



NORTH CLACKAMAS
PARKS & RECREATION DISTRICT

Administration

Kia Selley, RLA, Director
North Clackamas Parks and Recreation District
3811 SE Concord Road
Milwaukie, OR 97267

June 5, 2025

BCC Agenda Date/Item: _____

Board of County Commissioners

Acting as North Clackamas Parks and Recreation District Board of Directors

Approval of an Amendment to a Subrecipient Grant Agreement with Clackamas County Health, Housing & Human Services for non-medical transportation and meal services at the Milwaukie Community Center. Amendment Value is \$40,622 for 1 year. Total Agreement Value is \$957,262 for 2 years. Funding is through the Oregon Department of Human Services and the Older Americans Act. No County General Funds are involved.

Previous Board Action/Review	07/25/2024 Subrecipient Grant Agreement #24-011 Amendment #2 approved 05/23/2024 Subrecipient Grant Agreement #24-011 Amendment #1 approved. 10/27/2023 Subrecipient Grant Agreement #24-011 approved.		
Performance Clackamas	1. This funding aligns with the strategic priority of ensuring safe, healthy, and secure communities by addressing the needs of older adult nutrition, transportation, and social services in the community.		
Counsel Review	4/28/2025 JM	Procurement Review	No
Contact Person	Marty Hanley	Contact Phone	503-794-8058

EXECUTIVE SUMMARY: The North Clackamas Parks & Recreation District (NCPRD) requests approval of Amendment #3 to support services provided at the Milwaukie Community Center. The Center is funded and operated by NCPRD. This Subrecipient Grant Agreement reflects an ongoing partnership between Clackamas County Health, Housing & Human Services Department (H3S) and NCPRD.

Amendment #3 increases funding by \$40,622 for FY 2024-25. The grant agreement is in effect through June 30, 2027 with a new amendment executed each fiscal year. The funding supports services that connect residents with community resources and enables them to remain independent.

Amendment #3 brings the total funding for FY 2024-25 to \$503,274 and increases the overall agreement to \$957,262. The additional funding provides the following:

- an increase in the Non-Medical Medicaid Transportation reimbursement rate from \$17 to \$34 per ride; and,
- \$21,484 for shelf-stable meals for the Nutrition Program.

This amendment is effective upon signature and continues through June 30, 2027.

RECOMMENDATION: Staff recommends approval of Subrecipient Grant Agreement #24-011 Amendment #3 to provide additional funding for Milwaukie Community Center Older Adult Services.

ATTACHMENTS: H3S #24-011 Amendment #3

Respectfully submitted,

Kia Selley, RLA, Director
North Clackamas Parks and Recreation District

For Filing Use Only

Subrecipient Amendment (FY24-FY27)
Clackamas County, Department of Health, Housing and Human Services

Subrecipient Agreement Number: 24-011

Board Order Number:

Department/Division: H3S, Social Services Division

Amendment No. 3

Subrecipient: North Clackamas Parks & Recreation
District, acting by and through its Milwaukie
Community Center

Amendment Requested By: Tracy Garell

Changes: ☐ Scope of Service

☒ Agreement Budget

☐ Agreement Time

☐ Other:

Justification for Amendment:

This Amendment #3 is entered into by and between North Clackamas Parks and Recreation District ("SUBRECIPIENT") and Clackamas County and shall become part of that federal subrecipient agreement ("Agreement") entered into by and between the parties on 10/26/2023. Amendment #3 revises FY25 budget and results in an increase to the budget by an additional \$40,622, for a total Agreement amount of \$957,262.

This Amendment #3 is effective upon signature. Except as amended hereby, all other terms and conditions of the Agreement remain in full force and effect. COUNTY has identified the changes with "***bold/italic***" font for easy reference.

AMEND Section 4, Grant Funds:

4. **Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay is \$916,640. Payments will be made on a reimbursement basis in accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

4.1. Grant Funds: COUNTY's funding of \$776,540 in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.045, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").

4.2. Grant Funds: COUNTY's funding of \$15,000 in grant funds for this Agreement is from Federal Transportation Administration funds (Federal Statute: 49 USC 5310; ALN: 20.513).

4.3. Grant Funds: COUNTY's funding of \$4,250 in grant funds for this Agreement is the Medical Assistance Program (ALN: 93.778) issued to COUNTY by ODHS, APD.

4.4. Grant Funds: COUNTY's funding of \$99,150 for transportation services outlined in this agreement are from Elderly and Disabled Transportation funds issued to COUNTY by Ride Connection, Inc. and TriMet;

NCPRD - Milwaukie Community Center

Subrecipient Grant Agreement – 24-011, Amendment #3

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- 4.5. Grant Funds: COUNTY's funding of \$16,700 for transportation services outlined in this agreement are from Statewide Transportation Funds ("STF") for Elderly and Disabled and Statewide Transportation Improvement Funds ("STIF") for transportation services issued to COUNTY by Oregon Department of Transportation.
- 4.6. Other Funds: COUNTY's funding of \$5,000 for Low Income Home Energy Assistance application assistance outlined in this Agreement are from HEAT Oregon, an Oregon nonprofit organization.

TO READ:

- 4. **Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay is **\$957,262**. Payments will be made on a reimbursement basis in accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.
 - 4.1. Grant Funds: COUNTY's funding of \$776,540 in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.045, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").
 - 4.2. Grant Funds: COUNTY's funding of \$15,000 in grant funds for this Agreement is from Federal Transportation Administration funds (Federal Statute: 49 USC 5310; ALN: 20.513).
 - 4.3. Grant Funds: COUNTY's funding of **\$19,125** in grant funds for this Agreement is the Medical Assistance Program (ALN: 93.778) issued to COUNTY by ODHS, APD.
 - 4.4. Grant Funds: COUNTY's funding of **\$104,150** for transportation services outlined in this agreement are from Elderly and Disabled Transportation funds issued to COUNTY by Ride Connection, Inc. and TriMet.
 - 4.5. Grant Funds: COUNTY's funding of **\$15,963** for transportation services outlined in this agreement are from Statewide Transportation Funds ("STF") for Elderly and Disabled and Statewide Transportation Improvement Funds ("STIF") for transportation services issued to COUNTY by Oregon Department of Transportation.
 - 4.6. Other Funds: COUNTY's funding of \$5,000 for Low Income Home Energy Assistance application assistance outlined in this Agreement are from HEAT Oregon, an Oregon nonprofit organization.
 - 4.7. **Other Funds: COUNTY's funding of \$21,484 for Shelf Stable Meals outlined in this Agreement are state general funds, issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").**

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AMEND EXHIBIT A-1 – SUBRECIPIENT Scope of Work and Performance Reporting

Add the following sections to Exhibit A-1:

2. Description of Services

I. Shelf Stable Meals

Objective: To enhance the Older Americans Act (OAA) nutrition program by increasing the number of shelf-stable meals available for distribution to their Home-Delivered Meals (HDM) program recipients. The Shelf Stable Meal Grant program is established to increase or enhance meal and nutrition access for OAA Consumers if/when there is a disruption to normal meal delivery due to inclement weather or unforeseen circumstance.

Elements:

- i. SUBRECIPIENT to purchase shelf stable meals and distribute to OAA HDM clients and other OAA Consumers.
- ii. Reimbursement up to the amount of Maximum Total Award for Shelf Stable Meals will be made with submission of receipt showing proof of purchase, total number of meals purchased and total expense. Eligible period of expenditure is 7/1/2024 through 5/9/2025.
- iii. Shelf Stable Meals are eligible for OAA IIIC-1 or IIIC-2 meal site management reimbursement when distributed to OAA IIIC-1 or IIIC-2 enrolled clients if the shelf stable meal meets OAA Nutrition Guidelines. No additional reimbursement is available for the Food Service portion of OAA IIIC-1 or IIIC-2 reimbursement. If seeking meal site management reimbursement, shelf stable meals should be reported on the NAPIS service unit report and Daily Meal Report, noting these meals as distributed shelf stable meals. Meals that do not meet OAA Nutrition Guidelines are not eligible for OAA meal site management reimbursement.

AMEND EXHIBIT B – SUBRECIPIENT Program Budget, to replace budget for fiscal year 2024-25 with the following:

NCPRD - MILWAUKIE CENTER
Fiscal Year 2025, Revision 1

<u>Funding Type</u>	<u>Funding Category</u>	<u>AL Number</u>	<u>Max. Total Award</u>	<u>Required Match*</u>	<u>Services</u>	<u>Reimb. Rate</u>	<u>Service Unit for Reporting & Reimbursement</u>
Client Services	OAA IIIB	93.044	\$ 46,920	\$ 5,214	Case Management	\$ 42.00	1 hour
					Reassurance	\$ 21.00	1 contact
					Info & Assistance	\$ 21.00	1 contact
					Outreach (up to 4 per year)	\$ 50.00	1 activity
Nutrition Services	OAA C1 - Congregate Meals	93.045	\$ 88,675	\$ 9,852	OAA Meal Site Management	\$ 2.15	1 congregate meal
	OAA C2 - Home Delivered Meals	93.045	\$ 198,565	\$ 22,065	Food Service	\$ 2.50	1 congregate meal
					OAA Meal Site Management	\$ 1.65	1 home delivered meal
					Food Service	\$ 2.50	1 home delivered meal
					HDM Assessment	\$ 21.00	1 complete assessment
	NSIP - Congregate Meals	93.053	\$ 14,756	NA	Food Service	\$ 0.70	1 congregate meal
	NSIP - Home Delivered Meals	93.053	\$ 32,844		Food Service	\$ 0.70	1 home delivered meal
	Shelf Stable Meals	NA	\$ 21,484	NA	Purchase of Shelf Stable Meals	NA	Reimb for total cost up to Max. Total Award
Health Promotion	OAA IIID	93.043	\$ 2,100	NA	Evidence-Based Health & Wellness Programs	\$ 52.50	1 class/session
Respite	OAA IIIE	93.052	\$ 12,180	\$ 4,061	Family Caregiver Support Program Respite	\$ 42.00	1hour
Energy Assistance	LIEAP	NA	\$ 2,500	NA	Completed LIEAP Applications	\$ 25.00	1 complete application
Transp. Services	TriMet GF	NA	\$ 56,000	NA	Rides within the TriMet Service Area	\$ 10.00	1 one-way trip
	STIF Formula – 3.1 & 3.4 CC Specialized Services	NA	\$ 5,250	NA	Transportation Expansion	\$ 15.00	1 one-way trip
	Ride Connection: 5310 - Veh. Maintenance	20.513	\$ 5,000	\$ 1,250	Vehicle Preventative Maintenance	NA	NA
	Non-Medical Medicaid Rides	NA	\$ 17,000	NA	Non-Medical Rides for Medicaid Enrolled Clients	\$17.00 (effective 7/1/24 - 10/31/24) \$34.00 (effective 11/1/24 - 6/30/25)	1 one-way trip
Total Maximum Award			\$ 503,274	Federal Award Total:			\$ 401,040

* Source of OAA Match - Staff time

SIGNATURE PAGE

IN WITNESS WHEREOF, the parties hereto have caused this Amendment #3 to be executed by their duly authorized officers.

CLACKAMAS COUNTY

North Clackamas Parks & Recreation District

By: _____

By: _____

Its: _____

Its: _____

Dated: _____

Dated: _____

Approved to Form:

Approved to Form:

By: Jane E. Vetto
County Counsel

By: [Signature]
NCPRD Counsel

Dated: 4/5/25

Dated: 4/28/2025