



**Galveston County Parks & Cultural Services
Congregate Meal Service Agreement
FY26**

This agreement is by and between **Galveston County, Galveston County Department of Parks and Cultural Services** and the **City of Galveston (authorized agents named below)**. The purpose for this agreement is to allow the **City of Galveston** to provide congregate meal service for eligible clients.

The parties agree that **City of Galveston** will have congregate meal service as described below:

Effective Date: October 1, 2025

Eligible for renewal? Yes; terms - annually on October 1 and dependant on award of H-GAC grant.

Facility: Wright-Cuney Recreation Center (3rd Week of August – 2nd Week of May)

Historic Water and Electric Light Community Center (3rd Week of May – 2nd Week of August)

Days of the week:

- **Monday - Friday**

Galveston County Parks & Cultural Services will:

- Be responsible for **scheduling the delivery** of the congregate meal service via approved food vendor to **City of Galveston**.
- Provide the authorized contact a list of soon to be expired and expired clients on a monthly basis.
- Invoice **City of Galveston** for non-eligible meals/units on a quarterly basis.
- Deposit program income collected.
- Administer the H-GAC grant paperwork associated with the congregate meal program.

City of Galveston will:

- Require an organization representative to attend a mandatory Nutrition and Support Services Training provided by H-GAC (date and time T.B.D.).
- Provide Galveston County Parks & Cultural Services a copy of your organization's current, valid, Health Permit and Food Handlers Permits.
- Maintain current and valid food handlers and health permits throughout the agreement term and provide Galveston County Parks & Cultural Services copies of any new permits.
- Be responsible for emailing in a completed meal order and verifying receipt of the meal order by 12:00 noon, the day prior of congregate meal services.
- Complete assessments by prescribed deadlines and remit assessments once complete to Galveston County Parks & Cultural Services, Records Specialist.


- Collect congregate meal program income daily and deliver monthly income to Galveston County Parks & Cultural Services Department within the first three days of the month, for income collected the previous month.
- Reimburse Galveston County for any meals/units served to non-eligible clients at a rate of \$7.14 per meals/unit. Non-eligible meals will be invoiced to **City of Galveston** quarterly and reimbursement from **City of Galveston** will be made to "Galveston County Parks & Cultural Services Department", 4102 Main Street, La Marque, TX 77568.
- Inform the Galveston County Parks & Cultural Services Division when the congregate meal service is not needed, at least 48 hours in advance of non-usage.

This agreement:


- Is non-transferable;
- Constitutes the entire Agreement between the parties with respect to the subject matter hereof;
- May not be amended or waived, in whole or in part, except in writing signed by both parties;
- Can be terminated should any obligation failed to be fulfilled in this agreement or for the convenience of any party. Either party may cancel this agreement, in writing with at least 30 calendar days notice.
- Each party paying for performance of governmental functions or services must make those payments from current revenues available to the paying party.

In Witness Whereof the parties have executed this Agreement effective on the date listed below.


Galveston County


Mark A. Henry, County Judge

ATTEST:


Dwight Sullivan, County Clerk

City of Galveston County


By:  **9/3/25**
City Manager

ATTEST:


City Secretary

APPROVED AS TO FORM:


City Attorney


Signature:
Galveston County Parks & Cultural Services, Director
Julie Walker
4102 Main Street
La Marque, TX 77568

Date:  **9/3/2025**



Signature: Barbara Sanderson Date: 9-3-25
Primary Representative, Name: Barbara Sanderson (print)
Primary Representative, Title: Director Parks & Recreation
Address: 2222 28th Street
City, State Zip: Galveston, TX 77550
Phone: 409. 797. 3700
Email: bsanderson@galveston.tx.gov

Signature: Megan Pierce Date: 9.3.25
Alternate Representative, Name: Megan Pierce (print)
Alternate Representative, Title: Recreation, Events, & Projects Administrator
Address: 2222 28th Street
City, State Zip: Galveston, TX 77550
Phone: 409. 797. 3705
Email: mpierce@galveston.tx.gov