



## AGENDA ITEM

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### TITLE

Update Regarding Coronavirus State and Local Fiscal Recovery Funds Spending Plan Through American Rescue Plan Act (ARPA) and Discussion Regarding Use of Unobligated Funds

### BRIEF OVERVIEW

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund which together make up the Coronavirus State and Local Fiscal Recovery Funds ("SLFRF") program. This program is intended to provide support to state, territorial, local, and tribal governments in responding to the economic and public health impacts of COVID 19.

Hernando County received a total of \$37,666,688.00 over two installments, one in 2021 and the next in 2022. To date, there are \$2,963,196.00 in unencumbered funds remaining. Funds are required to be obligated by December 31, 2024, and expended by December 31, 2026.

Staff has received requests from the Vincent Academy and the Community Food Bank's Rise Empowerment Center for assistance with construction of their facilities. In addition, staff is recommending allocating funds to the South Brooksville drainage project and to the Housing and Supportive Services Department for affordable housing. The funding requests and recommendations are as follows:

Vincent House	\$250,000.00
Rise Enrichment Center	\$250,000.00
Emergency Relief from Natural Disasters	\$2,463,196.00
Total	\$2,963,196.00

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recommendations are as follows:

All ARPA funded projects must be in one of the following categories:

- To respond to the COVID 19 public health emergency or its negative economic impacts.
- To respond to workers performing essential work during the COVID 19 public health emergency by providing premium pay to such eligible workers of the recipient or by providing grants to eligible employers that have eligible workers who performed essential work.
- To make necessary investments in water, sewer, or broadband infrastructure.
- Emergency relief from natural disasters.
- Surface transportation projects.
- Title I projects, investing in activities that are eligible under the CDBG and ICDBG programs, as listed in section 105(a) of the Housing and Community Development Act of 1974.

Staff and the County's ARPA consultant firm, The Balmoral Group, have reviewed the projects and have determined that the listed projects meet the criteria as listed above and are eligible for ARPA funding. Projects associated with the Vincent House and Rise Enrichment Center are currently undergoing mandatory risk assessment by The Balmoral Group.

## FINANCIAL IMPACT

Funds totaling \$2,963,196.00 are available within Fund 1555 American Rescue for the projects approved by the Board.

## LEGAL NOTE

The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

## RECOMMENDATION

It is recommended that the Board provide direction on the amount of unobligated funds to allocate to projects or project types. Upon Board direction, staff will develop associated obligation agreements and bring those agreements back to the BOCC for approval.

## REVIEW PROCESS

Albert Bertram	Approved	10/14/2024	3:05 PM
Pamela Hare	Approved	10/14/2024	3:21 PM
Jon Jouben	Approved	10/15/2024	4:45 PM
Heidi Kurppe	Approved	10/16/2024	9:27 AM
Toni Brady	Approved	10/16/2024	10:28 AM
Jeffrey Rogers	Approved	10/17/2024	8:13 AM
Colleen Conko	Approved	10/17/2024	1:19 PM

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVER:</b>	Brian Hawkins

**SECONDER:** Steve Champion

**AYES:** Narverud, Hawkins, Campbell, Allocco and Champion

# Exhibit A: Scope of Work

## Introduction

The work identified in this agreement will be performed on property owned or leased by the Community Food Bank. Unless approved by the County, no other entity shall be granted utilization of these funds.

**Funding Requested:** all or partial funding of \$1,595,000 to lease an undetermined location or build on the 201 West Martin Luther King Blvd, Brooksville, FL location or similar property.

## Budget

Our budget and on-boarding of the additional pantries as well as empowerment space and micro-retail incubator is dependent on the acquired facility or ground-up construction. If we are to occupy an existing building the build-out and needs will change accordingly as the cooler and freezer spaces require specific infrastructure and are best suited for a new construction opportunity. New pantry clients will be on-onboarded in phases and empowerment service partners will be managed by a volunteer steering committee. The micro-retail incubator will also be managed by a volunteer board with scaled lease agreements. Our current business model depicts the Maintenance Fees charged per pound to pantry partners for rescued products which are often waived and covered instead by grants or other funding. The purchased retail grade product has a small handling fee of up to 6% to cover our labor costs. In addition to these revenue vehicles that have allowed the Community Food Bank to be self-sustaining, we would explore progressive lease options for the mico-retail space and empowerment center should collaborative funding be found.

\*See attached Hernando Facility Launch Budgets.

## Project Timeline

### **Phase 1: Pre-Construction (Month 1-3)**

Project Planning and Design (Month 1)

Define project scope and objectives

Hire an architect/engineer

Preliminary design and layout drafts

Develop a budget estimate

### **Site Acquisition and Permitting (Month 1-2)**

Secure the property where the warehouse will be built

Apply for necessary zoning permits and licenses

Environmental assessments (if necessary)

### **Final Design Approval (Month 3)**

Finalize architectural plans

Confirm design and construction specifications

Obtain building permits from local authorities

### **Phase 2: Groundwork and Foundation (Month 4-5)**

#### **Site Preparation (Month 4)**

Clear the land of any debris, vegetation, or existing structures

Conduct grading and leveling of the site

**Foundation Work (Month 4-5)**

Excavate for the foundation

Pour concrete for the foundation and footing

Allow for curing time

**Phase 3: Construction (Month 6-9)**

**Structural Framing (Month 6)**

Erect steel or wooden framing for the warehouse and center

Install support beams, walls, and roof structures

**Roofing and Exterior Work (Month 6-7)**

Install roofing materials

Apply exterior wall finishes

Ensure all weatherproofing measures are in place

**Utilities Installation (Month 7-8)**

Rough in plumbing, electrical, and HVAC systems

Install service lines for water, electricity, and sewage

**Interior Construction (Month 8-9)**

Build interior walls, rooms, and office spaces

Install insulation and drywall

Begin finishing work: flooring, painting, and fixtures

**Phase 4: Final Touches and Inspection (Month 10-12)**

**Final Installations and Landscaping (Month 10)**

Complete installations of kitchens, restrooms, and other facilities

Landscaping around the property (plant trees, shrubs, etc.)

Finalize any outdoor lighting or signage

**Inspections and Corrections (Month 11)**

Arrange for inspections by local building authorities

Address any identified issues or corrections needed

**Final Walkthrough and Cleanup (Month 12)**

Conduct a final walkthrough with stakeholders

Address any last-minute touch-ups

Clean the site and prepare for opening

**Phase 5: Opening and Community Engagement (End of Month 12)**

**Opening Ceremony (End of Month 12)**

Organize a grand opening event to introduce the center to the community

Invite local leaders, stakeholders, and media

Begin outreach programs and distribution services

## Agency Mission

The mission of the Community Food Bank is to be the driving force to promote awareness, inspire involvement, and end hunger. Since we opened our doors in 2013, the Community Food Bank has grown to provide 2 million pounds of food relief each year to over 30,000 Hernando County residents from our

main location in Citrus County through just 10 of the county's 32 pantries. Added to our other distribution area, this is a total of over 5.1 meals to over 70,000 every month. Whether facing food insecurity, nutritional deficits, or natural disasters, the Community Food Bank ensures that NO ONE in our community goes hungry.

Prospective clients our target population includes a significant percentage of low-income individuals and families who experience food insecurity choices between basic needs, generational poverty, and lack of access to providers and resources. Engaging with local service organizations, schools, churches, and community groups will help attract our target audience from the entire county.

## Service Area

The service area includes all of Hernando County and is focused on the elevation of the South Brooksville population.

### Need

The clients that the Community Food Bank and our network of pantry partners serve are disproportionately impacted by the far-reaching public health and negative economic impacts of the pandemic, generational poverty, low wages, disaster recovery, and age. These impacts include poor diets, lack of medical care access, lack of access to career and educational advancement training and opportunities, and lack of support for business entrepreneurs. 18% live in poverty. 10% of residents do not have a vehicle. 20% of children live in poverty. 22% are disabled. (Florida Chamber of Commerce)

The current number of clients that the Community Food Bank serves in Hernando County is approximately 30,000 per month. This represents 7% of the Hernando County population.

Our headquarters in Homosassa is at its service capacity for pantries and does not currently allow for any wrap-around services to be offered. Since convening our Hernando Task Force in 2021, the Community Food Bank has worked to research the areas we could most impact now and in the future, create dialog regarding true needs, develop alliances and support, and raise awareness with stakeholders, donors, and other partners. We have tentative commitments with Feeding Tampa Bay, FarmShare, and Emergency Management to expand our service availability to all pantries and locations of need in the county. We have also worked to increase our donor base and recruit investors for our capital campaign. Our current headquarters will allow us to phase in new agency partners, support logistics and operational needs, and direct funding activities. The campus will serve as a vital hub for local engagement and empowerment. By providing a safe, welcoming space for residents, we encourage positive interactions and foster a sense of belonging with community based support among residents.

## Agency Request

The Community Food Bank is requesting funding to lease property and build a warehouse with empowerment center hosting capability, a micro-retail incubator marketplace, and a community-friendly campus accessible for disaster recovery, events, and other needs while being able to pivot to accommodate changes in need. These capital improvements will serve to address food insecurity in our community while providing resources for economic empowerment, health care, and education to those who are marginalized, disadvantaged, or impoverished. With a construction budget of \$1,595,000 and operating costs of \$178,830-226,931 per year, our mission is to create a sustainable local food distribution network and serve as a community hub for all resources to county residents.

## Results

As a result of these ARPA funds, the Community Food Bank and Empowerment Center has the potential to transform lives in our community by improving access to food and promoting education and empowerment. With careful planning and community involvement, we can create a sustainable model that addresses food insecurity and empowers individuals to lead healthier and more productive lives. This capacity expansion will allow the Community Food Bank to distribute 2-5 million more meals, groceries, and supplies to residents. The empowerment center will reach hundreds of residents each week, filling the gap in their medical and mental health, skill training and career advancement opportunities, financial management, and entrepreneurial advancement. We are always better together!

Thank you for your time, interest, and attention,

A handwritten signature in cursive script that reads "Barbara Sprague". The ink is dark and the signature is fluid, with a large initial 'B' and 'S'.

Submitted by: Barbara Sprague, CEO  
Community Food Bank, Inc.  
5259 W. Cardinal St. Homosassa, FL 34446  
352-628-3663  
[executivedirector@FEED352.org](mailto:executivedirector@FEED352.org)  
[www.FEED352.ORG](http://www.FEED352.ORG)

Dept	Project	Budget	Expenditures	Unexpended July 2024	% Spend Down	Status	Notes	Status Key
✓	33591 TELECOM/CORP PUMP & FM	\$ 1,600,000	\$ 227,088.69	\$ 1,372,911.31	14%		23000629 326,949; 1,372,443.30 (leaves 468.01)	Complete
✓	33290 BROOKSVILLE STORMWATER MASTER DRAINAGE PLAN	\$ 150,487	\$ 150,487.17	\$ -	100%			Proceeding w/o concern
✓	31090 ESSENTIAL WORKER PREMIUM PAY	\$ 1,777,774	\$ 1,777,771.29	\$ 2.71	100%			Proceeding w/ concern
✓	33594 US41 Force Main	\$ 1,575,000	\$ 224,296.32	\$ 1,350,703.68	14%			No Action
✓	33596 SR 50 & Grove Rd FM	\$ 1,008,769	\$ 365,570.97	\$ 643,198.03	36%		Winter Street Force Main? Eng. Est. 420,000; 2300715, 2400712 495,462	
✓	31090 Overhaul Water & Sewer Supply (Salvation Army)	\$ 192,000	\$ -	\$ 192,000.00	0%			
✓	31090 Baker Act Facility	\$ 2,000,000	\$ -	\$ 2,000,000.00	0%			
✓	34190 AIRPORT STORMWATER MASTER PLAN	\$ 311,879	\$ 285,733.72	\$ 26,145.04	92%		22000544 311,878.76	
✓	33593 WEEPING WILLOW ROAD SEWER FORCE MAIN	\$ 4,422,445	\$ 4,422,445.01	\$ (0.01)	100%			
	33590 KILLAN WP UPGRADE	\$ 5,663,524	\$ -	\$ 5,663,524.00	0%		Anticipated BOCC Award Sept 2024 5,663,524	
	Septic to Sewer District A phase 1b	\$ 6,052,821	\$ -	\$ 6,052,821.00	0%		Anticipated BOCC Award Oct 2024 6,052,821	
	Unobligated	\$ 2,911,989	\$ -	\$ 2,911,989.00	0%			
	Sub-Total	\$ 27,666,688	\$ 7,453,393.17	\$ 20,213,294.76	27%			
Revenue Replacement								
✓	38090 ARPA JUDICIAL CENTR	\$ 9,000,000	\$ 8,549,999.91	\$ 450,000.09	95%		Unexpended is retainage	
✓	31090 GENERAL GOVT ARPA							
✓	OpenGov Procurement	\$ 17,730	\$ 17,729.73	\$ 0.27	100%			
✓	OpenGov Budget	\$ 178,890	\$ 178,890.00	\$ -	100%			
✓	AV Upgrades	\$ 252,641	\$ 252,639.66	\$ 1.34	100%			
✓	Digital Imaging Project	\$ 500,000	\$ 401,185.62	\$ 98,814.38	80%		Budget was 133,549 expenditures exceeded that by 267,726.62	
	Unobligated	\$ 50,739	\$ -	\$ 50,739.00	0%			
	Sub-Total	\$ 10,000,000	\$ 9,400,445	\$ 599,555.08	94%			
	Total	\$ 37,666,688	\$ 16,853,838	\$ 20,812,849.84	45%			
Total Award		\$ 37,666,688						
Total Expenditures		\$ 20,812,850						
Total Spend Down		45%						