HABERSHAM COUNTY BOARD OF COMMISSIONERS

EXECUTIVE SUMMARY

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SUBJECT: FY23-24 Contract with Legacy Link

DATE: July 1, 2025

(X) RECOMMENDATION
( ) POLICY DISCUSSION
( ) STATUS REPORT
( ) OTHER

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

PRESENTED BY: Kathy Holcomb, Habersham Senior Center

COMMISSION ACTION REQUESTED ON: Monday, July 21, 2025

PURPOSE:
Requesting approval and Chairmen's signature to secure State and Federal funds for senior services at the Habersham County Senior Center for FY July 1, 2023, to June 30, 2024, as per contract with The Legacy Link, Inc.

BACKGROUND / HISTORY:
Annual contract addendum with Legacy Link for aging and wellness funded services provided to the elderly and homebound clients of Habersham County Senior Center. The Addendum # 1 increase compensation funds while increasing county non-match local resources. The addendum should have been approved 8/23, but the contract addendum was mailed to the old address. It was discovered missing during a recent audit. Funding has been allocated and used during the FY ending June 30, 2024. We must now rectify the missing audit file by signing the contract to shore up our record keeping.

ACTS AND ISSUES:
The following sections related to compensation and funding of the contract is listed below:

5. Compensation Paid by Legacy to Habersham County	Original Contract	Addendum#1
(b) Nutrition site operation	$120,577	$119,965
(c) Home-delivered meals	$102,681	$46,517
(c) Congregate	$27,359	$43,447
(d) Wellness	$17,027	$91,472
Total	**$267,644**	**$301,401**
6. Non-Federal Funds, county paid cash match/additional funds		
(a) Nutrition	$9,655	$11,214
(a) Transportation	$2,290	$2,292
(a) Wellness	$1,892	$6,644
(b) Minimum cash requirement Congregate Meals	$22,552	$19,549
(b) Minimum cash requirement home-delivered	$101,754	$86,169
(b) Non-match local resources	$252,644	$375,747
Total	**$390,787**	**$501,615**

OPTIONS:
1) Approve recommendation of contract with Legacy Link
2) Deny recommendation for approval of the FY23-24 Contract with Legacy Link
3) Commission defined alternative

RECOMMENDED SAMPLE MOTION:

Move to approve contract and authorize Chairman's approval.
Signature.

DEPARTMENT:

Prepared by: Kathy Holcomb

Director: ___Kathy Holcomb_

ADMINISTRATIVE COMMENTS:_____

_____

_____

_____ **DATE:** _____

County Manager

ADDENDUM NO. 1
TO
AGREEMENT

BETWEEN THE LEGACY LINK, INC., AND HABERSHAM COUNTY BOARD OF COMMISSIONERS FOR THE PROVISION OF Nutrition program and entered into on the first day of July, 2023.

Said agreement is amended to read as follows.

W I T N E S S E T H:

WHEREAS, the Legacy has entered into an Agreement with the Department of Human Services of the State of Georgia for the purpose of carrying out a component of the Legacy Link, Inc., Area Agency on Aging Plan;

2. Description of Services.

(b) Operation of the nutrition site includes serving one meal a day, five days a week (250 days per year) as specified in the Grant Application incorporated herein, for a total of 10,775 units of congregate nutrition services to 299 elderly persons, 41,200 units of home-delivered nutrition services to 180 elderly persons.

(c) Provide Wellness services for elderly persons in Habersham County as described in the Legacy Link, Inc., Area Agency Plan for the period July 1, 2023 to June 30, 2024. Services must be performed as provided in Section "D" of Title III of the Older Americans Act of 1965 as amended. A total of 1,052 units of Lifestyle Management services to 7,792 persons; a total of 24 units of Nutrition Education services to 1,750 persons; a total of 1,171 units of Physical Activity services to 8,248 persons; a total of 1,624 units of Program.

April 22 2024

5. Compensation.

(b) The total compensation paid by the Legacy to the Contractor for nutrition site operation pursuant to this Agreement shall not exceed One Hundred Nineteen Thousand Nine Hundred Sixty Five Dollars ($119,965.00). The Legacy agrees to provide federal and state funds for congregate meals in the amount of Seventy Three Thousand Four Hundred Forty Seven Dollars ($73,447.00) and federal and state funds

b

for home-delivered meals in the amount of Forty Six Thousand Five Hundred Seventeen Dollars ($46,517.00).

(c) The total compensation paid by the Legacy to the Contractor for Wellness services pursuant to this agreement shall not exceed Ninety One Thousand Four Hundred Seventy Two Dollars ($91,472.00)

(d) The total compensation paid by the Legacy to the Contractor for Transportation services pursuant to this agreement shall not exceed in the amount of Nineteen Thousand Sixty Dollars ($19,060.00).

6. Non-Federal Funds.

(a) As a condition of this Agreement, the Contractor agrees to insure non-federal funds in the amount of Eleven Thousand Two Hundred Fourteen Dollars ($11,214.00) will be available for nutrition site operations, and Six Thousand Six Hundred Forty Four Dollars ($6,644.00) for Wellness services and Two Thousand Two Hundred Ninety Two Dollars ($2,292.00) for Transportation Services.

(b) The Contractor further agrees to insure local cash based on actual cost per meal and available federal and state funds for 10,775 congregate and 41,200 home-delivered meals.

The minimum cash requirement for the term of the Agreement being Nineteen Thousand Five Hundred Forty Nine Dollars ($19,549.00) for congregate meals and One Hundred Eighty Six Thousand One Hundred Sixty Nine Dollars ($86,169.00) for home-delivered meals.

(c) The Contractor shall provide the necessary non-match local resources required for the provision of the services listed in Paragraph two (2) of this contract, this amount being Three Hundred Seventy Five Thousand Seven Hundred Forty Seven Dollars ($375,747.00).

All other terms and conditions of this agreement remain unchanged.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals the day and year first above written.

THE LEGACY LINK, INC.

By: _____
Chief Executive Officer/AAA Director

Subscribed and sworn to
in our presence:

_____
Notary Public

CONTRACTOR:
HABERSHAM COUNTY BOARD OF COMMISSIONERS

By: _____
Chairman

Subscribed and sworn to
in our presence:

_____
Notary Public