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## PRINCIPAL OFFICIALS OF PALM BEACH COUNTY

### Board of County Commissioners:

*Karen T. Marcus, District 1*

*Paulette Burdick, District 2*

*Shelley Vana, District 3*

*Steven L. Abrams, District 4*

*Burt Aaronson, District 5*

*Jess R. Santamaria, District 6*

*Priscilla A. Taylor, District 7*

### Constitutional Officers:

*Sharon R. Bock,  
Clerk & Comptroller*

*Gary R. Nikolits,  
Property Appraiser*

*Ric L. Bradshaw,  
Sheriff*

*Susan Bucher,  
Supervisor of Elections*

*Anne M. Gannon,  
Tax Collector*

### Appointed Officials:

*Robert Weisman, County Administrator*

*Denise Nieman, County Attorney*

*Joseph Bergeron, Internal Auditor*

### Office of Financial Management and Budget:

*Elizabeth Bloeser, OFMB Director*

*John Wilson, Budget Director*

*Marianela Diaz, Assistant Budget Director*

## ACKNOWLEDGEMENTS

Special recognition is given to the following individuals for their efforts in coordinating and preparing the FY 2012 Budget.

### Office of Financial Management & Budget

Elizabeth Bloeser	OFMB Director
John Wilson	Budget Director
Marianela Diaz	Assistant Budget Director
John Long	County Debt Manager
Susan Neary	Budget Manager
Jeremy Baker	Grant Budget Analyst
Aaron Maharaj	Budget Analyst II
Valerie Alleyne	Budget Analyst II
Lisa Pontius	Budget Analyst II
Carla Crow	Budget Analyst I
Walt Strakowski	Budget Analyst I
Deanna MacDonald	Special Projects Coordinator
Ann Wilson	Fiscal Specialist III
Jennifer Torres	Senior Secretary

### Special thanks to:

**County Commissioners** for their early and continuous involvement in the budget process.

**County Administrator, Deputy County Administrator and Assistant County Administrators** for their expanded participation in this year's budget process.

**Department Heads and Their Staff** for their extraordinary effort in formulating the budget.

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## Board of County Commissioners

Shelley Vana, Chair  
Steven L. Abrams, Vice Chairman  
Karen T. Marcus  
Paulette Burdick  
Burt Aaronson  
Jess R. Santamaria  
Priscilla A. Taylor



## County Administrator

Robert Weisman

*Office of Financial Management & Budget, 301 North Olive Avenue, West Palm Beach, FL 33401  
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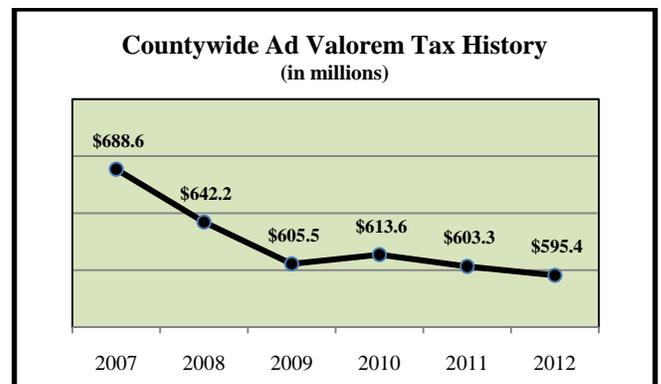
December 1, 2011

The Honorable Shelley Vana, Chair and  
Members of the Board of County Commissioners

## RE: Adopted Budget – FY 2012

On behalf of the County Departments and Constitutional Officers, I am pleased to present the FY 2012 adopted budget. The budget is balanced at the countywide rate of 4.7815 mills, which is 1.92% below the roll back rate. This rate will generate \$595.4 million in taxes, \$7.9 million less than last year and \$93.2 million less than FY 2007. Total ad valorem taxes, under the authority of the Board of County Commissioners (BCC), are down \$123.4 million compared to FY 2007. Balancing the budget was challenging and required difficult funding decisions. This was accomplished by a careful review of County operations and capital project requirements. This year's cuts include \$19 million to County Departments and Agencies and \$1 million to reserves. A major component of the County Departments' cuts/reduced funding (approximately \$7 million) was from the reduced FRS pension contribution rate. The majority of this savings is from the new 3% employee contribution. The Sheriff's budget is flat compared to FY 2011. However, without the reduced FRS pension contribution rate, the Sheriff's budget would have seen an increase of approximately \$18 million. Reducing the levels of service in many programs is necessary to maintain funding for nearly all of the services that the Board has traditionally supplied to County residents and visitors. Funding will be available to keep commitments to employees (union contracts) and to provide adequate supplies, materials and equipment so they can perform their jobs safely and satisfactorily.

General Fund Undesignated reserves for FY 2012 are 8% of the total fund budget. The availability of reserves for use in a financial emergency is one indication that a government is financially strong. Reserves provide the flexibility to fund special opportunities and emergencies and are a key consideration when rating agencies evaluate future borrowings. The County – one of only a select few in the country – currently maintains AAA ratings from all three rating agencies.



Shelley Vana, Chair and  
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**Adopted Budget - Fiscal Year 2012**  
**December 1, 2011**

**Budget, Millage, and Taxes:**

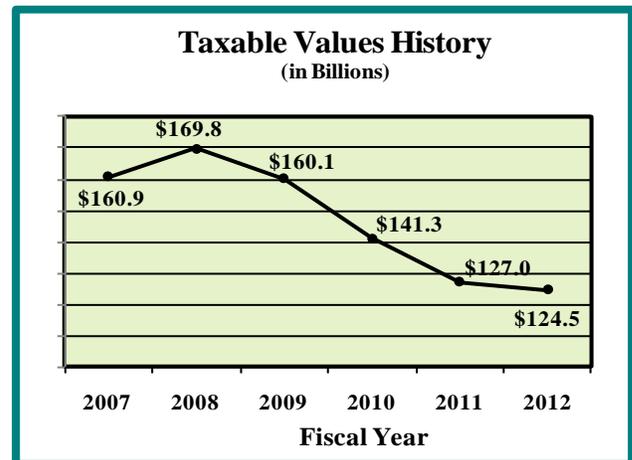
The FY 2012 adopted budget totals \$3.9 billion. The net budget, which excludes internal service charges, interdepartmental charges, and interfund transfers, is \$3.31 billion and is \$177 million (5%) less than the FY 2011 adopted budget. Taxes, excluding voted debt, in comparison to roll-back and the prior year are summarized in the following table.

Taxing District	FY 2011		FY 2012 Rollback		FY 2012 Adopted	
	Millage	Amount	Millage	Amount	Millage	Amount
Countywide	4.7500	\$603,303,606	4.8751	\$607,043,733	4.7815	\$595,388,733
Library	0.5491	37,686,348	0.5624	37,945,966	0.5491	37,048,595
Fire Rescue						
Main MSTU	3.4581	179,036,866	3.5470	180,125,130	3.4581	175,610,575
Jupiter MSTU	2.2489	16,068,485	2.2731	16,250,195	2.1600	15,441,653
<b>Aggregate</b>	<b>6.5828</b>	<b>\$836,095,305</b>	<b>6.8271</b>	<b>\$841,365,024</b>	<b>6.6134</b>	<b>\$823,489,556</b>

**Property Values:**

The taxable value as of January 1, 2011 (used in calculating millage rates for FY 2012) is \$124.5 billion, a decrease of \$2.5 billion, or 1.8% from the 2010 valuation, including new construction of \$1 billion and the revaluation of existing property. All property values and rollback calculations are based on the preliminary tax roll submitted by the Property Appraiser on July 1. For the fourth consecutive year, the rollback millage rate is greater than the prior year rate because of the decreased taxable value.

The \$2.5 billion (1.8%) decrease in taxable value was less than the \$13 billion (9%) decrease last year and less than the original projection of 5%. Following four years of decline, property values have begun to stabilize and are projected to be level for FY 2013.



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**Adopted Budget - Fiscal Year 2012**  
**December 1, 2011**

**Budget Preparation Guidelines:**

The review and adoption of the annual budget is one of the most important policy-making responsibilities of the Board of County Commissioners (BCC). The budget establishes priorities among competing governmental services and establishes levels of service that are within the fiscal capabilities of the County. The budget development process began early with a BCC retreat in January 2011. Key assumptions were identified and budget forecasts were prepared. Instructions for the budget were set forth in the Budget Instruction Manual (BIM) which was distributed to County departments in February 2011. County departments were given target reductions in their ad valorem funding.

One key element of the budget development process was the identification of budget strategies that achieved budget reductions while minimizing the impact on services to the residents. Administration reviewed these strategies that included relevant information about the effect(s) reduced funding or elimination of program(s) would have on a department's ability to achieve their goals and objectives. These strategies were the basis on which this year's difficult funding decisions were made. Departments were encouraged to give special consideration to:

- Programs that could be reduced, combined, or eliminated;
- Positions vacant for an extended period of time;
- Line-item analysis to maximize efficiency; and
- Procedural improvements that maximized efficiency of operations.

Budget priorities for FY 2012 were maintenance of service levels and public safety. A discussion of these issues and their budget implications can be found on page 8 of this message in the **Issues/Priorities** section.

Requests for new funding in the capital budgets were carefully reviewed and prioritized by the Office of Financial Management and Budget and the Management Team. Detailed information including current financial status, recommended departmental funding changes and capital projects was presented to the Board during budget workshops held on June 13 and July 11, 2011. Citizen input – a key component of the budget development process – was a significant segment of each workshop and throughout the entire budget development process. After reviewing major assumptions and the impact of proposed budget cuts on the community, the Board voted to advertise the millage rate of 4.8751 (roll-back) on Truth in Millage (TRIM) notifications. During the two September public hearings, the Board reduced and adopted a countywide millage rate of 4.7815.

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**Major Changes in Countywide Tax Equivalent Funding: 2012 Compared to 2011**

The following table provides a summary of changes in funding levels in FY 2012, followed by discussion of the major factors affecting those changes.

<b>Budget Factor</b>	<b>Impact on Ad Valorem Requirements</b> (in millions of dollars)	
	<b>Increase</b>	<b>Decrease</b>
Decrease in Ad Valorem Taxes	\$7.9	
Net Decrease in Tax-Equivalent Revenue	1.5	
Net Impact of Decrease in One-time Funding Sources	7.4	
Increase in Beginning Balances Brought Forward		\$2.9
Appropriations:		
Increase in Capital Projects	2.7	
Decrease in Board Departments and Agencies		18.8
Increase in Non-departmental Operations	.5	
Increase in Debt Service	5.2	
Decrease in Sheriff		.8
Net Decrease in Other Constitutional Officers		1.7
Net Decrease in Reserves		1.0

**Ad Valorem Taxes:** The millage rate of 4.7815, which is 1.92% below the roll back rate of 4.8751 will generate \$7.9 million less ad valorem taxes than last year.

**Decrease in Net Tax-Equivalent Revenue:** The decrease is mostly attributable to the decrease in interest and departmental charge-off revenues. More detailed information, regarding major revenues, can be found on page 6 of this message.

**Increase in Beginning Balance Brought Forward:** The increase is primarily due to the savings associated with the reduced FRS pension contribution rate, which was effective for the last quarter of the Fiscal Year 2011.

**Impact of One-time Funding Sources:** This decrease reflects the difference in one-time funding from FY 2011 to FY 2012, \$13.1 million and \$5.7 million, respectively.

Shelley Vana, Chair and  
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**December 1, 2011**

**Capital Projects:** The FY 2012 budget includes \$13.4 million in new countywide ad valorem, or equivalent, funding for capital projects. This is up \$2.7 million from the prior year.

**Board Departments and Agencies:** This \$18.8 million decrease represents a 6.9% reduction in Board Departments and Agencies. A major component of this decrease was from the reduced FRS pension contribution rate. Specific decreases for each Board Department and Agency are highlighted in the budget document under each Department/Division Summary section.

**Non-Departmental Operations:** The increase is primarily attributable to the Office of Inspector General, offset by a reduction in funding for financially assisted agencies.

**Sheriff's Budget:** The Sheriff's budget – representing nearly half of the tax equivalent budget – continues to be the major component in the budget development process. The \$.8 million decrease is net of carryover funding, \$5 million into 2011 and \$3 million into 2012. The reduction of \$.8 million is after the FRS pension contribution savings in excess of \$18 million. Without this savings, the Sheriff budget would have increased significantly. The Sheriff returned excess fees of \$10 million in 2010 and projected a return of \$11 million in 2011.

**Other Constitutional Officers/Judicial:** Included in this category are the following offices:

- The **Property Appraiser's** net budget is \$18 million, of which \$16.3 million is the general fund portion. In addition to operating expenses being less, a \$500 million increase in Commission Refunds is included in the FY 2012 budget resulting in a net decrease of \$1.7 million.
- The **Supervisor of Elections'** operating budget is \$12 million, 13% higher than FY 2011. A significant portion of this increase is due to the legislative change in requirements for Early Voting. The FY 2012 budget also includes the carry forward of \$311,000 for capital renovation to facilities.
- The **Tax Collector's** budget is based on proposed taxes and fees determined by statute. The general fund portion, net of Commission Refunds, is estimated to be \$3.3 million.
- The **Clerk and Comptroller's** budget for BCC supported costs is \$12.1 million, or a 6% budget decrease from FY 2011. Three positions were deleted for FY 2012.
- **Judicial** has four components – Court Administration, Public Defender, State Attorney, and Court Related Information Technology (IT). The FY 2012 budget is flat compared to FY 2011.

**Net Decrease in Reserves:** Undesignated reserves for the General Fund are being maintained at 8% of the total fund budget. Rating agencies carefully monitor reserve levels and consider adequate reserve levels to be a sign of creditworthiness. Rating agencies have cited the County's prudent reserves as a significant factor in maintaining our AAA rating throughout the prolonged period of economic uncertainty.

Shelley Vana, Chair and  
 Members of the Board of County Commissioners  
**Adopted Budget - Fiscal Year 2012**  
**December 1, 2011**

**Major Revenues:**

The below chart reflects a summary of the major General Fund revenues sources.

<b>Revenue Category</b>	<b>FY 2011 Budget</b>	<b>FY 2012 Budget</b>
Communications Services Tax	\$25,800,000	\$24,616,000
Half Cent Sales Tax	62,000,000	69,811,000
State Revenue Sharing	20,000,000	20,285,000
Electric Franchise Fees	35,000,000	32,281,000
Utility Taxes	33,100,000	32,864,000
<b>Total</b>	<b>\$175,900,000</b>	<b>\$179,857,000</b>

The Communications Services Tax (CST), a State administered revenue, is a tax on telecommunications and cable television. FY 2012 is the final year of a 3-year repayment of \$2.2 million to the State for redistribution to other local governments, due to a miscalculation of CST distribution in prior years.

Half Cent Sales Tax collected for FY 2011 was \$66.8 million, well in excess of the \$62 million budget. Based on estimates provided by the State, revenue is expected to increase another \$3 over FY 2011 collections.

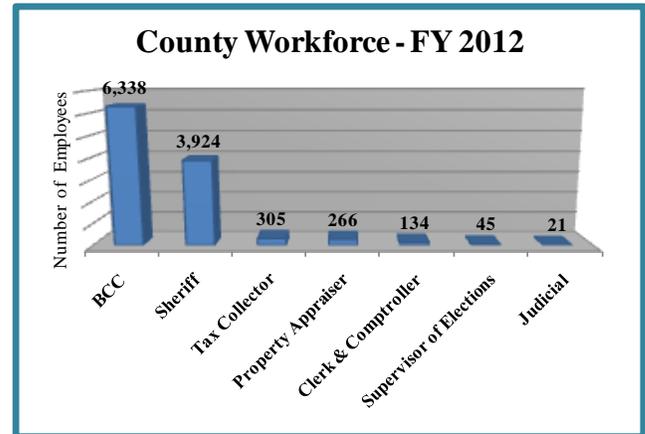
**Size of the Workforce:**

The FY 2012 budget provides for 11,033 positions, of which 6,338 are funded in departments controlled by the Board of County Commissioners. County departments added 37 positions (primarily grant funded and Inspector General) and deleted 208 positions, for a net complement reduction of 171, or 2.6% less than FY 2011. The majority of those positions were vacant. As a budget strategy positions that became vacant in FY 2011 were not filled to minimize lay-offs in FY 2012. Therefore, in some cases, the service level impacts were initially felt in FY 2011. The largest cuts this year were in Community Services where 41 positions were deleted, County Library where 33 positions were deleted, Parks and Recreation where 26 positions were deleted, Public Safety where 22 positions were deleted, and Engineering and Public Works where 17 positions were deleted. Another 12 positions were cut from both Facilities Development & Operations and Environmental Resources Management, with the remainder of the positions coming from 11 different departments. Since FY 2007, County departments added 442 positions for fire rescue mergers, Glades Utility Authority, Inspector General, Ethic Commissions, and grant funded programs. During this same period, the County eliminated 1,013 positions from other County programs.

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The Voluntary Separation Incentive Program (VSIP) – an early retirement program for eligible employees – was offered to employees again for this budget cycle. Ninety employees accepted the VSIP offer. Except the Fire Rescue Department positions, nearly all of those positions will be eliminated.

The Constitutional Officers’ staff (including Judicial) totals 4,695. This is a net increase of 43 from FY 2011, primarily for the Tax Collector.



**Capital Projects:** The FY 2012 Capital Improvement Program, including interfund transfers and debt service, totals \$1.25 billion. Of this, \$879.5 million is funding carried over from previous years and approximately \$371 million is new funding, including ad valorem taxes, gas taxes and impact fees. New capital projects usually impact the County’s operating budget in future years. This impact is an important consideration in determining the approval of new projects; each department is required to provide estimated operating expenses when requesting capital projects during the budget development process. Further discussion of operating impact can be found in the Capital section of this document and in the Capital Improvement Program (CIP) document. Due to the current budgetary limitations, most general funded capital projects have been limited to repair & maintenance.

The other new capital projects are from other funding sources and include the following (stated in millions of dollars):

- \$85.9 Various Road Projects including Jog Road-Roebuck Road to South of 45<sup>th</sup> Street and Palmetto Road from Powerline Road to Military Trail
- \$35.9 Water Utilities’ projects including the System Wide Rehabilitation & Expansion and the System Wide New Collection System Piping
- \$76.0 Various Airports’ projects including the Baggage System Improvement & Expansion

Criteria for capital project prioritization are established in the Capital Improvement Element of the Comprehensive Plan (Comp Plan). These criteria address issues such as why the project is needed, what type of service the project will support and the physical location of the proposed project. The Comp Plan is based on an overall goal of maintaining a high quality of life in Palm Beach County. Further discussion of the Comp Plan can be found in the Introduction section of the Budget Document, under Long-Term Goals and Policies.

The County’s five-year CIP is published in a separate document and includes capital and operating costs with funding sources for the current fiscal year plus four years into the future. County Administration, the Planning Division, and the Budget Office staff work together to review and revise the levels of service previously adopted in the Comp Plan. The Comp Plan is the basis for prioritizing capital projects and for determining if an amendment to the Capital Improvement Element of the Comp Plan is necessary.

Shelley Vana, Chair and  
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**December 1, 2011**

**Issues/Priorities:**

***Criminal Justice and Fire Rescue Issues:*** Criminal Justice and Fire Rescue services continue to be a driving force on the County budget and a priority of the BCC. The FY 2012 Sheriff's and Fire Rescue requested budgets were fully funded by the Board, with no staffing reductions. The Sheriff's and Fire Rescue Main MSTU total FY 2012 adopted appropriation budgets (net of reserves) are \$467 million and \$253 million, respectively.

***Affordable Housing – Homelessness:*** The County's 10-year plan to end homelessness outlines the various strategies and timelines to target homelessness and the lack of affordable housing in the County. Significant strides have been made in this endeavor. The first of three Homeless Resource Centers – primarily grant funded – underwent a full-scale renovation in FY 2011 and is scheduled to open in FY 2012. Also, in FY 2010 the County approved a new program whereby unspent interest earnings from Impact Fees can be used to offset Impact Fees for affordable housing projects.

***Economic Development:*** The Palm Beach County Strategic Economic Development Plan shapes the County's policies and directions that will define its economic future. It provides a comprehensive overview of the economy, sets policy direction for economic growth and identifies strategies, programs and projects to improve the tax base and the economy. Elements of the plan include recommendations to County economic policy, realization of federal and state funding, and continued coordination with public/private partnerships.

Moreover, the County has made a significant investment in the biotechnology industry. Scripps and the Max Planck Society are two high-profile anchor organizations that are attracting many smaller biotech related companies that have either expanded operations or begun operating in the area; a clear indication of the positive economic impact of our investment in biotechnology.

**For the Future:**

FY 2013 property values are projected to be flat compared to FY 2012. Therefore, rollback would be the current year millage rate. Even at rollback, the County is still facing a deficit. Some of the factors causing the likely deficit are as follows:

- FRS pension contribution rates scheduled to increase – \$10 to \$15 million impact.
- Sheriff Capital – The Sheriff's FY 2012 budget does not include any new funding for capital replacement. The submitted budget reflects a FY 2013 projected capital replacement budget of \$16.7 million.
- The FY 2012 budget included \$5.7 million in one-time funding from capital project funds. This would have to be replaced with either additional capital projects cuts or operating budget cuts.
- Additional \$7 million funding for debt service. The FY 2012 debt service obligations were partially funded with fund balances and transfers from bond project funds.

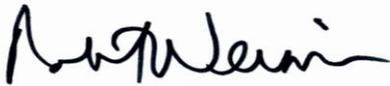
Shelley Vana, Chair and  
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**Adopted Budget - Fiscal Year 2012**  
**December 1, 2011**

**Conclusion:**

This budget achieves the Board's directive of a decrease in tax revenue. Sacrifices have been made and the quality and level of services provided by the County has been reduced.

Budget preparation is truly a team effort. The work and support of the Management Team, the Office of Financial Management and Budget, and the individual departments are greatly appreciated. Special appreciation is directed to the Board of County Commissioners for their commitment to addressing the difficult policy decisions inherent in the budget process.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Weisman", is written over a light gray rectangular background.

Robert Weisman  
County Administrator



Section A

Introduction



Located on the southeast coast, Palm Beach County is the largest of Florida's 67 counties. The County's 2,228 square miles include 1,977 square miles of land and 251 square miles of surface water<sup>1</sup>, making it one of the largest counties east of the Mississippi River.

The surface water areas include the Intracoastal Waterway and approximately one-third of Lake Okeechobee. Lake Okeechobee is the largest freshwater lake in the state and the largest in the United States except for the Great Lakes. The County has 45 miles of shoreline and is 53 miles wide.

Palm Beach County's climate has enhanced its image as a location that provides a high quality of life to its residents. The average temperature is 75 degrees with an average of 82 degrees in the summer and 67 degrees in the winter. The wet season extends from June through October, with an average annual rainfall of 62 inches.

Close to several major Florida cities, central Palm Beach County is about one hour north of Fort Lauderdale, one and one-half hours north of Miami, and two and one-half hours south of Orlando.

### **History**

The first settlers in what is now Palm Beach County were Indian tribes such as the Tequesta, Jeaga, Caloosa, and later the Seminoles. The next settlers arrived in 1860 when the Jupiter Lighthouse was built to aid sailors navigating the Atlantic Ocean.

Homesteading began in the late 1800's with the majority of the settlers coming to the area to farm. Early farmers found the soil to be highly productive and earned most of their income by growing vegetables for the northern winter market.

The late 1800's also marked the beginning of the tourism industry. Transportation improvements, particularly to the railroad system, provided easier access to the area. Hotels to serve tourists and the first winter homes for seasonal residents were constructed.

In 1892, Henry Flagler visited Palm Beach and decided to build a large resort hotel, the Royal Poinciana, and extend the Florida East Coast Railroad to West Palm Beach from Jacksonville. These developments made Palm Beach the nation's premier winter resort. Flagler considered the mainland area a perfect satellite location to service his resort and a good place for his workers to live. This area was incorporated as West Palm Beach in 1894.

Other cities, such as Linton and Boynton Beach, were established soon after West Palm Beach. Linton was founded in 1894 by William S. Linton, the postmaster of Saginaw, Michigan. He and a friend purchased 160 acres of land and sold it in five-acre tracts through ads in Michigan newspapers. In 1901, they renamed the town Delray Beach, after a Detroit suburb. Boynton Beach was founded in 1895 when Civil War officer Major Nathan S. Boynton built a 50-room resort hotel on the beach. One year later the railroad came through on its way to Miami.

1. <http://www.pbcgov.com/pzb/Planning/population/countyprofile.pdf>

The State Legislature established Palm Beach County as Florida's 47th County on July 1, 1909. Prior to that time, the area was part of Dade County. Palm Beach County originally encompassed Lake Okeechobee and the areas that became Broward County in 1915, Okeechobee County in 1917, and Martin County in 1925. In 1963, the State of Florida partitioned Lake Okeechobee among all of the counties that border it.

The first County Commission meeting was held on July 6, 1909 and West Palm Beach was designated as the County Seat. By 1910, the County's population had grown to more than 5,500 residents. The entire County experienced tremendous growth and development following World War I. The building and population increase produced a great land boom in the early 1920's. Contributing to the land boom was the climate, as well as an increase in the use of the automobile along with a growing network of roads. The State encouraged the influx of new residents during this period by promising never to pass state income or inheritance taxes. The 1926 Florida Land Bust, the 1926 and 1928 hurricanes, and the 1929 stock market crash drastically affected the local economy, but these events did not stop growth entirely due to the prior establishment of major transportation facilities.

World War II brought many changes to the County, including air bases and new jobs. After the war, Grace Morrison Field was expanded and became Palm Beach International Airport. During the same time period, small specialized businesses, many electronic-oriented, joined industrial giants like Pratt-Whitney and IBM in establishing plants in Palm Beach County.

The County remained largely undeveloped through the 1950's as evidenced by a 1960 population of less than 250,000. Although some citizens felt that it had lost its natural, unspoiled quality, many leaders welcomed urbanization and actively promoted growth and development.

In the late 1960's and early 1970's, large numbers of middle and upper income retirees began to move to Florida, prompting developers to build new subdivisions and cities. During this same period, the advent of air conditioning greatly enhanced the living and working environment, further increasing the pace of development.

Throughout the 1980's, the economy and the construction industry thrived as the population grew by approximately 5% per year. The national recession that occurred in the early 1990's reduced the County's growth rate to an average of approximately 2% annually. The County's FY 2012 population is 1,320,134, a 2.6% increase from FY 2011.<sup>2</sup>

2. 1990, 2000, 2010 U.S. Population Census

### **Form of Government**

As a result of the November 6, 1984 general election, Palm Beach County became a Home Rule Charter County on January 1, 1985. This "Home Rule" allows residents, through their elected commissioners, greater independence in determining how their County government will function and what services it will provide. Major advantages resulting from changing to this form of government include

- allowing the County to pass its own ordinances and laws as long as they do not conflict with state and federal laws;
- providing initiative procedures that allow voters to create, modify and amend local laws;
- providing a process to modify or amend the Charter; and
- providing voters with a process to recall County Commissioners for cause.

The Board of County Commissioners, which is the legislative branch of County government, adopts ordinances and resolutions to establish programs that protect and maintain the health, safety, and welfare of County residents. In 1990, the Board changed from five at-large Commissioners to seven, each representing a single-member district. Each Commissioner is elected to a four-year term by voters in the district in which they reside. Commissioners elect a Chair to preside over meetings and serve as the ceremonial head of the County. A Vice Chair is also selected to assume these duties in the absence of the Chair; each term is for one year.

The County Commission considers major problems facing County government and guides the growth and development of the County consistent with the public interest. Major areas of public interest under the control of the Board include

- provision of fire protection and disaster relief services;
- construction and maintenance of County buildings, roads, and bridges;
- provision of programs of housing, community development, slum clearance, conservation, flood and beach erosion control, and air pollution control;
- adoption and enforcement of building and housing codes and regulations;
- preservation of natural resources;
- preparation, review and periodic amendment of the Comprehensive Land Use Plan for the development of the unincorporated portion of the County; and
- provision of cultural and recreational facilities and programs.

Additionally, the Board may enter into agreements with other governmental agencies for the joint performance of duties.

The Commission appoints the Chief Executive Officer, i.e., the County Administrator, who implements Board-approved programs and manages the day-to-day operations of County government. With Commission approval, the County Administrator appoints Assistant County Administrators and Department Directors.

The County's Departments under the County Administrator are organized into two groups: General Operations Departments, which provide direct services to residents, and Central Services Departments.

### **General Operations Departments include**

- Airports
- Community Services
- County Cooperative Extension Services
- County Library
- Engineering & Public Works
- Environmental Resources Management
- Fire-Rescue
- Housing & Community Development
- Medical Examiner
- Palm Tran
- Parks & Recreation
- Planning, Zoning & Building
- Public Safety
- Tourist Development
- Water Utilities

### **Central Services Departments include**

- County Administration
- County Attorney
- Facilities Development & Operations
- Financial Management & Budget
- Human Resources
- Information Systems Services
- Internal Audit
- Legislative Affairs
- Public Affairs
- Purchasing
- Risk Management

In addition to the County Administrator, the Board of County Commissioners appoints County residents to serve as volunteers on various citizens' boards, commissions, committees, and councils. These groups are established for advisory and/or regulatory purposes. State law creates some advisory boards, while others are formed by the County Commission to meet special needs and to help solve challenging issues facing County government.

Constitutional Officers and Judiciary are the County Officials other than the County Commissioners, who are elected by the voters. The Clerk and Comptroller, Property Appraiser, Sheriff, Supervisor of Elections, Public Defender, State Attorney, and Tax Collector are the Constitutional Officers elected to four-year terms in general elections.

Palm Beach County is not a consolidated or "metro" form of government. The Palm Beach County School System is governed by a non-partisan elected School Board and operates under the direction of a School Board-Appointed Superintendent. The County Commission has no jurisdiction over the School Board.

The South Florida Water Management District, Children's Services Council, Health Care District, Drainage Districts, Inlet Districts, and municipalities within the County are also not under the authority of the Board of County Commissioners.

### **Economic Trends**

Palm Beach County is Florida's largest county in area and third in population. Growth has been the major influencing factor of the County in the last several years. Population has increased approximately 2% annually from 1990 to 2010 and is estimated to continue increasing through FY 2012.<sup>3</sup> Also, significant investment has been made to develop the Biotechnology industry in Palm Beach County. Tourism, construction and agriculture are the leading industries in the County.

**Tourism<sup>4</sup>** - Palm Beach County government is making a concentrated and continuing effort to increase the number of visitors to the County each year, which is expected to generate a 4% increase in revenues in fiscal year 2012. This increase will accommodate the recent decline in non-ad valorem revenues in the tourism industry. There are more than 67,200 people employed in jobs related to the tourism industry representing a 5.5% increase from FY 2010, with tourists contributing \$1.4 billion annually to the County's economy.

**Construction<sup>5</sup>** – During FY 2011, the trend in total valuation of permitting activity remained constant in comparison with FY 2010. However, due to FY 2011 permits falling under the recently adjusted rates, as opposed to a proportion falling in FY 2010, permit fee revenue has notably increased. In residential construction, there were 875 single unit permit starts and 17 multi-unit permit starts, compared to 834 and 52 in FY 2010. Total value for these residential permit starts were \$238.1 million, reflecting similar values to the \$238.5 million seen in FY 2010. However, over 400 multi-family units are currently in the process of being permitted. Most are workforce housing grant recipients that must make specific progress prior to the end of the calendar year. Non-residential work showed what might be considered an artificial downward movement, with the permitted value of new construction in FY 2011 being \$96.3 million compared to \$144 million in FY 2010, a decrease of 33%. This downward trend was the result of a single large hospital project last year increasing the non-residential valuations by \$68 million. Excluding the single project, the non-residential valuations for FY 2011 would represent an increase of 27% above the previous year.

Further influential factors include the continued high rate of unemployment, the large inventory of vacant and foreclosed residences, and the slow rate of the country's economic recovery.

3. Palm Beach County Business Development Board

4. Smith Travel Research Occupancy and Property Census, Bureau of Labor Statistics and Overview of Workforce Alliance Region

5. Electronic Planning, Zoning and Building (ePZB) permitting system

**Agriculture**<sup>6</sup> - Palm Beach County's agricultural acreage has remained stable for the last four years. Palm Beach County still leads the state of Florida, and all counties east of the Mississippi River, in agricultural proceeds. Currently, Palm Beach County ranks among the top counties in the U.S. and first in the state of Florida for agricultural sales. Palm Beach County leads the nation in the production of sugarcane, bell peppers and fresh sweet corn. It leads the state in the production of rice, lettuce, radishes, Chinese vegetables, specialty leaf produce, and celery.

The 459,865 acres dedicated to agriculture, represent 36% of the total land mass in the county. Palm Beach County is third in the state in nursery production with estimated sales at \$279 million, and leads the state in agricultural wages and salary with over \$341 million. The industry currently uses bagasse, a sugarcane by-product, in conjunction with other waste wood products as the fuel source for the largest agriculturally based biomass co-generation plant in the United States for electricity generation. Several crops are currently grown as potential sources for ethanol production. Equestrian acreage in Palm Beach County continues to expand, currently ranking as the 2nd largest equine county in the state, following Marion County.

**Manufacturing** - Primarily electronics and other high tech products, manufacturing plays an important role in the County's local economy. The arrival of the Scripps Research Institute continues to provide a boost to the area's technology industry.

**Bio Science** – Scripps Research Institute and Max Planck Florida Institute are anchors to an eight million square feet Bioscience Cluster in Northern Palm Beach County. A “cluster” of related bio-technology businesses will form a hub to strengthen the County’s position as leader in this industry. A number of smaller bio-related companies have either expanded or moved to the County.

The County's per capita personal income of \$57,461<sup>7</sup> is well above the national average and the fourth highest in the State of Florida. The County's labor force employed is estimated at 553,213, with the major employers displayed below:<sup>8</sup>

<b>Company</b>	<b>Product/Service</b>	<b>Employees*</b>
School Board	Education	<b>20,696</b>
Palm Beach County	Government	<b>11,033</b>
Tenet HealthCare Corp.	Health Care	<b>5,127</b>
Hospital Corp. Of America	Health Care	<b>4,150</b>
Florida Power & Light	Utility	<b>3,658</b>
Wackenhut Corporation	Security Services	<b>3,000</b>
Florida Atlantic University	Education	<b>2,776</b>
Bethesda Memorial Hospital	Health Care	<b>2,300</b>
Veterans Health Administration	Health Care	<b>2,205</b>
Boca Raton Resort & Club	Hotel	<b>2,200</b>

**\*Approximately**

6. <http://www.pbcgov.org/coextension/agriculture/facts.htm>

7. Florida Research and Economic Database

8. Palm Beach County Business Development Board

**Property Taxes**

Property taxes are a lien on all taxable property as of January 1st of each year. Taxes are due November 1st and are payable by April 1st of the following year. Each parcel of property is assessed to the last known owner as established from the latest recorded deed or tax return.

There are three types of property which are subject to an ad valorem tax (a tax based on the assessed value of real or personal property). The three types are:

**Real Estate** covers land and the improvements thereon;

**Tangible Personal Property** includes property such as business fixtures, equipment, and machinery; and

**Intangible Personal Property** includes stock, bonds (except those exempt), mortgages accounts receivable, mutual funds, notes, trusts, estates, etc. (This is a State tax handled directly by the State of Florida).

All property owners who maintain their permanent home on the property are entitled to a "Homestead Exemption" which exempts the first 25,000 of assessed value of the property from ad valorem taxes. Effective January 1, 2008, a property with an assessed value of \$75,000 or more receives an additional \$25,000 exemption. Additional exemptions are also available to widows, widowers, disabled veterans, totally disabled non-veterans, and senior citizens.

The Board of County Commissioners levies a Countywide millage that applies to all property owners in the County on the net assessed value of property. (Millage is the rate used to determine the amount of tax. A mill is one-tenth of a cent, or \$1.00 of tax for every \$1,000 of net assessed value). The FY 2012 Countywide rate is 4.7815 mills.

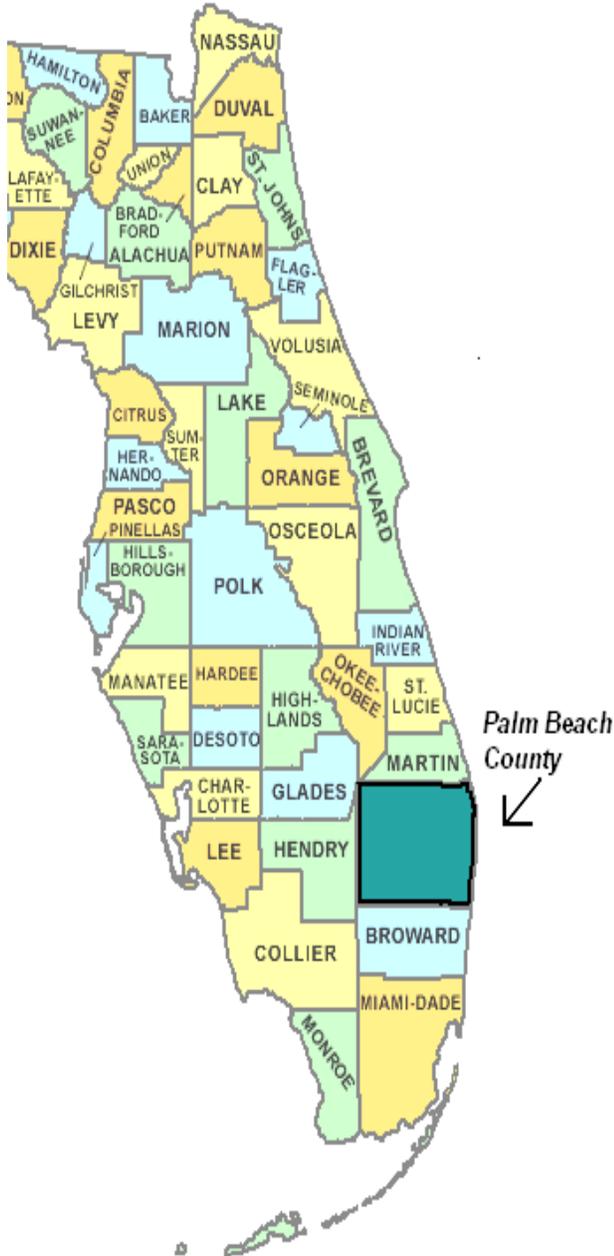
Palm Beach County Fire-Rescue and the County Library are dependent districts under the control of the Board of County Commissioners. They levy millages that apply to all property owners in the unincorporated portion of the County and residents of the municipalities that have elected to join the districts rather than provide the services themselves. The municipalities also levy millages to finance their local government's operating costs.

In addition to the Board of County Commissioners and municipalities, various other taxing districts levy millages that affect all property owners in the County or property owners in the particular districts. Some other entities in the County that levy property taxes are drainage districts. These taxes are not based on the value of the property, but on the number of acres in the parcel. Each district assesses an "Acreage Levy", a fixed amount for each acre or part thereof, to cover the maintenance and debt of the drainage facilities in the district. Additionally, some districts assess a "Parcel Levy", a fixed amount per parcel, to cover the cost of road maintenance and debt within the district.

**Education**

The Palm Beach County School District (School District) will serve more than 174,217 kindergarten through 12<sup>th</sup> grade students during the 2011-2012 school year. With 187 public schools, the Palm Beach County School District is the 5<sup>th</sup> largest in the state and the 11<sup>th</sup> largest in the nation.<sup>9</sup> Additionally, vocational and occupational training is provided at two adult and various community education schools. The School District is governed by a separately-elected Board.

9. The School District of Palm Beach County Approved 2012 Budget



As part of Florida’s Gold Coast, Palm Beach County is located in Southeast Florida and is the largest County in area in the State of Florida. It is located just 50 miles north of Fort Lauderdale, 70 miles north of Miami and 150 miles south of Orlando.

The County is located on the coast of the Atlantic Ocean.



**Date Established**  
**Form of Government**  
**Area** (Including water)  
**Total Adopted Fiscal Year 2012 Budget**

**July 1, 1909**  
**Commission-County Manager**  
**2228 square miles**  
**\$3.925 Billion**

**County Demographics** <sup>1</sup>

Population	1,320,134
Median Age	43.5
Median Household Income	\$49,879
Average Household Size	2.39

1. <http://www.pbcgov.com/pzb/Planning/population/countyprofile.pdf>

**Sheriff's Office**

Law Enforcement Officers	1,494
Correction Officers	704



**Palm Beach County Sheriff's Office Headquarters**



**Fire Rescue Headquarters**

**Fire Protection**

Suppression units (including 22 brush trucks)	84
Advanced Life Support Units	73
Fire stations	49
Employees (Certified Firefighters)	1,331
Employees (NonCertified)	180
FY11 Total Fire Runs	15,925
FY11 Total EMS Runs	98,186
FY11 Average Response Times For Fire/EMS	6:27

1. <http://www.pbcgov.com/pzb/Planning/population/countyprofile.pdf>

**Palm Beach County Schools**

**There are 187 schools in Palm Beach County with 174,217 enrollment. See below for the number of schools**

Elementary Schools	107
Middle Schools	33
Alternative	17
Adult & Community Schools	2
Other Educational Schools	5

**Illustrated below are the FCAT rating and the # of schools with the respective rating**

"A" Schools	89
"B" Schools	22
"C" Schools	21
"D" Schools	N/A
"F" Schools	N/A

**2011 FCAT RESULTS**

Elementary	Reading		Math		
	County %	State %	County %	State %	
Grade 3	70	72	75	78	
Grade 4	70	71	75	74	
Grade 5	70	69	64	63	
Middle	Grade 6	68	67	63	57
	Grade 7	70	68	68	62
	Grade 8	58	55	77	68
High	Grade 9	50	48	**	
	Grade 10	43	39	74	71

Source: Palm Beach County School Board website and [www.fcatt.fldoe.org](http://www.fcatt.fldoe.org)  
 \*\*Grade 9 did not take Mathematics test in 2011

**Major Employers**

Palm Beach County School Board	20,696
Palm Beach County	11,033
Tenet Healthcare Corporation	5,127
Hospital Corp. of America (HCA)	4,150
Florida Power & Light	3,658

**Land Usage (%)**

Residential	13.9%
Commercial	1.1%
Recreational	2.5%
Agriculture	38.0%
Conservation	30.7%
Other	13.8%

**Elections**

Registered Voters (as of 10/24/11)	821,064
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*Southern Regional Water Reclamation Facility*

**Utility System**

Active accounts	
Water	172,462
Wastewater	155,673
Number of Units Served	
Water	224,681
Wastewater	206,708
Capacity per day (thousand gallons)	
Water (tgd) max.	101,380
Sewer (tgd) max.	59,500
Miles of Water and Sewer Mains	3,828
Water	2,141
Sewer	1,687
Fire Hydrants:	16,353
Pump Stations	768

**Parks and Recreation**

The County offers over 8,000 acres of parkland, which are available to discover and explore. Sports, fitness, environmental, and cultural opportunities abound, as well as, restful places for solitude.

<b>County Owned Amenities</b>	<b># of</b>
Golf Courses	5
Parks with Playgrounds	60
Play Structures	154
Playground Sites	101
Parks	82
Water Parks	2
Splash Parks	3
Swimming Pools	6
Dog Parks	3
Civic Centers	1
Community Centers	2
Recreation Centers	5
Nature Centers	3
Equestrian Parks	5
Beaches	15
Campgrounds	3
Amphitheaters	3



*Coconut Cove Waterpark*



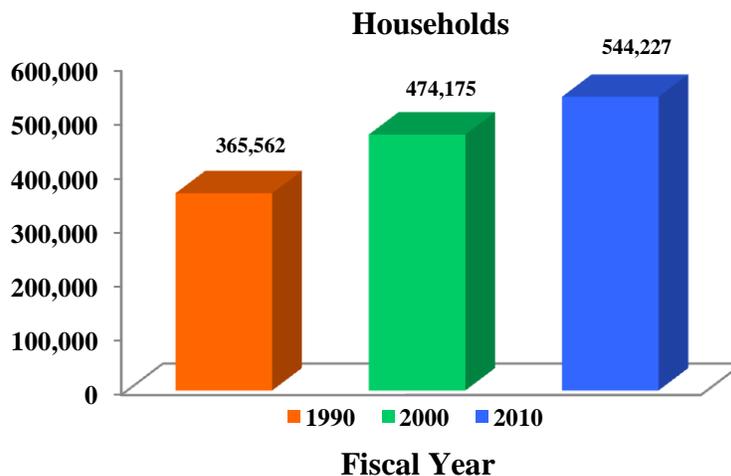
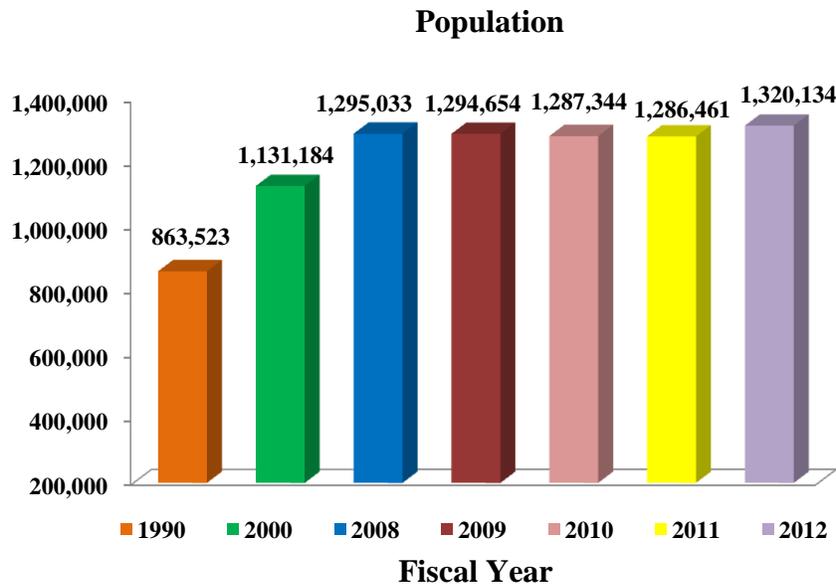
*John Prince Park Playground*



*Riverbend Park*

According to the U.S. Census Bureau, Palm Beach County has a total area of 2,228 square miles. Of which, 1,977 square miles is land and 251 square miles is water, primarily in the Intracoastal Waterway and Lake Okeechobee. It is bounded on the north by Martin County, on its west by Hendry County, on its northwest by Okeechobee County and Glades County, on its south by Broward County and on its east by the Atlantic Ocean. Palm Beach County is the largest county by area and third largest county by population in the State of Florida.

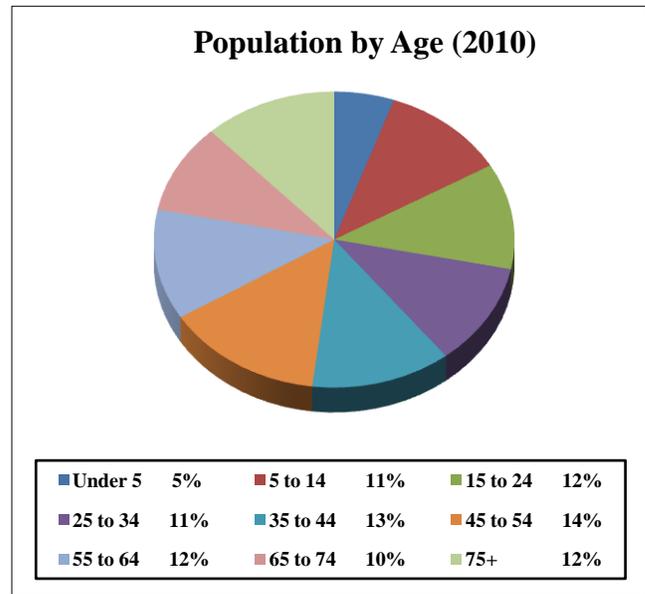
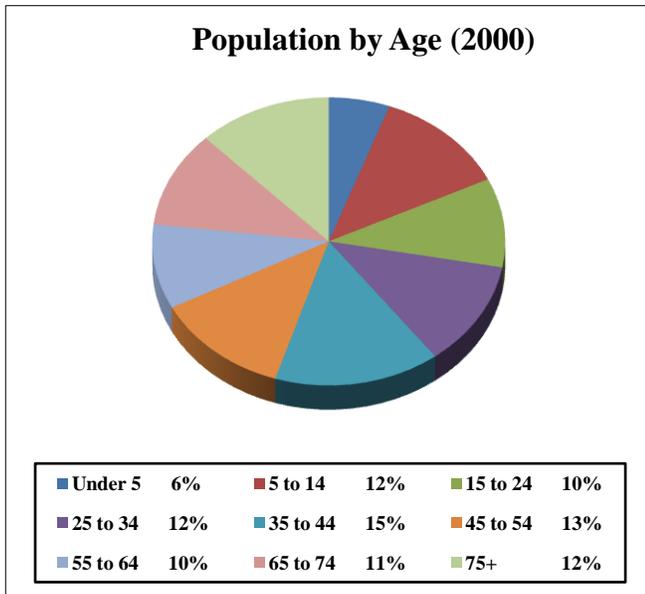
**Population/Household Demographics**



The U.S. Census Bureau ([www.factfinder.census.gov](http://www.factfinder.census.gov)) reports 544,227 households in Palm Beach County for 2010, which is an increase of 49% from 1990 and an increase of 15% from 2000. The household projection for 2012 is expected to experience a slight decline from 2010. The population in the County has experienced significant growth since 1990. In 2012, the population is 53% higher than in 1990 and 17% higher than in 2000. Population projections for 2012 are expected to experience a slight increase.

Source Data for the Demographics section is the U.S. Census Bureau and the County's Planning & Zoning Department.

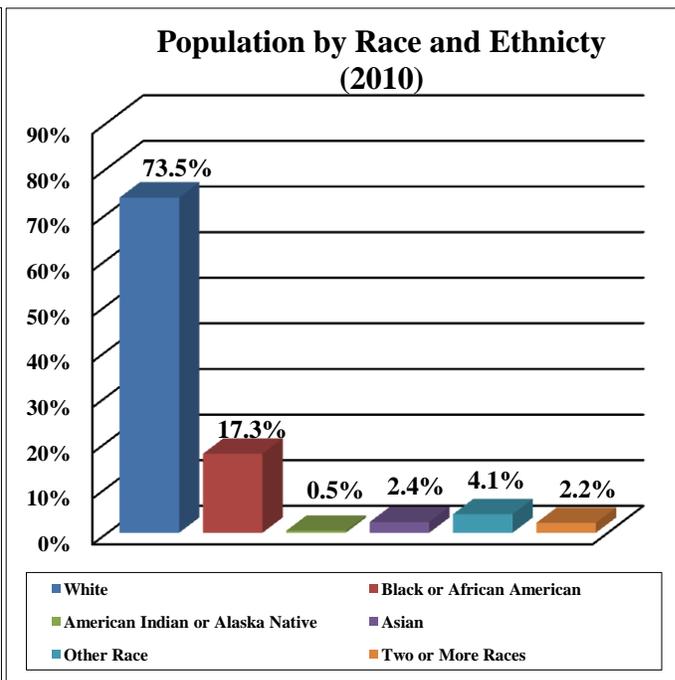
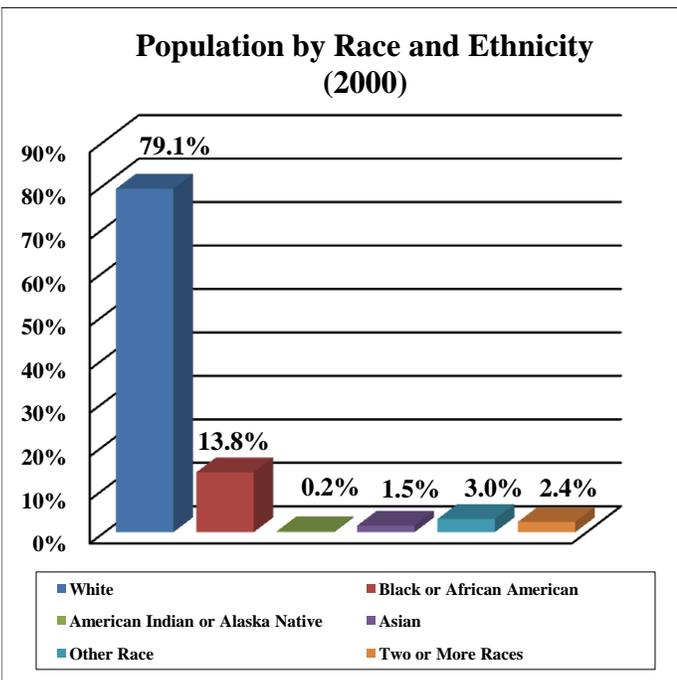
**Population by Age**



The median age of the total population in the County in 1990 was 39.8, in 2000 it was 41.8, and in 2010 it was 43.5. The overall population, coupled with Palm Beach County being a retirement destination, is aging. As such, the median age is anticipated to continue to increase.

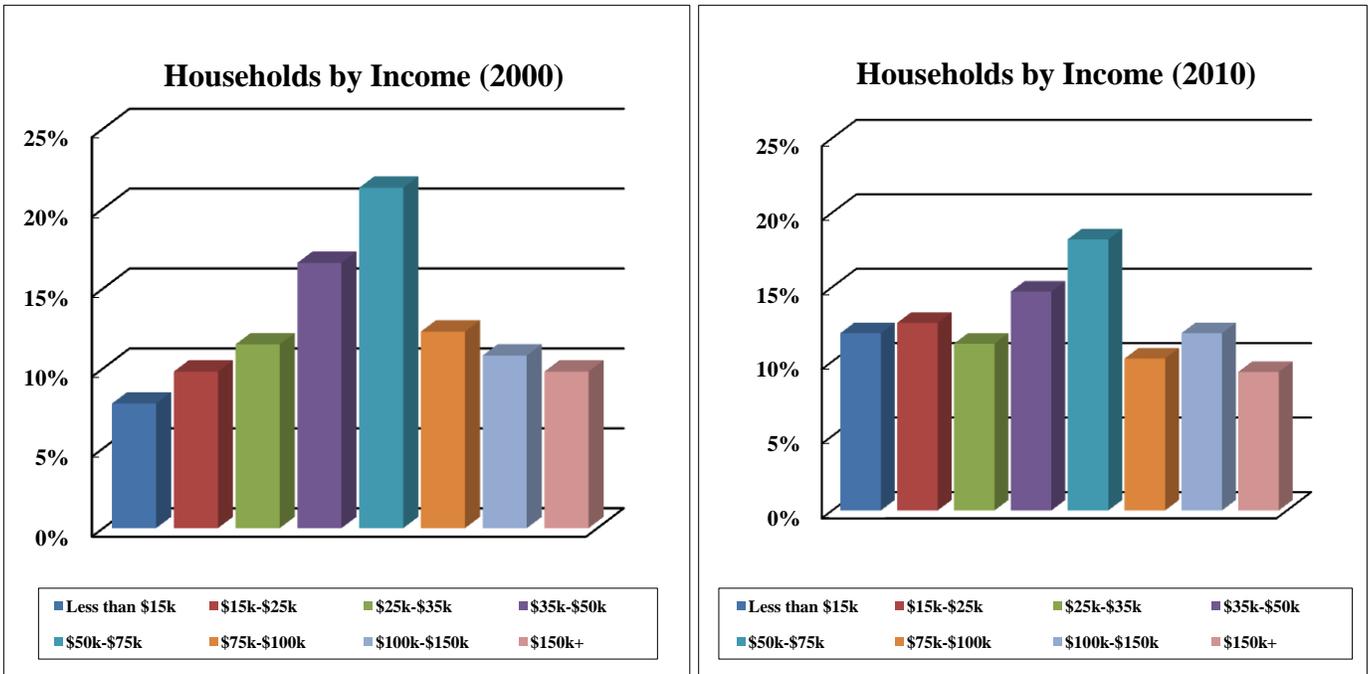
In 2010, females represented 52% of the population and males represented 48% of the population and the most prominent age group in this geography was 45 to 54 years. The group least represented in this geography was under 5 years.

**Population by Race / Ethnicity**



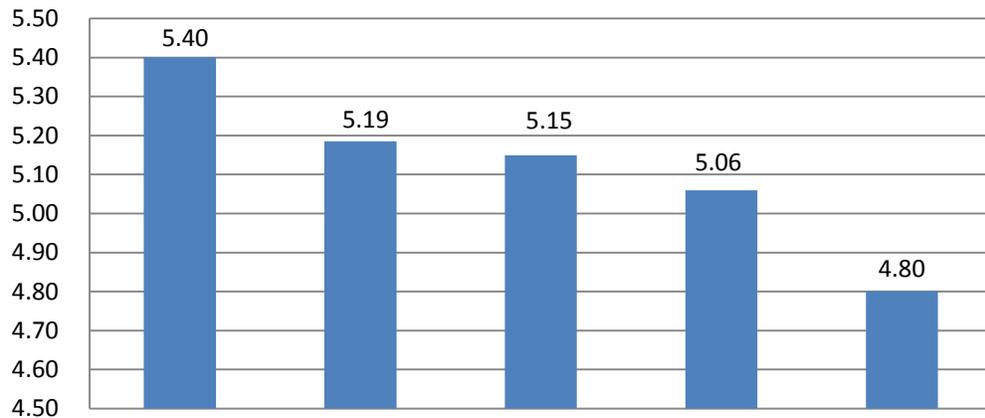
In 2010, the predominant race and ethnicity category in the County was White at 73.5%. The least represented race and ethnicity category in the County is American Indian or Alaskan Native and Other. In 2000, the Hispanic population was 140,675 (12.4%). For 2010, the Hispanic population increased to 250,823 (19%).

**Households by Income**



In 2010, The predominant household income category in Palm Beach County was \$50K-\$75K and the income group least represented was \$150K plus. As illustrated in the above graphs, the County has significant constituent base in all household income levels.

**EMPLOYEES PER 1,000 POPULATION**



	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
<b>Total Employees</b>	<b>6,994</b>	<b>6,713</b>	<b>6,629</b>	<b>6,509</b>	<b>6,338</b>
<b>County Population</b>	<b>1,295,033</b>	<b>1,294,654</b>	<b>1,287,344</b>	<b>1,286,461</b>	<b>1,320,134</b>
<b>Employees per 1,000 population</b>	<b>5.40</b>	<b>5.19</b>	<b>5.15</b>	<b>5.06</b>	<b>4.80</b>

Palm Beach County Board of County Commissioners has a total of 6,338 full and part-time employees budgeted for FY 2012. The number of employees per 1,000 population is being presented in order to reflect the effects of growth. This chart shows the decrease in employees from FY 2008 through FY 2012. Despite eliminating over 926 positions since FY 2008, there has been an increase in positions in Fire Rescue, Library, and Water Utilities Department as a result of expansion of services and addition of new facilities.

Because personnel costs are a major portion of the County's operating budget, changes in the number of employees per 1,000 population have a direct relationship to the cost of providing services. A decrease in employees per 1,000 population indicates the County is either becoming more efficient and/or service levels are decreasing. In light of current economic conditions, the County has eliminated positions and has implemented more effective processes to maintain current service levels.

Palm Beach County is committed to providing quality service to its residents at the lowest possible cost, in order to optimize taxpayer dollars. In developing the County's financial plan, or budget, attention is first given to assure the budget will be in balance, both on an overall basis and in each of the County's funds. Any potential imbalances are eliminated by the County Administrator before the Tentative Budget is presented to the Board of County Commissioners for consideration and adoption at Public Hearings.

**Fiscal Year**

Palm Beach County's Budget is based on a fiscal, rather than calendar year. The year begins on October 1st and ends on September 30th. Thus, FY 2012 is from October 1, 2011 through September 30, 2012.

**Statutory Requirements**

In the State of Florida, county budgets are governed by State Statutes. Chapter 129 of the Florida Statutes, entitled "County Annual Budget" specifically directs that (among other requirements) a budget be prepared annually and it must be balanced. It further provides for amendment of the budget in limited circumstances and prohibits expenditures in excess of budgeted amounts.

**Funds Included**

The County's budget is consolidated and presents the planned disposition of all available resources in all funds. The total budget is appropriated by the Board of County Commissioners as the adopted financial plan for the County for the ensuing fiscal year.

**Basis of Accounting**

The County's accounting records for general governmental operations are maintained on the modified accrual basis; i.e., revenues are recorded when available and measurable and expenditures are recorded when the services or goods are received and the related liabilities are incurred. The County's proprietary operations are maintained on the full accrual basis; i.e., revenues are recognized when earned and expenses are recognized when incurred. For budgetary purposes, the modified-accrual method is utilized for all funds.

**Budget Development Process**

The FY 2012 budget was developed based on department and countywide strategies mandated by Administration. Departments did not make across the board cuts. Instead, specific departments were directed to reduce their net Ad Valorem budgets by targeting cuts that resulted in the least impact to the community. Any departments not instructed to make cuts, were directed to hold their 2012 budget to 2011 levels, which meant they had to make cuts to absorb any increases in health insurance and other uncontrollable costs.

All Department requests were due March 28th, with Constitutional Officers' proposed budgets due May 1<sup>st</sup> or as specified by State Statute.

A Workshop was held with the Management Team in May. Workshops with the Board of County Commissioners were held on June 13th and July 11th and included input from the public. Based on Board direction at these workshops, changes were made and a tentative budget was finalized.

Public Hearings were held on September 13th and 27th to receive final public comments on the Tentative Budget and to adopt a final FY 2012 budget. The Board of County Commissioners adopted a millage rate of 4.7815 mills for FY 2012, which is 1.9% below the rolled-back rate. The rolled-back rate is the millage which, exclusive of new construction, provides the same ad valorem tax revenue as was levied during the prior year. The Adopted budget became effective on October 1, 2011.

### **Amendments After Adoption**

Florida Statutes specifically direct that, upon the final adoption of the budgets, the budgets shall regulate the expenditures of the County and the itemized estimates of expenditures shall have the effect of fixed appropriations and shall not be amended or altered or exceeded except as provided by the Statutes.

The Board of County Commissioners, at any time within a fiscal year, may amend a budget as follows:

- Appropriations for expenditures in any fund may be decreased and other appropriations in the same fund correspondingly increased with the approval of the Board provided the total appropriations of the fund are not changed.
- Appropriations from the reserve for contingencies may be made to increase the appropriation for any particular expense in the same fund for any lawful purpose. Expenditures can not be charged directly to the reserve for contingencies.
- The reserve for future construction and improvements may be appropriated by the Board for the purpose(s) for which the reserve was established.
- A receipt from a source not anticipated in the budget and received for a particular purpose, including but not limited to grants, donations, gifts, or reimbursement for damages, may, upon approval by the Board, be appropriated and expended for that purpose. Such receipts and appropriations shall be added to the budget of the proper fund.
- Increased receipts for enterprise or proprietary funds received for a particular purpose may, upon approval by the Board, be appropriated and expended for that purpose.

Florida Statutes provide for the delegation of authority to approve certain types of budget transfers. The Board of County Commissioners has established procedures by which the Director of the Office of Financial Management and Budget may authorize certain transfers which are intra-departmental in nature, such as appropriations from one line item to another within a department, transfers from designated capital reserves to establish budgets for projects previously approved, transfers between school impact fee reserves and appropriation units within the same fund, and transfers from reserves for donations for a specific purpose.

**Departmental Performance**

Annually, the Departments include a mission statement, program/service descriptions, highlights and accomplishments, the budget year's goals (objectives), and performance measures in the Budget Document. These functions help Administration and the County Commission evaluate the performance of each Department. The Office of Financial Management and Budget has helped to establish more effective performance measures and objectives.

The over-all objective is to verify Palm Beach County performance measures are:

- A positive tool in gauging organizational achievements;
- Increase the meaningfulness (value) to all;
- An important management tool to aid decision making;
- An accurate source of justification for resource requests; and
- A way to connect staff level activities to higher level organizational missions and objectives.

<u><b>Date</b></u>	<u><b>Activity</b></u>	<u><b>Participants</b></u>
<u><b>2011</b></u>		
January	SWA Disposal Fee budget estimates due	Budget Division Solid Waste Authority
January 1 - March 28	Development of Departmental estimates for current year and budget requests for subsequent year (revenues and operating expenditures)	Departments/Divisions
January 26	Commissioner Retreat	Board
February 1 - February 28	Meetings with Departments to discuss improvements to performance measures	Budget Division Departments/Divisions
February 1 - March 1	Development of Non-Departmental revenue estimates for current year and projections for subsequent year	Budget Division
February 7	Distribution of Budget Instructions Manual covering operating budgets and capital budget to Departments	Budget Division
February 7	Distribution of Department Targets for the FY 2012 budget process	Budget Division
February 7	Budget Central - forms and instructions for FY 2012 budget process available online	Budget Division
February 14	5 Year CIP worksheets opened for input	Departments/Divisions
February 21 - February 25	BRASS budget data input training available to Departments (as needed)	Budget Division Departments/Divisions
March 1	BRASS open for FY 2011 Estimates and FY 2012 budget entry	Budget Division Departments/Divisions
March 1 - March 18	Department Budget Strategy Discussion with County Administrator (as needed)	Budget Division Departments/Divisions
March 3	Offer Voluntary Separation Incentive Program (VSIP)	Human Resources
March 28	Capital Project proposals due	Departments/Divisions
March 28	Submission of Departmental operating budget request to Budget Division	Budget Division Departments/Divisions

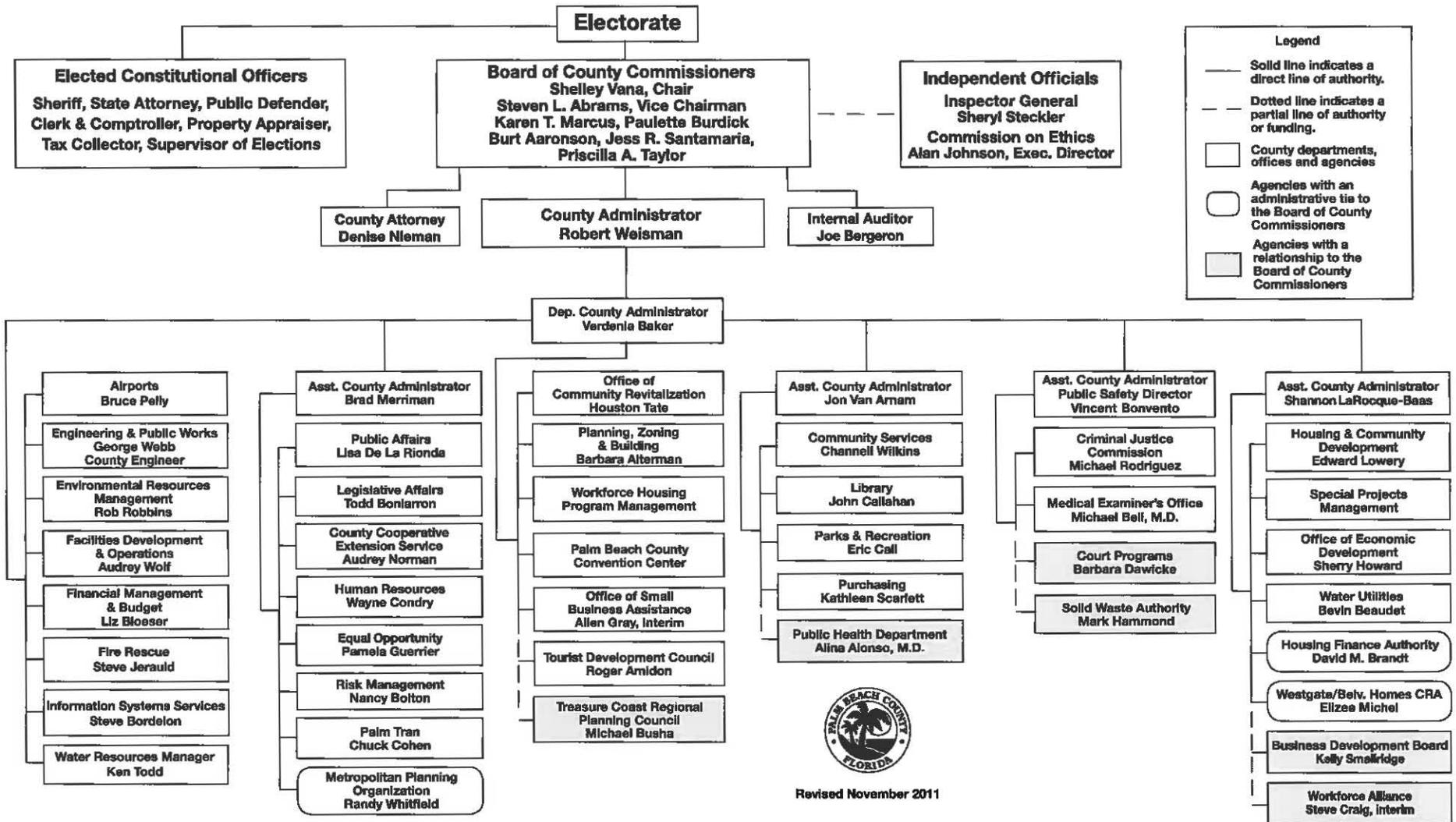
<b><u>Date</u></b>	<b><u>Activity</u></b>	<b><u>Participants</u></b>
March 28	Submission of Departmental objectives and performance measures to Budget Division	Budget Division Departments/Divisions
March 29 - April 22	Review and analysis of budget requests and recommendation of funding levels	Budget Division
April	Calculation of tax requirements & gross budget and completion of overall budget review	Budget Division
May 1	Submission of Constitutional Officers' Budget requests	Sheriff Clerk & Comptroller Supervisor of Elections
May 12 - May 13	Meeting with Management Team to discuss and finalize budget strategies	County Administrator Management Team Budget Division
June 1	Estimate of assessed property value provided to the Board (F.S. 200.065 (7))	Property Appraiser
June 1	Submission of Property Appraiser's budget request: - to State Department of Revenue - to Board (F.S. 195.087 (1)(a))	Property Appraiser
June 13 (6:00 p.m.)	BOARD WORKSHOP - Discussion of budget strategies	Board County Administrator Departments/Divisions Budget Division Constitutional Officers
June 30	Commissioner Retreat	Board
July 1	Certification of taxable property values to Board (F.S. 193.023 (1); 200.065 (11))	Property Appraiser
July 11	BOARD WORKSHOP - Recommended Tentative budget and tentative millage, including the Proposed Five Year Capital Improvements Program	Board County Administrator Departments-Divisions Budget Division Constitutional Officers
July 11	BOARD MEETING - Setting of Tentative Millage for Certification to Property Appraiser	Board Budget Division

<u><b>Date</b></u>	<u><b>Activity</b></u>	<u><b>Participants</b></u>
July 15	Tentative budget amendments to Property Appraiser's budget from Department of Revenue: -to Property Appraiser -to Board (F.S. 195.087 (1)(a))	Dept. of Revenue
July 27	Notification to Property Appraiser of proposed millage rate, rolled back rate, and date, time and place of First Public Hearing (form DR-420) (F.S. 200.065 (2)(b))	Budget Division
August 1	Submission of Tax Collector's budget request: - to State Department of Revenue - to BCC (F.S. 195.087 (2))	Tax Collector
August 15	Property Appraiser's budget: - Board comment period ends - Final budget amendments from Department of Revenue (F.S. 195.087 (1)(a))	Board Budget Division Property Appraiser Dept. of Revenue
August 16	Board Meeting - Approve request of Tax Collector to order tax roll to be extended prior to completion of Value Adjustment Board hearings	Budget Division
August 25	Mailing of Notices of Proposed Property Taxes and First Public Hearing Date (i.e. TRIM@ Notice) (F.S. 200.065 (2)(b))	Property Appraiser
September 13 (6:00 p.m.)	FIRST PUBLIC HEARING - Adopt proposed millage and amended tentative budget (F.S.200.065 (2)(c))	Board County Administrator Budget Division
September 20	Submission of advertisements to newspaper of Second Public Hearing and Budget Summary Statement	Budget Division
September 24	Publication of newspaper advertisements of Second Public Hearing and Budget Summary Statement (F.S. 129.03 (3)(b); 200.065 (2)(d) and (3)(l))	Budget Division

<b><u>Date</u></b>	<b><u>Activity</u></b>	<b><u>Participants</u></b>
September 27 (6:00 p.m.)	SECOND PUBLIC HEARING - Adopt final millage and budget (F.S. 200.065 (2)(d))	Board County Administrator Budget Division
September 30	Submission of approved millage levy resolution and budget to Property Appraiser, Tax Collector, and Department of Revenue (F.S. 200.065 (4))	Budget Division
October 1	Beginning of new fiscal year	
October 1 - December 15	Update and print adopted Budget Documents	Budget Division
October 1	Certification of Compliance submitted to Department of Revenue (F.S. 200.068 DR-487)	Budget Division
December 26	Submission of Budget Documents to GFOA Awards Program	Budget Division
<b><u>2012</u></b>		
May*	Completion of Value Adjustment Board Hearings	VAB
June*	Forward proof of publication and full page ad from VAB hearings to DOR	Budget Division
July*	Certification of final taxable values (form DR-422) (F.S. 200.065 (5))	Property Appraiser
July*	Return Certification of final taxable values (form DR-422) to the Property Appraiser	Budget Division

\*Dates may vary due to Value Adjustment Board Hearings

# Palm Beach County Board of County Commissioners Organizational Structure





## Section B

### Budget Summary Information



**FY 2011 Adopted to FY 2012 Adopted Budget**

**What is the Budget?**

The **budget** is a plan for the accomplishment of goals and objectives within programs identified as being necessary to the purpose of Palm Beach County government. Included in the format are the estimates of the appropriations of the resources required, the tax and non-tax revenues available to support implementation and the number of positions estimated to fulfill the level of service represented by workload measures. In practice, the "budget" may be the plan presented to the appropriating body for adoption, labeled adopted, or the adopted budget, which is the legal authorization to expend County funds during the fiscal year. The budget may be amended during the fiscal year by the governing body in accordance with procedures specified by law and/or administrative order.

**Total Budget**

The **Total Budget** includes budget transfers from one fund to another and payments from one County department to another for services received.

**Net Budget**

The **Net Budget** subtracts Internal Service Charges, transfers of money from one fund to another (Interfund Transfers), and payments from one department to another for services rendered, from the total Gross Budget. These reductions from the total Gross Budget are considered double-counted because they do not represent money coming into the County budget as revenue or leaving the County budget as expense. Interfund transfers are necessary to reflect movement of revenues within the legal budget from the fund where received to the fund where the expenditure is to be recorded.

	<u>FY 2011 Adopted Budget</u>	<u>FY 2011 Modified Budget</u>	<u>FY 2012 Adopted Budget</u>
Total Budget	\$4,078,260,913	\$4,158,393,258	\$3,925,196,649
Less: Internal Service Charges	(\$125,145,342)	(\$125,145,342)	(\$133,891,512)
Interfund Transfers	(\$446,767,912)	(\$487,133,130)	(\$462,572,105)
Interdepartmental Charges	(\$17,925,724)	(\$17,549,283)	(\$16,927,146)
<b>Net Budget</b>	<b><u>\$3,488,421,935</u></b>	<b><u>\$3,528,565,503</u></b>	<b><u>\$3,311,805,886</u></b>
Budgeted Reserves	\$830,554,057	\$843,380,313	\$772,705,301
Budgeted Expenditures	\$2,657,867,878	\$2,685,185,190	\$2,539,100,585
<b>Net Budget</b>	<b><u>\$3,488,421,935</u></b>	<b><u>\$3,528,565,503</u></b>	<b><u>\$3,311,805,886</u></b>

## BUDGET SUMMARY

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	<b>General Fund</b>	<b>Special Revenue Funds</b>
<b>Estimated Revenues:</b>		
Current Property Taxes	\$595,388,733	\$228,100,823
Licenses, Permits, & Other Taxes	94,992,289	69,035,083
Intergovernmental Revenues	92,846,061	258,626,404
Charges For Services	95,756,963	62,380,905
Interest Earnings & Other Misc.	(20,900,594)	2,806,642
Interfund Transfers	6,100,794	87,291,217
<b>Total Revenue</b>	<b>\$864,184,246</b>	<b>\$708,241,074</b>
Other Financing Sources	0	9,797,746
<b>Total Revenue &amp; Other Financing Sources</b>	<b>\$864,184,246</b>	<b>\$718,038,820</b>
Balances Beginning of Year	152,066,930	217,058,924
<b>Total Estimated Revenues, Sources and Balances</b>	<b>\$1,016,251,176</b>	<b>\$935,097,744</b>

Note: Changes in Fund Balance can be found on page 68

<b>Debt Service Funds</b>	<b>Capital Projects Funds</b>	<b>Enterprise Funds</b>	<b>Internal Service Funds</b>	<b>Total</b>
\$30,277,833	\$0	\$0	\$0	\$853,767,389
0	41,899,002	2,017,000	0	207,943,374
0	90,533,470	79,974,260	0	521,980,195
0	3,238,030	235,606,750	124,253,518	521,236,166
(683,053)	25,642,930	19,855,600	2,988,114	29,709,639
100,186,846	19,962,813	243,633,696	5,396,739	462,572,105
<b>\$129,781,626</b>	<b>\$181,276,245</b>	<b>\$581,087,306</b>	<b>\$132,638,371</b>	<b>\$2,597,208,868</b>
0	0	0	0	9,797,746
<b>\$129,781,626</b>	<b>\$181,276,245</b>	<b>\$581,087,306</b>	<b>\$132,638,371</b>	<b>2,607,006,614</b>
24,986,338	681,204,593	220,865,709	22,007,541	1,318,190,035
<b>\$154,767,964</b>	<b>\$862,480,838</b>	<b>\$801,953,015</b>	<b>\$154,645,912</b>	<b>\$3,925,196,649</b>

## BUDGET SUMMARY

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	<b>General Fund</b>	<b>Special Revenue Funds</b>
<b>Expenditures, Uses &amp; Reserves:</b>		
General Governmental Services	\$124,761,153	\$7,489,853
Public Safety	496,948,789	285,497,528
Physical Environment	11,792,327	31,977,838
Transportation	4,235,000	180,194,092
Economic Environment	23,849,126	151,092,309
Human Services	48,944,908	59,452,490
Culture and Recreation	53,393,287	48,990,093
Interfund Transfers	147,518,485	45,653,392
Reserves	81,000,000	138,214,057
Internal Services	0	0
Non-Departmental	23,808,101	(13,463,908)
<b>Total Expenditures</b>	<b>\$1,016,251,176</b>	<b>\$935,097,744</b>

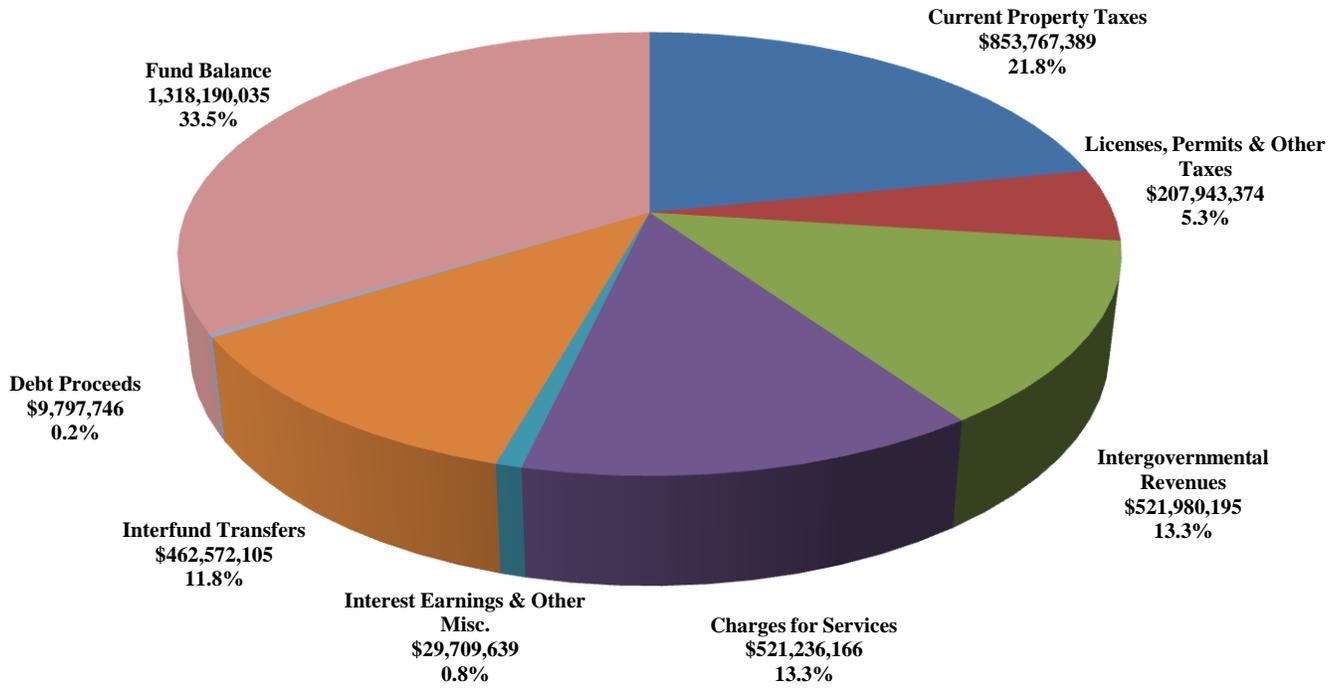
Note: Changes in Fund Balance can be found on page 68

<b>Debt Service Funds</b>	<b>Capital Projects Funds</b>	<b>Enterprise Funds</b>	<b>Internal Service Funds</b>	<b>Total</b>
\$0	\$121,976,332	\$0	\$194,953	\$254,422,291
0	28,917,888	0	0	811,364,205
0	57,235,040	217,660,677	0	318,665,882
0	149,678,861	185,622,771	0	519,730,724
0	9,932,507	0	0	184,873,942
0	296,606	0	0	108,694,004
0	62,821,335	0	0	165,204,715
761,014	18,876,367	243,476,308	6,286,539	462,572,105
18,897,580	394,225,611	126,036,215	14,331,838	772,705,301
0	0	0	134,027,535	134,027,535
135,109,370	18,520,291	29,157,044	(194,953)	192,935,945
<b>\$154,767,964</b>	<b>\$862,480,838</b>	<b>\$801,953,015</b>	<b>\$154,645,912</b>	<b>\$3,925,196,649</b>

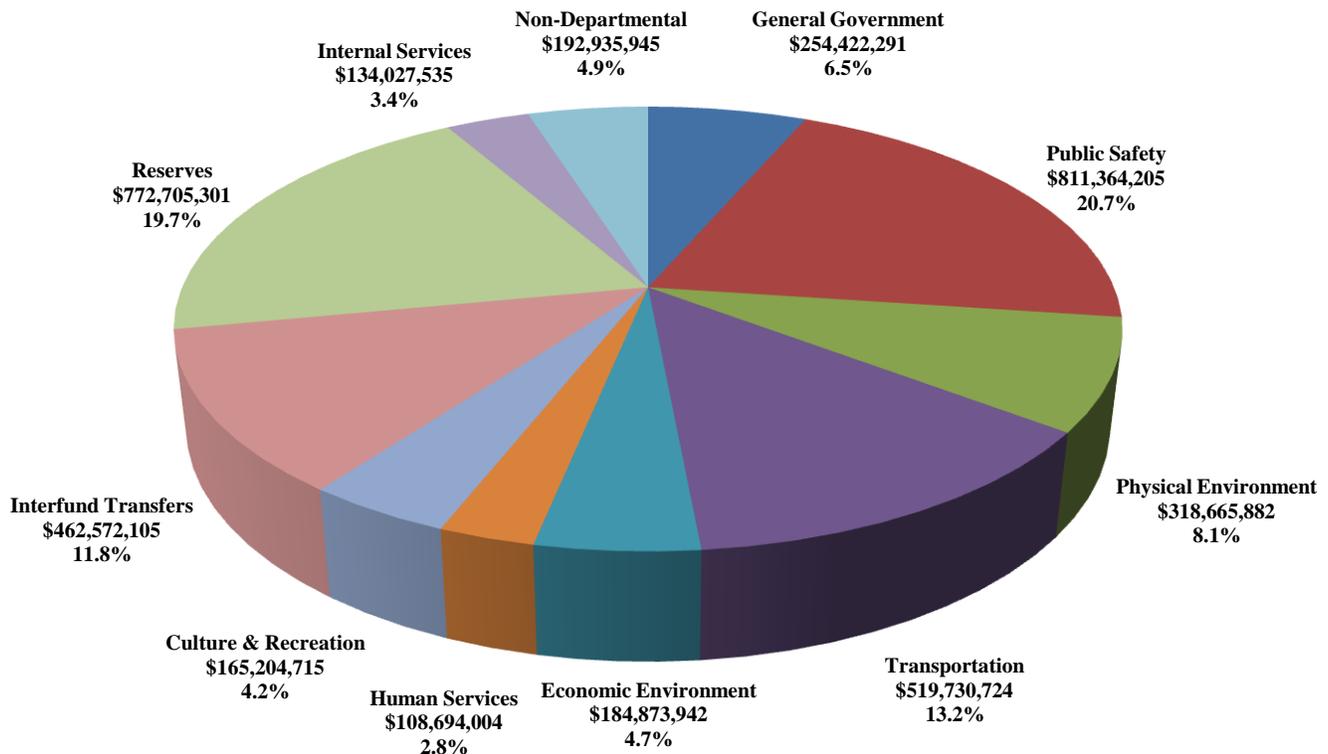
# BUDGET SUMMARY

## \$3,925,196,649

### Revenues by Source



### Expenditures by Function



**FISCAL YEAR 2008-2012**

<b><u>Revenue Source</u></b>	<b><u>Actual FY2008</u></b>	<b><u>Actual FY2009</u></b>	<b><u>Actual FY2010</u></b>	<b><u>Estimated FY2011</u></b>	<b><u>Budget FY2012</u></b>
Current Property Taxes	\$ 896,209,694	\$ 850,038,301	\$ 849,830,375	\$ 836,078,510	\$ 853,767,389
Licenses, Permits & Other Taxes	225,106,843	201,240,394	207,693,473	190,513,605	207,943,374
Intergovernmental Revenues	244,021,084	233,089,376	263,320,630	277,407,858	521,980,195
Charges for Services	453,402,015	476,309,661	482,993,021	491,527,513	521,236,166
Interest Earnings & Other Miscellaneous	163,538,128	218,633,081	99,467,129	103,998,065	29,709,639
Interfund Transfers	579,466,078	575,431,862	473,067,528	427,615,298	462,572,105
Debt Proceeds	365,119,342	113,544,382	34,017,095	42,022,890	9,797,746
Fund Balance	1,568,205,240	1,648,546,338	1,642,230,245	1,458,563,327	1,318,190,035
<b>Total</b>	<b>\$ 4,495,068,424</b>	<b>\$ 4,316,833,395</b>	<b>\$ 4,052,619,496</b>	<b>\$ 3,827,727,066</b>	<b>\$ 3,925,196,649</b>
<b><u>Uses of Funds</u></b>					
General Government	\$ 250,866,368	\$ 246,871,045	\$ 261,564,340	\$ 199,890,632	\$ 254,422,291
Public Safety	729,096,206	771,807,705	792,415,451	798,258,309	811,364,205
Physical Environment	187,862,370	160,231,371	188,802,702	175,744,917	318,665,882
Transportation	302,306,835	295,498,353	263,014,751	237,415,502	519,730,724
Economic Environment	178,808,172	101,369,915	87,181,714	97,585,703	184,873,942
Human Services	101,296,299	101,591,406	104,196,896	108,624,103	108,694,004
Culture/ Recreation	154,829,658	140,154,080	137,791,651	121,973,786	165,204,715
Interfund Transfers	645,589,947	642,852,987	525,338,151	461,756,367	462,572,105
Reserves	0	0	0	0	772,705,301
Internal Services	149,112,217	151,870,092	131,998,838	126,187,410	134,027,535
Non-Departmental & Debt Service	127,696,997	96,296,848	137,857,488	182,574,889	192,935,945
<b>Total</b>	<b>\$ 2,827,465,069</b>	<b>\$ 2,708,543,802</b>	<b>\$ 2,630,161,982</b>	<b>\$ 2,510,011,618</b>	<b>\$ 3,925,196,649</b>

PERCENT INCREASE (DECREASE) IN MILLAGE OVER ROLLED-BACK RATE <sup>(1)</sup>

	FY 2012 Rolled-Back Rate		FY 2012 Adopted Taxes		Adopted Increase or Decrease		
	Millage	Taxes	Millage	Taxes	Millage	Taxes	% Increase Or % (Decrease) From Rolled-Back Rate
Countywide <sup>(2)</sup>	4.8751	\$607,043,733	4.7815	\$595,388,733	(0.0936)	(\$11,655,000)	(1.92) %
County Library District <sup>(3)</sup>	0.5624	37,945,966	0.5491	\$37,048,595	(0.0133)	(897,371)	(2.36) %
Fire-Rescue MSTU	3.5470	180,125,130	3.4581	175,610,575	(0.0889)	(4,514,555)	(2.51) %
Jupiter Fire-Rescue MSTU	2.2731	16,250,195	2.1600	15,441,653	(0.1131)	(808,542)	(4.98) %
Aggregate Millage Rate <sup>(4)</sup>	6.8271		6.6134		(0.2137)		<u>(3.13) %</u>
Total Taxes		<u>\$841,365,024</u>		<u>\$823,489,556</u>		<u>(\$17,875,468)</u>	<u>(2.12) %</u>

(1) Rolled-Back Rate is the millage rate which, exclusive of new construction, will provide the same ad valorem tax revenue as was levied during the prior year.

(2) Exclusive of voted debt millage of 0.2110 mills Countywide down from 0.2460 mills in FY 2011.

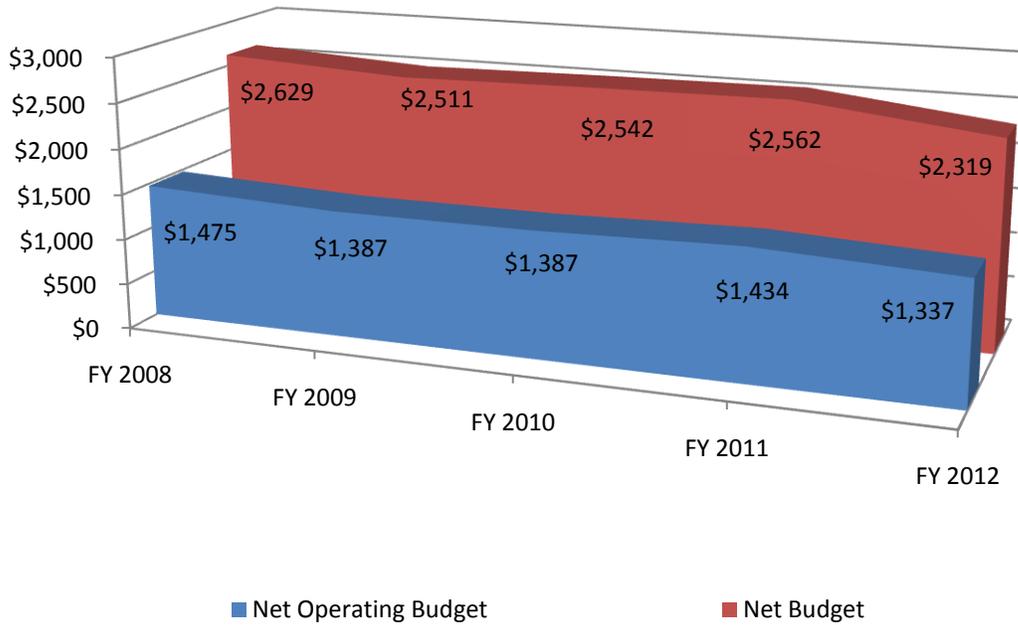
(2) Exclusive of voted debt millage of 0.0590 mills County Library up from 0.0578 mills in FY 2011.

(3) Aggregate Millage Rate is the sum of all ad valorem taxes levied by the governing body of a county for countywide purposes, plus ad valorem taxes levied for any district dependent to the governing body, divided by the total taxable value of the county, converted to a millage rate. The aggregate millage rate is not the sum of the individual millage rates levied for countywide and dependent districts.

**CHANGES IN PROPERTY (AD VALOREM) TAXES**

**Palm Beach County, FL**

	FY 2011 Budget		FY 2012 Budget		Increase (Decrease) Amount	Percent
	Millage	Amount	Millage	Amount		
General Fund	4.7500	\$603,303,606	4.7815	\$595,388,733	(\$7,914,873)	-1.31%
Voted Debt Service	0.2460	31,271,318	0.2110	26,297,016	(4,974,302)	-15.91%
<b>Sub-Total Countywide</b>	<b>4.9960</b>	<b>\$634,574,924</b>	<b>4.9925</b>	<b>\$621,685,749</b>	<b>(\$12,889,175)</b>	<b>-2.03%</b>
<b><u>Dependent Districts</u></b>						
County Library	0.6069	\$41,653,332	0.6081	\$41,029,412	(\$623,920)	-1.50%
Fire-Rescue Countywide MSTU	3.4581	179,036,866	3.4581	175,610,575	(3,426,291)	-1.91%
Jupiter Fire MSTU	2.2489	16,068,485	2.1600	15,441,653	(626,832)	-3.90%
<b>Sub-Total Dependent Districts</b>		<b>\$236,758,683</b>		<b>\$232,081,640</b>	<b>(\$4,677,043)</b>	<b>-1.98%</b>
<b>Total Property Taxes</b>		<b>\$871,333,607</b>		<b>\$853,767,389</b>	<b>(\$17,566,218)</b>	<b>-2.02%</b>
<b>Use of Property Taxes</b>						
		<b>FY 2011 Budget</b>		<b>FY 2012 Budget</b>	<b>Increase (Decrease) Amount</b>	<b>Percent</b>
County Commission - Countywide		\$215,525,548		\$207,431,936	(\$8,093,612)	-3.76%
County Commission - Voted Debt Service		31,271,318		26,297,016	(4,974,302)	-15.91%
County Library		41,653,332		41,029,412	(623,920)	-1.50%
Fire - Rescue		195,105,351		191,052,228	(4,053,123)	-2.08%
Sheriff		340,699,811		341,348,191	648,380	0.19%
Property Appraiser		17,976,815		16,277,210	(1,699,605)	-9.45%
Judicial System		2,168,845		3,421,917	1,253,072	57.78%
Clerk & Comptroller		12,361,632		11,570,761	(790,871)	-6.40%
Supervisor of Elections		10,664,400		12,012,340	1,347,940	12.64%
Tax Collector		3,906,555		3,326,378	(580,177)	-14.85%
<b>Total</b>		<b>\$871,333,607</b>		<b>\$853,767,389</b>		

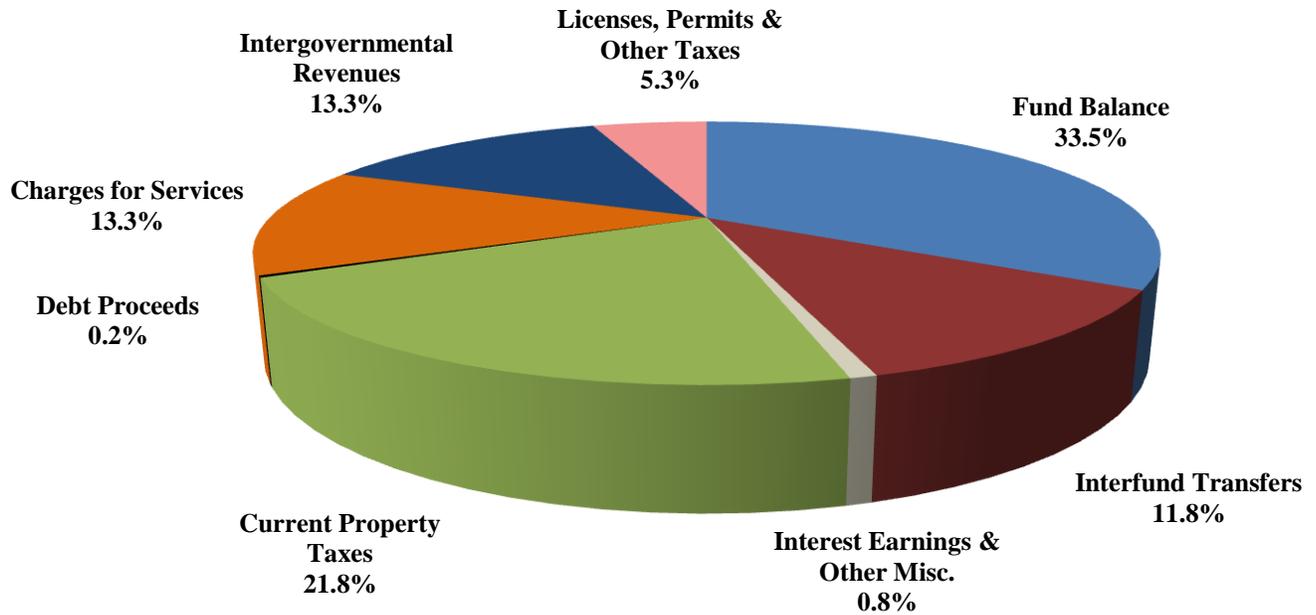


	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
<b>Net Budget</b>	<b>\$2,629</b>	<b>\$2,511</b>	<b>\$2,542</b>	<b>\$2,562</b>	<b>\$2,319</b>
<b>Percent Change from Prior Year</b>	<b>N/A</b>	<b>-4.5%</b>	<b>1.3%</b>	<b>0.8%</b>	<b>-9.5%</b>
<b>Net Operating Budget</b>	<b>\$1,475</b>	<b>\$1,387</b>	<b>\$1,387</b>	<b>\$1,434</b>	<b>\$1,337</b>
<b>Percent Change from Prior Year</b>	<b>N/A</b>	<b>-6.0%</b>	<b>0.0%</b>	<b>3.4%</b>	<b>-6.8%</b>

Palm Beach County’s net budget and net operating budget for the fiscal years ending September 30, 2008 through 2012 are presented in constant dollars per capita, using FY 2008 as the base year, to counter the effects of inflation and growth.

**TRENDS AND FORECASTS**

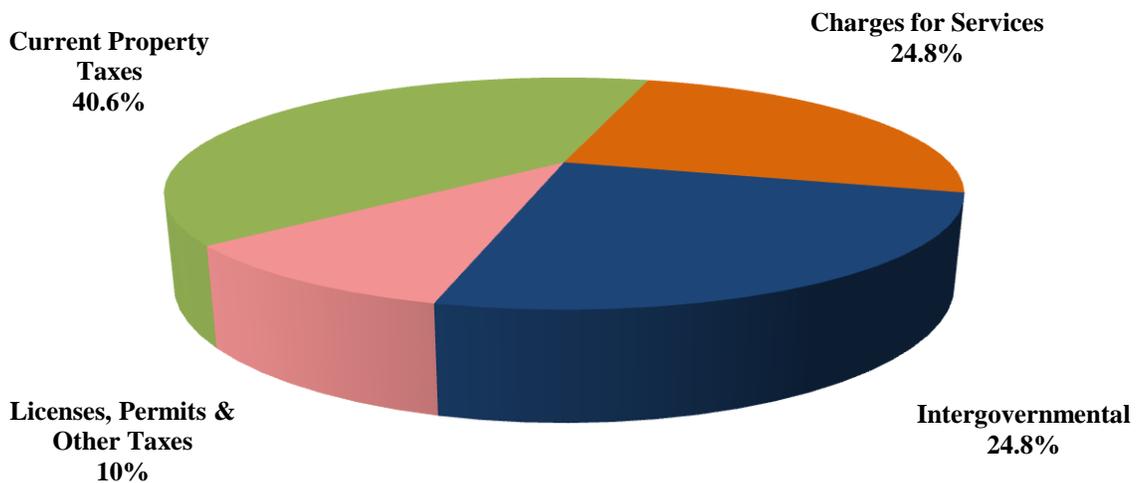
The graph below represents FY 2012 budgeted revenues totaling \$3,925,196,649



The use of fund balances and interfund transfers comprise 45% of total budgeted revenues in Palm Beach County. When you exclude these two categories, the major revenue sources for Palm Beach County are property taxes, charges for services, intergovernmental revenues, and licenses, permits and other taxes. These major current revenue sources account for 54% of overall FY 2012 budgeted revenue, or 98% of FY 2012 budgeted revenues not including fund balance and interfund transfers.

The graph below illustrates the percentage of each major revenue source against the total of all major revenues (\$2,144,434,509).

**FY 2012 Major Revenue Sources**



The following pages will discuss each major revenue source, the underlying assumptions for each revenue estimate, and significant revenue trends.

**TRENDS AND FORECASTS**

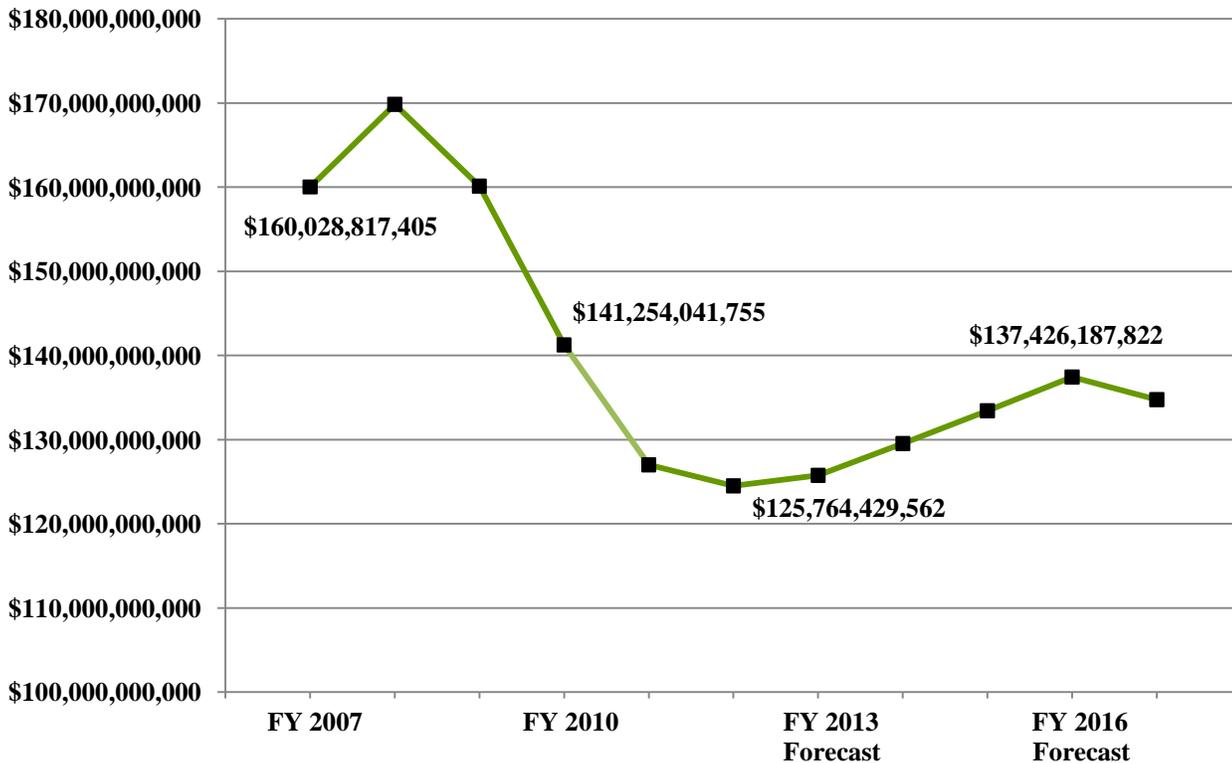
**Current Property Taxes**

The major revenue source funding Palm Beach County's general operations continues to be property taxes. The following graphs present the history of the taxable property values and the operating property tax revenues for the County, the Fire district, and the Library district. The projections are based on the County experiencing a decrease in taxable property values of \$2.5 billion (2%) offset by the addition of new construction of approximately \$1 billion. The County anticipates the taxable property values to remain level in FY 2013, with a modest addition of new construction valuing approximately \$1.2 billion. Thereafter, property values are projected to increase 2% annually.

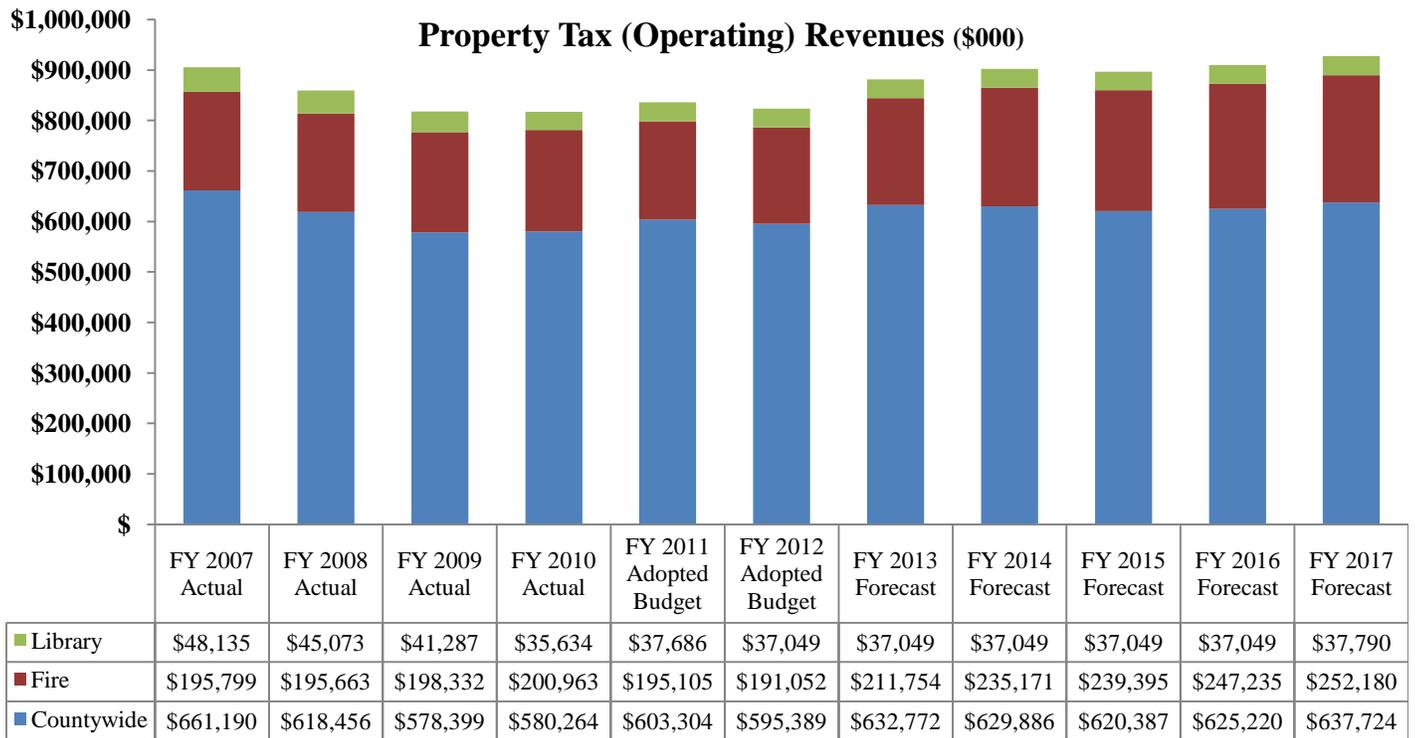
In FY 2012, current property taxes total \$853.7 million. Of this amount, \$595.4 million or 69.7% is attributable to the Countywide millage rate excluding voted debt. The Fire Rescue taxes comprise \$191.0 million or 22.4% of the total. The remaining property tax revenue is related to millages for the County Library (\$37.0 million or 4.3%) and the general obligation debt (\$30.3 million or 3.6%).

The Countywide operating tax rate was increased from 4.7500 to a below rollback rate of 4.7815. The rollback rate is the millage rate that generates the same tax revenue from the same assessed properties. Therefore, new construction is not calculated in the roll-back rate. FY 2012 new construction is valued at approximately \$1 billion, which equates to Countywide property tax revenue of approximately \$4.9 million.

**Taxable Property Values**

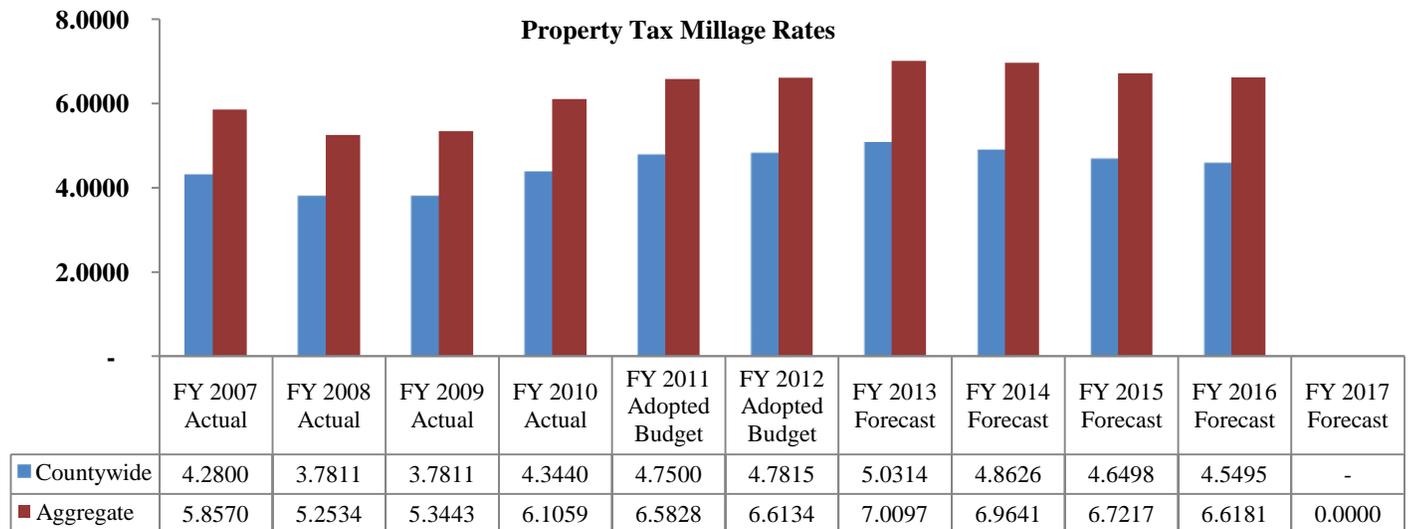


**TRENDS AND FORECASTS**



Excludes voted debt

The graph below illustrates the history of the countywide operating millage rate and the aggregate millage rate.



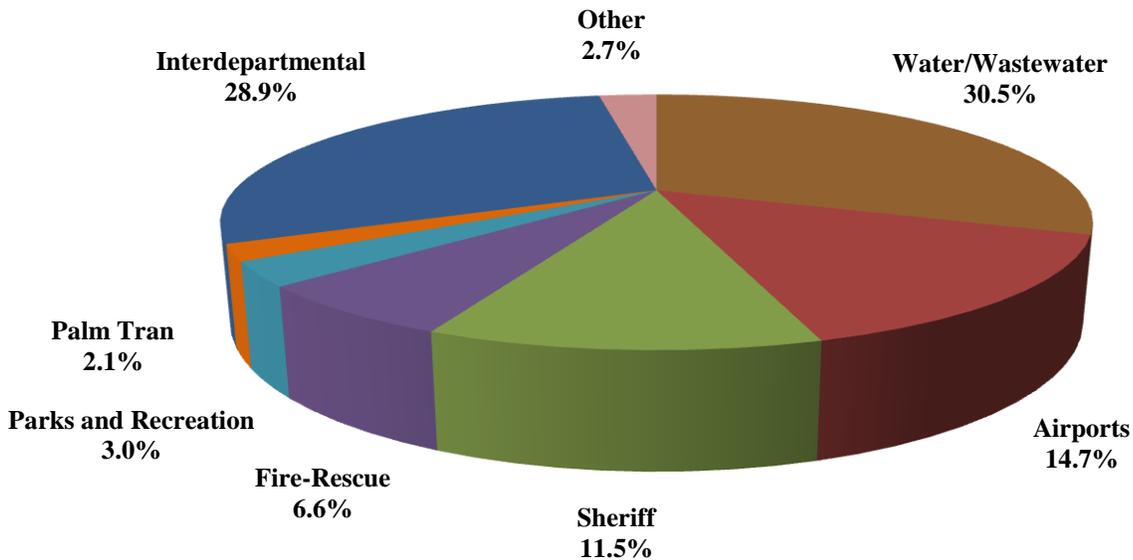
**TRENDS AND FORECASTS**

**Charges for Services**

Charges for Services represents fee charged as a result of direct benefit or in lieu of other charges. As shown in the graph below, Interdepartmental Charges and Water/Wastewater Utilities Charges account for a majority of the revenues in the charges for services category. The other major revenues in this category include Airport, Sheriff, and Fire Rescue charges. The remaining balance in charges for services include Parks and Recreation fees, Palm Tran fares, and other miscellaneous fees.

The graph below illustrates the percentage of each charge for services type against the total of all charges for services (\$521,236,166).

**FY 2012 Charges for Services**

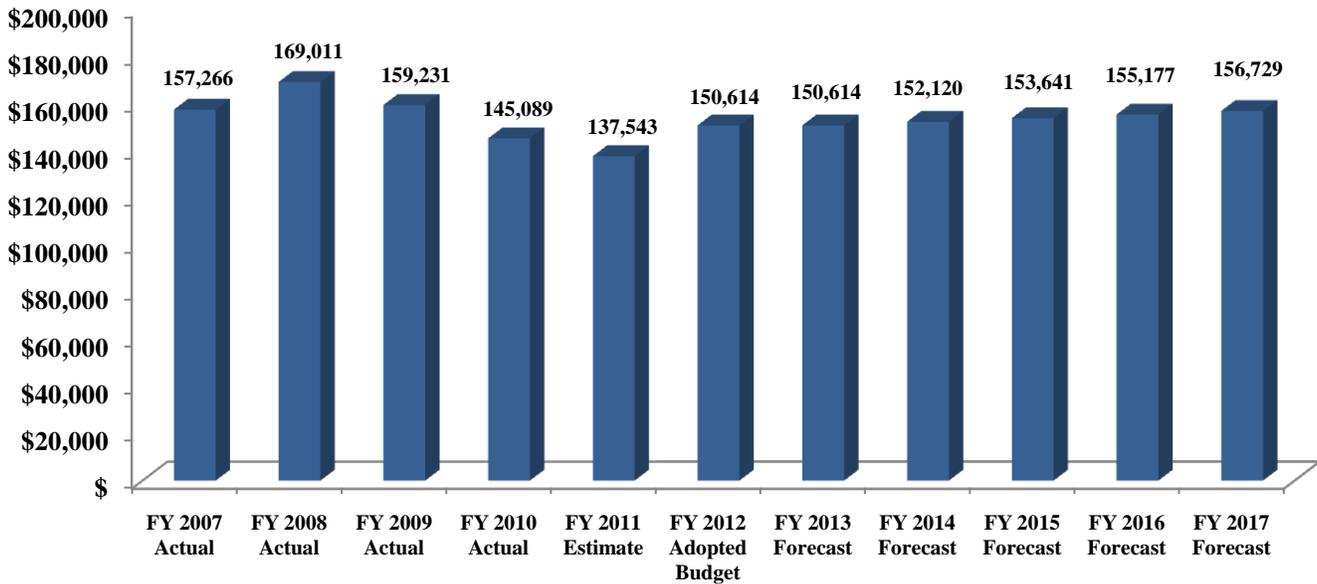


**Charges for Services - Interdepartmental Charges**

Interdepartmental Charges total \$150,613,658 in FY 2012, or 29% of the FY 2012 Charges for Services Category. Interdepartmental Charges represent charges for goods and services exchanged between County departments. The majority of revenues in this category are related to Risk Management charges for insurance, including health, property and casualty, and workers compensation, which amounts to \$86 million or 57% of the total. The other major sources of revenue include Fleet Management charges (\$38 million) and Information Systems Services fees (\$9.2 million) to non-General funded Departments. Combined, Risk Management, Fleet Management and Information Systems Services charges comprise over 88.6% of the Interdepartmental Charges category. These revenues are based on a cost allocation method supported to recover costs to support the operations. In FY 2010, Information Systems Service Department was moved from an Internal Service Fund to the General Fund. As a result, charges have decreased since the department will no longer be billing General Funded Departments. Internal Service charges are projected to increase 1% annually. This is determined based on potential increase in the service departments budgets related to personnel retirement cost increases, maintenance contract increases, and property and health insurance increases.

**TRENDS AND FORECASTS**

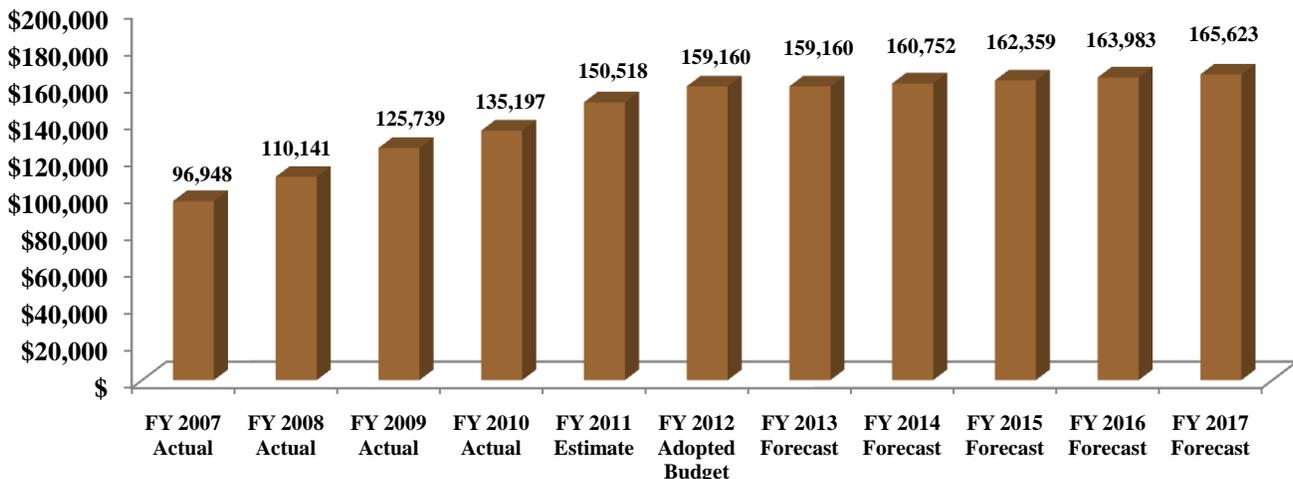
**Interdepartmental Charges (\$000)**



**Charges for Services - Water/Wastewater Utilities Charges**

Water/Wastewater Utilities charges total \$159,160,000 in FY 2012, or 31% of the FY 2012 Charges for Services Category. These revenues represent fees paid to the Water Utilities Department for providing potable water, reclaimed water, and wastewater service to approximately 532,000 residents in the central and south-central unincorporated areas of the County and the western communities. Effective October 1, 2011 fees for potable water, wastewater, and reclaimed water were increased by 4.262% as part of the annual Consumer Price Index adjustment for water and sewer maintenance. The revenue increase in FY 2012 is also attributable to additional FPL reclaimed funding and other charges such as bulk agreement revenues for Lake Clarke Shores and Seacoast Utility Authority.

**Water/Wastewater Utilities Charges (\$000)**

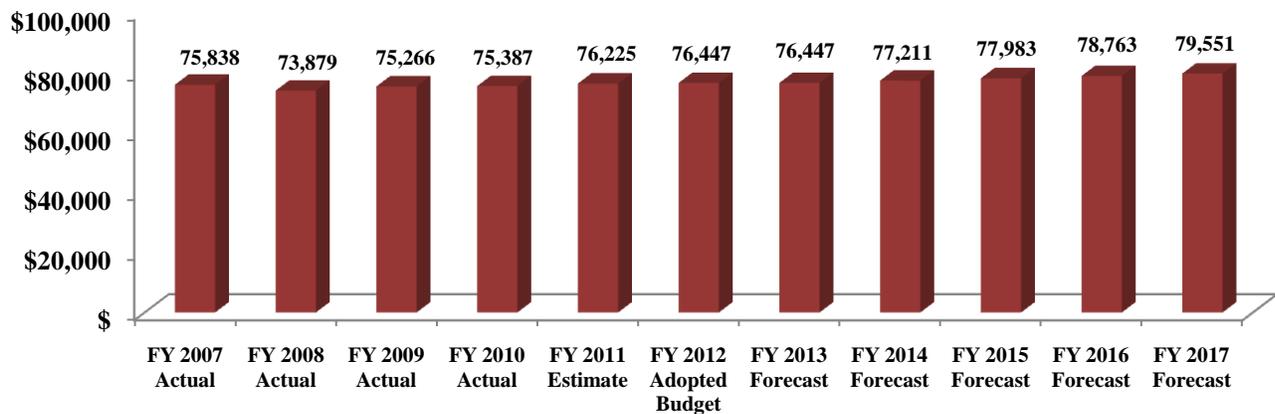


**TRENDS AND FORECASTS**

**Charges for Services - Airport Charges**

Airport charges total \$76,446,750 in FY 2012, or 15% of the FY 2012 Charges for Services Category. This category includes revenues associated with the operation of Palm Beach International Airport, as well as three general aviation airports. Approximately 68.5% of total revenue is attributable to fees for parking and rental cars, rental space for airlines, and passenger facility charges. The remaining balance of revenue includes items such as landing fees, concession charges, and other rental charges. Future estimates are based on historical trend analysis and current and projected economic conditions.

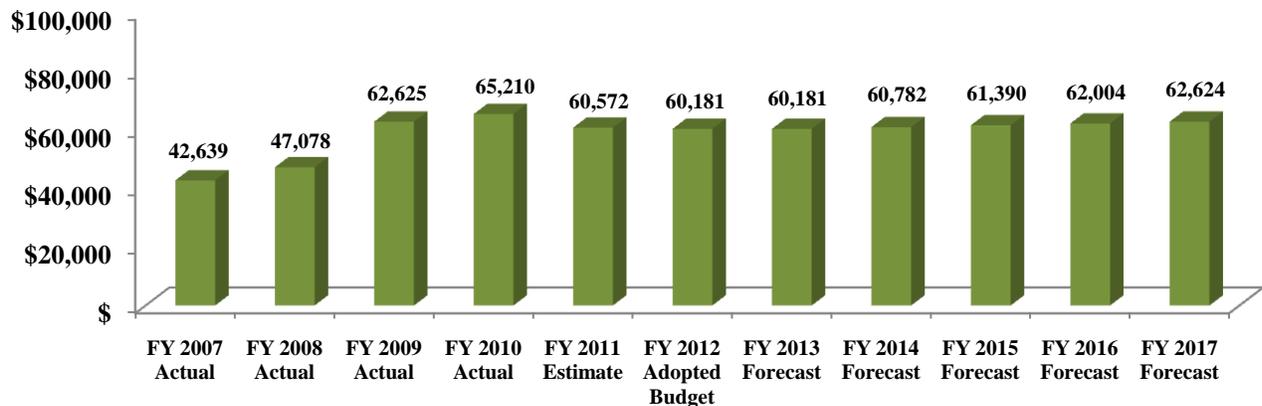
**Airport Charges (\$000)**



**Charges for Services - Sheriff Charges**

Fees charged by the Palm Beach County Sheriff's Office total \$60,180,616 in FY 2012, or 12% of the FY 2012 Charges for Services Category. The majority of this amount are charges for police services provided to specific fee-for-service areas, which comprise \$51.6 million or 86% of total Sheriff charges. Currently, the Sheriff's department provides police services to nine cities. The other major fee collected by the Sheriff's Office is for room and board charges at correctional and detention facilities paid by the Federal government. This charge totals \$5.4 million or 8.9% of total Sheriff charges. The significant growth in this revenue category over the past five years is entirely attributable to charges for Police Services, which includes the most recent addition, the City of Lake Worth in FY 2009. Future estimates are based on contractual annual increases with the cities.

**Sheriff Charges (\$000)**

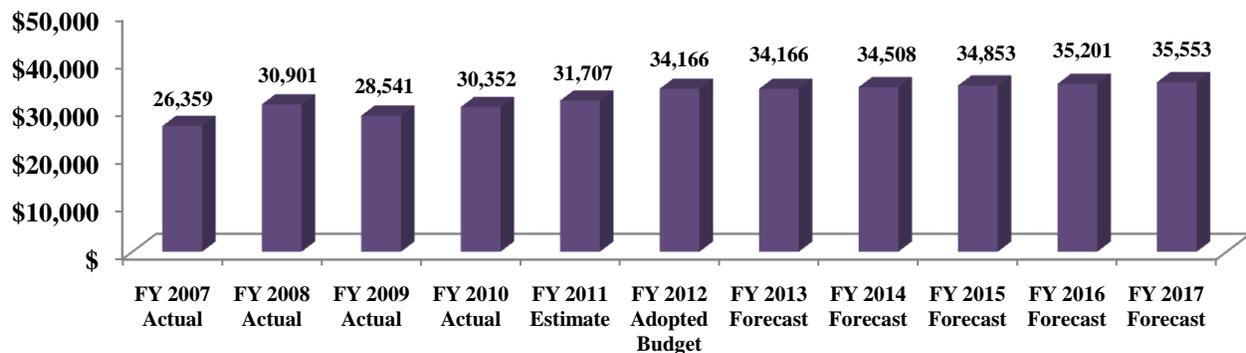


**TRENDS AND FORECASTS**

**Charges for Services - Fire Rescue Charges**

Fire Rescue charges total \$34,166,152 in FY 2012, or 7% of the FY 2012 Charges for Services Category. This category includes fees charged by Palm Beach Fire Rescue. The largest source of revenue in this category is for Ambulance Transport Fees, which represent \$19.3 million or 56% of total Fire Rescue Charges. The other major revenue source is charges for fire protection services provided to specific fee-for-service areas, which totals \$8.9 million or 26% of total Fire Rescue Charges. Future estimates are based on annual increases with the cities and a projected increase in ambulance trips. During FY2011, Fire Rescue began transporting Basic Life Support (BLS) countywide which is anticipated to generate an estimated \$6.6M in revenue for FY 2012, included in the aforementioned Ambulance Transport Fees.

**Fire Rescue Charges (\$000)**



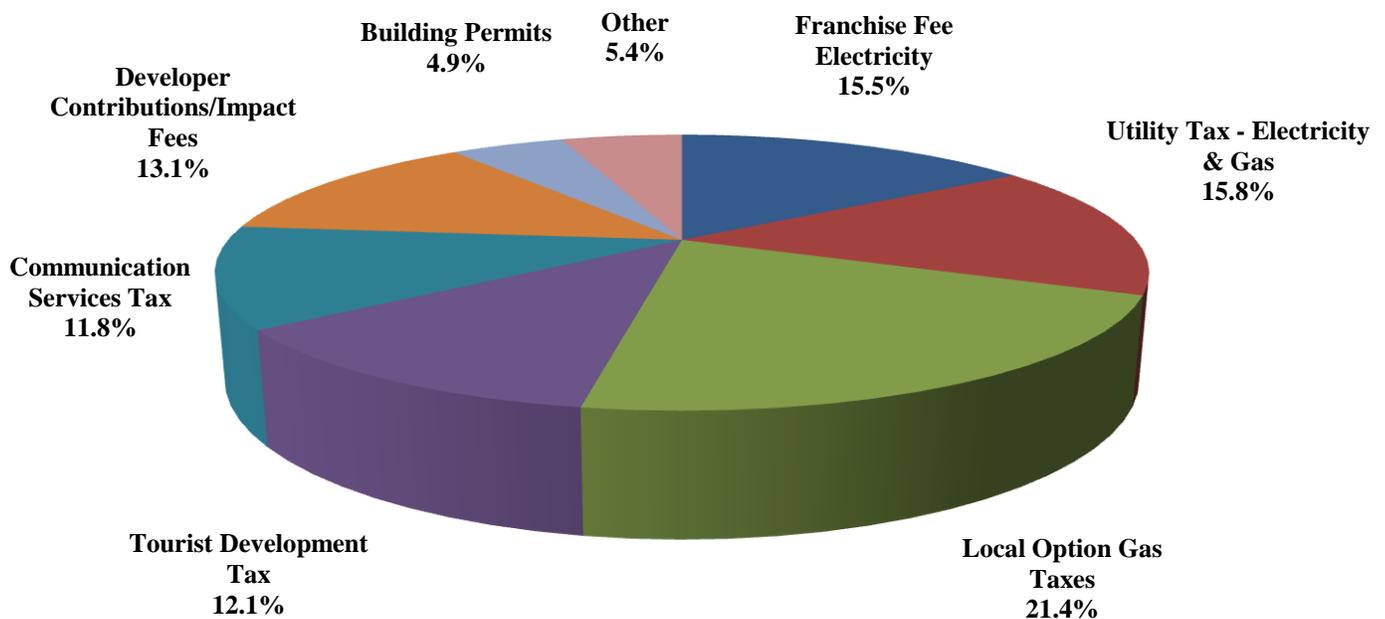
**TRENDS AND FORECASTS**

**Licenses, Permits, and Other Taxes**

This category reflects multiple revenue types, the largest of which are local option gas taxes totaling \$44.5 million or 21% of revenue in this category. The next largest revenue type includes fees and taxes on public utilities, including the electricity franchise fee (\$32.3 million or 16%), electricity and natural gas utility taxes (\$32.8 million or 16%), and the communications services tax (\$24.6 million or 12%). Other revenue types in this category include the Tourist Development Tax, Developer Contributions and Impact Fees, Building Permits, and fees paid for professional and occupational licenses.

The graph below illustrates the percentage of each charges for services type against the total of all licenses, permits, and other taxes (\$207,943,374).

**FY 2012 Licenses, Permits, and Other Taxes**

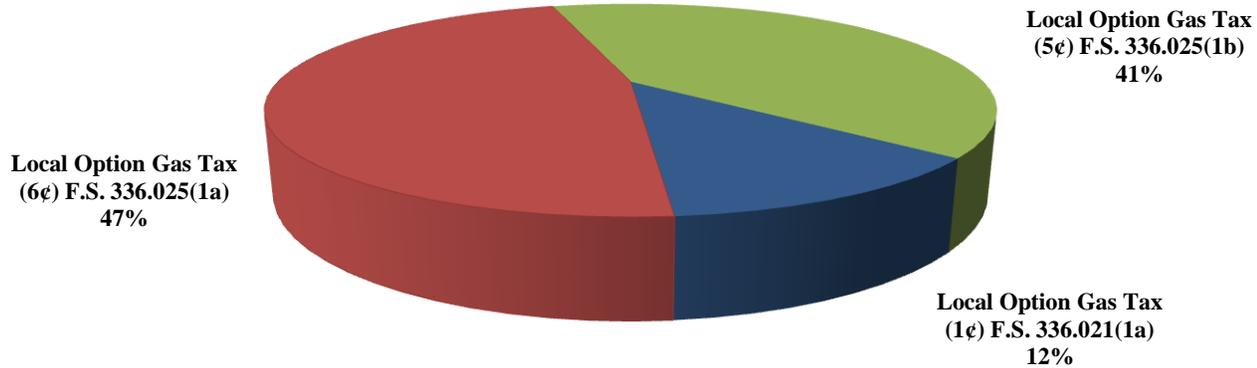


**TRENDS AND FORECASTS**

**Licenses, Permits, and Other Taxes - Local Option Gas Taxes**

Palm Beach County levies three local option gas taxes totaling \$44,513,000 in FY 2012. The graph below illustrates the percentage of each local option gas tax against the total of all local option gas taxes.

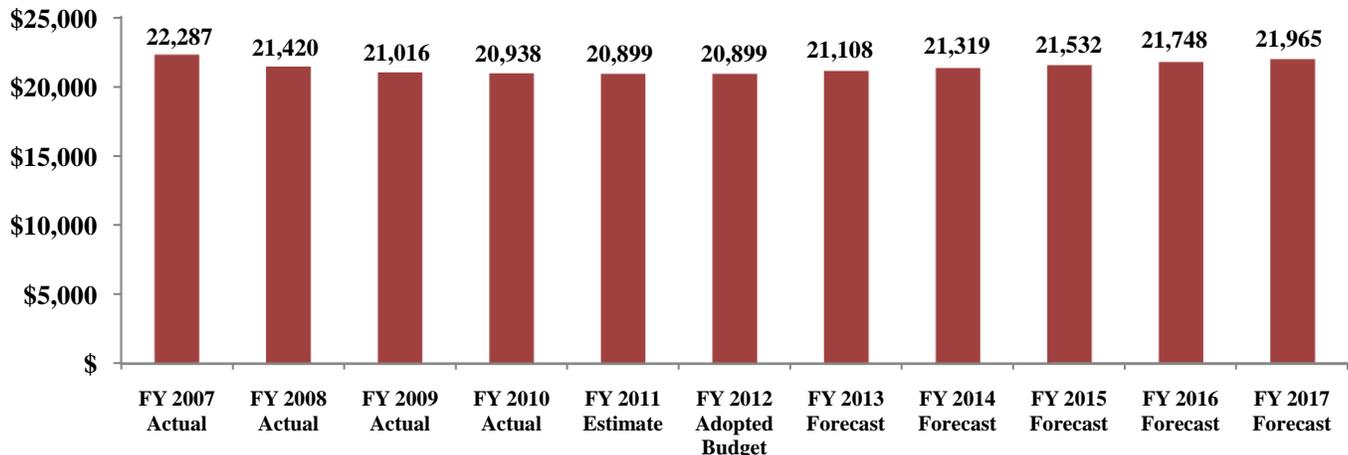
**FY 2012 Local Option Gas Taxes**



The County receives estimates each year for the local option gas taxes. Revenue forecasts are based on historical trend analysis of fuel prices. Typically, when fuel prices increase, there is an overall decrease in discretionary driving, thus less gallons of fuel purchased, negatively impacting the County's revenue. Although, recent fuel prices have not significantly fluctuated and have overall averaged approximately \$3.50/gallon, there is a nationwide emphasis on utilizing fuel efficient cars.

A **6-Cent Gas Tax** is levied by the County per F.S. Section 336.025(1)(a) on each gallon of motor and diesel fuel sold. This tax, originally adopted in 1983 by the Board of County Commissioners, was due to expire in 1995 and was extended for an additional thirty years. Use of the proceeds is restricted to transportation expenditures. The proceeds of the tax are distributed by the Department of Revenue and the County receives approximately two-thirds of the allocation.

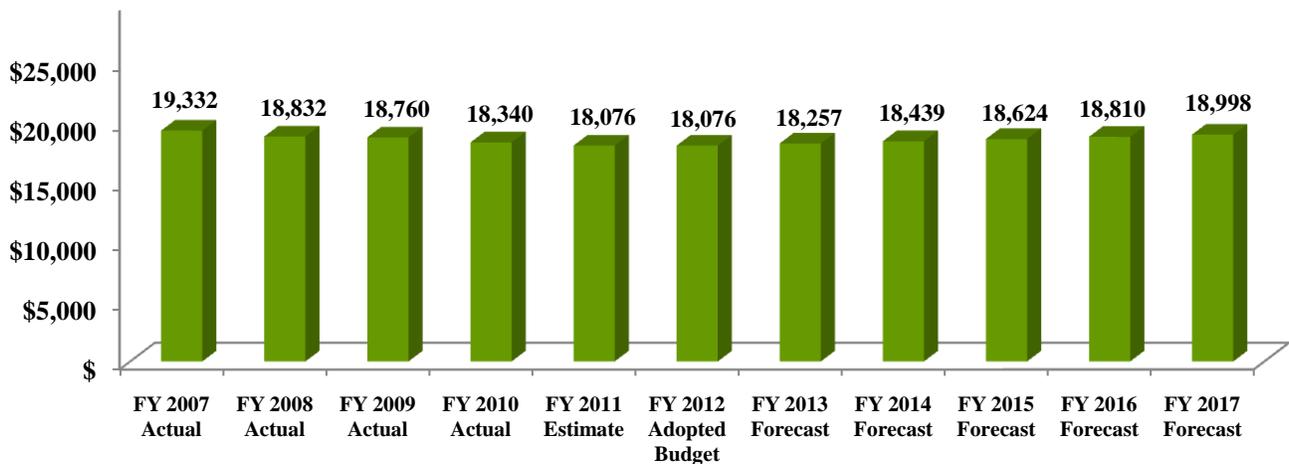
**Local Option 6-Cent Gas Tax (\$000)**



**TRENDS AND FORECASTS**

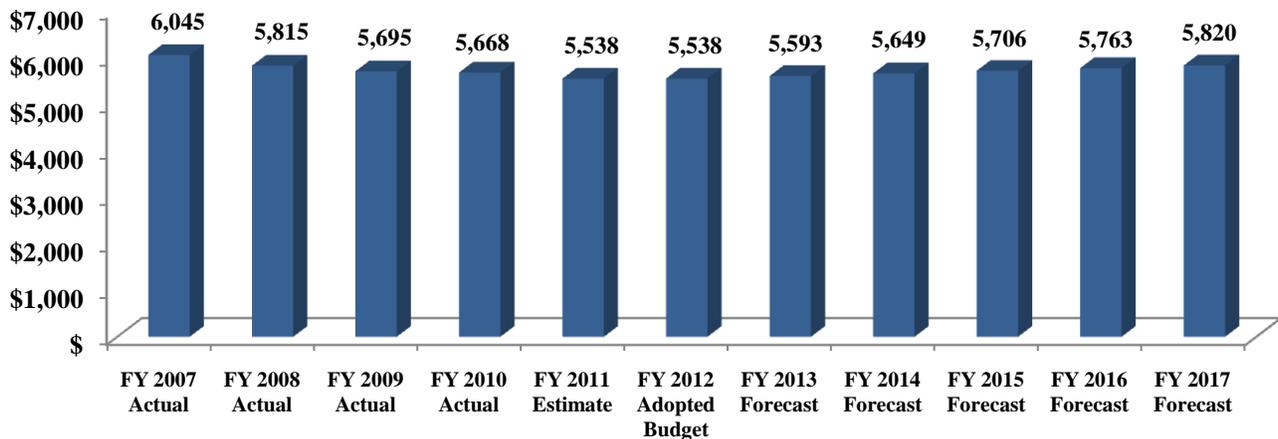
A **5-Cent Gas Tax** is levied by the County per F.S. Section 336.025(1)(b) on motor fuel only. This tax was adopted by the Board of County Commissioners in 1993, and use of the proceeds is restricted to transportation expenditures needed to meet the requirements of the capital improvement element of the adopted comprehensive plan. Current board policy allocates 50% of this revenue to mass transit and 50% to road improvements. The County shares proceeds of this tax with local municipalities through interlocal agreements. The proceeds of the tax are distributed by the Department of Revenue and the County receives 78.92% of the allocation.

**Local Option 5-Cent Gas Tax (\$000)**



A **1-Cent Gas Tax (Ninth Cent)** is levied by the County per F.S. Section 336.021 on each gallon of motor and diesel fuel sold. This tax was adopted by the Board of County Commissioners in 1993, and use of the proceeds is restricted to transportation expenditures. Current board policy allocates 50% of this revenue to mass transit and 50% to road improvements. The proceeds of the tax are distributed by the Department of Revenue to the County and this tax is not shared with municipalities.

**Local Option 1-Cent (Ninth Cent) Gas Tax (\$000)**



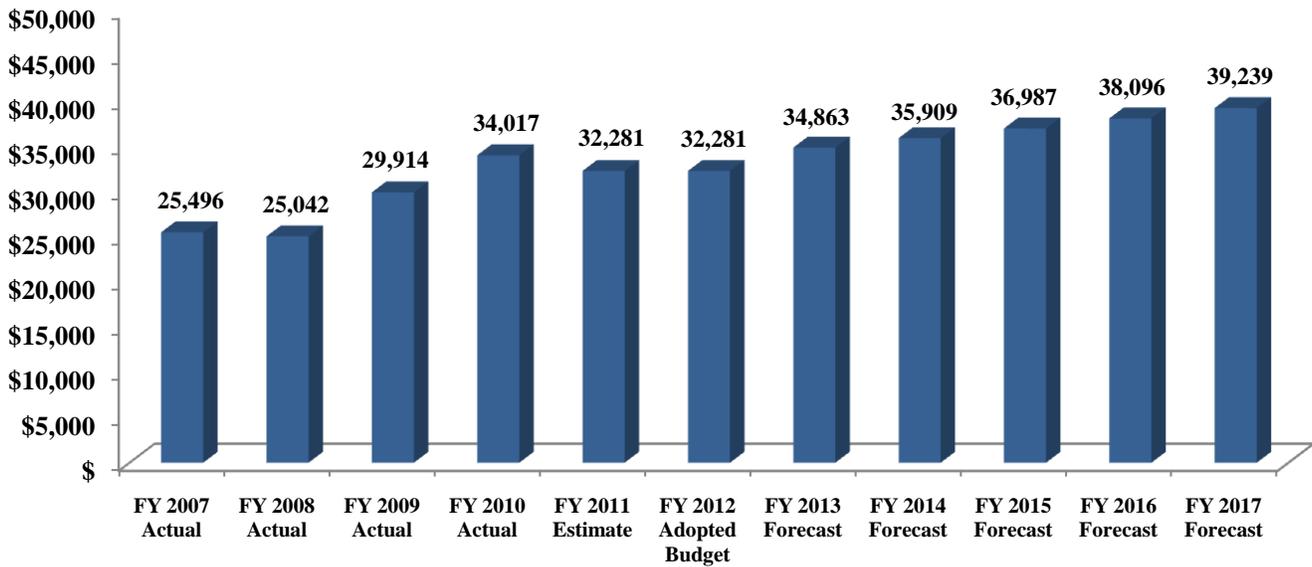
**TRENDS AND FORECASTS**

**Licenses, Permits, and Other Taxes - Franchise Fee - Electricity**

The County's largest franchise agreement is for electricity. The franchise fee is imposed on the sale of electricity to customers within unincorporated areas of Palm Beach County. This fee is charged for the privilege, granted to Florida Power and Light (FPL), to use the right-of-way in the unincorporated area of Palm Beach County.

In FY 2009, the County entered into a new franchise agreement with FPL where the franchise fee decreased from 6% to 5.9% while changing the method of calculation by eliminating the consideration given for taxes FPL pays to the County and other taxing authorities. Under the prior agreement's method of calculation, the effective rate was 4.2%. Future estimates are based on trend analysis considering a slight upturn in population, a flat FPL rate, and conservative consumption.

**Franchise Fee - Electricity (\$000)**



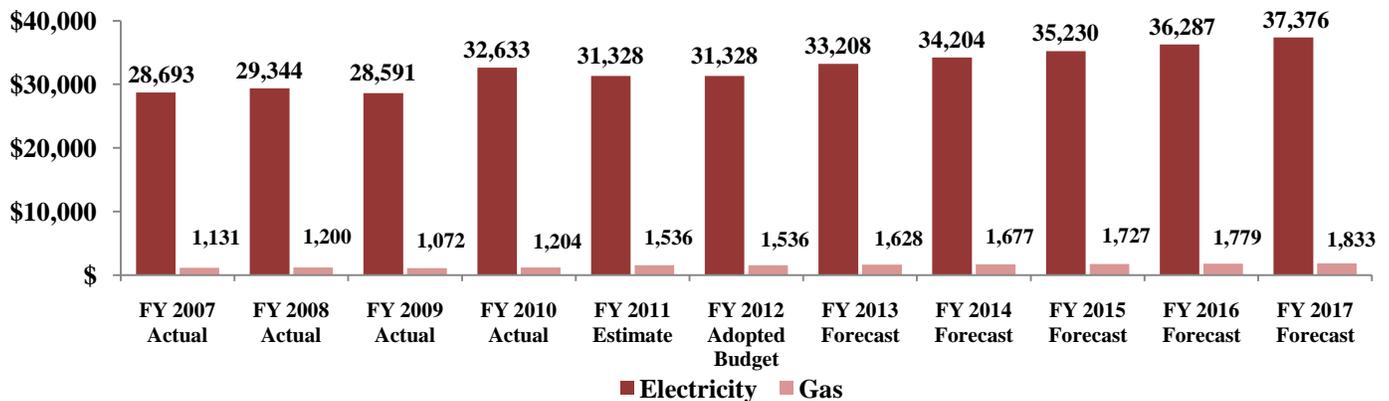
**TRENDS AND FORECASTS**

**Licenses, Permits, and Other Taxes - Utility Taxes - Electricity and Gas**

The County imposes Utility Taxes on the purchase of both electricity and metered or bottled gas within the unincorporated areas of Palm Beach County. These taxes are authorized under the Palm Beach County Public Service Tax Ordinance, which requires sellers of these utilities to collect the tax from its customers and remit to the County. For FY 2012, Electricity Utility Taxes total \$31.3 million, while Gas Utility Taxes total \$1.5 million.

Utility taxes are assessed at 10% of the first \$4,000 purchased in a monthly period, 2% of the next \$2,000 purchased, and 1% of any amount in excess of \$6,000. For billings other than monthly, the tax rate is 10%. Future estimates are based on trend analysis considering a slight upturn in population, flat utilities rates, and conservative consumption.

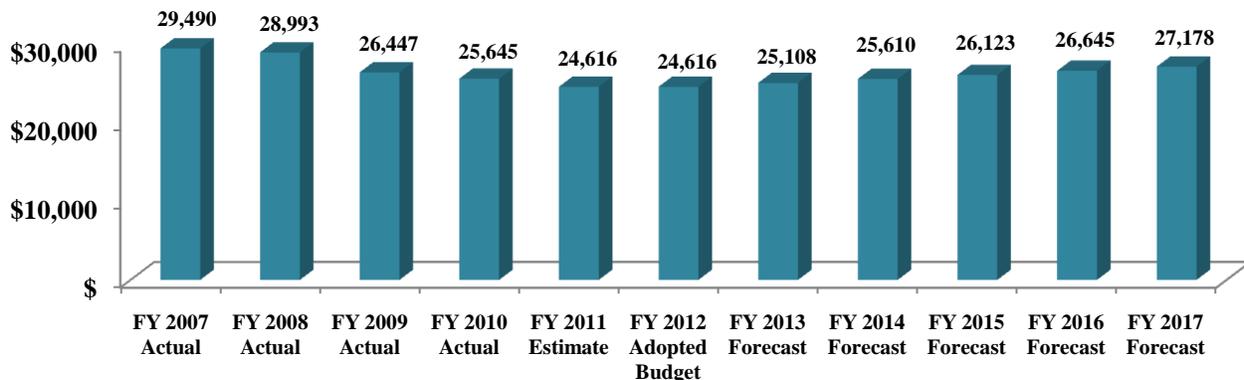
**Utility Taxes - Electricity and Gas (\$000)**



**Licenses, Permits, and Other Taxes - Communications Services Tax**

As of 2001, the Communications Services Tax (CST) replaced the Telecommunications Service Utility Tax, Telecommunication Franchise Fees, and the Cable TV Franchise Fees with a single levy. The CST is collected and distributed by the State. Palm Beach County's rate is 5.72% and FY 2012 revenue totals \$24.6 million. Revenue estimates are projected by the State to be used by local agencies during budget preparations and projections are based on historical trend analysis. The decrease in fiscal years 2010-2012 is attributable to the State reducing the County's distribution by \$2.2 million/year to redistribute Statewide. The repayment in to correct the State's prior years' distribution formulas.

**Communications Services Tax (\$000)**



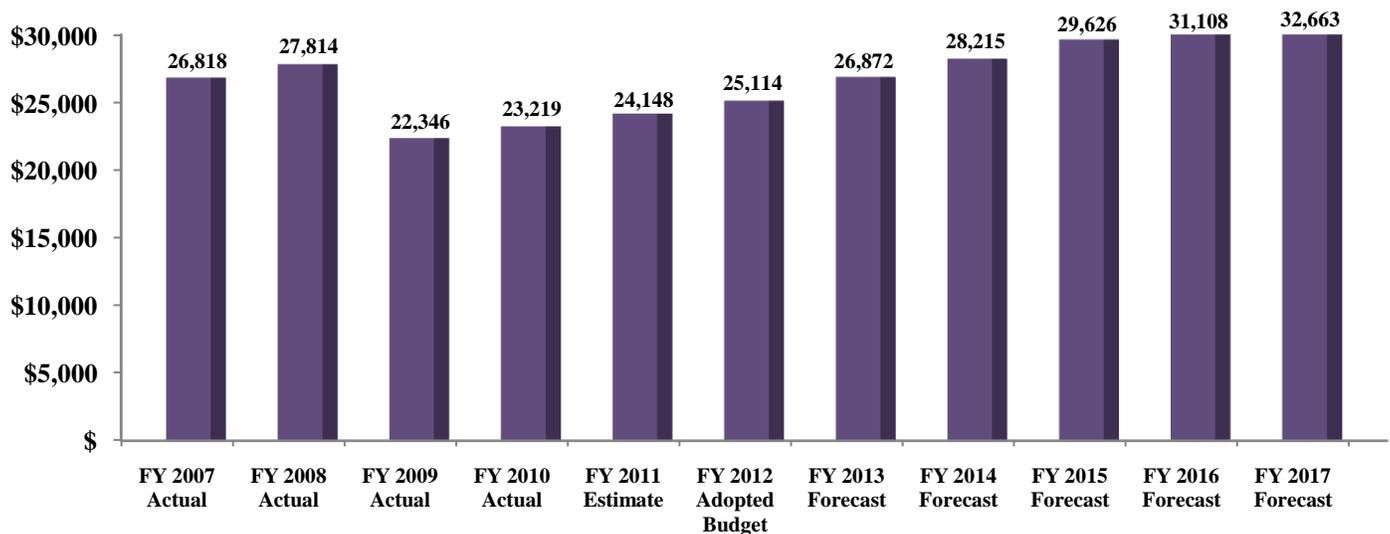
**TRENDS AND FORECASTS**

**Licenses, Permits, and Other Taxes - Tourist Development Tax**

Tourist Development Taxes are derived from a 5% tax on the renting of any living accommodation for a term of six months or less. Each year, the first cent is reserved for convention center improvements. The first \$250,000 of the 2nd, 3rd, and 5th cents is reserved for the operation and maintenance costs of the convention center, and the next \$150,000 is reserved for special major projects. The remaining balance of the 2nd, 3rd, and 5th cents of this tax are distributed as follows: 52.47% for tourism promotion, 22.51% for cultural and fine arts, 14.1% for beach restoration, 3.92% for promotion of film/television production, and 7% for promotion of sporting events/activities. The 4th cent was adopted by the Board of County Commissioners in 1994 for debt service on bonds issued to finance the construction of a professional sports franchise facility (Roger Dean Stadium) and the convention center.

Revenues remain significantly below the high of FY 2008; but, are slowly recovering, primarily due to tourism marketing efforts. Future estimates are based on historical trend analysis hedged with current economic conditions.

**Tourist Development Tax (\$000)**



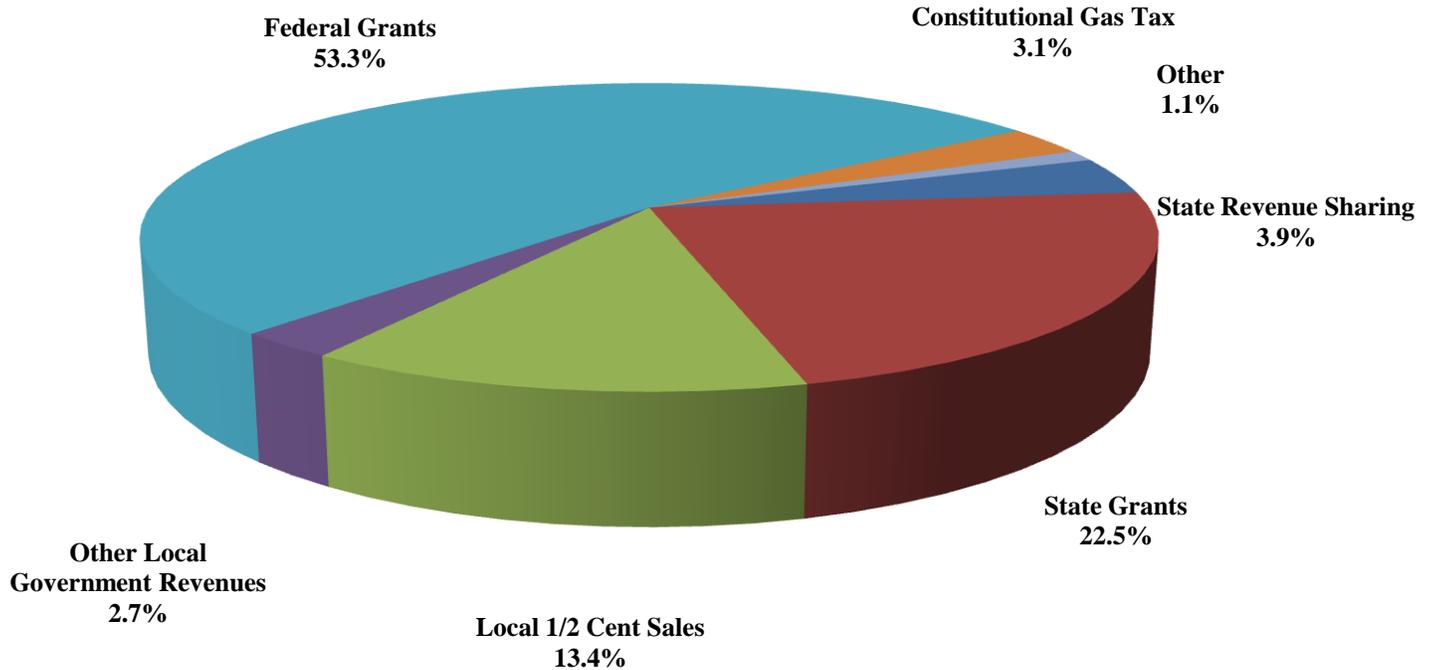
**TRENDS AND FORECASTS**

**Intergovernmental Revenues**

Intergovernmental revenue consists of revenues that are received from other government agencies. The majority of these revenues consist of Federal Grants, State Grants, and the local share of the State Sales Tax, which when combined represent 89% of Intergovernmental Revenues. Other revenues in this category consist of Constitutional Gas Taxes, Local Grants, and State Revenue sharing.

The graph below illustrates the percentage of each intergovernmental revenue type against the total of all intergovernmental revenues (\$521,980,195).

**FY 2012 Intergovernmental Revenues**



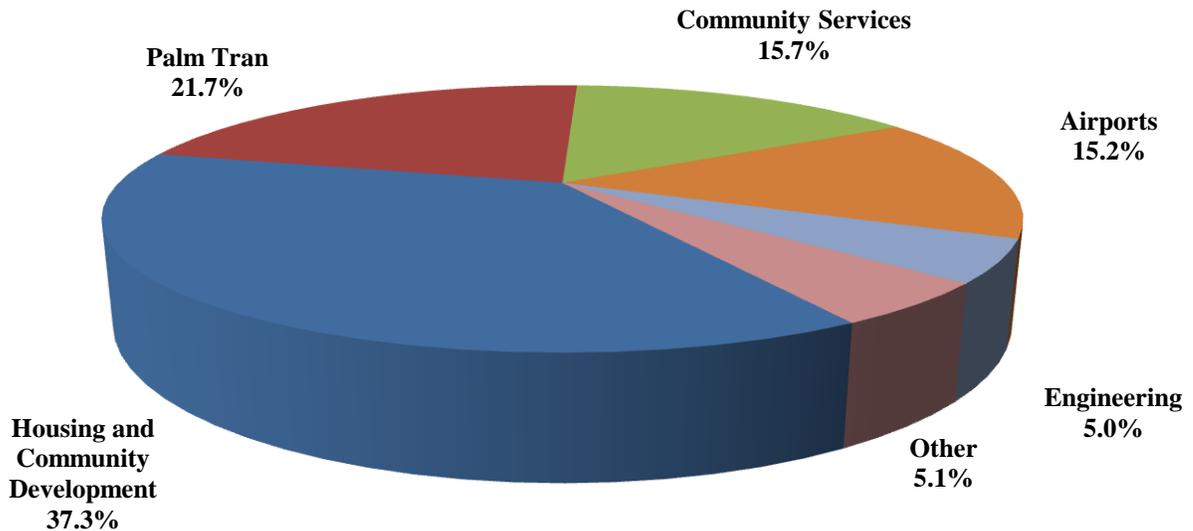
**TRENDS AND FORECASTS**

**Intergovernmental Revenues - Federal Grants**

Grant funding from the Federal Government includes formula grants, block grants, and competitive allocations. FY 2012 federal grants total \$278.1 million, of which 75% is attributable to funds awarded to Housing and Community Development, Palm Tran, and Community Services.

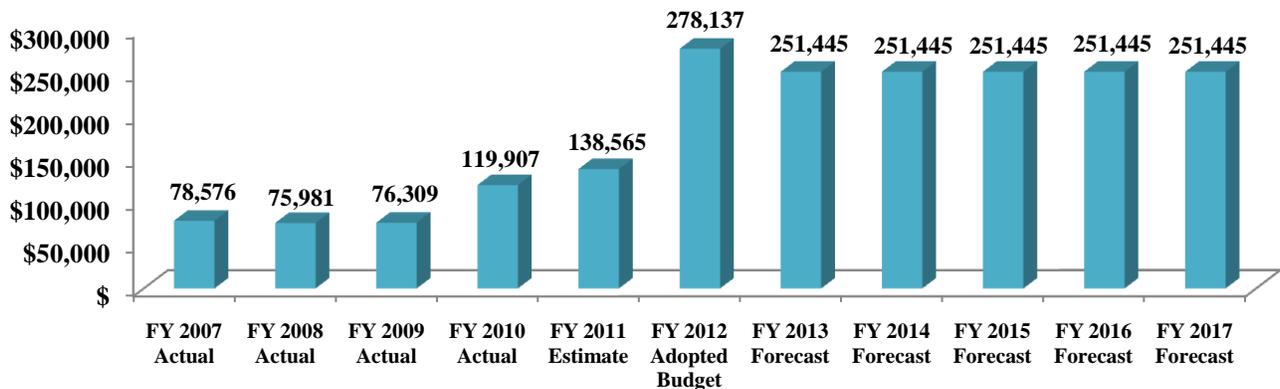
The graph below illustrates the percentage of total FY 2012 Federal Grant revenue by department:

**FY 2012 Federal Grants by Department**



The County budgets grant awards in total; however, they are usually received for multiple fiscal years. Due to this methodology, grants show a higher amount budgeted in the current fiscal year than in prior years. Additionally, the FY 2012 adopted budget also includes \$11.4 million in American Recovery and Reinvestment Act (ARRA) awarded to the County and \$43 million in Neighborhood Stabilization awarded to the Housing and Community Development Department. Future estimates are based on historical trends of budgeted amounts, adjusted to exclude one-time ARRA stimulus funds from FY 2012. These estimates can vary significantly due to the nature of the Federal appropriations process.

**Federal Grants (\$000)**



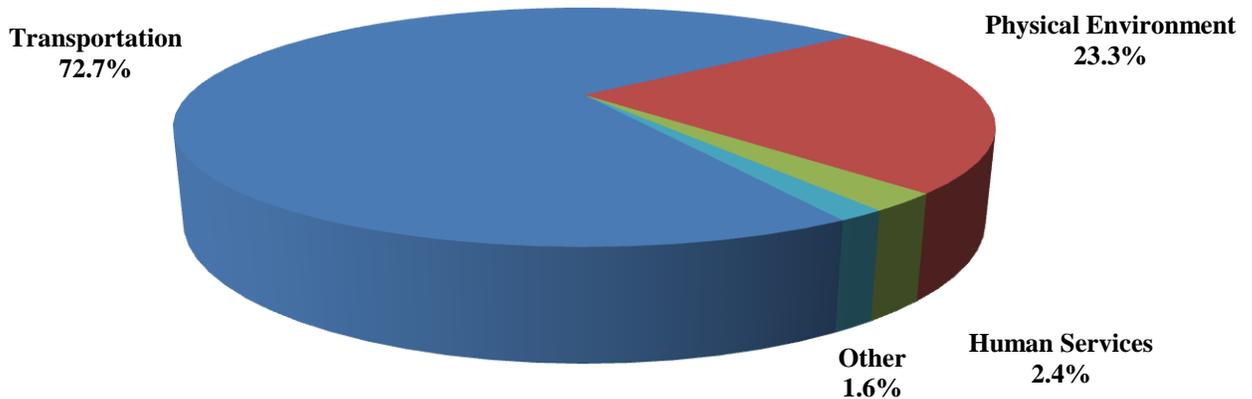
**TRENDS AND FORECASTS**

**Intergovernmental Revenues - State Grants**

Grant funding from the State Government include formula grants, block grants, and competitive allocations. The majority of FY 2012 state grants is attributable to funding for transportation related activities, including capital funding for Engineering, Palm Tran, and Airports. The next largest category is funding for the physical environment, primarily for Environmental Resource Management.

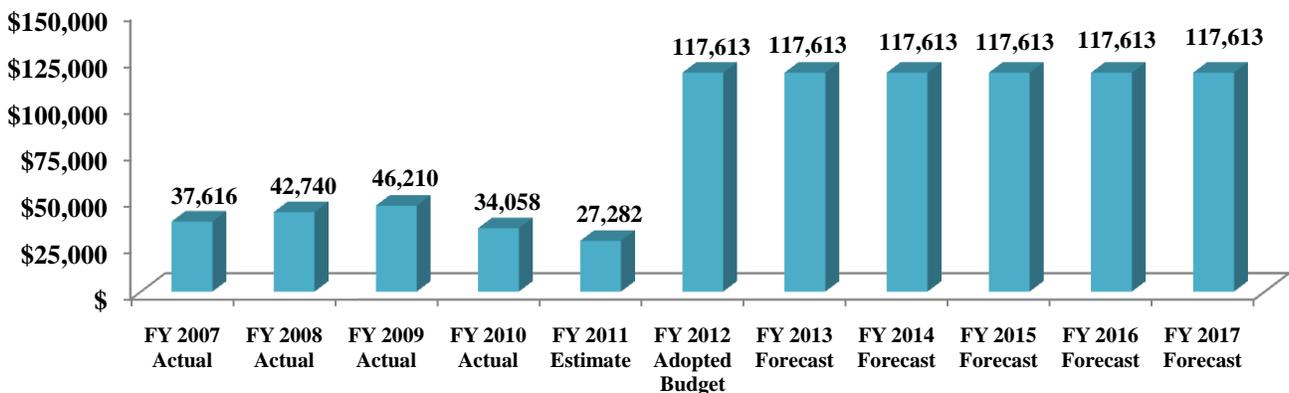
The graph below illustrates the percentage of total FY 2012 State Grant revenue by department:

**FY 2012 State Grants by Department**



The County budgets grant awards in total; however, they are usually received for multiple fiscal years. Due to this methodology, grants show a higher amount budgeted in the current fiscal year than in prior years. Future estimates are based on historical trends of budgeted amounts, but may vary significantly since funding is dependent upon the State appropriations process.

**State Grants (\$000)**

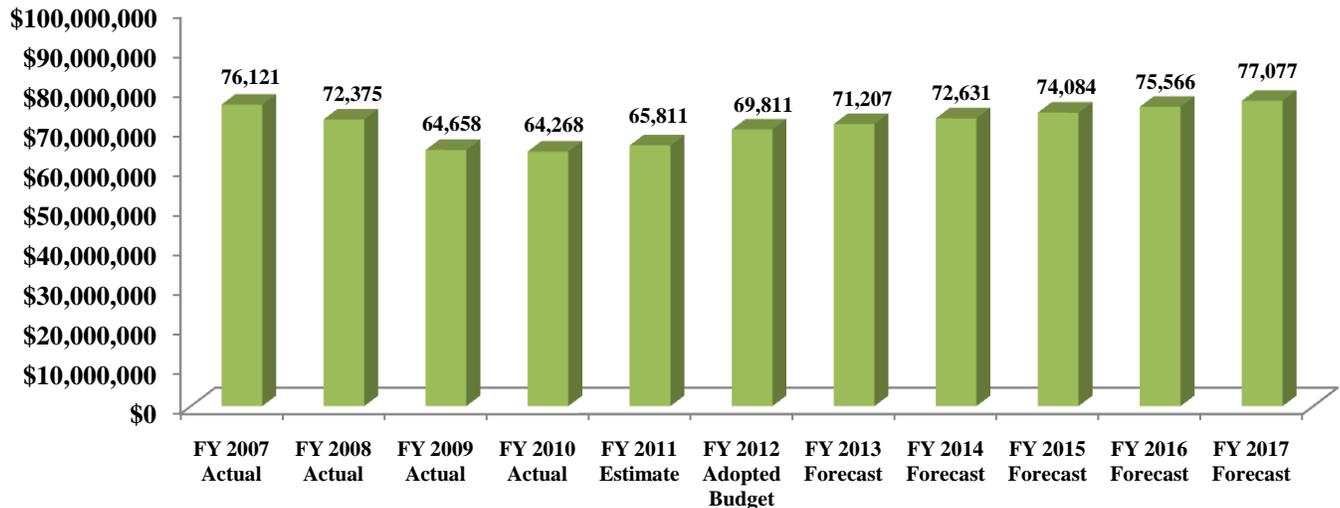


**TRENDS AND FORECASTS**

**Intergovernmental Revenues - Local Government Half-Cent Tax**

The State of Florida collects and distributes net sales tax to eligible county and municipal governments. The County and its municipalities share the total Palm Beach County distribution in accordance with a statutorily determined formula. The County's share includes both a countywide component (based on two-thirds of the County's incorporated population), and an unincorporated component (based on the unincorporated population). In total, the County receives approximately 59.5% of the proceeds and the municipalities share the remaining 40.5%. Revenue estimates are provided by the State each year. Revenue forecasts are based on a historical trend analysis hedged against current economic conditions.

**Local Government Half-Cent Tax (\$000)**



	<b>Adopted</b>		<b>Forecast</b>		
	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
<b><u>Revenues</u></b>					
<b>Property Taxes - Current</b>	\$ 853,767,389	\$ 911,242,797	\$ 931,670,880	\$ 926,379,927	\$ 934,891,516
<b>Licenses, Permits and Other Taxes</b>					
Franchise Fees	\$ 32,281,000	\$ 34,863,480	\$ 35,909,384	\$ 36,986,666	\$ 38,096,266
Utility Service Tax	32,864,000	34,835,840	35,880,915	36,957,343	38,066,063
Local Option Gas Taxes	44,513,000	44,958,130	45,407,711	45,861,788	46,320,406
Tourist Development Tax	25,113,870	26,871,841	28,215,433	29,626,205	31,107,515
Communication Service Taxes	24,616,000	25,108,320	25,610,486	26,122,696	26,645,150
Developer Contributions& Impact F	27,339,180	27,885,964	28,443,683	29,012,557	29,592,808
Building Permits	10,250,000	10,865,000	11,516,900	12,207,914	12,940,389
Other Licenses, Permits and Taxes	10,966,324	11,185,650	11,409,363	11,637,551	11,870,302
<b>Licenses, Permits and Other Taxes</b>	<b>\$ 207,943,374</b>	<b>\$ 216,574,225</b>	<b>\$ 222,393,877</b>	<b>\$ 228,412,719</b>	<b>\$ 234,638,898</b>
<b>Intergovernmental Revenue</b>					
State Shared Revenues	\$ 20,285,000	\$ 20,690,700	\$ 21,104,514	\$ 21,526,604	\$ 21,957,136
State Grants	117,612,519	117,612,519	117,612,519	117,612,519	117,612,519
One-Half Cent Sales Tax	69,811,000	71,207,220	72,631,364	74,083,992	75,565,672
Other Local Government Revenue	14,303,470	14,446,505	14,590,970	14,736,879	14,884,248
Federal Grants	278,136,886	251,444,734	251,444,734	251,444,734	251,444,734
Constitutional Gas Tax	15,941,000	16,100,410	16,261,414	16,424,028	16,588,269
Other Intergovernmental Revenue	5,890,320	5,949,223	6,008,715	6,068,803	6,129,491
<b>Intergovernmental Revenue</b>	<b>\$ 521,980,195</b>	<b>\$ 497,451,311</b>	<b>\$ 499,654,231</b>	<b>\$ 501,897,559</b>	<b>\$ 504,182,068</b>
<b>Charges for Services</b>					
Water and Wastewater	\$ 159,160,000	\$ 159,160,000	\$ 160,751,600	\$ 162,359,116	\$ 163,982,707
Airport	76,446,750	76,446,750	77,211,218	77,983,330	78,763,163
Sheriff	60,180,616	60,180,616	60,782,422	61,390,246	62,004,149
Fire Rescue	34,166,152	34,166,152	34,507,814	34,852,892	35,201,421
Parks and Recreation	15,701,165	15,701,165	15,858,177	16,016,758	16,176,926
Palm Tran	10,812,286	10,812,286	10,920,409	11,029,613	11,139,909
Interdepartmental	150,613,658	150,613,658	152,119,795	153,640,993	155,177,402
Other Charges for Services	14,155,539	14,155,539	14,297,094	14,440,065	14,584,466
<b>Charges for Services</b>	<b>\$ 521,236,166</b>	<b>\$ 521,236,166</b>	<b>\$ 526,448,528</b>	<b>\$ 531,713,013</b>	<b>\$ 537,030,143</b>

	<b>Adopted</b>		<b>Forecast</b>		
	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
<b><u>Revenues</u></b>					
<b>Miscellaneous</b>	\$ 57,154,686	\$ 57,726,233	\$ 58,303,495	\$ 58,886,530	\$ 59,475,395
<b>Interest</b>	40,806,127	38,602,438	38,958,592	39,804,533	39,368,319
<b>Debt Proceeds</b>	9,797,746	9,895,723	9,994,680	10,094,627	10,195,573
<b>Statutory Reserves</b>	(68,251,174)	(68,251,174)	(68,251,174)	(68,251,174)	(68,251,174)
<b>Balance Brought Forward</b>	1,318,190,035	1,286,747,928	1,298,619,719	1,326,817,766	1,312,277,303
<b>Interfund Transfers</b>	462,572,105	485,700,710	485,700,710	485,700,710	485,700,710
<b>Total</b>	<b>\$3,925,196,649</b>	<b>\$3,956,926,357</b>	<b>\$4,003,493,537</b>	<b>\$ 4,041,456,210</b>	<b>\$4,049,508,752</b>
<b><u>Expenditures</u></b>					
Personal Services	\$ 963,937,026	\$ 973,576,396	\$ 993,047,924	\$ 1,012,908,882	\$1,033,167,060
Operating Expenses	726,771,960	\$ 734,039,680	\$ 748,720,474	\$ 763,694,883	\$ 778,968,781
Equipment & Capital	577,637,277	\$ 583,413,650	\$ 589,247,787	\$ 595,140,265	\$ 601,091,668
Debt Service	172,690,331	\$ 166,894,976	\$ 166,290,004	\$ 156,267,282	\$ 115,506,220
Grants and Aids	248,882,649	\$ 251,371,475	\$ 253,885,190	\$ 256,424,042	\$ 258,988,282
Reserves	772,705,301	\$ 780,432,354	\$ 780,432,354	\$ 780,432,354	\$ 780,432,354
Transfers	462,572,105	\$ 467,197,826	\$ 471,869,804	\$ 476,588,502	\$ 481,354,387
<b>Total</b>	<b>\$3,925,196,649</b>	<b>\$3,956,926,357</b>	<b>\$4,003,493,537</b>	<b>\$ 4,041,456,210</b>	<b>\$4,049,508,752</b>

The change in fund balance is projected for the major funds; General Fund and the Fire Rescue Fund; and all other (non-major) governmental funds.

	<b>General Fund</b>	<b>Fire Rescue Fund</b>	<b>Non-Major Funds (Aggregate)</b>
FY12 Budgeted Revenue and Other Sources	\$864,184,246	\$221,151,649	\$807,945,042
FY12 Budgeted Expenditures and Other Uses	(935,251,176)	(252,867,575)	(1,148,141,722)
Adjustment to FY 12 Expenditures	37,410,047	10,114,703	0
<b>Net Change in Fund Balance</b>	<b>(33,656,883)</b>	<b>(21,601,223)</b>	<b>(340,196,680)</b>
FY 11 Projected Ending Fund Balance	152,066,930	92,346,245	830,429,022
Adjustment to FY 11 Projected Fund Balance	27,416,110	9,143,291	0
FY12 Projected Ending Fund Balance	<b>\$145,826,157</b>	<b>\$79,888,313</b>	<b>\$490,232,342</b>

**Changes in Fund Balances**

Palm Beach County has adhered to a Fund Balance Policy that establishes an acceptable minimum range (15%-20%), which General Fund's fund balance (including statutory reserve) should fall. The purpose of the Fund Balance Policy is to provide financial stability, by ensuring the County maintains a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unexpected one-time expenditures.

In light of the economy, the County has utilized some of its fund balance to get through these recent years. As a result, the fund balance in the General Fund reflects a decrease of 18.8% from the prior year. At 16.2% of budgeted expenditures, the General Fund's projected FY12 ending fund balance falls within the 15%-20% range.

	<b>General Fund</b>	<b>Fire Rescue Fund</b>	<b>Non-Major Funds (Aggregate)</b>
<b>FY12 Ending Fund Balance</b>	\$145,826,157	\$79,888,313	\$490,232,342
<b>% Change in Adjusted Fund Balance</b>	18.8%	21.3%	41.0%
<b>% of Budgeted Expenditures</b>	16.2%	32.9%	42.7%

The General Fund balance has decreased by \$33.7 million. The FY 12 total projected expenditures have been adjusted due to position vacancies, cost savings, and expected residual dollars left in each department. In addition, the FY 11 projected fund balance has been adjusted to reflect variances from original revenue and expenditure projections.

<b>Department</b>	<b>Adopted FY 2011</b>	<b>Modified FY 2011</b>	<b>Additions</b>	<b>Deletions</b>	<b>Transfers</b>	<b>Budget FY 2012</b>
<b>Board of County Commissioners</b>						
Airports	158	158		9		149
Community Services	471	478	6	38		440
County Administration	11	11				11
County Attorney	46	46		2		44
County Commission	27	27				27
County Cooperative Extension Service	28	29				29
County Library	452	452		33		419
Engineering & Public Works	450	450		17		433
Environmental Resources Management	139	139		12		127
Facilities Development & Operations	378	378		12		366
Financial Management & Budget	34	34		2		32
Fire-Rescue	1,511	1,511				1,511
Housing & Community Development	51	51		3		48
Human Resources	33	33				33
Information Systems Services	189	192		9		183
Internal Auditor	10	10		2		8
Legislative Affairs	3	3				3
Medical Examiner	20	20		1		19
Metropolitan Planning Organization	10	10	1			11
Palm Tran	549	549				549
Parks & Recreation	595	595		26		569
Planning, Zoning & Building	263	263		11		252
Public Affairs	45	45		3		42
Public Safety	331	334		22		312
Purchasing	43	43				43
Risk Management	30	30				30
Tourist Development	4	4				4
Water Utilities	558	558				558
Non-Departmental:						
Criminal Justice Commission	12	12		1		11
Commission on Ethics	4	4	2			6
Economic Development	11	11		1		10
Office of Community Revitalization	6	6				6
Office of Equal Opportunity	12	12				12
Office of Inspector General	18	34				34
Office of Small Business Assistance	7	7				7
<b>Total BCC</b>	<b>6,509</b>	<b>6,539</b>	<b>9</b>	<b>204</b>	<b>0</b>	<b>6,338</b>
<b>Constitutional Officers</b>						
Clerk & Comptroller	137	137		3		134
15th Judicial Circuit	24	24		3		21
Property Appraiser	266	266				266
Sheriff	3,919	3,924				3,924
Supervisor of Elections	42	42	3			45
Tax Collector	264	264	41			305
<b>Total Constitutional Officers</b>	<b>4,652</b>	<b>4,657</b>	<b>44</b>	<b>6</b>	<b>0</b>	<b>4,695</b>
<b>Grand Total</b>	<b>11,161</b>	<b>11,196</b>	<b>53</b>	<b>210</b>	<b>0</b>	<b>11,033</b>

**Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department**

**FY 2011 Adopted Budget and FY 2012 Adopted Budget**

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Countywide Departments and Agencies**

**Community Services**

Gross	64,208,726	67,204,378	2,995,652	4.7%
Ad Valorem Equivalent	19,985,541	18,976,388	(1,009,153)	-5.0%
Positions	471	440	(31)	-6.6%

The decrease in ad valorem equivalent is primarily due to the elimination of 41 positions across Community Services and a reduction in FRS contributions. The eliminations have been offset by the creation of 10 new positions in Community Action Program (CAP). Additional savings are due to an increase in grant revenue in CAP and Ryan White Programs.

**County Administration**

Gross	1,935,371	1,823,945	(111,426)	-5.8%
Ad Valorem Equivalent	1,548,656	1,426,287	(122,369)	-7.9%
Positions	11	11	0	0.0%

The decrease in ad valorem equivalent is due to a decrease in expenses from attrition and a reduction of FRS contributions, offset by higher insurance premiums and higher charges for interdepartmental services

**County Attorney**

Gross	5,979,428	5,556,784	(422,644)	-7.1%
Ad Valorem Equivalent	4,102,828	3,880,134	(222,694)	-5.4%
Positions	46	44	(2)	-4.3%

The decrease in ad valorem equivalent is due to the elimination of one Senior County Attorney and one Legal Assistant II, a reduction in FRS contributions and reductions in various operating expenditures. Decrease in revenues is due to the reduction in interdepartmental billing.

**County Commission**

Gross	2,790,816	2,762,360	(28,456)	-1.0%
Ad Valorem Equivalent	2,790,816	2,762,360	(28,456)	-1.0%
Positions	27	27	0	0.0%

The decrease is due to attrition and a reduction of FRS contributions, offset by higher insurance premiums.

**Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department**

**FY 2011 Adopted Budget and FY 2012 Adopted Budget**

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Countywide Departments and Agencies**

**County Cooperative Extension Service**

Gross	2,645,476	2,600,205	(45,271)	-1.7%
Ad Valorem Equivalent	2,297,714	2,190,167	(107,547)	-4.7%
Positions	28	29	1	3.6%

The decrease in gross budget is due to attrition and a reduction in FRS contributions, offset by higher insurance premiums. The decrease in ad valorem equivalent includes an increase in revenues from the Special Revenue Fund. The increase in positions occurred during FY 2011.

**Engineering and Public Works**

Gross	58,742,006	53,116,913	(5,625,093)	-9.6%
Ad Valorem Equivalent	10,049,196	10,919,944	870,748	8.7%
Positions	450	433	(17)	-3.8%

The decrease in gross budget is due to the elimination of 17 vacant positions, a reduction in FRS contributions and a significant reduction in Pavement Management/Roadway Striping, Thoroughfare Resurfacing, and Signs & Controller budgets. The increase in ad valorem equivalent is due to the decrease in the transfers from the Transportation Improvement Fund and the Unincorporated Improvement Fund.

**Environmental Resource Management**

Gross	58,408,249	50,339,359	(8,068,890)	-13.8%
Ad Valorem Equivalent	9,241,250	8,249,947	(991,303)	-10.7%
Positions	139	127	(12)	-8.6%

The change in gross budget is due to a decrease in funding for capital projects, decreases in grant operations due to the completion of grant activities, the elimination of 12 positions, a reduction in FRS contributions, and a \$250,000 reduction in the Manatee Protection Program.

**Facilities Development and Operations**

Gross	39,604,067	37,859,914	(1,744,153)	-4.4%
Ad Valorem Equivalent	35,193,067	33,665,914	(1,527,153)	-4.3%
Positions	318	307	(11)	-3.5%

The decrease in ad valorem equivalent is due to the elimination of eleven positions and a reduction in FRS contributions.

**Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department**

**FY 2011 Adopted Budget and FY 2012 Adopted Budget**

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Countywide Departments and Agencies**

**Fleet Management**

Gross	47,817,638	48,422,449	604,811	1.3%
Ad Valorem Equivalent	0	0	0	0.0%
Positions	60	59	(1)	-1.7%

The increase in gross budget is due to one-time transfers to County Library, Fire Rescue, Airport Operations and County General Fund offset by the reclassification of two vacant positions and elimination of one vacant position.

**Financial Management and Budget**

Gross	3,364,211	3,123,611	(240,600)	-7.2%
Ad Valorem Equivalent	3,146,711	2,919,497	(227,214)	-7.2%
Positions	34	32	(2)	-5.9%

The decrease in ad valorem equivalent is due to the elimination of one vacant Budget Analyst I and one filled Financial Analyst I positions. Impact Fee revenues were reduced based on prior year actuals.

**Housing and Community Development**

Gross	128,786,691	112,149,872	(16,636,819)	-12.9%
Ad Valorem Equivalent	141,520	241,520	100,000	70.7%
Positions	51	48	(3)	-5.9%

The decrease in gross budget is due to lower amounts of available grant funding and the increase in ad valorem support is to cover costs not reimbursable by the grants. The three eliminated positions were grant funded.

**Human Resources**

Gross	3,077,856	3,006,482	(71,374)	-2.3%
Ad Valorem Equivalent	3,069,356	2,991,982	(77,374)	-2.5%
Positions	33	33	0	0.0%

The decrease in ad valorem equivalent is primarily due to a reduction in FRS contributions offset by increases in life and health insurance premiums. Increase in revenue is due to an increase in direct training services provided to departments.

## Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department

### FY 2011 Adopted Budget and FY 2012 Adopted Budget

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Countywide Departments and Agencies**

**Information Systems Services**

Gross	28,338,874	25,955,361	(2,383,513)	-8.4%
Ad Valorem Equivalent	23,187,671	20,641,930	(2,545,741)	-11.0%
Positions	189	183	(6)	-3.2%

The decrease in ad valorem equivalent is due to the elimination of six positions, a reduction in FRS contributions, and reduced contractual services, maintenance, and software costs. The increase in revenues is due to an increase in charges for services and an increase in the number of outside connections to the

**Internal Auditor**

Gross	1,190,414	995,334	(195,080)	-16.4%
Ad Valorem Equivalent	1,122,914	995,334	(127,580)	-11.4%
Positions	10	8	(2)	-20.0%

The decrease in the ad valorem equivalent is due to the elimination of two positions.

**Legislative Affairs**

Gross	516,314	487,176	(29,138)	-5.6%
Ad Valorem Equivalent	516,314	487,176	(29,138)	-5.6%
Positions	3	3	0	0.0%

The decrease in ad valorem equivalent is primarily attributable to a reduction in FRS contributions offset by an increase in operating costs.

**Medical Examiner**

Gross	2,646,404	2,476,247	(170,157)	-6.4%
Ad Valorem Equivalent	2,310,904	2,126,247	(184,657)	-8.0%
Positions	20	19	(1)	-5.0%

A large portion of the decrease is due to a reduction in FRS contributions. Although the vacant Manager position was eliminated, this was offset by including overtime in the budget this year, so minimal savings were realized. The department also reduced machinery and equipment costs and UASI grant expenses.

## Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department

### FY 2011 Adopted Budget and FY 2012 Adopted Budget

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Countywide Departments and Agencies**

**Metropolitan Planning Organization**

Gross	3,225,930	2,414,419	(811,511)	-25.2%
Ad Valorem Equivalent	58,438	56,500	(1,938)	-3.3%
Positions	10	11	1	10.0%

The decrease in ad valorem equivalent is due to a decrease in grant funding. The increase in positions is due to the addition of one new MPO Deputy Director position for the period July 2012 through February 2013, created due to the impending retirement of the MPO Director in FY 2013. Upon retirement, the vacant position will be eliminated.

**Palm Tran**

Gross	130,734,894	130,733,864	(1,030)	0.0%
Ad Valorem Equivalent	15,514,940	16,511,376	996,436	6.4%
Positions	549	549	0	0.0%

The increase in ad valorem equivalent is due to the expiration of several FTA grants. This is offset by an increase in interfund transfers from the road program and a decrease in fund balance.

**Parks and Recreation**

Gross	63,249,397	60,983,176	(2,266,221)	-3.6%
Ad Valorem Equivalent	47,123,270	44,531,238	(2,592,032)	-5.5%
Positions	595	569	(26)	-4.4%

The decrease in ad valorem equivalent is due to the elimination of 26 permanent positions and 10 non-permanent positions, a reduction in FRS contributions, and an increase in fees for pools, parking, and special facilities.

**Planning, Zoning and Building**

Gross	25,115,564	26,535,113	1,419,549	5.7%
Ad Valorem Equivalent	11,443,134	10,384,750	(1,058,384)	-9.2%
Positions	263	252	(11)	-4.2%

The decrease in ad valorem equivalent is due to the elimination of 11 positions, a reduction in FRS contributions, and a reduction in operating expenses. The increase in gross budget is primarily due to an increase in fund balance and an increase in License & Permit applications.

**Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department**

**FY 2011 Adopted Budget and FY 2012 Adopted Budget**

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Countywide Departments and Agencies**

**Public Affairs**

Gross	6,319,402	5,886,476	(432,926)	-6.9%
Ad Valorem Equivalent	4,099,133	3,875,713	(223,420)	-5.5%
Positions	45	42	(3)	-6.7%

The decrease in ad valorem equivalent is due to the elimination of three positions in the Organization Improvement and Information Desk divisions and a reduction in FRS contributions.

**Public Safety**

Gross	51,115,447	39,765,162	(11,350,285)	-22.2%
Ad Valorem Equivalent	18,958,744	17,573,641	(1,385,103)	-7.3%
Positions	331	312	(19)	-5.7%

The decrease in ad valorem equivalent is due to the outsourcing of the tag division, the elimination of positions throughout all divisions, and a reduction in FRS contributions. The outsourcing of the tag division has allowed for higher revenue due to an increase in the number of tags being sold.

**Purchasing**

Gross	3,574,615	3,471,010	(103,605)	-2.9%
Ad Valorem Equivalent	3,561,415	3,462,510	(98,905)	-2.8%
Positions	43	43	0	0.0%

The decrease in ad valorem equivalent is due to downgrading a Senior Buyer position to a Buyer position, a reduction in FRS contributions, and a decrease in Casualty Self Insurance premiums.

**Non-Departmental**

**Commission on Ethics**

Gross	475,626	637,022	161,396	33.9%
Ad Valorem Equivalent	475,626	475,626	0	0.0%
Positions	4	6	2	50.0%

The increase in the gross budget is primarily due to the addition of one Investigator position and one Research Assistant position.

## Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department

### FY 2011 Adopted Budget and FY 2012 Adopted Budget

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**Non-Departmental**

**Community Revitalization**

Gross	1,798,603	2,109,291	310,688	17.3%
Ad Valorem Equivalent	591,630	584,205	(7,425)	-1.3%
Positions	6	6	0	0.0%

The increase in gross budget is primarily due to an increase in reserves in the Street Lighting program. The decrease in ad valorem equivalent is the net cost savings from FRS and insurance rate changes.

**Criminal Justice Commission**

Gross	2,619,778	2,989,378	369,600	14.1%
Ad Valorem Equivalent	831,622	744,639	(86,983)	-10.5%
Positions	12	11	(1)	-8.3%

The increase in gross budget and decrease in ad valorem support is due to an increase in grant support of programs.

**Economic Development**

Gross	30,392,090	17,463,622	(12,928,468)	-42.5%
Ad Valorem Equivalent	1,606,114	1,808,647	202,533	12.6%
Positions	11	10	(1)	-9.1%

The decrease in gross budget is primarily due to a reduction in available funding for the Section 108 Loan Program. The increase in ad valorem equivalent is due to additional funding in FY2012 for the Business Development Board and Film Commission offset by the elimination of one position.

**Equal Opportunity**

Gross	2,030,188	1,315,399	(714,789)	-35.2%
Ad Valorem Equivalent	229,478	(198,033)	(427,511)	-186.3%
Positions	12	12	0	0.0%

The decrease in ad valorem equivalent is due to closing the Fair Employment Contract Fund. The revenues, expenses, and balance brought forward were transferred to the General Fund which will cover the costs of Fair Housing, as well as provide additional funding for the General Fund.

**Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department**

**FY 2011 Adopted Budget and FY 2012 Adopted Budget**

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**Non-Departmental**

**Office of Inspector General**

Gross	1,474,825	3,299,643	1,824,818	123.7%
Ad Valorem Equivalent	0	1,546,247	1,546,247	100.0%
Positions	18	34	16	88.9%

The increase in gross budget and ad valorem equivalent is primarily due to the addition of 16 new positions for the anticipated increase in workload with the County, municipalities, and other outside entities. On May 17, 2011, Ordinance No. 2011-009 was adopted and among the changes was an update to the funding mechanism for payment of the fee from the County and municipalities. Ad valorem support is the County's general fund portion. The FY2011 adopted budget did not reflect ad valorem funding of \$740,504 which was established mid-year.

**Public Health Department**

Gross	2,160,459	1,992,586	(167,873)	-7.8%
Ad Valorem Equivalent	2,160,459	1,992,586	(167,873)	-7.8%

The decrease in ad valorem equivalent is attributable to a 5% reduction in ad valorem funding and the transfer of the Rabies Investigation Program to the Public Safety Department for FY 2012.

**Small Business Assistance**

Gross	844,492	759,841	(84,651)	-10.0%
Ad Valorem Equivalent	797,692	711,841	(85,851)	-10.8%
Positions	7	7	0	0.0%

The decrease in gross budget and ad valorem equivalent is a result of decreasing various operating expenses including contractual services for training, books and publications. \$34,000 of this reduction was reinstated in early FY2012

**Value Adjustment Board**

Gross	838,549	838,549	0	0.0%
Ad Valorem Equivalent	326,249	326,249	0	0.0%

<b>Total BCC Countywide Departments/Agencies</b>				
Gross	776,022,400	719,074,941	(56,947,459)	-7.3%
Ad Valorem Equivalent	226,482,402	216,862,562	(9,619,840)	-4.2%
Positions	3,796	3,667	(129)	-3.4%

## Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department

### FY 2011 Adopted Budget and FY 2012 Adopted Budget

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Dependent Taxing District Departments**

**County Library**

Gross	47,150,028	47,539,918	389,890	0.8%
Ad Valorem Equivalent: Library	37,686,348	37,048,595	(637,753)	-1.7%
Positions	452	419	(33)	-7.3%

The decrease in ad valorem equivalent includes a transfer from the Library Expansion Fund to return ad valorem dollars for operations along with an increase in reserves. The reduction in positions did not have an ad valorem effect since they were not budgeted for in FY 2011.

**Fire-Rescue**

Gross	356,627,602	352,254,822	(4,372,780)	-1.2%
Ad Valorem Equivalent: Countywide Fire Rescue	9,423,026	7,637,868	(1,785,158)	-18.9%
	195,105,351	191,052,228	(4,053,123)	-2.1%
Positions	1,511	1,511	0	0.0%

The decrease in ad valorem equivalent is primarily due to decreases in operating expenses and decreases in interest revenue, revenue from Jupiter MSTU, revenue for Aviation Battalion and for the Common Dispatch Program.

<b>Total BCC Dependent Taxing District Departments</b>				
Gross	403,777,630	399,794,740	(3,982,890)	-1.0%
Ad Valorem Equivalent	9,423,026	7,637,868	(1,785,158)	-18.9%
Positions	1,963	1,930	(33)	-1.7%

**BCC Proprietary (non tax supported) Departments**

**Airports**

Gross	76,699,499	81,795,911	5,096,412	6.6%
Ad Valorem Equivalent	0	0	0	0.0%
Positions	158	149	(9)	-5.7%

The increase in gross budget is due to an increase in revenues from additional fees charged to commercial customers for rentals and concessions. The increase in expenditures is attributable to increases in multiple interfund transfers offset by the elimination of nine vacant positions in the maintenance and operations departments and the reduction in FRS contributions.

## Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department

### FY 2011 Adopted Budget and FY 2012 Adopted Budget

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**BCC Proprietary (non tax supported) Departments**

**Risk Management**

Gross	116,163,775	101,804,513	(14,359,262)	-12.4%
Ad Valorem Equivalent	375,775	367,789	(7,986)	-2.1%
Positions	30	30	0	0.0%

The decrease in gross budget is due to a decrease in reserves. This decrease is due to an increase in insurance claims expense.

**Tourist Development**

Gross	40,611,933	47,179,035	6,567,102	16.2%
Ad Valorem Equivalent	0	0	0	0.0%
Positions	4	4	0	0.0%

The increase in gross budget is primarily a result of increased Tourist Development Taxes over FY 2011, the majority of which was used to rebuild reserves.

**Water Utilities**

Gross	117,223,355	124,371,405	7,148,050	6.1%
Ad Valorem Equivalent	0	0	0	0.0%
Positions	558	558	0	0.0%

The increase in gross budget is due to the effect of in-line rate indexing from 5.677 to 5.6828 CPI, additional FPL reclaimed funding, and other charges such as bulk agreement revenues for Lake Clarke Shores and Seacoast Utility Authority.

<b>Total BCC Proprietary (non tax supported) Departments</b>				
Gross	350,698,562	355,150,864	4,452,302	1.3%
Ad Valorem Equivalent	375,775	367,789	(7,986)	-2.1%
Positions	750	741	(9)	-1.2%

<b>Total All BCC Funds</b>				
Gross	1,530,498,592	1,474,020,545	(56,478,047)	-3.7%
Ad Valorem Equivalent	236,281,203	224,868,219	(11,412,984)	-4.8%
Positions	6,509	6,338	(171)	-2.6%

**Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department**

**FY 2011 Adopted Budget and FY 2012 Adopted Budget**

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**Judicial**

**15th Judicial Circuit (Court Admin.)**

Gross	1,213,859	1,175,079	(38,780)	-3.2%
Ad Valorem Equivalent	1,023,468	928,111	(95,357)	-9.3%
Positions	9	8	(1)	-11.1%

The decrease in the ad valorem equivalent is due to the reduction of casualty insurance premiums, copy machine rental cost, and other various operating expenses.

**Law Library**

Gross	516,427	427,350	(89,077)	-17.2%
Ad Valorem Equivalent	0	0	0	0.0%
Positions	4	2	(2)	-50.0%

The decrease in gross budget is due to a decrease in contributions/donations from private sources, service charges and other miscellaneous revenue sources.

**Public Defender**

Gross	477,430	535,398	57,968	12.1%
Ad Valorem Equivalent	283,930	276,898	(7,032)	-2.5%

The decrease in ad valorem equivalent is due to a decrease in casualty insurance. The increase in gross budget is due to an increase in revenue for the Re-Entry Program.

**State Attorney**

Gross	278,052	303,629	25,577	9.2%
Ad Valorem Equivalent	278,052	303,629	25,577	9.2%

The increase in ad valorem equivalent is due to the carry forward funding for storage cost reduction offset by a decrease in various operating expenses.

**Court Related Information Technology**

Gross	3,541,971	3,601,960	59,989	1.7%
Ad Valorem Equivalent	583,395	1,913,279	1,329,884	228.0%
Positions	11	11	0	0.0%

The increase in ad valorem equivalent is due to the loss of the General Fund transfer carry forward.

**Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department**

**FY 2011 Adopted Budget and FY 2012 Adopted Budget**

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%
<b>Total Judicial</b>				
Gross	6,027,739	6,043,416	15,677	0.3%
Ad Valorem Equivalent	2,168,845	3,421,917	1,253,072	57.8%
Positions	24	21	(3)	-12.5%

**Constitutional Officers**

**Clerk & Comptroller-BCC Only**

Gross	12,861,632	12,070,761	(790,871)	-6.1%
Ad Valorem Equivalent	12,361,632	11,570,761	(790,871)	-6.4%
Positions	137	134	(3)	-2.2%

The decrease is due to three positions eliminated in FY 2012 and the decrease in Information Service Systems service cost for enterprise and professional services.

**Property Appraiser**

Gross	17,976,815	16,277,210	(1,699,605)	-9.5%
Ad Valorem Equivalent	17,976,815	16,277,210	(1,699,605)	-9.5%
Positions	266	266	0	0.0%

The commissions paid to the Property Appraiser are calculated based on the proportionate share of taxes levied the previous fiscal year times the Property Appraiser's appropriation budget. The County's proportionate share did not change compared to last year. However, the Property Appraiser's appropriation budget is down 6.8%, from \$23.1 million to \$21.6 million. This resulted in a reduction in commissions paid to the Property Appraiser.

**Sheriff**

Gross	477,508,995	474,133,623	(3,375,372)	-0.7%
Ad Valorem Equivalent	399,599,811	398,828,191	(771,620)	-0.2%
Positions	3,919	3,924	5	0.1%

The decrease in gross budget is primarily due to a reduction in the carry forward request. The increase in positions occurred during FY 2011.

## Comparison of Gross Budget, Tax Equivalent Funding, and Positions by Department

### FY 2011 Adopted Budget and FY 2012 Adopted Budget

Department	Adopted Budget		Change	
	FY 2011	FY 2012	Amount	%

**Constitutional Officers**

**Supervisor of Elections**

Gross	10,664,400	12,012,340	1,347,940	12.6%
Ad Valorem Equivalent	10,664,400	12,012,340	1,347,940	12.6%
Positions	42	45	3	7.1%

The increase is due to the addition of personnel needed to improve operating capacity resulting from the State of Florida's mandate to change the timing for Early Voting. Expenses also increased due to the need to conduct two countywide elections in FY 2012 versus only one in FY 2011.

**Tax Collector**

Gross	3,906,555	3,326,378	(580,177)	-14.9%
Ad Valorem Equivalent	3,906,555	3,326,378	(580,177)	-14.9%
Positions	264	305	41	15.5%

The decrease in ad valorem equivalent is directly related to an estimated increase in Tax Collector's

<b>Total Constitutional Officers</b>				
Gross	522,918,397	517,820,312	(5,098,085)	-1.0%
Ad Valorem Equivalent	444,509,213	442,014,880	(2,494,333)	-0.6%
Positions	4,628	4,674	46	1.0%

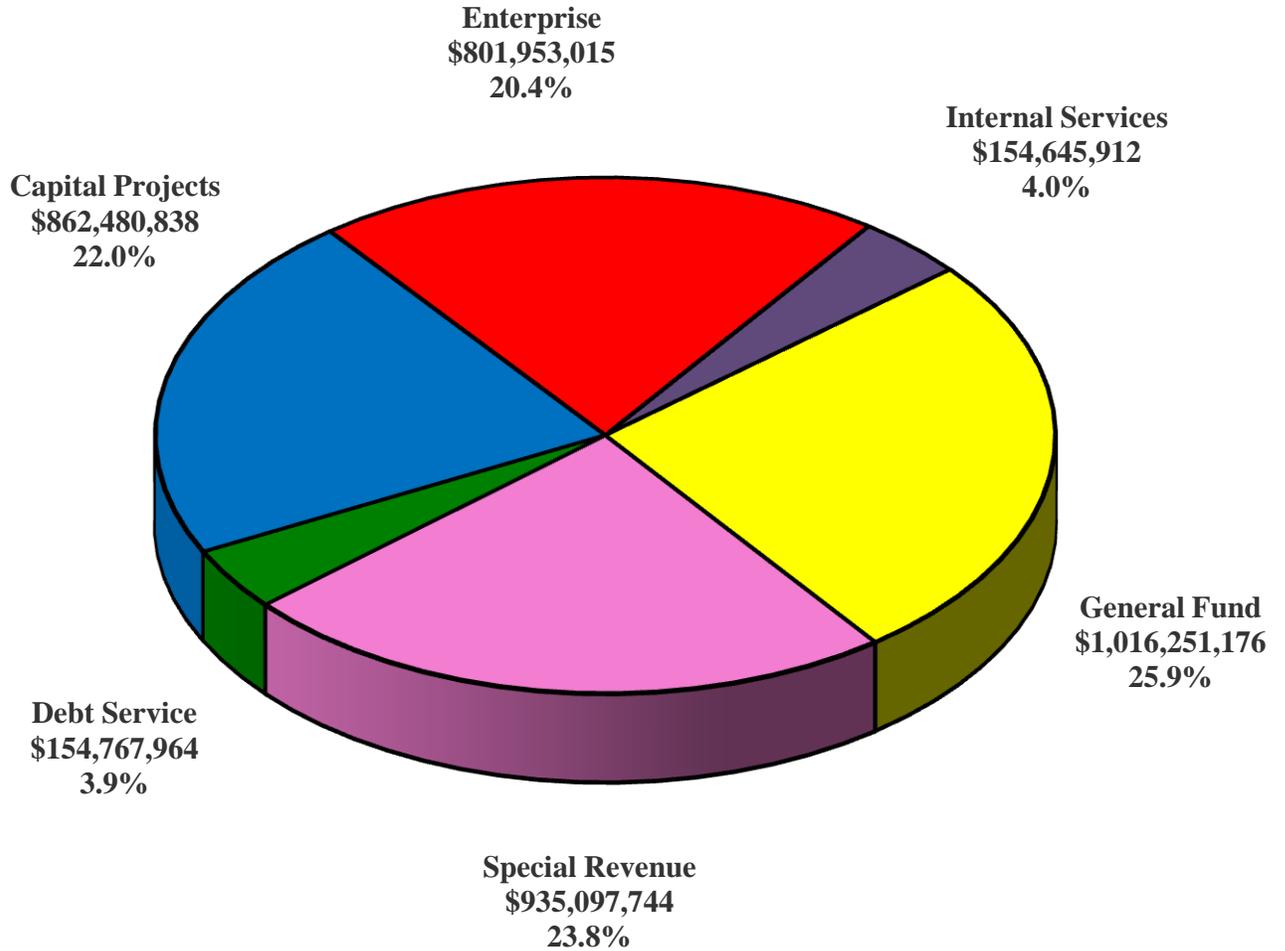
<b>Grand Total BCC Departments/Agencies, Judicial and Constitutional Officers</b>				
Gross	2,059,444,728	1,997,884,273	(61,560,455)	-3.0%
Ad Valorem Equivalent	682,959,261	670,305,016	(12,654,245)	-1.9%
Positions	11,161	11,033	(128)	-1.1%

## Section C

### Budget by Fund



**Expenditures by Fund Group**  
**Total of all Funds \$3,925,196,649**



Palm Beach County develops its Budget in accordance with the requirements of the Florida Statutes and generally accepted accounting principles (GAAP). GAAP requires the budget for certain funds be developed using the modified accrual accounting method. The County develops and adopts budgets for all of its funds using the modified accrual accounting method.

### **Fund Accounting**

In governmental accounting, the resources of the government are accounted for through funds. A fund is a separate fiscal and budgetary entity. Funds are set up to demonstrate stewardship and fiscal accountability for the resources entrusted to the government. The number and type of funds used is guided by sound financial judgment and the requirements of the Florida Statutes. Palm Beach County utilizes the following types of funds in its budget:

### **Governmental Funds**

**General Fund** - Used to account for and report all financial resources not accounted for and reported in another fund.

**Special Revenue Funds** - Used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. The restricted or committed proceeds of specific revenue sources should be expected to continue to comprise a substantial portion of the inflows reported in the fund. The county uses a minimum of 50% as its definition of substantial.

**Debt Service Funds** - Used for and reports financial resources that are restricted, committed or assigned to expenditures for debt service.

**Capital Project Funds** - Used to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facility and other capital assets. Capital projects funds exclude those types of capital related outflows financed by proprietary funds or assets that are held in trust for individuals, private organizations or other governments.

### **Proprietary Funds**

**Enterprise Funds** - These funds are used to account for operations that are financed and operated in a manner similar to that of a private business enterprise. The intent is to finance or recover the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis through user charges.

**Internal Service Funds** - These funds are used to account for the goods and services that are provided by departments for the benefit of other County departments on a cost reimbursement basis.

### **Measurement Basis**

In governmental accounting, the measurement basis used for the accounting system depends on the fund or funds involved.

Governmental funds use the modified accrual basis of accounting. Under this basis, revenues are recognized if they are measurable and available for use during the year. Expenditures are recognized in the period the liabilities are incurred if measurable, except for accrued interest on general long-term debt which is recognized when payment is due to bondholders.

Proprietary funds use the full accrual basis of accounting. Under this basis, revenues are recognized in the period earned and expenses are recognized in the period that the liabilities are incurred.

### **Financial Statements**

In governmental accounting, the focus for budgeting, measuring, and reporting on financial activity depends on the funds involved.

Governmental funds are accounted for on a "financial resource flow" focus. This means that governmental fund balance sheets will only contain current assets, current liabilities, and the excess of current assets over current liabilities, which is called fund balance or fund equity. Governmental fund operating statements present increases in resources (revenues and other financing sources), uses of resources (expenditures and other financing uses) and changes in fund balances.

Proprietary funds are accounted for on an "income determination" measurement focus. Accordingly, all assets and liabilities are included on their balance sheets. Proprietary fund operating statements present increases (revenues) and decreases (expenses) in total economic net worth (fund equity).

GASB Statement 34 establishes financial reporting standards which include government-wide financial statements. These accrual-based financial statements are prepared using an economic resources measurement focus. They report all assets, liabilities, revenues, expenses, gains, and losses of the government and distinguish between governmental and business-type activities.

### **Fund Balance Reporting**

GASB Statement 54 establishes financial reporting standards for Fund Balance Reporting and Governmental Fund Type Definitions. Governmental fund balances are classified as nonspendable and spendable as follows:

**Nonspendable Fund Balance** includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual requirements (eg. inventory, prepaids).

#### **Spendable Fund Balance:**

**Restricted Fund Balance** includes amounts that are constrained for specific purposes which are externally imposed by providers (such as grantors or creditors) or enabling legislation. Restrictions may be changed or lifted only with the consent of the resource providers.

**Committed Fund Balance** includes amounts that are constrained for specific purposes that are internally imposed by the County's highest level of decision making authority, the Board of County Commissioners (BCC). Formal action must be taken by the BCC prior to the end of the fiscal year. The same formal action must be taken by the BCC to remove or change the limitations placed on the funds.

**Assigned Fund Balance** includes amounts that are intended to be used for specific purposes that are neither restricted or committed. Fund Balance may be assigned by the BCC, the County Administrator, the Director of OFMB or the Budget Director.

**Unassigned Fund Balance** includes amounts in the general fund that have not been classified in the previous four categories. Unassigned fund balance could also include deficit residual balances for any governmental funds after reporting amounts as restricted, committed or assigned. Deficit amounts cannot be reported for restricted, committed or assigned fund balances in any fund.

The County shall maintain year-end General Fund unassigned fund balance at an amount which is between 15% and 20% of audited General Fund expenditures and transfers to other funds. To the extent that the year-end audited fund balance falls outside of this range, corrective action shall be taken over a three-year period to bring the balance into conformity with this policy.

#### **Order of Use of Restricted and Unrestricted Funds:**

When both restricted and unrestricted funds are available for expenditure, restricted funds will be used first.

When committed, assigned and unassigned funds are available for expenditure, committed funds should be spent first, assigned funds second and unassigned funds last.

#### **Basis of Budgeting**

All funds are budgeted using the modified accrual basis of accounting, including proprietary funds. Fund budgets are prepared using the governmental model, which in essence, is as if all funds were special revenue funds. The only exception to this policy is the annual interest expense of proprietary funds which is budgeted on the accrual basis. Proprietary fund financial statements are presented using the accrual basis of accounting. When using the accrual basis of accounting, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred.

Governmental fund financial statements are presented using the modified-accrual basis of accounting. Accounting on the modified-accrual basis requires that revenues are recorded when susceptible to accrual, that is, when they become both measurable and available to pay liabilities of the current period. For this purpose, the County considers revenue to be available if it is collected within 60 days of year-end. Revenues not considered available are recorded as deferred revenues. Expenditures generally are recorded when a liability is incurred; however, debt service payments, expenditures related to compensated absences, and claims and judgments are recorded only when payment is due.

Adopted Budget

<u>Fund Type</u>	<u>Fund Name</u>	<u>FY 2011</u>	<u>FY 2012</u>
<b><u>General Fund</u></b>			
0001	General Fund (Major Fund)	\$959,240,680	\$1,016,251,176
	<b>Total General Fund</b>	<b><u>\$959,240,680</u></b>	<b><u>\$1,016,251,176</u></b>
<b><u>Special Revenue Funds</u></b>			
1000	Senior Citizens Centers	\$679,495	\$643,865
1001	HUD Supportive Housing	1,389,542	1,369,058
1002	Head Start	28,176,757	28,472,295
1003	Community Action Program	1,312,978	724,168
1004	Farmworkers Jobs/Education Prm	452,050	396,095
1006	DOSS - Administration	7,999,236	7,701,308
1009	Low Income Home Energy Program	2,783,720	5,568,796
1010	Ryan White Care Program	12,889,898	14,098,392
1100	Affordable Housing Trust Fund (SHIP)	6,987,861	5,009,609
1101	Housing & Community Devlpmt	19,233,012	18,946,449
1103	Home Investmnt Partnership Act	7,483,595	4,744,429
1104	Section 108 Loan Fund	155,000	181,228
1106	Disaster Recovery Initiative	9,908,244	7,531,741
1108	Disaster Recovery Initiative #3 (Wilma)	19,090,341	14,893,104
1109	Neighborhood Stablization Program	12,440,614	5,596,855
1110	CDBG - Homeless Prev & Rapid Re-Housing Prog (HPRP)	1,820,196	205,924
1111	CDBG - Recovery Program	1,725,752	824,910
1112	Neighborhood Stablization Program 2	49,808,448	43,043,553
1113	Neighborhood Stablization Program 3	0	11,061,386
1150	Juvenile Assessment Center Fund	309,023	39,560
1151	Law Enforcement Trust Fund	2,847,549	2,562,628
1152	Sherrif's Grants	4,760,729	4,077,628
1180	County Library	47,150,028	47,539,918
1200	Beautification Maintenance	1,601,995	1,554,270
1201	County Transportation Trust	43,623,870	39,869,707
1202	Street Lighting Maintenance	1,291,204	1,258,912
1203	Red Light Camera Fund	570,000	570,000
1220	Natural Areas Stwrdshp Endwmnt	5,203,876	5,252,054
1222	Ag Reserve Land Management	1,219,544	1,182,799
1223	Environmental Enhance-Freshwtr	463,743	521,610
1224	Environmental Enhance-Saltwtr	658,994	709,313
1225	Environmental Enhance-Nonspec	2,506,654	4,157,221
1226	Natural Area Fund	30,793,418	23,093,677
1227	Pollution Recovery Trust Fund	2,228,790	2,616,609
1228	State Mosquito	198,225	201,325
1229	FDEP Lake Worth Lagoon Ecosyst	3,268,901	2,289,561

Adopted Budget

<u>Fund Type</u>	<u>Fund Name</u>	<u>FY 2011</u>	<u>FY 2012</u>
1230	Petroleum Storage Tank Program	1,666,110	1,548,535
1231	Petrol Store Tank Compliance	847,212	752,027
1250	Handicapped Parking Enforcemnt	341,429	396,372
1251	Human Relations Camp	98,871	0
1252	HUD - Fair Housing	479,876	362,504
1253	Fair Employment Contract	880,534	682,556
1260	Sales Tax Revenue Fund	81,548,265	0
1261	Bond Waiver Program R89-1178	657,829	663,487
1262	Intergovt'L Radio Comm Program	2,084,516	2,141,763
1263	School Impact Fees Zone 1	1,260,128	597,366
1264	School Impact Fees Zone 2	859,096	482,660
1265	School Impact Fees Zone 3	1,262,662	654,983
1266	School Impact Fees Zone 4	728,287	377,088
1267	School Concurrency	2,000	2,000
1268	Choose Life License Plate Fund	82,541	135,313
1269	Intergovt'l Radio Comm Program - Countywide	0	950,000
1300	Fire Rescue MSTU (Major Fund)	316,769,136	313,497,894
1301	Fire Rescue Jupiter MSTU	15,864,541	15,001,721
1303	Aviation Battalion	6,881,392	6,452,450
1304	F/R Long-Term Disability Plan	16,493,676	16,690,567
1305	MSBU-Hydrant Rental Boca Raton	560,814	555,858
1306	MSBU-Hydrant Rental-Riviera Bh	58,042	56,332
1321	Law Library	516,427	427,350
1323	Criminal Justice Trust Fund	731,482	815,027
1324	Local Req & Innovations Fund (F.S.29.004& 0082a2)	240,000	204,000
1325	Legal Aid Programs Fund (F.S.29.008)	240,000	204,000
1326	Teen Court/JAC Juvenile Programs Fund	240,000	204,000
1327	Court Information Technology Fund (F.S. 28.2412e1)	3,541,971	3,601,960
1340	Palm Tran Operations	66,514,242	67,885,513
1341	Palm Tran Grants	70,990,167	70,546,432
1342	Palm Tran Letter of Credit	0	86,306
1360	Metro Planing Organization	3,225,930	2,414,419
1380	Southwinds Golf Course	1,753,673	1,701,158
1381	Okeeheelee Golf Course	2,436,610	2,463,369
1382	Osprey Point Golf Course	2,176,587	2,156,940
1383	Park Ridge Golf Course	1,609,279	1,568,422
1400	MSTD - Building	11,225,000	13,694,929
1401	CCRT Street Lighting Maintenance	1,206,973	1,525,086
1420	ACC Mobile Spay/Neuter Prgm	1,087,556	895,894
1421	Animal Regulation Trust Fund	49,955	47,777
1423	Victims Of Crime Emergency Support Fund	52,174	44,808
1424	E-911 Wire Line FS365.171	1,126,677	1,126,680
1425	EMS Award-Grant Program	503,042	686,533

**Adopted Budget**

<b>Fund Type</b>	<b>Fund Name</b>	<b>FY 2011</b>	<b>FY 2012</b>
1426	Public Safety Grants	242,606	287,651
1427	Emergency Management	1,146,206	120,636
1428	Em Preparedness & Assistance	227,404	332,076
1429	Regulation Of Towing Business	226,521	209,875
1430	Vehicle For Hire Ordinance	960,605	636,555
1432	Moving Ordinance	81,257	92,070
1433	E-911 WireLess FS365.172/173	2,798,866	107,321
1434	E-911 Carry Forward FS365.072/173	8,739,598	11,447,481
1435	E-911 Grant Fund	9,756,189	0
1436	Justice Service Grant Fund	293,484	0
1437	Family Drug Court Grant Fund	484,907	307,880
1438	Urban Areas Security Initiative Grant	0	690,773
1439	Radiological Emergency Preparedness-FPL	109,802	96,558
1440	Highridge Activity Fund	26,496	26,496
1450	TDC-Convention Center Oper	6,343,130	6,451,807
1451	TDC-Film Commission	592,042	690,656
1452	TDC-Special Projects	264,756	382,586
1453	TDC-4th Cent Local Option Tax	9,365,276	10,419,368
1454	TDC-Tourism	9,377,563	11,007,236
1455	TDC-Cultural Arts	3,289,444	4,190,158
1456	TDC-Beaches	1,830,888	1,972,725
1457	TDC-Sports Commission	1,244,486	1,425,259
1458	TDC-1st Cent Tourist Local Option Tax	10,904,348	14,139,240
1470	Drug Abuse Trust Fund	360,429	305,154
1480	Driver Ed Trust FS318.121	1,715,816	1,409,968
1482	Coopertive Extension Rev Fund	310,896	372,061
1483	PBC Office of Inspector General (IG)	1,474,825	3,299,643
1484	PBC Commission on Ethics	475,626	637,022
1500	Crime Prevention Fund	373,596	463,329
1501	Domestic Violence Fund	112,627	160,757
1503	JAG-LLEBG ARRA Fund 2009	250,568	87,511
1504	JAG Combat & ReEntry Grant 2008-2012	206,000	108,710
1505	Local Law Enfor Blk Grant 2003	287,336	68,836
1507	Criminal Justice Reserve Fund	30,146	1,420,451
1510	Justice & Mental Health Collab Prg Grnt	102,942	95,902
1521	Public Affairs Replacement Frequency	1,681,069	1,539,563
1539	Economic Development	6,112,075	5,103,477
1540	EDO - Section 108 Loan Fund	17,817,955	10,508,732
1541	Energy Efficiency & Consvr Blk Grnt	6,307,060	1,670,185
<b>Total Special Revenue Funds</b>		<b>\$1,057,852,824</b>	<b>\$935,097,744</b>

Adopted Budget

<u>Fund Type</u>	<u>Fund Name</u>	<u>FY 2011</u>	<u>FY 2012</u>
<b><u>Debt Service Funds</u></b>			
2003	233.6M NAV 90 DS, Criminal Justice Facilities	2,961,646	2,913,296
2018	94.3M NAV 04 DS, Pub Imprv & Ref Airport Cntr 92	7,835,659	7,818,952
2019	25M GO 03 DS, Parks & Cultural Facilities	1,853,706	1,201,982
2020	25M GO 05 DS, Parks & Cultural Improvmts	1,956,088	1,201,888
2021	30.5M GO 03 DS, Library Improve	1,552,401	1,392,488
2022	24.5M GO 06 DS, Library Improve	1,737,159	1,735,369
2028	133.9M NAV 05 DS, Scripps Construction	10,807,416	10,787,994
2031	38.8M NAV 04 DS, Scripps/Mecca Land Acq	2,839,607	2,832,047
2034	24.3M NAV Tax 04 DS, Scripps Ld Acq	2,821,377	2,736,514
2037	11.5M BAN Tax Refunding 07 DS, Conv Cntr Hotel	420,532	0
2038	50M GO 05 DS, Waterfront Access	3,726,298	3,727,174
2040	14.6M NAV 06 DS, Parking Facilities Expansion	1,144,433	1,139,824
2041	13M NAV 05 DS, 2nd FAU/Scripps Beeline	1,623,480	1,637,199
2052	105.5M NAV 07 DS, Scripps/Briger	7,736,219	7,720,300
2053	167M NAV 07 DS, Jail Expand/Pub Bldg	12,648,350	11,268,550
2054	176.5M NAV 08 DSR, Jail Expand/Pub Bldg	12,083,777	11,738,429
2058	35M PBSO Mobile Data Debt Service	6,394,351	6,394,351
2061	11.6M Note Payable 08 DS, ESL Jupiter	1,006,000	883,175
2065	16.1M LT BAN 09 DS, Public Imprv (4 Pts Fac)	645,630	484,223
2067	94.2M NAV 08-2 DS, Max Planck & SS Refunding	7,629,830	7,630,930
2068	94.2M NAV 08-2 DSR, Max Planck & SS Refunding	8,467,060	7,920,165
2069	30.6M NAV 11 DS, Ocean Ave Bridge & Max Planck2	0	3,300,000
2501	59.39M GO 94B DS	4,415,112	0
2505	32.775M CJC Rev Ref 97 DS	1,878,248	17,748,248
2506	117.485M CJF Ref 93 DS	14,084,159	0
2507	22.2M NAV 93 DS, Ref 24.5M Pub Bldg Corp 86	1,984,042	0
2508	45.6M GO 98 DS, Ref 2 issues	4,173,850	4,167,500
2509	18.56M Cjfac Ref2002 DS	2,119,100	2,121,100
2510	6.5M NAV 03 DS, Ref 8.5M Pub Imprv 94	713,931	714,331
2511	81.34M Convention Center Refunding Bonds 2004	5,394,080	5,240,364
2513	20M GO 05 DS, Ref 25M Rec Fac 99A	2,010,775	2,009,275
2514	17.455M NAV 05 DS, Ref 26M Parks & Rec Fac 96	2,047,113	2,050,763
2515	16M NAV 05 DS, Ref 22M N.C Court & PBSO MP 97	1,663,645	1,659,645
2516	11.5M NAV 05 DS, Ref 15M Judicial Parking 95	1,158,925	1,156,585
2517	20.07M NAV 05 DS, Ref 28M Stadium Fac 96	2,152,764	2,155,369
2518	45.8M GO Tax 06 DS, Ref 75M Land Acq 99B & 01A	12,085,966	12,082,699
2519	115.8M GO Tax Cp 06 DS, Ref 75M Land Acq 99B & 01A	491,241	395,844
2520	2.58M NAV 07A, Biomed Research Park DS	188,062	187,987
2521	5.18M NAV 07B, Refunding Biomed Research Park DS	430,305	430,052
2522	29.4M NAV 08A DS, Ref SS#1,3&5	2,954,797	2,909,446
2523	11.5M NAV Tax 10 DS, Ref 11M Conv Hotel BAN 07	1,420,782	1,110,131

**Adopted Budget**

<b>Fund Type</b>	<b>Fund Name</b>	<b>FY 2011</b>	<b>FY 2012</b>
2524	19.5M GO 10 DS, Ref Part 30M Library GO 03	762,149	762,225
2525	28.7M GO 10 DS, Ref Part 25M Parks GO 03 & 05	0	1,401,550
<b>Total Debt Service Funds</b>		<b><u>\$160,020,065</u></b>	<b><u>\$154,767,964</u></b>
<b><u>Capital Project Funds</u></b>			
3000	25M GO 99A, Recreation & Cultural	\$325,819	\$979,699
3014	80.7M NAV 01, Convention Center	7,165,885	7,207,690
3017	26.3M NAV 96, Parks & Recreation Facilities	67,646	35,453
3018	94.3M NAV 04, Pub Imprv & Ref Airport Cntr 92	601,367	471,765
3019	25M GO 03, Parks & Cultural Facilities	4,726,248	3,431,517
3020	25M GO 05, Parks & Cultural Imprvmts	18,578,529	13,727,286
3021	30.5M GO 03, Library Improvements	4,878,090	3,284,561
3022	22.3M GO 06, Library Improvements	13,921,614	8,613,221
3028	133.9M NAV 05, Scripps Construction	7,000	7,405
3032	27.0M Sunshine#7A 06, Var Crthse & Gen Govt Bldg	54,653	35,612
3033	5.6M Sunshine#6 04, Scripps Infrastructure & Beeline	227,097	99,873
3037	11.5M LT BAN Tax 05, Convention Center Hotel Site Acq	367,672	375,022
3038	50M GO 05, Waterfront Access	18,585,734	13,779,561
3040	14.6M NAV 06, Parking Facility Expansion	1,155,030	1,168,418
3041	13M FAU Scripps Grant-2nd Bldg	78,017	0
3043	6.125M Sunshine#8 06, Park & Marina Improv	901,089	375,181
3046	8.1M Sunshine #9, So County Golf Course CTF	1,291,800	78,870
3048	7.5M Sunshine#7B 06, Regional Park CTF	954	0
3052	98.0M NAV 07C CTF, Scripps.Brigr	10,804,738	4,041,629
3053	176.5M NAV 08 CTF, Jail Expand/Pub Bldg	73,012,750	32,917,213
3058	35M NAV 08 CP, PBSO Mobile Data	25,940,687	19,532,570
3061	11.6M Note Payable 08 CP, ESL Jupiter	59,375	34,375
3065	16.1M LT BAN 09 CP, Public Imprv (4 Pts Fac)	7,827,364	0
3067	94.1M NAV 08-2 CP Max Planck & SS Refunding	37,871,227	15,160,111
3500	Transportation Improvmt Fund	250,987,877	239,160,219
3501	Road Impact Fee Zone 1	58,670,131	46,383,686
3502	Road Impact Fee Zone 2	46,355,505	39,843,890
3503	Road Impact Fee Zone 3	46,432,647	37,464,000
3504	Road Impact Fee Zone 4	24,636,632	22,282,549
3505	Road Impact Fee Zone 5	41,917,526	36,380,871
3511	Unicorp Impr Fund	11,469,077	10,052,074
3515	Abacoa Impact Fee Account	1,437,816	758,245
3516	Abacoa Trust Sub Account	4,464,787	4,728,779
3519	Northlake Blvd. Agr W/Npbcid	7,521	26,628
3523	Proportionate Share Trust Fund	17,707,142	23,102,357
3531	Impact Fee program-Roads Zone 1	1,037,000	1,097,815

**Adopted Budget**

<b>Fund Type</b>	<b>Fund Name</b>	<b>FY 2011</b>	<b>FY 2012</b>
3600	Park Improvemt Fund	6,375,989	4,862,623
3601	Park Impact Fees Z-1	1,690,223	1,399,495
3602	Park Impact Fees Z-2	1,367,530	1,261,170
3603	Park Impact Fees Z-3	4,997,634	3,964,693
3650	Unit 11 Acquisition/Enhancemnt	3,723,230	3,372,230
3651	South Lox Sl Wetland Restoratn	218,474	235,781
3652	Beach Improvement	40,265,625	38,541,059
3653	South Lake Worth Inlet	4,209,124	2,513,122
3654	Environmental Resources Capital Projects	16,401,406	12,815,199
3700	Fire Rescue Improvement	41,362,744	38,190,171
3704	Fire Rescue Impact Fees	5,936,214	6,910,110
3750	Library Improvement Fund	6,749,525	5,189,960
3751	Library Expansion Program	24,835,892	21,483,355
3752	Library Impact Fees	4,763,908	4,869,423
3753	Library Capital Grants	493,660	0
3800	Pud Civic Site Cash Out	2,777,169	2,794,677
3801	800 Mhz RR+I Fund	35,082,182	38,133,180
3803	Law Enfc/Impct Fees Z2 Rd Patl	4,261,349	1,553,189
3804	Public Building Impr Fund	70,644,982	42,795,017
3805	Public Building Impact Fees	5,389,783	2,981,914
3807	TDC - Bldg Renewal and Replacement	10,974,948	11,172,838
3900	Capital Outlay	27,153,989	20,395,042
3901	Information Technology Capital Improvements	10,840,390	8,910,694
3902	Court Related Info Tech Cap Improvements	746,271	386,838
3903	Energy Efficiency and Conservation Block Grant - E	3,809,049	1,110,913
<b>Total Capital Project Funds</b>		<b><u>\$1,068,645,336</u></b>	<b><u>\$862,480,838</u></b>

**Enterprise Funds**

4000	WUD Revenue	\$159,246,000	\$165,154,000
4001	Operation & Maintenance	117,223,355	124,371,405
4010	Renewal & Replacement	1,000,000	1,000,000
4011	Capital Improvements	98,394,317	144,945,866
4012	Connection Charge Account	4,516,000	3,700,000
4013	Special Assessment Prgm WUD	2,628,000	2,802,216
4015	WUD FPL Water Renewal & Replacement	583,000	843,000
4031	Debt Service WUD Ecr Loan	316,000	316,000
4032	Debt Service WUD 95	0	1,041,000
4033	Debt Service WUD 98	1,797,800	5,500
4034	Debt Service WUD All	4,438,000	4,438,000
4036	Debt Service WUD 2003	1,077,500	1,183,200
4037	Debt Service WUD 2004	4,091,000	3,500

**Adopted Budget**

<b>Fund Type</b>	<b>Fund Name</b>	<b>FY 2011</b>	<b>FY 2012</b>
4039	Debt Service WUD 2006	8,566,900	10,364,400
4040	Debt Service 6.5M WUD 08	1,887,500	1,887,500
4041	Construction Trust Fund WUD 2009	17,500,000	1,000,000
4042	Debt Service WUD 2009	4,435,000	4,044,000
4043	WUD FPL Debt Service Coverage Fund	275,000	634,000
4100	Airport Operations	76,699,499	81,795,911
4110	Airport Capital Projects	1,813,297	3,003,593
4111	Airports Imp & Dev Fund	90,338,330	166,132,349
4112	Airport Passenger Facility Chgs	49,473,857	58,210,128
4113	Noise Abatement & Mitigation	1,729,705	1,937,766
4114	Airports Restricted Assets Fd	2,698,687	1,660,696
4116	Cap Proj 8M PBIA Sub Indebtedness 2006	295,170	307,587
4117	Cap Proj 69M PBIA Rev Bonds, 2006A	0	3,411,273
4130	Debt Serv 60M PBIA Rev Ref 2002	13,307,030	13,207,968
4131	Debt Serv 83M PBIA Rev Ref 2001	29,186	15,485
4136	Debt Serv 8M PBIA Sub Indebtedness 2006	89,999	89,628
4137	Debt Serv 69M PBIA Rev Bonds 2006A	3,436,318	3,435,881
4138	Debt Serv 16M PBIA Tax Rev Ref 2006B	1,009,920	1,011,163
<b>Total Enterprise Funds</b>		<b><u>\$668,896,370</u></b>	<b><u>\$801,953,015</u></b>
<b><u>Internal Services Funds</u></b>			
5000	Fleet Management	\$47,817,638	\$48,422,449
5010	Property & Casualty Insurance	20,065,742	19,864,447
5011	Risk Management Fund	19,453,149	16,151,474
5012	Employee Health Insurance	76,269,109	70,207,542
<b>Total Internal Services Funds</b>		<b><u>\$163,605,638</u></b>	<b><u>\$154,645,912</u></b>
<b>Total Adopted Budget</b>		<b><u>\$4,078,260,913</u></b>	<b><u>\$3,925,196,649</u></b>



Section D

Capital Budget



## What is it and why do we have one?

County government provides needed and desired urban services to the public. In order to provide these services, the County must furnish and maintain capital facilities and equipment, such as airports, roads, and parks. The Capital Improvement Program (CIP) is a proposed schedule for the expenditure of funds to acquire or construct needed improvements over the next five-year period. It represents a comprehensive and direct statement of the physical development policies of the County. The program has great significance in that it touches the life of each County resident and visitor through the provision of health, safety, transportation, recreation, and other services upon which we all depend.

### Purpose and Benefits of Capital Programming

Capital Programming:

1. Provides a means for coordinating and consolidating various departmental requests, thereby preventing duplication of projects and equipment.
2. Establishes a system of examining and prioritizing the needs of the County, assuring that the most essential improvements are provided first.
3. Provides an important implementation device for growth management.
4. Allows sufficient time for investigation of project financing and implementation measures, and proper technical design.
5. Coordinates physical with financial planning, allowing maximum benefit from available public funds.
6. Helps provide an equitable distribution of public improvements throughout the County.

### Development of the Capital Improvement Program

Only projects that meet the definition of a capital improvement are included in the Capital Improvement Program. Capital improvements are defined as physical assets, constructed or purchased, that have a minimum cost of \$25,000 and an expected useful life in excess of one year.

Examples of typical capital improvements include:

- a. Road construction and paving.
- b. New and expanded physical facilities for the community.
- c. Large scale rehabilitation or replacement of existing facilities.
- d. Purchase of equipment items that have a relatively long period of usefulness.
- e. The cost of engineering or architectural studies and services relative to a specific improvement.
- f. The acquisition of land to build a community facility such as a park, highway, library, airport, etc.

Each year, the CIP is prepared from project requests submitted on project proposal forms completed by the various departments and agencies of the County. The completed forms provide a project description, justification, cost projections, statement of impact on the County's annual operating budget, implementation schedule, as well as support for the County's Comprehensive Plan. Concurrently, with the preparation of the project proposal forms, information concerning the financial resources available to the County is prepared by the Office of Financial Management and Budget.

The program recommended by the County Administrator is used by the Board of County Commissioners to develop the annual budget which becomes effective October 1st of each year. The first year of the Five-Year CIP is formally adopted by the Board as the Capital Budget with the following four years showing projected, but unfunded, requirements. The CIP is an important tool for implementing the County's Comprehensive Plan. The Board of County Commissioners utilizes the CIP to analyze the County's fiscal capability to finance and construct capital improvements in the future.

### **Responsibilities in Program Preparation and Implementation**

The Capital Improvement Program, by virtue of its comprehensive character, involves the full realm of County operations. The County Administrator, departments, boards, and the County Commission must coordinate their actions to accomplish a successful program for capital improvements in the community.

**Operating Departments:** The key role in the initial stages of capital programming falls upon the operating departments and department heads. By virtue of their technical knowledge and experience in the individual fields, it becomes their responsibility to initiate project requests, and to develop a program that outlines the requirements of each project, as well as, its relative importance in the department's program.

**Office of Financial Management and Budget:** The Office of Financial Management and Budget (OFMB) provides information concerning the County's past, present, and future financial resources. OFMB prepares and distributes the package utilized by departments and agencies to submit project requests. As the program develops, OFMB assists in the review and evaluation of project submissions, and guides the administration of the program through its function of budget control.

**Engineering and Facilities Development & Operations Departments:** In providing staff assistance, these departments have the following responsibilities in the capital programming process:

- 1 Provides assistance, if needed, in the preparation of requests.
- 2 Receives and reviews the cost projections in project requests.
- 3 Provides information and assistance to the Office of Financial Management and Budget in the analysis of the County's financial requirements.
- 4 Provides assistance to the County Administrator, County Commission, and staff in preparing the Commission adopted program.

**County Commission:** While departments, boards, and committees play a very significant role in the capital improvement programming process, the ultimate success of the program rests with the County Commission. Only Commissioners, as elected officials, can authorize the expenditure of public funds, in this case by adopting the first year of the capital improvement program as that fiscal year's capital budget. Therefore, the final priorities placed on community needs and the subsequent satisfactions of those needs are a matter of legislative decision and control.

### Priority Ranking

Criteria for establishing the prioritization of capital project proposals are established in the Capital Improvement Element of the Comprehensive Plan in Objective 1.4. The criteria address issues such as why the project is needed and what type of service the project will support. Other criteria included in the objective deal with the physical location of the project as being identified in a revitalization/ redevelopment area or a coastal high-hazard area. In addition, each proposal is identified by one of the following Growth Management Tiers:

Urban/Suburban \* Exurban \* Rural \* Glades \* Agricultural Reserve

**Why a Project is needed:** The following is a list of acceptable reasons why a project is needed:

1. Correct public hazards;
2. Eliminate existing deficiencies as described by the minimum levels of service;
3. Provide capacity for developments that have received a determination as a Committed Development when such developments are within the Urban Service Area;
4. Maintain levels of service as new growth occurs;
5. Increase existing levels of service to desired levels of service;
6. Provide for the renewal and replacement of, and improvement to, existing public infrastructure and physical assets; and
7. Implement the Goals, Objectives, and Policies or other Plan Elements.

**Type of Service the Project will Provide:** The following is a list of project prioritization categories:

1. **Essential:** projects that are directly related to protecting the immediate health and safety of citizens from an existing or imminent hazard. An example would be an expenditure request which responds to a danger arising from an imminent bridge failure. Essential services shall be provided throughout the County.
2. **Necessary:** projects that are directly related to maintaining the level of service for concurrency items mandated by State law and Fire-Rescue services. Examples include expenditure requests which are necessary to meet the minimum level of service standards for concurrency regarding roadway, mass transit, potable water, wastewater, solid waste, storm water protection, recreation/open space, and fire-rescue. Necessary services shall be provided throughout the County.
3. **Desirable:** projects that are related to enhancing the desirability of Palm Beach County as a place to live or visit. More specifically, to enhance quality of life, or maintain physical assets; but are not needed to correct imminent health and safety hazards and are not needed to maintain level of service.

**Physical Location:** Policy requires that projects that correct service and infrastructure deficiencies within the Revitalization and Redevelopment Overlay in unincorporated Palm Beach County receive “special consideration” in establishment of the project priority. Special consideration gives these projects top priority consideration within each of the following prioritization categories: essential, necessary, and desirable.

**Growth Management Tiers:** The Urban/Suburban Tier shall be given the highest priority within the category of desirable, followed by the Exurban Tier, and then the Rural Tier. Policy restricts use of public funds for infrastructure expansion or improvements in Coastal high-hazard areas unless such funds are necessary to:

1. Provide services to existing development;
2. Provide adequate evacuation in the event of an emergency; or
3. Provide for recreational needs and other appropriate water-dependent uses.

### **Relationships Between the Operating and Capital Budgets**

There are many features that distinguish Palm Beach County's operating budget from its capital budget. The operating budget includes expenses that are generally of a recurring nature and are appropriated for one year only. It provides for the provision of all County services that do not result in major physical assets for the County. Year to year, changes in the operating budget are expected to be fairly stable, and represent incremental changes in the following: cost of doing business; size of the County; and types and levels of services provided. Resources for the operating budget are generally provided by taxes, user fees, and inter-governmental payments that generally recur from year to year.

The capital budget, on the other hand, includes one-time costs for projects that may last several years. The projects result in major physical assets in the County. Resources for the capital budget are generally provided by bond proceeds, impact fees, grants, and taxes.

In spite of these differences, the operating and capital budgets are closely linked. The most obvious connection is the fact that the operating budget includes the cost of maintaining and operating new facilities and infrastructure built under the capital budget.

Operational needs often drive the capital budget. For example, major expansion requirements in the FY 2012 capital budget are roads, parks and buildings which were necessitated for the County's role in providing these basic services to its citizens.

Some capital improvements will actually decrease maintenance costs, such as the replacement of fire trucks and water lines or the reconstruction of roads. Long term operations and maintenance costs resulting from the Five-Year Capital Improvement Program are addressed in this section under "Impact of Capital Projects on the Operating Budget" and "Estimated Operating Impact of Capital Projects" on pages 111 and 112.

The County has a significant number of non-routine capital projects included in the FY 2012 budget, all of which are listed in this section. The chart below highlights some of those projects in the Capital Budget Document where more detailed information can be found.

<b>Project</b>	<b>FY 2012 Allocation</b>	<b>Funding Source</b>
<p><b><u>Countywide Building Renewal and Replacement</u></b></p> <ul style="list-style-type: none"> <li>This project includes repair, replacement or renovations to various County buildings, including high volume areas at the Courthouse Room 2.23.</li> </ul>	\$5,239,857	Ad Valorem
<p><b><u>Jail Expansion Program</u></b></p> <ul style="list-style-type: none"> <li>The scope of this program includes multiple projects identified in the detention facilities master plan approved by BCC in April 2006. The reallocation of funds between projects in a separate bond fund accounts for civil costs associated with demucking and raising the site to accommodate the Army Corp of Engineer's report on the Lake Okeechobee dike.</li> </ul>	\$4,000,000	Bonds
<p><b><u>Radio System 800MHz System Refresh</u></b></p> <ul style="list-style-type: none"> <li>This project involves the replacement of the legacy Smartzone Master Site Equipment with an Astro 25 IP-based network infrastructure which will address future expansion requirements and allow the County to directly connect to adjacent counties.</li> </ul>	\$5,000,000	Various/Municipalities/ Moving Violations
<p><b><u>Radio System Analog Microwave System Replacement</u></b></p> <ul style="list-style-type: none"> <li>This project will expand the County's current microwave capacity and will put in place the necessary microwave support system for the 800MHz technology.</li> </ul>	\$3,500,000	Various/Municipalities/ Moving Violations
<p><b><u>Roger Dean Stadium Renewal and Replacement</u></b></p> <ul style="list-style-type: none"> <li>This project provides for the renewal and replacement of structures and capital equipment.</li> </ul>	\$4,600,000	Bed Taxes
<p><b><u>Intersection Program*</u></b></p> <ul style="list-style-type: none"> <li>This program provides both minor and major improvements at intersections.</li> </ul>	\$4,050,000	Grants/Impact Fees
<p><b><u>60th West of Royal Palm Beach Blvd to SR7 Extension*</u></b></p> <ul style="list-style-type: none"> <li>1.0 Mile, 3 Lanes</li> </ul>	\$5,300,000	Impact Fees
<p><b><u>Jog Road/North of SR710 to Florida's Turnpike*</u></b></p> <ul style="list-style-type: none"> <li>0.7 Miles, 4 Lanes</li> </ul>	\$6,540,000	Grants/Impact Fees
<p><b><u>Jog Rd/Roebuck Rd. to S. of 45th Street *</u></b></p> <ul style="list-style-type: none"> <li>1.9 miles, 4 Lanes</li> </ul>	\$16,000,000	Grants/Impact Fees

*\*Based on the Five Year Road Program Adopted by the BCC on June 21, 2011.*

<b><u>Palmetto Park Road/Powerline Road to Military Trail*</u></b> <ul style="list-style-type: none"> <li>1.7 Miles, 8 Lanes</li> </ul>	\$9,600,000	Grants/Impact Fees
<b><u>Seminole Pratt Whitney Road/South of M Canal to Orange Blvd.*</u></b> <ul style="list-style-type: none"> <li>1.3 Miles, 4/6 Lanes</li> </ul>	\$5,300,000	Impact Fees
<b><u>State Road 7 Extension/Persimmon Blvd. to 60th Street *</u></b> <ul style="list-style-type: none"> <li>1.0 Mile, 2/4 Lanes</li> </ul>	\$4,700,000	Impact Fees
<b><u>Jupiter Carlin Shore Protection III</u></b> <ul style="list-style-type: none"> <li>This project includes planning, design, permitting and monitoring of a beach renourishment project from Jupiter Beach Park through Carlin Park.</li> </ul>	\$1,513,000	Bed Taxes
<b><u>Ocean Ridge Shore Protection</u></b> <ul style="list-style-type: none"> <li>This project includes planning, design, permitting, monitoring and maintenance of a beach nourishment/restoration project between South Lake Worth Inlet and 1.42 miles south.</li> </ul>	\$1,813,000	Bed Taxes
<b><u>Lake Lytal Pool Resurfacing and Coping Replacement</u></b> <ul style="list-style-type: none"> <li>This project includes removing paint from the 50 meter pool, repairing all cracks and gouges in the inlet fittings, gutter tile and regrouting all other tile including lane markers.</li> </ul>	\$300,000	Ad Valorem
<b><u>Riverbend/Reese Grove Park Phase III</u></b> <ul style="list-style-type: none"> <li>Phase III of this project includes the design and construction of additional park improvements for this 700 acre regional park.</li> </ul>	\$392,000	Impact Fees/Bonds
<b><u>South County Regional Park Phase III</u></b> <ul style="list-style-type: none"> <li>Phase III includes the completion of recreational facilities to include special event areas, roadways, parking, restrooms, picnicking facilities, open play areas and other areas including support structures.</li> </ul>	\$500,000	Impact Fees
<b><u>Calypso Bay Waterpark River Ride Renovation</u></b> <ul style="list-style-type: none"> <li>This project will resurface the river ride with pebble tech and includes eliminating the expansion joints, repairing the wall cap and replacing any broken or damaged tile.</li> </ul>	\$400,000	Bonds
<b><u>Juno Pier Renovation</u></b> <ul style="list-style-type: none"> <li>This project involves the renovation of the wood decking and railings on the fishing pier.</li> </ul>	\$400,000	Bonds

*\*Based on the Five Year Road Program Adopted by the BCC on June 21, 2011.*

<p><b><u>North County Airport Environmental Impact Study</u></b></p> <ul style="list-style-type: none"> <li>This project will provide for the environmental impact study required to relocate runway 13/31 and construct a parallel runway at the North County Airport.</li> </ul>	<p>\$2,300,000</p>	<p>Grants/Passenger Facility Charges</p>
<p><b><u>PBIA Baggage System Improvements and Expansion</u></b></p> <ul style="list-style-type: none"> <li>This project will expand and improve baggage handling capabilities at Palm Beach International Airport (PBIA).</li> </ul>	<p>\$47,000,000</p>	<p>Grants/Passenger Facility Charges</p>
<p><b><u>PBIA Golfview Apron and Associated Infrastructure</u></b></p> <ul style="list-style-type: none"> <li>This project consists of the construction of apron and associated infrastructure necessary to support aviation development in the Golfview area.</li> </ul>	<p>\$6,000,000</p>	<p>Grants/Passenger Facility Charges</p>
<p><b><u>PBIA Runway Rehabilitation</u></b></p> <ul style="list-style-type: none"> <li>This project will provide for the repair and rehabilitation of the primary runway 10L-28R at Palm Beach International Airport.</li> </ul>	<p>\$15,000,000</p>	<p>Passenger Facility Charges</p>
<p><b><u>PBIA Miscellaneous Taxiway Rehabilitation</u></b></p> <ul style="list-style-type: none"> <li>This project will provide for the rehabilitation of taxiways "B", "D" and "E" at Palm Beach International Airport.</li> </ul>	<p>\$2,050,000</p>	<p>Grants/Passenger Facility Charges</p>
<p><b><u>Design and Construction of Regional Pump Stations</u></b></p> <ul style="list-style-type: none"> <li>This project includes the design and construction of regional pump stations for the County's wastewater collection system.</li> </ul>	<p>\$3,000,000</p>	<p>User Fees</p>
<p><b><u>Reclaimed Water System Improvements and</u></b></p> <ul style="list-style-type: none"> <li>This project includes the improvements and expansion of the Department's Mandatory Reclaimed Water System. Improvements include the installation of telemetry valves to allow for lake delivery of the reclaimed water instead of delivering under pressure.</li> </ul>	<p>\$3,900,000</p>	<p>User Fees</p>
<p><b><u>System Wide New Collection System Piping</u></b></p> <ul style="list-style-type: none"> <li>This project includes the extension of collection system force mains to areas located within the Department's existing service area which are not previously served by the Department.</li> </ul>	<p>\$9,400,000</p>	<p>User Fees</p>
<p><b><u>System Wide Wellfield Rehabilitation and Expansion</u></b></p> <ul style="list-style-type: none"> <li>This project involves the rehabilitation and replacement of existing wells and the construction of new production wells at the Department's water treatment plants.</li> </ul>	<p>\$11,500,000</p>	<p>User Fees</p>

**FUNDING SOURCES BY TYPE OF REVENUE**

Taxes (Ad Valorem)	\$	13,333,496
Interest		15,821,316
Gas Tax		18,206,000
Assessments		2,471,000
Impact Fees		23,193,002
Other		300,728,373
Statutory Reserves		(2,771,666)
Balance Forward		879,453,791
<b>Total Revenues</b>	<b>\$</b>	<b>1,250,435,312</b>

**APPROPRIATIONS BY CATEGORY**

Criminal Justice	\$	55,171,390
Environmental Lands & Beaches		57,511,766
Fire-Rescue		45,100,281
General Government		162,691,687
Libraries		43,440,520
Parks		43,895,548
Road Program*		444,617,572
Street & Drainage		10,052,074
Airports		234,663,392
Water Utilities		153,291,082
<b>Total Appropriations</b>	<b>\$</b>	<b>1,250,435,312</b>

\* Based on the Five Year Road Program Adopted by the BCC on June 21, 2011.

**CAPITAL BUDGET REVENUES & APPROPRIATIONS****CAPITAL BUDGET REVENUES**

<u>Revenues</u>	<u>Criminal Justice</u>	<u>Environ. Land &amp; Bchs.</u>	<u>Fire Rescue</u>	<u>General Gov't</u>	<u>Libraries</u>
<b>Taxes (Ad Valorem)</b>	\$0	\$250,000	\$0	\$11,465,049	\$0
<b>Interest</b>	1,606,000	543,000	1,305,000	4,006,316	638,000
<b>Gas Tax</b>	0	0	0	0	0
<b>Assessments</b>	0	0	0	0	0
<b>Impact Fees</b>	92,400	0	352,000	645,560	119,900
<b>Bond/ Loan Proceeds</b>	0	0	0	0	0
<b>Other</b>	0	38,147,850	0	13,095,630	0
<b>Statutory Reserves</b>	(84,920)	(27,150)	(82,850)	(182,594)	(37,895)
<b>Balances Forward</b>	53,557,910	18,598,066	43,526,131	133,661,726	42,720,515
<b>Total Revenue</b>	<b>\$55,171,390</b>	<b>\$57,511,766</b>	<b>\$45,100,281</b>	<b>\$162,691,687</b>	<b>\$43,440,520</b>

**Appropriations**

<b>Projects</b>	\$27,207,177	\$53,567,866	\$28,759,252	\$116,621,241	\$27,013,610
<b>Transfers</b>	20,160,247	2,034,375	0	1,607,575	2,200,000
<b>Reserves</b>	7,803,966	1,909,525	16,341,029	44,462,871	14,226,910
<b>Total Appropriations</b>	<b>\$55,171,390</b>	<b>\$57,511,766</b>	<b>\$45,100,281</b>	<b>\$162,691,687</b>	<b>\$43,440,520</b>

**& APPROPRIATIONS BY CATEGORY**

<b>Parks</b>	<b>Road* Program</b>	<b>Street &amp; Drainage</b>	<b>Airports</b>	<b>Water Utilities</b>	<b>Total</b>
\$868,447	\$750,000	\$0	\$0	\$0	\$13,333,496
1,172,000	5,123,000	141,000	1,245,000	42,000	\$15,821,316
0	18,206,000	0	0	0	\$18,206,000
0	0	500,000	0	1,971,000	\$2,471,000
836,000	21,147,142	0	0	0	\$23,193,002
0	0	0	0	0	\$0
2,477,485	60,557,806	2,326	144,397,160	42,050,116	\$300,728,373
(100,400)	(2,223,807)	(32,050)	0	0	(\$2,771,666)
38,642,016	341,057,431	9,440,798	89,021,232	109,227,966	\$879,453,791
<b>\$43,895,548</b>	<b>\$444,617,572</b>	<b>\$10,052,074</b>	<b>\$234,663,392</b>	<b>\$153,291,082</b>	<b>\$1,250,435,312</b>
\$36,804,470	\$140,366,679	\$878,318	\$141,473,845	\$90,728,421	\$663,420,879
0	11,034,417	0	46,994,900	4,802,216	88,833,730
7,091,078	293,216,476	9,173,756	46,194,647	57,760,445	498,180,703
<b>\$43,895,548</b>	<b>\$444,617,572</b>	<b>\$10,052,074</b>	<b>\$234,663,392</b>	<b>\$153,291,082</b>	<b>\$1,250,435,312</b>

\* Based on the Five Year Road Program Adopted by the BCC on June 21, 2011.

**HISTORY CAPITAL PROJECTS BY TYPE**

<b>Project Type</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Budget 2012</b>
<b>Criminal Justice</b>	\$45,973,642	\$80,526,442	\$23,946,766	\$55,171,390
<b>Environmental Lands &amp; Beaches</b>	14,524,425	23,727,307	6,385,010	57,511,766
<b>Fire-Rescue</b>	12,888,522	3,789,948	3,845,920	45,100,281
<b>General Government</b>	144,438,771	89,950,191	62,421,672	162,691,687
<b>Libraries</b>	18,024,229	14,056,388	10,320,203	43,440,520
<b>Parks and Recreation</b>	18,442,699	24,031,183	12,412,630	43,895,548
<b>Roads*</b>	108,345,048	89,690,090	51,861,592	444,617,572
<b>Streets &amp; Drainage (MSTU's)</b>	4,931,142	1,182,366	2,026,386	10,052,074
<b>Airports</b>	37,047,629	37,681,350	8,159,341	234,663,392
<b>Water Utilities</b>	22,918,233	12,987,853	5,769,760	153,291,082
<b>Total</b>	<b>\$427,534,340</b>	<b>\$377,623,118</b>	<b>\$187,149,280</b>	<b>\$1,250,435,312</b>

Most capital projects span multiple years from initial appropriation to completion. The above data for FY 2009-2011 reflects the actual and estimated amount of the project budgets expended during that year. The FY 2012 reflects all new funding and project balances from prior years.

*\*Based on the Five Year Road Program Adopted by the BCC on June 21, 2011.*

**IMPACT OF CAPITAL PROJECTS ON THE OPERATING BUDGET**

Some capital projects, when completed, increase operating costs. For some capital improvements, such as new or expanded roadways, the impact on the County's operating budget is relatively small or may reduce costs due to maintenance savings. On the other hand, projects such as the Library Expansion Program will require additional operations and maintenance costs to operate new or expanded branches.

Recently completed capital projects have resulted in geographic centralization of County facilities and services. The construction of the Vista Center, the North County Facility, and the South County Facility reduced maintenance, travel, security and overhead, as well as, improved overall efficiency.

The future fiscal impact on the operating budget is outlined in each capital project proposal. Each proposal and its impact on the operating budget are calculated by County Administration to determine its funding priority and level. Once the Capital Improvement Budget is approved by the Board of County Commissioners, the tentative operating budget is amended to reflect the increase due to capital projects.

The FY 2012 operating budget has increased by \$447 thousand due to completed capital projects. The following department's operating budgets have been impacted by completed capital projects:

**County Library**

A total operating budget of \$440 thousand is being added in FY 2012 due to new branch being constructed in the Acreage.

**Parks and Recreation**

A total operating budget of \$7 thousand will be added in FY 2012; primarily due to the operations associated with the John Prince Park Improvements and Okeetee South Park Development.

**ESTIMATED OPERATING IMPACT OF CAPITAL PROJECTS****FY 2012 Through FY 2016****(in thousands)**

	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
<b><u>County Library</u></b>					
Acreage Branch	\$ 440	\$ 892	\$ 892	\$ 892	\$ 892
<b>Total</b>	<b>\$ 440</b>	<b>\$ 892</b>	<b>\$ 892</b>	<b>\$ 892</b>	<b>\$ 892</b>
<b><u>Facilities Development &amp; Operations</u></b>					
Airport Center Renovation	\$ -	\$ -	\$ -	\$ -	\$ 100
Animal Care & Control - Belvedere Expansion	-	-	-	-	100
Animal Care & Control Pahokee	-	-	-	100	105
Courthouse Jury Assembly	-	100	105	105	105
Courthouse 8th Floor	-	-	-	100	105
Head Start - Delray Beach	-	-	-	-	200
Jail Expansion Program	-	-	-	-	500
PBSO Dist. 1 Substation & CTYW Traffic Court	-	-	-	-	100
PBSO Evidence Building	-	-	100	105	105
PBSO West Atlantic Avenue	-	-	-	200	200
South County Admin. Complex Redevelopment	-	-	-	-	400
Supervisor of Elections Warehouse	-	-	-	-	300
West County Senior Center	-	-	-	100	105
<b>Total</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ 205</b>	<b>\$ 710</b>	<b>\$ 2,425</b>
<b><u>County Co-op</u></b>					
Mount Botanical Garden Master Plan	\$ -	\$ -	\$ 46	\$ 47	\$ 47
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46</b>	<b>\$ 47</b>	<b>\$ 47</b>
<b><u>Parks &amp; Recreation</u></b>					
John Prince Park Improvements Phase IV	\$ 3	\$ 3	\$ 3	\$ 3	\$ 3
Okeehetee South Park Development Phase III	4	5	5	5	5
Riverbend/Reese Grove Park Ph III	-	-	24	25	25
South County Regional Park Phase III	-	80	83	83	83
<b>Total</b>	<b>\$ 7</b>	<b>\$ 88</b>	<b>\$ 115</b>	<b>\$ 116</b>	<b>\$ 116</b>
<b>Grand Total</b>	<b>\$ 447</b>	<b>\$ 1,080</b>	<b>\$ 1,258</b>	<b>\$ 1,765</b>	<b>\$ 3,480</b>

Section E

Debt Service



This section of the Budget Document provides comprehensive information regarding Palm Beach County’s Debt Service (principal and interest related to long-term debt) for FY 2012, and in future years.

Palm Beach County covenants and agrees that it will not issue any indebtedness or incur any indebtedness from or supported by a pledge of non-ad valorem revenues unless the County can show that following the issuance of or incurrence of such additional indebtedness, (i) the total amount of non-ad valorem revenues (based on the most recent fiscal year for which audited financial statements are available) will be greater than 2.00 times the maximum debt service, (ii) the total amount of non-ad valorem revenues in each fiscal year in which the bonds are outstanding will be greater than 2.00 times the non-self supporting debt in each fiscal year; and (iii) the aggregate principal amount of non-self-supporting debt bearing a variable interest rate will not exceed 25% of the aggregate principal amount of the non self-supporting debt.

**Summary of Outstanding Bond Issues and Installment Debt**

The table on pages 116 through 120 shows there are currently forty-six County bond issues. Ten are General Obligation issues, twenty-seven are Non-Self Supporting Revenue bonds, and nine are Self-Supporting Enterprise Issues. At original issue, total County debt is \$2,121,071,822, currently outstanding \$1,436,508,057.

**Future Debt Service Requirements After FY 2012**

The table on page 121 summarizes debt service requirements after FY 2012, based on currently outstanding **County bond issues** and other debt. The amounts are as follows:

FY 2013	\$166.9 million
FY 2014	\$166.3 million
FY 2015	\$156.3 million
FY 2016	\$115.5 million
FY 2017	\$114.3 million
Future	\$1,807.0 million



**Debt Service Ratios**

Pages 122 and 123 provide a variety of statistical information, expressing the County’s Debt Service in terms of common ratios used to present the debt capacities of the County. Based on these ratios, Palm Beach County is in a healthy debt capacity position.

<u>Issue/Purpose</u>	<u>Amount Issued</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Amount Outstanding as of 10/1/11</u>
<b><u>General Obligation Debt</u></b>				
<b><u>45.6M Refunding Bonds, Series 1998</u></b>				
Refund portion of Series 1991 and 1994 General Obligation Bonds for acquisition of environmentally sensitive lands	45,625,000	04/30/1998	12/01/2014	14,920,000
<b><u>25M Bonds, Series 2003A</u></b>				
Acquire, construct and improve recreational and cultural facilities	25,000,000	07/29/2003	07/01/2013	2,290,000
<b><u>30.5M Bonds, Series 2003</u></b>				
Acquisition, construction, expansion of Library facilities	30,500,000	07/08/2003	07/01/2013	2,660,000
<b><u>25M Bonds, Series 2005</u></b>				
Acquire, construct and improve recreational and cultural facilities	25,000,000	06/02/2005	07/01/2015	4,395,000
<b><u>16M Refunding Bonds, Series 2005</u></b>				
Partial refunding of series 1999A Bonds	16,025,000	05/11/2005	08/01/2019	13,210,000
<b><u>50M, Series 2006</u></b>				
Preserving, protecting, and expanding public needs to working waterfronts	50,000,000	03/21/2006	08/01/2026	40,745,000
<b><u>22.3M, Series 2006</u></b>				
Acquisition, construction, expansion of Library facilities	22,335,000	02/22/2006	08/01/2025	17,960,000
<b><u>115.8M Taxable Refunding Bonds Series 2006</u></b>				
Refund outstanding series 1999B and 2001A Go Bonds for Acquisition of Environmentally Sensitive Lands, Water Resources, Greenways, Agriculture Lands & Open Spaces	115,825,000	07/10/2006	06/01/2020	82,710,000
<b><u>19.5M Refunding Bonds, Series 2010</u></b>				
Refund a portion of outstanding series 2003 Library Expansion Facilities	19,530,000	09/07/2010	07/01/2023	19,200,000
<b><u>28.7M Refunding Bonds, Series 2010</u></b>				
Refund a portion of outstanding series 2003A and 2005, Recreation and Culture Facilities	28,700,000	10/06/2010	07/01/2025	28,455,000
<b><u>Total - General Obligation Bonds</u></b>	<b><u>\$378,540,000</u></b>			<b><u>\$226,545,000</u></b>

<b>Issue/Purpose</b>	<b>Amount Issued</b>	<b>Issue Date</b>	<b>Maturity Date</b>	<b>Amount Outstanding as of 10/1/11</b>
<b><u>Non Self-Supporting Revenue Bonds</u></b>				
<b><u>233.6M Criminal Justice Facilities Bonds, Series 1990</u></b>				
Construction of Judicial Center and Detention Facilities	233,620,000	07/01/1990	06/01/2015	37,915,000
<b><u>32.8M Criminal Justice Facility Refunding Bonds, Series 1997</u></b>				
Partial refunding of 233M issue series 1990 for construction of CJC Facilities	32,775,000	08/21/1997	06/01/2013	32,655,000
<b><u>18.6M Criminal Justice Fac. Refunding, Series 2002</u></b>				
Refund Criminal Justice Facility, Series	18,560,000	09/05/2002	06/01/2015	7,510,000
<b><u>6.5M Public Improvement Rev. Ref. Rec. Facilities Bonds Series 2003</u></b>				
Refund Bonds for Public Golf Course	6,525,000	11/13/2003	07/01/2014	1,985,000
<b><u>94.3M Public Improvement Rev. &amp; Refunding Bonds Series 2004</u></b>				
Various Public Building Projects, Refund Airport Center Bonds	94,300,000	01/28/2004	08/01/2023	64,250,000
<b><u>81.3M Public Imp. Rev. Refunding Bonds Convention Ctr, Series 2004</u></b>				
Refunding Bonds for Convention Center	81,340,000	02/25/2004	11/01/2014	10,405,000
<b><u>38.9M Public Improvement Rev. Bonds, Series 2004</u></b>				
Purchase land for Scripps Project	38,895,000	10/28/2004	11/01/2024	29,725,000
<b><u>24.4M Public Improvement Rev. Taxable Bonds, Series 2004</u></b>				
Purchase land for Scripps Project	24,427,515	10/28/2004	11/01/2014	9,771,004
<b><u>17.5M Parks &amp; Rec. Revenue Refunding Bonds, Series 2005</u></b>				
Refunding of 1996 Parks & Rec. Facility Bonds	17,455,000	03/31/2005	11/01/2016	10,855,000
<b><u>13.5M Revenue Refunding Bonds Series 2005</u></b>				
Refunding of N. County Courthouse/Sheriff's Motor Pool 1997	13,485,000	07/07/2005	12/01/2017	9,885,000
<b><u>9.5M Public Improvement Rev. Refunding Bonds, Series 2005</u></b>				
Judicial Center Parking Facility Ref.	9,520,000	05/04/2005	11/01/2015	5,165,000
<b><u>20.1M Stadium Facilities Revenue Refunding Bonds, Series 2005</u></b>				
Refunding of 1996 Stadium Facility Rev Bonds	20,070,000	06/22/2005	12/01/2016	11,280,000

<b>Issue/Purpose</b>	<b>Amount Issued</b>	<b>Issue Date</b>	<b>Maturity Date</b>	<b>Amount Outstanding as of 10/1/11</b>
<b><u>133.9M Public Improvement Rev. Bonds, Series 2005</u></b>				
Acquire, construct & equip Scripps Research Institute	133,935,000	05/24/2005	06/01/2025	105,920,000
<b><u>13M Public Improvement Rev. Bonds, Series 2005</u></b>				
FAU/Scripps Construction Second Temporary Facility	13,028,760	08/24/2005	01/01/2014	4,738,043
<b><u>14.7M Public Improvement Rev. Bonds, Series 2006</u></b>				
Expansion Criminal Justice Parking Garage	14,685,000	12/06/2006	12/01/2026	12,645,000
<b><u>2.6M Public Improvement Rev. Bonds, Series 2007A</u></b>				
To pay off the County's outstanding public improvement revenue note.	2,582,648	11/14/2007	11/01/2027	2,308,947
<b><u>5.2M Public Taxable Improvement Rev. Bonds, Series 2007B</u></b>				
To pay off the County's outstanding public improvement revenue note for Biomedical Research Park infrastructure project.	5,180,949	11/14/2007	11/01/2027	4,703,988
<b><u>98.1M Public Improvement Rev. Bonds, Series 2007C</u></b>				
Funding for completion of Scripps facilities at FAU	98,080,000	12/19/2007	11/01/2027	88,505,000
<b><u>176.6M Public Improvement Rev. Bonds, Series 2008</u></b>				
For jail expansion program and government buildings	176,585,000	08/28/2008	05/01/2038	168,165,000
<b><u>35.1M Public Improvement Rev. Bonds, Series 2008</u></b>				
Funding for law enforcement and corrections technology and mobile data	35,075,000	01/23/2008	02/01/2014	18,336,193
<b><u>11.7M Public Improvement Rev. Note, Series 2008</u></b>				
Purchase environmentally sensitive lands	11,697,676	02/06/2008	08/01/2028	9,943,024
<b><u>94.2M Public Improvement Rev. Refunding Bonds, Series 2008</u></b>				
Initial funding for Max Planck project and refunding of outstanding Sunshine State	94,235,000	11/13/2009	11/01/2028	88,130,000
<b><u>29.5M Public Improvement Rev. Refunding Bonds, Series 2008</u></b>				
To refund Sunshine State loans	29,476,000	04/23/2008	12/01/2020	18,970,000
<b><u>16.1M Capital Improvement Bond Anticipation Note, Series 2009</u></b>				
For public building improvements - Four Points	16,140,760	06/18/2009	06/01/2012	16,140,760

<b>Issue/Purpose</b>	<b>Amount Issued</b>	<b>Issue Date</b>	<b>Maturity Date</b>	<b>Amount Outstanding as of 10/1/11</b>
<b><u>11.6M Taxable Public Imp Rev. Bonds Series 2010</u></b>				
Permanent Financing Convention Ctr. Hotel Land initially paid for with Bond anticipation note.	11,598,107	04/28/2010	11/01/2024	10,796,691
<b><u>30.7M Public Improvement Rev. Bonds, Series 2011</u></b>				
For Ocean Avenue Bridge and Max Planack, Florida Corporation Projects	30,691,407	07/27/2011	08/01/2031	30,691,407
<b><u>62.8M Public Improvement Rev. Refunding Bonds, Series 2011</u></b>				
Refunding Public Improvement Revenue Bonds for the Convention Center Project	62,775,000	08/13/2011	11/01/2030	62,775,000
<b><u>Total - Non Self-Supporting Revenue</u></b>	<b><u>\$1,326,738,822</u></b>			<b><u>\$874,170,057</u></b>

<u>Issue/Purpose</u>	<u>Amount Issued</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Amount Outstanding as of 10/1/11</u>
<b><u>Self-Supporting Revenue Bonds</u></b>				
<b><u>60M Airport System, Series 2002</u></b>				
Refund Series 1992	60,150,000	07/03/2002	10/01/2014	45,410,000
<b><u>69.1M Airport System, Revenue Bond Series 2006</u></b>				
Design, acquisition, construction & equipment of new parking garage	69,080,000	05/17/2006	10/01/2036	69,080,000
<b><u>16.9M Airport System, Taxable Refunding Bonds, Series 2006B</u></b>				
Refund & Decrease Portions of Series 2001 and 2002	16,855,000	05/17/2006	10/01/2020	16,855,000
<b><u>30M Water &amp; Wastewater Revenue Series 1998</u></b>				
Provide funding to assist in financing Five Year CIP	30,000,000	06/24/1998	10/01/2011	1,715,000
<b><u>26.8M Water &amp; Sewer Revenue Refunding Bonds, Series 2003</u></b>				
Refund portion of Series 1993 Bonds	26,785,000	07/08/2003	10/01/2013	3,150,000
<b><u>125.9M Water &amp; Sewer Revenue, Series 2006A</u></b>				
and funding to assist in financing Five Year Cap	125,850,000	04/24/2006	10/01/2036	117,265,000
<b><u>12.5M Water &amp; Sewer Revenue Refunding bonds, Series 2006B</u></b>				
Refund portion of Series 1998 Bonds	12,485,000	04/24/2006	10/01/2017	12,275,000
<b><u>6.5M Water &amp; Sewer Revenue Refunding Bonds, Series 2008</u></b>				
Refund portion of Series 1985 Bonds	6,473,000	03/31/2008	10/01/2011	1,928,000
<b><u>68.1M Water &amp; Sewer Revenue Refunding Bonds, Series 2009</u></b>				
Acquisition, construction, and improvements for FPL reclaimed water project	68,115,000	07/22/2009	10/01/2040	68,115,000
Total - County Self-Supporting Debt	<b>\$415,793,000</b>			<b>\$335,793,000</b>
All County Budgetary Controlled Debt	<b>\$2,121,071,822</b>			<b>\$1,436,508,057</b>

<b>Fiscal Year</b>	<b>General Obligation</b>	<b>Non Self-Supporting Revenue</b>	<b>Self-Supporting Revenue</b>	<b>Total County Debt</b>
<b>2013</b>	\$29,668,013	\$104,139,714	\$33,087,249	\$166,894,976
<b>2014</b>	29,564,994	103,669,436	33,055,574	166,290,004
<b>2015</b>	29,549,467	94,639,085	32,078,730	156,267,282
<b>2016</b>	25,388,109	68,573,467	21,544,644	115,506,220
<b>2017</b>	25,386,369	67,351,240	21,542,233	114,279,842
<b>Future</b>	<u>261,920,214</u>	<u>1,150,720,030</u>	<u>394,377,418</u>	<u>1,807,017,662</u>
<b>Total</b>	<b>\$401,477,166</b>	<b>\$1,589,092,972</b>	<b>\$535,685,848</b>	<b>\$2,526,255,986</b>

Note: This table includes principal and interest on currently outstanding bond issues and bonds expected to be issued in Fiscal Year 2012.

General Obligation Debt refers to tax supported bond issues.

Non Self-Supporting Revenue Debt refers to those bond issues and other debt which are supported from specific revenue sources other than property taxes or enterprise earnings. Examples of this category would include pledges of sales tax revenue, State revenue sharing or other non ad valorem revenues.

Self-Supporting Debt refers to the bonds of the County's enterprise operations which generate sufficient revenues to satisfy their own debt service needs. This category includes the County Airport and Water Utilities. Solid Waste Authority (another Enterprise operation) is added due to the reporting entity concept.

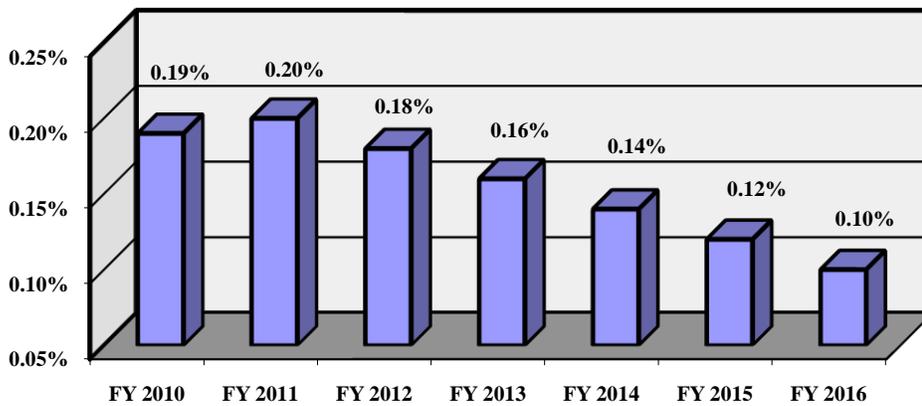
**Ratios**

The table on pages 124 and 125 describes various debt ratios used to present and analyze the debt position and capabilities of the County.

**Net Tax Supported Debt to Taxable Property Values**

The first significant ratio is the ratio of net tax supported debt to taxable property values. This ratio indicates the proportion of tax-supported debt (general obligation or voted debt), net of any debt service reserves, to the taxable values that can be assessed to support that debt. Palm Beach County currently has a ratio of 0.20%.

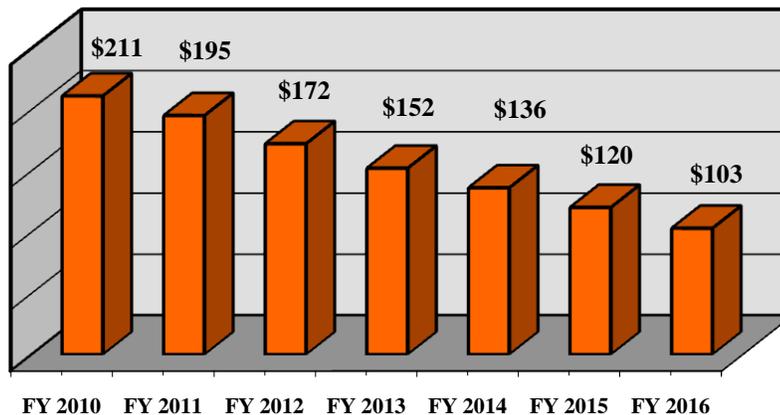
**Net Tax Supported Debt to Taxable Property Values**



**Net Tax Supported Debt per Capita**

The second significant ratio is net tax supported debt per capita. This ratio indicates the net amount of tax support debt per person in the County. Palm Beach County projects to have a ratio of \$172 per person for outstanding bond issues in FY 2012, and in the future this ratio averages approximately \$128 per person.

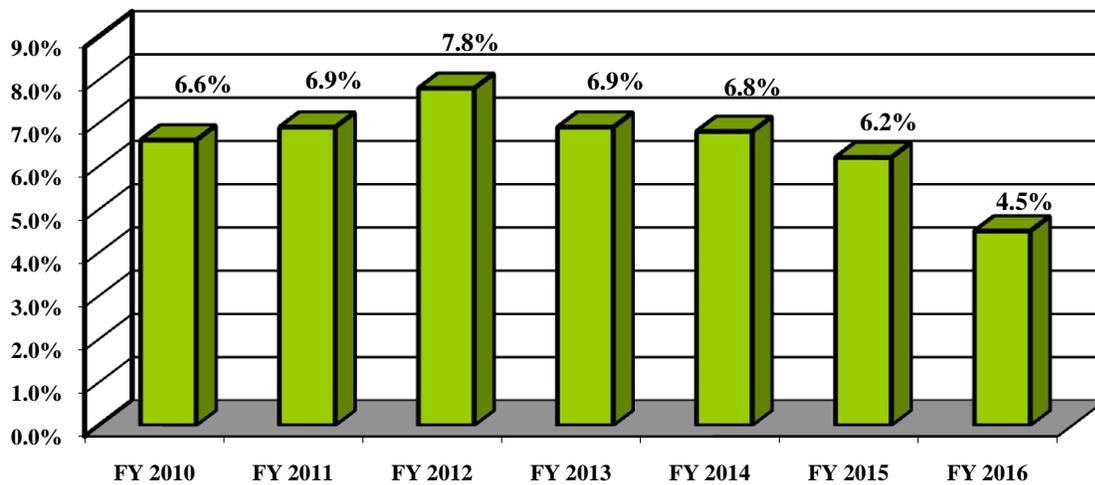
**Net Tax Supported Debt Per Capita**



**Other Ratios**

Two other significant ratios are the ratio of the annual debt service on tax-supported debt to general operating expenditures; and the ratio of the annual debt service on non-self-supporting revenue bond debt to general operating expenditures. These ratios indicate what proportion of the annual budget is going to debt service for governmental operations. Palm Beach County’s ratios sum to 7.8% for FY 2012 with a projected decrease to 4.5% by FY 2016.

**Sum of Annual Debt Service Ratios on Tax Supported Debt & Non Self-Supporting Revenue Bond Debt to General Operating Expenditures**



**Restriction on Future Issuance on Non-Ad Valorem Debt**

The County has covenanted in each fiscal year that its total non-self supporting debt service shall not exceed 50% of the non-ad valorem revenues of the County. Additionally, the County has covenanted that the aggregate principal amount of non-self supporting debt bearing a variable interest rate will not exceed 25% of the aggregate principal amount of non-self supporting debt.

The ratio of non-self supporting debt service to non-ad valorem revenues is projected to be 32.9% in FY 2012 and decline to 18.2% in FY 2016. The ratio of non-self supporting variable rate debt to total non-self-supporting debt is projected to be 3.7% in FY 2012 and the County does not anticipate increasing its variable rate in the next couple of fiscal years.

In summary, Palm Beach County continues to be in a very strong debt capacity position and has untapped borrowing power for the future.

**DEBT SERVICE DATA**

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	<b>FY 2010 Actual</b>	<b>FY 2011 Estimated</b>
Tax Supported debt (Net)	\$271,655,000	\$250,470,000
Taxable Values (in \$1000's)	\$139,982,190	\$127,011,285
Ratio of Net Tax Supported Debt to Taxable Values	0.19%	0.20%
Population Estimates	1,287,344	1,286,461
Net Tax Supported Debt per Capita	\$211	\$195
General Operating Expenditures	\$2,077,264,188	\$1,952,854,956
Annual Debt Service Tax Supported Debt	\$34,840,598	\$33,968,215
Ratio of Annual Debt Service on Tax Supported Debt to General Operating Expenditures	1.7%	1.7%
Annual Debt Service Non Self- Supporting Revenue Bond Debt	\$102,190,405	\$101,692,435
Ratio of Annual Debt Service on Non Self-Supporting Revenue Bond Debt to General Operating Expenditures	4.9%	5.2%
Non Ad Valorem Revenues	\$379,580,292	\$357,992,574
Ratio of Annual Debt Service on Non Self-Supporting Revenue Bond Debt to Non Ad Valorem Revenues	26.9%	28.4%
Ratio of Variable Rate Non Self- Supporting Debt to Total Non Self-Supporting Debt	3.9%	3.9%

<b>FY 2012 Projected</b>	<b>FY 2013 Projected</b>	<b>FY 2014 Projected</b>	<b>FY 2015 Projected</b>	<b>FY 2016 Projected</b>
\$226,545,000	\$207,340,000	\$187,210,000	\$166,200,000	\$144,175,000
\$124,519,237	\$125,764,430	\$129,537,362	\$133,423,483	\$137,426,188
0.18%	0.16%	0.14%	0.12%	0.10%
1,320,134	1,364,634	1,379,467	1,394,300	1,412,020
\$172	\$152	\$136	\$120	\$103
\$1,910,104,350	\$1,929,205,394	\$1,967,789,501	\$2,007,145,291	\$2,047,288,197
\$29,667,225	\$29,668,013	\$29,564,994	\$29,549,467	\$25,388,109
1.6%	1.5%	1.5%	1.5%	1.2%
\$118,956,739	\$104,139,714	\$103,669,436	\$94,639,085	\$68,573,467
6.2%	5.4%	5.3%	4.7%	3.3%
\$361,572,500	\$365,188,225	\$368,840,107	\$372,528,508	\$376,253,793
32.9%	28.5%	28.1%	25.4%	18.2%
3.7%	2.0%	1.6%	1.3%	1.0%

<b>Bond Issue</b>	<b>Moody's Investor's Service</b>	<b>Standard &amp; Poor's and Fitch</b>
45.6M General Obligation Refunding Bonds, Series 1998	Aaa	AAA
25M General Obligation Bonds, Series 2003A	Aaa	AAA
30.5M General Obligation Bonds, Series 2003	Aaa	AAA
25M General Obligation Bonds, Series 2005	Aaa	AAA
16M General Obligation Refunding Bonds, Series 2005	Aaa	AAA
50M General Bonds, Series 2006	Aaa	AAA
22.3M General Obligation Bonds, Series 2006	Aaa	AAA
115.8M General Obligation Taxable Refunding Bonds, Series 2006	Aaa	AAA
19.5M General Obligation Refunding Bonds Series 2010	Aaa	AAA
28.7M General Obligation Refunding Bonds Series 2010	Aaa	AAA
233.6M Criminal Justice Facilities Revenue Bonds, Series 1990	Aa1	AA+
32.8M Criminal Justice Facilities Revenue Refunding Bonds, Series 1997	Aa1	AA+
18.6M Criminal Justice Facilities Revenue Refunding Bonds, Series 2002	Aa1	AA+
6.5M Public Improvement Recreation Ref. Facilities Rev. Bonds, Series 2003	Aa1	AA+
94.3M Public Improvement Revenue Refunding Bonds, Series 2004	Aa1	AA+
81.3M Public Improvement Revenue Bonds, Series 2004	Aa1	AA+
38.9M Public Improvement Revenue Bonds, Series 2004A	Aa1	AA+
24.4M Public Improvement Taxable Bonds, Series 2004B	Aa1	AA+
17.5M Parks & Recreation Facility Revenue Refunding Bonds, Series 2005	Aa1	AA+
13.5M Revenue Refunding Bonds, Series 2005	Aa1	AA+
9.5M Public Improvement Revenue Refunding Bonds, Series 2005	Aa1	AA+
20M Stadium Facilities Revenue Refunding Bonds, Series 2005	Aa1	AA+
133.9M Public Improvement Revenue Bonds, Series 2005	Aa1	AA+
13M Public Improvement Revenue Bonds, Series 2005	Aa1	AA+
14.7M Public Improvement Revenue Bond, Series 2006	Aa1	AA+
2.6M Public Improvement Revenue Refunding Bonds, Series 2007A	Aa1	AA+
5.2M Public Improvement Taxable Revenue Refunding Bonds, Series 2007B	Aa1	AA+
98.1M Public Improvement Revenue Bonds, Series 2007C	Aa1	AA+
176.6M Public Improvement Revenue Bonds, Series 2008	Aa1	AA+
35.1M Public Improvement Revenue Bonds, Series 2008	Aa1	AA+
11.7M Public Improvement Revenue Bonds, Series 2008	Aa1	AA+
94.2M Public Improvement, Revenue and Refunding Bonds, Series 2008	Aa1	AA+
29.5M Public Improvement Revenue Refunding Bonds, Series 2008	Aa1	AA+
16.1M Capital Improvement Bond Anticipation Note, Series 2009	Aa1	AA+
11.6M Public Improvement, Revenue and Refunding Bonds, Series 2010	Aa1	AA+
30.7M Public Improvement Revenue Bonds, Series 2011	No Rating	No Rating
62.8M Public Improvement Revenue Refunding Bonds, Series 2011	Aa1	AA+

<b>Bond Issue</b>	<b>Moody's Investor's Service</b>	<b>Standard &amp; Poor's and Fitch</b>
60.2M Airport System Revenue Refunding Bonds, Series 2002	A2	A
69.1M Airport System Revenue Bonds, Series 2006A	A2	A
16.9M Airport System Taxable Refunding Series 2006B	A2	A
30M Water & Wastewater Revenue Bonds, Series 1995	Aaa	AAA
26.8M Water & Sewer Revenue Refunding Bonds, Series 2003	Aaa	AAA
125.9M Water & Sewer Revenue Bonds, Series 2006A	Aaa	AAA
12.5M Water & Sewer Revenue Refunding Bonds, Series 2006B	Aaa	AAA
6.5M Water & Sewer Revenue Refunding Bonds, Series 2008	Aaa	AAA
68.1M Water & Sewer Revenue Bonds, Series 2009	Aaa	AAA

Moody's Investors Service, Standard & Poors and Fitch ratings currently assign ratings of Aaa, AAA and AAA, respectively, to the County's General Obligation Bonds and Aa1, AA+, and AA+, respectively, to the County's Revenue Bonds supported by a pledge on Non-Ad Valorem revenues. The above ratings were assigned at the time of issuance of the bonds and may not reflect the current rating assigned by the rating agency.



Section F

Appendices



Palm Beach County's FY 2012 Budget has been developed using the policies described in this segment of the Budget document and is intended to facilitate management actions on financial decisions, as well as, to assist other readers of this document in understanding County finances.

The establishment of consolidated financial policies will also have the following benefits:

- Provide a concise reference guide for consideration of County financial matters.
- Direct attention to overall financial condition, rather than a narrow focus on single issues.
- Exhibit a commitment to sound financial management and fiscal integrity, establishing credibility and confidence for citizens, investors, and rating agencies.
- Demonstrate compliance with applicable Florida statutory requirements.

The financial policies on the following pages are grouped into the following categories:

- ◆ **BUDGET POLICIES**
- ◆ **REVENUE POLICIES**
- ◆ **EXPENDITURE POLICIES**
- ◆ **RESERVE POLICIES**
- ◆ **DEBT POLICIES**
- ◆ **CAPITAL IMPROVEMENT POLICIES**

## **I. BUDGET POLICIES**

### **I.1 Balanced Budget**

The County's Annual Budget shall be balanced; that is, the total estimated receipts, including balances brought forward, shall equal the total appropriations and reserves (Florida Statutes, 129.01(2)(b)).

### **I.2 Budget Adoption**

The County's Annual Budget shall be adopted by the Board of County Commissioners at the fund level.

### **I.3 Estimates of Receipts**

The budgeted receipts shall include 95% of all receipts reasonably anticipated from all sources, including taxes to be levied, and 100% of balances brought forward at the beginning of the fiscal year (Florida Statutes, 129.01(2)(b) and 200.065(2)(a)).

### **I.4 Contingencies**

A reserve for contingencies may be budgeted in each operating and capital fund up to 10% of the total fund budget. The Board of County Commissioners may reallocate these reserves to fund unforeseen needs during the budget year (Florida Statutes, 129.01(2)(c)(1)).

**I.5 Cash Carryover**

A reserve for cash carryover will be budgeted in any fund which requires monies to be carried forward into the budget year to support operations until sufficient current revenues are received. This reserve will not exceed 20% of the fund budget (Florida Statutes, 129.01(2)(c)(2)). (See Section IV. 1 -OPERATING RESERVE)

**I.6 Budget Transfers**

The Director of the Office of Financial Management & Budget has authority to approve intra-departmental transfers during the budget year. All other budget transfers (i.e. between departments, out of contingencies, and between capital projects) must be approved by the Board of County Commissioners.

**II. REVENUE POLICIES**

**II.1 General Revenue Policy**

Generally, the County reviews estimated revenue and fee schedules as part of the budget process. Estimated revenue is conservatively projected (at 95% of estimate) for five years and updated annually. Proposed rate increases are based upon:

- ◆ Legislative Constraints Fee policies applicable to each fund or activity
- ◆ The related cost of the service provided
- ◆ The impact of inflation on the provision of services
- ◆ Equity of comparable fees
- ◆ Legislative constraints

The Revenue Policy of Palm Beach County includes these informal policies, with the addition of:

- ◆ Maintenance of a diversified and stable revenue system to shelter the County from short run fluctuations in any one revenue source

**II.2 Revenue Summaries**

As part of the annual budget process, a consolidated summary of revenue sources will be prepared and incorporated into the County's budget documents.

**II.3 Ad Valorem Taxes**

The use of Ad Valorem tax revenues will generally be limited to the following funds:

**Countywide:**

- General
- Debt Service

**Dependent Districts:**

- County Library
- Fire Rescue MSTUs (Jupiter and Main Fire Rescue MSTU)

Specific allocations of such revenue will be made during the annual budget process.

**II.4 Gas Taxes**

The use of Gas Tax revenues will generally be limited to the following funds:

- County Transportation Trust
- Transportation Improvement
- Mass Transit

**II.5 Sales Taxes**

The use of Sales tax revenue will generally be limited to the following funds:

- General
- County Transportation Trust
- Debt Service

**II.6 Impact Fees**

Palm Beach County shall require new development activity to pay impact fees for new capital facilities or expansion of existing facilities. Fees shall not exceed a pro rata share of the reasonably anticipated costs of such improvements.

Impact fees have been implemented for parks, roads, libraries, Fire Rescue, public buildings, schools, and law enforcement.

**II.7 Utility Taxes**

The utility tax is a tax imposed on the purchase of utility services. It provides additional revenue necessary to maintain adopted levels of service, primarily for the Sheriff's road patrol.

**II.8 Tourist Development Taxes**

The use of Tourist Development tax revenues will generally be limited to the Tourist Development Trust Fund and the Beach Improvement Fund.

**II.9 Grants**

Only grants which can reasonably be expected to be received will be considered as revenue sources for budget development purposes. The County shall amend its Budget to reflect additional grants received during the year.

**II.10 Restricted Revenues - Bonds**

Revenues which have been pledged to bondholders shall be restricted and will conform in every respect to covenants.

**II.11 Countywide Revenues**

Countywide revenues collected on a Countywide basis will be allocated only to funds which provide Countywide services.

**II.12 Cost Recovery Fees (User Charges)**

Cost recovery fees, where appropriate, should be established to offset the cost of providing specific services and should be reviewed on a regular basis. Board policy provides for moving towards full recovery and the Board will examine and act on exceptions to that policy.

Where full cost recovery is deemed inappropriate, cost recovery ratios should be established for consideration by the Board. (Upon approval by the Board, cost recovery ratios will be incorporated into the County's Financial Policies).

**II.13 Private Contributions**

The County provides many services to its residents; thereby, enhancing the "Quality of Life" in our County.

To the extent possible, efforts should be made to secure private contributions, whether in the form of volunteer services, equipment, or cash contributions. This is particularly important in helping to defray the taxpayer burden of providing programs and activities which may be considered primarily "Quality of Life" in nature; such as, various community services, cultural, and recreational activities.

**III. EXPENDITURE POLICIES****III.1 Administrative Charges**

The County has a federally approved overhead distribution system which allocates General Fund Administrative Charges to the various County entities benefiting from such administrative activities. The existence of this system assures qualification for federal reimbursement of administrative costs associated with federal programs.

**III.2 County Grants**

As part of its annual budget process, the County identifies amounts to be granted to various community agencies which provide valuable services to the County's residents.

Because of increasing demands on the County's limited resources, the County will provide a maximum of the amount budgeted to each grant recipient. In the event that a grant recipient requests additional County funding, such request will be considered in the next year's budget process.

**III.3 Grant Supported County Programs**

The County conducts a variety of programs which depend on outside grants to the County for partial funding. In the event of reductions in such outside funding amounts, the program service levels will be reduced and additional County support will not be provided to compensate for the reduction of outside funding.

Full recovery of vacation and sick leave for employees working under a grant shall be undertaken.

**III.4 Performance Measures**

The County has developed "Performance Measures" for each of its departments in order to assure that maximum productivity is being achieved.

Where Performance Measures demonstrate activities could be provided most cost effectively by outsiders, outsourcing of such activities will be considered. Likewise, services currently outsourced will be considered to be provided directly if there is a cost benefit to the County.

Performance Measures will also provide management with criteria to use in evaluating departmental requests for increased funding levels.

**IV. RESERVE POLICIES**

A reserve policy is an important factor in maintaining the fiscal health of Palm Beach County. There are three primary types of reserves: Operating, Capital, and Debt. The degree of need for these reserves differs based upon the type of fund or operation involved. However, one policy statement for each type of reserve can be uniformly applied to most funds (excluding Airport and Water and Sewer, which are subject to various regulatory requirements). Board approval is required to move funds from Contingency Reserve accounts into expenditure line items.

**IV.1 Operating Reserves**

The adopted budget for the General Fund will include unassigned reserves (reserve for balance brought forward and contingency) in an amount which, when combined with the statutory reserve is between 10% and 15% of net budgeted expenditures and transfers for this fund.

**IV.2 Capital Reserves**

Capital Reserves are established primarily to set aside funds to provide for additional projects, or additions to existing budgeted projects, which may be deemed appropriate for funding after the Annual Budget is adopted.

**Capital Project Funds – Fund Balance**

Assigned fund balance in capital projects funds include amounts which are being held for specific projects.

Amounts in bond construction funds for which the bonds were issued will be reflected as restricted fund balance.

**IV.3 Debt Reserves**

Debt reserves are established to protect bondholders from payment defaults. Adequate debt reserves are essential in maintaining good bond ratings and the marketability of bonds. The amount of debt reserves is established by bond indenture in association with each bond issuance.

Although these policy statements are intended to apply to various funds of the County, various Federal, State, and Local laws and regulations, and specific financial policies may supersede them.

**V. DEBT POLICIES**

Palm Beach County will use debt financing when it is appropriate, which will be implemented through procedures provided in county policy CW-F-074. It will be judged appropriate only when the following conditions exist:

- ◆ When non continuous capital improvements are desired, and;
- ◆ When it can be determined that current and/or future citizens will receive a benefit from the improvement.

When Palm Beach County utilizes long-term debt financing, it will ensure that the debt is soundly financed by:

- ◆ Conservatively projecting the revenue sources that will be utilized to pay the debt.
- ◆ Financing the improvement over a period not greater than the useful life of the improvement.

Additionally, the County has the following policies in relation to debt financing:

- ◆ Where practical, the County will issue general obligation bonds instead of non-self supporting revenue bonds.
- ◆ Palm Beach County maintains good communications with bond rating agencies about its financial condition.
- ◆ Palm Beach County maintains overall outstanding debt less than \$1,200 per capita.
- ◆ Debt service payments, exclusive of general obligation and self-supporting debts, will be no more than 5% of general governmental expenditures.

Annual budgets and long-range forecasts include debt service payments and reserve requirements for all debt currently outstanding and for all proposed debt issues.

**V.1 General Obligation Debt**

The County will issue general obligation bonds only upon approval of the electorate after a general election as required by the Florida Constitution.

**V.2 Non-Self-Supporting Debt**

The County may issue non-self-supporting debt to the extent that non-ad valorem revenues are at least twice the annual amount of debt service on the non-self-supporting debt and to the extent that variable interest rate on non-self-supporting debt is no more than 25% of total non-self-supporting debt in the aggregate.

**V.3 Self-Supporting Debt**

The County may issue self-supporting debt for proprietary fund activities based on analyses of revenues and expenses to be incurred as a result of the project or projects to be funded by the debt.

**VI. CAPITAL IMPROVEMENT POLICIES****VI.1 Five-Year Program**

The County will develop a five-year Capital Improvement Program as part of each year's annual budget process and will make all capital improvements in accordance with the adopted Annual County Budget.

The County will identify the estimated costs and potential funding sources for each capital project before it is submitted to the Board of County Commissioners as a component of the five-year program.

**VI.2 Operating Costs**

The costs of operating and maintaining all proposed projects will be identified and incorporated into five-year financial projections for operations.

**VI.3 Capital Financing**

The County Administrator will determine, and recommend to the Board, the least costly financing method for all capital projects.

**VI.4 Renewal and Replacement**

The County shall develop and implement a program for identifying, scheduling, and budgeting for the renewal and replacement requirements of capital facilities.

**Current Ad Valorem Taxes**

Property taxes are computed as a percentage of the taxable value of real property and personal property.

**Licenses, Permits, and Other Taxes**

Licenses include both professional and occupational licenses; permits consist of building and various other permits; other taxes consist of user-type taxes, franchise fees, utility service taxes, and delinquent ad valorem taxes.

**Intergovernmental Revenues**

This group of accounts includes all revenues received from federal, state, and other local governmental sources in the form of grants, shared revenues, and payments-in-lieu-of-taxes.

**Charges for Services**

This series of accounts includes all revenues stemming from charges for current services excluding revenues of internal service funds.

**Fines & Forfeitures**

This group of accounts includes revenues received from fines and penalties imposed for the commission of statutory offenses, violations of lawful administrative rules and regulations, and for neglect of official duty.

**Miscellaneous Revenue**

Miscellaneous revenues consist of sources not otherwise provided for in the preceding categories. These include interest earnings, rents and royalties, special assessments, sale and compensation for loss of fixed assets, sale of surplus materials, and contributions from private sources.

**Debt Proceeds**

Debt Proceeds includes revenues received from bonds, loans, and certain lease-purchase agreements.

**Balances Forward, Transfers and Other**

These are amounts received by the County which are not additions to the assets of the government as a whole, although they may be to the receiving fund. These items include inter-fund transfers and inter-fund reimbursements (except the receipts of an internal service fund). This category also includes fund balances carried over from the previous year.

**Internal Service Fund Revenues**

Internal Service Fund revenues are those revenues derived from goods and services furnished by central service agencies of the County to other departments and funds.

**General Government**

General government is a major class of services provided by the legislative, judicial, and administrative branches of County government as a whole. This classification encompasses the Board of County Commissioners, Administration (including central service staff departments), Auditing, Property Appraisal, Tax Collection, Finance, Legal, Planning, Judicial, Supervisor of Elections, and various other general

**Public Safety**

Public safety is a major category of services provided by the County for the security of persons and property. This category includes law enforcement, fire control, detention and/or correction, protective inspections, emergency and disaster relief services, ambulance and rescue services, investigative autopsies, consumer affairs, and all other costs primarily related to public safety.

**Physical Environment and Utilities**

This category consists of the cost of services provided by the County for the primary purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment. Services include water and sewage, mosquito and aquatic plant control, sand transfer and beach restoration, soil conservation and agriculture, and all other services related to the physical environment.

**Transportation**

Transportation includes the costs of services provided by the County for the safe and adequate flow of vehicles, travelers, and pedestrians. This category includes the County Transportation Trust, Transportation Authority, Department of Airports, and various funds associated with the construction and maintenance of roads within the County Road Program.

**Economic Environment**

This category consists of the cost of providing services which develop and improve the economic condition of the community and its citizens. Services included are industry development, veterans services, housing and community development, and all other costs primarily related to the economic environment.

**Health and Human Services**

This category consists of the cost of providing services for the care, treatment, and control of human illness, injury or handicap, and for the welfare of the community as a whole and its individuals. Expenditures classified under this function include hospital services, health care, animal regulation, homes for the infirm, mental health, welfare, retardation, and other human services.

**Culture and Recreation**

This category includes the cost of providing and maintaining cultural and recreational facilities and activities for the benefit of citizens and visitors. This category includes libraries, parks and related programs, cultural services, special events, and special recreational facilities.

**Internal Services**

Internal Services are those expenses incurred exclusively by internal service funds in providing goods and services to user departments and agencies. This category includes fleet management, employee health insurance, casualty self insurance, and workers' compensation.

**Transfers, Reserves and Other**

This is a basic account category to provide for disbursements which are not classified as expenditures. Included in this group are inter-fund transfers, reserves, redemption of long and short term debts, and transfers between the Board of County Commissioners and Constitutional Officers.

**Personal Services**

Personal Services includes expense for salaries, wages, and related employee benefits provided for all persons employed by the County whether on full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contributions to a retirement system, social security, life and health insurance, workers' compensation, unemployment compensation insurance, and any other similar direct employee benefits.

**Operating**

Operating expenses includes expenditures for goods and services which primarily benefit the current period and are not defined as personal services or capital outlays. Examples include professional services, accounting and auditing, other contractual services, travel and per diem, communications, utilities, rentals and leases, repair and maintenance, promotional activities, office supplies, operating supplies, road material and supplies, books, publications, subscriptions, memberships, and other current charges not otherwise classified.

**Capital Outlay**

This category is used for the acquisition of or addition to fixed assets. This includes land, buildings, improvements other than buildings, machinery and equipment, and construction in progress.

**Debt Service**

This category is used for debt service purposes including principal, interest, and other debt service costs.

**Grants and Aids**

This category includes all grants, subsidies, and contributions to other governmental agencies and private organizations excluding transfers to agencies within the same governmental entity.

**Non-Operating**

Non-Operating expenses includes all transfers between funds which do not represent operating expenditures including transfers between the Board of County Commissioners, the Constitutional Officers, and other taxing authorities. This category also includes all reserves.

<b>Ad Valorem Equivalent Funding</b>	Ad Valorem (Latin for according to value) is a tax levied on the assessed value of real or tangible personal property. It is also known as "Property Tax." Equivalent funding represents other non-Department specific revenues received in the General Fund, Sales Tax revenues and Electric Utility Tax revenues.
<b>Aggregate Millage Rate</b>	The sum of all ad valorem taxes levied by the governing body of a county for countywide purposes excluding voted debt, plus ad valorem taxes levied for any district dependent to the governing body, divided by the total taxable value of the county, converted to a millage rate. Expresses an "average" tax rate.
<b>American Recovery and Reinvestment Act (ARRA)</b>	Funding received under the Federal economic stimulus package enacted in February 2009 (PL 111-5). ARRA funding includes assistance to states and localities, through both direct appropriations and competitive grants, for infrastructure investments, education, health care, public safety, green energy and other programs.
<b>Appropriation</b>	A legal authorization granted by a legislative body (e.g., Board of County Commissioners) to incur obligations and make expenditures for specific purposes.
<b>Assessed Value</b>	The fair market value of property (real estate or personal), as determined by the County's Property Appraiser. The assessed value less any exemptions allowed by law is the "taxable value."
<b>Assigned Fund Balance</b>	The assigned fund balance includes amounts that are intended to be used for specific purposes that are neither restricted or committed.
<b>Balanced Budget</b>	A budget in which estimated revenues and appropriations are equal. Florida Statutes require that budgets must be balanced. The County complies with this after the inclusion of re-appropriated beginning fund balances.
<b>Base Budget</b>	Ongoing expense for personnel, contractual services, supplies, and the replacement of equipment required to maintain service levels previously authorized by the Board of County Commissioners.
<b>Benchmark</b>	A standard or point of reference used in measuring and/or judging the quality or value.
<b>Board of County Commissioners (BCC)</b>	The legislative and governing body of a county. Also referred to as the "County Commission."

<b>Bond</b>	A certificate of debt containing a promise to pay a specified sum of money (called the face value or principal) at a specified date or dates in the future (called the maturity date) together with periodic interest at a specified rate. Bonds are typically used for long-term debt to pay for specific capital expenditures.
<b>Bond Refinancing</b>	The issuance of bonds to obtain better interest rates and/or bond conditions by paying off older bonds.
<b>Budget</b>	A comprehensive financial plan of operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing them and specifying the type and level of services to be provided. Most local governments have two types of budgets – the "Operating Budget" and the "Capital Improvement Budget."
<b>Budget Amendment</b>	An increase or decrease in revenues with a corresponding increase or decrease in appropriations within the same fund. The budgeted fund total is changed.
<b>Budget Document</b>	The official written statement which presents the proposed budget to the legislative body (e.g., County Commission).
<b>Budget Message</b>	A general discussion of the budget presented in writing as a part of or supplement to the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the County Administrator.
<b>Budget Transfer</b>	A transfer of appropriations or revenues between two or more accounts within the same fund. The budgeted fund total is not changed.
<b>Capital Equipment</b>	Equipment with a value in excess of \$1,000 and an expected life of more than one year; such as, automobiles, computers, and furniture.
<b>Capital Improvement</b>	Physical assets, constructed or purchased, that have a minimum useful life in excess of one year and a minimum cost of \$25,000. Capital improvements typically involve physical assets; such as, buildings, streets, water and sewage systems, and recreation facilities.
<b>Capital Improvement Budget</b>	A budget including those approved capital improvement projects contained in the first year of the Capital Improvement Program (CIP).

<b>Capital Improvement Program (CIP)</b>	A plan for capital expenditures to be incurred each year over a fixed period of years to meet anticipated capital needs. It sets forth each project or other contemplated expenditure in which the County is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.
<b>Capital Outlays</b>	Expenditures which result in the acquisition of, or addition to, fixed assets; such as, buildings, land, and roads.
<b>Capital Project Fund</b>	A fund established to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary or Trust Funds).
<b>Committed Fund Balance</b>	The committed fund balance includes amounts that are constrained for specific purposes that are internally imposed by the County's highest level of decision making authority, the Board of County Commissioners (BCC).
<b>Communication Services Tax</b>	A simplified tax structure for communications services, which was implemented in FY 2002. It combined seven different state and local taxes or fees and replaced them with a two tiered tax composed of a state tax and a local option tax on communications services, including cable television.
<b>Comprehensive Plan</b>	Required under Chapter 163 of the Florida Statutes, the Plan shall prescribe principles, guidelines, and standards for the orderly and balanced future economic, social, physical, environmental, and fiscal development of the County.
<b>Contingency</b>	A reserve of funds which are set aside to cover emergencies or unforeseen events that occur during the fiscal year; such as, new federal or state mandates, shortfalls in revenue, and unanticipated expenditures.
<b>County</b>	A political subdivision of the State which is empowered to levy and collect taxes and provide services to citizens within its boundaries.
<b>County Budget Officer</b>	Each Board of County Commissioners, pursuant to Florida Statutes, Section 129.025, may designate a county budget officer to carry out budget duties as set forth in Chapter 129. In Palm Beach County, the County Administrator has been designated the County Budget Officer.

<b>County Officers</b>	Independently elected officials including the Clerk & Comptroller, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector. This is also referred to as "Constitutional Officers."
<b>Debt Service</b>	Payment of principal and interest related to long term debt.
<b>Debt Service Fund</b>	A fund used to account for the accumulation of resources for, and payment of, general long-term debt principal and interest.
<b>Deficit (Budget)</b>	The excess of budgeted expenditures over estimated revenues and receipts.
<b>Department</b>	An organizational unit responsible for carrying out a major governmental function; such as, Public Safety or Water Utilities.
<b>Dependent Taxing Districts</b>	Taxing Districts that appear separately on the tax bill and are under County control (e.g., County Library).
<b>Depreciation</b>	Expiration in the service life of fixed assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, and obsolescence.
<b>Encumbrance</b>	An amount of money committed for the future payment for goods and services not yet received. Encumbrances result from the issuance of a purchase order, contract, or formal agreement.
<b>Enterprise Fund</b>	A fund established to account for operations that are financed and operated in a manner similar to private business. The intent is that the full cost of providing the goods or services be financed primarily through charges and fees, thus removing the expense from the tax rate (e.g., Water and Sewer).
<b>Exemption</b>	A reduction to the assessed value of property. The most common exemption is the \$50,000 homestead exemption allowed if the owner uses the property as the principal residence. There are also exemptions for disability, government, non-profit owned property, and low-income senior citizens.
<b>Expenditures</b>	The incurring of a liability, the payment of cash, or the transfer of property for the purpose of acquiring an asset or service or settling a loss.

<b>Fiscal Year</b>	Any period of 12 consecutive months designated as the budget year. The fiscal year used by the County, which is set by State Statute, begins October 1 and ends September 30 of the following calendar year. The fiscal year is designated by the date on which it ends. For example, October 1, 2011 to September 30, 2012 would be Fiscal Year 2012.
<b>Five-Year Trend</b>	Represents the percentage change of a performance measure from the previous year actual and the five years previous.
<b>Fixed Assets</b>	Assets of a long-term character which are intended to continue to be held or used; such as, land, buildings, improvements other than buildings, machinery, and equipment.
<b>Franchise Fee</b>	A fee levied on a public service corporation in return for granting a privilege or permitting the use of public property. These fees are usually passed on to the corporation's customers as a cost of doing business. Electricity is subject to franchise fees.
<b>Full-time Equivalent (F.T.E.)</b>	The number of approved positions equated to full-time basis (e.g., two half-time positions equal one full-time equivalent position).
<b>Fund</b>	An accounting entity with a self balancing set of accounts, which is segregated for the purpose of carrying on specific activities or attaining certain objectives, in accordance with special regulations, restrictions, or limitations.
<b>GASB</b>	The Governmental Accounting Standards Board is the independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments.
<b>Fund Balance</b>	The excess of fund assets over fund liabilities. A negative fund balance is sometimes called a deficit.
<b>General Fund</b>	A fund containing revenues, such as property taxes, not designated by law for a special purpose. Some of the departments that are part of the General Fund include Purchasing, Human Resources, and the Office of Financial Management and Budget.

<b>Generally Accepted Accounting Principles (GAAP)</b>	Uniform minimum standards of, and guidelines for, financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time.
<b>Goal</b>	A long-range desirable result attained by achieving objectives designed to implement a strategy.
<b>Grant</b>	A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from state and federal governments. Grants are usually made for specified purposes.
<b>Half-Cent Sales Tax</b>	A state-shared revenue source relying on a percentage of net sales tax revenues (one-half of the fifth cent) remitted to the state. Eligible county governments receive a distribution based on population-based formulas. Use of this revenue is restricted to countywide tax relief or governmental programs; as well, as long-term debt obligations related to capital projects.
<b>Homestead Exemption</b>	A deduction from the assessed value of property permanently occupied by the owner in the State of Florida. The exemption is now \$50,000 for all property owners who qualify.
<b>Impact Fee</b>	A charge to a developer and/or owner/builder to offset the cost of providing capital facilities to meet growth demands. The County assesses impact fees for capital facilities for parks, fire-rescue, library, law enforcement, public buildings, schools, and roads.
<b>Independent Taxing Districts</b>	Taxing districts that appear separately on the tax bill and are not under County control (e.g., Florida Inland Navigation District, Children Services).
<b>Interfund Transfer</b>	Movement of assets (usually cash) from one fund to another. Also referred to as "Transfers In/Out."
<b>Intergovernmental Revenues</b>	Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.
<b>Internal Service Fund</b>	A fund established for the financing of goods or services provided by one department or agency to other departments or agencies on a cost reimbursement basis.

<b>Lease-purchase Agreements</b>	Contractual agreements which are termed “leases”, but which in substance amount to purchase contracts for equipment and machinery.
<b>Legally Adopted Budget</b>	The total of the budgets of each County fund including budgeted transactions between funds.
<b>Levy</b>	To impose taxes, special assessments, or service charges for the support of County activities.
<b>Liability</b>	Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.
<b>Line-Item</b>	A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue and expenditure justifications are reviewed, anticipated, and appropriated at this level.
<b>Management Team</b>	A “team” consisting of the County Administrator, Deputy County Administrator, the Assistant County Administrators, and Directors of major County Departments.
<b>Mandate</b>	Any responsibility, action, or procedure that is imposed by one sphere of government on another through constitutional, legislative, administrative, executive, or judicial action as a direct order or that is required as a condition of aid.
<b>Millage Rate</b>	Rate applied to taxable value to determine property taxes. A mill is 1/10th of a penny, or \$1.00 of tax for every \$1,000 of taxable value.
<b>Mission</b>	Describes what the organization does, who it does it for, and how it does it.
<b>Municipal Services Benefit District</b>	A special district created to provide for projects and/or services to a specifically defined area of the County and financed by a special assessment to only those citizens receiving the benefits of those projects or services.

<b>Municipal Services Taxing District</b>	A taxing district covering a segment of the County, with individual assessed values and millage rates, which provides municipal type services; such as, fire-rescue, and road and street improvements to residents of the area.
<b>Municipality</b>	A local government having governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services.
<b>Net Budget</b>	The gross budget less all interfund transfers and interdepartmental charges.
<b>Non-Ad Valorem Assessments</b>	Charges that are not based on property value, but are levied for specific services on each parcel of property. Examples of Non-Ad Valorem Assessments include charges for solid waste disposal, lighting, drainage, and water.
<b>Non-Ad Valorem Revenues</b>	Revenues that are derived from a basis other than property value (e.g., Utility Tax, Gas Tax).
<b>Non-Countywide Revenues</b>	Revenue derived from unincorporated areas of the County (e.g., Franchise Fees).
<b>Non-Countywide Expenditures</b>	Expenditures for the benefit of the unincorporated areas of the County (e.g., Sheriff's Road Patrol, Zoning).
<b>Non-Operating Expenditures</b>	The costs of government services which are not directly attributable to a specific County program or operation. Examples of Non-Operating Expenditures include debt service obligations and contributions to Human Service organizations.
<b>Non-Operating Revenues</b>	The incomes received by the government which are not directly attributable to providing a service (e.g., interest on investments).
<b>Non-Spendable Fund Balance</b>	Fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual requirements (e.g., inventory, prepaids).
<b>Non-Tax Revenues</b>	The revenue derived from non-tax sources, including licenses and permits, intergovernmental revenue, charges for service, fines and forfeitures, and various other miscellaneous revenues.

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<b>Objective</b>	Something to be accomplished expressed in specific, well-defined and measurable terms, and achieved within a specific time frame.
<b>Operating Budget</b>	A budget for general expenditures; such as, salaries, utilities, and supplies.
<b>Performance Measures</b>	Specific quantitative and qualitative measures of work performed.
<b>Personal Services</b>	Items of expenditures in the operating budget for salaries and wages paid for services performed by County employees; including fringe benefit costs.
<b>Portability</b>	Allows residential property owners with an existing Homestead Exemption to transfer all or a significant portion of their “Save Our Homes” property tax savings to a new property. Portability is an added benefit and is effective January 1, 2008.
<b>Property Tax</b>	Taxes derived from all non-exempt real property and tangible personal property used in a business located within the County. Property taxes are computed on the basis of multiplying the millage rate by the taxable value of real or personal property.
<b>Proprietary Fund</b>	A fund which operates similarly to the private sector and focuses on the measurement of net income.
<b>Reserve</b>	A specified amount of funds set aside for the purpose of meeting future expenses. Expenditures may not be charged directly to reserve accounts. A budget transfer establishing a new appropriation must first be approved by the Board of County Commissioners.
<b>Retained Earnings</b>	An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.
<b>Revenue</b>	Funds that the government receives as income. Revenue includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

<b>Restricted Fund Balance</b>	Restricted fund balance includes amounts that are constrained for specific purposes which are externally imposed by providers (such as grantors or creditors) or enabling legislation. Restrictions may be changed or lifted only with the consent of the resource providers.
<b>Revenue Bonds</b>	Bonds usually sold to finance the construction of a project that will produce revenue for the government. The revenue is used to pay the principal and interest of the bond.
<b>Rolled-back Rate</b>	The millage rate which, exclusive of new construction, will provide the same property (ad valorem) tax revenue for each taxing entity as was levied during the prior year. The rolled-back rate accounts for changes in the market value of property and represents "no tax increase." The only source of additional tax revenue under the rolled-back rate is taxes levied upon new construction.
<b>Save-Our-Homes</b>	Section 193.155(1), F.S. provides, beginning in 1995 or the year after the property receives homestead exemption, an annual increase in assessment shall not exceed the lower of 3% or the percentage change in the C.P.I.
<b>Senior Homestead Exemption</b>	Certain low-income seniors in Palm Beach County may qualify for an additional \$25,000 exemption on their property's assessed value. For example, a home valued at \$100,000 would be taxed by the county on only \$25,000 after the Homestead and Senior Citizen exemptions are applied. The county's senior exemption does not apply to other taxing authorities, such as the school district and municipalities.
<b>Service Level</b>	Services or products which comprise the actual or expected output of a given program.
<b>Single-Member District</b>	A form of representation in which the residents of a District are represented by one County Commissioner voted into office by that District's residents.
<b>Special Revenue Fund</b>	A fund used to account for specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.
<b>Spendable Fund Balance</b>	Fund balances that are in spendable form include restricted, committed, assigned and unassigned fund balances.
<b>Statute</b>	A law enacted by a duly organized and constituted legislative body.

<b>Statutory Reserve</b>	Florida Statute 129.01 (2)(b) requires revenues to be budgeted at 95% of reasonably anticipated receipts. Palm Beach County budgets a negative 5% Statutory Reserve to accomplish this.
<b>Supplemental Requests</b>	Departmental requests for additional funding in the budget year in order to increase or enhance existing service levels.
<b>Tax Equivalent Revenue</b>	Any revenue that can be used to reduce ad valorem funding requirements on a dollar for dollar basis (e.g., franchise fees, utility taxes).
<b>Tax Rate</b>	The amount of tax stated in terms of a unit of the tax base. For example, 4 mills equals \$4 per \$1,000 of taxable value; also referred to as the millage rate.
<b>Tax Rate Limit</b>	The maximum legal property tax rate at which a taxing authority may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.
<b>Taxable Value</b>	The value used for computing the ad valorem taxes levied against property. The taxable value is the "assessed value" less any exemptions allowed by law.
<b>Taxes</b>	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Nor does the term include charges for services rendered only to those paying such charges (e.g., sewer service charges).
<b>Transfers In/Out</b>	Amounts transferred from one fund to another to assist in financing the services of the recipient fund.
<b>TRIM Notice</b>	The Florida Truth in Millage Law of 1980 requires a notice be sent annually to property taxpayers explaining any changes in the millage rate of each taxing authority from the prior year. The notice also includes the time and place of the first public hearings on proposed millage rates and is designed to keep the public informed about the taxing intentions of the various taxing authorities.
<b>Trust and Agency Fund</b>	A fund used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

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<b>Truth in Millage Law (TRIM)</b>	A 1980 Florida law which changed the budget process for local taxing governments. It was designed to keep the public informed about the taxing intentions of the various taxing authorities.
<b>Unassigned Fund Balance</b>	Unassigned fund balance includes amounts in the general fund that have not been classified as restricted, committed or assigned. Unassigned fund balance could also include deficit residual balances for any governmental funds after reporting amounts as restricted, committed or assigned.
<b>Unincorporated Area</b>	That portion of the County which is not within the boundaries of any municipality.
<b>Unit</b>	A unit of financial reporting and management responsibility under the County's financial system.
<b>User (Fees) Charges</b>	The payment of a fee for direct receipt of a public service by the party benefiting from the service.
<b>Utility Tax</b>	A tax levied by the County on the customers of various utilities (e.g., electricity, metered or bottled gas, and water). The tax rate may be levied up to 10.0 percent of the sales price of such utility service or commodity.

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<b>AA</b>	Affirmative Action
<b>AAA</b>	Area Agency on Aging
<b>ACC</b>	Animal Care & Control
<b>ADA</b>	Americans with Disabilities Act
<b>ADDI</b>	American Dream Downpayment Initiative
<b>AED</b>	Automated External Defibrillator
<b>AGM</b>	Adjusted Gross Margin
<b>AHCA</b>	Agency Health Care Administration
<b>AIDS</b>	Acquired Immunodeficiency Syndrome
<b>APCO</b>	Association of Public Safety Communications Officials
<b>ARC</b>	Area Agency on Aging Resource Center
<b>ARFF</b>	Aircraft Rescue Fire Fighting
<b>ARRA</b>	American Recovery and Reinvestment Act
<b>ATMS</b>	Advanced Traffic Management System
<b>AT&amp;T</b>	American Telephone & Telegraph
<b>ATU</b>	Amalgamated Transit Union
<b>AVL</b>	Automated Vehicle Location
<b>BAN</b>	Bond Anticipation Note
<b>BBIC</b>	Black Business Investment Corporation
<b>BCC</b>	Board of County Commissioners
<b>BEDI</b>	Brownfield's Economic Development Initiative
<b>BRITE</b>	Brief Intervention and Treatment of Elders
<b>BRT</b>	Bus Rapid Transit
<b>BTI</b>	Bacillus Thuringiensis Israelensis
<b>BTOP</b>	Broadband Technology Opportunity Program
<b>CAD</b>	Computer Aided Dispatch
<b>CAFTA</b>	Central American Free Trade Agreement
<b>CAH</b>	Commission on Affordable Housing
<b>CAP</b>	Community Action Program
<b>CARES</b>	Comprehensive Assessment & Review for Long Term Care Services
<b>CAT</b>	Community Assistance/Action Team
<b>CCNA</b>	Consultant's Competitive Negotiation Act
<b>CCRT</b>	Countywide Community Revitalization Team
<b>CDBG</b>	Community Development Block Grant

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<b>CDBG-R</b>	Community Development Block Grant Recovery
<b>CDC</b>	Contract Development & Control
<b>CEMP</b>	Community Emergency Management Plan
<b>CERT</b>	County Emergency Response Team
<b>CEU</b>	Continuing Education Unit
<b>CHDO</b>	Community Housing Development Organization
<b>CID</b>	Capital Improvements Division
<b>CIE</b>	Capital Improvement Element
<b>CILB</b>	Construction Industry Licensing Board
<b>CIP</b>	Capital Improvement/Infrastructure Program/Project
<b>CJC</b>	Criminal Justice Commission
<b>CM</b>	Corrective Maintenance
<b>CO</b>	Change Order
<b>COBRA</b>	Consolidated Omnibus Budget Reconciliation Act
<b>COE</b>	Commission on Ethics
<b>COLA</b>	Cost of Living Adjustment
<b>COOP</b>	Continuity of Operations Plan
<b>CORE</b>	County Owned Real Estate
<b>CPI</b>	Consumer Price Index
<b>CPS</b>	Child Passenger Seat
<b>CPT</b>	Current Procedural Technology
<b>CRA</b>	Community Redevelopment Agency
<b>CRM</b>	Customer Relationship Management
<b>CRS</b>	Community Rating System
<b>CSA</b>	Consultant Service Authorization
<b>CSBG</b>	Community Services Block Grant
<b>CSC</b>	Children's Services Council
<b>CST</b>	Communications Services Tax
<b>CTO</b>	Cable Television Office
<b>CVB</b>	Convention and Visitors Bureau
<b>CWA</b>	Communications Workers of America
<b>CWO</b>	Communications Work Order
<b>DATF</b>	Drug Abuse Trust Fund
<b>DBPR</b>	Department of Business Professional Registration

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<b>DCF</b>	Department of Children & Families
<b>DMAI</b>	Document Marketing Association International
<b>DMO</b>	Document Marking Organization
<b>DMS</b>	Dynamic Message Signs
<b>DOSS</b>	Division of Senior Services
<b>DOT</b>	Department of Transportation
<b>DP</b>	Data Processing
<b>DPC</b>	Drowning Prevention Coalition
<b>DRI</b>	Disaster Recovery Initiative
<b>DROOC</b>	Development Review Officer Oversight Committee
<b>DROP</b>	Deferred Retirement Option Plan
<b>DS</b>	Debt Service
<b>DTS</b>	Developing Tracking System
<b>DV</b>	Domestic Violence
<b>DVIS</b>	Domestic Violence Information System
<b>EAP</b>	Employee Assistance Program
<b>ECE</b>	Early Childhood Education
<b>EDI</b>	Electronic Data Interchange
<b>EDO</b>	Economic Development Office
<b>EECBG</b>	Energy Efficiency & Conservation Block Grant
<b>EEO</b>	Equal Employment Office/Opportunity
<b>EEOC</b>	Equal Employment Opportunity Commission
<b>EFSP</b>	Emergency Food and Shelter Program
<b>EHEAP</b>	Emergency Home Energy Assistance Program
<b>EJ</b>	Elder Justice
<b>EKG</b>	Electrocardiography
<b>EMA</b>	Eligible Metropolitan Area
<b>EMD</b>	Emergency Medical Dispatch
<b>EMS</b>	Emergency Medical Services
<b>EOC</b>	Emergency Operations Center
<b>ERM</b>	Environmental Resource Management
<b>ESGP</b>	Emergency Shelter Grants Program
<b>ESOL</b>	English for Speakers of Other Languages
<b>ESS</b>	Electronic Services & Security

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<b>FAA</b>	Federal Aviation Administration/Financially Assisted Agency
<b>FABS</b>	Fixed Assets Bidding Software
<b>FAMO</b>	Fixed Asset Management Office
<b>FAU</b>	Florida Atlantic University
<b>FBIP</b>	Florida Boating Improvement Program
<b>FCASV</b>	Florida Council Against Sexual Violence
<b>FCAT</b>	Florida's Comprehensive Assessment Test
<b>FDEP</b>	Florida Department of Environmental Protection
<b>FDO</b>	Facilities Development Organization/Operations
<b>FDOT</b>	Florida Department of Transportation
<b>FEMORS</b>	Florida Emergency Mortuary Operations Response System
<b>FEP</b>	Fair Employment Programs
<b>FFE</b>	Furniture, Fixtures & Equipment
<b>FEMA</b>	Federal Emergency Management Agency
<b>FEPA</b>	Fair Employment Practices Agency
<b>FHA</b>	Federal Highway Administration
<b>FHOP</b>	Florida Homebuyer Opportunity Program
<b>FLGISA</b>	Florida Local Government Information Systems Association
<b>FMLA</b>	Family Medical Leave Act
<b>FPL</b>	Florida Power & Light
<b>FR</b>	Fire Rescue
<b>FROI</b>	First Report of Injury
<b>FRS</b>	Florida Retirement System
<b>FTA</b>	Federal Transit Administration
<b>FTC</b>	Film & Television Commission
<b>FTE</b>	Full-Time Equivalent
<b>FTR</b>	For The Record
<b>FVIP</b>	Family Violence Intervention Program
<b>FVRS</b>	Florida Voter Registration System
<b>FY</b>	Fiscal Year
<b>GAAP</b>	Generally Accepted Accounting Principles
<b>GASB</b>	Governmental Accounting Standards Board
<b>GED</b>	General Education Development
<b>GIS</b>	Geographic Information System

<b>GO</b>	General Obligation
<b>GPS</b>	Global Positioning System
<b>GTAC</b>	Glades Technical Advisory Committee
<b>GUA</b>	Glades Utility Authority
<b>HAS</b>	Handicap Accessibility Services
<b>HAVA</b>	Help America Vote Act
<b>HCD</b>	Housing & Community Development
<b>HIPPY</b>	Home Instruction Program for Pre-School Youngsters
<b>HIV</b>	Human Immunodeficiency Virus
<b>HMO</b>	Health Maintenance Organization
<b>HOME</b>	Home Investment Partnership Program
<b>HPRP</b>	Homeless Prevention Rapid Rehousing Program
<b>HRFC</b>	Highridge Family Center
<b>HRIS</b>	Human Resources Information System
<b>HRMS</b>	Human Resources Management System
<b>HSEEP</b>	Homeland Security Exercise and Evaluation Program
<b>HTF</b>	Housing Trust Fund
<b>HUD</b>	Housing & Urban Development
<b>HVAC</b>	Heating, Ventilating & Air Conditioning
<b>IAV</b>	Interactive Voice Response
<b>ICS</b>	Incident Command System
<b>IEDC</b>	International Economic Development Council
<b>IFAS</b>	Institute of Food and Agricultural Sciences
<b>IFB</b>	Invitation for Bid
<b>ISS</b>	Information Systems Services
<b>IT</b>	Information Technology
<b>ITS</b>	Intelligent Transportation System
<b>IVR</b>	Intelligent Voice Recognition
<b>JARC</b>	Job Access and Reverse Commute
<b>JBEC</b>	Jim Brandon Equestrian Center
<b>JCC</b>	Judicial Center Complex
<b>JGI</b>	Job Growth Incentive
<b>KPBCB</b>	Keep Palm Beach County Beautiful
<b>LAMP</b>	Library Adventure Museum Passes

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<b>LAN</b>	Local Area Network
<b>LD</b>	Library District
<b>LDRAB</b>	Land Development Regulation Advisory Board
<b>LDRC</b>	Land Development Regulation Commission
<b>LED</b>	Light Emitting Diodes
<b>LEP2</b>	Library Expansion Program 2
<b>LETF</b>	Law Enforcement Trust Fund
<b>LIHEAP</b>	Low Income Home Energy Assistance Program
<b>LMS</b>	Local Mitigation Strategy
<b>LOCI</b>	Local Fiscal Impact Analysis
<b>LORE</b>	Lake Okeechobee Regional Economic Agency
<b>LOST</b>	Lake Okeechobee Scenic Trail
<b>LRTP</b>	Long Range Transportation Plan
<b>LTD</b>	Long Term Disability / Library Taxing District
<b>M/WBE</b>	Minority/Women Business Enterprise
<b>MAP</b>	Mortgage and Housing Assistance Program
<b>MPA</b>	Management & Program Analysis
<b>MPO</b>	Metropolitan Planning Organization
<b>MSBU</b>	Municipal Services Benefit Unit
<b>MSTD</b>	Multiple Service Taxing District
<b>MSTU</b>	Multiple Service Taxing Unit
<b>MVP</b>	Most Valued Partnership
<b>NAEYC</b>	National Association for the Education of Young Children
<b>NAFTA</b>	North American Free Trade Agreement
<b>NAHA</b>	National Affordable Housing Act
<b>NAV</b>	Non Ad Valorem
<b>NENA</b>	Northeast Everglades Natural Areas
<b>NER</b>	New Employee Requisition
<b>NFPA</b>	National Fire Prevention Association
<b>NHBP</b>	Neighborhood Home Beautification Program
<b>NIBP</b>	New Issue Bond Purchase
<b>NIMS</b>	National Incident Management System
<b>NOC</b>	Network Operations Center
<b>NPDES</b>	National Pollution Discharge Elimination System

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<b>NPG</b>	Neighborhood Partnership Grant
<b>NRS</b>	Natural Resource Stewardship
<b>NSF</b>	Non Sufficient Funds
<b>NSL</b>	Neighborhood Street Lighting
<b>NSP</b>	Neighborhood Stabilization Program
<b>NVRA</b>	National Voter Registration Act
<b>NWRDC</b>	Northwest Regional Data Center
<b>O&amp;M</b>	Operations & Maintenance
<b>OCR</b>	Office of Community Revitalization
<b>OEO</b>	Office of Equal Employment
<b>OFMB</b>	Office of Financial Management & Budget
<b>OIG</b>	Office of Inspector General
<b>OPAC</b>	Online Patron Access Catalog
<b>OSBA</b>	Office of Small Business Assistance
<b>OSHA</b>	Occupational Safety & Health Administration
<b>OTIS</b>	Only Trees, Irrigation and Sod
<b>PA</b>	Personnel Action
<b>PAD</b>	Public Affairs Department
<b>PAO</b>	Property Appraiser's Office
<b>PAPA</b>	Property Appraiser Public Access
<b>PBC</b>	Palm Beach County
<b>PBCCC</b>	Palm Beach County Convention Center
<b>PBCHD</b>	Palm Beach County Health Department
<b>PBCRC</b>	Palm Beach County Resource Center
<b>PBCSC</b>	Palm Beach County Sports Commission
<b>PBIA</b>	Palm Beach International Airport
<b>PBSO</b>	Palm Beach Sheriff's Office
<b>PC</b>	Personal Computer
<b>PDA</b>	Personal Digital Assistant
<b>PDF</b>	Portable Data/Document File
<b>PFC</b>	Passenger Facility Charge
<b>PM</b>	Preventive Maintenance
<b>PIIG</b>	Procurement & Project Implementation Group
<b>PPM</b>	Policies & Procedures Manual/Memoranda

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<b>PPO</b>	Preferred Provider Organization
<b>PREM</b>	Property & Real Estate Management
<b>PSAP</b>	Public Safety Answering Point
<b>PZB</b>	Planning, Zoning & Building
<b>QTI</b>	Qualified Target Industry
<b>R&amp;S</b>	Recruitment & Selection
<b>REAP</b>	Resident Education to Action Program
<b>REMI</b>	Regional Economic Model Inc.
<b>RFP</b>	Request for Proposal
<b>RFQ</b>	Request for Quote
<b>RFS</b>	Request for Submittal
<b>RIMS</b>	Risk Information Management System
<b>RM</b>	Repair & Maintenance
<b>RR&amp;I</b>	Renewal Replacement & Improvement
<b>S/M/WBE</b>	Small/Minority/Women's Business Enterprise
<b>SA/PD</b>	State Attorney/Public Defender
<b>SAN</b>	Storage Area Network
<b>SBA</b>	Small Business Assistance
<b>SBDC</b>	Small Business Development Center
<b>SBE</b>	Small Business Enterprise
<b>SDI</b>	Serial Digital Interface
<b>SDTF</b>	Special Disability Trust Fund
<b>SEFLIN</b>	Southeast Florida Library Information Network
<b>SFRTA</b>	South Florida Regional Transportation Authority
<b>SFWMD</b>	South Florida Water Management District
<b>SHIP</b>	State Housing Initiative Program
<b>SOAR</b>	Supplemental Outlook, Access & Reach
<b>SOE</b>	Supervisor of Elections
<b>SOGs</b>	Standard Operating Guidelines
<b>SOR</b>	Supervised Own Recognizance
<b>SROI</b>	Supplemental Report of Injury
<b>SRP</b>	Summer Reading Program
<b>SSI/SSDI</b>	Supplemental Security Income/Supplemental Social Disability Income
<b>TAC</b>	Technical Architecture Committee

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<b>TAS</b>	Time & Attendance System
<b>TD</b>	Transportation Disadvantaged
<b>TDC</b>	Tourist Development Council
<b>TDD</b>	Telecommunication Device for the Deaf
<b>TDR</b>	Transfer of Development Rights
<b>TEA</b>	Time Entry Application
<b>TIGGER</b>	Transit Investments for Greenhouse Gas & Energy Reduction
<b>TMA</b>	Transportation Management Area
<b>TOD</b>	Training & Organization Development/Transit Oriented Development
<b>TPA</b>	Third Party Advisor
<b>TRIM</b>	Truth in Millage Law
<b>UASI</b>	Urban Area Strategic Initiative
<b>UF</b>	University of Florida
<b>ULDC</b>	Unified Land Development Code
<b>URA</b>	Urban Redevelopment Area
<b>USDA</b>	United States Department of Agriculture
<b>VA</b>	Veterans Administration
<b>VAB</b>	Value Adjustment Board
<b>VITA</b>	Volunteer Income Tax Assistance
<b>VOCA</b>	Victims of Crime Act
<b>VPK</b>	Voluntary Pre-Kindergarten
<b>VPT/LEX</b>	Visual Planning Technologies/Law Enforcement Exchange
<b>VSIP</b>	Voluntary Separation Incentive Program
<b>WAN</b>	Wide Area Network
<b>Wi-Fi</b>	Wireless Fidelity
<b>WPB</b>	West Palm Beach
<b>WUD</b>	Water Utilities Department
<b>YSB</b>	Youth Service Bureau

