

## OMB Granicus Review

GRANICUS TITLE	Memorandum of Understanding between Pinellas County and the University of Florida Institute of Food and Agricultural Sciences for salary and fringe				
GRANICUS ID #	25-0523A	Reference #		Date:	4/10/2025 6/26/2025

### Mark all Applicable Boxes:

Type of Contract									
CIP		Grant		Other	X	Revenue		Project	

### Contract information:

New Contract (Y/N)	New 5-Year Term	Original Contract Amount	n/a
Fund(s)	0001 (General Fund)	Amount of Change	n/a
Cost Center(s)	252035	Contract Amount	\$323,736.71
Program(s)	1004	Amount Available	Total: \$323,736.71
Account(s)	5340001	Included in Applicable Budget? (Y/N)	Yes – in FY26 Proposed
Fiscal Year(s)	FY26		

### Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

This item requests County Administrator approval of the updated Memorandum of Understanding (MOU) with the University of Florida Institute of Food and Agricultural Sciences (UF/IFAS), continuing to share the cost of annual salary and fringe benefits for the seven (7) Extension Service positions identified in Exhibit A of the MOU. The agreement for the current 5-year period (FY21 through FY25) ends September 30, 2025, and the new agreement commences on October 1, 2025 for FY26 through FY30.

Article 4 of the Agreement (4.1) states “The continuation of this AGREEMENT beyond the end of any COUNTY fiscal year is subject to both the appropriation and the availability of funds in accordance with Chapter 129, Florida Statutes, and the approval by the COUNTY of an annual budget request submitted by the UNIVERSITY for the applicable COUNTY fiscal year under this AGREEMENT, as described in Article 5” (Funding and Payments). Per Article 4.2, the AGREEMENT also may be terminated for convenience by either Party by providing twelve (12) months prior written notice to the other Party (must be approved by the Board).

In Exhibit A, the County’s share of total personnel cost is estimated at \$323,736.71 for FY26 and supports:

- 40% of the Extension Director,
- 40% of five (5) Extension Agents,
- 47% for one (1) Extension Resources Management Agent, and
- 5% of one (1) UF support position (Research Administrator)

The total sum is based upon known current salary cost at the time of Exhibit A development and could be modified subsequently if estimates were not sufficient to cover actual costs. The County also provides office and teaching space, equipment, supplies, utilities, demonstration materials, and funding and/or vehicles for official county travel (both in-county and out-of-county), and other operational needs for the County Extension Office.

Funding totals \$323,736.71 and is included in the FY26 Proposed Budget for the Parks and Conservation Resources Department within the General Fund.

Analyst:

**Veronica Ettel**

Ok to Sign: ☒