AAA and DOEA within the defined threshold effective March 12, 2013.

3. This delegation of signature authority is strictly limited to the parameters set forth herein above so that the execution of the aforementioned document by the County Administrator constitutes a ministerial act on his part in accordance with PPM #CW-O-051.

The foregoing resolution was offered by Commissioner Berger who moved its adoption. The motion was seconded by Commissioner Taylor and upon being put to a vote, the vote was as follows:

Commissioner Steven L. Abrams, Mayor	<u>Aye</u>
Commissioner Priscilla A. Taylor, Vice Mayor	<u>Aye</u>
Commissioner Hal R. Valeche	<u>Aye</u>
Commissioner Paulette Burdick	<u>Aye</u>
Commissioner Shelley Vana	<u>Aye</u>
Commissioner Mary Lou Berger	<u>Aye</u>
Commissioner Jess R. Santamaria	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 12th day of March, 2013.

**APPROVED AS TO FORM
LEGAL SUFFICIENCY**

By: [Signature]
County Attorney

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

Sharon R. Bock, Clerk & Comptroller
Palm Beach County

By: [Signature]
Deputy Clerk



**APPROVED AS TO TERMS
AND CONDITIONS**

BY: [Signature]
DEPARTMENT HEAD