



**Palm Beach County, FL**  
**Annual Budget**  
**Fiscal Year 2020**





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Palm Beach County Board of County Commissioners  
Florida**

For the Fiscal Year Beginning

**October 1, 2018**

*Christopher P. Morill*

Executive Director

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Palm Beach County Board of County Commissioners, Florida for its annual budget for the fiscal year beginning October 1, 2018.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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## PRINCIPAL OFFICIALS OF PALM BEACH COUNTY

### Board of County Commissioners:



**Top row from left to right:** *Robert S. Weinroth (District 4), Hal R. Valeche (District 1), Mary Lou Berger (District 5), and Gregg K. Weiss (District 2)*

**Bottom row from left to right:** *Dave Kerner (Vice Mayor, District 3), Mack Bernard (Mayor, District 7), and Melissa McKinlay (District 6)*

### Constitutional Officers:

*Sharon R. Bock,  
Clerk & Comptroller*

*Dorothy Jacks,  
Property Appraiser*

*Ric L. Bradshaw,  
Sheriff*

*Wendy Sartory Link,  
Supervisor of Elections*

*Anne M. Gannon,  
Tax Collector*

### Appointed Officials:

*Verdenia C. Baker, County Administrator  
Denise Nieman, County Attorney  
Joseph Bergeron, Internal Auditor*

### Office of Financial Management and Budget:

*Sherry Brown, OFMB Director  
Lisa Pontius, Budget Director  
Robyn Lawrence, Assistant Budget Director*



## ACKNOWLEDGEMENTS

Special recognition is given to the following individuals for their efforts in coordinating and preparing the FY 2020 Budget.

### Office of Financial Management & Budget

Sherry Brown	OFMB Director
Lisa Pontius	Budget Director
Robyn Lawrence	Assistant Budget Director
Mark Braun	County Debt Manager
Alicia DeAbreu	Budget Manager
Ebony Bruton	Budget Analyst III
Derrek Moore	Budget Analyst III
Ken Nash	Budget Analyst II
Lyne Johnson	Budget Analyst I
Lauren Haywood	Staff Budget Analyst
Brittany Richards	Staff Budget Analyst
Kristi Parham	Fiscal Specialist III
Diane Capria	Senior Secretary

### Special thanks to:

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

**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.



# *Mission Statement*

*To drive a continuous improvement culture of excellence that achieves a measurably high level of public satisfaction.*





## HOW TO USE THE BUDGET DOCUMENT

The purpose of this section is to provide the reader with a guide to the document's contents. The following describes each of its major sections:

### **County Administrator's Budget Message**

This section provides an overview of the entire budget and highlights how the County is responding to the needs of our community and the Board of County Commissioners' policy direction.

### **Introduction**

This section provides general information about the County, its budget philosophy and process, financial policies (which form the foundation of the County's budget development and financial management processes), explanation of fund structure and governmental accounting. It also includes the County's long term goals, budget assumptions, issues, and the budget calendar.

### **Budget Summary**

This section provides the reader with basic overview of the budget. Included in this section are the budget summary, staffing, revenue sources trends and forecasts, expenditure summaries, and a tax millage rate summary.

### **Board Departments & Agencies**

This section presents the budgets of departments/agencies reporting to the Board of County Commissioners and contains information about County activities and expenditures.

### **Constitutional Officers**

This section presents the budgets of the independently elected officials (other than the Board of County Commissioners), i.e., Clerk & Comptroller, Sheriff, Supervisor of Elections, Tax Collector, Property Appraiser, Judiciary, State Attorney, and Public Defender.

### **Capital Improvement Program**

This section highlights the County's capital improvement expenditures and provides an overview of the capital needs, as well as proposed financing sources.

### **Debt Service**

This section highlights the County's budgeted debt service expenditures and provides an overview of the projected debt service needs through FY 2024.

### **Appendices**

This section contains a glossary and acronyms.



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## Board of County Commissioners

Mack Bernard, Mayor  
Dave Kerner, Vice Mayor  
Hal R. Valeche  
Gregg K. Weiss  
Robert S. Weinroth  
Mary Lou Berger  
Melissa McKinlay

## County Administrator

Verdenia C. Baker



*Office of Financial Management & Budget, 301 North Olive Avenue, West Palm Beach, FL 33401  
(561) 355-2580 Fax: (561) 355-2109*

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November 18, 2019

The Honorable Mack Bernard, Mayor and  
Members of the Board of County Commissioners

### RE: Adopted Budget – FY 2020

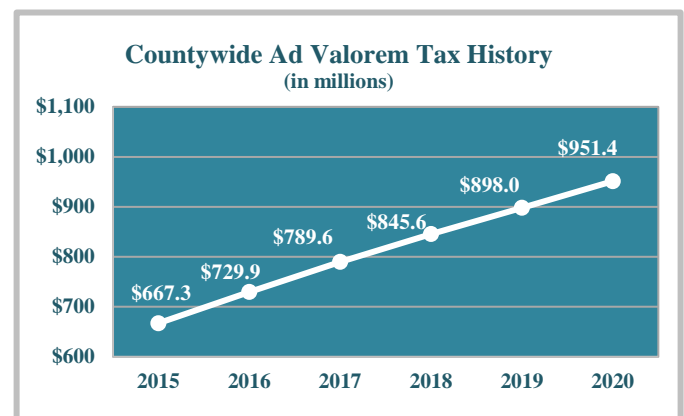
On behalf of the County Departments and Constitutional Officers, I am pleased to present the FY 2020 adopted budget. The budget is balanced at the countywide rate of 4.7815 mills, which is the same as FY 2019. This rate is 4.63% above the roll back rate and will generate \$951 million in taxes, \$53.4 million more than last year. The FY 2020 levied taxes are up 38.2% above the FY 2007 level. During this period, CPI and population is up 39.8%.

The most significant impact on the FY 2020 General Fund budget was the Sheriff's budget request, which was a net Ad Valorem increase of \$48.4 million. A few of the other major impacts on the FY 2020 budget include:

- 32 new Ad Valorem supported positions for Board of County Commissioners (BCC) departments - \$2.1 million
- 3% pay increase for employees - \$6.7 million
- Increase in reserves above policy level of 8% - \$24.7 million

A list and explanation of impacts on Ad Valorem requirements can be found on pages 3 - 5.

General Fund Undesignated reserves for FY 2020 are 10.4% of the total fund budget. This meets the County's preferred policy level. 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 48 in the country, maintains AAA ratings from all three rating agencies.



Mack Bernard, Mayor and  
Members of the Board of County Commissioners  
**Adopted Budget - Fiscal Year 2020**  
**November 18, 2019**

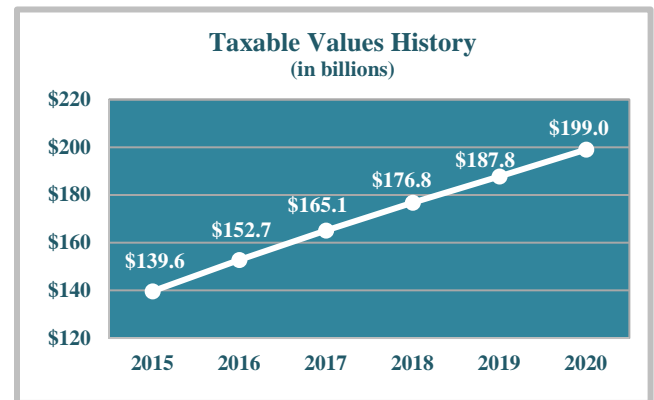
**Budget, Millage, and Taxes:**

The FY 2020 adopted budget totals \$5.2 billion. The net budget, which excludes internal service charges, interdepartmental charges, and interfund transfers, is \$4.4 billion and is \$330.6 million (8.1%) greater than the FY 2019 net budget. Taxes, excluding voted debt, in comparison to roll-back and the prior year are summarized in the following table.

Taxing District	FY 2019		FY 2020 Rollback		FY 2020 Adopted	
	Millage	Amount	Millage	Amount	Millage	Amount
Countywide	4.7815	\$897,961,450	4.5699	\$909,274,724	4.7815	\$951,376,856
Library	0.5491	54,641,698	0.5248	55,358,183	0.5491	57,921,453
Fire Rescue						
Main MSTU	3.4581	262,212,204	3.2935	264,370,024	3.4581	277,582,505
Jupiter MSTU	1.9026	20,694,681	1.8298	20,857,478	1.9097	21,768,240
<b>Aggregate</b>	<b>6.5789</b>	<b>\$1,235,510,033</b>	<b>6.3665</b>	<b>\$1,266,744,903</b>	<b>6.5771</b>	<b>\$1,308,649,054</b>

**Property Values:**

Taxable property values have been rebounding since FY 2012. Last year's values increased 6.2%. The taxable value as of January 1, 2019 (used in calculating millage rates for FY 2020) is \$199.0 billion, an increase of \$11.2 billion, or 5.9% over last year's valuation, including new construction of \$2.6 billion and the revaluation of existing property. This is a new record high since the peak back in FY 2008. All property values and rollback calculations are based on the preliminary tax roll submitted by the Property Appraiser on July 1. Property values are projected to increase 4% - 6% for the next few years.



**Budget Preparation Guidelines:**

The review and adoption of the annual budget is one of the most important policy-making responsibilities of the 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 begins early each year. Instructions for the budget were set forth in the Budget Instruction Manual (BIM), which was distributed to County departments in February 2019. Departments were directed to submit their budgets with service levels status quo, with supplemental requests included only for critical needs.

The BCC held a retreat in November 2018 to provide staff with funding priorities. One key element of the budget development process was the identification of budget strategies that achieved budget reductions with no impact on services to the residents. Administration reviewed these strategies that included relevant



Mack Bernard, Mayor and  
Members of the Board of County Commissioners  
**Adopted Budget - Fiscal Year 2020**  
**November 18, 2019**

**Budget Preparation Guidelines (Continued):**

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 funding decisions were made. Departments were encouraged to give special consideration to the following strategic priorities:

- Economic Development
- Infrastructure
- Public Safety
- Housing/Homelessness
- Environmental Protection
- Substance Use and Behavior Disorders

Requests for new funding in the capital budgets were carefully reviewed and prioritized under the leadership of the County Administrator, Office of Financial Management and Budget, and the Management Team. Detailed information including current financial status, recommended departmental funding changes, department program objectives and performance measures, and capital projects was presented to the BCC during budget workshops held on June 10 and July 2, 2019. 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 BCC voted to advertise the millage rate of 4.7815 on Truth in Millage (TRIM) notifications. This is the same rate as the prior fiscal year. During the two September public hearings, the BCC maintained and adopted the initially advertised rate.

**Major Changes in Countywide Tax Equivalent Funding: 2020 Compared to 2019:**

The following table provides a summary of changes in funding levels in FY 2020, 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>Uses</b>	<b>Sources</b>
Increase in Ad Valorem Taxes		53.4
Decrease in Major Revenues (Including Gas Tax)	0.7	
Decrease in available one-time funding sources, other revenue, statutory reserves, and increase in balances brought forward		33.7
Appropriations:		
Increase in Capital Projects	1.9	
Increase in Board Departments and Agencies	15.4	
Increase in Non-Departmental Operations	8.3	
Decrease in Debt Service		6.1
Increase in Sheriff	44.6	
Decrease in Other Constitutional Officers		2.4
Increase in Reserves	24.7	

Mack Bernard, Mayor and  
Members of the Board of County Commissioners  
**Adopted Budget - Fiscal Year 2020**  
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**Major Changes in Countywide Tax Equivalent Funding: 2020 Compared to 2019 (Continued):**

**Ad Valorem Taxes:** The millage rate of 4.7815, which is 4.63% above the roll back rate of 4.5699, will generate \$53.4 million more Ad Valorem taxes than last year.

**Decrease in Net Tax-Equivalent Revenue:** Detailed information, regarding major revenues, can be found on page 5 of this message.

**Capital Projects:** The FY 2020 budget includes \$38.1 million in new countywide Ad Valorem equivalent funding. This reflects a \$1.9 million increase in net Ad Valorem support compared to FY 2019.

**Board Departments and Agencies:** The main reason for the increase is the addition of 32 Ad Valorem tax funded new positions and a 3% employee pay increase effective October 1, 2019.

**Non-Departmental Operations:** The increase is primarily attributable to funding requirements for Community Redevelopment 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.

**Other Constitutional Officers/Judicial:**

	Net General Fund Ad Valorem			
	FY 2019	FY 2020	Change	%
Judicial	\$ 4,637,560	\$ 5,319,783	\$ 682,223	14.7%
Clerk & Comptroller	\$ 14,724,462	\$ 15,409,563	\$ 685,101	4.7%
Property Appraiser	\$ 19,558,000	\$ 19,803,585	\$ 245,585	1.3%
Supervisor of Elections	\$ 20,946,124	\$ 16,979,707	\$ (3,966,417)	-18.9%
Tax Collector	\$ 13,585,000	\$ 13,585,000	\$ 0	0.0%
<b>Total</b>	<b>\$ 73,451,146</b>	<b>\$ 71,097,638</b>	<b>\$ (2,353,508)</b>	<b>-3.2%</b>

The major increase in Other Constitutional Officers is due to the purchase of voting equipment for the Supervisor of Elections.

**Increase in Reserves:** Undesignated reserves for the General Fund were increased \$24.7 million to \$155.7 million.

Mack Bernard, Mayor and  
Members of the Board of County Commissioners  
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**November 18, 2019**

**Major Revenues:**

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

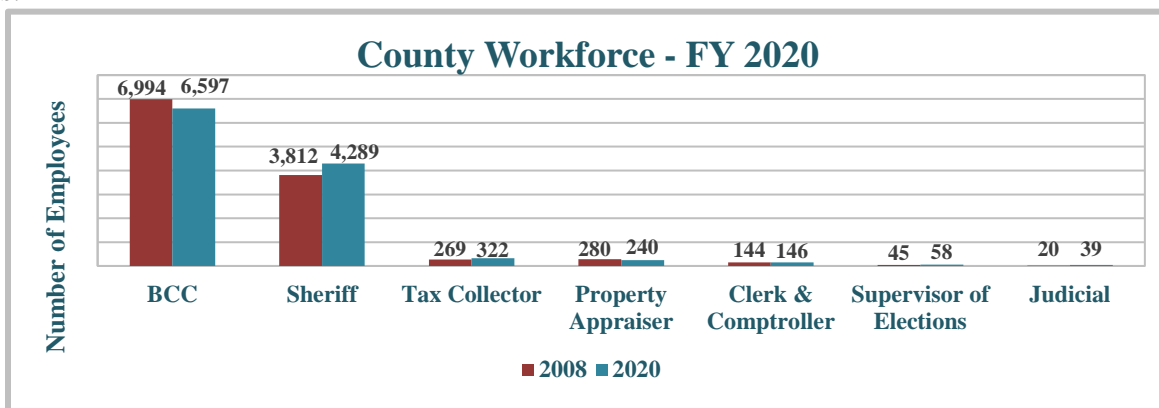
Revenue Category	FY 2019 Budget	FY 2020 Budget
Communications Services Tax	\$23,165,000	\$21,244,000
Local Government Sales Tax	94,100,000	94,144,000
State Revenue Sharing	33,500,000	34,387,000
Electric Franchise Fees	37,000,000	36,386,000
Utility Taxes	44,700,000	44,690,000
<b>Total</b>	<b>\$232,465,000</b>	<b>\$230,851,000</b>

FY 2020 revenue is projected to decrease 0.7% compared to the FY 2019 budget. Actual FY 2019 major revenue collections were \$227.1 million.

**Size of the Workforce:**

The FY 2020 budget provides for 11,691 positions, of which 6,597 are funded in departments controlled by the BCC. The budget includes a net of 164 new BCC positions. The new positions are in Fire Rescue (89), Libraries (19), Planning, Zoning, and Building (16), Water Utilities (9), Engineering (7), Housing & Economic Sustainability (3), Facilities Development & Operations (3), and 18 positions in various departments.

Since FY 2008, County departments have reduced their position count from 6,994 to 6,597, or a net of 397 positions. This includes positions added, primarily for fire rescue mergers, Glades Utility Authority, Inspector General, Ethics Commission, and grant funded programs, and positions eliminated from other County programs, including the elimination of 250 positions from the Head Start Program in FY 2014. During this same period, the number of positions for the constitutional officers and judicial increased from 4,570 to 5,094, or a net of 524 positions, primarily for Sheriff related municipal mergers and additional deputies.



A detailed position summary by department can be found in the Budget Summary Information section on pages 98 and 99.



Mack Bernard, Mayor and  
Members of the Board of County Commissioners  
**Adopted Budget - Fiscal Year 2020**  
**November 18, 2019**

**Capital Projects:**

The FY 2020 Capital Improvement Program (CIP), including interfund transfers and debt service, totals \$1.71 billion. Of this, \$1.29 billion is funding carried over from previous years and approximately \$422.9 million is new funding. New funding is primarily for the enterprise departments (Airports and Water Utilities), the Road Program, and General Governmental projects.

The revenue sources of this new funding include the following:

<b>Sources of New Capital Funding</b>	
	<b>FY 2020</b>
Ad Valorem Taxes	\$ 61,445,902
Enterprise Revenues	107,256,233
Interest, Other Revenue, and Assessments	52,269,962
Impact Fees	18,424,240
Gasoline Taxes	7,440,755
Tourist Development Taxes	6,951,770
One Cent Infrastructure Surtax	88,153,393
Building Fees	47,155,712
Grants	33,807,907
<b>Total</b>	<b>\$ 422,905,874</b>

A detailed list of newly funded projects can be found in the CIP document. The following is a link to this document:

<http://discover.pbcgov.org/ofmb/budget/Pages/Capital-2020.aspx>

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 CIP document.

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.

**Strategic Priorities:**

***Economic Development:*** The County is committed to promoting economic revitalization by driving the creation of employment opportunities, while reducing disparities and improving the quality of life for everyone. The FY 2020 budget includes over \$3.5 million to fund this priority. Through the Department of Housing and Economic Sustainability, these priorities are driven by the specific economic needs of the County including job creation, continued preservation of affordable housing, and infrastructure improvements. Palm Beach County serves as a financial resource for businesses, community redevelopment, and housing initiatives through Federal, State, and County assistance programs including loans, grants, and tax exemptions leveraged by private capital investments. The County's business programs have supported growth in key targeted industry clusters within Palm Beach County including: Aerospace & Aviation; Business & Financial Services; Corporate Headquarters; IT & Telecommunications; Manufacturing; Transportation & Logistics; and Healthcare & Life Sciences as demonstrated by the County's significant investments in Scripps and Max Planck research institutes.

***Housing/Homelessness:*** The County is dedicated to promoting the quality of life through targeted programs that address the housing and homelessness needs of its residents. Approximately \$52 million is allocated to these programs for FY 2020. The "Ten-Year Plan to End Homelessness" outlines the various strategies and timelines to target homelessness and address the lack of affordable housing in our community. The Homeless Continuum of Care, known as the Homeless and Housing Alliance, is led by the Division of Human and Veteran Services, and successfully implemented Coordinated Entry for homeless individuals and families and has expanded to homeless prevention and intervention. Rapid Re-Housing (RRH) continues to demonstrate positive results, as 75% of the homeless population served remain permanently housed. Moving forward, resources will continue to be allocated for RRH as this model has proven successful. The Division of Human and Veterans Services' implementation of the Parks to Work (P2W) program, which provides work and housing opportunities to the homeless residing in County parks, has shown promising results with 75% of the clients obtaining permanent employment. As we look forward, an expansion of the P2W program will be introduced into other County departments and coupled with Peer Support Specialists with lived experience, thus offering further opportunities for the chronically homeless to gain employment skills. This Division also provided services to 2,036 veterans and produced an estimated \$4 million in benefits during the past fiscal year. In addition, the Senator Philip D. Lewis Center is in its 7th year of operation, sheltered 310 families and 345 single adults. Indigent cremation services were provided for 325 persons and Housing Stabilization offices provided 741 families with services to prevent eminent homelessness. In the coming year, youth homeless services will be implemented with the addition of a \$4.93 million federal U.S. Housing and Urban Development Grant.

***Public Safety:*** The County is responsible for ensuring a safe, secure, and peaceful community for its residents. Criminal Justice and Fire Rescue services continue to be a driving force on the County budget and a priority of the BCC. The FY 2020 Sheriff and Fire Rescue requested budgets were partially funded by the BCC. The Sheriff and Fire Rescue Main MSTU FY 2020 adopted appropriation budgets (net of reserves) are \$715.1 million and \$354.8 million, respectively.

**Strategic Priorities (Continued):**

***Environmental Protection:*** Protecting, preserving, and enhancing our natural resources, while providing sustainable living and developing a climate of resilience is a priority of the BCC. This year, we provided an additional \$500,000 of recurring funding, bringing the annual total to \$3.75 million for the basic functions of natural areas management.

***Infrastructure:*** The County aims to provide the needed structures, systems, and services that establish the foundation required to enhance the quality of life of every resident. Like many communities across the country, the County's infrastructure is aging and insufficient to meet the needs of the public. This includes transportation (bridge replacement, culverts, resurfacing, pathways, striping, mast arms, canal improvements, and drainage improvements) and public facilities (Sheriff, General Government, Community Services, Parks and Recreation). In order to reduce taxes during the "Great Recession," addressing these needs was delayed. This enabled the County to fund the day-to-day operational costs to provide direct services. The County has over \$1 billion of backlogged infrastructure needs. During the November 8, 2016 election, County voters approved the adoption of a one-cent infrastructure surtax, which will enable the County to complete the budgeted backlog of \$700 million in infrastructure, repair, and replacement projects.

***Substance Use and Behavior Disorder:*** Addressing the opioid epidemic as well as substance use and behavioral health disorders have been identified as a strategic priority by the Board of County Commissioners. Communities all across America, like our Palm Beach County, have struggled with the impact of this epidemic on individuals, families, first responders, medical examiners, and the community at large. The County has assumed, through its Office of Behavioral Health and Substance Use Disorders, a leadership role amongst key stakeholders and in a County-interdepartmental effort to address this strategic priority. A priority which is focused on establishing a readily accessible, integrated and coordinated recovery-oriented system of care that is committed to quality, evidence-based substance use disorder and mental health prevention, treatment and recovery support services which is integrated with the County's Addiction Stabilization Facility. The County included \$1 million in FY 2017 in opioid response funds, and an additional \$2 million annually beginning in FY 2018, to start addressing this issue. The County also invests \$5.7 million annually for behavioral health and substance use disorder services through Financially Assisted Agency funds.

**Other Issues:**

***Palm Tran:*** General Fund support for Palm Tran is up \$9.9 million compared to FY 2019, primarily due to the establishment of a paratransit vehicle replacement program. The FY 2014 Bond Issue that was used to purchase all of Palm Tran's paratransit vehicles, matured in FY 2019. The annual debt service payment was approximately \$3.6 million. In FY 2020, we have appropriated this amount as recurring funding to be used for vehicle replacements, rather than issuing future bonds for this purpose. In addition, we added \$1.4 million for service improvements, including adding service on holidays. Palm Tran continues to be the largest ad valorem funded department with FY 2020 support of \$76.7 million.



**Other Issues (Continued):**

**Behavioral Health:** Mental Health and Substance Use Disorder Services in Palm Beach County and around the country are experiencing significant attention due to the opioid epidemic and multiple shootings, as well as other violent crimes committed by suspects with a history of mental illness. Palm Beach County has been working with BeWell PBC and mental health and substance use disorder providers to establish a behavioral health system focused on improved quality of care and outcomes to effectively address the needs of this population. The County recognizes the extensive research related to Adverse Childhood Experiences (ACES) and the need for implementation of Trauma Informed Care. The Highridge Family Center is certified under the Sanctuary Model of Trauma Informed Care and funds awarded through the Financially Assisted Agency (FAA) process through Community Services and Community Based Agency (CBA) process through Youth Services encourage all agencies to implement trauma sensitive practices. FAA funding priorities were chosen based on the Behavioral Health Needs Assessment and programs are funded which provide care coordination, treatment, recovery support services and other acute care services to accomplish shared goals. The County continues to work with the Southeast Florida Behavioral Health Network (SEFBHN), the provider community, the School District, and other community members to develop improved approaches and adopt evidence-based practices. CBA funding priorities were chosen based on the Youth Master Plan. The County's current investment in Mental Health and Substance Use Disorder Services is \$5.7 million through Financially Assisted Agency funding and \$28 million through SEFBHN. In addition, \$5.6 million is allocated to the Youth Services Department to provide direct services to youth and their families up to the age of 22. These funds provide a comprehensive network of services, but the County continues to look to identify additional resources to help address the growing needs faced by the Palm Beach County community.

**For the Future:**

The local economy has rebounded and is continuing the trends the County saw for years where corporations are relocating to the County providing high paying jobs and stimulating other aspects of the economy. Palm Beach County has one of the highest average wages in the state. The County's taxable value increased 5.9% for FY 2020 and we expect to see 5% increases for the next few years, although we have seen some slowing in the economy. Each 1% increase in taxable property values, over the current year, will generate \$9.5 million at the current millage rate.

However, the County will still have budget challenges next year which include the following:

- The Sheriff's gross budget is \$715.1 million, and includes \$8.9 million in operating capital in FY 2020. Balancing next year's budget, without impacting BCC Departments or others programs, will likely hinge on his budget request.
- The budget includes a 3% pay increase for general County employees. With the improvement of the economy, it is anticipated there will be pressure to provide additional raises in future years. We will also be considering the implementation of the results of the Salary Study that was completed during FY 2019.
- Affordable Housing continues to be a priority. We intend to increase our contribution to Workforce Housing by an additional \$2 million annually.
- Increased Florida Retirement System pension rates at a rate similar to the current increase is estimated to cost approximately \$2.9 million more per year.

Mack Bernard, Mayor and  
Members of the Board of County Commissioners  
**Adopted Budget - Fiscal Year 2020**  
**November 18, 2019**

**Conclusion:**

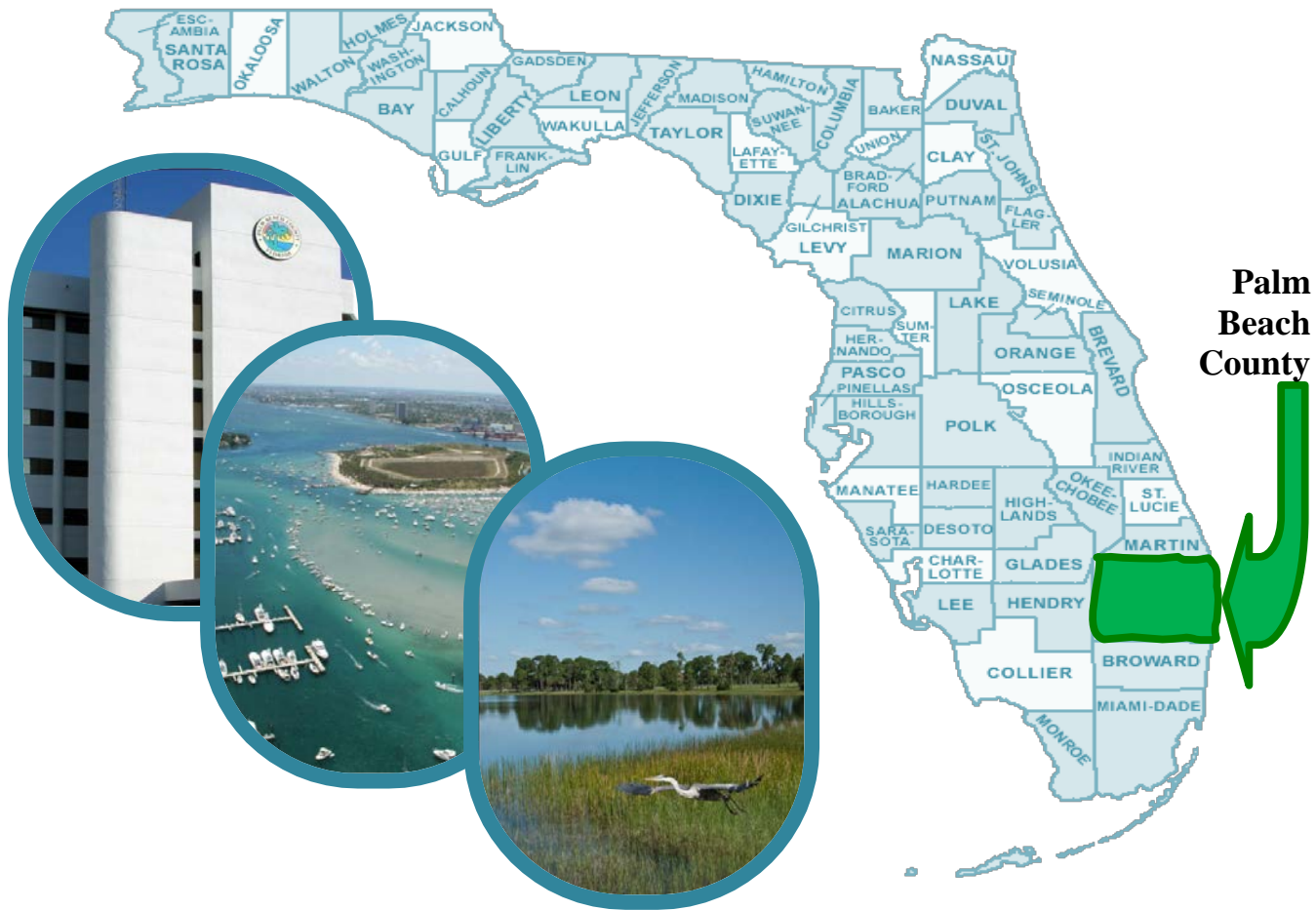
This budget achieves the Board's directive of maintaining service levels with no increase in the millage rate.

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 is 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 "V. Baker", with a stylized, flowing script.

Verdenia C. Baker  
County Administrator



## LOCATION

Located on the southeast coast, Palm Beach County is the largest of Florida's 67 counties. As part of Florida's Gold Coast, Palm Beach County is bordered on the east by the Atlantic Ocean with 45 miles of shoreline. It is located just 50 miles north of Fort Lauderdale, 70 miles north of Miami and 150 miles south of Orlando. The County's 2,385 square miles include 1,977 square miles of land and 408 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, which is the largest freshwater lake in the state and the largest in the United States except for the Great Lakes.

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 83 degrees in the summer and 68 degrees in the winter. The wet season extends from June through October, with an average annual rainfall of 62 inches<sup>2</sup>.

There are 39 municipalities within the County encompassing a total of 337 square miles, or approximately 17% of the County's land area. As of FY 2020, an estimated 57% of the County's population resides within the municipalities. The change in population since the FY 2019 reporting reflects an increase of 14,440 with a municipal growth of 9,930 and a concurrent increase of approximately 4,510 in the unincorporated area<sup>3</sup>.

1. Palm Beach County - PZB, Planning Division - Palm Beach County GIS

2. U.S. Climate Data - West Palm Beach

3. University of Florida, Bureau of Economic and Business Research

West Palm Beach remains the largest city in population with approximately 115,176 residents within 53.80 square miles. Palm Beach Gardens is the largest city in land area with approximately 55,621 residents within 56.69 miles. Cloud Lake and Briny Breezes are the smallest in land area, with approximately 139 and 612 people respectively, living within about 0.06 square miles each. In addition, 14 municipalities are less than one square mile each.

Population estimates for each of the 39 municipalities, as well as, the mailing addresses for each Town/City Hall can be found at the following link: <http://www.leagueofcities.com/membership/membershipdirectory.htm>

## **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.

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 3.1% annually<sup>4</sup>. The County's FY 2020 population is estimated to be 1,447,857, a 0.80% increase from FY 2019<sup>5</sup>.

## **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 (BCC), 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 BCC 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 Mayor to preside over meetings and serve as the ceremonial head of the County. A Vice Mayor is also selected to assume these duties in the absence of the Mayor.

The BCC 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;

4. Business Development Board of Palm Beach County

5. University of Florida, Bureau of Economic and Business Research

- 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 BCC 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 BCC-approved programs and manages the day-to-day operations of County government. With BCC 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                              | • Medical Examiner            |
| • Community Services                    | • Office of Resilience        |
| • County Cooperative Extension Services | • Palm Tran                   |
| • County Library                        | • Parks & Recreation          |
| • Engineering & Public Works            | • Planning, Zoning & Building |
| • Environmental Resources Management    | • Public Safety               |
| • Fire Rescue                           | • Water Utilities             |
| • Housing and Economic Sustainability   | • Youth Services              |

#### Central Services Departments include

- |                                       |                                |
|---------------------------------------|--------------------------------|
| • County Administration               | • Information Systems Services |
| • Facilities Development & Operations | • Public Affairs               |
| • Financial Management & Budget       | • Purchasing                   |
| • Human Resources                     | • Risk Management              |

There are also seven separate Offices that are under the authority of the County Administrator. These are: Criminal Justice Commission, Legislative Affairs, Office of Community Revitalization, Office of Equal Business Opportunity, Office of Equal Opportunity, and Tourist Development Council. The County Attorney and Internal Auditor are appointed by the Board of County Commissioners.

In addition to the County Administrator, the BCC 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 BCC to meet special needs and to help solve challenging issues facing County government.

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

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 BCC 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 BCC.

## ECONOMIC TRENDS

Palm Beach County is Florida's largest county in area and third in population. Growth predominantly from immigration, has historically been a major influencing factor in the County. On average, population has increased 1.09% annually from 2004 to 2019 and is estimated to increase through FY 2020.

Current economic indicators for Palm Beach County point to an economy which is increasingly healthy over the past several years. Significant investment made to develop the Biotechnology Industry in the County has spurred growth in that sector, pushing it into a tie with Retail Trade as the second largest industry behind only Educational, Health Care and Social Services. Tourism, construction, and agriculture continue to play a prominent role in the County's economy.

**Tourism**<sup>6</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 Tourist Development Tax revenues in FY 2020. There is an estimated 85,800 people employed in Leisure & Hospitality jobs in the County. The economic impact from our visitors is \$4.87 billion in direct visitor spending with a total impact of over \$7.4 billion annually to the County's economy. During FY 2019, Palm Beach County recorded record bed tax collections at \$54.2 million. Bed tax revenues increased 0.7% on room sales across the County of \$928.6 million.

**Construction**<sup>7</sup> - During FY 2019, the total number of permits issued decreased by 0.48%, but the Building Permit revenues increased by 13.6% (\$22 million in FY 2018 to \$25 million in FY 2019). In residential construction, 758 multi-family and 1,725 single-family unit starts occurred in FY 2019 compared to 265 multi-family and 1,671 single-family unit starts in FY 2018. The total value of new residential construction was approximately \$773 million in FY 2019 compared to roughly \$636 million in FY 2018. The total value of all construction permitted increased by 16.4% from just under \$1.40 billion in FY 2018 to over \$1.63 billion in FY 2019. Although the number of permits issued decreased slightly in 2019, the overall value of construction increased significantly.

**Agriculture**<sup>8</sup> - Palm Beach County's agricultural acreage has remained stable for the last nine years. Palm Beach County still leads the state of Florida, and all counties east of the Mississippi River, in agricultural proceeds. Palm Beach County leads the nation in the production of sugarcane and fresh sweet corn. It leads the state in the production of sweet bell peppers, rice, lettuce, radishes, Chinese vegetables, specialty leafy crops, celery, eggplant, herbs, and sod.

The 451,375 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 \$139 million, and leads the state in agricultural wages and salary with over \$348 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.

Equestrian acreage in Palm Beach County remains stable at 8,685 acres, currently ranking as the 2nd largest equine county in the state, following Marion County. Three major equestrian events take place during the winter season.

6. Tourism Economics, Florida Department of Economic Opportunity, VisaVue® Travel, TNS Travel America, PBC Tax Collector, Florida Department of Revenue, PBC Economic Impact Study

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

8. Palm Beach County, Cooperative Extension Service

**Manufacturing** - Manufacturing plays an important role in the County's local economy. Medical and pharmaceutical goods, military and commercial aircraft, electronics, and other high tech products are all manufactured in Palm Beach County. These companies employ a significant number of County residents; the 10 largest manufactures in Palm Beach County have more than 8,750 employees.

**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 biotechnology businesses will form a hub to strengthen the County’s position as leader in this industry. Smaller bio-related companies have either expanded or moved to the County such as Ocean Ridge Biosciences, LLC, Strides Pharma, Detraxi, CSL Plasma, Gift of Life Marrow Registry, Expansion Therapeutics, and Beacon Global Health Initiatives.

**Financial and Professional Services** - Palm Beach County continues to be one of the wealthiest counties in the Nation due to high earning positions that have grown in this category alone by approximately 3,000 from 13,289 in 2006 to 16,295 in 2018. Financial Services positions include international bankers, brokers, financial planners, and insurance professionals. Professional Services positions include architects, engineers, technicians, accountants, and consultants.

## UNEMPLOYMENT RATE

The County's average annual wage of \$58,240. The County's labor force employed is estimated to be 721,551 which is a positive indicator of the decrease in the unemployment rate from 3.4% in September 2018 to 3.2% in September 2019<sup>9</sup>. Additionally, the rate in Palm Beach County is only slightly higher than the state rate and slightly lower than the national rate, which is another indicator of improving labor trends.

## 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 fixtures, equipment, and machinery; and
- **Intangible Personal Property** includes stock, bonds (except those exempt), mortgages accounts receivable, mutual funds, notes, trusts, estates, etc. (State tax handled directly by the State of FL).

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, senior citizens, and others. The November 8th, 2016 Elections passed additional exemptions for totally and permanently disabled first responders and a homestead tax exemption for certain senior, low income, long-term residents.

The BCC 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 2020 Countywide rate is 4.7815 mills.

9. Florida Research and Economic Information Database Application



Palm Beach County Fire Rescue and the County Library are dependent districts under the control of the BCC. 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 BCC 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.

### **FIRE RESCUE TAXING DISTRICTS (MSTU)**

Belle Glade	Lake Clarke Shores	Palm Springs
Cloud Lake	Lake Park	Royal Palm Beach
Glen Ridge	Lake Worth	South Bay
Haverhill	Lantana	South Palm Beach
Juno Beach	Loxahatchee Groves	Wellington
Jupiter	Pahokee	Westlake

#### **Serviced by Fire Rescue**

Manalapan

Fire Rescue also has a service agreement for a portion of Martin County

#### **Dispatched by Fire Rescue Outside the Fire Rescue Taxing District**

Atlantis	Highland Beach	Palm Beach Gardens
Delray Beach	Jupiter Inlet Colony	Palm Beach Shores
Greenacres	Mangonia Park	Riviera Beach
Gulf Stream	North Palm Beach	Tequesta
	West Palm Beach	

### **COUNTY LIBRARY TAXING DISTRICTS**

Atlantis	Juno Beach	Palm Beach Gardens
Belle Glade	Jupiter	Palm Beach Shores
Briny Breezes	Jupiter Inlet Colony	Royal Palm Beach
Cloud Lake	Lake Clarke Shores	South Bay
Glen Ridge	Loxahatchee Groves	South Palm Beach
Greenacres	Mangonia Park	Tequesta
Haverhill	Ocean Ridge	Wellington
Hypoluxo	Pahokee	Westlake

**COUNTYWIDE TAXING DISTRICTS**

**The School District of PBC**

3300 Forest Hill Boulevard  
West Palm Beach, FL 33406  
Telephone: (561) 434-8000

**Health Care District**

2601 10th Avenue North, Suite 100  
Palm Springs, FL 33461  
Telephone: (561) 659-1270

**Children's Services Council**

2300 High Ridge Road  
Boynton Beach, FL 33426  
Telephone: (561) 740-7000

**Florida Inland Navigation District**

1314 Marcinski Road  
Jupiter, FL 33477  
Telephone: (561) 627-3386

**South Florida Water Management District**

**South Florida Water Management Basin**

**Everglades Construction**

3301 Gun Club Road  
West Palm Beach, FL 33406  
Telephone: (561) 686-8800

**NON-COUNTYWIDE TAXING DISTRICTS**

**Greater Boca Raton Beach & Park District**

300 South Military Trail  
Boca Raton, FL 33486  
Telephone: (561) 417-4599

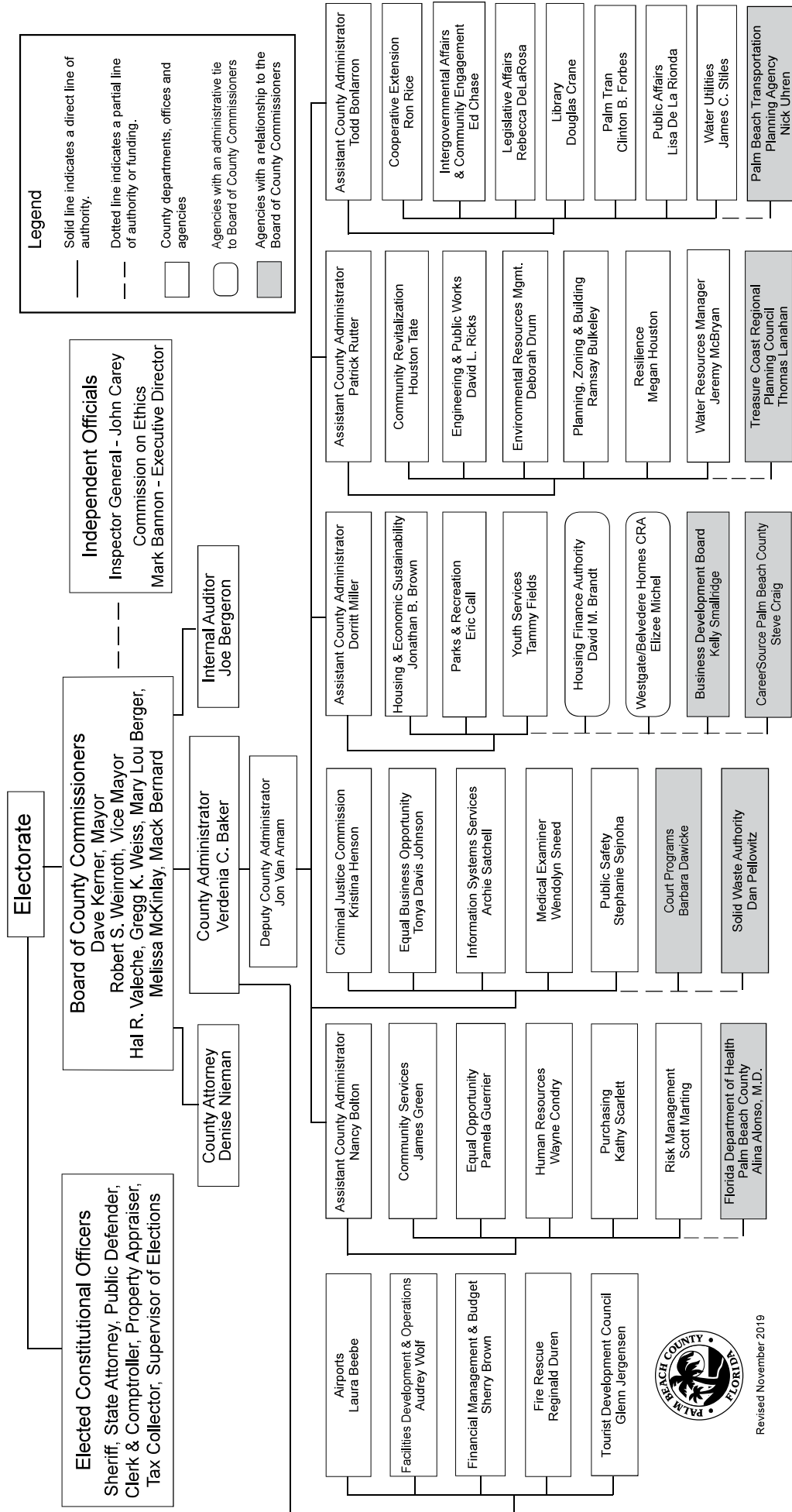
**Port of Palm Beach District**

1 East 11th Street, Suite 600  
Riviera Beach, FL 33404  
Telephone: (561) 383-4100

**Jupiter Inlet District**

400 N. Delaware Boulevard  
Jupiter, FL 33458  
Telephone: (561) 746-2223

# Palm Beach County Board of County Commissioners Organizational Structure



Revised November 2019

Date Established  
Form of Government  
Area (Including water)  
Total Adopted Fiscal Year 2020 Budget

## County Demographics

Population	1,447,857
Median Age	43.54
Median Household Income	63,869
Average Household Size	2.69

Source: www.bdb.org

## Palm Beach County Schools

There are 183 schools in Palm Beach County with 193,400 enrollment. See below for the number of schools

Elementary Schools	109
Middle Schools	33
High Schools	23
ESE, Alternative, Dropout Prevention, Virtual	18

## Sheriff's Office

Law Enforcement Officers	1,644
Corrections Officers	698
Civilian Staff	1,947



Palm Beach County Sheriff's Office Headquarters

## Elections

Registered Voters (as of 11/08/2019)	967,242
--------------------------------------	---------

Source: <http://pbcelections.org/>

## Major Employers

Palm Beach County School Board	21,466
Palm Beach County	11,689
Tenet Coastal Division Palm Beach County	5,939
FPL (NextEra Energy) Headquarters	4,404
Hospital Corp. of America *	3,550
Boca Raton Regional Hospital	2,800
Florida Atlantic University	2,644
Veterans Health Administration	2,535
Bethesda Health Inc	2,282
Office Depot, Inc.	2,034

\*Source: www.bdb.org (last updated 01/18)

## Fire Rescue

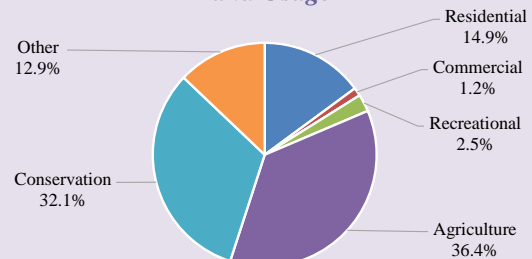


Fire Rescue Headquarters

### Fire Protection

Suppression units (including 19 brush trucks)	68
Advanced Life Support Units	101
Fire Stations	49
Employees (Certified Firefighters)	1,414
Employees (Non-Certified)	216
FY19 Total Fire Runs	18,420
FY19 Total EMS Runs	115,160
FY19 Average Response Times For Fire/EMS	6:32

## Land Usage



## Top Ten Principal Property Tax Payers

FPL (NextEra Energy) Headquarters	\$ 97,909,664
Town Center	\$ 9,818,592
Gardens Venture LLC	\$ 6,610,064
Breakers Palm Beach Inc.	\$ 6,082,848
U.S. Sugar Corporation	\$ 5,493,576
Panthers BRHC LTD	\$ 4,827,428
TM Wellington Green Mall LP	\$ 4,711,335
CPT Phillips Point LLC	\$ 4,410,362
Palm Beach Outlets LLC	\$ 3,977,376
Okeelanta Corporation	\$ 3,882,433



### Utility Systems



*Southern Regional Water Reclamation Facility*

<b>Active accounts</b>	
Water	194,756
Wastewater	175,576
<b>Number of Units Served</b>	
Water	251,314
Wastewater	230,928
<b>Capacity per day (million gallons)</b>	
Water (mgd) max.	113.28
Sewer (mgd) max.	67.20
<b>Miles of Water and Sewer Mains</b>	
Water	2,474
Sewer	1,917
Fire Hydrants	19,363
Pump Stations	1,054

### Parks and Recreation

The County offers over 8,200 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
Exercise/Fitness Trails	11
Marina	1
Playground Sites	102
Parks	86
Water Parks	2
Splash Parks	3
Swimming Pools	6
Dog Parks	4
Museum	1
Community/Civic Centers	4
Recreation Centers	4
Nature Centers	3
Equestrian Parks	5
Beaches	16
Campgrounds	3
Amphitheaters	3



*Okechee Golf Course*



*Loggerhead Park*



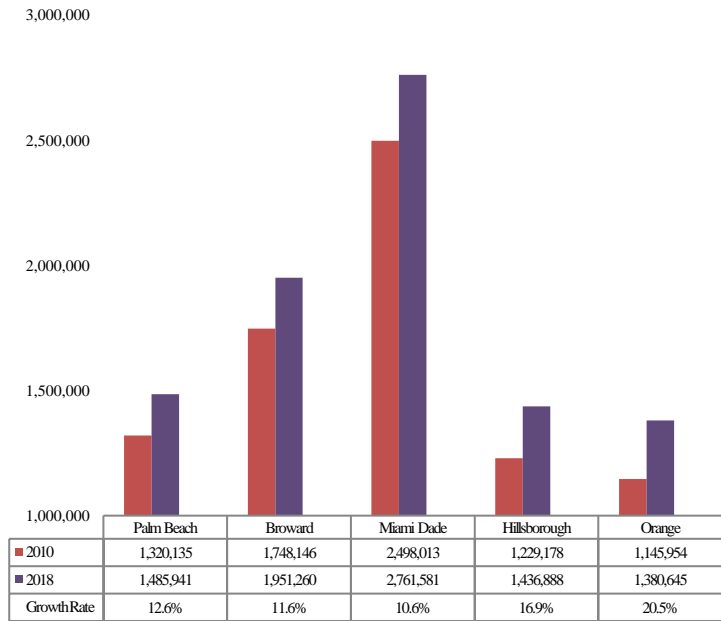
*Caloosa Park*

Palm Beach County is the largest county by area and third largest county by population in the State of Florida. To aid in the understanding of the demographics for the County, information on all five Florida counties with populations over one million is provided. Additional information can be found through the US Census Bureau at: <http://www.census.gov/>.

### POPULATION & GROWTH RATE

(Data is based on the 2010 US Census and 2018 US Census Bureau estimates)

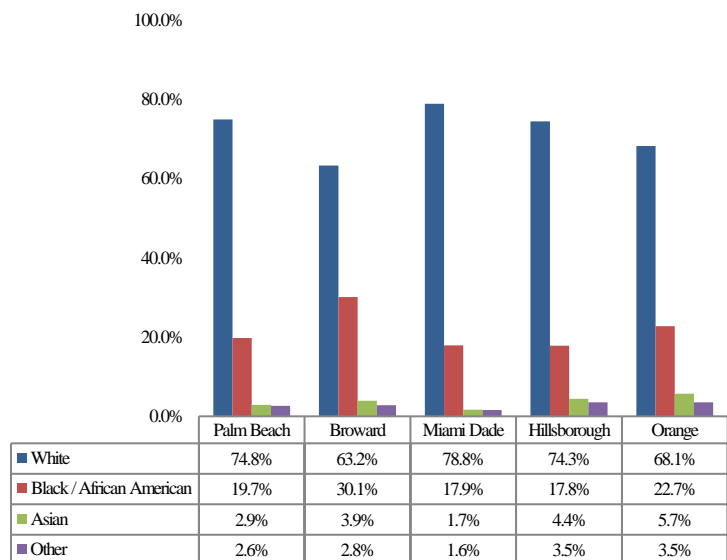
Palm Beach County has the 3rd largest population and largest land area of any of Florida's counties. Palm Beach County's population growth was comparable to other major counties in the state over the last eight years. The growth rate is a good indicator of a strong quick economic recovery. The growth rate should also have a positive correlation to an increase in property values and the construction industry.



### ETHNICITY

(Data is based on the 2018 US Census Bureau estimates)

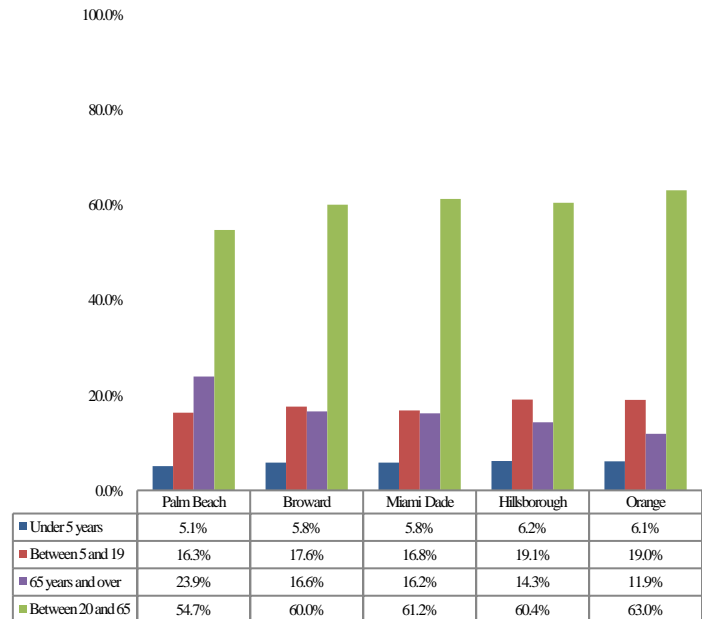
For the most part, the five largest counties in Florida have a comparable ethnic distribution. Across the counties, the largest group of the population is White, followed by Black/African American, then those in the Other category (which includes those who identified themselves as two or more races), and finally Asian.



### POPULATION BY AGE

(Data is based on the 2018 US Census Bureau estimates)

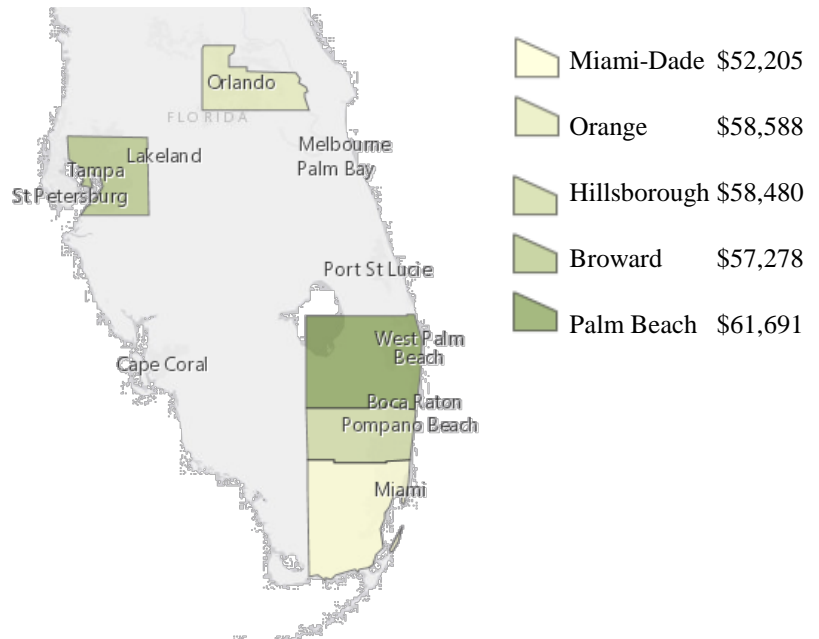
Palm Beach County has the oldest population of the five largest counties in Florida. With an average growth rate, this trend may be stable into the future. Population aging is a worldwide occurrence. The economic impact of this trend is that older populations tend to save more thereby having a positive impact on interest rates. Additionally, decreased educational expenditures are also a benefit that is associated with regions that have an older population.



### MEDIAN HOUSEHOLD INCOME

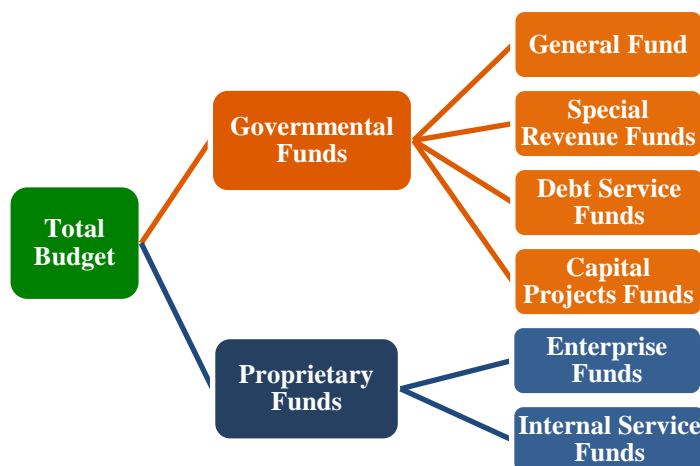
(Data is based on the 2018 US Census Bureau estimates)

There has been an overall increase in the median household income across all of the large counties in Florida with Palm Beach County having a 11.6% increase this year. When compared to the other large counties in Florida, Palm Beach County has the highest median household income. These estimates, which include year over year changes, are an indicator that the economy is thriving.



## Fund Types

The financial accountability of Palm Beach County is measured on a "fund" basis in accordance with generally accepted accounting principles (GAAP). A "fund" is a separate fiscal and budgetary entity. Revenues and expenditures are legally recorded in the following groupings of funds, each of which must be in balance and may not show a deficit per Florida statutory requirements.



### Governmental Funds

#### General Fund (0001)

This fund is used to account for financial transactions which are applicable to the general financial requirements of the County, except those required to be accounted for in other funds. Some of the countywide operations included in the General Fund are: Parks and Recreation, Engineering, Facilities Development and Operations, Public Safety, and Sheriff. Countywide Administration, County Attorney, Financial Management and Budget, Human Resources, and Purchasing are also included in the fund.

#### Special Revenue Funds (1000-1999)

These funds are 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 or 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. Some of the funds in this grouping are County Transportation Trust, Fire Rescue, Municipal Services Taxing District, County Library, and Tourist Development.

#### Debt Service Funds (2000-2999)

These funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditures for debt service.

#### Capital Projects Funds (3000-3999)

These funds are 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 project funds exclude those types of capital related outflows financed by proprietary funds.

### Proprietary Funds

#### Enterprise Funds (4000-4999)

These funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges. Airports and Water Utilities are considered Enterprise funds.

#### Internal Service Funds (5000-5999)

These funds are used to account for the goods and services which are provided by departments for the benefit of other County departments on a cost reimbursement basis. Fleet and Risk Management are Internal Service Funds.

## Measurement Basis

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

Governmental funds use the current financial resources and the modified accrual basis of accounting. With this measurement focus, only current assets and deferred outflows, and liabilities and deferred inflows are generally included on the balance sheet. Under the modified accrual basis, revenues are recognized if they are measurable and available for use during the year. 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 are recognized in the period the liabilities are incurred; however, debt service, as well as expenditures related to compensated absences, claims and judgments, and other post employment benefits are recorded only when payment is due.

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 the 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 net position.

The government-wide financial statements presentation distinguishes between activities that are supported primarily by taxes and intergovernmental revenues (governmental activities) and activities that are intended to recover all or most of their costs through user fees and charges (business-type activities). The governmental activities of the County include general government, public safety, physical environment, transportation, economic environment, human services, and culture and recreation. The business-type activities of the County include the Water Utilities Department and the Department of Airports.

## Fund Balance Reporting

Governmental fund balances are classified as nonspendable and spendable as follows:

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



**Spendable Fund Balance** includes amounts in the following four categories:

- **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.

### **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.

Palm Beach County's FY 2020 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
- OTHER - ROTATION OF EXTERNAL AUDITORS

## 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 RESERVES)

**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 and Library Debt Service*

*Fire Rescue MSTU s (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*

*Debt Service*

**II.5 Sales Taxes**

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

*General*

*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 Funds 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.

**II.14 Infrastructure Surtax**

On November 8, 2016 the County's one cent infrastructure surtax referendum was passed. The purpose of this surtax is to enable the County to complete the backlog of infrastructure, repair, and replacement projects that have occurred during the last several years of budget reductions.

**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 established an award-winning Enterprise Key Performance Indicator (eKPI) system that allows each department to input monthly, quarterly and yearly “Performance Measures” for each of its departments in order to assure that maximum productivity is being achieved. Departments review eKPI performance scorecards with County Administrators and utilize the data to assess performance and to justify budget requests.

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. The FY 2020 budget is 16.6%.

The adopted unassigned reserves in the General Fund shall not be less than 8% of the total General Fund budget. The FY 2020 budget is 10.42%, in line with the policy.

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. As of September 30, 2018, unassigned fund balance was 17.67%.

**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 project 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 may be needed to maintain good bond ratings and the marketability of bonds. The amount of debt reserves may be established with each bond issue.

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 10% of actual 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 pledged 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.

**VII. OTHER - ROTATION OF EXTERNAL AUDITORS**

In December 1991, the Board approved a mandatory rotation policy for external auditors that prevented the current auditors from competing for the next contract. Auditing contracts have historically lasted seven years (an initial term of three years followed by up to four years of extensions). In September 2012, the Board removed the mandatory rotation requirement. The current firm can compete for the contract, but the principle must change if the same firm is used.

### Long Term Goals/Policies

Palm Beach County adopted a Comprehensive Plan in 1980 providing the framework for land use changes within the unincorporated area and mechanisms and standards through which changes could occur. This plan represented a rethinking and restructuring of land use planning in the County. The changes were as a result of unstable conditions in the economy of the County, the needs of the Palm Beach County residents, and state legislative requirements. The basic concept of the Plan was to permit development at urban densities in those areas where urban services could be provided efficiently and economically, and to prevent urban density development in areas which were not planned for extension of urban services.

Palm Beach County's 1989 Comprehensive Plan built upon the strengths of its predecessor. This plan is based on an overall goal of maintaining a high quality of life in the County. The mechanisms and means for attaining this goal have been incorporated into the Elements of this Plan. Element drafts took shape and developed into the 1989 Plan as a result of a successful citizen participation program. Citizen input and Board of County Commissioners' direction throughout the planning stages of this document have created a plan that not only reflects the interests of the County as a whole, but maintains and protects the unique qualities and characteristics present in its sub-regions.

In 1995, the County evaluated the Plan, in accordance with the Evaluation and Appraisal Report requirements of the Florida Statutes. As a result, the Plan was substantially amended in 1996 and 1997, to incorporate the revisions necessary to update the Plan in preparation for the next planning time frame. Additional reporting requirements were statutorily mandated during the 2006 and 2007 Florida Legislative sessions. These changes help to strengthen the connection and inter-relationship between the planning and budget development processes by identifying specific funding sources for future services required to maintain established levels of services.

House Bill (HB 7207), the Community Planning Act, was signed by the Governor on June 2, 2011, amending multiple sections of the Florida Statutes, Chapter 163, and providing significant change to growth management in Florida. This legislation changed the name of the 'Local Government Comprehensive Planning and Land Development Regulation Act' to the 'Community Planning Act'. The legislation also revised the duties of local governments and municipalities relating to comprehensive plans; reduced state oversight of land use planning and relaxed review processes; encouraged local governments to apply for certain innovative planning tools; eliminated the state mandate for transportation, schools, and parks and recreation concurrency; and authorized the state land planning agency and other appropriate state and regional agencies to provide technical assistance to local governments.

Palm Beach County's Comprehensive Plan has been prepared to address the needs and interests of the County's residents and visitors. Areas addressed include, but are not limited to, future land use, transportation, housing, fire-rescue, utility, coastal management, health and human services, and capital improvements. The following is a link to the Plan:

[http://discover.pbcgov.org/pzb/planning/Comprehensive Plan](http://discover.pbcgov.org/pzb/planning/ComprehensivePlan)

The Goals, Objectives, and Policies presented in the Plan reflect the directives of the citizenry and the Board of County Commissioners. The following are some of the Goals (in no particular order) and what is being done in FY 2020 to accomplish them:

**GOAL Accommodate the increased demand for emergency services in a comprehensive and organized fashion**

The County has undergone significant changes in the concentration of its growth, namely into the western portions of the County. Much of this area is either unincorporated or contains municipalities who rely on County Fire-Rescue and Sheriff's Office services. The FY 2020 Sheriff's budget reflects the funding required to continue to provide quality service at an acceptable level.

The Fire Rescue Department continues to provide quality service. The County's service area encompasses 1,769 square miles, serving approximately 919,158 people. The County currently provides full service to 19 municipalities and dispatches for an additional 13 municipalities.

**GOAL Utilize a capital improvements program to coordinate the timing and to prioritize the delivery of public facilities and other capital projects**

The County has a policy of maintaining a five-year Capital Improvement Program to identify and fund projects required to maintain minimum acceptable levels of service. Capital project proposals are ranked as either essential, necessary, or desirable when submitted to the Budget Office during the budget development process. The projects are prioritized during meetings with the County's Management Team. Each of the major departments involved in the process; Facilities Development and Operations, Engineering, Parks and Recreation, etc.; maintain their own individual objectives and performance measures to assure the success of each project.

**GOAL Preserve, protect and enhance coastal resources, and to discourage development activities that would damage or destroy coastal resources**

Palm Beach County has a proactive program promoting inlet management, dune restoration, and beach nourishment to strengthen the natural defenses against storms and erosion. The County works closely with federal, state, and municipal partners to ensure a quick response, if necessary, following a storm event and to help fund restoration. Annual contracts are in place to allow for quick mobilization of a dune restoration should a coastal emergency be declared by the Governor.

**GOAL Ensure that potable water and wastewater service in the County Water Utilities Department area is provided**

The Palm Beach County Water Utilities Department (WUD) is committed to providing the best potable water and wastewater services to its customers. WUD currently manages the repair and replacement schedule for over \$1 billion in County assets. The asset management program will allow WUD to better prioritize its aggressive Capital Improvement Plan and prepare for future capacity and service needs.

In addition to providing potable water and wastewater services, WUD also provides reclaimed water service in limited regions of its service area. Currently, the Department produces approximately 28 million gallons of reclaimed water each day. The use of reclaimed water for irrigation serves the environment by offsetting the amount of potable water utilized for irrigation.



**GOAL**      **Facilitate the provision of an adequate supply of safe, sanitary, and affordable housing to meet the needs of the County's residents**

Affordable housing in Palm Beach County is a significant budget issue. A large portion of total households live in cost burdened and overcrowded conditions, with the greatest negative effects to County residents at the very-low and low-income levels. The Department of Housing and Economic Sustainability (HES) developed a five-year plan identifying needs and setting goals and objectives for the allocation of federal, state, and County funds to support affordable housing, allowing HES to make millions of federal, state, and local funds available to serve the County's affordable housing goal. Performance measures employed by HES track housing first-mortgage financing, gap financing, foreclosure prevention (mortgage assistance), housing preservation, construction, and rehabilitation. HES has a commitment to special targeted populations which insures expedited processing for returning veterans, elderly, physically disabled as well as those residents living in the Glades Region of the County. Current programs focus on expanding access to homeownership financing, preserving existing homeownership, and creating new affordable rental opportunities through redevelopment and new construction.

**GOAL**      **Provide an interconnected multimodal transportation system which moves people, goods and services safely, efficiently with minimal impact to the environment**

The County continues to maintain and implement a safe, convenient, and efficient transportation system through Palm Tran, Department of Airports (DOA), Engineering Department, and Transportation Planning Agency (TPA).

The Palm Tran Intermodal Center located in the West Palm Beach Central Business District (CBD) is oriented land use with interconnected transportation modes including County Palm Tran bus, Regional Tri-Rail, Amtrak, Greyhound, and Local West Palm Beach Trolley.

The DOA maintains a self sustaining business model, which provides for resources to insure these goals can be supported. This is achieved by user fees to corporate partners (airlines, car rental companies, etc.) and travelers using the airport. Additional funding is received in the form of capital grants from federal and state governments. Policy and strategic decisions are implemented through the annual budget, capital budget, and Airport's Master planning process. The DOA takes policy direction and input from the Board of County Commissioners, the Airports and Aviation Advisory Board, Department of Homeland Security, federal and state agencies, as well as input from our customers to achieve a balanced approach to service delivery.

Additionally, the Palm Beach Board of County Commissioners participates on the TPA Board which collaboratively plans, prioritizes, and funds transportation investments within an urbanized area over 39 municipalities and the unincorporated County with the vision of a safe, efficient, connected, and multimodal transportation system.

**GOAL      Create a balanced and diversified economy**

HES continues its focus on economic sustainability in Palm Beach County. Significant resources have been secured to support expansion and revitalization of the economy in the Western Communities. Since HES was formed in January 2012 it has provided business, community redevelopment, and housing initiatives resulting in a projected five year economic impact on closed or prospective projects in excess of \$15.4 billion.

*Current Initiatives:*

1. The Economic Development Incentive Program continues to provide additional financial resources to businesses and is being utilized with greater frequency to meet the local match requirement to State incentive contracts.
2. HES is partnering with the County's Planning, Zoning and Building Department to utilize funds generated through the Palm Beach County Workforce Housing Program for new initiatives serving households with incomes between 60% and 140% Area Median Income.
3. HES continues to expand search capabilities and data mining features of PBC Interactive, the County's first and only real-time business web platform.
4. HES is utilizing program income generated by existing Neighborhood Stabilization Program activities to fund the new development of affordable housing.

**GOAL      Provide a Library System that serves the informational, educational, and recreational reading needs of residents**

To accomplish the Library's mission to "Connect Communities, Inspire Thought and Enrich Lives," the Library provides the public with free access to an ever changing and growing collection of library materials in a variety of formats. Librarians help people of all ages find information that meets their diverse educational, professional, and recreational needs. Inquiries submitted in person, by telephone, through email, or live chat are answered promptly and accurately. Story time classes, the Summer Reading Program, and special events are provided to build children's confidence, reading skills, and sense of community. Outreach services to day care centers include story time classes for preschoolers and instruction for day care providers on how to share books with children. The Library promotes economic vitality and individual achievement by planning and presenting technology instructional activities for all ages, by offering opportunities for adults to improve their basic literacy skills, and by designing events and activities that will allow the community to learn and develop new skills. As required by the State, the Library reviews its long range plan of service annually.

**GOAL      Redirect growth to where services and facilities can be provided in the most efficient manner and encourage the revitalization/redevelopment to meet the long term needs of the County**

The Office of Community Revitalization (OCR) is committed to strengthening and improving Palm Beach County neighborhoods by engaging citizens' participation; enhancing governmental response to community needs; and providing education, technical, and financial assistance to help residents plan and implement sustainable neighborhood improvements.

The OCR facilitates and coordinates community revitalization initiatives within designated residential neighborhoods in unincorporated Palm Beach County. These initiatives are undertaken in partnership with other County departments and external agencies. In addition, the OCR works with other departments to review annexations and development proposals for consistency with community revitalization goals.

Designed to provide neighborhoods with a link to County government, the OCR offers a wide variety of programs and services to assist residents in effectively accessing and utilizing County services and resources. These programs and services are intended to enable residents to manage community related issues, reverse community decline, and enhance the quality of life in Palm Beach County’s neighborhoods.

GOAL

Provide a Countywide system of parks, beaches, open space, and recreational and cultural facilities to serve current and future needs of the County’s population

The Parks and Recreation Department strives to meet the recreation and open space needs of countywide residents and visitors to Palm Beach County, through its 106\* regional, district, special facility, community, beach, and neighborhood parks encompassing 8,742 acres. The County currently exceeds the Comprehensive Plan adopted Levels of Service (LOS) for regional, beach, and district parks. As the population continues to grow, the Parks & Recreation Department will need to expand recreational facilities and opportunities to meet the future demands of our residents and visitors. The Department has a five-year capital improvement plan that identifies and funds projects required to maintain minimum acceptable levels of service and for renewal and replacement of older facilities. Capital improvement projects are primarily funded from Park Impact Fees, Grants, General Fund, and Bonds.

\*Includes leased and undeveloped properties

Short Term Goals

As part of the FY 2020 Budget process, the Board of County Commissioners held two budget workshops. The Board discussed and prioritized various areas of interest. In addition, each department has identified their objectives to meet the overall direction of the Board. Department objectives can be found under the Departmental Section. Although not exclusive, the following is a list of priorities for FY 2020.

- *Economic Development*
  - *Housing and Homelessness*
  - *Environmental Protection*
- *Infrastructure*
  - *Public Safety*
  - *Substance Use and Behavioral Disorders*

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 2020 is from October 1, 2019 through September 30, 2020.

**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 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 on proprietary funds which is budgeted on the accrual basis.

**Budget Development**

The FY 2020 budget was developed based on department and countywide strategies mandated by Administration. Supplemental requests were included for only critical needs. County departments maintained the same service levels as last year while attempting not to increase expenses through the implementation of efficiencies and privatization efforts.

All Department operating requests were due March 18th, capital requests were due March 25th, and Constitutional Officers' proposed budgets due May 1st 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 10th and July 2nd 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 10th and 16th to receive final public comments on the Tentative Budget and to adopt a Final FY 2020 Budget. The Board of County Commissioners adopted a millage rate of 4.7815 mills for FY 2020, which is 4.63% over 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, 2020.

### Amendments After Adoption

Florida Statutes specifically direct that, upon final adoption, 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 - Strategic Planning and Performance Management Division works throughout the year to help departments establish more effective performance measures, targets and stretch goals.

*The overall objective is to verify Palm Beach County performance measures are:*

- A positive tool in to gauge organizational achievements;
- Meaningful (value) to all;
- An important management tool to aid decision making;
- An accurate source to help justify resource requests; and
- A way to connect staff level activities to higher level organizational missions and objectives.



## January - February

- ## March

- ## April

- ## May

- ## June

- ## July

- ## August

- ## September

- ## October - December

- Note: After the completion of Value Adjustment Board (VAB) Hearings, final taxable values will be certified (form DR-422) (F.S. 200.065(5))**

This portion of the Budget Document provides the basic budget assumptions/directions that were approved by the County Administrator for the preparation of the FY 2020 budget and FY 2021-2024 forecast.

### **Factors Outside County Control**

- The County's FY 2020 population estimate is 1,447,857 or a 1.01% increase from the previous year.
- Property values continue to rise for the seventh consecutive year (5.95% for FY 2020) and continue to surpass the peak in FY 2008.
- Palm Beach County's unemployment rate is 3.2% (as of September 2019), which is slightly below the National level and tied with the State level.
- Rates for interest income are estimated at 2.40 % for FY 2020 compared to 1.75% for FY 2019.

### **Factors Within County Control**

#### ***Financial***

- Budgeted contingency amounts were analyzed on an individual basis.
- Budgeted cash reserve levels are adequate to provide for cash flow requirements.
- Savings from operational efficiencies and all revenues are projected through FY 2024.
- Bond issues are preceded by a fiscal impact analysis including potential funding sources.

#### ***Administration***

- The FY 2020 Budget submission incorporated
  - a) An approach which matches spending levels to services performed;
  - b) A 3% increase for all employees of the Board of County Commissioners while special bargaining units' employees may have different salary adjustments; and
  - c) A maximization of resources to reduce the impact on existing service levels.
- Detailed analysis and justification was submitted for approval of new positions. If a new facility is scheduled to open, new positions were budgeted only for the period the new facility will be operational.
- Budget requests should be adequate to assure safety standards are met.
- Budget requests should be adequate to maintain service levels status quo.
- Contracting services were considered as a cost effective alternative, especially for new facilities.

#### ***Equipment Purchases***

- Budget requests for additional equipment were accompanied by a utilization assessment, comparative buy vs. rent or lease/purchase cost analysis, and a cost analysis of associated maintenance and personnel requirements.
- Equipment replaced due to age, mileage, or condition will be disposed of as trade-in or at auction. Therefore, the level of equipment inventory should not increase. In fact, it may decrease due to more efficient equipment.

*General*

- New facilities, becoming operational in FY 2020, impact the budget for operations and maintenance.
- Budgeted construction management costs were shown as a component of the related project cost.
- Capital Improvement Program budget requests required identification of associated operations and maintenance costs.
- Five-year projections were developed for all County expenditures and revenues in order to facilitate the update of the Palm Beach County Comprehensive Plan.
- Departments submitted the narrative budget with updated objectives and performance measures.

*Payroll Related Assumptions*

- The amount of wages subject to ***Social Security*** tax was reported as \$132,900 for FY 2020 when the budget was prepared. Tax rates for ***Social Security and Medicare*** continue at 6.2% and 1.45%, respectively.
- ***Life and health insurance*** rates are \$13,080 per employee, but are subject to adjustment by Risk Management.
- ***Retirement rates*** used for budget estimations, before the July 1, 2019 rates were approved, are listed below:

Regular	8.26%
Special Risk	24.50%
Senior Management	24.06%
Elected Official	48.70%
DROP	14.03%

***Revised rates for FY 2020 after the approval of rates effective July 1, 2019 are as follows:***

Regular	8.47%
Special Risk	25.48%
Senior Management	25.41%
Elected Official	48.82%
DROP	14.60%

### **Budgetary Issues**

- Maximize efficiency to minimize annual increases in operating costs
- Maximize available resources to increase community revitalization efforts
- Public Safety to ensure a safe, secure, and peaceful community, which include Sheriff operations
- Funding to protect, preserve, and enhance natural resources
- Funding infrastructure
- Funding to address the substance use and behavior disorders crisis
- Funding to provide support to programs addressing the housing and homelessness needs

### **Trends**

- Increase in construction industry
- Increase in residential and commercial property values
- Increased cost for Public Safety (Police Services, Jails, Fire Rescue, and Emergency Management)
- Increased cost to combat substance use and behavior disorders
- Increased cost of natural disasters due to climate change
- Geographic centralization of County departments to reduce overhead and administration costs
- Increase in Impact Fees and Tourist Development Taxes collected
- According to the US Bureau of Labor Statistics, the unemployment rate for both Palm Beach County and the state level is 3.2% while the national level is 3.5%; meanwhile, the County's unemployment rate has decreased from 3.9% in 2018 to 3.2% in 2019 (as of September).

### **Resource Choices**

- Maintain adequate reserves while decreasing the ad valorem revenue
- Consideration of alternate gas tax uses to support reduction in ad valorem tax
- Implementation of efficiencies and privatization efforts
- Reduction to various capital projects to decrease ad valorem funding
- One-Penny Sales Surtax, approved during the November 2016 election, continues to be used to fund the back log of infrastructure repairs, restoration, and replacements and maintain current levels of service provided by the School District, County, and Cities. The surtax funds are included as part of this document.
- Each department's FY 2020 budget and emerging issues can be found within the departments section on pages 103-298.

Palm Beach County, like every large organization, from time to time finds it necessary to alter its organizational structure in order to more effectively manage and monitor existing programs or to add new programs. In order to gain a clearer understanding of the FY 2020 Operating Budget, the reader should be aware of organizational changes since adoption of the FY 2019 budget. The following organizational changes are incorporated into the FY 2020 Budget Document. Also included in this section is information relating to changes in the location of various Operating Budgets within the budget document.

### **COURT ADMINISTRATION/PUBLIC SAFETY**

The Adult and Family Drug Court is a County Court program overseen by the Drug Court Manager in Court Administration. For efficiencies and smoother operations, the Public Safety Department and Court Administration mutually decided to transfer the five County funded Drug Court staff members from the Public Safety Department to the Court's County budget.

### **TRANSPORTATION PLANNING AGENCY (TPA)**

The Palm Beach County TPA is an independent public agency governed by a board consisting of five County commissioners, 15 municipal elected officials, and one port commissioner. The TPA has been hosted by Palm Beach County pursuant to interlocal agreement first executed in October 1985 and then updated in March 2013. In September 2017, the TPA Board directed its staff to take steps to allow the TPA to operate as an independent agency in order to empower all of its members and avoid undue influence by any one member. In October 2019, the interlocal agreement was amended to recognize that TPA's staff ceased to be employees of the County on September 27, 2019 and that TPA's finances ceased to be incorporated into the County's budgetary system beginning with County Fiscal Year 2020. For this reason, TPA's finances are not included in the County's FY 2020 budget.





## BUDGET SUMMARY TOTAL COMPARISON

### FY 2019 Adopted to FY 2020 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. The budget is 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.

	<b><u>FY 2019 Adopted Budget</u></b>	<b><u>FY 2019 Modified Budget</u></b>	<b><u>FY 2020 Adopted Budget</u></b>
Total Budget	\$4,791,766,384	\$4,963,528,055	\$5,187,741,528
Less: Internal Service Charges	(\$137,705,625)	(\$137,705,625)	(\$140,882,558)
Interfund Transfers	(\$550,752,225)	(\$590,060,287)	(\$614,329,067)
Interdepartmental Charges	(\$26,792,072)	(\$26,792,072)	(\$25,389,806)
<b>Net Budget</b>	<b><u>\$4,076,516,462</u></b>	<b><u>\$4,208,970,071</u></b>	<b><u>\$4,407,140,097</u></b>
Budgeted Reserves	\$925,423,897	\$948,269,540	\$1,028,884,987
Budgeted Expenditures	\$3,151,092,565	\$3,260,700,531	\$3,378,255,110
<b>Net Budget</b>	<b><u>\$4,076,516,462</u></b>	<b><u>\$4,208,970,071</u></b>	<b><u>\$4,407,140,097</u></b>

	FY 2019 Budget		FY 2020 Budget		Increase / (Decrease)	
	Millage	Amount	Millage	Amount	Amount	Percent
General Fund	4.7815	\$897,961,450	4.7815	\$951,376,856	\$53,415,406	5.95%
Voted Debt Service	0.1165	\$21,898,908	0.0765	\$15,237,865	(\$6,661,043)	-30.42%
<b>Sub-Total Countywide</b>	<b>4.8980</b>	<b>\$919,860,358</b>	<b>4.8580</b>	<b>\$966,614,721</b>	<b>\$46,754,363</b>	<b>5.08%</b>
<b>Dependent Districts</b>						
County Library	0.5901	\$58,721,665	0.5870	\$61,919,310	3,197,645	5.45%
Fire-Rescue Countywide MSTU	3.4581	262,212,204	3.4581	277,582,505	15,370,301	5.86%
Jupiter Fire MSTU	1.9026	20,694,681	1.9097	21,768,240	1,073,559	5.19%
<b>Sub-Total Dependent Districts</b>		<b>\$341,628,550</b>		<b>\$361,270,055</b>	<b>\$19,641,505</b>	<b>5.75%</b>
<b>Total Property Taxes</b>		<b>\$1,261,488,908</b>		<b>\$1,327,884,776</b>	<b>\$66,395,868</b>	<b>5.26%</b>

Use of Property Taxes	FY 2019	FY 2020	Increase / (Decrease)	
	Budget	Budget	Amount	Percent
County Commission - Countywide	\$309,547,522	341,171,949	\$31,624,427	10.22%
County Commission - Voted Debt Service	21,898,908	15,237,865	(6,661,043)	-30.42%
County Library	58,721,665	61,919,310	3,197,645	5.45%
Fire-Rescue	282,906,885	299,350,745	16,443,860	5.81%
Sheriff	514,962,782	545,433,334	30,470,552	5.92%
Property Appraiser	19,558,000	19,763,416	205,416	1.05%
Judicial System	4,637,560	5,634,524	996,964	21.50%
Clerk & Comptroller	14,724,462	14,718,633	(5,829)	-0.04%
Supervisor of Elections	20,946,124	11,070,000	(9,876,124)	-47.15%
Tax Collector	13,585,000	13,585,000	0	0.00%
<b>Total</b>	<b>\$1,261,488,908</b>	<b>\$1,327,884,776</b>		

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

	FY 2020 Rolled-Back Rate		FY 2020 Adopted Taxes		Adopted Increase or Decrease		
	<i>Millage</i>	<i>Taxes</i>	<i>Millage</i>	<i>Taxes</i>	<i>Millage</i>	<i>Taxes</i>	<i>% Increase Or (Decrease) From Rolled-Back Rate</i>
Countywide <sup>(2)</sup>	4.5699	\$909,274,724	4.7815	\$951,376,856	0.2116	\$42,102,132	4.63 %
County Library District <sup>(3)</sup>	0.5248	55,358,183	0.5491	57,921,453	0.0243	2,563,270	4.63 %
Fire-Rescue MSTU	3.2935	264,370,024	3.4581	277,582,505	0.1646	13,212,481	5.00 %
Jupiter Fire-Rescue MSTU	1.8298	20,857,478	1.9097	21,768,240	0.0799	910,762	4.37 %
Aggregate Millage Rate <sup>(4)</sup>	6.3665		6.5771		0.2106		3.31 %
Total Taxes		\$1,266,744,903		\$1,308,649,054			

(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 0.0765 mills Countywide down from 0.1165 mills in FY 2019.

(3) Exclusive of voted debt millage of 0.0379 mills County Library down from 0.0410 mills in FY 2019.

(4) 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

**Current Property Taxes**

Computed as a percentage of the taxable value of real property and personal property. Each year Countywide and Dependent Taxing Districts millage rates are established. A "mill" is one tenth of a penny, or \$1.00 of ad valorem tax for each \$1,000 of certified taxable value.

A property owner with property assessed at \$150,000 and a homestead exemption of \$50,000 will pay the Countywide millage on \$100,000 of taxable value, calculated by the following formula:

**(Assessed Value - Homestead Exemption) divided by 1,000 x Millage Rate = Property Tax**

$$(\$150,000 - 50,000) / 1,000 \times 4.8580 = \$485.80$$

Note the above example is calculated on the Countywide rate only and does not take into account the Dependent Taxing Districts.

**Licenses, Permits, and Other Taxes**

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

**Intergovernmental Revenues**

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**

Includes all revenues stemming from charges for current services excluding revenues of internal service funds.

**Interest Earnings & Other Misc.**

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

**Interfund Transfers**

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).

**Debt Proceeds**

Includes revenues received from bonds, loans, and certain lease-purchase agreements.

**Balances Brought Forward**

Includes fund balances carried over from the previous year.

## FY 2020 Budgeted Revenues

	General Fund (0001)	Special Revenue Funds (1000-1999)	Debt Service Funds (2000-2999)	Capital Projects Funds (3000-3999)	Enterprise Funds (4000-4999)	Internal Service Funds (5000-5999)	Total
Current Property Taxes	\$951,376,856	\$357,272,198	\$19,235,722	\$0	\$0	\$0	\$1,327,884,776
Licenses, Permits, & Other Taxes	108,761,800	130,007,361	0	48,208,029	532,700	0	287,509,890
Intergovernmental Revenues	131,769,355	141,747,812	2,000,000	98,629,298	27,947,002	0	402,093,467
Charges For Services	113,810,188	78,833,053	0	2,053,489	296,252,111	140,882,558	631,831,399
Interest Earnings & Other Misc.	(46,488,452)	(7,615,818)	1,183,705	18,428,534	39,790,850	4,102,130	9,400,949
Interfund Transfers	3,850,019	124,440,438	72,040,393	121,037,113	292,961,104	0	614,329,067
<b>Total Revenues</b>	<b>\$1,263,079,766</b>	<b>\$824,685,044</b>	<b>\$94,459,820</b>	<b>\$288,356,463</b>	<b>\$657,483,767</b>	<b>\$144,984,688</b>	<b>\$3,273,049,548</b>
Debt Proceeds	0	3,174,778	0	0	0	0	3,174,778
<b>Total Revenues and Other Financing Sources</b>	<b>\$1,263,079,766</b>	<b>\$827,859,822</b>	<b>\$94,459,820</b>	<b>\$288,356,463</b>	<b>\$657,483,767</b>	<b>\$144,984,688</b>	<b>\$3,276,224,326</b>
Balances Brought Forward (BBF)	231,822,269	302,159,545	6,120,082	904,173,697	420,187,901	47,053,708	1,911,517,202
<b>Total Budgeted Revenues, Financing Sources, and BBF</b>	<b>\$1,494,902,035</b>	<b>\$1,130,019,367</b>	<b>\$100,579,902</b>	<b>\$1,192,530,160</b>	<b>\$1,077,671,668</b>	<b>\$192,038,396</b>	<b>\$5,187,741,528</b>

Note: Changes in Fund Balance can be found on page 83 through 90; Budget Comparison by Fund can be found on pages 91 through 97

<b>General Government</b>	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 government services.
<b>Public Safety</b>	A major service 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.
<b>Physical Environment</b>	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.
<b>Transportation</b>	Includes the costs of services provided by the County for the safe and adequate flow of vehicles, travelers, and pedestrians. This category includes the Engineering County Transportation Trust Fund, Palm Tran, Department of Airports, and various funds associated with the construction and maintenance of roads within the County Road Program.
<b>Economic Environment</b>	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.
<b>Human Services</b>	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.
<b>Culture and Recreation</b>	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.
<b>Interfund Transfers</b>	Movement of assets (usually cash) from one fund to another. Also referred to as "Transfers In/Out."
<b>Reserves</b>	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>Internal Services</b>	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.
<b>Non-Departmental</b>	Costs of government services which are not directly attributable to a specific County program or operation. Examples of non-departmental expenditures include debt service obligations and contributions to Human Service organizations.



## FY 2020 Budgeted Expenditures

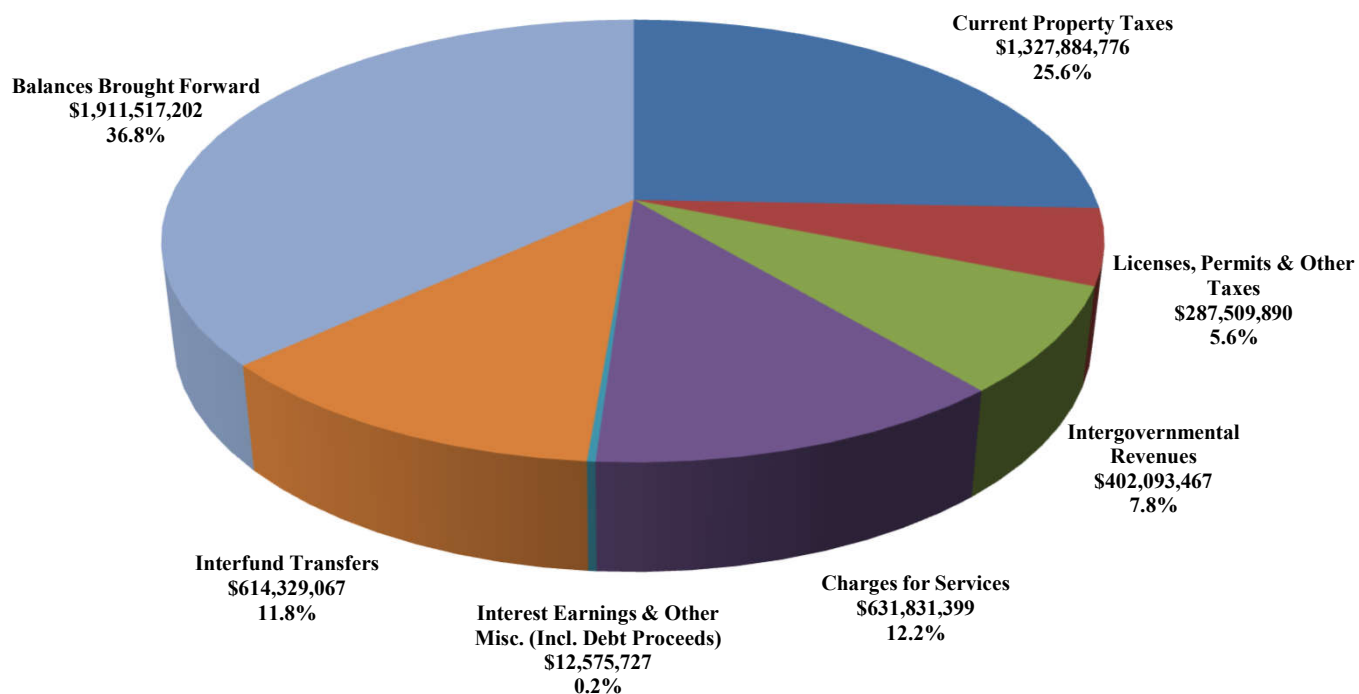
	General Fund (0001)	Special Revenue Funds (1000-1999)	Debt Service Funds (2000-2999)	Capital Projects Funds (3000-3999)	Enterprise Funds (4000-4999)	Internal Service Funds (5000-5999)	Total
General Governmental	\$222,062,957	\$9,522,754	\$0	\$262,252,861	\$0	\$0	\$493,838,572
Public Safety	742,414,567	392,201,010	0	103,513,657	0	0	1,238,129,234
Physical Environment	14,715,002	20,180,921	0	37,803,800	405,732,763	0	478,432,486
Transportation	4,235,000	200,853,317	0	192,549,618	203,855,733	0	601,493,668
Economic Environment	47,533,986	105,126,742	0	2,315,075	0	0	154,975,803
Human Services	77,953,002	22,779,533	0	10,161,654	0	0	110,894,189
Culture and Recreation	64,939,552	59,189,629	0	102,198,541	0	0	226,327,722
Interfund Transfers	188,048,136	130,746,146	0	2,339,700	293,180,350	14,735	614,329,067
Reserves	155,723,196	188,726,212	5,701,500	480,045,254	161,134,288	37,554,537	1,028,884,987
Internal Services	0	0	0	0	0	154,469,124	154,469,124
Non-Departmental	(22,723,363)	693,103	94,878,402	(650,000)	13,768,534	0	85,966,676
<b>Total Expenditures</b>	<b>\$1,494,902,035</b>	<b>\$1,130,019,367</b>	<b>\$100,579,902</b>	<b>\$1,192,530,160</b>	<b>\$1,077,671,668</b>	<b>\$192,038,396</b>	<b>\$5,187,741,528</b>

Note: Changes in Fund Balance can be found on page 83 through 90; Budget Comparison by Fund can be found on pages 91 through 97.

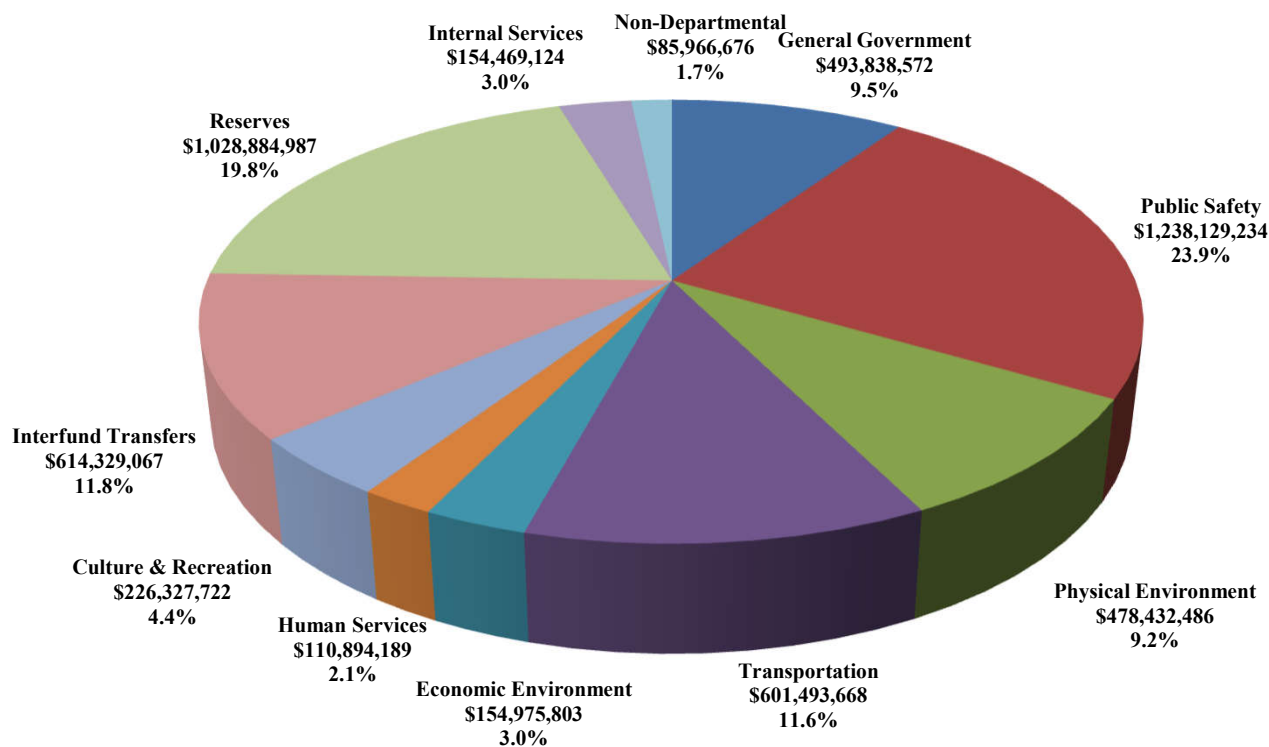
## BUDGET SUMMARY

### \$5,187,741,528

#### Revenues by Type



#### Expenditures by Activity Type



## FISCAL YEAR 2016-2020

<b><u>Revenue Source</u></b>	<b><u>Actual FY2016</u></b>	<b><u>Actual FY2017</u></b>	<b><u>Actual FY2018</u></b>	<b><u>Estimated FY2019</u></b>	<b><u>Budget FY2020</u></b>
Current Property Taxes	\$ 994,096,012	\$ 1,072,320,835	\$ 1,145,216,320	\$ 1,210,344,006	\$ 1,327,884,776
Licenses, Permits & Other Taxes	\$ 279,546,833	280,844,513	281,224,992	288,354,991	287,509,890
Intergovernmental Revenues	\$ 233,519,986	280,908,608	300,177,806	359,270,842	402,093,467
Charges for Services	\$ 563,253,529	584,673,578	606,609,927	609,648,591	631,831,399
Interest Earnings & Other Misc (Incl Debt Proceeds)	\$ 415,342,448	116,921,388	156,163,551	121,038,829	12,575,727
Interfund Transfers	\$ 483,305,047	494,976,625	501,716,300	530,635,485	614,329,067
Balances Brought Forward	\$ 1,429,390,809	1,498,750,952	1,531,787,208	1,712,255,020	1,911,517,202
<b>Total</b>	<b>\$ 4,398,454,664</b>	<b>\$ 4,329,396,499</b>	<b>\$ 4,522,896,104</b>	<b>\$ 4,831,547,764</b>	<b>\$ 5,187,741,528</b>

**Uses of Funds**

General Government	\$ 360,743,199	\$ 302,608,427	\$ 240,288,068	\$ 266,171,564	\$ 493,838,572
Public Safety	853,556,571	952,144,078	990,396,858	1,033,464,524	1,238,129,234
Physical Environment	212,328,467	235,088,377	211,508,372	238,636,312	478,432,486
Transportation	266,245,693	255,744,424	285,403,611	273,586,160	601,493,668
Economic Environment	81,618,407	89,651,702	98,983,944	110,595,200	154,975,803
Human Services	82,359,025	86,066,309	92,065,366	96,831,938	110,894,189
Culture/ Recreation	117,948,172	124,043,228	122,977,855	129,041,874	226,327,722
Interfund Transfers	483,305,048	494,976,625	501,716,300	530,635,485	614,329,067
Reserves	0	0	0	0	1,028,884,987
Internal Services	125,199,877	123,418,155	129,749,688	140,453,154	154,469,124
Non-Departmental	273,827,961	92,582,722	107,320,914	100,140,866	85,966,676
<b>Total</b>	<b>\$ 2,857,132,420</b>	<b>\$ 2,756,324,047</b>	<b>\$ 2,780,410,976</b>	<b>\$ 2,919,557,077</b>	<b>\$ 5,187,741,528</b>

## (Per Florida Statute 129.01(2)(b))

<b><u>Budgeted Revenues</u></b>	<b>Total</b>	<b>Countywide</b>	<b>Non-Countywide</b>
Current Property Taxes	\$ 1,327,884,776	\$ 966,614,721	\$ 361,270,055
Licenses, Permits & Other Taxes	287,509,890	264,488,581	23,021,309
Intergovernmental Revenues	402,093,467	400,503,281	1,590,186
Charges for Services	631,831,399	588,622,699	43,208,700
Interest Earnings & Other Misc.	115,032,973	108,420,653	6,612,320
Interfund Transfers	614,329,067	557,389,865	56,939,202
Debt Proceeds	3,174,778	3,174,778	-
Statutory Reserves	(105,632,024)	(84,247,404)	(21,384,620)
Balances Brought Forward	1,911,517,202	1,643,316,606	268,200,596
<b>Total Revenues</b>	<b>\$ 5,187,741,528</b>	<b>\$ 4,448,283,780</b>	<b>\$ 739,457,748</b>

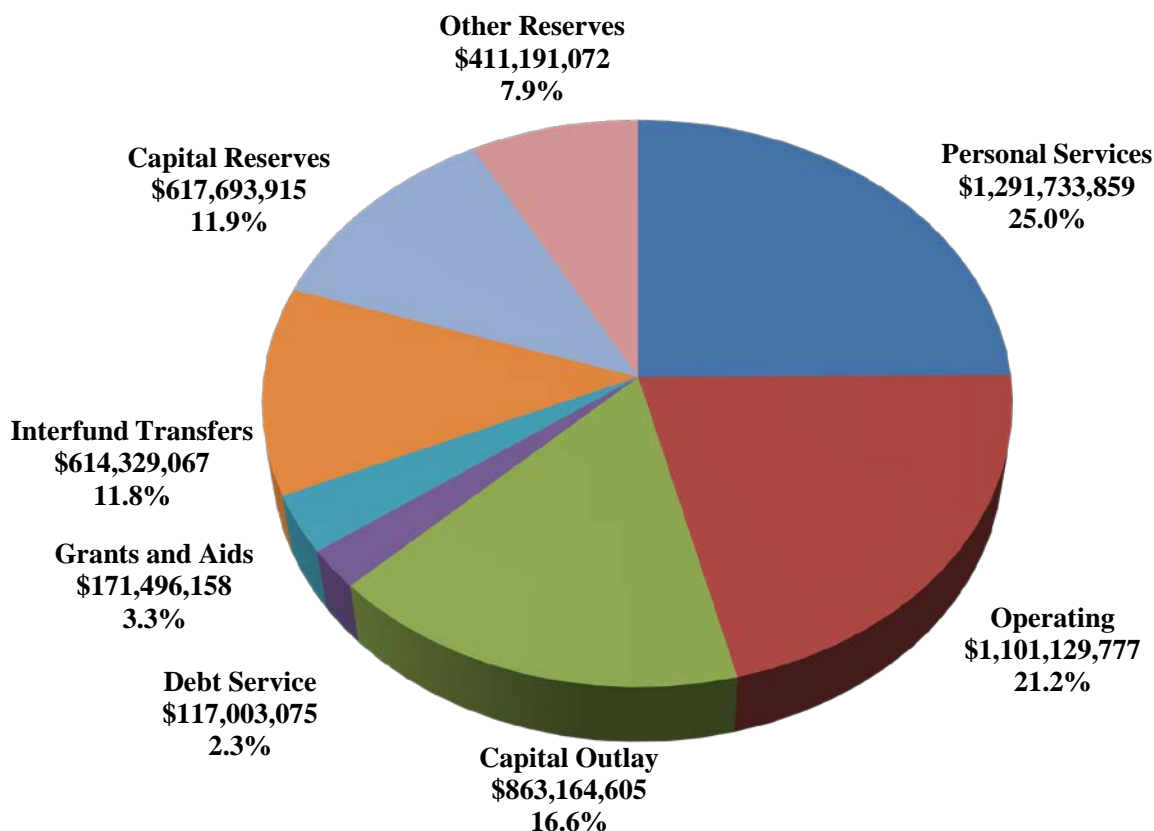
<b><u>Budgeted Expenditures</u></b>	<b>Total</b>	<b>Countywide</b>	<b>Non-Countywide</b>
General Government	\$ 493,838,572	\$ 493,838,572	\$ -
Public Safety	1,238,129,234	829,445,439	408,683,795
Physical Environment	478,432,486	478,432,486	-
Transportation	601,493,668	600,673,744	819,924
Economic Environment	154,975,803	153,877,972	1,097,831
Human Services	110,894,189	110,894,189	-
Culture & Recreation	226,327,722	147,642,378	78,685,344
Interfund Transfers	614,329,067	521,993,248	92,335,819
Reserves	1,028,884,987	875,370,555	153,514,432
Internal Services	154,469,124	154,469,124	-
Non-Departmental	85,966,676	81,646,073	4,320,603
<b>Total Expenditures</b>	<b>\$ 5,187,741,528</b>	<b>\$ 4,448,283,780</b>	<b>\$ 739,457,748</b>

\*Note: Please refer to page 97 for a listing of Non-Countywide funds.

**SUMMARY OF REVENUES BY SOURCE****Palm Beach County, FL**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>%</b>
	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>	<b>Change</b>
<b>Current Property Taxes</b>	\$ 1,145,216,320	\$ 1,210,344,006	\$ 1,327,884,776	9.7%
<b>Licenses, Permits &amp; Other Taxes</b>				
Franchise Fee	\$ 34,473,390	\$ 36,026,000	\$ 36,386,000	1.0%
Utility Service Tax	42,988,116	43,651,300	44,690,000	2.4%
Local Option Gas Taxes	52,720,581	54,654,000	55,746,000	2.0%
Tourist Development Tax	53,827,955	54,904,513	57,100,695	4.0%
Communication Services Tax	22,551,248	21,034,000	21,244,000	1.0%
Developer Contributions & Impact Fees	43,417,554	48,904,626	41,851,878	-14.4%
Building Permits	22,016,970	18,500,000	20,000,000	8.1%
Other Licenses, Permits & Other Taxes	9,237,477	10,683,102	10,491,317	-1.8%
<b>Licenses, Permits &amp; Other Taxes</b>	<b>\$ 281,233,292</b>	<b>\$ 288,357,541</b>	<b>\$ 287,509,890</b>	<b>-0.3%</b>
<b>Intergovernmental Revenues</b>				
State Shared Revenues	\$ 33,395,311	\$ 33,385,000	\$ 34,387,000	3.0%
State Grants	21,573,345	30,634,742	52,116,195	70.1%
One-Half Cent Sales Tax	91,415,474	93,212,000	94,144,000	1.0%
Other Local Government Revenue	3,131,949	3,321,874	2,452,927	-26.2%
Federal Grants	39,068,598	83,609,035	99,222,552	18.7%
Constitutional Gas Tax	18,575,375	18,690,000	19,065,000	2.0%
Other Intergovernmental Revenues	93,013,604	95,283,991	100,705,793	5.7%
<b>Intergovernmental Revenues</b>	<b>\$ 300,173,656</b>	<b>\$ 358,136,642</b>	<b>\$ 402,093,467</b>	<b>12.3%</b>
<b>Charges for Services</b>				
Water and Wastewater	\$ 197,629,461	\$ 201,099,510	\$ 207,761,350	3.3%
Airport	84,066,924	85,708,442	88,490,761	3.2%
Sheriff	76,388,998	78,346,827	79,275,604	1.2%
Fire Rescue	36,187,899	35,500,995	35,286,398	-0.6%
Parks and Recreation	19,243,118	19,700,938	20,125,653	2.2%
Palm Tran	12,374,013	12,754,687	12,960,701	1.6%
Interdepartmental	154,647,070	156,132,091	166,272,364	6.5%
Other Charges for Services	26,068,293	20,407,051	21,658,568	6.1%
<b>Charges for Services</b>	<b>\$ 606,605,777</b>	<b>\$ 609,650,541</b>	<b>\$ 631,831,399</b>	<b>3.6%</b>
<b>Interest</b>	<b>\$ 37,216,976</b>	<b>\$ 45,947,365</b>	<b>\$ 45,284,273</b>	<b>-1.4%</b>
<b>Miscellaneous</b>	<b>90,981,256</b>	<b>72,994,391</b>	<b>69,748,700</b>	<b>-4.4%</b>
<b>Interfund Transfers</b>	<b>501,716,300</b>	<b>531,765,185</b>	<b>614,329,067</b>	<b>15.5%</b>
<b>Debt Proceeds</b>	<b>27,965,319</b>	<b>2,097,073</b>	<b>3,174,778</b>	<b>51.4%</b>
<b>Statutory Reserves</b>	<b>-</b>	<b>-</b>	<b>(105,632,024)</b>	<b>0.0%</b>
<b>Balance Brought Forward</b>	<b>1,531,787,208</b>	<b>1,712,255,020</b>	<b>1,911,517,202</b>	<b>11.6%</b>
<b>Total</b>	<b>\$ 4,522,896,103</b>	<b>\$ 4,831,547,764</b>	<b>\$ 5,187,741,528</b>	<b>7.4%</b>

## Total of All Funds \$5,187,741,528



The above graph reflects how funds for the total County budget are allocated.

**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** - 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** - 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** - expenditures that include debt for all funds, including principal, interest, and other debt service costs, but do not include reserves for debt (\$10,159,788) which are part of Other Reserves.

**Grants and Aids** - includes all grants, subsidies, and contributions to other governmental agencies and private organizations, excluding transfers to agencies within the same governmental entity.

**Interfund Transfers** - amounts transferred from one fund to another to assist in financing the services of the recipient fund.

**Capital Reserves** - a specified amount of funds set aside for the purpose of meeting future expenses for capital projects.

**Other Reserves** - reserves for cash carry forward, contingencies, specific operations, and debt service.



	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
Personal Services	\$ 1,052,566,163	\$ 1,120,270,934	\$ 1,156,743,923	\$ 1,216,915,644	\$ 1,291,733,859
Operating Expenses	634,819,183	632,079,854	646,890,053	742,588,832	1,101,129,777
Capital Outlay (1)	278,690,171	264,462,810	204,061,829	180,645,520	863,164,605
Debt Service (2)	274,077,488	123,342,320	139,450,802	129,224,827	117,003,075
Grants & Aids	133,674,367	121,191,504	130,355,354	138,348,763	171,496,158
Capital Reserves	0	0	0	0	617,693,915
Other Reserves	0	0	0	0	411,191,072
Interfund Transfers	483,305,048	494,976,625	502,841,138	511,833,491	614,329,067
<b>Total Gross Budget</b>	<b>\$ 2,857,132,420</b>	<b>\$ 2,756,324,047</b>	<b>\$ 2,780,343,099</b>	<b>\$ 2,919,557,077</b>	<b>\$ 5,187,741,528</b>

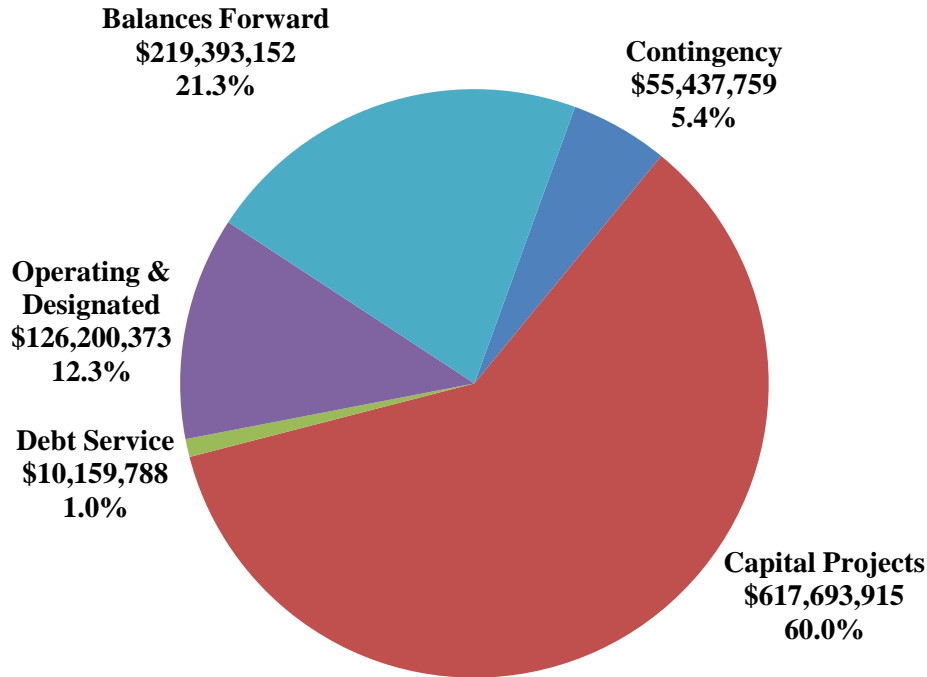
(1) Capital Outlay includes capital projects as well as operating capital expenses.

(2) Debt Service includes lease purchases and excludes PBSO debt service budget.

Note: Constitutional Officers' expenses are not offset by excess fees.

## FY 2020 Budgeted Reserves by Type

### \$1,028,884,987



	Contingency	Capital Projects	Debt Service	Operating & Designated	Balances Forward	Total FY 2020
General Fund (0001)	\$ 20,000,000	\$ -	\$ -	\$ -	\$ 135,723,196	\$ 155,723,196
Special Revenue Funds (1000-1999)	\$ 16,410,420	\$ -	\$ -	\$ 88,645,836	\$ 83,669,956	188,726,212
Debt Service Funds (2000-2999)	\$ -	\$ -	\$ 5,701,500	\$ -	\$ -	5,701,500
Capital Projects Funds (3000-3999)	\$ 1,839,512	\$ 478,205,742	\$ -	\$ -	\$ -	480,045,254
Enterprise Funds (4000-4999)	\$ 17,187,827	\$ 139,488,173	\$ 4,458,288	\$ -	\$ -	161,134,288
Internal Service Funds (5000-5999)	\$ -	\$ -	\$ -	\$ 37,554,537	\$ -	37,554,537
<b>Total FY 2020</b>	<b>\$ 55,437,759</b>	<b>\$ 617,693,915</b>	<b>\$ 10,159,788</b>	<b>\$ 126,200,373</b>	<b>\$ 219,393,152</b>	<b>\$ 1,028,884,987</b>

**Contingency** represents amounts set aside to meet unanticipated needs that may arise during the normal course of County business.

**Capital Projects** represents amounts set aside for capital improvement projects.

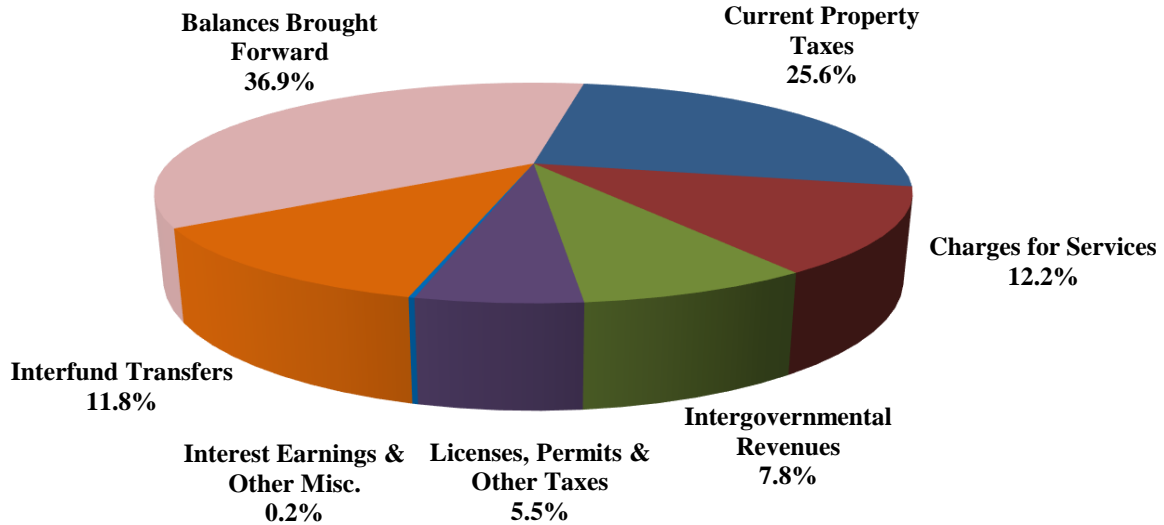
**Debt Service** represents funds set aside for future debt service payments in accordance with bond requirements.

**Operating & Designated Reserves** provides funds for a variety of specific potential needs such as economic development, tourist development, pollution recovery, or other program costs.

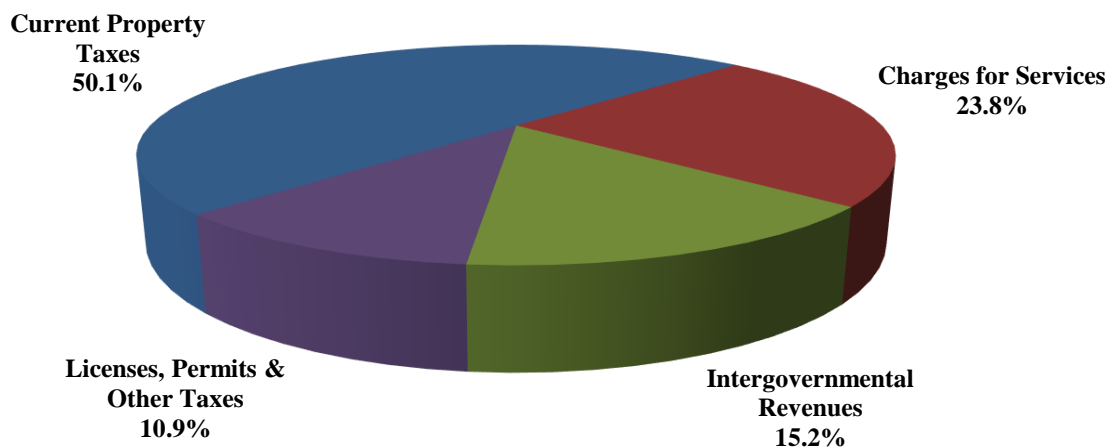
**Balances Forward** represents funds to be carried forward to the subsequent fiscal year to pay operating expenses until property taxes are received.

**TRENDS AND FORECASTS**

The graph below represents FY 2020 budgeted revenues totaling \$5,187,741,528



The use of fund balances and interfund transfers comprise 48.7% 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 51.3% of overall FY 2020 budgeted revenue, or 100% of FY 2020 budgeted revenue not including fund balance and interfund transfers.

**FY 2020 Major Revenue Sources**

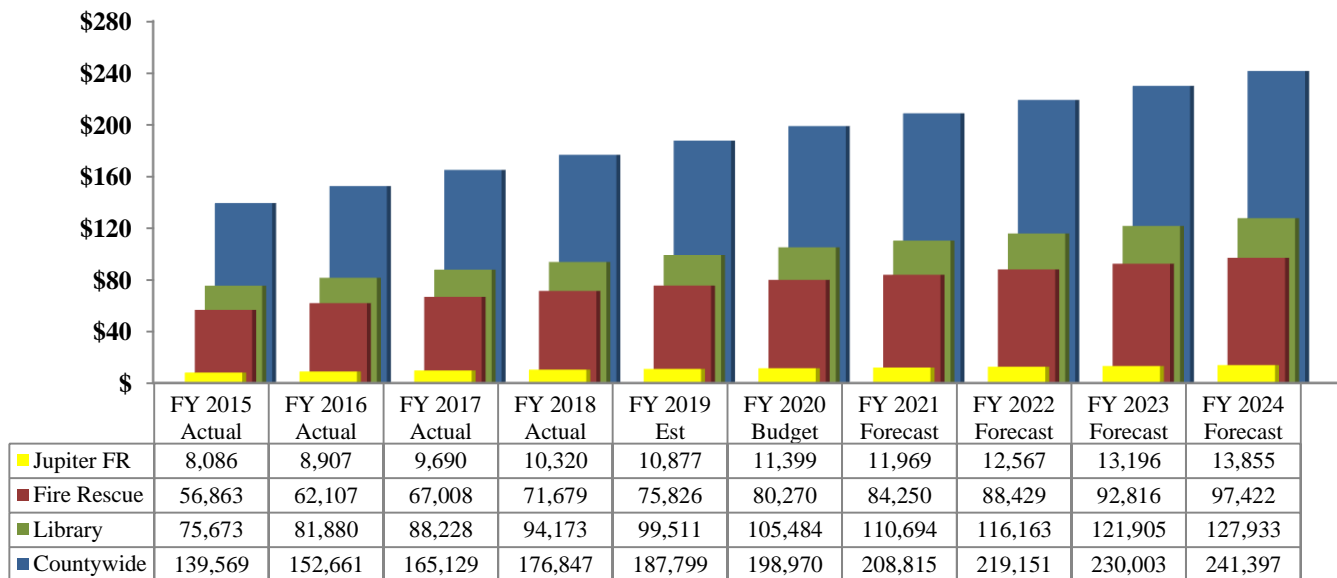
The following pages will discuss each major revenue source, the underlying assumptions for each revenue estimate, and significant revenue trends.

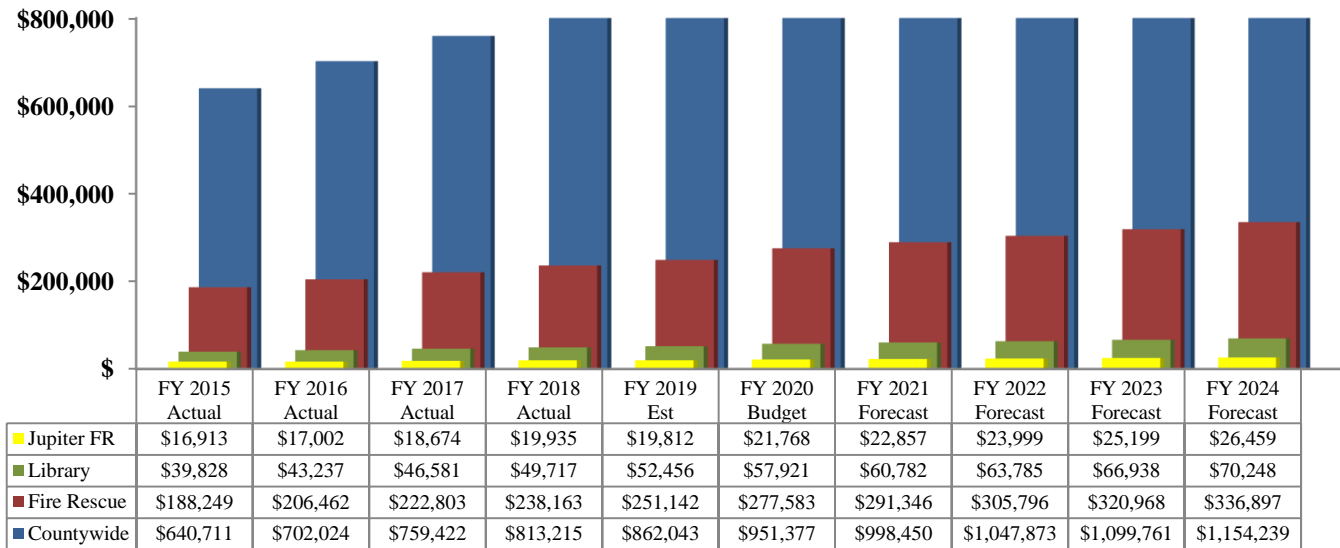
**TRENDS AND FORECASTS****Current Property Taxes**

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 FY 2020 budget is based on the County experiencing an increase in taxable property values of \$11.2 billion (5.9%), with existing property values up \$8.6 billion, and the addition of new construction of approximately \$2.6 billion. The County anticipates the taxable property values to increase by 5% in FY 2020. Thereafter, property values are projected to increase 5.0% annually.

In FY 2020, current property taxes total \$1.328 billion. Of this amount, \$951.4 million or 71.7% is attributable to the Countywide millage rate excluding voted debt. The Fire Rescue taxes comprise \$299.4 million or 22.5% of the total. The remaining property tax revenue is related to millages for the County Library (\$57.9 million or 4.4%) and the general obligation debt (\$19.2 million or 1.4%).

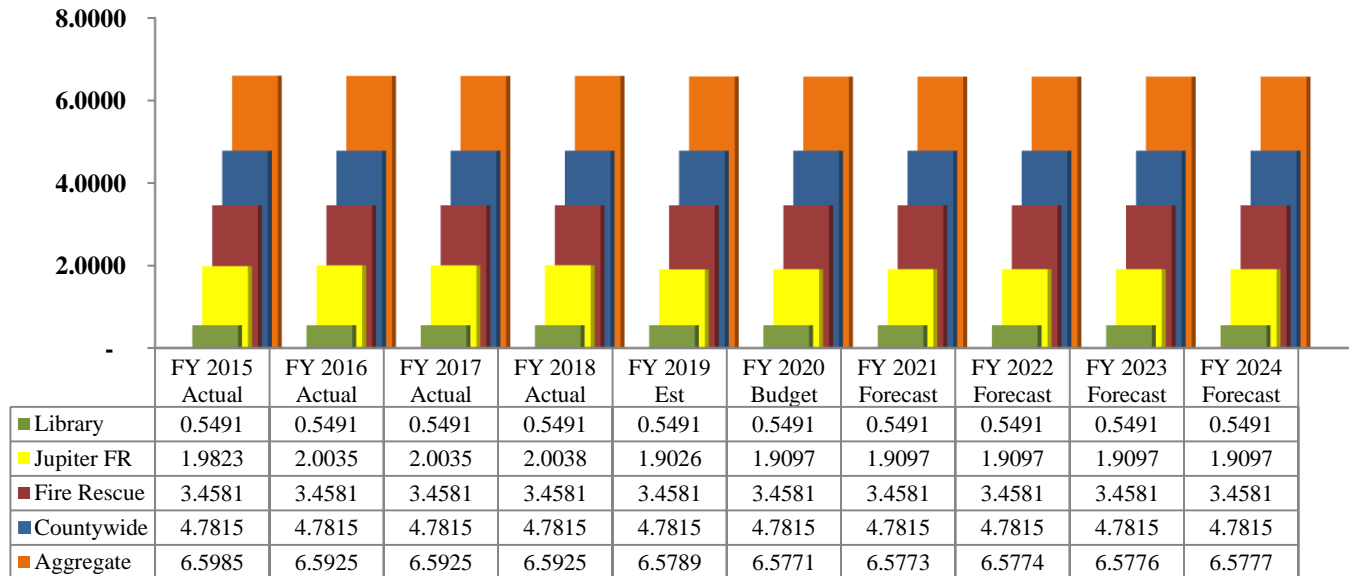
The Countywide operating tax rate is 4.7815; no increase from FY 2019. The rollback rate is the millage rate that generates the same tax revenue from the same assessed properties. Therefore, new construction is not calculated in the roll-back rate. FY 2020 new construction is valued at approximately \$2.6 billion, which equates to Countywide property tax revenue of approximately \$12.4 million.

**Taxable Property Values (\$000,000)**

**TRENDS AND FORECASTS****Property Tax (Operating) Revenues (\$000)**

Excludes voted debt

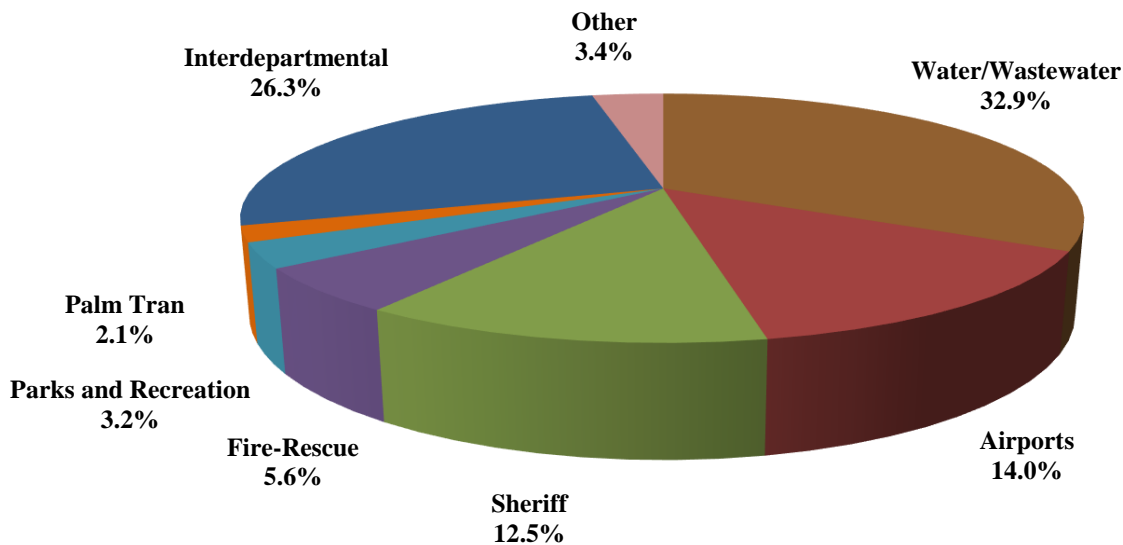
The graph below illustrates the history of the Countywide, Library, Fire Rescue and Jupiter Fire Rescue operating millage rates, as well as the aggregate millage rate.

**Property Tax Millage Rates**

**TRENDS AND FORECASTS****Charges for Services**

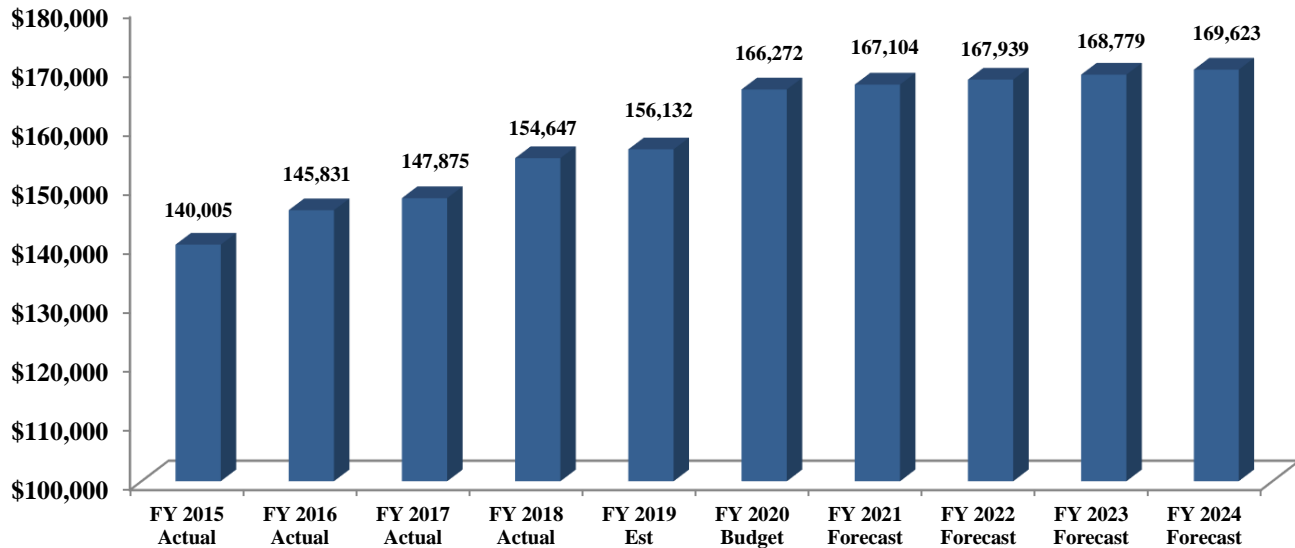
Charges for Services represents fees charged as a result of direct benefit or in lieu of other charges. As shown in the graph below, Water/Wastewater Utilities Charges and Interdepartmental Charges account for a majority of the revenues in the charges for services category. The other major revenues in 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 (\$631,831,399).

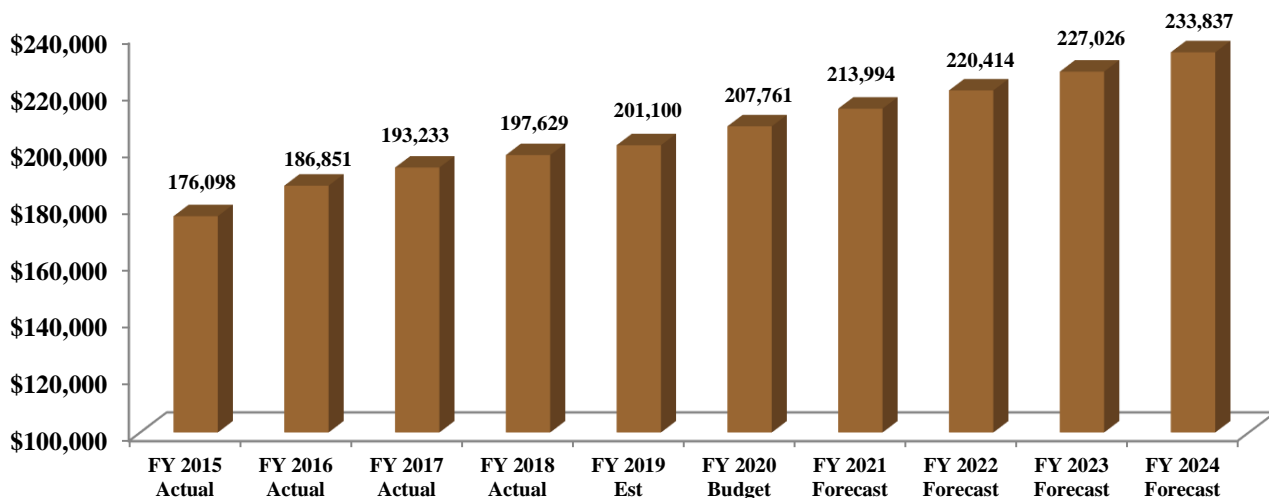
**FY 2020 Charges for Services****Charges for Services - Interdepartmental Charges**

Interdepartmental Charges total \$166,272,364 in FY 2020, or 26.3% of the FY 2020 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 \$101.1 million or 60.8% of the total. The other major source of revenue is Fleet Management charges (\$39.8 million). Combined, Risk Management and Fleet Management charges comprise over 84.7% of the Interdepartmental Charges category. These revenues are based on a cost allocation method supported to recover costs to support the operations. Internal Service charges are projected to increase by 0.5% in 2020 and then increase 0.5% annually. This is determined based on potential increase in the service departments budgets related to personnel retirement cost increases and maintenance contract increases.



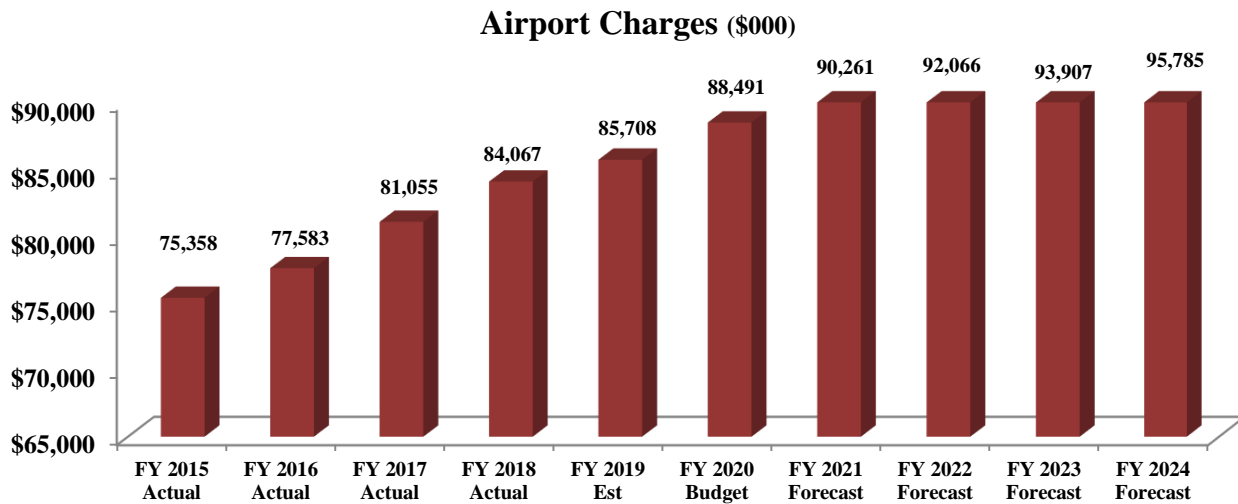
**TRENDS AND FORECASTS****Interdepartmental Charges (\$000)****Charges for Services - Water/Wastewater Utilities Charges**

Water/Wastewater Utilities charges total \$207,176,135 in FY 2020, or 32.9% of the FY 2020 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 585,000 residents in the central and south-central unincorporated areas of the County and the western communities. Effective October 1, 2019 fees for potable water, wastewater, and reclaimed water were increased by 2.38% as part of the annual Consumer Price Index adjustment for water and sewer maintenance.

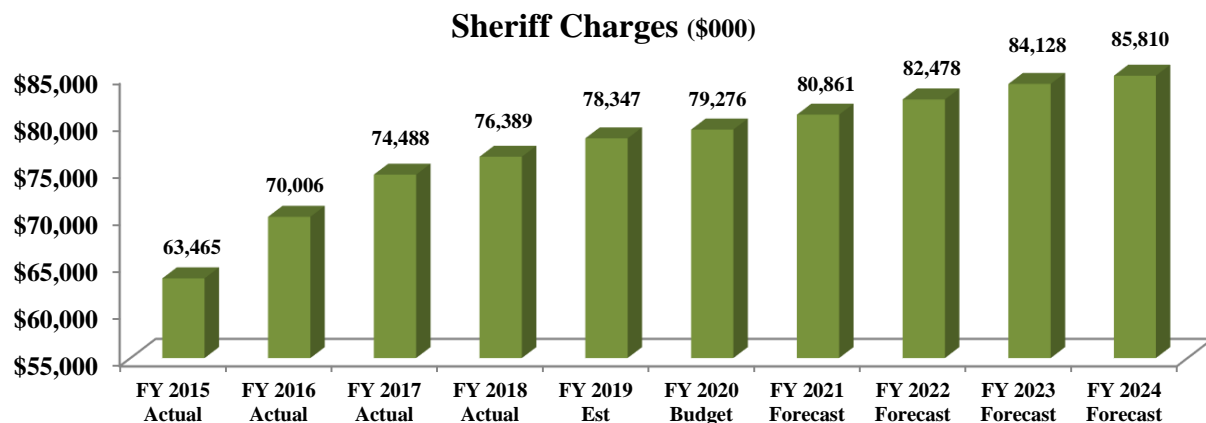
**Water/Wastewater Utilities Charges (\$000)**

**TRENDS AND FORECASTS****Charges for Services - Airport Charges**

Airport charges total \$88,490,761 in FY 2020, or 14.0% of the FY 2020 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 59.0% 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.

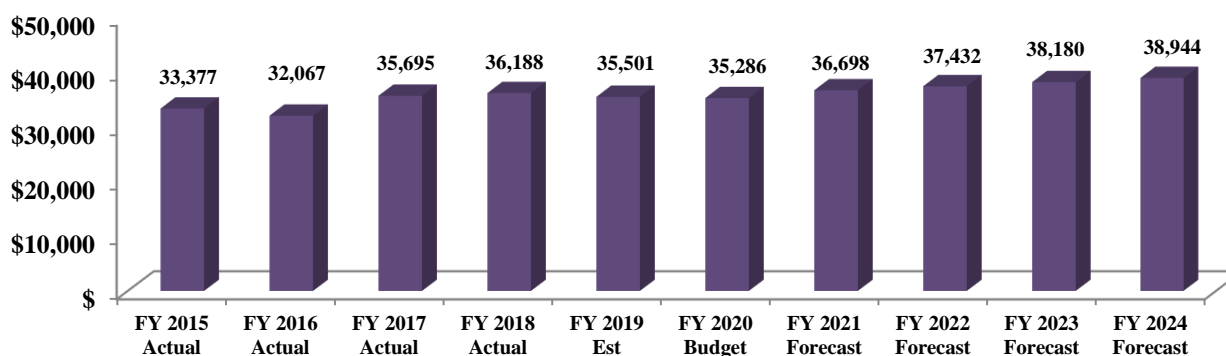
**Charges for Services - Sheriff Charges**

Fees charged by the Palm Beach County Sheriff's Office total \$79,275,604 in FY 2020, or 12.5% of the FY 2020 Charges for Services Category. The majority of this amount are charges for police services provided to specific fee-for-service areas, which comprise \$72.1 million or 90.9% of total Sheriff charges. Currently, the Sheriff's department provides police services to 13 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 \$4.3 million or 5.4% of total Sheriff charges. Future estimates are based on contractual annual increases with the cities.



**TRENDS AND FORECASTS****Charges for Services - Fire Rescue Charges**

Fire Rescue charges total \$35,286,398 in FY 2020, or 5.6% of the FY 2020 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 \$24.0 million or 68.0% 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 \$1.2 million or 3.5% of total Fire Rescue Charges. Future estimates are based on annual increases with the cities and a projected increase in ambulance trips.

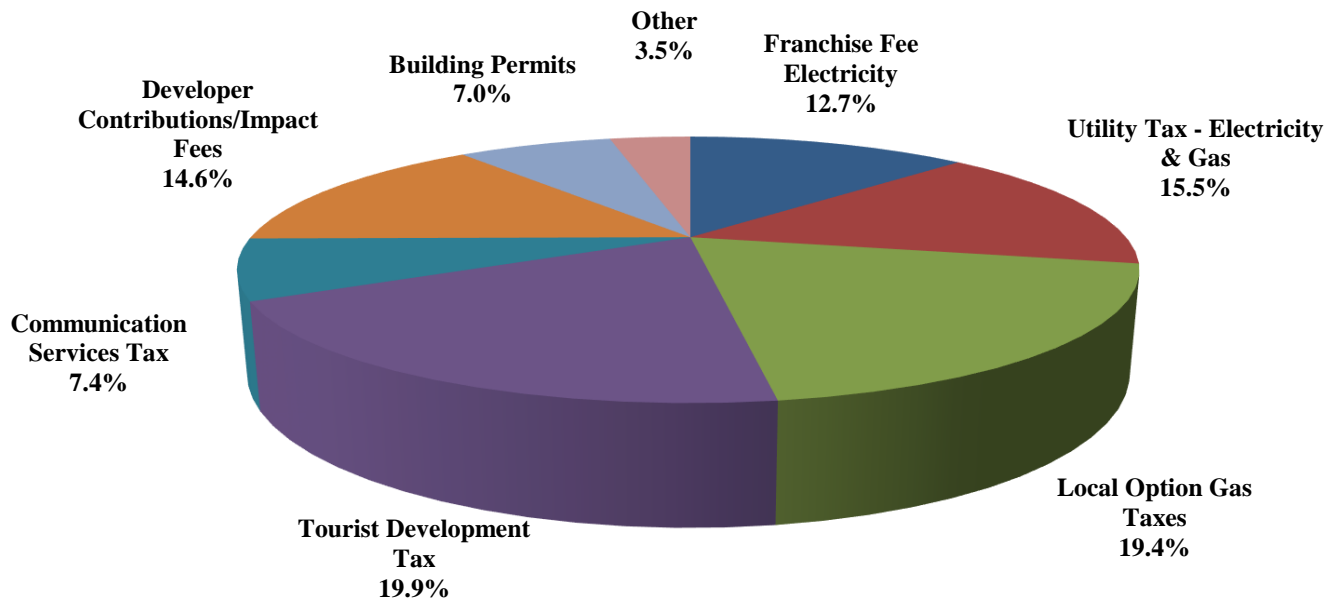
**Fire Rescue Charges (\$000)**

**TRENDS AND FORECASTS****Licenses, Permits, and Other Taxes**

This category reflects multiple revenue types, the largest of which is Tourist Development Tax totaling \$57.1 million or 19.9% of revenue in this category. The next largest revenue type includes local option gas taxes (\$55.7 million or 19.4%), electricity and natural gas utility taxes (\$44.7 million or 15.5%), developer contributions and impact fees (\$41.9 million or 14.6%), fees and taxes on public utilities including the electricity franchise fee (\$36.4 million or 12.7%), and the communications services tax (\$21.2 million or 7.4%). Other revenue types in this category include Building Permits and fees paid for professional and occupational licenses.

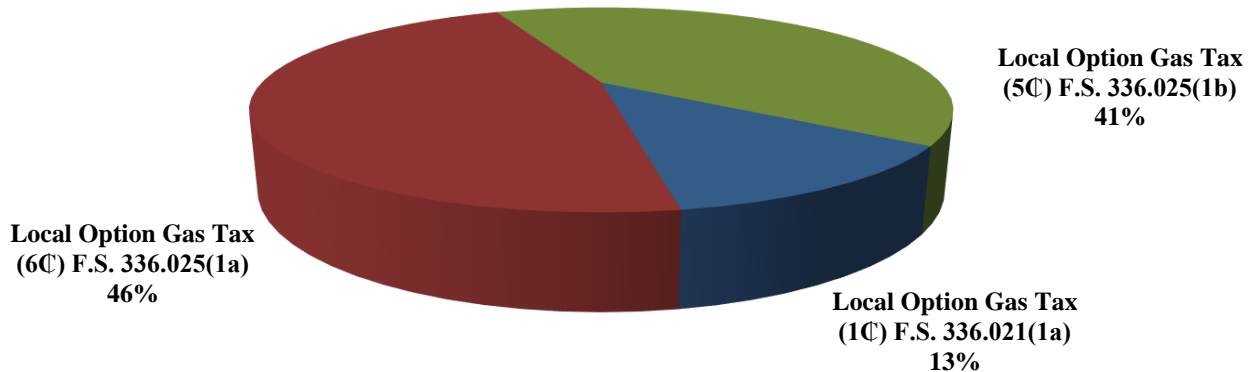
The graph below illustrates the percentage of each charges for services type against the total of all licenses, permits, and other taxes (\$287,509,890).

**FY 2020 Licenses, Permits, and Other Taxes**



**TRENDS AND FORECASTS****Licenses, Permits, and Other Taxes - Local Option Gas Taxes**

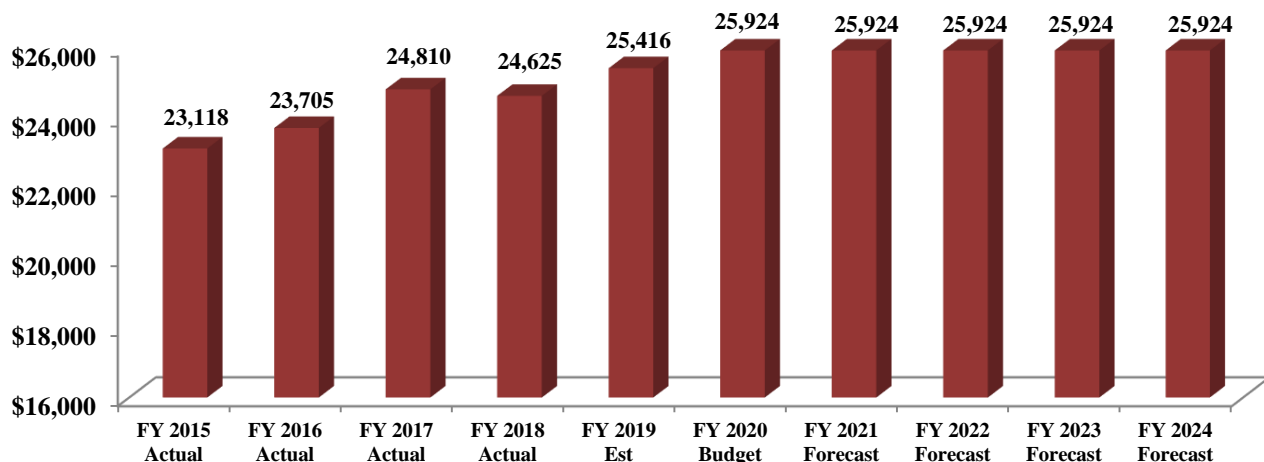
Palm Beach County levies three local option gas taxes totaling \$55,746,000 in FY 2020. The graph below illustrates the percentage of each local option gas tax against the total of all local option gas taxes.

**FY 2020 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. Recent fuel prices have seen a modest decrease over the last year, averaging approximately \$2.56/gallon\* vs. \$2.85/gallon\* compared to the same time period last year. There is also a nationwide emphasis on utilizing fuel efficient cars.

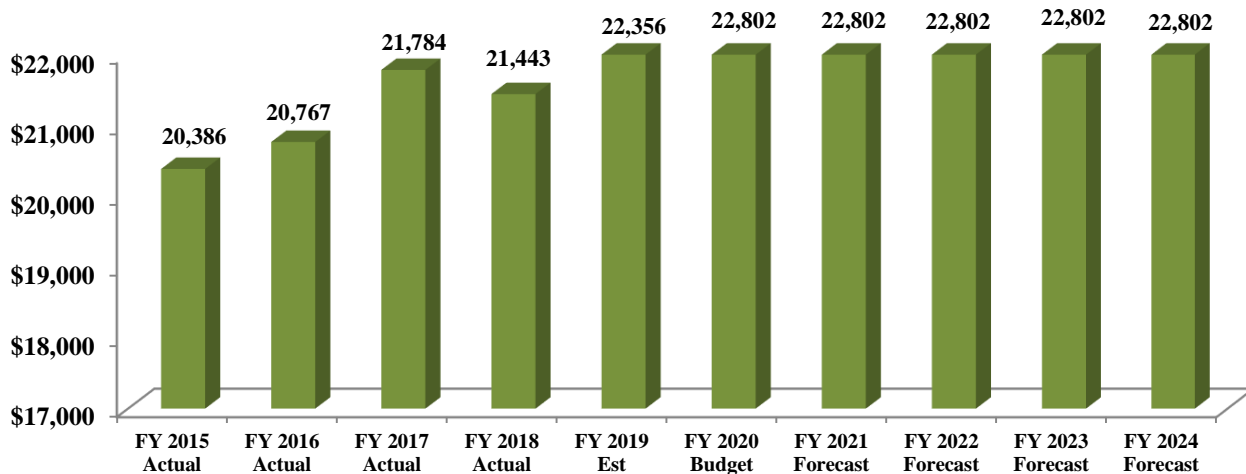
\* Average of first three quarters from US Energy Information Administration for Miami Area

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.

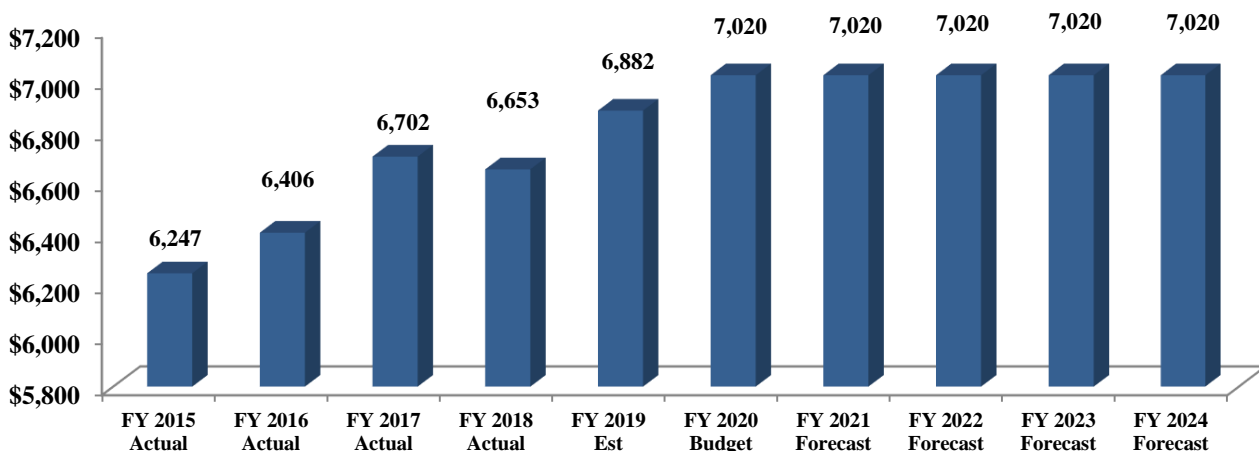
**Local Option 6-Cent Gas Tax (\$000)**

**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.

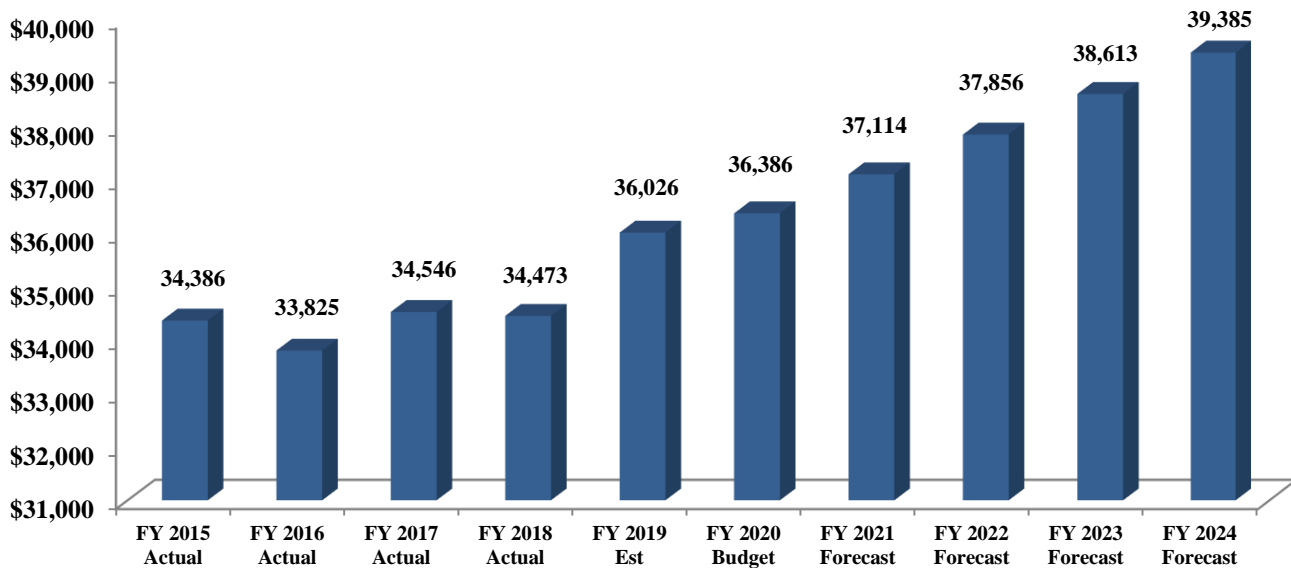
**Local Option 1-Cent (Ninth Cent) Gas Tax (\$000)**



**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.

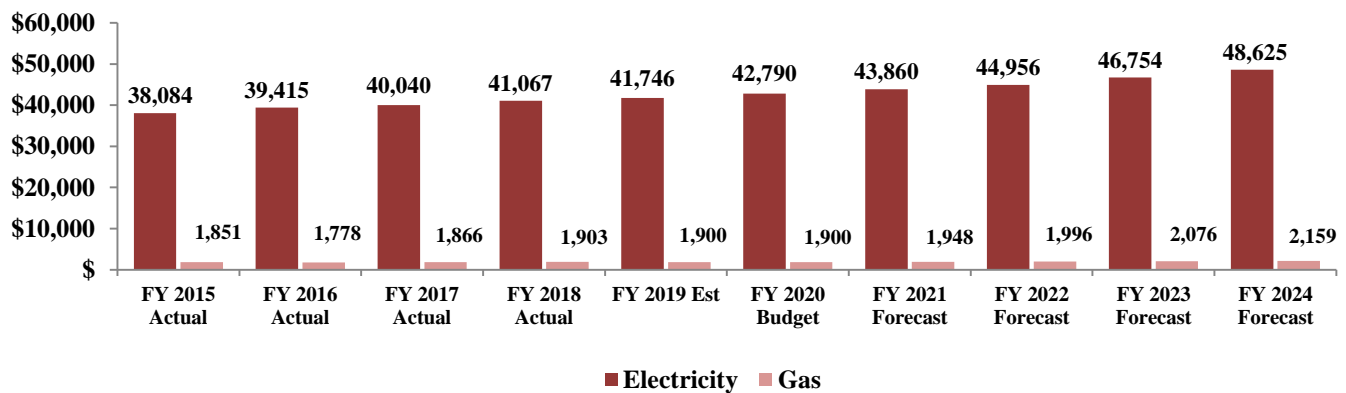
In FY 2009, the County entered into a new franchise agreement with FPL where the franchise fee decreased from 6% to 5.9% while changing the method of calculation by eliminating the consideration given for taxes FPL pays to the County and other taxing authorities. Under the prior agreement's method of 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)**

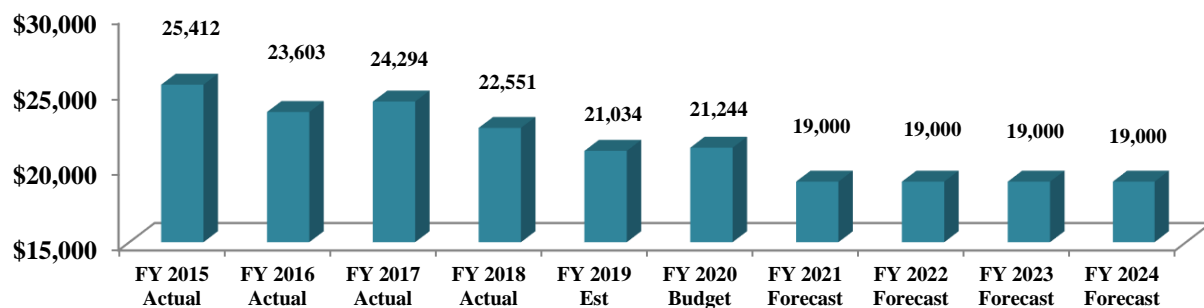
**TRENDS AND FORECASTS****Licenses, Permits, and Other Taxes - Utility Taxes - Electricity and Gas**

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 2020, Electricity Utility Taxes total \$42.8 million, while Gas Utility Taxes total \$1.9 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**

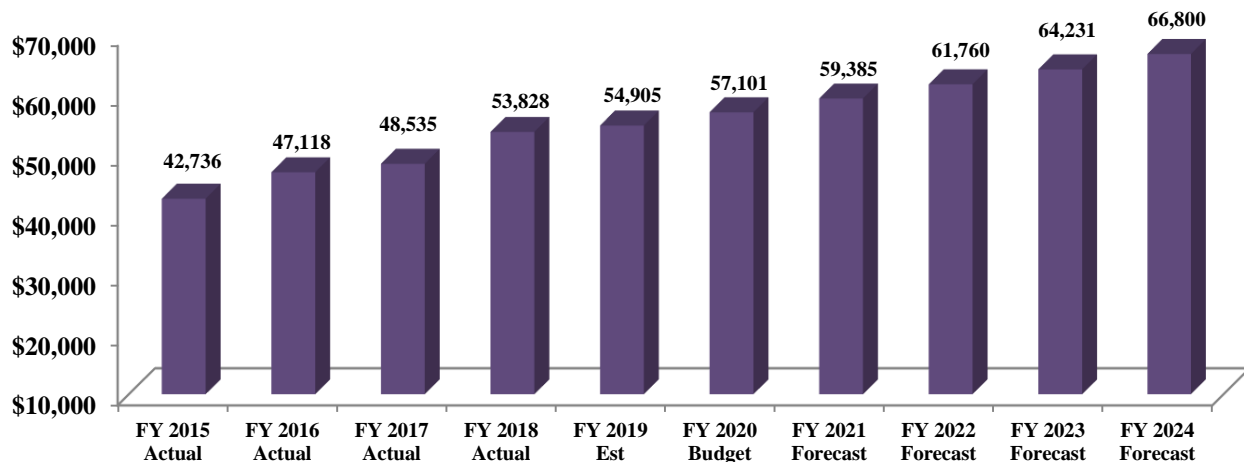
As of 2001, the Communications Services Tax (CST) replaced the Telecommunications Service Utility Tax, Telecommunication Franchise Fees, and the Cable TV Franchise Fees with a single levy. The CST is collected and distributed by the State. Palm Beach County's rate is 5.72% and FY 2020 revenue totals \$21.2 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.

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

**TRENDS AND FORECASTS****Licenses, Permits, and Other Taxes - Tourist Development Tax**

Tourist Development Taxes are derived from a 6% tax on the renting of any living accommodation for a term of six months or less. The first cent is earmarked for plan, design and construct, extend, enlarging remodel, repair and or improve a convention center and professional sports franchise facilities, debt service relating to bonds to finance convention center and a professional sports facility. The first \$532,992 of the 2nd, 3rd, 5th, and 6th cents is reserved for special major projects. The remaining balance of the 2nd, 3rd, 5th and 6th cents of this tax are distributed as follows: 48.32% for tourism promotion, 20.72% for cultural and fine arts, 18.49% for beach restoration, 4.31% for promotion of film/television production, and 8.16% 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 facilities (Roger Dean Stadium and Ballpark of the Palm Beaches) and the convention center.

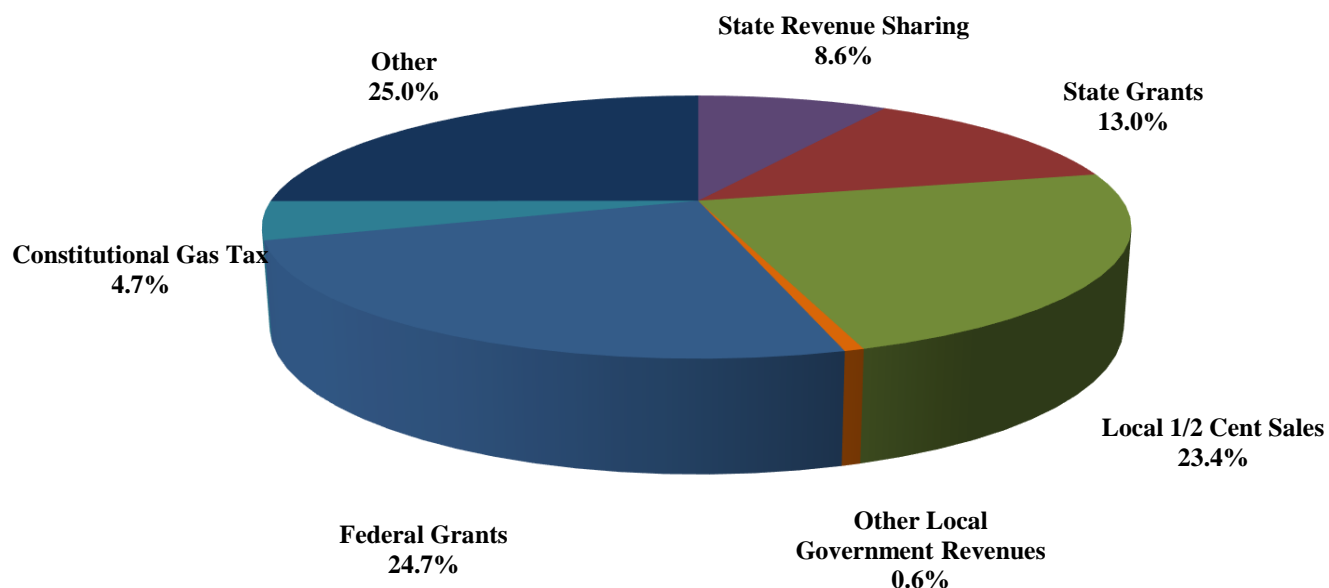
Revenues are increasing, primarily due to tourism marketing efforts and the construction of tourism assets. Future estimates are based on historical trend analysis hedged with current economic conditions.

**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 61.1% of Intergovernmental Revenues. Other revenues in this category consist of Constitutional Gas Taxes, Local Grants, and State Revenue sharing.

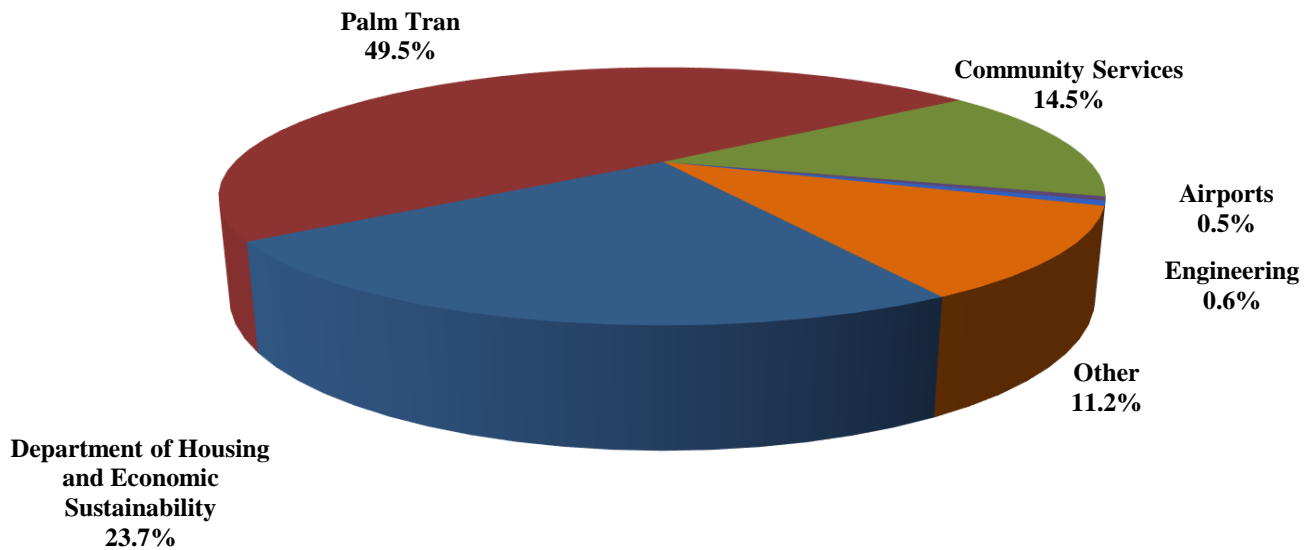
The graph below illustrates the percentage of each intergovernmental revenue type against the total of all intergovernmental revenues (\$402,098,467).

**FY 2020 Intergovernmental Revenues**

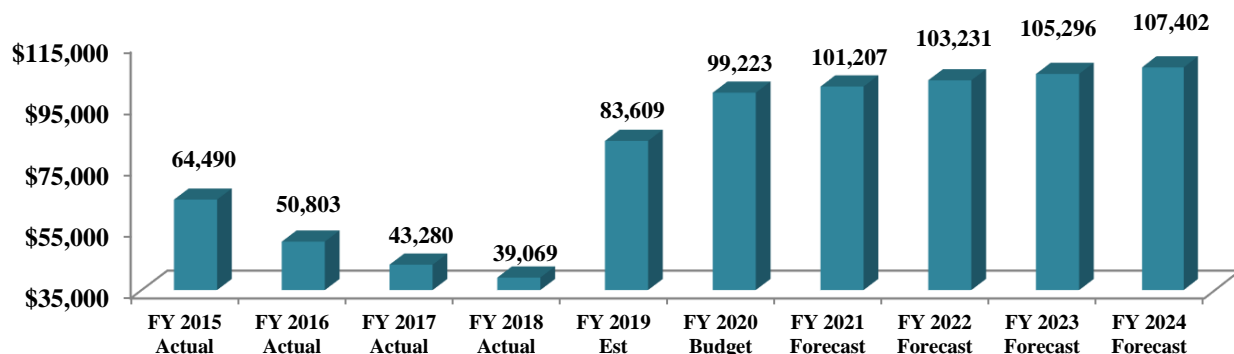
**TRENDS AND FORECASTS****Intergovernmental Revenues - Federal Grants**

Grant funding from the Federal Government includes formula grants, block grants, and competitive allocations. FY 2020 federal grants total \$87.0 million, of which 87.7% is attributable to funds awarded to Palm Tran, Housing and Economic Sustainability, and Community Services.

The graph below illustrates the percentage of total FY 2020 Federal Grant revenue by department:

**FY 2020 Federal Grants by Department**

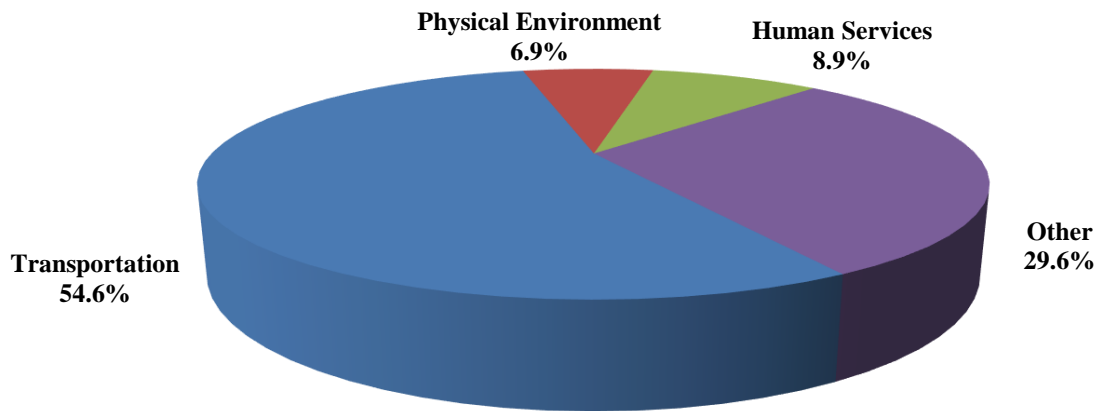
The County budgets grant awards in total; however, they are usually received for multiple fiscal years. Due to this methodology, grants can fluctuate dramatically from year to year. A portion of the decline in grant revenue in FY 2016, 2017, and 2018 is due to a reduction in entitlement funds through the Community Development Block Grant program. Additionally, there were delays with federal transportation grant awards. In FY 2019, the County received some of those funds, resulting in a higher estimate. Future estimates are based on historical trends of budgeted amounts, but these estimates can vary significantly due to the nature of the Federal appropriations process.

**Federal Grants (\$000)**

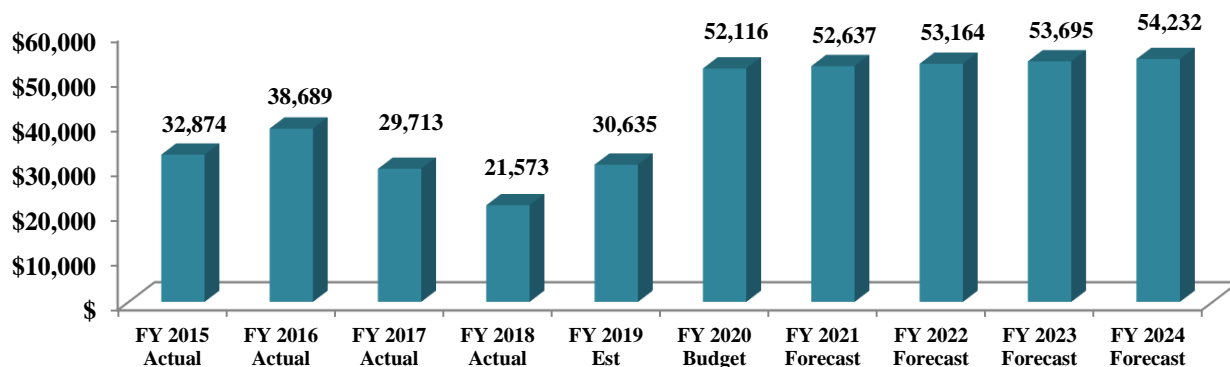
**TRENDS AND FORECASTS****Intergovernmental Revenues - State Grants**

Grant funding from the State Government include formula grants, block grants, and competitive allocations. The majority of FY 2020 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 Human Services, primarily for the Department of Housing and Economic Sustainability.

The graph below illustrates the percentage of total FY 2020 State Grant revenue by department:

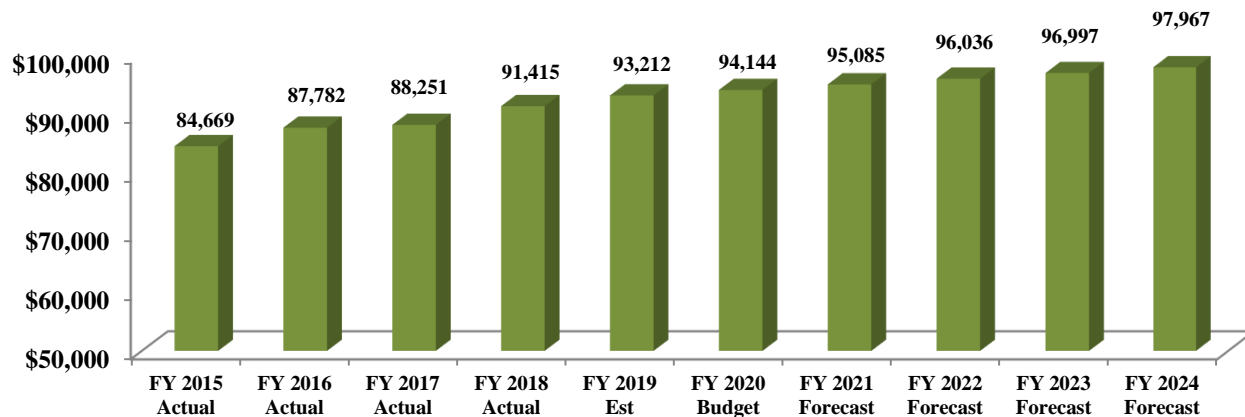
**FY 2020 State Grants by Department**

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.

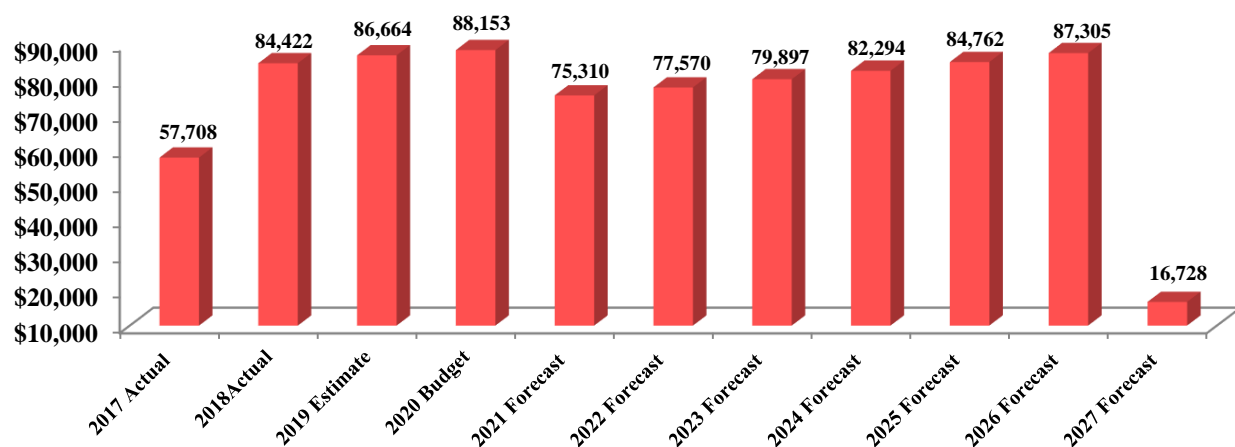
**State Grants (\$000)**

**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 59.0% of the proceeds and the municipalities share the remaining 41.0%. 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)****Infrastructure Surtax (Non-Operating Capital Project Funding)**

On November 8, 2016, the voters of Palm Beach County approved an Infrastructure Surtax. This one-cent sales surtax will last for a maximum 10 years (beginning January 1, 2017) or until total proceeds of \$2.7 billion (before September 1st of any year). The proceeds of the sales surtax will finance the renewal and replacement of existing capital investments including roadway surfaces, bridges, drainage improvements, canals, park amenities, and government buildings, all of which were deferred during the recent recession and remain outstanding, and projects to maintain levels of service. Future projections reflection revenue as forecasted in the original Infrastructure Surtax project plan.

**Infrastructure Surtax (\$000)**



	Adopted		Forecast		
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>REVENUES</b>					
<b>Property Taxes - Current</b>	\$ 1,327,884,776	\$ 1,384,368,801	\$ 1,452,422,398	\$ 1,523,873,332	\$ 1,594,955,373
<b>Licenses, Permits and Other Taxes</b>					
Franchise Fees	\$ 36,386,000	\$ 37,113,720	\$ 37,855,994	\$ 38,613,114	\$ 39,385,377
Utility Service Tax	44,690,000	45,807,250	46,952,431	48,830,529	\$ 50,783,750
Local Option Gas Taxes	55,746,000	55,746,000	55,746,000	55,746,000	\$ 55,746,000
Tourist Development Tax	57,100,695	59,384,723	61,760,112	64,230,516	\$ 66,799,737
Communication Service Taxes	21,244,000	19,000,000	19,000,000	19,000,000	\$ 19,000,000
Developer Contributions& Impact Fees	41,851,878	41,851,878	41,851,878	41,851,878	\$ 41,851,878
Building Permits	20,000,000	21,000,000	22,050,000	23,152,500	\$ 24,310,125
Other Licenses, Permits and Taxes	10,491,317	10,701,143	10,915,166	11,133,470	11,356,139
<b>Licenses, Permits and Other Taxes</b>	<b>\$ 287,509,890</b>	<b>\$ 290,604,714</b>	<b>\$ 296,131,582</b>	<b>\$ 302,558,006</b>	<b>\$ 309,233,005</b>
<b>Intergovernmental Revenue</b>					
State Shared Revenues	\$ 34,387,000	\$ 35,246,675	\$ 36,127,842	\$ 37,031,038	\$ 37,956,814
State Grants	52,116,195	52,637,357	53,163,731	53,695,368	54,232,322
One-Half Cent Sales Tax	94,144,000	95,085,440	96,036,294	96,996,657	97,966,624
Other Local Government Revenue	2,452,927	2,452,927	2,452,927	2,452,927	2,452,927
Federal Grants	99,222,552	101,207,003	103,231,143	105,295,766	107,401,681
Constitutional Gas Tax	19,065,000	19,065,000	19,065,000	19,065,000	19,065,000
Other Intergovernmental Revenue	100,705,793	102,719,909	104,774,307	106,869,793	109,007,189
<b>Intergovernmental Revenue</b>	<b>\$ 402,093,467</b>	<b>\$ 408,414,311</b>	<b>\$ 414,851,244</b>	<b>\$ 421,406,549</b>	<b>\$ 428,082,557</b>
<b>Charges for Services</b>					
Water and Wastewater	\$ 207,761,350	\$ 213,994,191	\$ 220,414,016	\$ 227,026,437	\$ 233,837,230
Airport	88,490,761	90,260,576	92,065,788	93,907,103	95,785,246
Sheriff	79,275,604	80,861,116	82,478,338	84,127,905	85,810,463
Fire Rescue	35,286,398	36,697,854	37,431,811	38,180,447	38,944,056
Parks and Recreation	20,125,653	20,528,166	20,938,729	21,357,504	21,784,654
Palm Tran	12,960,701	13,110,000	13,260,000	13,410,000	13,560,000
Interdepartmental	166,272,364	167,103,726	167,939,244	168,778,941	169,622,835
Other Charges for Services	21,658,568	22,091,739	22,533,574	22,984,246	23,443,931
<b>Charges for Services</b>	<b>\$ 631,831,399</b>	<b>\$ 644,647,368</b>	<b>\$ 657,061,501</b>	<b>\$ 669,772,583</b>	<b>\$ 682,788,415</b>

	Adopted		Forecast		
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>REVENUES</b>					
Miscellaneous	\$ 69,748,700	\$ 72,538,648	\$ 75,440,194	\$ 78,457,802	\$ 81,596,114
Interest	45,284,273	46,371,096	47,484,002	48,623,618	49,790,585
Debt Proceeds	3,174,778	3,222,400	3,270,736	3,319,797	3,369,594
Statutory Reserves	(105,632,024)	(109,857,305)	(114,251,597)	(118,821,661)	(123,574,527)
Balance Brought Forward	1,911,517,202	1,968,862,718	2,027,928,600	2,088,766,458	2,151,429,451
Interfund Transfers	614,329,067	632,758,939	651,741,707	671,293,958	691,432,777
<b>Total</b>	<b>\$ 5,187,741,528</b>	<b>\$ 5,341,931,689</b>	<b>\$ 5,512,080,366</b>	<b>\$ 5,689,250,442</b>	<b>\$ 5,869,103,342</b>

**EXPENDITURES**

Personal Services	1,291,733,859	1,343,403,213	1,397,139,342	1,453,024,916	1,511,145,912
Operating Expenses	1,101,129,777	1,150,680,617	1,202,461,245	1,256,572,001	1,313,117,741
Equipment & Capital	863,164,605	893,375,366	924,643,504	957,006,027	990,501,238
Debt Service	117,003,075	118,173,106	119,354,837	120,548,385	121,753,869
Grants and Aids	171,496,158	178,356,004	185,490,244	192,909,854	200,626,248
Reserves	1,028,884,987	1,070,040,386	1,112,842,002	1,157,355,682	1,203,649,909
Transfers	614,329,067	629,687,294	645,429,476	661,565,213	678,104,343
<b>Total</b>	<b>\$ 5,187,741,528</b>	<b>\$ 5,383,715,987</b>	<b>\$ 5,587,360,650</b>	<b>\$ 5,798,982,077</b>	<b>\$ 6,018,899,261</b>

Financial operations of the County are managed through the use of approximately 250 funds. However, only four governmental fund categories and two proprietary funds are considered major funds. Major funds are funds whose revenues, expenditures, assets, or liabilities (excluding extraordinary items) are at least 10% of corresponding totals for all governmental or proprietary funds and at least 5% of the aggregate amount for all governmental and proprietary funds.

Per the September 30, 2018 Comprehensive Annual Financial Report (CAFR), the following is a description and listing of the County's major funds.

## GOVERNMENTAL FUNDS

### General Fund

This is the primary operating fund for the general County government. It is used to account for all financial resources of the general government except for those required to be accounted for in other funds.

0001	General Fund
------	--------------

### Fire Rescue Special Revenue Funds

Six special revenue funds account for Ad Valorem taxes and other revenues designated for the operations of the County Fire Rescue service. Service is provided throughout the unincorporated area and 19 of the County's municipalities through a combination of contracted services and participation in the taxing districts.

1300	Fire Rescue MSTU
1301	Fire Rescue Jupiter MSTU
1303	Aviation Battalion
1304	F/R Long-Term Disability Plan
1305	MSBU-Hydrant Rental Boca Raton
1306	MSBU-Hydrant Rental-Riviera Beach

### Road Program Capital Projects

The Road Program Capital Project Funds are comprised of 12 capital funds that are used to account for costs related to the design, acquisition of rights-of-way, and construction of improvements to the County's major thoroughfare road system, primarily represented by the County's Five Year Road Program. Included are the Transportation Improvement Fund and five Road Impact Fee Funds. The County is divided into five geographic zones as related to Road Impact Fees. Impact fees are imposed upon all land uses that create an impact on road facilities. Primary funding sources also include gasoline taxes, grants, miscellaneous revenues, and balances forward.

3500	Transportation Improvement Fund
3501	Road Impact Fee Zone 1
3502	Road Impact Fee Zone 2
3503	Road Impact Fee Zone 3
3504	Road Impact Fee Zone 4
3505	Road Impact Fee Zone 5
3516	Abacoa Trust Sub Account
3519	Northlake Blvd. Agr W/NPBCID
3523	Proportionate Share Trust Fund
3542	Proportionate Share Fund - Zone 2

**Road Program Capital Projects (continued)**

3543	Proportionate Share Fund - Zone 3
3545	Proportionate Share Fund - Zone 5

**General Government Capital Project Funds**

General Government Capital Project Funds are comprised of 26 capital funds that are used to account for costs of capital improvements not included in any other category. Projects include the Convention Center & Convention Center Hotel Site, Impact Fee Assistance Program, and facility and technology improvements. Primary funding sources are bonds, grants, and transfers from the General Fund.

3014	80.7M NAV 01, Convention Center
3071	10.0M NAV 13 CP, ISS VOIP
3074	27.8M NAV Tax 13 CP, Convention Center Hotel
3075	17.9M NAV 14 CP, Palm Tran Connection Equipment
3076	68M NAV 15A CP, Pub Imp Rev Bond, Convention Center
3077	18.8M NAV Public Imp Tax Rev Bond 15B CP, Max Planck
3078	65.360M NAV Pub Imp Tax Rev Bond 15C CP, Prof Sports Fac Pr
3079	56.645M NAV Pub Imp Rev Bonds, 15D CP, Prof Sports Fac Proj
3531	Impact Fee Assistance Program - Roads Zone 1
3532	Impact Fee Assistance Program - Roads Zone 2
3533	Impact Fee Assistance Program - Roads Zone 3
3534	Impact Fee Assistance Program - Roads Zone 4
3535	Impact Fee Assistance Program - Roads Zone 5
3621	Impact Fee Assistance Program - Parks Zone 1
3622	Impact Fee Assistance Program - Parks Zone 2
3623	Impact Fee Assistance Program - Parks Zone 3
3800	Pud Civic Site Cash Out
3801	800 Mhz RR+I Fund
3804	Public Building Improvement Fund
3805	Public Building Impact Fees
3807	TDC - Building Renewal and Replacement
3815	Impact Fee Assistance Program - Public Building
3900	Capital Outlay
3901	Information Technology Capital Improvements
3905	E911 Carry Forward Capital
3950	Local Government One-Cent Infrastructure Surtax

## PROPRIETARY FUNDS

### Airports

These enterprise funds are used to finance the operating activities of the County's airport system which includes four County-owned airports. The primary funding sources for these funds are landing fees, rental fees, concessions, and transfers from the Airport Improvement and Development Fund.

4100	Airport Operations
4110	Airport Capital Projects
4111	Airports Improvement & Development Fund
4112	Airport Passenger Facility Charges
4113	Noise Abatement & Mitigation
4114	Airports Restricted Assets Fund
4115	Airports Facilities, Property Plant & Equipment
4138	Debt Service 16M PBIA Tax Rev Ref 2006B
4139	Debt Service 57M PBIA Rev Ref Bonds 2016

### Water Utilities

These enterprise funds are used to finance the operating activities of the County's water and sewer utility operations. The revenues used to fund these activities is collected in the Water Utilities Revenue Fund and transferred into the Operations and Maintenance Fund. Revenue fund receipts are also transferred to other Water Utility funds to finance capital improvements and debt payments.

4000	WUD Revenue
4001	Operation & Maintenance
4010	Renewal & Replacement
4011	Capital Improvements
4012	Connection Charge Account
4013	Special Assessment Program WUD
4015	WUD FPL Reclaimed Water Renewal & Replacement
4034	Debt Service Reserve WUD All
4042	Debt Service WUD 2009
4043	WUD FPL Debt Service Coverage Fund
4044	GUA Debt Service
4045	GUA01 Wachovia 2009 Loan
4046	GUA09 Bank of NY 2004 Loan
4047	Debt Service WUD 2013 Ref
4048	24.97M Water & Sewer Refunding Series 2015

The change in fund balance is projected for the major funds: General Fund, Fire Rescue Funds, Road Program Funds, General Government Capital Project Funds, Airport Funds, and Water Utilities Funds; and all other (non-major) governmental funds. This analysis has been completed using the County's major funds per the September 30, 2018 Comprehensive Annual Financial Report.

	General Fund	Fire Rescue Funds	Road Program Funds	General Gov't Funds	Airport Funds	Water Utilities Funds	Non-Major Funds
FY 2020 Budgeted Revenues and Other Sources	1,263,079,766	362,289,136	57,187,420	182,418,386	181,823,267	475,660,500	753,765,851
FY 2020 Budgeted Expenditures and Other Uses	(1,339,178,839)	(385,025,233)	(151,695,507)	(381,594,043)	(271,691,860)	(644,845,520)	(984,825,539)
Net Adjustment to FY 2020 Revenues/Expenditures	70,646,101	15,401,009	6,067,820	15,263,762	10,867,674	25,793,821	0
<b>Net Change in Fund Balance</b>	<b>(5,452,972)</b>	<b>(7,335,088)</b>	<b>(88,440,267)</b>	<b>(183,911,895)</b>	<b>(79,000,919)</b>	<b>(143,391,199)</b>	<b>(231,059,688)</b>
FY 2019 Projected Ending Fund Balance	231,822,269	124,371,007	430,808,443	331,268,201	177,720,890	242,467,011	373,532,866
Adjustment to FY 2019 Projected Fund Balance	25,595,567	(28,708,386)	(21,866,366)	(154,916,793)	0	0	0
<b>FY 2020 Projected Ending Fund Balance</b>	<b>\$251,964,864</b>	<b>\$88,327,534</b>	<b>\$320,501,810</b>	<b>-\$7,560,488</b>	<b>\$98,719,971</b>	<b>\$99,075,812</b>	<b>\$142,473,178</b>

The General Fund balance is projected to be flat over the actual FY 2019 ending fund balance. The FY 2019 total projected expenditures have been adjusted due to position vacancies, cost savings, and expected residual dollars left in each department. In addition, the FY 2019 projected fund balance has been adjusted to reflect variances from original revenue and expenditure projections.

Palm Beach County has adhered to a Fund Balance Policy that establishes an acceptable minimum range (15% - 20%) in 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.

	General Fund	Fire Rescue Funds	Road Program Funds	General Gov't Funds	Airport Funds	Water Utilities Funds	Non-Major Funds
FY 2020 Ending Fund Balance	\$251,964,864	\$88,327,534	\$320,501,810	-\$7,560,488	\$98,719,971	\$99,075,812	\$142,473,178
% Change in Adjusted Fund Balance	2.1%	7.7%	21.6%	104.3%	44.5%	59.1%	61.9%
% of Budgeted Expenditures	19.9%	23.9%	220.1%	-2.1%	37.8%	16.0%	14.5%

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 no increase from the prior year. At 19.9% of budgeted expenditures, the General Fund's projected FY 2020 ending fund balance falls above the 15% - 20% range, showing that corrective action was taken to bring the balance into conformity with the Fund Balance Policy.

Detailed projections for each major fund and the aggregate of the non-major governmental funds are shown on the following pages.

## FISCAL YEARS 2018-2020

## General Fund (Major Fund)

	Actual FY 2018	Budget FY 2019	Estimated FY 2019	Budget FY 2020
<b>Revenues</b>				
Ad Valorem Taxes	\$813,214,510	\$897,961,450	\$862,042,992	\$951,376,856
Charges for Services	109,853,442	113,826,062	112,275,080	113,805,188
Communication Tax	22,551,248	23,165,000	21,034,000	21,244,000
Excess Fees	5,487,128	1,500,000	1,500,000	1,500,000
Fines & Forfeitures	2,294,787	1,627,600	1,736,075	2,212,500
Franchise Fees	34,473,390	37,000,000	36,026,000	36,386,000
Intergovernmental Revenue	128,023,733	130,751,755	129,799,425	131,604,355
Investment Income	6,944,046	3,666,000	6,891,103	7,869,000
License, Permits & Other Fees	4,811,538	4,494,518	4,229,560	3,941,800
Operating Transfers In	3,358,133	3,067,826	11,311,866	3,850,019
Rent & Royalties	412,451	407,130	421,380	424,725
Utility Services Tax	42,988,116	44,700,000	43,651,300	44,690,000
Statutory Reserves	-	(63,645,368)	-	(66,427,217)
Miscellaneous Revenues*	20,924,103	10,740,010	26,588,379	10,602,540
<b>Total Revenues</b>	<b>\$1,195,336,625</b>	<b>\$1,209,261,983</b>	<b>\$1,257,507,160</b>	<b>\$1,263,079,766</b>
<b>Expenditures</b>				
Personal Services	\$176,446,421	\$193,316,862	\$185,373,835	\$194,842,185
Operating Expenses	88,283,725	108,103,657	102,330,932	113,077,961
Capital Outlay	983,807	1,495,376	9,537,192	2,599,324
Debt Service	14,060	-	-	-
Grants and Aids	82,709,453	90,016,866	88,566,696	92,390,704
Non-Operating	809,060,328	880,943,732	861,814,104	936,268,665
<b>Total Expenditures</b>	<b>\$1,157,497,795</b>	<b>\$1,273,876,493</b>	<b>\$1,247,622,759</b>	<b>\$1,339,178,839</b>
<b>Net Change in Fund Balance</b>	<b>\$37,838,830</b>	<b>(\$64,614,510)</b>	<b>\$9,884,401</b>	<b>(\$76,099,073)</b>
<b>Fund Balance - Beginning</b>	<b>\$183,788,944</b>	<b>195,603,345</b>	<b>221,937,868</b>	<b>231,822,269</b>
<b>Fund Balance - Ending</b>	<b>\$221,627,774</b>	<b>\$130,988,835</b>	<b>\$231,822,269</b>	<b>\$155,723,196</b>

\*Includes delinquent taxes

\*\*FY 2019 ending fund balance assumes revenues and expenditures at 100%. FY 2019 ending fund balance on page 83 has been adjusted to reflect projected variances for revenues and expenditures.



## FISCAL YEARS 2018-2020

## Fire Rescue Funds (Major Funds)

	Actual FY 2018	Budget FY 2019	Estimated FY 2019	Budget FY 2020
<b>Revenues</b>				
Ad Valorem Taxes	\$258,098,073	\$282,906,885	\$270,954,410	\$299,350,745
Charges for Services	42,618,528	43,833,349	42,015,533	41,832,750
Intergovernmental Revenue	470,094	448,010	652,673	483,664
Investment Income	3,060,592	1,444,566	2,747,269	2,722,570
License, Permits & Other Fees	17,746	16,900	15,800	16,900
Operating Transfers In	29,002,445	32,758,204	29,921,653	34,099,202
Special Assessment/Impact Fees	271,966	288,849	277,295	288,849
Statutory Reserves	-	(16,158,124)	-	(16,928,544)
Miscellaneous Revenues*	400,148	423,000	345,210	423,000
<b>Total Revenues</b>	<b>\$333,939,593</b>	<b>\$345,961,639</b>	<b>\$346,929,843</b>	<b>\$362,289,136</b>
<b>Expenditures</b>				
Personal Services	\$247,255,313	\$257,726,736	\$259,695,361	\$278,879,340
Operating Expenses	35,307,630	40,970,583	36,376,832	42,619,752
Capital Outlay	8,152,903	19,294,747	6,330,995	25,984,280
Debt Service	-	-	-	-
Grants and Aids	1,994,451	2,111,899	2,111,899	2,194,135
Non-Operating	25,183,826	27,075,465	29,751,839	35,347,726
<b>Total Expenditures</b>	<b>\$317,894,123</b>	<b>\$347,179,430</b>	<b>\$334,266,926</b>	<b>\$385,025,233</b>
<b>Net Change in Fund Balance</b>	<b>\$16,045,470</b>	<b>(\$1,217,791)</b>	<b>\$12,662,917</b>	<b>(\$22,736,097)</b>
<b>Fund Balance - Beginning</b>	<b>\$95,662,621</b>	<b>104,605,432</b>	<b>111,708,090</b>	<b>124,371,007</b>
<b>Fund Balance - Ending</b>	<b>\$111,708,091</b>	<b>\$103,387,641</b>	<b>\$124,371,007</b>	<b>\$101,634,910</b>

\*Includes delinquent taxes

\*\*FY 2019 ending fund balance assumes revenues and expenditures at 100%. FY 2019 ending fund balance on page 83 has been adjusted to reflect projected variances for revenues and expenditures.

## FISCAL YEARS 2018-2020

## Road Program Funds (Major Funds)

	Actual FY 2018	Budget FY 2019	Estimated FY 2019	Budget FY 2020
<b>Revenues</b>				
Charges for Services	\$75,000	\$0	\$0	\$0
Intergovernmental Revenue	156,725	4,417,421	155,502	4,189,229
Investment Income	7,404,913	7,329,000	10,855,392	10,334,000
Local Option Gas Tax	10,721,536	10,951,000	11,178,000	11,401,000
Operating Transfers In	1,317,956	-	371,885	-
Special Assessment/Impact Fees	31,050,845	31,057,029	36,566,284	30,157,029
Statutory Reserves	-	(2,466,851)	-	(2,594,551)
Miscellaneous Revenues	939,871	4,074,679	2,819,020	3,700,713
<b>Total Revenues</b>	<b>\$51,666,845</b>	<b>\$55,362,278</b>	<b>\$61,946,083</b>	<b>\$57,187,420</b>
<b>Expenditures</b>				
Personal Services	\$3,035,600	\$4,139,776	\$3,273,271	\$4,092,581
Operating Expenses	738,750	5,313,983	1,473,740	11,489,680
Capital Outlay	46,127,859	143,111,052	29,251,172	131,273,803
Debt Service	-	-	-	-
Grants and Aids	628,567	3,829,107	1,590,849	3,788,595
Non-Operating	2,654,018	1,027,375	2,972,734	1,050,848
<b>Total Expenditures</b>	<b>\$53,184,795</b>	<b>\$157,421,293</b>	<b>\$38,561,766</b>	<b>\$151,695,507</b>
<b>Net Change in Fund Balance</b>	<b>(\$1,517,950)</b>	<b>(\$102,059,015)</b>	<b>\$23,384,317</b>	<b>(\$94,508,087)</b>
<b>Fund Balance - Beginning</b>	<b>\$408,942,077</b>	<b>419,139,329</b>	<b>407,424,126</b>	<b>430,808,443</b>
<b>Fund Balance - Ending</b>	<b>\$407,424,127</b>	<b>\$317,080,314</b>	<b>\$430,808,443</b>	<b>\$336,300,356</b>

\*\*FY 2019 ending fund balance assumes revenues and expenditures at 100%. FY 2019 ending fund balance on page 83 has been adjusted to reflect projected variances for revenues and expenditures.

## FISCAL YEARS 2018-2020

## General Government Funds (Major Funds)

	Actual FY 2018	Budget FY 2019	Estimated FY 2019	Budget FY 2020
<b>Revenues</b>				
Charges for Services	\$381,758	\$3,550,124	\$20,200	\$1,943,488
Debt Proceeds	-	-	-	-
Fines & Forfeitures	932,325	1,200,000	878,040	1,000,000
Intergovernmental Revenue	568,756	-	111,642	-
Investment Income	3,548,809	1,010,000	6,292,921	6,808,631
Operating Transfers In	42,930,096	37,505,075	41,965,075	87,407,931
Special Assessment/Impact Fees	1,296,221	1,400,000	1,100,000	1,100,000
Statutory Reserves	-	(3,919,878)	-	(4,826,545)
Miscellaneous Revenues	85,238,615	74,960,791	87,821,861	88,984,881
<b>Total Revenues</b>	<b>\$134,896,580</b>	<b>\$115,706,112</b>	<b>\$138,189,739</b>	<b>\$182,418,386</b>
<b>Expenditures</b>				
Personal Services	\$0	\$0	\$0	\$0
Operating Expenses	25,825,548	175,925,040	28,933,692	241,355,100
Capital Outlay	24,367,689	133,173,326	11,987,204	128,001,470
Debt Service	-	-	-	-
Grants and Aids	5,414,559	344,005	25,164	2,599,207
Non-Operating	15,376,922	15,938,302	2,151,670	9,638,266
<b>Total Expenditures</b>	<b>\$70,984,717</b>	<b>\$325,380,673</b>	<b>\$43,097,730</b>	<b>\$381,594,043</b>
<b>Net Change in Fund Balance</b>	<b>\$63,911,863</b>	<b>(\$209,674,561)</b>	<b>\$95,092,009</b>	<b>(\$199,175,657)</b>
<b>Fund Balance - Beginning</b>	<b>\$176,351,408</b>	<b>246,127,411</b>	<b>236,176,192</b>	<b>331,268,201</b>
<b>Fund Balance - Ending</b>	<b>\$240,263,271</b>	<b>\$36,452,850</b>	<b>\$331,268,201</b>	<b>\$132,092,544</b>

\*\*FY 2019 ending fund balance assumes revenues and expenditures at 100%. FY 2019 ending fund balance on page 83 has been adjusted to reflect projected variances for revenues and expenditures.

## FISCAL YEARS 2018-2020

## Airport Funds (Major Funds)

	Actual FY 2018	Budget FY 2019	Estimated FY 2019	Budget FY 2020
<b>Revenues</b>				
Charges for Services	\$84,066,924	\$80,386,475	\$85,708,442	\$88,490,761
Fines & Forfeitures	0	0	0	0
Intergovernmental Revenue	6,122,072	33,376,670	3,611,254	27,947,002
Investment Income	2,860,970	1,956,000	3,333,000	3,333,000
License, Permits & Other Fees	78,197	90,825	86,700	86,700
Operating Transfers In	33,029,556	62,552,912	37,898,382	61,622,104
Miscellaneous Revenues	409,946	308,700	427,317	343,700
<b>Total Revenues</b>	<b>\$126,567,666</b>	<b>\$178,671,582</b>	<b>\$131,065,095</b>	<b>\$181,823,267</b>
<b>Expenditures</b>				
Personal Services	\$13,379,287	\$13,789,933	\$12,715,844	\$13,813,999
Operating Expenses	34,457,316	40,917,620	40,394,695	44,069,708
Capital Outlay	30,511,278	144,709,011	13,576,005	145,732,023
Debt Service	2,473,941	6,376,744	6,376,244	6,374,936
Non-Operating	33,088,149	62,632,003	37,528,756	61,701,194
<b>Total Expenditures</b>	<b>\$113,909,971</b>	<b>\$268,425,311</b>	<b>\$110,591,544</b>	<b>\$271,691,860</b>
<b>Net Change in Fund Balance</b>	<b>\$12,657,695</b>	<b>(\$89,753,729)</b>	<b>\$20,473,551</b>	<b>(\$89,868,593)</b>
<b>Fund Balance - Beginning</b>	<b>\$148,086,622</b>	<b>159,280,650</b>	<b>157,247,339</b>	<b>177,720,890</b>
<b>Fund Balance - Ending</b>	<b>\$160,744,317</b>	<b>\$69,526,921</b>	<b>\$177,720,890</b>	<b>\$87,852,297</b>

\*\*FY 2019 ending fund balance assumes revenues and expenditures at 100%. FY 2019 ending fund balance on page 83 has been adjusted to reflect projected variances for revenues and expenditures.

## FISCAL YEARS 2018-2020

## Water Utilities Funds (Major Funds)

	Actual FY 2018	Budget FY 2019	Estimated FY 2019	Budget FY 2020
<b>Revenues</b>				
Charges for Services	\$197,629,461	\$201,180,000	\$201,099,510	\$207,761,350
Intergovernmental Revenue	905,725	926,349	752,840	-
Investment Income	4,790,403	3,333,000	5,115,000	5,207,421
Operating Transfers In	217,422,836	224,824,000	227,767,250	231,339,000
Rent & Royalties	46,739	31,000	48,141	31,000
Special Assessment/Impact Fees	472,660	422,000	500,000	446,000
Statutory Reserves	-	(147,850)	-	(241,271)
Miscellaneous Revenue	33,714,163	31,187,650	19,788,349	31,117,000
<b>Total Revenues</b>	<b>\$454,981,988</b>	<b>\$461,756,149</b>	<b>\$455,071,090</b>	<b>\$475,660,500</b>
<b>Expenditures</b>				
Personal Services	\$45,930,852	\$52,787,520	\$50,152,338	\$52,737,996
Operating Expenses	82,485,265	125,954,882	114,857,662	137,348,908
Capital Outlay	49,514,559	223,139,245	43,473,928	210,958,960
Debt Service	4,806,903	12,916,500	12,915,100	12,320,500
Non-Operating	217,566,980	224,960,807	225,506,156	231,479,156
<b>Total Expenditures</b>	<b>\$400,304,559</b>	<b>\$639,758,954</b>	<b>\$446,905,184</b>	<b>\$644,845,520</b>
<b>Net Change in Fund Balance</b>	<b>\$54,677,428</b>	<b>(\$178,002,805)</b>	<b>\$8,165,906</b>	<b>(\$169,185,020)</b>
<b>Fund Balance - Beginning</b>	<b>\$209,507,409</b>	<b>221,095,751</b>	<b>234,301,105</b>	<b>242,467,011</b>
<b>Fund Balance - Ending</b>	<b>\$264,184,837</b>	<b>\$43,092,946</b>	<b>\$242,467,011</b>	<b>\$73,281,991</b>

\*\*FY 2019 ending fund balance assumes revenues and expenditures at 100%. FY 2019 ending fund balance on page 83 has been adjusted to reflect projected variances for revenues and expenditures.

**FISCAL YEARS 2018-2020****Non-Major Governmental Funds (Aggregate)**

	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Estimated FY 2019</b>	<b>Budget FY 2020</b>
<b>Revenues</b>				
Ad Valorem Taxes	\$73,903,737	\$80,620,573	\$77,346,604	\$77,157,175
Charges for Services	131,823,327	35,942,547	32,946,068	33,634,560
Debt Proceeds	24,167,522	2,337,000	100,000	709,478
Fines & Forfeitures	3,575,063	1,543,000	1,314,947	1,175,484
Inspector General Fees	2,784,769	3,332,063	3,286,924	3,475,744
Intergovernmental Revenue	78,652,884	142,631,955	133,169,522	143,468,897
Investment Income	9,116,425	6,100,647	10,712,680	9,009,651
License, Permits & Other Fees	23,638,680	19,019,400	20,058,340	21,520,917
Local Option Gas Tax	41,999,046	43,199,000	43,476,000	44,345,000
Operating Transfers In	848,543,164	192,614,804	184,526,147	202,516,111
Rent & Royalties	1,767,638	1,638,332	1,638,332	1,638,332
Special Assessment/Impact Fees	10,498,015	9,361,000	10,533,353	9,860,000
Tourist Development Tax	53,827,955	53,490,268	54,904,513	57,100,695
Statutory Reserves	-	(14,174,657)	-	(14,613,896)
Miscellaneous Revenues	170,847,336	159,413,632	154,570,304	162,767,703
<b>Total Revenues</b>	<b>\$1,475,145,561</b>	<b>\$737,069,564</b>	<b>\$728,583,734</b>	<b>\$753,765,851</b>
<b>Expenditures</b>				
Personal Services	\$732,973,937	\$155,111,231	\$143,840,598	\$156,613,700
Operating Expenses	395,743,745	324,785,388	272,315,925	344,415,297
Capital Outlay	62,194,935	123,725,632	50,550,722	209,335,410
Debt Service	109,562,677	111,177,287	109,933,483	98,307,639
Grants and Aids	41,192,796	77,618,201	46,054,155	70,523,517
Non-Operating	106,536,428	61,882,594	75,816,285	105,629,976
<b>Total Expenditures</b>	<b>\$1,448,204,518</b>	<b>\$854,300,333</b>	<b>\$698,511,168</b>	<b>\$984,825,539</b>
<b>Net Change in Fund Balance</b>	<b>\$26,941,043</b>	<b>(\$117,230,769)</b>	<b>\$30,072,566</b>	<b>(\$231,059,688)</b>
<b>Fund Balance - Beginning</b>	<b>\$278,948,627</b>	<b>342,125,159</b>	<b>343,460,300</b>	<b>373,059,381</b>
<b>Fund Balance - Ending</b>	<b>\$305,889,670</b>	<b>\$224,894,390</b>	<b>\$373,532,866</b>	<b>\$141,999,693</b>

\*\*FY 2019 ending fund balance assumes revenues and expenditures at 100%. FY 2019 ending fund balance on page 83 has been adjusted to reflect projected variances for revenues and expenditures.

# BUDGET COMPARISON BY FUND - FY 2019 AND 2020

## Board of County Commissioners

2018 Non-Exempt Valuation Countywide \$187,799,111,164

2019 Non-Exempt Valuation Countywide \$198,970,376,584

Fund	Fund Name	2019 Adopted				2020 Adopted			
		Mills	Taxes	Other Revenue	Budget	Mills	Taxes	Other Revenue	Budget
0001	General Fund	4.7815	897,961,450	506,903,878	1,404,865,328	4.7815	951,376,856	543,525,179	1,494,902,035
	Operating Ad Valorem Tax Funds - Countywide	4.7815	897,961,450	506,903,878	1,404,865,328	4.7815	951,376,856	543,525,179	1,494,902,035
2513	16.0M GO 05A DS, Ref 25M Rec Fac 99A	0.0110	2,067,708	(60,058)	2,007,650	0.0000	0	0	0
2518	115.8M GO Tax 06 DS, Ref 75M Land Acq 99B & 01A	0.0665	12,500,235	(416,792)	12,083,443	0.0396	7,887,836	(199,111)	7,688,725
2525	28.7M GO 10 DS, Ref Part 25M Parks GO 03 & 05	0.0202	3,797,064	(115,314)	3,681,750	0.0190	3,784,568	(100,068)	3,684,500
2532	28.0M GO 14 DS, Ref Part 50M Waterfront GO 06	0.0188	3,533,901	(81,001)	3,452,900	0.0179	3,565,461	(111,311)	3,454,150
	Voted Debt Service Ad Valorem Tax - Countywide	0.1165	21,898,908	(673,165)	21,225,743	0.0765	15,237,865	(410,490)	14,827,375
	Total Ad Valorem Tax Funds - Countywide	4.8980	919,860,358	506,230,713	1,426,091,071	4.8580	966,614,721	543,114,689	1,509,729,410
1001	HUD- Housing and Urban Development		0	192,198	192,198		0	205,507	205,507
1003	Community Action Program		0	1,432,629	1,432,629		0	1,538,238	1,538,238
1004	Farmworker Career Development Program (FCDP)		0	273,978	273,978		0	249,954	249,954
1006	DOSS - Administration		0	9,614,451	9,614,451		0	9,923,490	9,923,490
1009	Low Income Home Energy Assistance Program Fund		0	2,981,623	2,981,623		0	2,945,267	2,945,267
1010	Ryan White Care Program		0	7,398,042	7,398,042		0	7,360,661	7,360,661
1100	Affordable Housing Trust Fund (SHIP)		0	12,679,893	12,679,893		0	6,456,694	6,456,694
1101	Housing and Economic Sustainability		0	15,586,134	15,586,134		0	14,207,942	14,207,942
1103	Home Investmnt Partnership Act		0	6,014,360	6,014,360		0	6,470,874	6,470,874
1104	Section 108 Loan Fund		0	182,757	182,757		0	422,125	422,125
1109	Neighborhood Stabilization Program		0	5,515,380	5,515,380		0	6,613,558	6,613,558
1112	Neighborhood Stabilization Program 2		0	4,724,553	4,724,553		0	5,370,151	5,370,151
1113	Neighborhood Stabilization Program 3		0	1,024,979	1,024,979		0	1,103,046	1,103,046
1114	Workforce Housing Trust Fund		0	2,921,040	2,921,040		0	3,758,359	3,758,359
1151	Law Enforcement Trust Fund		0	1,344,056	1,344,056		0	1,438,526	1,438,526
1152	Sheriff's Grants		0	8,002,075	8,002,075		0	9,042,900	9,042,900
1200	Beautification Maintenance		0	1,652,031	1,652,031		0	1,817,322	1,817,322
1201	County Transport Trust		0	49,461,201	49,461,201		0	50,977,458	50,977,458
1203	Red Light Camera Fund		0	22,448	22,448		0	24,848	24,848
1220	Natural Areas Stwrdshp Endwmt		0	4,948,962	4,948,962		0	5,286,308	5,286,308
1222	Ag Reserve Land Management		0	1,714,069	1,714,069		0	1,806,170	1,806,170



# BUDGET COMPARISON BY FUND - FY 2019 AND 2020

## Board of County Commissioners

2018 Non-Exempt Valuation Countywide \$187,799,111,164

2019 Non-Exempt Valuation Countywide \$198,970,376,584

Fund	Fund Name	2019 Adopted			2020 Adopted				
		Mills	Taxes	Other Revenue	Budget	Mills	Taxes	Other Revenue	Budget
1223	Environmental Enhance-Freshwtr		0	393,152	393,152		0	349,112	349,112
1224	Environmental Enhance-Saltwtr		0	803,172	803,172		0	928,238	928,238
1225	Environmental Enhance-Nonspec		0	4,224,707	4,224,707		0	4,200,278	4,200,278
1226	Natural Areas Fund		0	9,517,326	9,517,326		0	8,268,682	8,268,682
1227	Pollution Recovery Trust Fund		0	1,437,648	1,437,648		0	1,324,505	1,324,505
1228	State Mosquito		0	52,567	52,567		0	41,646	41,646
1229	FDEP Lake Worth Lagoon Ecosyst		0	1,896,251	1,896,251		0	1,835,625	1,835,625
1230	Petroleum Storage Tank Program		0	674,835	674,835		0	635,575	635,575
1231	Petrol Store Tank Compliance		0	770,765	770,765		0	755,471	755,471
1232	Manatee Protection		0	4,602,894	4,602,894		0	5,164,906	5,164,906
1261	Bond Waiver Program R89-1178		0	711,055	711,055		0	739,883	739,883
1263	School Impact Fees Zone 1		0	1,177,581	1,177,581		0	1,098,346	1,098,346
1264	School Impact Fees Zone 2		0	2,786,129	2,786,129		0	2,271,829	2,271,829
1265	School Impact Fees Zone 3		0	1,366,771	1,366,771		0	1,194,782	1,194,782
1266	School Impact Fees Zone 4		0	527,230	527,230		0	1,181,332	1,181,332
1321	Law Library		0	575,774	575,774		0	515,768	515,768
1323	Criminal Justice Trust Fund		0	647,793	647,793		0	681,052	681,052
1324	Local Requirements & Innovatoons Fund ( F.S.29.004& 0082a2)		0	292,936	292,936		0	277,874	277,874
1325	Legal Aid Programs Fund (F.S.29.008)		0	257,000	257,000		0	257,000	257,000
1326	JAC Juvenile Programs Fund		0	257,000	257,000		0	257,000	257,000
1327	Court Information Technology Fund (F.S. 28.2412e1)		0	4,653,549	4,653,549		0	4,843,356	4,843,356
1340	Palm Tran Operations		0	99,478,912	99,478,912		0	104,522,118	104,522,118
1341	Palm Tran Grants		0	49,878,045	49,878,045		0	50,398,344	50,398,344
1343	Palm Tran Vehicle Replacement		0	0	0		0	3,600,000	3,600,000
1360	Metro Planing Organization		0	4,338,496	4,338,496		0	0	0
1384	Golf Course Operations		0	12,916,402	12,916,402		0	13,000,082	13,000,082
1401	OCR Special Projects and Initiatives		0	2,057,443	2,057,443		0	1,835,418	1,835,418
1402	Nuisance Abatement		0	5,864,593	5,864,593		0	6,598,059	6,598,059
1420	ACC Mobile Spay/Neuter Prgm		0	674,315	674,315		0	704,707	704,707
1423	Victims Of Crime Emergency Support Fund		0	609,858	609,858		0	681,901	681,901
1425	EMS Award-Grant Program		0	201,688	201,688		0	160,789	160,789
1426	Public Safety Grants		0	2,452,952	2,452,952		0	1,735,196	1,735,196
1427	Emergency Management		0	227,599	227,599		0	166,679	166,679
1428	Em Preparedness & Assistance		0	375,850	375,850		0	384,720	384,720
1429	Regulation Of Towing Business		0	524,937	524,937		0	620,785	620,785

# BUDGET COMPARISON BY FUND - FY 2019 AND 2020

## Board of County Commissioners

2018 Non-Exempt Valuation Countywide \$187,799,111,164

2019 Non-Exempt Valuation Countywide \$198,970,376,584

Fund	Fund Name	2019 Adopted			2020 Adopted				
		Mills	Taxes	Other Revenue	Budget	Mills	Taxes	Other Revenue	Budget
1430	Vehicle For Hire Ordinance		0	1,069,239	1,069,239		0	972,144	972,144
1432	Moving Ordinance		0	127,189	127,189		0	158,736	158,736
1434	Emergency Communications Number "E-911" FS365.172		0	9,108,678	9,108,678		0	10,426,029	10,426,029
1436	Justice Service Grant Fund		0	2,040,145	2,040,145		0	1,834,929	1,834,929
1438	Urban Areas Security Initiative Grant		0	140,011	140,011		0	147,226	147,226
1439	Radiological Emergency Preparedness-FPL		0	124,704	124,704		0	186,289	186,289
1440	Highridge Activity Fund		0	63,770	63,770		0	60,017	60,017
1450	TDC-Convention Center Oper		0	8,096,469	8,096,469		0	8,437,944	8,437,944
1451	TDC-Film Commission		0	2,460,028	2,460,028		0	2,340,587	2,340,587
1452	TDC-Special Projects		0	2,727,803	2,727,803		0	3,357,786	3,357,786
1453	TDC-4th Cent Local Option Tax		0	10,511,906	10,511,906		0	14,809,843	14,809,843
1454	TDC-Tourism		0	20,552,358	20,552,358		0	22,614,821	22,614,821
1455	TDC-Cultural Arts		0	8,554,961	8,554,961		0	9,169,131	9,169,131
1456	TDC-Beaches		0	6,732,809	6,732,809		0	7,257,087	7,257,087
1457	TDC-Sports Commission		0	4,785,246	4,785,246		0	5,051,947	5,051,947
1458	TDC-1st Cent Tourist Local Option Tax		0	17,889,172	17,889,172		0	22,627,125	22,627,125
1470	Drug Abuse Trust Fund		0	71,782	71,782		0	102,438	102,438
1480	Driver Ed Trust FS318.121		0	1,859,077	1,859,077		0	1,919,060	1,919,060
1482	Cooperative Extension Rev fund		0	369,214	369,214		0	445,946	445,946
1483	PBC Office of Inspector General (IG)		0	3,338,063	3,338,063		0	3,478,744	3,478,744
1500	Crime Prevention Fund		0	546,479	546,479		0	840,808	840,808
1501	Domestic Violence Fund		0	466,601	466,601		0	551,265	551,265
1507	Criminal Justice Grant Fund		0	480,758	480,758		0	529,602	529,602
1512	MacArthur Foundation's Safety and Justice Challenge \$2M		0	1,712,699	1,712,699		0	1,092,582	1,092,582
1521	Public Affairs Replacement Frequency		0	263,636	263,636		0	120,144	120,144
1539	Economic Development		0	7,508,304	7,508,304		0	6,672,940	6,672,940
1540	HUD Loan Repayment Account		0	15,071,448	15,071,448		0	13,087,004	13,087,004
1541	Energy Efficiency & Consvr Blk Gmt		0	109,796	109,796		0	114,187	114,187
1543	USDA Intermediary Relending Loan Program		0	1,143,936	1,143,936		0	984,562	984,562
1544	USEPA Revolving Loan Fund Program		0	963,711	963,711		0	913,329	913,329
2061	11.6M Note Payable 08 DS, ESL Jupiter		0	766,783	766,783		0	748,593	748,593
2067	94.2M NAV 08-2 DS, Max Planck & SS Refunding		0	4,476,263	4,476,263		0	0	0
2068	94.2M NAV 08-2 DSR, Max Planck & SS Refunding		0	4,541,319	4,541,319		0	0	0

# BUDGET COMPARISON BY FUND - FY 2019 AND 2020

## Board of County Commissioners

2018 Non-Exempt Valuation Countywide \$187,799,111,164

2019 Non-Exempt Valuation Countywide \$198,970,376,584

Fund	Fund Name	2019 Adopted			2020 Adopted				
		Mills	Taxes	Other Revenue	Budget	Mills	Taxes	Other Revenue	Budget
2069	30.6M NAV 11 DS, Ocean Ave Bridge & Max Planck2		0	2,096,684	2,096,684		0	0	0
2071	10.0M NAV 13 DS, ISS VOIP		0	1,491,948	1,491,948		0	1,491,828	1,491,828
2072	13.1M NAV 13 DS, Max Planck3		0	1,065,925	1,065,925		0	1,065,924	1,065,924
2073	10.7M NAV 13 DS, Sheriff Equipment		0	2,199,234	2,199,234		0	0	0
2074	27.8M NAV Tax 13 DS, Convention Center Hotel		0	1,790,763	1,790,763		0	1,787,588	1,787,588
2075	17.9M NAV 14 DS, Palm Tran Connection Equipment		0	3,696,875	3,696,875		0	0	0
2076	68.M NAV 15 DS, Pub Imp Rev Bd, Conv Ctr Gar & Airport Ctr		0	4,414,681	4,414,681		0	4,414,481	4,414,481
2077	18.8M NAV Public Imp Tax Rev Bond 15B DS, MAX Planck		0	2,152,557	2,152,557		0	2,149,031	2,149,031
2078	65.360M NAV Pub Imp Tax Rev Bond 15C DS, Prof Sports Fac Pr		0	5,016,134	5,016,134		0	5,008,430	5,008,430
2079	56.645M NAV Pub Imp Rev Bond 15D DS, Prof Sports Fac Proj		0	2,833,750	2,833,750		0	2,833,750	2,833,750
2519	115.8M GO Tax Coupon 06 DS, Ref 75M Land Acq 99B & 01A		0	396,845	396,845		0	396,845	396,845
2523	11.5M NAV Tax 10 DS, Ref 11M Conv Hotel BAN 07		0	1,103,514	1,103,514		0	1,102,350	1,102,350
2526	62.7M NAV 11 DS, Ref Part 81M Conv Cntr 04		0	5,700,642	5,700,642		0	5,704,142	5,704,142
2527	62.7M NAV 11 DSR, Ref Part 81M Conv Cntr 04		0	5,770,642	5,770,642		0	5,701,500	5,701,500
2528	16.1M NAV 12 DS, Ref 16M 4 Pts BAN 09		0	1,304,806	1,304,806		0	1,291,227	1,291,227
2529	147.0M NAV 12 DS, Ref 94M 04/38M 04A/133M 05A		0	19,477,300	19,477,300		0	19,472,550	19,472,550
2533	72.4M NAV 14A DS, Ref 14M 06/2M 07A/5M 07B/98M 07C		0	8,946,275	8,946,275		0	8,951,025	8,951,025
2534	63.64M Public Improvement Revenue Refunding Bonds, Srs. 2015		0	3,685,675	3,685,675		0	7,905,925	7,905,925
2535	121.035M NAV 16 DS, Ref 141,45M 08 Jail Expand/Pub Bldg		0	9,713,250	9,713,250		0	9,715,250	9,715,250
2536	22.5M NAV 18 DS, Ref NAV 11 Ocean Ave Bridge & Max Plank2		0	0	0		0	2,144,588	2,144,588
3019	25.0M GO 03, Recreational & Cultural Facilities		0	278,730	278,730		0	253,802	253,802
3020	25.0M GO 05, Recreational & Cultural Facilities		0	168,134	168,134		0	113,248	113,248
3038	50.0M GO 06, Waterfront Access		0	243,445	243,445		0	364,487	364,487
3043	6.1M Sunshine#8 06, Park & Marina Improv		0	5,339	5,339		0	0	0
3053	176.5M NAV 08 CTF, Jail Expand/Pub Bldg		0	903,585	903,585		0	196,953	196,953
3071	10.0M NAV 13 CP, ISS VOIP		0	136,902	136,902		0	0	0
3074	27.8M NAV Tax 13 CP, Convention Center Hotel		0	259,288	259,288		0	267,725	267,725
3075	17.9M NAV 14 CP, Palm Tran Connection Equipment		0	132,459	132,459		0	0	0
3076	68M Public Imp Rev Bond 15A CP, Conv Ctr Garage & Airport Ct		0	4,908,504	4,908,504		0	4,361,134	4,361,134
3078	65.360M NAV Pub Imp Tax Rev Bond 15C CP, Prof Sports Fac Pr		0	2,212,745	2,212,745		0	2,260,456	2,260,456
3079	56.645M NAV Pub Imp Rev Bonds, 15D CP, Prof Sports Fac Proj		0	3,546,895	3,546,895		0	2,128,685	2,128,685

# BUDGET COMPARISON BY FUND - FY 2019 AND 2020

## Board of County Commissioners

2018 Non-Exempt Valuation Countywide \$187,799,111,164

2019 Non-Exempt Valuation Countywide \$198,970,376,584

Fund	Fund Name	2019 Adopted			2020 Adopted				
		Mills	Taxes	Other Revenue	Budget	Mills	Taxes	Other Revenue	Budget
3500	Transportation Improvmt Fund		0	201,658,172	201,658,172		0	202,361,433	202,361,433
3501	Road Impact Fee Zone 1		0	57,235,509	57,235,509		0	50,367,859	50,367,859
3502	Road Impact Fee Zone 2		0	59,028,138	59,028,138		0	58,298,138	58,298,138
3503	Road Impact Fee Zone 3		0	30,142,247	30,142,247		0	32,760,112	32,760,112
3504	Road Impact Fee Zone 4		0	28,343,810	28,343,810		0	33,924,060	33,924,060
3505	Road Impact Fee Zone 5		0	64,921,381	64,921,381		0	66,228,288	66,228,288
3516	Abacoa Trust Sub Account		0	5,672,837	5,672,837		0	5,700,762	5,700,762
3519	Northlake Blvd Agr W/Npbcid		0	306,862	306,862		0	317,789	317,789
3523	Proportionate Share Trust Fund-Briger		0	22,526,322	22,526,322		0	22,733,481	22,733,481
3531	Impact Fee Assistance Program - Roads Zone 1		0	718,964	718,964		0	1,000,274	1,000,274
3532	Impact Fee Assistance Program - Roads Zone 2		0	862,111	862,111		0	1,330,892	1,330,892
3533	Impact Fee Assistance Program - Roads Zone 3		0	341,518	341,518		0	435,217	435,217
3534	Impact Fee Assistance Program - Roads Zone 4		0	421,806	421,806		0	652,570	652,570
3535	Impact Fee Assistance Program - Roads Zone 5		0	768,862	768,862		0	1,282,511	1,282,511
3542	Proportionate Share Fund - Zone 2		0	531,590	531,590		0	550,183	550,183
3543	Proportionate Share Fund - Zone 3		0	1,943,013	1,943,013		0	5,822,865	5,822,865
3544	Proportionate Share Fund - Zone 4		0	0	0		0	1,519,515	1,519,515
3545	Proportionate Share Fund - Zone 5		0	2,191,726	2,191,726		0	8,930,893	8,930,893
3600	Park Improvment Fund		0	12,941,906	12,941,906		0	14,163,847	14,163,847
3601	Park Impact Fees Z-1		0	2,258,604	2,258,604		0	2,664,697	2,664,697
3602	Park Impact Fees Z-2		0	4,878,339	4,878,339		0	6,510,244	6,510,244
3603	Park Impact Fees Z-3		0	9,118,819	9,118,819		0	9,233,107	9,233,107
3605	Golf Course Capital		0	0	0		0	5,229,347	5,229,347
3621	Impact Fee Assistance Program - Parks Zone 1		0	47,759	47,759		0	65,897	65,897
3622	Impact Fee Assistance Program - Parks Zone 2		0	50,824	50,824		0	59,335	59,335
3623	Impact Fee Assistance Program - Parks Zone 3		0	110,898	110,898		0	152,159	152,159
3650	Unit 11 Acquisition/Enhancemnt		0	1,167,795	1,167,795		0	912,348	912,348
3651	South Lox SI Wetland Restoratin		0	271,969	271,969		0	293,698	293,698
3652	Beach Improvement		0	27,322,786	27,322,786		0	33,671,302	33,671,302
3653	South Lake Worth Inlet		0	650,073	650,073		0	564,757	564,757
3654	Environmental Resources Capital Projects		0	3,667,668	3,667,668		0	2,381,967	2,381,967
3800	Pud Civic Site Cash Out		0	2,377,043	2,377,043		0	2,462,846	2,462,846
3801	RR&I for 800 Mhz Sys		0	26,044,098	26,044,098		0	27,308,278	27,308,278
3803	Law Enfc/Impct Fees Z2 Rd Patl		0	3,708,832	3,708,832		0	4,259,661	4,259,661
3804	Public Building Impr Fund		0	60,531,221	60,531,221		0	75,427,047	75,427,047
3805	Public Building Impact Fees		0	11,971,982	11,971,982		0	13,299,164	13,299,164

# BUDGET COMPARISON BY FUND - FY 2019 AND 2020

## Board of County Commissioners

2018 Non-Exempt Valuation Countywide \$187,799,111,164

2019 Non-Exempt Valuation Countywide \$198,970,376,584

Fund	Fund Name	2019 Adopted			2020 Adopted				
		Mills	Taxes	Other Revenue	Budget	Mills	Taxes	Other Revenue	Budget
3807	TDC- Bldg Renewal & Replacement		0	20,227,850	20,227,850		0	19,141,496	19,141,496
3815	Impact Fee Assistance Program - Public Building		0	127,575	127,575		0	218,212	218,212
3900	Capital Outlay		0	30,772,375	30,772,375		0	30,765,569	30,765,569
3901	Information Technology Capital Improvements		0	11,470,854	11,470,854		0	11,883,413	11,883,413
3904	Building Capital Projects		0	0	0		0	47,155,712	47,155,712
3905	E911 Carry Forward Capital		0	7,581,767	7,581,767		0	7,348,496	7,348,496
3950	Local Government One-Cent Infrastructure Surtax		0	181,968,863	181,968,863		0	269,068,640	269,068,640
4000	Wud Revenue		0	213,371,000	213,371,000		0	219,862,000	219,862,000
4001	WUD Operation & Maintenance		0	190,438,755	190,438,755		0	207,516,793	207,516,793
4010	Renewal & Replacement		0	1,000,000	1,000,000		0	1,000,000	1,000,000
4011	Capital Improvements		0	243,521,559	243,521,559		0	254,850,978	254,850,978
4012	Connection Charge Account		0	9,934,000	9,934,000		0	9,934,000	9,934,000
4013	Special Assessment Prgrm Wud		0	1,519,000	1,519,000		0	1,543,000	1,543,000
4015	WUD FPL Reclaimed Water Renewal & Replacement		0	4,480,233	4,480,233		0	5,013,648	5,013,648
4034	Debt Service Reserve Wud All		0	4,437,863	4,437,863		0	4,437,863	4,437,863
4042	Debt Service WUD 2009		0	3,966,900	3,966,900		0	3,961,900	3,961,900
4043	WUD FPL Debt Service Coverage Fund		0	1,232,990	1,232,990		0	1,648,729	1,648,729
4044	GUA Debt Service		0	725,000	725,000		0	725,000	725,000
4045	GUA01 Wachovia 2009 Loan		0	1,186,000	1,186,000		0	594,000	594,000
4047	Debt Service WUD 2013 Ref		0	6,220,800	6,220,800		0	6,221,800	6,221,800
4048	WUD 26.9M Water & Sewer Refunding Series 2015		0	817,800	817,800		0	817,800	817,800
4100	Airport Operations		0	90,843,729	90,843,729		0	103,105,827	103,105,827
4110	Airport Capital Projects		0	6,557,567	6,557,567		0	7,795,021	7,795,021
4111	Airports Imp & Dev Fund		0	156,107,505	156,107,505		0	161,462,709	161,462,709
4112	Airprt Passenger Facility Chgs		0	73,676,317	73,676,317		0	78,775,231	78,775,231
4113	Noise Abatement & Mitigation		0	2,895,628	2,895,628		0	494,497	494,497
4114	Airports Restricted Assets Fd		0	1,469,717	1,469,717		0	1,482,511	1,482,511
4138	Debt Serv 16M PBIA Tax Rev Ref 2006B		0	3,445,917	3,445,917		0	3,460,209	3,460,209
4139	Debt Serv 57M PBIA Rev Ref Bonds 2016		0	2,955,852	2,955,852		0	2,968,152	2,968,152
5000	Fleet Management		0	61,255,041	61,255,041		0	60,867,642	60,867,642

# BUDGET COMPARISON BY FUND - FY 2019 AND 2020

## Board of County Commissioners

2018 Non-Exempt Valuation Countywide \$187,799,111,164

2019 Non-Exempt Valuation Countywide \$198,970,376,584

Fund	Fund Name	2019 Adopted				2020 Adopted			
		Mills	Taxes	Other Revenue	Budget	Mills	Taxes	Other Revenue	Budget
5010	Property & Casualty Insurance		0	16,114,970	16,114,970			15,487,045	15,487,045
5011	Risk Management Fund		0	21,417,693	21,417,693			20,106,497	20,106,497
5012	Employee Health Ins		0	98,616,491	98,616,491			95,577,212	95,577,212
	Gross-Total Countywide Funds	4.8980	919,860,358	3,210,565,775	4,130,426,133	4.8580	966,614,721	3,481,669,059	4,448,283,780
	Less: Interfund Transfers		0	(515,744,044)	(515,744,044)			(521,993,248)	(521,993,248)
	Less: Interdepartmental Charges		0	(20,452,878)	(20,452,878)			(18,843,454)	(18,843,454)
	Less: Internal Service Charges		0	(137,705,625)	(137,705,625)			(140,882,558)	(140,882,558)
	Net-Total Countywide Funds	4.8980	919,860,358	2,536,663,228	3,456,523,586	4.8580	966,614,721	2,799,949,799	3,766,564,520
1180	County Library	0.5491	54,641,698	7,958,971	62,600,669	0.5491	57,921,453	10,514,225	68,435,678
1300	Fire/Rescue MSTU	3.4581	262,212,204	149,583,093	411,795,297	3.4581	277,582,505	169,664,711	447,247,216
1301	Fire/Rescue Jupiter MSTU	1.9026	20,694,681	(489,751)	20,204,930	1.9097	21,768,240	(762,160)	21,006,080
1303	Aviation Battalion		0	6,664,037	6,664,037		0	7,156,901	7,156,901
1304	F/R Long-Term Disability Plan		0	11,426,461	11,426,461		0	10,794,122	10,794,122
1305	MSBU-Hydrant Rental Boca Raton		0	421,197	421,197		0	405,182	405,182
1306	MSBU-Hydrant Rental-Riviera Bch		0	55,149	55,149		0	50,642	50,642
1400	MSTD - Building		0	62,736,885	62,736,885		0	76,368,838	76,368,838
2524	19.5M GO 10 DS, Ref Part 30M Library GO 03	0.0244	2,428,078	(71,978)	2,356,100	0.0221	2,331,204	(76,604)	2,254,600
2531	11.8M GO 14 DS, Ref Part 22M Library GO 06	0.0166	1,651,889	(39,489)	1,612,400	0.0158	1,666,653	(53,753)	1,612,900
3511	Unicorp Impr Fund		0	11,957,730	11,957,730		0	12,795,226	12,795,226
3700	Fire Rescue Improvement		0	22,032,441	22,032,441		0	36,584,346	36,584,346
3704	Fire Rescue Impact Fees		0	8,299,832	8,299,832		0	6,581,829	6,581,829
3750	Library Improvement Fund		0	10,469,138	10,469,138		0	11,590,896	11,590,896
3751	Library Expansion Prgm		0	25,095,249	25,095,249		0	32,208,364	32,208,364
3752	Library Impact Fees		0	3,612,736	3,612,736		0	4,364,928	4,364,928
	Gross-Total Dependent Districts		341,628,550	319,711,701	661,340,251		361,270,055	378,187,693	739,457,748
	Less: Interfund Transfers			(35,008,181)	(35,008,181)			(92,335,819)	(92,335,819)
	Less: Interdepartmental Charges			(6,339,194)	(6,339,194)			(6,546,352)	(6,546,352)
	Net-Total Dependent Districts		341,628,550	278,364,326	619,992,876		361,270,055	279,305,522	640,575,577
	Net-Total Countywide Funds & Dependent Districts		1,261,488,908	2,815,027,554	4,076,516,462		1,327,884,776	3,079,255,321	4,407,140,097
	Gross-Total All Funds		1,261,488,908	3,530,277,476	4,791,766,384		1,327,884,776	3,859,856,752	5,187,741,528

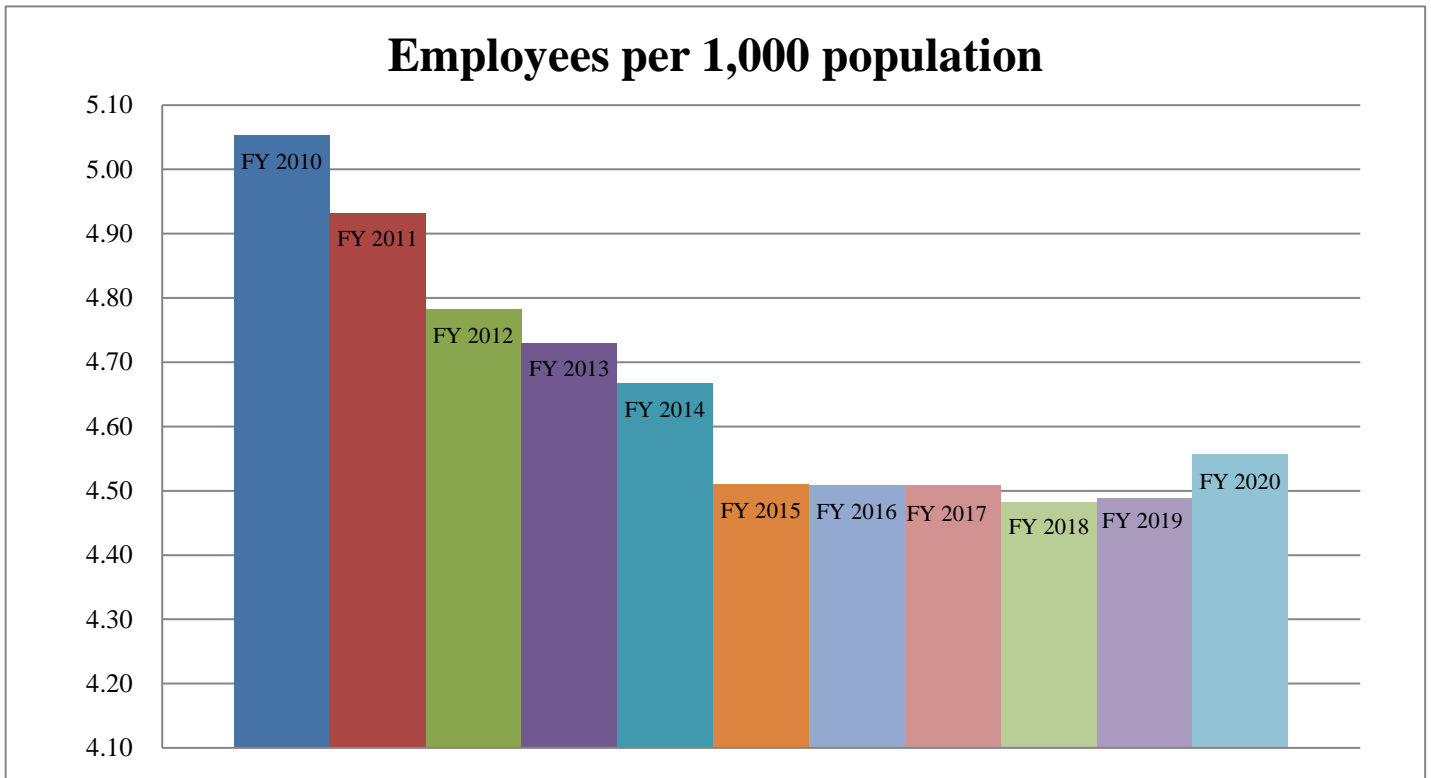
**POSITION SUMMARY BY DEPARTMENT**

<b>Department</b>	<b>Adopted FY 2014</b>	<b>Adopted FY 2015</b>	<b>Adopted FY 2016</b>	<b>Adopted FY 2017</b>	<b>Adopted FY 2018</b>	<b>Adopted FY 2019</b>
<b><u>Board of County Commissioners (BCC)</u></b>						
Community Services	406	156	157	159	164	167
County Administration	12	12	12	13	13	12
County Attorney	42	42	42	42	42	42
County Commission	27	27	27	27	27	27
County Cooperative Extension Service	31	32	32	30	31	31
Criminal Justice Commission	11	11	9	9	9	11
Engineering and Public Works	421	424	430	434	440	458
Environmental Resources Management	126	126	127	128	126	126
Facilities Development and Operations	297	305	311	314	319	323
Housing & Economic Sustainability	56	51	51	50	54	55
Human Resources	32	32	32	32	33	34
Information Systems Services	212	212	212	212	213	213
Internal Auditor	8	9	9	9	9	9
Legislative Affairs	3	3	3	3	3	3
Medical Examiner	19	19	20	21	23	25
Office of Community Revitalization	6	6	6	6	6	7
Office of Equal Opportunity	12	12	12	12	12	12
Office of Financial Mgmt & Budget	31	31	31	32	32	33
Office of Resilience	0	0	0	0	3	3
Office of Small Business Assistance	7	7	7	7	7	10
Palm Beach Transportation Planning Agency	10	12	13	13	13	13
Palm Tran	579	609	622	622	623	627
Parks and Recreation	559	571	581	587	588	588
PZ&B - Planning & Zoning	139	143	147	151	152	159
Public Affairs	42	42	42	43	44	44
Public Safety	308	252	257	261	262	267
Purchasing	44	44	45	45	45	45
Risk Management	30	30	30	30	30	30
Youth Services	0	78	78	78	84	84
<b>Total BCC General Ad Valorem Funded</b>	<b>3,470</b>	<b>3,298</b>	<b>3,345</b>	<b>3,370</b>	<b>3,407</b>	<b>3,458</b>
<b><u>Other Departments and Agencies</u></b>						
Department of Airports	149	148	153	155	157	158
PZ&B - Building Division	104	117	130	140	148	156
County Library	420	422	423	424	424	429
Fire Rescue	1,490	1,494	1,498	1,510	1,521	1,541
Fleet Management	54	54	57	58	59	59
Tourist Development	4	5	5	4	4	5
Water Utilities	561	568	575	585	591	597
Commission on Ethics	5	5	5	5	5	5
Office of Inspector General(OIG)	23	23	23	23	23	25
<b>Total Other Departments and Agencies</b>	<b>2,810</b>	<b>2,836</b>	<b>2,869</b>	<b>2,904</b>	<b>2,932</b>	<b>2,975</b>
<b>Total BCC</b>	<b>6,280</b>	<b>6,134</b>	<b>6,214</b>	<b>6,274</b>	<b>6,339</b>	<b>6,433</b>
<b><u>Constitutional Officers</u></b>						
Clerk & Comptroller	138	138	137	139	139	140
15th Judicial Circuit	25	26	28	33	33	33
Property Appraiser	266	266	257	260	253	245
Sheriff	3,952	3,982	4,032	4,131	4,186	4,259
Supervisor of Elections	45	49	46	51	51	52
Tax Collector	314	315	315	322	322	322
<b>Total Constitutional Officers</b>	<b>4,740</b>	<b>4,776</b>	<b>4,815</b>	<b>4,936</b>	<b>4,984</b>	<b>5,051</b>
<b>Grand Total</b>	<b>11,020</b>	<b>10,910</b>	<b>11,029</b>	<b>11,210</b>	<b>11,323</b>	<b>11,484</b>

FY 2019 Mid Year Adj			Final	FY 2020			Adopted
Additions	Deletions	Transfers	FY 2019	Additions	Deletions	Transfers	FY 2020
1	(2)	0	166	1	0	0	167
0	0	1	13	0	0	0	13
0	0	0	42	0	0	0	42
0	0	0	27	0	0	0	27
0	0	0	31	0	0	0	31
0	0	0	11	0	0	0	11
0	0	0	458	7	0	0	465
0	0	0	126	1	0	0	127
0	0	0	323	4	(1)	0	326
0	0	0	55	3	0	0	58
0	0	0	34	0	0	0	34
0	0	0	213	0	0	0	213
0	0	0	9	0	0	0	9
0	0	0	3	0	0	0	3
0	0	0	25	1	0	0	26
0	0	0	7	0	0	0	7
0	0	0	12	2	0	0	14
0	0	0	33	0	0	0	33
0	0	0	3	0	0	0	3
0	0	0	10	0	0	0	10
0	(13)	0	0	0	0	0	0
0	0	0	627	2	0	0	629
0	0	0	588	2	0	0	590
0	0	0	159	0	0	0	159
0	0	(1)	43	1	0	0	44
2	(1)	0	268	4	0	(5)	267
0	0	0	45	0	0	0	45
0	0	0	30	0	0	0	30
0	0	0	84	4	0	0	88
<b>3</b>	<b>(16)</b>	<b>0</b>	<b>3,445</b>	<b>32</b>	<b>(1)</b>	<b>(5)</b>	<b>3,471</b>
0	0	0	158	3	0	0	161
7	0	0	163	16	0	0	179
0	0	0	429	19	0	0	448
0	0	0	1,541	89	0	0	1,630
0	0	0	59	0	0	0	59
0	0	0	5	0	0	0	5
6	0	0	603	9	0	0	612
0	0	0	5	0	0	0	5
0	0	0	25	2	0	0	27
<b>13</b>	<b>0</b>	<b>0</b>	<b>2,988</b>	<b>138</b>	<b>0</b>	<b>0</b>	<b>3,126</b>
<b>16</b>	<b>(16)</b>	<b>0</b>	<b>6,433</b>	<b>170</b>	<b>(1)</b>	<b>(5)</b>	<b>6,597</b>
0	0	0	140	6	0	0	146
0	0	0	33	1	0	5	39
0	0	0	245	0	(5)	0	240
4	0	0	4,263	26	0	0	4,289
0	0	0	52	6	0	0	58
0	0	0	322	0	0	0	322
<b>4</b>	<b>0</b>	<b>0</b>	<b>5,055</b>	<b>39</b>	<b>(5)</b>	<b>5</b>	<b>5,094</b>
<b>20</b>	<b>(16)</b>	<b>0</b>	<b>11,488</b>	<b>209</b>	<b>(6)</b>	<b>0</b>	<b>11,691</b>



Palm Beach County Board of County Commissioners has a total of 6,597 full and part-time employees budgeted for FY 2020. The number of employees per 1,000 population is being presented in order to reflect the effects of growth. In an effort to respond to the economic climate and to increase efficiency, the County has eliminated 1,395 positions since FY 2008. As a result of new facilities or expansion of services, Fire Rescue, County Library, Planning, Zoning and Buildings, and Water Utilities Department have seen their positions increase during this period.



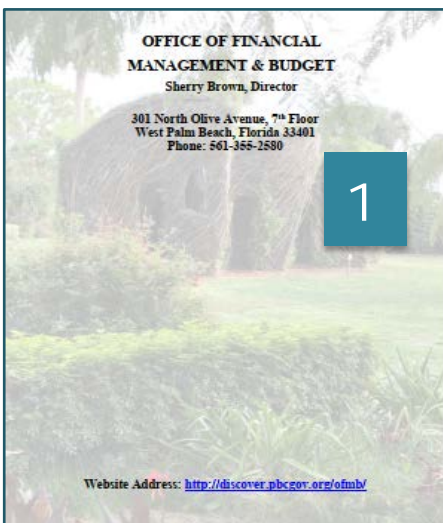
	Total Employees	County Population	Employees per 1,000 population
FY 2010	6,629	1,312,016	5.05
FY 2011	6,511	1,320,134	4.93
FY 2012	6,339	1,325,758	4.78
FY 2013	6,316	1,335,415	4.73
FY 2014	6,280	1,345,652	4.67
FY 2015	6,134	1,360,238	4.51
FY 2016	6,214	1,378,417	4.51
FY 2017	6,274	1,391,741	4.51
FY 2018	6,339	1,414,144	4.48
FY 2019	6,433	1,433,417	4.49
FY 2020	6,597	1,447,857	4.56

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. The County continues to implement more effective processes to maintain current service levels.

\* Source: Florida Estimates of Population 2019 (4/1/19 Estimates)

Bureau of Economic and Business Research, University of Florida (BEBR)

## Palm Beach County, FL



**OFFICE OF FINANCIAL  
MANAGEMENT & BUDGET**  
Sherry Brown, Director

301 North Olive Avenue, 7<sup>th</sup> Floor  
West Palm Beach, Florida 33401  
Phone: 561-355-2580

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Website Address: <http://discover.pbcgov.org/ofmb/>

Office of Financial Management & Budget	Palm Beach County, FL
DEPARTMENT SUMMARY	
<b>MISSION STATEMENT</b>	
To manage, monitor, and maintain financial resources to achieve outstanding results.	
<b>Budget Division</b>	
<p>The Budget Division manages and administers the County's annual budget in accordance with Florida Statute and policies of the Board of County Commissioners (BCC), and fulfills an oversight role on behalf of County Administration and the BCC. The division also provides general guidance and assistance to County departments, members of the public, media, and other government agencies on budgetary matters, including preparing the County's annual operating budget, capital budget, bond issues, analyzing and processing changes to the adopted budget, planning for future operating and capital expenditures, monitoring financial performance, major project status, and governmental auditing. The division also provides assistance and information to the Board, Administration, departmental agencies, and media.</p>	
<b>Contract Development &amp; Fiscal Division</b>	
<p>The Contract Development &amp; Control (CDC) Division serves as the central point of contact for the County's vendors, as well as related documents to ensure compliance with BCC policies, the County's policies, and the Florida Statutes. CDC oversees all contracts, the Division facilitates the initiation, negotiation, and execution of contracts. Through the review of contracts, agenda items, Request for Proposals (RFP), carry out, amend, the Division facilitates the initiation, negotiation, and execution of contracts. CDC also provides assistance to County departments, members of the public, media, and other government agencies on budgetary matters, including preparing the County's annual operating budget, capital budget, bond issues, analyzing and processing changes to the adopted budget, planning for future operating and capital expenditures, monitoring financial performance, major project status, and governmental auditing. The division also provides assistance and information to the Board, Administration, departmental agencies, and media.</p>	<p>2 all financial contracts and all requirements. To ensure related funds (such as bond orders, State and Federal funds) are properly tracked, CDC provides assistance to County departments, members of the public, media, and other government agencies on budgetary matters, including preparing the County's annual operating budget, capital budget, bond issues, analyzing and processing changes to the adopted budget, planning for future operating and capital expenditures, monitoring financial performance, major project status, and governmental auditing. The division also provides assistance and information to the Board, Administration, departmental agencies, and media.</p>
<b>Financial Management Division</b>	
<p>The Financial Management Division includes Debt Management, Fixed Assets Management (FAM), the Impact For Program, and the Revenue Collections Program. Primary services include debt management and planning for future financial impact, recording acquisitions and disposals of County owned property, conducting periodic inventories and reconciling of fixed assets, managing the surplus asset disposal program and the Fixed Assets, ensuring the correct calculation of impact fees, reviewing impact fees for related requests and conducting impact fee compliance reviews of municipalities, providing financial management support for Department of Housing and Economic Sustainability (DHES) Housing and Urban Development (HUD) loan program and supporting Purchasing RFPs, maintaining the collection of revenues for the County, and developing related countywide financial policies and procedures.</p>	
<b>Performance Management Division</b>	
<p>The Performance Management Division supervises all activities related to the long-range strategic plan, and assists the BCC, Management Team, department directors, and staff with the development of long-range goals, objectives, strategies, and actions. The division assists the administrative staff with the development, adoption, and implementation of initiatives supporting strategic initiatives, planning, and implementation. The division also provides assistance to County departments, members of the public, media, and other government agencies on budgetary matters, including preparing the County's annual operating budget, capital budget, bond issues, analyzing and processing changes to the adopted budget, planning for future operating and capital expenditures, monitoring financial performance, major project status, and governmental auditing. The division also provides assistance and information to the Board, Administration, departmental agencies, and media.</p>	

**Office of Financial Management & Budget** **Palm Beach County, FL**

**FY 2023 Highlights & Accomplishments**

- Provided training to County employees in relation to contracting and records management, including classes tailored training for the benefit of specific County departments and agencies.
- Reviewed County department contract documents for compliance with changes to the Florida Statutes and provisions mandated by the State of Florida.
- Established department lawsuits for records management responsibilities, which will an Enhanced Travel Voucher and Lease and Learn sessions to increase the reach process through Channel 20, which allowed County employees to attend sessions remotely.
- Received the Distinguished Budget Presentation Award from the Government Finance Association for the 33rd consecutive year.
- Continued development on an interactive surprise intake form by the Fiscal Assets portfolio.
- Successfully processed four IRS Authority Release Liability Refunds and received 32.8
- Maintained County's AAA Bond Rating despite tight budget constraints.
- Presented the 2018 Internal Report (by Update on April 16th, 2019) to the BCC for approval.
- The Collections Section, together with contracted vendors Palm Credit and Unmanage Systems, recovered over \$1.6 million in delinquent debts, liens, and judgments.
- Adopted a \$5.7 million budget and maintained the existing millage rate of 4.7813 for the 10th consecutive year.
- Filled the position of a Senior Strategic Planning & Performance Analyst to help drive strategic planning and performance management across the County.
- Finalized and published the Strategic Planning and Performance Metrics book with the participation from all county departments.
- Completed various "Team FIVE" tasks for crossdepartmental employee education and collaboration opportunities, thus increasing non-working and process efficiency efforts.

**FY 2023 Emerging Issues**

- Meet with various departments to provide guidance for substantive inconsistencies in agency items and in developing internal standardized controls.
- Maintain a working system for Records Management.
- Review documents that change existing contracts and agreements to ensure compliance and established policies and procedures. Additionally, contract documents must contain the Full Faith Government, as well as the BCC. This includes changing existing policies in FY 2023, the millage rate of 4.7813 was above the maximum millage rate for the year. It is uncertain that it is uncertain that it will be necessary to raise this for FY 2027. Lowering the millage rate may be necessary for FY 2031 or the future.
- Implement the crossdepartmental teams to create metrics and countywide eRFI a strategic priorities.
- Focus on enhancing process efficiencies of internal service-ordering departments, e.g. Information Systems Services, and Purchasing, while promoting better education of service and process information to increase internal customer satisfaction.

**8 Significant Changes -** An explanation of significant differences between the previous and current year's budget, including position changes.

Office of Financial Management & Budget	Actual FY-2018	Budget FY-2019	Goal FY-2020	Yrnc	
<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>					
<b>Budget Division</b>					
<ul style="list-style-type: none"> <li>Assess request of CFOA's Distinguished Budget Presentation Award to independently validate the County uses best practices in budget reporting</li> <li>Receive <i>CFOP's Budget Presentation Award (Not Proficiency, Proficiency, Characterized)</i></li> <li>Receive <i>Third in Millage (TRIM) Certification</i> as required by Florida Statutes</li> <li><i>State Approval of Third in Millage (Options are Approval or Not Approval)</i></li> </ul>	1	1	2	Outcome	
<p>To ensure we are budgeting a reasonable amount for our major revenues, inclusion reduction is 95%.</p> <p><i>Percentage of Major Revenues Collected vs. Budget</i></p> <p>100.7 96</p> <p>5</p> <p>ing</p>					
<b>Contract Division</b>					
<ul style="list-style-type: none"> <li>Ensure that all items reviewed and approved by CDC comply with PPMs, Board policies</li> <li><i>Contract-related items reviewed and processed.</i></li> <li>Provide workshops to County staff based on contracting and records procurement requirements</li> <li><i>County Contracting and Records Workshops</i></li> </ul>	1,169	1,000	1,100	Output	
<ul style="list-style-type: none"> <li>Review records destruction requests submitted by departments and submit final annual report to State</li> <li><i>Records Destruction request reviewed &amp; processed.</i></li> </ul>	4	5	6	Output	
<b>Financial Policy &amp; Collections</b>					
<ul style="list-style-type: none"> <li>Monitor collection requests to maximize delinquent collections</li> <li><i>Records requested by external</i></li> </ul>	103	127,900	770,000	780,000	Output
<b>Financial Policy &amp; Debt Management</b>					
<ul style="list-style-type: none"> <li>Review and analyze the annual Non-Ad Valorem Revenue Request to ensure compliance with the County's Outstanding delinquent requirements pursuant to Rule 16-12.2 in order to ensure the Non-Ad Valorem Revenue Bond IDB coverage</li> <li><i>Non delinquent Revenue Bond Debt Service coverage</i></li> </ul>	513	522		Output	
<ul style="list-style-type: none"> <li>Track and monitor annual debt metrics stated in our financial policies in order to ensure compliance with debt per capita</li> <li><i>Debt per capita (overall)</i></li> </ul>	529	529		Output	
<b>Financial Policy &amp; FAIMO</b>					
<ul style="list-style-type: none"> <li>Coordinate the processing and record the results of the annual physical inventory</li> <li>Personal property as prescribed by Chapter 274, Florida Statute</li> <li><i>Percentage of inventoriable assets reconciled</i></li> </ul>	99.22	99		Output	
<b>Performance Management Division</b>					
<ul style="list-style-type: none"> <li>Monitor and promote use of the County's Electronic Key Performance Indicator System (eKPI) to track data and metrics of all County departments and offices to assist with performance improvement efforts</li> <li><i>Create and update department</i></li> <li><i>County Performance Measures Book</i></li> </ul>	1	1		Outcome	
<ul style="list-style-type: none"> <li>Provide County departments and staff education on strategic planning, performance measures and process improvement in order to increase countywide departmental efficiencies, efficiency and productivity</li> <li><i>Number of performance management improvement related trainings, courses or department presentations</i></li> </ul>	52	84	120	Demand	

Office of Financial Management & Budget				Palm Beach County, FL	
DEPARTMENT FINANCIAL SUMMARY					Change (FY 18 - FY 20)
	FY 18 Actual	FY 19 Budget	FY 20 Budget		\$ %
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 439,618	\$ 243,507	\$ 228,116	\$ 81,609	34%
Other	130,883	180,000	160,000	(20,000)	(11)%
<b>Sub Total</b>	<b>\$ 569,901</b>	<b>\$ 423,507</b>	<b>\$ 488,116</b>		<b>15%</b>
<u>Appropriations</u>					
Personal Services	\$ 3,140,588	\$ 3,524,593	\$ 3,625,000		3%
Operating Expenses	245,445	350,736	405,500		16%
Capital Outlay	-	153,000	153,000		4%
<b>Sub Total</b>	<b>\$ 3,386,033</b>	<b>\$ 4,028,319</b>	<b>\$ 4,184,414</b>		
<b>Ad Valorem Funding</b>	<b>\$ 2,816,336</b>	<b>\$ 3,664,817</b>	<b>\$ 3,699,720</b>		<b>3%</b>
<b>Positions</b>	<b>.32</b>	<b>.33</b>	<b>.33</b>	<b>-</b>	<b>-</b>
<b>SIGNIFICANT CHANGES</b>					
<p><u>Non-Ad Valorem Revenues</u></p> <p>Charges for Services - Increase is primarily due to an administrative fee charged to cover the costs associated with the collection of impact fees.</p> <p>Other - Decrease is due to a \$25,000 reduction in miscellaneous revenues offset by an increase in the sales of fixed assets surplus, primarily due to the history of actual revenues received.</p> <p><u>Appropriations</u></p> <p>Operating Expenses - Increase is primarily due to \$25,000 for repair and maintenance services.</p>					





# **COUNTY COMMISSION**

**Hal R. Valeche, District 1**

**Gregg K. Weiss, District 2**

**Dave Kerner, District 3 - Vice Mayor**

**Robert S. Weinroth, District 4**

**Mary Lou Berger, District 5**

**Melissa McKinlay, District 6**

**Mack Bernard, District 7 - Mayor**

**301 N. Olive Avenue, 12<sup>th</sup> Floor**

**West Palm Beach, Florida 33401**

**Phone: 561-355-2001**

**Website Address: <http://discover.pbcgov.org/countycommissioners/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To represent the citizens of Palm Beach County, promote effective government, and provide policy direction to meet community needs.

**Department Overview**

The Board consists of seven commissioners, each representing a single-member district. Commissioners are elected to a maximum of two four-year terms by voters in the district in which they reside. Commissioners annually elect a Mayor to preside over meetings and serve as ceremonial head of the County. A Vice Mayor is also selected to assume these duties in the absence of the Mayor. Prior to FY 2009, this was done bi-annually. The County Commission considers major problems facing County government and guides the planned growth and development of the County consistent with the public interest. Major areas of public interest under the control of the Board include smart growth, provision of fire rescue, and disaster relief; construction and maintenance of County buildings, roads, and bridges; provision of programs of housing, community development, economic development, conservation, flood, beach erosion control, and air pollution control; adoption and enforcement of building and housing codes and regulations; preservation of natural resources; and provision of cultural and recreational facilities and programs.

**FY 2020 Emerging Issues**

- Promote economic revitalization, business development, and retention by driving the creation of employment opportunities while reducing disparities and improving the quality of life for everyone.
- Promote the quality of life through targeted programs that address the housing and homelessness needs of the residents of Palm Beach County.
- Promote programs and activities that protect, preserve, and enhance natural resources while providing sustainable living and developing a climate of resilience.
- Provide and maintain the needed structures, systems, and transportation services that establish the foundation required to enhance the quality of life of every resident.
- Ensure a safe, secure, and peaceful community.
- Address the substance use and abuse crisis by providing evidence-based prevention, medication-assisted treatment, and recovery support services.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<u>Non-Ad Valorem Revenues</u>						
Other	\$ 9	\$ -	\$ -	\$ -	-	
SubTotal	\$ 9	\$ -	\$ -	\$ -	-	
<u>Appropriations</u>						
Personal Services	\$ 2,863,181	\$ 3,226,423	\$ 3,181,075	\$ (45,348)	(1%)	
Operating Expenses	338,536	391,621	446,087	54,466	14%	
Capital Outlay	-	1,000	500	(500)	(50%)	
SubTotal	\$ 3,201,717	\$ 3,619,044	\$ 3,627,662	\$ 8,618	-	
Ad Valorem Funding	\$ 3,201,708	\$ 3,619,044	\$ 3,627,662	\$ 8,618	-	
Positions	27	27	27	-	-	

## SIGNIFICANT CHANGES

**Appropriations**

Operating Expense - Increase of \$54,466 is primarily due to the increase in the Florida Association of Counties membership.





# **COUNTY ATTORNEY**

**Denise Marie Nieman, County Attorney**

**301 North Olive Avenue, Suite 601**

**West Palm Beach, Florida 33401**

**Phone: 561-355-2225**

**Website Address: <http://discover.pbcgov.org/countyattorney/>**



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**DEPARTMENT SUMMARY**

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**Mission Statement**

To provide quality legal advice and representation to the Board of County Commissioners, County Administration, and County Departments in a timely, cost-effective, and efficient manner.

**Department Overview**

The County Attorney's Office was established under Section 4.3 of the Charter of Palm Beach County as an independent office. The County Attorney is appointed by the Board of County Commissioners (BCC), serves at the pleasure of the BCC, and is responsible directly to the BCC. The Office represents and provides legal advice to the BCC, County Administration, County Departments, and the Solid Waste Authority. Primary services include: 1) Providing legal advice and counsel on the interpretation and enforcement of federal, state, and local laws and rules affecting County government; 2) Drafting and/or reviewing all legally binding documents (e.g., ordinances, leases, contracts, etc.); 3) Providing legal advice and representation on matters overseen by the various Boards and Commissions falling under the County's purview; 4) Handling administrative actions and hearings (e.g., personnel appeals, code enforcement, etc.); 5) Defending Palm Beach County in all litigation; and 6) Filing actions on behalf of Palm Beach County.

**FY 2019 Highlights & Accomplishments**

- Assisted Solid Waste Authority (SWA) with the bid, selection, protests, and award of the SWA's Franchise Collection Agreements.
- Negotiated an agreement with the Supervisor of Elections and Election Systems & Software for the purchase of new voting equipment for the Supervisor of Elections.
- Provided advice and counsel regarding implementation of the County's Equal Business Opportunity Ordinance, including revising solicitation templates to incorporate program requirements.
- Revamped County's economic development incentive program, including updating template agreement for external entities.
- Successfully defended the County in three procurement protest hearings, including on-going litigation support related to numerous unsuccessful court filings by Collage Construction pertaining to the construction of Canyon District Park.
- Assisted SWA with the drafting of a Second Appeal in relation to a Federal Emergency Management Agency (FEMA) funding de-obligation, resulting in the reinstatement of \$622,654 in Public Assistance funding related to Hurricanes Francis and Jeanne.
- Successfully concluded years of negotiations with the wireless and communications industries to repeal and replace existing ordinances with the County Right of Way Permitting Ordinance and the Communications Right of Way Registration Ordinance.
- Worked with the Engineering Department to successfully settle a complex bridge construction defect case.
- Provided advice and assistance regarding the transition of the Palm Beach Transportation Planning Agency to a non-County hosted entity.
- Successfully defended case of first impression in state court (Larson v PBC) involving the interpretation of Florida Statute, Section 286.0114 regarding the public's reasonable opportunity to be heard at a board or commission meeting.
- Successfully defended case in the Lake Worth Road Coalition comprehensive plan amendment challenge.
- Successfully defended motion for temporary injunction of the County's conversion therapy ordinance.
- Implemented a succession plan to ensure that the County's legal department is in the best position to continue to provide excellent legal services to the Commissioners, Administration, and all the many departments and outside agencies that depend on the County Attorney's Office. The plan includes designating a Deputy County Attorney and filling vacancies as they arise with enthusiastic, competent and forward-thinking attorneys, and support staff.

**FY 2020 Emerging Issues**

- Continue working with Engineering and other departments involved in the SR7 Extension Project.
- Continue to support to Office of Financial Management & Budget, Planning, Zoning & Building and Engineering Departments to complete amendments to the County's Impact Fee Regulations, and to explore the possibility of mobility fee programs, and other alternatives to traditional impact fees.
- Continue to assist SWA in the implementation of policies and procedures to address contracting disparity.
- Update the County Abandonment Ordinance, Municipal Service Taxing Unit (MSTU) Ordinance, Traffic Fees Ordinance, and Five-Year Road Program Ordinance.
- Continue counseling the County's Office of Equal Business Opportunity regarding program requirements.
- Continue working with Facilities Management staff in relation to proposed upgrades to Roger Dean Stadium.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Charges for Services	\$ 2,155,423	\$ 2,667,100	\$ 2,656,100	\$ (11,000)	-	
Other	14,592	13,500	10,000	(3,500)	(26%)	
<b>SubTotal</b>	<b>\$ 2,170,015</b>	<b>\$ 2,680,600</b>	<b>\$ 2,666,100</b>	<b>\$ (14,500)</b>	<b>(1%)</b>	
<b><u>Appropriations</u></b>						
Personal Services	\$ 5,414,388	\$ 5,709,267	\$ 5,650,779	\$ (58,488)	(1%)	
Operating Expenses	156,915	187,568	194,618	7,050	4%	
Capital Outlay	1,465	6,500	2,000	(4,500)	(69%)	
<b>SubTotal</b>	<b>\$ 5,572,768</b>	<b>\$ 5,903,335</b>	<b>\$ 5,847,397</b>	<b>\$ (55,938)</b>	<b>(1%)</b>	
<b>Ad Valorem Funding</b>	<b>\$ 3,402,753</b>	<b>\$ 3,222,735</b>	<b>\$ 3,181,297</b>	<b>\$ (41,438)</b>	<b>(1%)</b>	
<b>Positions</b>	<b>42</b>	<b>42</b>	<b>42</b>	<b>-</b>	<b>-</b>	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Other - Decrease is due to lower estimated collection fees relating to garnishments and ID bonds.

**Appropriations**

Capital Outlay - Decrease is due to completed purchase of new computers for staff in previous fiscal year.

# **INTERNAL AUDITOR**

**Joe Bergeron, County Internal Auditor**

**2300 North Jog Road  
West Palm Beach, Florida 33411  
Phone: 561-681-4480**

**Website Address: <http://discover.pbcgov.org/internalauditor/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To assist the Board of County Commissioners and County management in improving operational effectiveness, productivity, accountability, and financial stewardship by providing objective, relevant, and timely reviews of the County's programs and operations resulting in meaningful, value adding recommendations.

**Department Overview**

The Internal Auditor's Office conducts performance audits in accordance with Government Auditing Standards of departments and agencies under the Board of County Commissioners (BCC). The objective of these audits is to enhance internal controls and operational effectiveness of the audited units. The audits determine if operations are performed in accordance with laws, contracts, policies, and procedures; financial and other reports are accurate and reliable; activities are properly authorized; operations are performed in an efficient and effective manner; assets are adequately safeguarded; and stated goals are being accomplished. The Internal Auditor's Office reports directly to the BCC through an Audit Committee appointed by the BCC. The Audit Committee approves the annual work plan for the Office and reviews individual audit reports prior to issuance.

**FY 2019 Highlights & Accomplishments**

- Issued nine audit reports including 45 recommendations for improvement.
- Conducted follow-up reviews on seven previously issued audit reports covering 39 outstanding audit recommendations.
- We successfully recruited one new auditor during FY 2019 by transfer from another County department consistent with our plan to recruit from within the existing County workforce.

**FY 2020 Emerging Issues**

- Government Auditing Standards require audit shops following the Yellow Book to have a peer review every three years. Our peer review will be done during FY 2020 and will cover fiscal years 2017, 2018, and 2019. The peer review is essentially an audit of our audit process to ensure compliance with the Yellow Book and that our quality control systems are effective.
- We have a continuing need to develop enhanced audit skills in the areas of construction auditing, information technology auditing, and grant auditing. We intend to acquire those skills through staff development, recruitment, and/or contracting with third parties.
- The Government Accountability Office issued an update to Government Auditing Standards (the Yellow Book) during FY 2018. The revised standards go into effect for audits beginning after July 1, 2019. The County Internal Auditor's Office is required by County ordinance to follow these standards. We began to update our Office standards to conform to the new Yellow Book during FY 2019 and expect to complete the project in FY 2020.
- One Senior Auditor retired during FY 2019 and an Auditor 1 resigned during the year. The labor market for experienced auditors is extremely tight and competitive. This represents a significant challenge to the Office to recruit and retain adequate talent, and to conduct an effective program of internal audits. We adopted a policy of recruiting entry-level staff and developing their skills over time. While the policy addresses our recruiting challenges, it will have the effect of reducing the productivity of the Office during the staff development process.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<ul style="list-style-type: none"> <li>Conduct follow-up reviews on 100% of outstanding audit recommendations within 90 days of notification by management that the recommendation has been implemented  <i>Percentage of audit recommendation follow-up reviews conducted within 90 days of notification by management that the recommendation has been implemented.</i> </li> </ul>	100	95	100
<ul style="list-style-type: none"> <li>Issue discussion draft audit reports within 90 days of the commencement of audit fieldwork  <i>Average number of days to issue a discussion draft audit report after beginning fieldwork.</i> </li> </ul>	126	85	80
<ul style="list-style-type: none"> <li>Management will accept 90% of the audit recommendations we make  <i>Percentage of audit recommendations accepted by management.</i> </li> </ul>	95	90	95
<ul style="list-style-type: none"> <li>Start 90% of audits planned for the current year within the current year  <i>Percentage of audits from the adopted annual audit plan actually started during the fiscal year.</i> </li> </ul>	100	90	95

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Other	\$ 80	\$ -	\$ -	\$ -	-	-
SubTotal	\$ 80	\$ -	\$ -	\$ -	-	-
<b><u>Appropriations</u></b>						
Personal Services	\$ 915,909	\$ 1,122,264	\$ 1,115,721	\$ (6,543)	(1%)	
Operating Expenses	43,496	61,400	65,981	4,581	7%	
SubTotal	\$ 959,405	\$ 1,183,664	\$ 1,181,702	\$ (1,962)	-	
Ad Valorem Funding	\$ 959,325	\$ 1,183,664	\$ 1,181,702	\$ (1,962)	-	
Positions	9	9	9	-	-	



# **COUNTY ADMINISTRATION**

**Verdenia C. Baker, County Administrator**

**Jon Van Arnam, Deputy County Administrator**

**Nancy Bolton, Assistant County Administrator**

**Todd J. Bonlarron, Assistant County Administrator**

**Dorritt M. Miller, Assistant County Administrator**

**Patrick Rutter, Assistant County Administrator**

**301 N. Olive Avenue, 11<sup>th</sup> Floor**

**West Palm Beach, Florida 33401**

**Phone: 561-355-6726**

**Website Address: <http://discover.pbcgov.org/administration/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide administrative leadership resulting in cost effective and efficient delivery of quality governmental services. County Administration will implement policies established by the Board of County Commissioners and manage the activities of Board departments. Accountability of public expenditures will be provided through the use of performance measurements and organizational excellence will be encouraged by example and sponsorship of quality improvement programs and data driven decision making. This mission requires effective communication with County Commissioners, Constitutional Officers, employees, citizens, the media, and others through open access, sharing of information, and transparency.

**Department Overview**

The County Administrator serves as the chief executive officer of Palm Beach County government and provides primary staff support to the Board of County Commissioners. The County Administrator's Office is staffed with 12 positions, including the Deputy County Administrator and four Assistant County Administrators. This Office directs the activities of more than 30 Board departments and acts as liaison to the Constitutional Officers and various other agencies.

County Administration is responsible for the overall supervision of Board departments. Primary services include 1) arrange for the orderly scheduling of County Commission business and coordinate the development and review of agenda items for Commission meetings; 2) staff special projects and initiatives as directed by the Board of County Commissioners; 3) present the County Administrator's recommended budget (operating and capital) for the upcoming fiscal year; 4) plan for future levels of service and capital requirements; 5) provide staff support to various appointed boards and committees; 6) serve as a liaison to local, state, and federal government entities; 7) oversee the development of policies and procedures to guide County departments; and 8) respond to public inquiries and requests for information.

**FY 2019 Highlights & Accomplishments**

- Provided the Board with sound budgetary guidance and maintained AAA Bond rating by the three rating agencies for our General Obligation (GO) bonds by and Non-Ad Valorem (NAV) bonds by Standard & Poor's.
- Implemented countywide education on improved performance measurement reporting by departments to reflect the County's Strategic Priorities. Six cross-departmental performance teams were formed to reflect these priorities.
- Successfully activated the County's Emergency Operations Center and Employee Disaster Response Program (EDRP) during Hurricane Dorian.
- Implementation of the Equal Business Opportunity (EBO) Ordinance (effective January 1, 2019) to remedy the disparities in the County's contracting with various minorities.
- Implemented program prohibiting vaping on County playgrounds.
- Identified the location and commenced plans to move forward with the County's second Homeless Resource Center (HRC2).

**FY 2020 Emerging Issues**

- Continue to address the growing epidemic of substance use and behavioral disorders.
- Continue to address Affordable/Workforce Housing crisis.
- Adoption of new Ten Year Plan to End Homelessness.
- Continue to address homelessness.
- Address County transportation issues.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Charges for Services	\$ 338,331	\$ 349,922	\$ 362,788	\$ 12,866	4%	
Other	1,636	-	-	-	-	
<b>SubTotal</b>	<b>\$ 339,967</b>	<b>\$ 349,922</b>	<b>\$ 362,788</b>	<b>\$ 12,866</b>	<b>4%</b>	
<b><u>Appropriations</u></b>						
Personal Services	\$ 2,141,891	\$ 2,255,845	\$ 2,496,400	\$ 240,555	11%	
Operating Expenses	801,516	124,717	124,717	-	-	
<b>SubTotal</b>	<b>\$ 2,943,407</b>	<b>\$ 2,380,562</b>	<b>\$ 2,621,117</b>	<b>\$ 240,555</b>	<b>10%</b>	
<b>Ad Valorem Funding</b>	<b>\$ 2,603,440</b>	<b>\$ 2,030,640</b>	<b>\$ 2,258,329</b>	<b>\$ 227,689</b>	<b>11%</b>	
<b>Positions</b>	<b>13</b>	<b>12</b>	<b>13</b>	<b>1</b>	<b>8%</b>	

## SIGNIFICANT CHANGES

Appropriations

Positions - 1

**Mid-Year FY 2019 - 1:** One Director Intergovernmental Affairs & Community Engagement was transferred from Public Affairs.





# **DEPARTMENT OF AIRPORTS**

**Laura Beebe, Director**

**1000 Palm Beach International Airport**

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**West Palm Beach, Florida 33406**

**Phone: 561-471-7420**

**Website Address: <http://discover.pbcgov.org/Airports/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

Provide for air transportation and related services that are safe, secure, comfortable, convenient, and efficient.

**Department Overview**

The Palm Beach County Department of Airports owns and operates Palm Beach International Airport (PBIA) and three general aviation airports located in Palm Beach Gardens, Lantana, and Pahokee. The PBIA McCampbell Terminal serves six million passengers a year with 12 or more airlines. PBIA is also home to three fixed base operators: Jet, Signature and Atlantic Aviation serving general aviation customers making PBIA one of the busiest general aviation airports in the country. Total estimated annual economic activity for PBIA is \$5.6 billion with over 48,000 aviation and support activity jobs. The County's three general aviation airports generate an estimated annual economic activity of \$141.3 million while providing for over 1,000 jobs. The Department of Airports receives no Ad Valorem support; revenues are generated from tenants, users, concession providers, Passenger Facility charges, Federal Aviation Grants, and State Aviation Transportation Grants.

**Airports Operations Division**

Provides 24/7 safety, security, and operational communications for the four Palm Beach County Airport facilities. Operations carries out this mission with a core staff of field officers, communications/dispatch staff, and with contract services provided by the Palm Beach Sheriff's Office (PBSO) and Palm Beach County Fire Rescue (PBCFR), both of which have full time units at PBIA on a 24/7 basis. Plans and coordinates with the Federal Transportation Security Administration and U.S. Immigration and Customs Enforcement staff located on-site for daily processing of all passengers through the airport. Staff has the overall responsibility for the development and execution of the Airport Safety Plan which defines the protocols for various security and safety events and the appropriate response of each entity. Provides public parking facilities 24/7 via contract services, lost and found inventory, access control, security identification and background checks, tenant communications, and customer assistance.

**Airports Maintenance Division**

Provides services to the four Palm Beach County Airport facilities through staff and various contract services. Critical elements include airfield lighting, uninterrupted power supply to PBIA, HVAC service at PBIA via five multi-ton chillers, ground power and pre-conditioned air services to commercial aircraft, janitorial services to PBIA, as well as continuous elevator/escalator services. Maintenance provides for all landscape and greenspace maintenance, including airfield and public areas. Maintenance also provides for 24/7 staffing or contractual manpower to maintain critical systems to ensure uninterrupted airport operations and insure safety/security systems remain operational.

**Airports Administrative Division**

Includes various functions: planning, property management and compliance, marketing, air service development, noise abatement, information technology, accounts receivable/billing, budgeting, accounting, debt management and compliance, and finance. These functions are responsible for the long term planning and management of the facility and business development through direct construction and partnering with private enterprise to provide necessary aviation and related customer services.

**FY 2019 Highlights & Accomplishments**

- Palm Beach International Airport (PBIA) was voted eighth best airport in the United States in the globally recognized Conde Nast Traveler's 2019 Readers' Choice Awards (October 2019); fifth best medium airport in the 2019 J.D. Power North America Airport Satisfaction Study (September 2019); and eighth best domestic airport in the esteemed Travel + Leisure Magazine's 2019 World's Best Awards (July 2019).
- Several new markets were announced in FY 2019 to start in 2020. Allegiant Airlines is returning to PBIA with service to six new markets: Pittsburgh, Indianapolis, Cincinnati, Asheville, Knoxville, and Concorde (Charlotte, NC). United Airlines announced new service to Dulles Airport (DC).
- Total passenger traffic at PBIA increased to 6.7 million, an increase of 3.5% over the prior fiscal year. Carriers that grew the most included JetBlue, Delta, and Frontier Airlines.
- Successfully initiated Phase II of the third level renovations in the McCampbell Terminal at PBIA. These renovations include new terrazzo flooring, increased ceiling height, new lighting, modernized ticket counters and kiosks, and improved visual display monitors. This project is on track to be completed in early fiscal year 2020.
- Drive Shack successfully completed the build out of their entertainment complex located on Airport property. This facility will provide entertainment value to residents and tourists and will also be a revenue generating facility to the Department of Airports. Also substantially completed is a new Home2 Suites by Hilton which will help tourism and provide additional revenue to the department. This facility is scheduled to open November 2019, consisting of five stories containing 120-rooms with direct access from the Interstate 95 direct-connect exit.
- The Airport Logistics Park lease was approved March 2019 with a 50-year lease term for 39 acres. A 600,000 square feet of warehouse space (4 flex space warehouse buildings) will be constructed onsite and will add commercial value to the County and provide the department with additional ground rent revenue.
- Successfully completed a multi-agency law enforcement drill in the PBIA terminal facility which tested the responsiveness and training skills of first responders including PBSO, PBCFR, Transportation Security Administration (TSA), Federal Air Marshalls, and Airport Operations/Communications.

**FY 2020 Emerging Issues**

- Renovation of the PBIA terminal will be a focus to insure continued customer service to our passengers. Master plan reviews of the terminal will look at improving passenger flow, providing more food and retail shops in post security areas, and more efficient security screening design. Major renovations/improvements scheduled for the terminal this year include pet relief areas in the concourses, continued modernization of the terminal including ticket counters, flooring, lighting, hold room seating, and other amenities to enable more efficient operations and increase customer accessibility.
- As experienced in the prior year, presidential visits to Palm Beach County cause interruption to general aviation traffic at PBIA and Lantana Airports due to security requirements. These requirements, which go into effect when the President is in-county, have the effect of reducing general aviation landings and takeoffs, and in turn impacting businesses that support general aviation, especially at Lantana Airport. If presidential visits are of a significant amount and duration, the department is authorized by the Board of County Commissioners to grant limited rent relief to tenants at Lantana Airport.



<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Finance &amp; Administration</i></b>			
<ul style="list-style-type: none"> <li>Achieve Airline Cost Per Enplanement (CPE) at \$6.79 or less. This value is established as the benchmark for medium hub airports per the most recent ACI Benchmarking survey</li> </ul>			
<i>Airline Cost Per Enplanement (\$6.79 or less)</i>	4.86	5.07	5.5
<b><i>Maintenance</i></b>			
<ul style="list-style-type: none"> <li>Achieve timely and effective completion of corrective work orders. This measurement is established by increasing the ratio of closed (completed) vs open corrective work orders</li> </ul>			
<i>Maintenance: Ratio of closed vs open corrective work orders.</i>	82.25	85	95
<ul style="list-style-type: none"> <li>Achieve timely and effective completion of preventive work orders. This measurement is established by increasing the ratio of closed (completed) vs open preventive work orders</li> </ul>			
<i>Maintenance: Ratio of closed vs open preventive work orders.</i>	78.25	85	95
<b><i>Operations</i></b>			
<ul style="list-style-type: none"> <li>Complete minimum required airfield safety self inspections and regulatory inspections of airfield per mandated regulations</li> </ul>			
<i>Number of completed airfield safety and regulatory inspections</i>	1,341	1,140	1,200

## DEPARTMENT FINANCIAL SUMMARY

	Change (FY 19 - FY 20)				
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 70,669,420	\$ 67,870,475	\$ 75,016,275	\$ 7,145,800	11%
Grants	289,286	-	-	-	-
Licenses & Permits	78,197	90,825	86,700	(4,125)	(5%)
Other	747,183	608,700	843,700	235,000	39%
Interfund Transfers	1,295,576	4,531,000	1,728,000	(2,803,000)	(62%)
Fund Balance	20,223,826	17,742,729	25,431,152	7,688,423	43%
SubTotal	\$ 93,303,488	\$ 90,843,729	\$ 103,105,827	\$ 12,262,098	13%
<b><u>Appropriations</u></b>					
Personal Services	\$ 13,379,287	\$ 13,789,933	\$ 13,813,999	\$ 24,066	-
Operating Expenses	34,661,118	41,157,623	44,309,711	3,152,088	8%
Transfers	20,900,729	24,455,835	33,454,026	8,998,191	37%
Charge Offs	(203,802)	(240,003)	(240,003)	-	-
Reserves	-	11,680,341	11,768,094	87,753	1%
SubTotal	\$ 68,737,332	\$ 90,843,729	\$ 103,105,827	\$ 12,262,098	13%
Ad Valorem Funding	\$ -	\$ -	\$ -	\$ -	-
Positions	157	158	161	3	2%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Charges for Services - Increase is primarily due to a \$3,298,980 increase in rental contracts, increase \$1,673,800 in concessions, and \$1,569,520 increase in landing fees.

Interfund Transfers - Decrease is primarily due to a \$2,500,000 refund for prior years' expenditures from the Airports Noise Abatement & Mitigation Fund.

Fund Balance - Increase is primarily due to higher than expected revenues in FY 2019. This also resulted in an increase to reserves.

**Appropriations**

Positions - 3

**Budget Process - 3:** Addition of One Senior Public Specialist, One Training Program Coordinator, and One Electronic Tech position due to the implementation of new software and expanding safety regulations.

Operating Expenses - Increase is due to increased services which includes \$1,219,760 in maintenance agreements, \$564,969 in service contracts, \$410,411 in planning and design, \$304,680 in Fire Rescue, and other various costs associated with the airport operations.

Transfers - Increase is due to transfers to other Department of Airports funds pursuant to the Bond Resolution R84-1659. The most significant increase is a \$9,000,000 transfer to the Airports Improvement and Development Fund.



# **COMMUNITY SERVICES**

**James E. Green, Director**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To promote independence and enhance the quality of life in Palm Beach County by providing effective and essential services to residents in need.

**Community Action Program (CAP)**

Endeavors to remove barriers and create opportunities that enable low-income individuals and families to become more self-sufficient. The Community Action Program's goal is to assess the needs of the Palm Beach County community and to develop programs that will fill the gaps. CAP provides services for employment, transportation, childcare, housing, food, and referrals. CAP administers the Low Income Home Energy Assistance Program (LIHEAP) and the Community Service Block Grant (CSBG). These two federal block grants provide assistance for low-income families to maintain/restore utility services and to move families away from government assistance.

**Division of Senior Services (DOSS)**

Provides accessible, quality services to help seniors attain independence and to promote quality of life for seniors and their caregivers. DOSS administers to seniors a comprehensive range of programs that provides social and emotional well-being, encourages independence and supports seniors and their caregivers within the community. Senior Centers provide classes, programs, and activities for healthy, independent living. Adult Day Care provides group social/recreational activities in a structured, supervised setting. Case Management provides assessments and in-home services to determine needs and coordinates/manages in home services, such as companionship, personal care, respite, homemaker, to name a few. Additional programs include nutrition which consists of congregate meal site locations and home delivered meals; Emergency Home Energy Assistance; Adult Protection Services, volunteer, outreach, and caregiver services.

**Human and Veteran Services (HVS)**

Provides services to economically disadvantaged families and individuals in Palm Beach County. For individuals experiencing homelessness, outreach efforts are provided including outreach, engagement, assessments, and temporary emergency and long-term permanent housing placements. HVS has implemented the best practice model for long-term, stable affordable housing, Rapid Rehousing, which has resulted in higher permanent housing placements in comparison to other types of housing interventions. For individuals and families at risk of homelessness, Housing Stability services are provided, which include financial assistance and case management. HVS also serves as the lead entity for Palm Beach County's Continuum of Care, serves as the Collaborative Applicant for federal and state funding, serves as the Homeless Management Information System Administrator for the homeless system and provides contract management, technical support, and monitoring to nonprofit agencies. HVS also offers a Deceased Indigent Cremation program. HVS assists and counsels former and current members of the Armed Forces with claims for benefits. Staff support is provided to the Homeless Advisory Board, the Homeless Coalition, and the Veterans Coalition.

**Farmworker Career Development Program (FCDP)**

Provides the tools to strengthen the ability of eligible migrant and seasonal farm workers and their dependents to achieve economic self-sufficiency through their participation in education, skills training, and supportive services. Program participants, after completing educational and training goals, are able to obtain full-time, year-round, unsubsidized employment. The program provides assistance in the following areas: career counseling, referral to vocational training, English for Speakers of Other Languages, General Education Development (GED), emergency assistance, school tuition, related assistance, employability skills, job placement, and follow-up services.

**Ryan White Program**

Administers the Ryan White Act, Part A funds. Provides support, including health planning, for the mandatory advisory board: Palm Beach County HIV CARE Council. Part A funding is for eligible metropolitan areas hardest hit by the HIV/AIDS epidemic. Community based and governmental agencies are contracted to assist in these services: outpatient medical, laboratory, specialty medical, nurse care coordination, pharmacy, health insurance continuation, oral health, home health care, mental health, treatment adherence, case management, eligibility screening, and other support services.

**FY 2019 Highlights & Accomplishments**

- Coordinated entry was expanded to include prevention and housing stabilization services. The coordinated entry system is used to ensure assistance is allocated as effectively as possible and is easily accessible to the community.
- Senior Centers are a community focal point that are widely used among older adults. The County's three centers registered approximately 2628 older adults for access to various programs and services, which assists to improve physical, social and emotional well-being.
- Nutrition Program provided approximately 252,426 nutritionally balanced meals for older adults and encouraged socialization and wellness through this health promotion program.
- In-home services provided approximately 322,807 hours of in-home services to functionally impaired, home bound elders to help live independently with services such as companionship, consumable medical supplies, emergency alert response, homemaker, personal care, respite, and other community-based services.
- The Veteran Services Officers served 2,036 veterans in FY 2019.
- The Division of Human and Veteran Services (HVS) is leading a countywide Homeless Collective Impact effort, Leading the Way Home. This effort involves various community stakeholder groups and focuses on creating a new plan to address the needs and solutions to end homelessness in Palm Beach County (PBC). In FY 2019, the Homeless Resource Center provided shelter to 385 singles and youth. Additionally, 111 new clients were placed into permanent housing through the Rapid Rehousing Program.
- The Office of Behavioral Health and Substance Use Disorder (Office) implemented a plan to establish a person-centered and recovery-centric system of care. Prevention, treatment and continuum of care capacity for the residents of PBC and for those experiencing or at risk of experiencing a substance use disorder was expanded. Recovery support services through peer supports and the establishment of recovery community centers as well as allied recovery community organizations were launched as was an Opioid Response Plan steering committee which is aiding in the Office's planning, systemic care coordination, and data integration efforts. The Office also successfully hosted the second annual Facing the Crisis to report on progress related to the Opioid Response Plan and celebrate National Recovery Month. It also launched a public informational website, [www.facingthecrisis.org](http://www.facingthecrisis.org).

**FY 2020 Emerging Issues**

- As the elder population increases, the demand for services continues to grow. Challenges such as access to transportation, lack of affordable housing and rising substance use issues continues to inhibit independence, even with in-home and community-based support services in place.
- Seeking strategies for senior homelessness prevention. Recognizing the need to carve an avenue for preventing homelessness for this population. Addressing the need to build on areas of prevention already in place such as case management, Emergency Home Energy Assistance for the Elderly Program (EHEAP) and congregate meals.
- The number of persons residing on the streets in PBC continue to climb. The need for affordable and obtainable housing continues to be a tremendous need throughout PBC as the fair market rents continue to rise an average of 5% per year and salaries remain stagnant. Additionally, The need for senior and youth housing continues to climb, as does the need for dedicated housing for chronic homeless singles.
- Palm Beach County's Continuum of Care under the leadership of the HVS received a \$4.93 million dollar grant to create and implement solutions to end youth homelessness in PBC.
- Substandard Housing, particularly in the Western Communities has become more prevalent with the continued need for revitalization and safe, decent and affordable housing brought online.
- Fighting the opioid epidemic as well as substance use and behavioral health disorders is a strategic priority of the Board of County Commissioners. The Office continues to assume a leadership role in a County-interdepartmental effort to address this priority and in establishing a readily accessible, integrated and coordinated recovery-oriented system of care that commits to quality, evidence-based addiction and mental health services as well as integrates the County Addiction Stabilization Facility.
- Opioid use for older adults with chronic pain. Chronic pain conditions are more prevalent for individuals 65 years and older, which can result in mobility problems, increased risk of falls and insomnia. Other effects of enduring chronic pain for older adults can include the development of depression, anxiety leading to isolation.

	<u>Actual</u>	<u>Budget</u>	<u>Goal</u>
<u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
<b>Community Action Program (CAP)</b>			
• Increase number of clients who receive services through the LIHEAP in order to prevent service disconnections to program participants			
<i>Clients served resulting in service disconnection prevention</i>	7,973	12,000	16,000
• Increase self sufficiency, increased financial assets, and/or financial skills during the grant year of CAP participants receiving employment initiatives and support			
<i>Clients showing increased self sufficiency and /or financial assets/skills</i>	90	252	300
<b>Division of Senior Services (DOSS)</b>			
• To improve client's overall quality of life by providing access to socialization, recreation and education for seniors to improve health and wellness			
<i>Participants in the senior center self report they are more involved socially with others which improve their quality of life</i>	81	80	95
• To increase access to nutritious meals for seniors to prevent senior hunger			
<i>Seniors who are either home bound, unable to prepare meals and/or have no or limited access to meals or have limited resources to obtain a meal are provided a nutritious meal</i>	280,533	268,000	300,000
<b>Farmworker Career Development Program (FCDP)</b>			
• The number of new participants enrolled in the FCDP			
<i>The number of new participants enrolled in the FCDP</i>	18	49	49
• The number of participants enrolled in vocational training			
<i>The number of participants enrolled in vocational training</i>	11	80	80
• The number of participants who obtained a credential			
<i>The number of participants who obtained a credential</i>	5	30	30
• The number of participants who obtained employment			
<i>The number of participants who obtained employment</i>	2	33	33
<b>Human and Veteran Services (HVS)</b>			
• Decrease the number of people experiencing homelessness in PBC			
<i>Number of homeless people during annual Point in Time Count</i>	1,309	1,300	1,200
• Decrease the number of people experiencing homelessness that have to wait for available emergency shelter			
<i>Number of people on Homeless Resource Center waiting list</i>	3,888	900	600
<b>Ryan White Program</b>			
• Increase Ryan White clients retained in care to 77%			
<i>Clients retained in care</i>	74	76	77
• Increase Ryan White clients virally suppressed to 91%			
<i>Clients virally suppressed</i>	88	90	91



## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 210,790	\$ 100,188	\$ 84,333	\$ (15,855)	(16%)
Grants	18,242,998	17,570,315	17,776,767	206,452	1%
Other	154,054	171,057	139,903	(31,154)	(18%)
Interfund Transfers	641,929	726,064	823,342	97,278	13%
Fund Balance	(620,236)	22,960	-	(22,960)	(100%)
SubTotal	\$ 18,629,535	\$ 18,590,584	\$ 18,824,345	\$ 233,761	1%
<b><u>Appropriations</u></b>					
Personal Services	\$ 10,923,702	\$ 12,412,580	\$ 12,374,436	\$ (38,144)	-
Operating Expenses	13,991,451	16,953,185	18,322,309	1,369,124	8%
Capital Outlay	34,690	20,501	68,674	48,173	235%
Grants and Aids	11,888,167	10,685,624	10,895,473	209,849	2%
Charge Offs	-	140,000	140,000	-	-
SubTotal	\$ 36,838,010	\$ 40,211,890	\$ 41,800,892	\$ 1,589,002	4%
<b><u>Ad Valorem Funding</u></b>					
	\$ 19,249,771	\$ 21,621,306	\$ 22,976,547	\$ 1,355,241	6%
Positions	164	167	167	-	-

## SIGNIFICANT CHANGES

**Appropriations**

Positions - 0

**Mid-Year Adjustment 2019 - 1:** One Senior Planner.**Mid-Year Deletions 2019 - (2):** One Lead Clerk and one Executive Director, in FY 2019 the Board approved a 10 year agreement with the Homeless Coalition and under this agreement the employees are now employees of the Coalition.**Budget Process - 1:** One Employment Counselor.

Capital Outlay- Increase is primarily due to carry forward funding for a vehicle purchased in FY 2019 but will not be delivered until FY 2020.



# COUNTY COOPERATIVE EXTENSION

**Ronald Rice, Director**

**559 North Military Trail  
West Palm Beach, Florida 33415  
Phone: 561-233-1700**

**Website Address: <http://discover.pbcgov.org/coextension/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To deliver research-based education from the University of Florida (UF)/Institute of Food and Agricultural Sciences (IFAS) and similarly trusted institutions to Palm Beach County citizens, organizations, and businesses engaged in agriculture, horticulture, human sciences, and youth development. Educational outreach efforts emphasize practical and impactful solutions that improve life quality for residents, families, and communities; protect water resources and environmental systems; and enhance the competitiveness of agriculture in Palm Beach County.

**Agriculture**

Provides timely, accurate, and relevant research-based information to agricultural enterprises, regardless of size, ethnicity, or crop grown. Services include training programs for improved crop management/production practices, agricultural safety, and regulatory compliance. Educational programs are delivered as seminars, demonstrations, workshops, field days, face-to-face consultations, and by electronic media. Outreach efforts emphasize practical technology transfers to clientele, adoption of current best management practices, certification training/testing for required state licensure in 21 restricted use pesticide categories, and on-farm field trials to identify superior yielding and disease/pest resistant varieties, as well as recommended management requirements for new specialty crops.

**Agriculture Economic Development**

Promotes job creation and business growth by identifying available options to increase land use and crop yields of agricultural acreage and related resources. Provides accessible agronomic research data and financial viability opportunities that support new crop establishment. Identifies and develops potential value-added agricultural-based products and provides assistance to County departments and local community organizations on agricultural-related issues.

**Family, Youth, and Consumer Sciences**

Provides accurate, relevant, evidence-based education in food safety and nutrition, financial and family stability, workplace wellness, child care, and other emerging community issues. Major program emphasis include increasing knowledge of proper food safety, food management, nutrition, health and wellness practices; providing training for employees in food service, child care, and public service; developing family stability and resiliency leading to a more stable and resilient community; and providing families with coping strategies to become more self-sufficient in challenging economic circumstances. The 4-H Youth Development Program provides educational opportunities that assist young people in acquiring knowledge, developing life skills, and forming attitudes that will enable them to become self-directing, productive, and contributing members of society. The program encourages guidance and support from caring adults who serve as mentors, advisers, leaders, and counselors. 4-H staff develops progressive educational youth programs, to recruit and educate adult volunteers, and to coordinate learning events and activities that complement the youth program objectives. Major program emphasis includes development of skills and behaviors related to Science, Technology, Engineering, and Math (STEM), Citizenship, and Healthy Living.

**Mounts Botanical Garden/Environmental Horticulture**

Provides extensive volunteer training programs in landscape best management practices and home pest management; educates nursery management, workers, and landscape and pest management professionals in best management practices and integrated pest management technologies to reduce pesticide use and potential impacts on the environment; promotes sustainable economical vegetable and landscape gardening; educates through research-based demonstration gardens displaying Florida-Friendly principles, energy and water efficient plant materials, design technologies and management including hurricane resistance, tropical flora, and applied horticultural principles.



**FY 2019 Highlights & Accomplishments**

- Mounts Botanical Garden (MBG) welcomed a record-high 16,000 visitors to its month-long Garden of Lights holiday event. MBG surpassed attendance goals (28,000 visitors in eight months) for its artist-inspired structure Stickwork, built by 100 local community volunteers using 30,000 pounds of willow saplings.
- Using Sugarcane Harvest Safety training DVDs designed/published by our Hispanic Agriculture Safety Extension Agent, 37 bilingual farm safety trainings were delivered to 1,789 sugarcane agricultural workers.
- Science-based trainings for pesticide/fertilizer applicators, professional landscapers, farm safety managers, and farm workers delivered 3,866 continuing education units required for job-related state-mandated license renewals. There were 4,724 agricultural clients trained and 476 state-required pesticide exams were given.
- The irrigation conservation educational campaign "Let Every Drop Count" resulted in water savings of 35.3 million gallons, equivalent to water supply needs for 401 households.
- Master Gardeners provided education to 38,540 individuals and volunteered 12,073 hours (equivalent to six full-time employees) to teach horticultural and gardening best practices and Florida Friendly Landscaping principles.
- Lethal viral necrosis turf grass demonstration trials with University of Florida specialists are near completion, with the objective to identify resistant turf grass varieties for homeowner lawns suffering from this disease.
- 4-H reached over 14,000 youth with at least six hours of education through 4-H clubs, in-school enrichment activities, and after-school programs. Over 14,000 hours were volunteered by 160 trained 4-H mentors.
- 4-H increased the number of youth with disabilities participating in at least six hours of programming from two youth to 22 youth, and established a new STEM club specifically designed for youth on the Autism Spectrum.
- The Expanded Food & Nutrition Education Program (EFNEP) reached 4,362 participants, and 93% showed improved diet quality indicators, 81% increased their physical activity, 77% adopted recommended food safety practices, 79% improved food resource management practices, and 51% indicated they feel more food secure.
- The Family Nutrition Program (FNP) reached 6,675 unduplicated SNAP participants through direct education. FNP also installed six school gardens and implemented Smarter Lunchrooms in 15 public schools.
- The Strengthening Marriages and Relationship Training (SMART) reached 266 adults (106 couples and 54 singles). Program marketing was enhanced through a Palm Tran partnership that installed SMART banners in their buses.

**FY 2020 Emerging Issues**

- MBG has launched a final comprehensive Master Planning effort, with an anticipated completion in spring 2022.
- Increasing public pressures to curtail sugarcane burning at harvest is a concern to the agricultural community.
- Current reviews of the Lake Okeechobee Regulation Schedule (LORS) seek to optimize environmental, recreational, and regional water supply needs, but concerns exist within urban and agricultural communities that drought risks will increase during the traditional dry season.
- Fusarium wilt (fungal pathogen) of lettuce has been discovered in Florida with few effective forms of control. New disease-resistant variety development efforts and farmer education for pathogen management is required.
- Lethal Bronzing (bacterial pathogen fatal to 16 popular palm species, resists antibiotic treatments) continues to spread in Palm Beach County. Lethal viral necrosis (fatal to Floratam St. Augustinegrass, which occupies 90% of residential lawns) continues to threaten communities with significant replanting costs. Horticultural education is critical for residents, professional landscapers, and pest control operators.
- Glyphosate (the most commonly used herbicide in nurseries, golf courses, and homeowner landscapes) is under increased scrutiny by the general public due to perceptions of carcinogenicity, which is disputed by current EPA reviews that conclude that glyphosate doesn't pose a public risk when used according to required label directions.
- Given the evolving socioeconomic landscape, 4-H programs need to emphasize diversity and inclusivity to meet the needs of youth who feel marginalized due to social class, ability, sexuality, citizenship status, race, and/or ethnicity.
- Palm Beach County has been designated a high-risk zone for hepatitis A, thus increased education in good hygiene, vaccinations, and improved food safety practices are required.
- There is growing interest within the agricultural community regarding industrial hemp, which will soon be a legalized crop for Florida. Given lack of experience, recommended cultural practices (appropriate varieties, required management inputs) and marketing strategies are still unknown.

<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>4-H Youth Leadership Development</i></b>			
• Achieve at least 5,000 4-H youth/year participating in 4-H STEM, Healthy Living, and Citizenship developmental opportunities through in-school and after-school enrichment, group mentoring, workforce development training, leadership programs, service-learning, special events, camps, and competitions			
<i>Number of youth participating in 4-H youth development activities</i>	5,356	5,040	5,280
• Deliver a minimum of six hours of STEM-related education to at least 6,000 youth through school enrichment programs			
<i>Number of students reached by 4-H STEM-related school enrichment educational programs</i>	16,658	7,200	8,400
• Recruit/train 4-H adult and youth volunteers to deliver at least 10,000 volunteer hours/year to support family, youth, and community development 4-H educational programs			
<i>Number of 4-H adult/youth volunteer hours</i>	13,179	14,000	16,000
<b><i>Agriculture</i></b>			
• Annually deliver agriculture-related trainings (farmer workshops, field days, new technology demonstrations, farm tours, general public agriculture awareness) to at least 4,500 clients/year			
<i>Number of clients receiving education in agriculture production, management, and new technologies</i>	4,523	5,100	6,000
• Provide agricultural safety training to at least 2,500 clients/year designed to protect farm workers and agriculture labor from job-related injuries			
<i>Number of people receiving agriculture safety training</i>	2,435	2,760	3,600
<b><i>Agriculture &amp; Environmental Horticulture</i></b>			
• Conduct trainings that deliver at least 2,400 continuing education units (CEUs) that support professional certifications/licenses for employment in agriculture, pesticide application, professional landscaping, and environmental protection			
<i>Number of clients earning discipline-specific CEU's</i>	2,426	2,700	3,600
<b><i>Family &amp; Consumer Sciences</i></b>			
• Through two different University of Florida grant-funded programs targeting socioeconomically challenged communities, deliver science-based nutrition education outreach to at least 30,000 people/year (duplicated counts due to series-based education modules)			
<i>Number of people receiving science-based nutrition education</i>	38,169	44,000	60,000
<b><i>Mounts Botanical Garden</i></b>			
• Promote popular events and opportunities at the Mounts Botanical Garden to annually attract at least 30,000 visitors/year			
<i>Number of people visiting Mounts Botanical Garden</i>	36,366	36,000	42,000 Effectiveness
• Pursue non-grant revenue enhancement (donations/sponsorships, admission fees, fund-raising events, Gift Shop sales, new memberships) generating at least \$900,000/year to help fund garden improvements, new exhibits, and expanded educational opportunities at the Mounts Botanical Garden			
<i>Gross non-grant revenue enhancement generated by the Mounts Botanical Garden</i>	1,114,790	1,020,000	1,140,000

**DEPARTMENT FINANCIAL SUMMARY**

			<b><u>Change (FY 19 - FY 20)</u></b>			
	<b>FY 18 Actual</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>	<b>\$</b>	<b>%</b>	
<b><u>Non-Ad Valorem Revenues</u></b>						
<b>Grants</b>	\$ -	\$ 99,973	\$ 105,802	\$ 5,829	6%	
<b>Other</b>	55,772	48,795	51,975	3,180	7%	
<b>Fund Balance</b>	219,025	161,871	226,312	64,441	40%	
<b>SubTotal</b>	\$ 274,797	\$ 310,639	\$ 384,089	\$ 73,450	24%	
<b><u>Appropriations</u></b>						
<b>Personal Services</b>	\$ 1,847,352	\$ 2,055,714	\$ 2,072,993	\$ 17,279	1%	
<b>Operating Expenses</b>	523,174	610,049	688,137	78,088	13%	
<b>Grants and Aids</b>	82,800	79,000	79,000	-	-	
<b>Reserves</b>	-	143,748	211,974	68,226	47%	
<b>SubTotal</b>	\$ 2,453,326	\$ 2,888,511	\$ 3,052,104	\$ 163,593	6%	
<b>Ad Valorem Funding</b>	\$ 2,280,542	\$ 2,577,872	\$ 2,668,015	\$ 90,143	3%	
<b>Positions</b>	31	31	31	-	-	

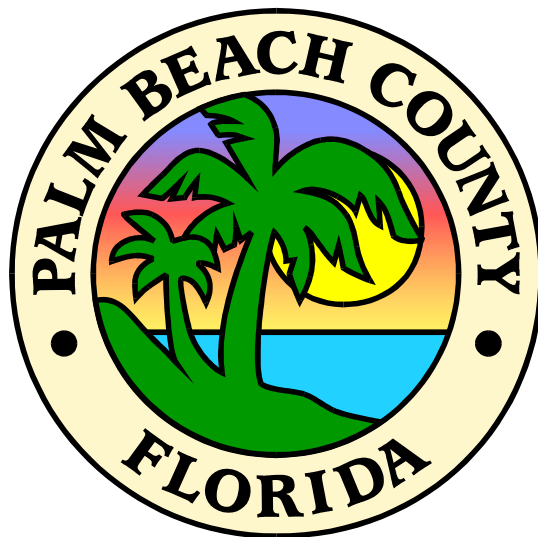
**SIGNIFICANT CHANGES****Non-Ad Valorem Revenues**

Fund Balance - The increase is primarily due to the higher than anticipated revenues in FY 2019. This also resulted in an increase to reserves.

**Appropriations**

Operating Expenses - The increase is primarily due to an approved supplemental for the purchase of tables and chairs at Mounts Botanical Garden and the replacement of aging computers.





# **COUNTY LIBRARY**

**Douglas Crane, Director**

**3650 Summit Boulevard  
West Palm Beach, Florida 33406  
Phone: 561-233-2600**

**Website Address: <http://www.pbclibrary.org/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To connect communities, inspire thought, and enrich lives. The Library 'connects communities' by enhancing the role of the library in the community, by building partnerships, and by promoting inclusivity and embracing diversity in all that they do. The Library 'inspires thought' by providing the public with free access to technology and library materials and resources, in a variety of formats, to meet the community's borrowing and research needs. The Library 'enriches lives' by providing educational opportunities to learn and grow for people of all ages.

**Department Overview**

The Library District consists of the unincorporated area of Palm Beach County and 24 municipalities that do not provide their residents with library facilities. Service is provided through the Main Library, 16 branches, and a logistical support center. Outreach services include a Bookmobile, Talking Books for the Blind, Books-by-Mail, the Adult Literacy Project, and Outreach to Children's day care programs. The Library provides access to holdings of over 1.8 million items and offers expanding access to electronic information. Internet access, as well as educational and recreational activities and events for children, teens, and adults, are offered at all library locations. The Library is a major distributor of Palm Tran passes in the County at the rate of approximately \$124,000 annually. As required by law, all locations distribute and collect Florida voter registration applications, which are forwarded to the Supervisor of Elections office. Multiple Library branches serve as early voting locations and polling places during elections.

**Children's Activities**

Primary services include providing story times and other children's activities to develop reading, listening, viewing and thinking skills; offering family literacy workshops for adults to promote the use of library and reading readiness resources with children; providing outreach programs to children and staff in child care facilities; sponsoring a summer reading program; and introducing school groups to the Library and its resources.

**Member Services**

Provides free access to all library holdings in a variety of formats; books, DVDs, streaming videos, digital magazines, music CDs, e-books and downloadable audio books and music. Primary services include providing the type and quantity of materials that meet public expectations, registering new borrowers, offering voter registration, reserving materials for borrowers, notifying delinquent borrowers, and collecting payments.

**Community Enrichment**

Primary services include providing access to the online catalog and other electronic resources including the Library's website where library members will find information about Library services and activities; providing business development and job-search assistance; reaching out to the community through literacy tutoring to adult nonreaders and other services; partnering with the School District to provide summer lunches and snacks to children; and providing informational, cultural and literature-based activities and events for adults.

**Research Services**

Provides timely, accurate, and useful information to people of all ages in their pursuit of job-related, educational, and personal interests. Primary services include answering information inquiries from on-site, telephone, and e-mail; providing research assistance by recommending and expanding information sources and strategies; instructing library members in the use of electronic resources; providing referrals for information and requested materials located in other agencies or libraries; developing collection materials and resource guides for a variety of subjects and interests. The Library's government and community research services strengthen local government and community agencies by providing information and document delivery for policy and formulation and program management.

**FY 2019 Highlights & Accomplishments**

- A total of 12,200 Little Learners (0-5), children (6-11), and teens (12-17) registered for the 2019 Summer Reading Program, an 8.5% increase over the previous year. Activities and events associated with the Summer Reading Program were attended by 86,187 community members of all ages; this is an 8.6% increase over FY 2018.
- Hosted four naturalization ceremonies where 233 people took the Oath of Allegiance to become citizens of the United States of America.
- In partnership with the Palm Beach County School District, 17 library locations served lunches and snacks to children, ages 0 to 18, every weekday during the months of June and July. During this time period, 22,446 lunches and 23,346 snacks were served.
- The Library System celebrated its 50th Anniversary with many special activities, including BCC proclamations, a large community event in April, and a variety of celebratory activities with 3000 birthday cupcakes for library members in September.
- The Main Library underwent renovations and reopened in February 2019 with an expanded children's area, a new teen room, and additional study rooms.
- In anticipation of going fine free in FY 2020, June 2019 was designated as "Overdue Fine Forgiveness Month;" \$74,498.45 of overdue fines were forgiven from 13,997 member accounts.
- Automatic renewals on library materials were implemented; items now automatically renew up to three times if there are no holds. Due in part to this new service enhancement, materials borrowing has increased 20% over FY 2018.
- Two new, extremely popular, items were added to collections for members to check out: birding backpacks and mobile hotspots.
- Sensory Friendly Browsing Hour events are offered at library locations before normal operating hours and are designed to offer access to the Library's resources in a quieter and calmer environment for children and teens with special needs. This project was awarded a Golden Palm by the County Administrator.
- Talking Books staff hosted the 2019 National KLAS Users Conference, welcoming 59 people from 28 states. The Conference addressed ways to improve library services for the visually-impaired community and was sponsored by the Friends of the Palm Beach County Library System.
- DeweyCon, a celebration of comics, games, anime, manga and cosplay, was held for the first time at the Main Library; 888 enthusiastic participants of all ages attended this two-day event.

**FY 2020 Emerging Issues**

- Identifying and addressing security issues in library facilities, including key card access and design improvements.
- As the County experiences increases in population and continued growth, there is a need to plan for additional library expansion projects and renovations. The new Canyon Branch is currently in the design phase and is expected to open to the public in early 2022. Renovations of the Lantana and Wellington branches are being planned and work is expected to begin in Fall 2020.
- Beginning on October 1, 2019, the Library System eliminated late fines on overdue materials.
- The Main Library will serve as a Passport Acceptance Facility by accepting passport applications for first-time applicants and minors on behalf of the U.S. Department of State. The Passport Acceptance Facility collects and keeps the \$35 execution fee that is charged for each passport application. This service is anticipated to begin in 2020.
- The Belle Glade Branch will expand its public service hours to include Sundays starting in early 2020.



<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Goal FY 2020</b>
• Increase annual visits to library locations by 1% over FY 2018 (Factors affecting targets/goals: branch closure in FY 2019 and predicted branch closure in FY 2020)			
<i>Library visits</i>	4,037,084	4,037,084	4,077,455
• Increase the number of adult literacy instructional hours by 1% over FY 2018			
<i>Adult literacy instructional hours</i>	10,130	10,181	10,231      Output
• Increase the number of adults participating in literacy, recreational, informative and performance-based library activities by 1% over FY 2018 (Factors affecting targets/goals: branch closure in FY 2019 and predicted branch closure in FY 2020; early voting use of meeting rooms in 2018 and 2020)			
<i>Adult activities and events attendance</i>	45,825	45,825	46,283
• Increase the number of lunches and snacks served to children, ages 0-18, at multiple library locations by 1% over FY 2018			
<i>Summer lunches and snacks</i>	40,300	40,502	40,703
• Increase the number of materials loaned by 20% over FY 2018 by providing access to a collection of physical and electronic materials, including those loaned through the Bookmobile, Books by Mail and Talking Books services. (Factors affecting target/goals: automatic renewals implemented in FY 2019)			
<i>Total items loaned</i>	7,826,253	9,000,191	9,391,504
• Increase the number of new library cardholders by 2% over FY 2018			
<i>New Library card holders.</i>	38,706	39,093	39,480
• Increase the number of registrations for the Summer Reading Program by 1% over FY 2018 by exposing more Little Learners, children, teens, and adults to reading over the summer			
<i>Summer Reading Program registrations</i>	13,687	13,755	13,824
• Maintain the materials collection, including both physical and electronic materials, to a minimum of 2.0 holdings per capita as recommended by the Florida Library Association's Florida Public Library Outcomes & Standards for populations above 25,000 people (Factors affecting targets/goals: population figures are projected for Palm Beach County Library District; predicted holdings increase for FY 2020 due to budget increase for collections)			
<i>Holdings per capita</i>	2	2	2.1
• Maintain the number of children, ages 0-17, who attend a story time or multimedia class in the Library to the same level as FY 2018 (Factors affecting targets/goals: branch closure in FY 2019 and predicted branch closure in FY 2020; early voting use of meeting rooms in 2018 and 2020)			
<i>Story time/multimedia class attendance</i>	214,188	207,762	214,188
• Maintain the number of research transactions as in FY 2018 by providing access to research services in person, by telephone, and online (Factors affecting targets/goals: branch closure in FY 2019 and predicted branch closure in FY 2020)			
<i>Information/research transactions handled</i>	1,666,620	1,583,289	1,666,620
• Meet, or exceed, the Level 1 Library Edge benchmark recommendation for an average community by offering public access to computers, laptops and tablets at 3.0 hours per capita. (Factors affecting targets/goals: projected increase in public service hours at the Belle Glade Branch and possible increase in devices offered to the public in FY 2020)			
<i>Device hours per capita.</i>	3	3	3.1

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 496	\$ 300	\$ 400	\$ 100	33%
Fines & Forfeitures	548,580	525,000	106,000	(419,000)	(80%)
Grants	1,231,973	1,228,015	1,006,522	(221,493)	(18%)
Licenses & Permits	23,370	25,000	37,560	12,560	50%
Other	460,486	(2,384,693)	(2,518,958)	(134,265)	6%
Fund Balance	11,796,474	8,565,349	11,882,701	3,317,352	39%
SubTotal	\$ 14,061,379	\$ 7,958,971	\$ 10,514,225	\$ 2,555,254	32%
<u>Appropriations</u>					
Personal Services	\$ 26,415,984	\$ 30,220,000	\$ 30,572,599	\$ 352,599	1%
Operating Expenses	13,486,100	15,626,707	16,338,179	711,472	5%
Capital Outlay	3,796,746	4,034,080	4,144,385	110,305	3%
Transfers	8,064,627	7,870,430	9,770,095	1,899,665	24%
Reserves	-	4,849,452	7,610,420	2,760,968	57%
SubTotal	\$ 51,763,457	\$ 62,600,669	\$ 68,435,678	\$ 5,835,009	9%
Ad Valorem Funding	\$ 49,716,561	\$ 54,641,698	\$ 57,921,453	\$ 3,279,755	6%
Positions	424	429	448	19	4%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fines & Forfeitures - Decrease is due to the new fine free library system that began on October 1, 2019.

Grants - Decrease is primarily due to the reduction in the amount awarded to the Library for the State Grant Aid.

Licenses & Permits - Increase is primarily due to the Passport Application Acceptance Program.

Fund Balance - Increase is due to higher than expected revenues in FY 2019. This also resulted in an increase in reserves.

**Appropriations**

Positions - 19

**Budget Process - 19:** Addition of 12 Library Associate II, Two Library Associate III, and Five Librarian I to staff the new Canyon Branch Library.

Transfers - Increase is primarily due to capital projects including the new Canyon Branch Library and renewal and replacement projects.





# **ENGINEERING AND PUBLIC WORKS**

**David L. Ricks, P.E., County Engineer**

**Tanya N. McConnell, P.E., Deputy County Engineer**

**Steve Carrier, P.E., Assistant County Engineer**

## **Executive Office**

**301 North Olive Avenue, 11<sup>th</sup> Floor**

**West Palm Beach, Florida 33401**

**Phone: 561-355-2006**

## **Engineering Main Office**

**2300 North Jog Road, 3<sup>rd</sup> Floor**

**West Palm Beach, FL 33411**

**Phone: 561-684-4000**

## **Road & Bridge and Traffic Operations**

**2555 Vista Center Parkway**

**West Palm Beach, FL 33411**

**Phone: 561-233-3950 Road & Bridge**

**Phone: 561-233-3900 Traffic Operations**

**Website Address: <http://discover.pbcgov.org/engineering/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide the community with a safe, efficient, and reliable infrastructure.

**Roadway Production**

Administers, coordinates, schedules, and monitors the design, right-of-way acquisition, preparation of contract documents, bidding, and construction of the County's Five Year Road Program. Manages the Municipal Service Taxing Unit (MSTU) Program which provides paving and drainage improvements throughout Palm Beach County. Administers Consultant Competitive Negotiations Act (CCNA) Program. Coordinates bid and award of Annual Construction Contracts. Reviews subdivision plats, boundary surveys, legal descriptions and sketches, and Development Review Committee petitions to ensure compliance with all applicable codes and standards.

**Construction Coordination**

Administers and coordinates the construction of all County projects for thoroughfare roads, bridges, minor street improvements, and Department of Housing and Economic Sustainability projects. Ensures that County, State, and required standards and specifications are applied and adhered to, and presents final project acceptance to the Board of County Commissioners (BCC), upon completion of the projects. Inspects permits issued by other Divisions for completion.

**Land Development**

Processes permit applications and reviews construction plans and plats for residential and commercial subdivisions; helps to ensure effective drainage facilities in County rights-of-way through permitting; ensures compliance with the County's Unified Land Development Code (ULDC) for onsite stormwater management on all new developments, issues permits for construction in County rights-of-way; reviews and prepares recommendations for approval on all re-zoning and site plan applications; ensures development conformance to the ULDC; processes, reviews, and comments on all subdivision variance applications; processes all abandonment requests; processes, reviews, and approves acceptable base building line waivers and easement encroachments; and reviews proposed revisions to the County's ULDC and Comprehensive Plan.

**Road and Bridge**

Maintains all County-owned roads, bridges, pathways, storm drainage systems, sidewalks, drainage ditches, guardrails, and retention/detention ponds. The division develops and manages a road resurfacing program, maintains and operates nine movable bridges, oversees the inspection process for all County owned bridges, and operates the north and south inlet sand transfer pumping stations.

**Traffic Division**

Provides for the safe and efficient movement of traffic on roads under the jurisdiction of Palm Beach County through professional traffic engineering. Applies best engineering practices in designing, installing, and operating traffic signals; provides active arterial traffic management, maintains traffic volume and crash data, street lighting, pavement markings and signing. Also reviews design plans for compliance with the current standards and specifications and provides engineering input to major road construction projects, land development, site planning, and transportation planning.

**Streetscape Section**

Provides well-designed and sustainable beautification in the medians of unincorporated area thoroughfare roadways in order to supplement the urban forest and to enhance our environment. Enhances the driving experience for those traveling the beautified roads through the design, implementation, and maintenance of appropriate, aesthetically pleasing enhancement projects.



**FY 2019 Highlights & Accomplishments**

- Monthly heavy equipment training was completed in FY 2019 and will continually be provided to employees on a rotational basis enabling individuals to further their knowledge and skills for future possible promotional advancement.
- The Camino Real/Boca Club Bascule Bridge was reopened to normal operations after a lengthy closure for major rehabilitation and upgrades.
- Land Development and Information Systems Services (ISS) created an e-Platting platform, which started its testing phase at the end of FY 2018. Once testing is complete, the platform will provide an electronic platform to submit, review, and approve plats.
- Three annual construction contracts and five stand alone road construction contracts were bid in FY 2019.
- The Traffic Operations Section has begun a systematic process to review and repair traffic signal intersections for grounding and bonding issues. There are 1,398 intersections that need to be reviewed and/or repaired for grounding and bonding repairs. Without these repairs, the traffic signal equipment is vulnerable to damage caused by power surges and lightning strikes. Traffic Operations has established a target to review and repair five intersections a month and to date have completed 104 intersections.
- There are 48 intersections within Palm Beach County that have been identified to be re-built in order to ensure that they can survive the next major weather event, such as a hurricane. These 48 intersections were damaged by Hurricane Irma and have been restored with temporary repairs. Twenty of these locations are at County road locations and will be completed using in house staff. The remaining 28 are at State road locations and will be done through an annual contract.
- The school zone system was upgraded to a wireless solar system. A central management system for the school zone flashers was acquired in FY 2019 for the dedicated implementation of this program.
- The Traffic Division implemented an electronic mobilization of traffic (MOT) review and approval process by integrating into the Epermit system. This integration has eased the process of finding and accessing documents as well as decreasing the time spent on reviewing and approving permits.
- The Department underwent the initial Strategic Plan in FY 2018. After successful implementation, the Strategic Plan was revised and updated in FY 2019. This plan will guide our Department through FY 2021.

**FY 2020 Emerging Issues**

- Retaining current staff will continue to be an issue as it becomes more difficult for the Engineering and Public Works Department to compete with salary offers to current employees from private companies. It is also becoming more difficult to fill professional, as well as, technical and highly qualified skilled trade positions.
- An increase in Infrastructure Sales Tax projects and Root Barrier installation assigned to the Road Section is compounding an already strained labor resource, challenging the timely completion of routine maintenance tasks countywide.
- The Traffic Division is implementing the Flashing Yellow Arrow countywide to improve mobility and safety. Funds needed to implement the Flashing Yellow Arrow are needed and will be requested from Federal, State and County sources.
- Legislation adopted by the State in FY 2018 to provide for the roll-out of the 5G cellular network was expanded in FY 2019 to include all communication facilities. Local review timeframes for all types of proposed communication facilities are now limited by State law. While the BCC has approved an additional position in Land Development for permit processing, it is expected that review of all other permit types will continue to be delayed in order to meet the State-imposed review mandates for communication facility applications.
- More municipalities are exploring the implementation of mobility fees in lieu of impact fees which is an essential source of funding for the County's Five Year Road Program. Meanwhile, Palm Beach County's need for roadway capacity infrastructure continues to grow as new developments are approved and completed in the central and western communities.
- The Department continues to invest time and resources to focus on migrating paper records to electronic systems such as GIS so that information is better recorded and shareable with other offices as needed on new projects, public records requests, and claims against Palm Beach County. Additional staffing may be needed to create processes and implement these processes in order to maintain these electronic records.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Bridge Section</i></b>			
• Complete all federally-mandated annual bridge inspections			
<i>Number of federally mandated annual bridge inspections completed</i>	65	65	65
• Complete monthly mechanical and electrical preventative maintenance visits on nine bascule bridges			
<i>Number of monthly mechanical and electrical preventative maintenance visits completed on nine bascule bridges.</i>	108	96	108
• Complete quarterly preventative maintenance visits on 286 fixed bridges			
<i>Number of quarterly preventative maintenance visits completed on 286 fixed bridges.</i>	1,144	1,040	1,144
<b><i>Land Development</i></b>			
• Generate a minimum of 95% of first comment letters for technical compliance within 30 days or less			
<i>Percentage of technical compliance first comment letters within 30 days or less</i>	95	95	95
• Generate drainage review comments or approval within an average of 10 working days			
<i>Days to prepare drainage review comments or approvals</i>	3.05	10	10
• Generate first comments letters for utility permit applications within 30 days			
<i>Days to generate first comments letters for utility permit applications</i>	N/A	30	30
<b><i>Roadway</i></b>			
• Award 100% of the design contracts within 10 months of consultant selection			
<i>Percentage of the design contracts awarded within 10 months of consultant selection</i>	56	100	100
• Complete reviews of subdivision plats, boundary surveys, and legal descriptions and sketches within 30 days			
<i>Percentage of reviews of subdivision plats, boundary surveys, and legal descriptions and sketches completed within thirty days.</i>	100	100	100
<b><i>Traffic</i></b>			
• Complete 90% of total incorporated area traffic study reviewed (first comment/approval) within 30 working days			
<i>Percentage of total incorporated area traffic study reviewed (first comment/approval) within 30 working days of receipt</i>	78	90	100
• Complete Electronic Review Comments (ERC) reviews within 30 days			
<i>Percentage of Electronic Review Comments (ERC) reviews completed within 30 days</i>	91	95	100
• Complete the processing of public record requests within 10 days of receipt			
<i>Percentage of public record requests processed within 10 days of receipt</i>	99	90	100
• Conduct 12 corridor retiming projects per year			
<i>Number of corridor retiming projects conducted</i>	N/A	8	12
• Review Right-Of-Way, Plats, and Development petitions within 10 Business Days			
<i>Percentage of Right-Of-Way, Plats, and Development petitions reviewed within 10 Business days</i>	95	85	100

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 1,225,065	\$ 1,137,399	\$ 1,602,235	\$ 464,836	41%
Gas Taxes- Fifth Cent	-	4,154,908	3,960,245	(194,663)	(5%)
Licenses & Permits	1,524,590	1,168,000	1,326,000	158,000	14%
Other	4,235,741	5,923,136	6,457,441	534,305	9%
Interfund Transfers	290,482	297,121	326,218	29,097	10%
Fund Balance	1,734,545	1,658,279	1,799,670	141,391	9%
SubTotal	\$ 9,010,423	\$ 14,338,843	\$ 15,471,809	\$ 1,132,966	8%
<u>Appropriations</u>					
Personal Services	\$ 29,983,468	\$ 34,950,120	\$ 35,113,108	\$ 162,988	-
Operating Expenses	16,680,993	19,918,525	20,829,240	910,715	5%
Capital Outlay	583,006	3,470,122	4,100,874	630,752	18%
Grants and Aids	178,597	200,000	200,000	-	-
Transfers	36,787	58,270	66,642	8,372	14%
Reserves	-	1,547,356	1,712,647	165,291	11%
SubTotal	\$ 47,462,851	\$ 60,144,393	\$ 62,022,511	\$ 1,878,118	3%
<u>Ad Valorem/Equivalent Funding</u>					
Ad Valorem	\$ 10,534,075	\$ 17,470,550	\$ 17,851,702	\$ 381,152	2%
Gas Taxes	\$ 26,726,444	\$ 28,335,000	\$ 28,699,000	\$ 364,000	1%
Positions	440	458	465	7	2%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Charges for Services - Increase is due to higher revenue in interdepartmental charges due to Infrastructure Sales Tax projects.

Licenses & Permits - Increase is due to higher revenue in platting fees based on actual collection trends from previous years.

**Appropriations**

Positions - 7

**Budget Process 7:** Three Construction Workers, One Construction Coordinator, One Technical Aide, One Technical Assistant I, One Project Coordinator

Capital Outlay - Increase is due to one time supplemental requests based on an increased workload with associated Florida Department of Transportation contract.

Reserves - Increase is due to developer contributions received in FY 2019 for median beautification.





# **ENVIRONMENTAL RESOURCES MANAGEMENT**

**Deborah Drum, Director**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To establish, maintain, and implement programs for the protection, preservation, and enhancement of the land and water resources of Palm Beach County.

**Environmental Enhancement and Restoration**

Enhances and restores the natural resources of Palm Beach County. Program staff design and construct wetland, estuarine, transitional, and reef projects that provide natural habitat, water quality improvements, and public access. Staff also implements the monitoring and management objectives defined in the Lake Worth Lagoon (LWL) Management Plan, Manatee Protection Plan, and the Northeast Everglades Natural Area Plan (NENA).

**Mosquito Control**

Enhances the health and quality of life of County residents and visitors through the reduction of mosquito population. Aspects of the Integrated Mosquito Management Program include surveillance, source reduction, compliant inspections, larviciding, adulticiding, biological control, and public education.

**Natural Areas**

Manages, monitors, and protects native ecosystems on natural areas acquired or leased by Palm Beach County. The program includes both planning and capital construction elements, most of which are funded through Non-Ad Valorem sources such as federal and state grants and mitigation funds. Primary services include site security and protection; exotic vegetation control; development and updating of management plans; protection of natural areas through the granting of conservation easements; monitoring the status of natural resources and the success of restoration projects; development and maintenance of public use facilities; habitat restoration and enhancement, including hydrologic restoration and prescribed burning; and data management and support.

**Resources Protection**

Provides environmental assessment, permitting, compliance, and land development review activities necessary for implementation of natural resources protection programs and enforcement of related laws, regulations, and codes. The primary services are inspections; compliance and enforcement; complaint investigations; monitoring of land development planning and review; state permit compliance; and remediation of contaminated soil and groundwater. The five primary program areas are the following: Pollutant Storage Tanks Compliance, Petroleum Cleanup, Wellfield Protection, Water Quality with National Pollution Discharge Elimination System (NPDES) state permit compliance, and Land Development Review with Environmental Sustainability.

**Shoreline Protection**

Restores and maintains the coastline of Palm Beach County. Program staff design and construct shoreline projects that provide protection to upland resources, recreation area for public use, and habitat for a variety of fauna and flora. They also implement the monitoring and management objectives in the Sea Turtle Protection Plan (Article 14 Unified Land Development Code), and manage the South Lake Worth Inlet.

**FY 2019 Highlights & Accomplishments**

- Executed Project Partnership Agreement with the U.S. Army Corps of Engineers for \$10 million in federal funds for the construction of the Bonefish Cove Islands.
- The Tarpon Cove Islands project received more than \$2M in state and federal grants and 214,000 cubic yards of materials (valued at \$4.3M) through local partnerships.
- Executed over \$65M in funding agreements with the U.S. Army Corps of Engineers and Florida Department of Environmental Protection (FDEP) for Hurricane Irma Recovery (\$55.2M) and State funding (\$10.5M) for beach construction and monitoring.
- The Tanks Compliance Program performed 921 site inspections for FY19 Task Assignment #2, with a Return to Compliance rate of 99.53% for those facilities that were initially cited with a violation on the inspection. This was accomplished through compliance assistance with the facility.
- Through inspections, permitting, monitoring and education, the Wellfield Protection Program staff works with our partner Water Utilities to keep the raw water supply safe for use as drinking water. Permitted facilities were inspected at a greater than 95% level.
- National Pollutant Discharge Elimination System (NPDES) permit required E-I canal monitoring is underway with coordination with Florida Department of Transportation (FDOT) for the development of the FDEP required Bacterial Pollution Control Plan.
- Completed 16 prescribed burns encompassing 4,114 acres of natural area; both numbers represent program milestones.
- Staff worked with The Renaissance Learning Academy, an Adopt A Natural Area partner, to create an Autism friendly trail on North Jupiter Flatwoods Natural Area (NJF), leading to NJF becoming the first natural area/park to be certified as Autism friendly in the State of Florida.
- Results of the contracted visitor use study administered by the University of Florida show that natural area visitor use has increased by more than 10% from 2018 to 2019, with nearly 340,000 visitors in FY 2019.
- Seventy-two volunteer work projects produced 2168 hours of volunteer service, removed more than 10 tons of trash, planted over 2,600 plants, and maintained over one mile of hiking trail.
- For the third consecutive year, nine young adults completed the Green Futures Summer Internship Program this summer, which aims to introduce participants to environmental careers. Recruitment and selection of candidates occurs through a partnership with Palm Beach County (PBC) Youth Services.
- The fifth annual Lagoon Fest was a celebration of Palm Beach County's largest estuary. This free, family-friendly festival, held on Flagler Avenue in West Palm Beach, attracted thousands of people to the waterfront. Festival attendees visited environmental booths, took boat tours of Environmental Resources Management (ERM) lagoon restoration projects, grabbed a 2019 LWL calendar, and learned the importance of protecting this natural treasure.
- For the second consecutive year, fifteen middle school aged children from Belle Glade, South Bay, and Pahokee were a part of the Tri-City Trailblazers education program that exposed the participants to nature during four full days of educational field trips from Lake Okeechobee to Cypress Creek Wetland Natural Area to Jupiter Ridge Estuary Natural Area to the Atlantic.
- The Environmental Systems Research Institute (ESRI) ArcOnline software application suite is now fully deployed in Mosquito Control to allow digital mapping of service calls, trapping, exclusions, larvicide site, and drain inspections.
- Mosquito Control Inspectors responded to over 650 service requests from residents and used Ultra Low Volume trucks to spray over 90,000 acres in the urban areas.

**FY 2020 Emerging Issues**

- Establishment of an additional long-term funding source for Petroleum Restoration and Pollutant Storage Tanks Compliance activities.
- Coordination with agencies to update the LWL Management Plan.
- Explore Non-Ad Valorem long-term funding source options for the Natural Area Program.
- Developing strategies, within the Mosquito Control Division, in response to emergent tropical diseases, while maintaining consistent responses to historically recurrent disease threats.
- Secure federal funding of approximately \$10 million through US Army Corp of Engineers Section 1135 for Pahokee Islands restoration project.
- Increased municipal participation in LWL initiative legislative requests.

<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Goal FY 2020</b>
<b><i>Environmental Enhancement &amp; Restoration</i></b>			
• Increase seagrass, oyster, mangrove, estuarine, and freshwater wetland habitat			
<i>Increased acreage in restored estuarine, and freshwater habitat projects over 10 year average</i>	9	5	10
<b><i>Mosquito Control</i></b>			
• Monitor performance by measuring inspection activities in compliance with Florida Statutes			
<i>Number of acres treated for mosquitos in compliance with Florida Statutes</i>	557,938.85	625,000	775,000
<i>Percentage of mosquito service requests completed in five business days</i>	100	95	100
<b><i>Natural Resources Stewardship</i></b>			
• Conduct 325 biological and hydrological monitoring events on County natural areas using 3.5 FTEs or an average of 120 monitoring events per FTE. All monitoring events shall be completed in accordance with appropriate regulatory, grant-related, and/or department policy requirements			
<i>Percentage of biological and hydrological monitoring events conducted in compliance with regulatory, grant or Department policy requirements.</i>	95.2	98	100
• Maintain 166 miles of unpaved trails, improved multi-purpose trails, and firebreaks/management accessways on County natural areas an average of 3.5 times/year to meet County standards using 3.5 FTEs			
<i>Average percentage of natural area public use facilities maintained and the miles of publicly accessible trails maintained to meet standards.</i>	89	95	100
• Manage the County's inventory of natural areas lands for invasive/exotic vegetation so that the overall level of invasive/exotic vegetation coverage on the County's natural areas is one percent or less, with an average of 9,184 acres managed per FTE			
<i>Percentage of natural area acres where the overall level of invasive/exotic vegetation coverage is 1% or less</i>	94.4	98	100
<b><i>Resources Protection</i></b>			
• Maintain a usable raw drinking water supply by inspecting all 850 facilities that hold a Wellfield Operating Permit once each Fiscal Year			
<i>Percentage of facilities inspected for compliance</i>	100	90	100
• Manage the Petroleum Cleanup Program to ensure the FDEP contract performance standards are met with approximately 9% of the total contaminated sites identified receive a State issued completion order by the end of the year			
<i>Percentage of petroleum storage tank inspections in compliance with State regulations.</i>	74	75	80
• Manage the Petroleum Storage Tank Compliance Program to ensure the FDEP contract performance standards are met and achieve 95% compliance with the storage tank regulations at registered facilities throughout Palm Beach, Martin, and St Lucie Counties by conducting over 1,000 inspections			
<i>Percentage of petroleum cleanup sites to receive a State issued completion order</i>	10	7	12
<b><i>Shoreline Protection</i></b>			
• Offset beach erosion, by placing sand on beaches in an environmentally sound and cost-effective manner			
<i>Maintain 11-year moving average of &gt;1M cubic yards of sand placed countywide (Annual sand volume has no direct correlation to this measure).</i>	1,240,000	1,000,000	1,200,000

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 5,301,861	\$ 6,748,073	\$ 3,090,265	\$ (3,657,808)	(54%)
Grants	729,798	2,279,045	2,273,573	(5,472)	-
Licenses & Permits	704,088	625,000	605,000	(20,000)	(3%)
Other	541,149	187,100	397,100	210,000	112%
Fund Balance	16,947,681	15,833,679	18,404,846	2,571,167	16%
SubTotal	\$ 24,224,577	\$ 25,672,897	\$ 24,770,784	\$ (902,113)	(4%)
<u>Appropriations</u>					
Personal Services	\$ 11,348,560	\$ 12,007,161	\$ 12,219,592	\$ 212,431	2%
Operating Expenses	7,111,389	21,220,516	20,090,928	(1,129,588)	(5%)
Capital Outlay	38,901	512,981	512,981	-	-
Transfers	40,260	219,363	177,773	(41,590)	(19%)
Reserves	-	7,356,615	8,231,502	874,887	12%
SubTotal	\$ 18,539,110	\$ 41,316,636	\$ 41,232,776	\$ (83,860)	-
<u>Ad Valorem Funding</u>					
	\$ 12,187,339	\$ 15,643,739	\$ 16,461,992	\$ 818,253	5%
Positions	126	126	127	1	1%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Charges for Services - Decrease is primarily due to removal of the remaining State Road Seven (SR7) mitigation dollars from the budget due to litigation. This also resulted in the reduction of operating expenditures.

Fund Balance - Increase is due to ongoing projects related to Natural Areas, Manatee Protection Program, and Lake Worth Lagoon.

**Appropriations**

Positions - 1

**Budget Process - 1:** One Land Management Assistant.

Transfers - Decrease is mainly due to an archaeologist position that will be fully funded by the Planning, Zoning, and Building department in FY 2020.

Reserves - Increase is due to the completion of several projects in relation to the Lake Worth Lagoon.





# **FACILITIES DEVELOPMENT AND OPERATIONS**

**Audrey Wolf, Director**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide efficient, cost effective, quality services in building design and construction, building maintenance and systems operation, property management, and electronic systems and security services which benefits the employees and the general public by providing safe and uninterrupted services, as well as positively presenting the Board of County Commissioners (BCC) and Constitutional Officers which instills trust and confidence in government.

**Department Overview**

The Facilities Development and Operations Department (FD&O) is responsible for siting, building, and operating the County's physical plants, major equipment, and electronics systems. This includes the buildings occupied by the Sheriff's Office and the 15th Judicial Circuit Court, as well as several other Constitutional Officers including the Property Appraiser, Supervisor of Elections, and the Tax Collector. More specifically, this includes the implementation of capital building and land improvement projects, the maintenance and operation of more than 800 occupied structures, and the countywide public safety radio system operations and maintenance.

**Administration Division**

Provides oversight and support for the department's day-to-day duties, responsibilities, and performance including operational and long-term directives as well as interactions with the public, facility users, external administration representatives, and elected officials. Administration also includes Strategic Planning, which is responsible for various departmental functions spanning long-range planning, fiscal management, regulatory compliance, space allocation, and the Art in Public Places program. It also includes is Business Operations, which develops construction procurement procedures, administers all departmental procurements, conducts vendor outreach, reviews and issues facility use permits, reviews policy documents and drafts internal procedures, processes departmental public records requests, and acts as departmental resource on various matters related to agreement development and contract administration.

**Capital Improvements Division (CID)**

Provides a full range of architectural, engineering, contract, and project management services directed toward ensuring the highest possible quality and value in the design and construction of all County capital projects. Primary services include procuring architectural and engineering services for capital projects, administering bids and other procurement related activities for capital projects, and administering capital project construction activity.

**Electronic Services and Security (ESS)**

Provides specifications, acquisition, project management, acceptance testing, and continued operations and support for all electronic systems. Maintains facility safety and security, including on-site security personnel, security surveys, and training. Monitors facility access control, including criminal history record checks, card access, and key control. Provides operations and support for the County radio systems and support for FD&O's automation and remote management projects.

**Facilities Management Division (FMD)**

Provides services focused on asset management and preservation of County-owned property. Services include preventative and corrective maintenance; replacement of equipment in County buildings; custodial and landscaping services at designated sites; facility related emergency response services after business hours; facility preparedness services; restoration of services in the event of emergencies/disasters; facilities support during emergency activations; review of new capital development and renewal/replacement projects; warranty administration on building systems; completing the construction specification of mechanical/electrical components and systems; identifying/implementing initiatives for the reduction of energy consumption; continuing improvements, enhancements, and planned renewal of buildings/properties; and parking operations for the County's Governmental Center, Judicial Center, South County Courthouse Complex, and Vista Center.

**Property and Real Estate Management (PREM)**

Provides a full range of real estate services to departments and agencies under the BCC and Constitutional Officers. Services include acquiring property and disposal of surplus County properties, administering leases for County leased facilities, coordinating civic site acquisitions and use, providing technical support for the development of County facilities, and responding to public inquiries and complaints concerning County property.

**FY 2019 Highlights & Accomplishments**

- CID presented at two small business industry workshops sponsored by the Office of Equal Business Opportunity (OEBO). The process for procuring construction services was presented along with upcoming CID projects.
- CID has reduced its dependence on Jacobs Construction Management for its Infrastructure Sales Tax (IST) reporting. This has been completed by internally training an existing employee familiar with County staff and projects on the IST reporting requirements.
- CID worked successfully with both the Department of Housing and Economic Sustainability (DHES) and Parks & Recreation on several federally funded projects.
- FMD continues to participate as a member of the Construction Academy Advisory Committee for West Technical Education Center to present County intern/employment opportunities to our Western communities and also hired interns from West Tech and Palm Beach Central.
- FD&O completed phase one of parking system upgrades for County facilities in downtown West Palm Beach.
- ESS staff completed Factory Certified Training on Lenel OnGuard, the County's new Access Control and Security Monitoring System being installed in the County's criminal justice buildings.
- ESS staff began receiving training on the new detention center control systems that are concurrently being installed in the Main Detention Center and the Main Courthouse.
- Six additional ESS Technicians obtained Certified Technology Specialist Certifications in Audio/Video Technology.
- ESS completed the multi-year renewal/replacement of approximately 700 County radios targeted for replacement utilizing IST proceeds.
- FD&O in partnership with Information Systems Services (ISS) unveiled the first phase of eFDO to include card access, work order, and storeroom modules. Workshops between ISS and PREM/CID staff have commenced to determine requirements and develop specific modules for projects tracking and management.
- FD&O successfully recruited a Deputy Director through a national search of qualified candidates.
- FD&O developed and began collecting data on key performance indicators (KPIs) for all divisions of the department.
- Strategic Planning made significant progress in the initial set-up of the Utility Tracking Software procured in FY 2018.
- Numerous department Policy and Procedure Manuals were developed to memorialize existing practices, procedures, and policies.
- Standard contract documents were revised for consistency with OEBO regulations.

**FY 2020 Emerging Issues**

- Ongoing interdepartmental and intergovernmental coordination related to County facilities and infrastructure in downtown West Palm Beach. These issues have had a substantial impact upon staff's workload, which is likely to continue for some time.
- FD&O will continue to be challenged with the number of complex large-scale renewal, replacement, renovation, and redevelopment projects to be undertaken in operating facilities where the impact of non-operational status is high.
- CID has experienced staff turn-over as other County agencies have posted positions with equal or greater monetary compensation. The turn-over has required additional time to be expended by existing key staff in order to properly train the replacement staff on the protocol and process required to complete County construction projects.
- Due to increased construction activity throughout South Florida, the recruitment of experienced and qualified staff is limited due to competition within the marketplace.
- Planning and preparing for the retirement of long tenured staff including the Directors of FD&O and PREM, one regional facility manager, two facility supervisors, and other administrative staff.
- Identifying, planning, and preparing for future needs, while tending to all immediate priorities, projects, and assignments.

<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Goal FY 2020</b>
<b>Capital Improvement Division</b>			
• Continue to integrate project management software to provide controls over capital projects including closing projects within 5.6 months			
<i>Average time (in months) between substantial and final completions and contract close-out</i>	5.6	5.6	5.3
<b>Electronic Services and Security</b>			
• Complete audit of all seven Judicial facilities to include site specific security protocols, access control, and emergency response procedures			
<i>Complete audit of seven judicial facilities to include card access, security protocols, and emergency response procedures.</i>	2	2	2
• Implement a solution in conjunction with ISS for facility life safety, security, and building management systems to meet the loss of analog phone lines			
<i>Design and implement with ISS an alternative solution to analog telephone lines for monitoring status and reporting activations of building life safety and management systems.</i>	0	1	1
• Implement monthly integrity testing program for x-ray screening			
<i>Implement monthly successful testing of prohibited items with a goal of not less than 109 annually.</i>	120	109	120
• Reduce the number of card access systems managed from five to two. To do so requires procurement and implementation of the Criminal Justice card access system at 26 sites over a 10 year period			
<i>Sites requiring card access replacement to new Criminal Justice card access system. Procure and Implement at not less than two sites per year.</i>	0	2	5
• Utilize key tracking software to electronically manage proprietary keyways countywide			
<i>Number of installed software on management computers; input existing key tracking information into program for 47 sites.</i>	0	1	2
<b>Facilities Management</b>			
• Increase or sustain previous year's percentage of the preventative maintenance program hours to reduce corrective maintenance-type work thereby reducing downtime and system failures			
<i>Percentage of preventative maintenance hours in relation to total maintenance hours.</i>	82	82	83
• Increase percentage of buildings assessed with an overall condition of good or excellent			
<i>Percentage of good or excellent assessments on 50% of the overall maintained square footage</i>	90	97	98
<b>Property and Real Estate Management</b>			
• Identify at least one site for development of a project with funding, size, location, and/or operational constraints			
<i>Number of constrained projects sited</i>	1	2	3
• Maintain or increase the number of surplus properties disposed of at prior year levels			
<i>Number of surplus properties disposed</i>	15	40	45

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 2,218,769	\$ 4,753,400	\$ 3,222,748	\$ (1,530,652)	(32%)
Grants	2,409	-	-	-	-
Other	119,161	238,000	64,000	(174,000)	(73%)
SubTotal	\$ 2,340,339	\$ 4,991,400	\$ 3,286,748	\$ (1,704,652)	(34%)
<u>Appropriations</u>					
Personal Services	\$ 25,628,999	\$ 27,236,804	\$ 27,477,742	\$ 240,938	1%
Operating Expenses	15,011,233	17,612,841	18,014,647	401,806	2%
Capital Outlay	63,966	220,103	228,603	8,500	4%
Grants and Aids	142,200	-	-	-	-
Charge Offs	-	(140,000)	(140,000)	-	-
SubTotal	\$ 40,846,398	\$ 44,929,748	\$ 45,580,992	\$ 651,244	1%
Positions	319	323	326	3	1%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Charges for Services - Decrease is primarily due to aligning the budget with historical actuals. This also attributed to the decrease in Other revenue.

**Appropriations**

Positions - 3

**Budget Process - 3:** Increase the accuracy and efficiency of the work responsibilities.

**Facilities Dev & Ops Admin - 1:** One Technical Procurement Specialist.

**Capital Improvements - 1:** One Facilities System/Project Manager.

**Security and Access - 1:** One Technical Assistant.





# **FIRE RESCUE**

**Reginald Duren, Fire Rescue Administrator**

**405 Pike Road  
West Palm Beach, Florida 33411  
Phone: 561-616-7000**

**Website Address: <http://discover.pbcgov.org/pbcfr/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To protect life and property against injury and fire through education and code compliance. To respond to medical emergencies, fire, and hazardous materials incidents.

**Department Overview**

Palm Beach County Fire Rescue was created by County Ordinance in 1984 to provide fire, emergency medical services, advanced life support, and transport services to the unincorporated areas of the County, as well as several municipalities. The Department is primarily funded by Ad Valorem taxes through two Municipal Service Taxing Units (MSTUs).

**Aviation**

Responds to aviation-related fire and medical emergencies within and around Palm Beach International Airport (PBI); provides for new and recurrent specialized Aircraft Rescue Fire Fighting (ARFF) training to battalion personnel along with Fire and Emergency Medical Services (EMS) training; and performs regular fuel truck and fuel farm fire inspections to all fueling operations located within PBI, Palm Beach County Park Airpark, North Palm Beach County General Aviation Airport, and Palm Beach County Glades Airport.

**Bureau of Safety Services**

Responsible for reducing fire and life loss through education and the formulation and enforcement of the Palm Beach County Fire Code. Primary services include: development and implementation of efficient and effective fire and life safety education for the residents and visitors of Palm Beach County; the review of building plans to ensure compliance with the fire code; periodic fire inspections of multi-family residential occupancies, commercial buildings, and buildings under construction to assure fire code compliance and life safety; and investigation of the cause, origin, and circumstance of fires.

**Dispatch & Telecommunications**

Provides 24 hour emergency dispatching services for the 9-1-1 Communications Center. Emergency fire and rescue units are dispatched from the Communications Center for the unincorporated areas of the County, cities who receive primary fire service from the County, and cities with dispatch agreements with the County. Primary services include: dispatching emergency requests for fire, rescue, and emergency service; dispatching private ambulance units for emergency services; and notifying the public and news media of pertinent information regarding emergency incidents.

**Operations**

Responsible for the response to and mitigation of a wide variety of fire and medical emergencies. Primary services include: respond to fire and medical emergencies; conduct suppression activity and/or provide pre-hospital care; respond to hazardous materials incidents; conduct pre-fire planning on all major target hazards; and provide a volunteer-based Community Assistance Team (CAT) to offer post-incident assistance, including bereavement, emotional, and social-service support to the citizens of Palm Beach County.

**Training & Safety**

Provides training, education, and safety programs to all Fire Rescue personnel, as well as other agencies, in order to support and enhance the delivery of emergency services. Primary services include providing needs assessment by rank in order to develop and deliver training programs in areas of emergency medical services and firefighting; conducting training in specialized areas such as hazardous materials, rope rescue, dive rescue, and Trauma Hawk; video production and broadcasting in support of training programs and public education; administering infectious/hazardous materials exposure control programs; and coordinating employee health and safety programs.

**Vehicle & Building Maintenance**

Ensures that all vehicles, apparatus, and facilities remain in top operational condition. Primary services include: the repair of apparatus as breakdowns occur; the provision of routine preventive maintenance on all emergency vehicles; the maintenance and repair of all Fire Rescue stations; to ensure work is completed in a timely and cost efficient manner; and to coordinate with other County departments for the renovation and construction of Fire Rescue facilities.

**FY 2019 Highlights & Accomplishments**

- Approved a collective bargaining agreement through September 30, 2021.
- Improved Insurance Service Office (ISO) rating from 3/10 to a 2/10.
- Converted to MobileEyes, a database created for capturing and storing inspection data and related information.
- Implemented a new database in Plan Review that simplifies the intake process, stores data, and streamlines information.
- Deployed several Fire Rescue staff to assist with catastrophic Hurricane Michael that struck the Florida Panhandle in October 2018; staff participated as members of the Urban Search and Rescue Taskforce, Disaster Medical Assistance Teams, All Hazard Incident Management Team, Strike Teams, and Communications Team.
- Participated in several drills and exercises this year to include BioShield (biological disaster preparedness exercise), Hurrex 2019 (hurricane preparedness exercise), HeatShield III (active shooter full scale regional drill), and the Boca Active Shooter Countywide drill.
- Deployed the Region 7 All-Hazard Incident Management Team in May for the massive flooding event in Oklahoma.
- Completed live fire training in collaboration with 10 municipalities and trained over 685 area firefighters.
- Provided weekly training, education, and logistical support to a robust Cadet Firefighter Program with over 175 cadets.
- Established the Palm Beach County Cardiac Care Collaborative, a multi-agency initiative comprised of area fire and EMS agencies, local hospitals, American Heart Association, and the Florida Department of Health, with the overall goal of achieving both improved outcomes and quality of life for cardiac arrest patients.
- Received Narcan/opioid antagonist funding for the second year in a row through the Florida Department of Health for the Helping Emergency Responders Obtain Support (HEROS) grant program.
- Received American Heart Association's "Mission: Lifeline Gold" Award for the third year in a row for our efforts and performance related to the care of patients suffering from myocardial infarction.
- Awarded Urban Area Security Initiative (UASI) grant funding to purchase EMS tactical equipment for use during active shooter/hostile events.
- Improved emergency communication access to our neighboring counties and improved radio interoperability.
- Completed the licensing and inspections for Fire Rescue's 800Mhz backup repeaters to provide continuous radio coverage in the event of a complete radio failure.
- Worked with cell phone providers to issue FirstNet and Public Safety priority service to all Fire Rescue issued cell phones. This allows us to have seamless priority service over normal users during time of heavy cell phone usage.

**FY 2020 Emerging Issues**

- Anticipate hiring 120 people to keep up with attrition and fulfilling the requirement of our up staffing model.
- Develop a new recruitment campaign and increase diversity at all levels of the organization.
- Implement an Electronic Narcotic Tracking system in an effort to promote diversion avoidance, promote safety and accountability, as well as elevate standards.
- Enhance compliant data sharing system between EMS and hospitals with the purpose of utilizing patient outcome data to measure the success of prehospital emergency treatment and interventions.
- Explore implementation of an Advanced Practice Provider Unit to provide highly trained qualified healthcare professionals with enhanced capabilities and skills in order to provide definitive care and treatment at home for low-acuity patients, when appropriate.
- Continue to expand the staff's understanding and implementation of new First Responder Post Traumatic Stress Disorder state legislation.
- Seek grant funding to provide training opportunities to Department members.
- Replace the outdated UPS system to Fire Rescue Dispatch, servers and E911 equipment located at the Emergency Operations Center.
- Research and update satellite data equipment for emergency communication when there is complete communications failure.
- Install new technologies with software defined radios to enable and create our own Wireless Local Area Networks when none exists in remote areas. This will expand our communications coverage capability.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Aviation</i></b>			
• Perform Federal Aviation Administration (FAA) standby drills and maintain a response time of three minutes or less for all FAA time trial drills			
<i>Percentage of FAA-mandated drills with response time three minutes or less</i>	100	100	100
<b><i>Bureau of Safety Services (BOSS)</i></b>			
• Maintain an average annual fire inspection completion rate of 81%			
<i>Annual fire inspection completion rate</i>	65	81	85
• Review at least 40% of all plans submitted for fire review within four working days			
<i>Percentage of plans reviewed within four working days</i>	36	40	50
<b><i>Dispatch and Telecommunications</i></b>			
• Complete at least 95% of all telecommunication work orders within 30 days			
<i>Percentage of telecommunication work orders completed within 30 days</i>	95	95	100
• Maintain a handling time of one minute or less for at least 90% of dispatched events			
<i>Percentage of dispatched events handled within one minute</i>	90	90	100
<b><i>Operations</i></b>			
• Achieve a turnout time of 1:30 or less, for emergencies dispatched			
<i>Percentage of emergencies dispatched achieving turnout time of 1:30 or less</i>	85	88	90
• Maintain availability of first due units at least at 94%			
<i>Percentage of available first due units</i>	93	94	96
<b><i>Vehicle and Building Maintenance</i></b>			
• Complete at least 95% of all after-hours call-out repairs without moving personnel to reserve apparatus			
<i>Percentage of after-hours call-out repairs completed without reserve apparatus</i>	94	95	97
• Compliance of at least 85% of the required fleet preventative maintenance (PM) inspections/service on emergency apparatus on time			
<i>Percentage of on time emergency apparatus fleet preventative maintenance inspections/service</i>	27	85	95

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 42,618,528	\$ 43,833,349	\$ 41,832,750	\$ (2,000,599)	(5%)
Grants	570,094	548,010	583,664	35,654	7%
Licenses & Permits	17,746	16,900	16,900	-	-
Other	3,632,707	(14,101,709)	(13,594,125)	507,584	4%
Interfund Transfers	-	93,000	93,000	-	-
Fund Balance	95,662,622	104,605,432	124,371,007	19,765,575	19%
<b>SubTotal</b>	<b>\$ 142,501,697</b>	<b>\$ 134,994,982</b>	<b>\$ 153,303,196</b>	<b>\$ 18,308,214</b>	<b>14%</b>
<b><u>Appropriations</u></b>					
Personal Services	\$ 247,255,313	\$ 257,726,736	\$ 278,879,340	\$ 21,152,604	8%
Operating Expenses	35,307,630	40,970,583	42,619,752	1,649,169	4%
Capital Outlay	8,152,903	19,294,747	25,984,280	6,689,533	35%
Grants and Aids	1,994,451	2,111,899	2,194,135	82,236	4%
Transfers	5,383,649	6,507,296	13,726,096	7,218,800	111%
Reserves	-	103,387,641	101,634,910	(1,752,731)	(2%)
<b>SubTotal</b>	<b>\$ 298,093,946</b>	<b>\$ 429,998,902</b>	<b>\$ 465,038,513</b>	<b>\$ 35,039,611</b>	<b>8%</b>
<b><u>Ad Valorem Funding</u></b>					
Countywide	\$ 9,202,268	\$ 12,097,035	\$ 12,384,572	\$ 287,537	2%
Fire Rescue	\$ 258,098,073	\$ 282,906,885	\$ 299,350,745	\$ 16,443,860	6%
<b>Positions</b>	<b>1,522</b>	<b>1,541</b>	<b>1,630</b>	<b>89</b>	<b>6%</b>

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Increase primarily due to increase in balance brought forward from previous year and carry forward from incomplete projects.

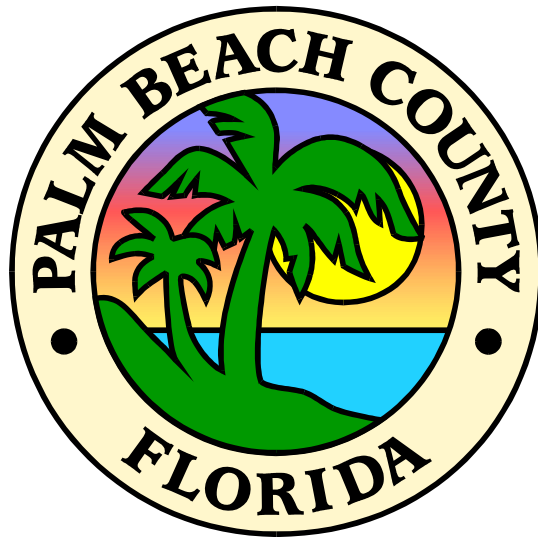
**Appropriations**

Positions - 89

**Budget Process - 89:** One Special Projects Coordinator, One Assistant Fire Rescue Administrator, One Communications Center Quality Assurance Manager, Two Communicator III, One Staff Captain/Training Officer, 59 Firefighters, 14 Lieutenant, Five Firefighters, Two Fire Safety Specialist (Plans Review), One Fire Safety Specialist (Inspections), One Staff Captain, and One Staff Captain/Continuous Quality Improvement (CQ) Officer,

Capital Outlay - Increase primarily due to increases in approved capital projects.

Transfers - Increase primarily due to an increase in transfer to cover the cost for approved capital projects.





# **FLEET MANAGEMENT**

**Audrey Wolf, Director**

**2633 Vista Parkway  
West Palm Beach, Florida 33411  
Phone: 561-233-4550**

**Website Address: <http://discover.pbcgov.org/fdo/pages/fleet-management.aspx/>**



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**DEPARTMENT SUMMARY**

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**Mission Statement**

To provide the highest quality of service in the most cost effective manner. Manage the equipment/vehicle policy fund, including specifications, assignment, funding, and disposal. Provide preventive and corrective maintenance services on vehicles and equipment. Purchase fuel and manage County fueling sites.

**FY 2019 Highlights & Accomplishments**

- Worked with Information Systems Services (ISS) to create upgrades to the Fleet Information System including electronic parts requests, better visibility of work order status for supervisors, improved search and sort capabilities for users, improved billing processes, electronic inspection capabilities, electronic work order requests for users, and the capturing of new data points. Upgrades are on track to be implemented in FY 2020.
- Successfully upgraded the fuel system console for 13 of the 15 countywide fuel sites, including Jet A. These upgrades allowed for better monitoring of the fuel system by providing real time alerts and better visibility of fuel levels and potential problems. Alarms can now be researched and resolved remotely within a matter of minutes, as opposed to the travel and diagnostic time required, at all hours of the day, for certain alarms.

**FY 2020 Emerging Issues**

- Continue to work with ISS to upgrade the Fleet Information System. The testing and implementation phase is to be completed in FY 2020. Implementation should increase productivity, provide more information regarding cost factors, streamline processes, eliminate the need for paper, and provide improved work order scheduling, thereby increasing asset availability.
- Many vehicle manufacturers are focusing on innovation and new technology, such as autonomous vehicles and electric vehicles. It is our responsibility to stay current with these innovations and evaluate the feasibility of implementing electric vehicles as the price of those vehicles decline. Consideration should include costs of vehicles and infrastructure, available incentives or funding, vehicle maintenance implications, and departmental needs for implementing electric vehicles for certain applications.
- It is important for user departments to have information on all costs surrounding employee transportation to ensure that the most economical and efficient decisions are made. Research will be done to provide information to departments, so informed business decisions can be made on whether to purchase or replace vehicles, use mileage reimbursements, or use rental and loaner vehicles.
- Continue to stay current with advancements in technology that may create cost savings or efficiency opportunities, such as automating in-house fuel truck delivery, capturing electronic signatures, or capturing new vehicle data.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Fleet Management</i></b>			
• Decrease asset downtime (days in shop), ensuring vehicles and equipment spend less time in the shop and more time in use to increase the quality of service provided			
<i>Average vehicle downtime days (days in shop)</i>	6	6.5	4
• Ensure the availability of vehicles to the county by decreasing the percentage of scheduled repairs versus total repairs			
<i>Increase percentage of scheduled repairs vs total repairs</i>	72	75	85
• Increase percentage of on-time asset maintenance and repairs by monitoring Integrated Business Solutions (IBS) NAPA parts management performance to ensure parts are available when they are needed			
<i>Percentage of parts available to an automotive technician upon first request</i>	90	90	100
• To provide the highest quality of service ensuring the reliability of vehicles and equipment by decreasing the amount of past due preventative maintenance			
<i>Percentage of vehicle/equipment past due for preventive maintenance</i>	6	5.75	5

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Other	\$ 37,911,877	\$ 39,820,307	\$ 41,039,121	\$ 1,218,814	3%
Fund Balance	17,123,173	21,434,734	19,828,521	(1,606,213)	(7%)
SubTotal	\$ 55,035,050	\$ 61,255,041	\$ 60,867,642	\$ (387,399)	(1%)
<u>Appropriations</u>					
Personal Services	\$ 5,051,709	\$ 5,257,248	\$ 5,359,493	\$ 102,245	2%
Operating Expenses	15,560,548	17,755,077	17,669,334	(85,743)	-
Capital Outlay	12,609,357	26,538,780	21,948,802	(4,589,978)	(17%)
Transfers	7,612	12,056	14,735	2,679	22%
Reserves	-	11,691,880	15,875,278	4,183,398	36%
SubTotal	\$ 33,229,226	\$ 61,255,041	\$ 60,867,642	\$ (387,399)	(1%)
Positions	59	59	59	-	-

## SIGNIFICANT CHANGES

**Appropriations**

Capital Outlay - Decrease is primarily due to the reduced carry forward funds from FY 2019 to FY 2020.

Transfers - Increase is due to the additional subscribers added to the 800 Mhz Radio System, according to the cost allocation plan provided by the Facilities Development & Operations department.

Reserves - Increase is due to maintaining the appropriate reserve requirements as described in the Fleet Management Reserve Procurement Policy Memorandum.

# **HOUSING AND ECONOMIC SUSTAINABILITY**

**Jonathan B. Brown, Director**  
**100 Australian Avenue, 5<sup>th</sup> Floor**  
**West Palm Beach, Florida 33406**  
**Phone: 561-233-3600**

**Website Address: <http://discover.pbcgov.org/HES/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To advance a high quality of life for Palm Beach County residents through housing, public services, infrastructure improvements, and economic development.

**Contract Development and Quality Control**

Prepares contracts and agreements entered into by the department. Reviews residential developer loan closing and contract documentation. Directs and participates in negotiations and other meetings with developers, sub-recipients, contractors, and consultants. Develops and updates policies and procedure manuals. Ensure compliance with legal guidelines, contracting principles, and other Federal and State requirements.

**Special Projects Management**

Responsible for conducting economic impact analyses and statistical analyses. Manages the Department Of Energy Block Grant (DOE), Environmental Protection Agency (EPA) revolving loan fund, and Clean Up grant. Tracks infrastructure improvements in the Glades Region. Administers the Economic Department Administration (EDA) grant for Lake Worth Park of Commerce. Partners with the Florida Atlantic Research and Development Authority on developing a North County Science and Research Park.

**Capital Improvements, Real Estate, and Inspection Services**

Responsible for project management of single family and multi-family construction and rehabilitation projects and capital improvement projects; reviews procurements, reimbursement requests, change orders, construction contracts, and consultant service agreements; provides inspection services during construction; and monitors programs that assure compliance with applicable funding and regulatory requirements.

**Mortgage and Housing Investments (MHI)**

MHI facilitates the HOME Investment Partnership Program (HOME), State Housing Initiatives Program (SHIP), and Neighborhood Stabilization Financing Mechanism Programs. MHI assists in the development, rehabilitation, and retention of affordable housing. This includes: competitive funding solicitations, financial restructuring, technical assistance, seminars and training, community outreach, and other revenue generating activities.

**Business Investments**

This section facilitates financing for commercial development projects through programs such as: Section 108 Loan, USDA Intermediary Relending, Energy Loan Program, Brownfield Revolving Loan Fund, and Industrial Development Revenue Bonds. It also works with the Florida State Qualified Target Industry program leveraging local incentives to assist large corporate relocation, expansion or preservation.

**Strategic Planning and Operations**

Responsible for the general planning and grant administration functions of Housing and Economic Sustainability (HES) including: program planning, research and analysis, regulatory interpretation, policy recommendations, funding solicitations, project evaluation, monitoring funded activities, performance reports, environmental reviews, audit responses, Policies and Procedures Manuals (PPM), Public Records Requests, Local Area Network and website administration, and public service activities.

**Business Compliance**

Responsible for compliance oversight and monitoring of economic development contracts and incentive programs that evaluate performance of funding recipients; oversee \$12 million Housing and Urban Development Section 108 Loan Program's Temporary Investments; manage \$57 million in economic development programs; develop policies and procedures to ensure compliance with county, state, and federal guidelines; and provide specialized technical assistance.



**FY 2019 Highlights & Accomplishments**

- Housing assistance was provided from multiple funding sources, including SHIP and HOME. One hundred and twenty-one homeowners were provided mortgages to acquire homes, housing rehabilitation/repair assistance, foreclosure prevention funding, and replacement housing assistance. In addition, 146 tenant households were provided with rental assistance and seven developers received assistance for purposes of providing affordable rental.
- \$4,502,897 investment of CDBG funds leveraged an additional \$885,1324 in other funds, with four Capital Improvement Projects completed during the fiscal year. Provided \$281,453 in CDBG funding to 12 non-profit agencies providing social services to 3,302 persons, including the homeless, the disabled, victims of domestic violence, abused/neglected children, and youth aging out of foster care.
- Advertised the availability of \$2.5 million of federal HOME funds for the development of rental units.
- Monitored 18 multifamily projects, including review of 542 tenant files and site inspections. Reviewed over nine financial statements for multifamily mortgage compliance and repayment analysis.
- Certified six Community Housing Development Organizations (CHDOs).
- Administered the Workforce Housing Program. Conducted orientations for 1,619 clients, income certified 125 clients, and 53 interested parties are on the wait list.
- Instituted roundtables to establish and enhance partnerships with 26 not-for-profit agencies
- Monitored 21 CDBG sub-recipients who carried out public services, economic development, and code enforcement activities, as well as 12 capital improvement projects.
- Processed \$1.6 million in loan servicing receipts from Economic Development Loan Programs and received approximately \$450,000 in program and investment income from fees and short-term investments
- Identified Tax Credit funding source through the Department Environmental Protection (DEP) generating \$44,742 in revenue from contaminated sites.
- Awarded \$801,306 in impact fee assistance to six projects that will result in 379 multi-family and six single family housing units
- Allocated \$2,000,000 in Neighborhood Stabilization Program (NSP) income to finance the construction of Village of Valor, a 157 unit affordable rent development for veterans and their families.
- \$19,921,972 in Community Development Block Grant (CDBG) funds expended on 12 Capital Improvement Projects providing public improvements for 160,019 beneficiaries.
- HES created and/or retained 3,752 jobs in Palm Beach County, consulted with and/or assisted over 3,392 businesses with support and technical assistance.
- Processed nine Industrial Development Bonds totaling \$311,650,000 (face value).
- Two business loans were closed, both were finance with Section 108 Loan Funds. Total amount borrowed from the county program was \$973,000 leveraged with \$693,592.41 in borrower cash/equity; \$2,431,000 in SBA financing; and \$2,969,780 in commercial loans. The two loan funded projects will create 37 jobs.
- The Board executed four Economic Development Incentive agreements totaling \$825,800. County incentives were leveraged by \$135,800 in municipal support and \$1,246,400 in State incentives. Incentivized projects will make a \$54,180,000 capital investment in Palm Beach County and will have a five year economic impact of \$723.6 million. Incentivized companies will create 332 new jobs and retain 312 existing jobs.
- Disbursed 230 housing assistance applications, and accepted 106 client housing applications for assistance totaling approximately \$4,185,000.

**FY 2020 Emerging Issues**

- Increasing construction costs challenge development of affordable housing within funding resource availability and regulatory/program limitations. Cash buyers/investors continue to out-compete homebuyers with conventional financing for the limited supply of affordably priced homes in decent condition.
- Increased rate of homeowners experiencing foreclosure.
- Demands for study to quantify affordable housing needs countywide.



<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Business Compliance</i></b>			
• Decrease number of businesses assisted per staff to ensure timely responses to borrowers and grantees <i>Number of businesses assisted per staff.</i>	170	128	116
• Decrease number of compliance audits per staff for a more manageable workload in providing accurate and timely compliance reviews <i>Number of compliance audits per staff</i>	116	92	80
• Decrease number of investment transactions per staff to ensure accuracy and timely submissions <i>Number of investment transactions per staff.</i>	65	40	24
<b><i>Business Investments</i></b>			
• Support preservation of current employment opportunities in Palm Beach County <i>Number of retained jobs committed (all programs)</i>	728	2,000	2,800
<b><i>Business Investments Section</i></b>			
• Support growth in employment opportunities in Palm Beach County <i>Number of new jobs committed (all programs)</i>	1,656	1,500	2,000
<b><i>Capital Improvements, Real Estate, and Inspection Services Section</i></b>			
• Expand and preserve affordable housing in Palm Beach County <i>Number of single family housing units constructed/rehabilitated.</i>	23	20	25
<i>Number of multi family housing units constructed/rehabilitated.</i>	335	400	500
<b><i>Special Projects Section</i></b>			
• Collaborate with other public entities to serve common housing, economic, and community development goals <i>Number of collaborative projects with other County departments, municipalities, and CRAs.</i>	14	12	20
<b><i>Strategic Planning Section</i></b>			
• Support the provision of safety net services to vulnerable County residents <i>Number of persons provided with social services</i>	4,925	6,000	7,200

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 208,893	\$ 164,048	\$ 235,518	\$ 71,470	44%
Grants	13,398,102	25,003,795	24,992,315	(11,480)	-
Other	12,708,423	6,746,381	4,997,815	(1,748,566)	(26%)
Fund Balance	33,518,127	36,646,472	31,011,104	(5,635,368)	(15%)
SubTotal	\$ 59,833,545	\$ 68,560,696	\$ 61,236,752	\$ (7,323,944)	(11%)
<u>Appropriations</u>					
Personal Services	\$ 4,503,606	\$ 5,179,139	\$ 5,446,872	\$ 267,733	5%
Operating Expenses	719,555	1,677,217	1,640,358	(36,859)	(2%)
Capital Outlay	9,587	5,000	5,000	-	-
Debt Service	2,050,813	3,404,016	3,408,099	4,083	-
Grants and Aids	15,129,859	56,949,557	50,224,907	(6,724,650)	(12%)
Transfers	2,805,274	1,857,064	1,124,481	(732,583)	(39%)
Reserves	-	4,668,038	4,618,794	(49,244)	(1%)
SubTotal	\$ 25,218,694	\$ 73,740,031	\$ 66,468,511	\$ (7,271,520)	(10%)
Ad Valorem Funding	\$ 4,425,515	\$ 5,179,335	\$ 5,231,759	\$ 52,424	1%
Positions	54	55	58	3	5%

## Significant Changes

**Non-Ad Valorem Revenues**

Charges for Services - Increase is primarily due to an increase in fees generated from Section 108 closings and Industrial Development Revenue Bond activities.

Other - Reduction is primarily due to the drawdown of loans from FY 2017 Section 108 loan pools, resulting in less available loan proceeds for FY 2020.

Fund Balance - Decrease is primarily due to reduction of SHIP funds resulting in less funding available for FY 2020.

**Appropriations**

Positions - 3

**Budget Process - 3:** One Planner I, One Planner II, and One Economic Development Analyst.

Grants and Aids - Decrease is due primarily due to the decline in funding for affordable housing projects.

Transfers - Decrease is due primarily to the reduction in the transfer to Parks and Recreation Department for the park improvement projects.



# **HUMAN RESOURCES**

**Wayne Condry, Director**

**100 Australian Avenue, Suite 300**

**West Palm Beach, Florida 33406**

**Phone: 561-616-6888**

**Website Address: <http://discover.pbcgov.org/humanresources/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To enable County departments to meet their service delivery responsibilities by hiring the most qualified employees, retaining valued employees by ensuring effective leadership, ensuring competitive wages and benefits, ensuring effective labor/management relations, providing training and development opportunities, and offering a safe and discrimination-free environment.

**Compensation and Records**

The Compensation and Records Division (C&R) provides competitive compensation strategies in an effort to retain valuable employees. Core services include: compensation, Human Resources Information System (HRIS), payroll, records, and retirement. Responsibilities include: updating class and pay plans, writing and maintaining job descriptions, conducting classification reviews, reviewing/approving position descriptions, ensuring HRIS system security with position control and end-user training, updating the payroll manual, administering and interpreting payroll policies and procedures, auditing departmental payroll records processing personnel actions, maintaining employee personnel records and verifying employment status; and coordinating the Florida Retirement System (FRS), deferred compensation, and prepaid legal plans.

**Employee Relations**

The Employee Relations Division provides guidance and systematic methods to improve employee performance/behavior, fosters relations between management and employees, and ensures collective bargaining obligations are met. Primary functions are to ensure equitable treatment of employees through guidance on disciplinary actions, grievances, appeals, and arbitrations, and to assist departments with performance, discipline, and union issues.

**Fair Employment Programs**

The Fair Employment Programs Division (FEP) handles complaints of discrimination and harassment. The section conducts internal investigations and prepares position statements in response to complaints filed with the Equal Employment Opportunity Commission (EEOC) and Florida Commission of Human Relations (FCHR). Staff prepares and monitors the annual Affirmative Action Plan. The section handles requests for accommodation under the Americans with Disability Act (ADA), and assists with Family and Medical Leave Act (FMLA) issues. They are also responsible for providing supervisory training on Equal Employment Opportunity (EEO)/ADA and sexual harassment law and issues.

**Recruitment and Selection**

The Recruitment and Selection Division (R&S) is responsible for the recruitment, assessment, and processing of new and current employees for the departments of the Board of County Commissioners. Primary functions include: sourcing and processing candidates for open positions; evaluating applications, and referring qualified candidates to departmental hiring authorities; developing, administering, and evaluating legally defensible examinations; responding to complaints/inquiries about the applicant selection process; extending job offers and conducting background checks on potential hires; and conducting new employee orientations regarding County rules, regulations, and conditions of employment. R&S Staff design and deliver employee, supervisory, and management training on applying, interviewing/selection process development, and Veteran's Preference.

**Training and Organizational Development**

The Training and Organizational Development Division (T&OD) provides learning and development services that cultivate outstanding employee performance and organizational excellence. The core services include: planning, scheduling, and implementing year-round learning programs which are promoted through a yearly catalog; directing the Leadership Development Programs; providing consulting and facilitation services to the County departments; obtain customized training to County departments; providing career development services to County employees; registration and tracking of training including maintaining the training histories of all County employees; tracking attendance at mandatory programs, such as new supervisor training and telephone communication training; and designing and/or implementing new programs, and enhancements to current programs.

**FY 2019 Highlights & Accomplishments**

- Compensation and Records (C&R) processed over 4,127 Personnel Action's (PA), 1,000+ New Employee Requisitions (NERs), 1,400 position descriptions, 195 reclassification requests, 11 special salary increases, 117 lead worker forms, 336 WHC forms, 34 temporary promotion forms, 55 Paid Parental Leaves, 541 retirement appointments, 108 DROP enrollments, 95 DROP terminations, and over 4,742 verification of employment requests. HRIS requests included 398 routing, 139 security, 174 added/deleted positions, and 51 specialized reports.
- C&R improved processes for emergency payroll processing by automating all non-permanent staff payroll entries on TAS. Considerable improvement for processing payroll for Hurricane Dorian was experienced.
- C&R continues with the Records scanning project. All past terminations are completed and scanned.
- FEP implemented new FMLA compliance procedures, which includes hands-on supervisory trainings and a comprehensive FMLA Leave Toolkit to assist supervisors with navigating the process. New processes were implemented for EDRP accommodation and FMLA requests.
- R&S researched, designed and developed a new supplemental questionnaire employment application pre-screening tool module in HRIS.
- R&S staff rated 20,300 applications, and processed 1,200+ NERs. R&S staff on-boarded over 500 new hires and facilitated employee conversions from nonmerit to merit positions.
- R&S/Testing and Assessment (T&A) staff presented six training workshops to County staff on: conducting legally defensible interviews, advanced interviewing techniques, employment application completion and improving interview performance; and reviewed/approved 5,951 interview questions for 471 jobs countywide.
- R&S/T&A sourced 690 entry-level firefighter applicants and hired 91 candidates for three Fire-Rescue (F/R) recruit classes; we developed/administered four F/R promotional processes that included four written exams and two practical exams for 213 total candidates.
- Leadership NeXt remains the most requested T&OD program; 156+ applications were received for 40 available seats. Sessions in FY 2019 provided emerging leadership development training for representatives of 22 departments.
- Completed the third class of The Leadership EXperience Program, which provided greater competency based skill building, participant led department tours, and countywide team-based leadership projects.

**FY 2020 Emerging Issues**

- C&R acquired a scanning application that will allow for full automation of electronic personnel files to redact, track, and store public records requests. Scanning of active files is underway. Projected completion date: July 2020.
- Evergreen countywide compensation survey completed. The findings will impact employee compensation and benefits.
- Ongoing evolution of the County's Emergency Response Procedures requires refining the process for handling FMLA and ADA accommodation/exemption requests.
- FEP hopes to implement new trainings on bullying in the workplace and cultivating respectful workplaces.
- The US is experiencing the lowest unemployment rate in 50 years. This resulted in shortages of workers to fill open positions. Human Resources (HR) is challenged to recruit and attract new workers, by identifying ways to refine our employer brand, and reach passive candidates who would fit with our culture.
- Research and implement digital on-boarding candidate portal, to facilitate pre-employment/hiring activities, electronically secure completed hiring documentation and associated deadlines/requirements, and provide connections to internal/external resources.
- Given the expanded need for training opportunities at managerial, professional, and staff levels, HR will be reviewing online management systems for implementation will be performed.
- New reporting abilities verified that registrations for most trainings, exceeded the maximum capacity resulting in denials of registrants. Reports also indicate the number of drops and no shows had a significant negative impact on the cost of training.
- Increased demand for T&OD training initiatives, an urgent need for agility to provide compliance training, and new ownership of the County's several leadership development content (all with a very lean budget); one professional level position is no longer sufficient to provide the quantity and quality required of today's increasing training needs to almost 6,000 employees.



<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Compensation and Records</i></b>			
• Create HRIS scheduler to automate the remaining payroll codes (i.e. C85/65, shift differential, lead worker)			
<i>Number of employees trained on new HRIS work scheduler</i>	160	180	200
• Create and refresh the Time Entry Approval (TEA) payroll dashboard. This is a multi-year project			
<i>Number of systems improved</i>	3	4	5
• Improve existing countywide process			
<i>Number of improved processes</i>	NA	1	1
<b><i>Employee Relations</i></b>			
• Decrease number of grievances by assisting departments with performance, discipline, and union issues			
<i>Number of grievances filed by employees</i>	65	64	61
• Increase internal customer satisfaction rating to 90			
<i>Percentage of internal customer satisfaction</i>	NA	85	90
• Review disciplinary actions to ensure consistency with the County Merit Rules and CWA Union contract			
<i>Number of disciplinary actions reviewed per Employee Relations Specialist</i>	82	78	82
• To provide excellent customer service by processing grievances within 60 days of receipt			
<i>Percentage of grievances processed within 60 days of receipt</i>	93	97	100
<b><i>Fair Employment Programs (FEP)</i></b>			
• Completing investigations of internal complaints within 90 days of receipt			
<i>Percentage of internal investigations completed within 90 days</i>	92	90	100
• Decrease and monitor external charges of discrimination			
<i>Amount of discrimination charges that are filed with external agencies</i>	NA	35	0
• Monitor efficiency in completing investigation and responding to external agencies			
<i>Percentage of charges of discrimination responded to within 90 days</i>	22	90	100
<b><i>Recruitment and Selection</i></b>			
• Reduce time to produce referral lists upon receipt of NER			
<i>Average days to generate a referral list upon receipt of NER</i>	34.03	25	23
• Utilize a training and experience criteria function in HRIS to expedite the rating of incoming employment applications			
<i>Number of employment applications rated</i>	29,505	30,000	32,000
<b><i>Training and Organizational Development</i></b>			
• Deliver the Leadership Next Program, The Leadership Experience, and 60 personal/professional development courses in a cost effective manner			
<i>Average cost per employee trained</i>	26.92	35	35
• Deliver two Leadership Next Programs, the Leadership Experience, and 60 personal/professional development courses			
<i>Number of full time equivalents (FTEs) trained</i>	1,290	1,200	1,200
• To obtain a program effectiveness rating of 3.25 for personal/professional development courses offered			
<i>Average yearly rating of program satisfaction (1 to 4, with 4 being the highest)</i>	3.25	3.25	3.25

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<u>Non-Ad Valorem Revenues</u>						
Charges for Services	\$ -	\$ -	\$ -	\$ -	-	
Other	799	-	-	-	-	
SubTotal	\$ 799	\$ -	\$ -	\$ -	-	
<u>Appropriations</u>						
Personal Services	\$ 2,735,864	\$ 2,958,375	\$ 3,009,881	\$ 51,506	2%	
Operating Expenses	218,091	380,750	383,400	2,650	1%	
Capital Outlay	7,337	3,000	3,001	1	-	
SubTotal	\$ 2,961,292	\$ 3,342,125	\$ 3,396,282	\$ 54,157	2%	
Ad Valorem Funding	\$ 2,960,493	\$ 3,342,125	\$ 3,396,282	\$ 54,157	2%	
Positions	33	34	34	-	-	



# **INFORMATION SYSTEMS SERVICES**

**Archie Satchell, Chief Information Officer**

**301 North Olive Avenue, 4<sup>th</sup> & 8<sup>th</sup> Floor**

**West Palm Beach, Florida 33401**

**Phone: 561-355-2823**

**Website Address: <http://discover.pbcgov.org/iss/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To build and optimize the County's information technology (IT) infrastructure as a secure, reliable, and affordable resource for automating work processes, enabling management decision-making, and providing public access to County information and programs. Centralized oversight of technology resources will be established through enterprise policies, standards, strategic plans, and governance committees.

**Department Overview**

Information Systems Services (ISS) provides a broad range of IT services including: installation and maintenance of the County's fiber optic network; technical support for computing platforms such as UNIX and Windows servers, desktop computers, laptops, tablet PCs, printers, and smart phones; developing custom software applications for County agencies; maintaining an inventory of more than 350 in-house software applications; the enterprise email system and numerous commercial vendor packages; Oracle database administration; enterprise Geographic Information Systems (GIS); installation and maintenance of all landline, cellular telephones, and related equipment including voice over IP (VoIP); video conferencing; IT project management; 24x7 Help Desk; user training; enterprise software licensing; and document imaging and scanning. In addition, ISS is responsible for back-up and recovery, security, and IT Resource Management for the procurement of IT-related goods and services.

**Application Services**

Responsible for developing, implementing, and maintaining business applications in close cooperation with County agencies; supporting vendor commercial software packages; serving as liaison to user agencies to communicate plans, coordinate service requests, and provide general consulting and project management services; and implementing a vast array of Oracle, SQL, and FoxPro databases for development and production environments. Additionally, the system administration function was implemented to oversee the operation and maintenance of department-specific applications.

**Computing Platforms**

Responsible for processing, storing, and protecting the County's vital information for its agencies and departments. Key responsibilities include a 24x7 Network Operations Center (NOC) as part of the Customer Care Center which also includes the ISS Help Desk, the desktop support function; application database hosting; data storage and recovery; enterprise printing and scanning; and end user training.

**Other IT Operations**

This is a grouping of the remaining programs that do not have divisional status, including IT Security, Quality Assurance, and the Countywide GIS Program.

**Network Services**

Responsible for providing reliable, survivable, and cost effective voice, video, and data communications services. Key responsibilities include design, deployment, and maintenance of enterprise voice and data services; maintenance of a comprehensive security program to safeguard information; video conferencing and streaming; providing wireless access to the County's network; and providing the public with remote access to e-government applications. The Division is also responsible for the maintenance and build-out of the County's fiber-optic network and overall management of telecommunications expenses.

**Finance & Administrative Services**

Responsible for administering technology procurement and contracts; budget preparation and monitoring; cost allocation plan development and billing; employee payroll and timekeeping; financial reporting; asset receiving and inventory tracking; audit coordination; and a variety of special projects. The Division's purpose is to efficiently administer these tasks in direct support of ISS service operations, our employees, and customer base.

**FY 2019 Highlights & Accomplishments**

- Digital Counties Survey awarded Palm Beach County seventh place among large counties in 2019.
- Awarded eight National Association of Counties (NACo) Awards (100 % of Submittal) for a variety of applications that were developed in collaboration with partner agencies.
- Achieved a favorable customer satisfaction rating of greater than 96%.
- Successfully upgraded the intranet website to SharePoint 2016.
- Consolidated infrastructure for Palm Tran and Fire Rescue.
- Created an Information Security Division.
- Completed a refresh of the hardware located at the North West Regional Data Center.
- Replaced 300 Wireless Access Point devices across the County.
- Implemented Palo Alto Next Generation firewalls to be used Countywide.
- Replaced the Google appliance infrastructure with the SharePoint search engine.
- Selected new email archiving system and began converting archive Outlook records.
- Implemented and upgraded multiple applications including: Card Tracking System, Vendor Directory, Office of Equal Business Opportunity Online Portal, Facilities Development & Operation's Security Log application, Planning, Zoning, & Building's Online Search Request, technical refresh of the ePZB application, Property Appraisers' Homestead portability and Tangible Address change module, Online Platting Application for Engineering, Golden Palm application, enterprise Contract Management System rollout to various county departments, Contract Monitoring System, Virtual Appointments for Community Services repeat clients, Advanced Metering Infrastructure Contractor Change Out module and Credit Card Payments (Lobby Point of Sale) for Water Utilities, Laboratory, Toxicology, Evidence and Records Management for Medical Examiner.
- Implemented SOLR search for Integration with business application.
- Increased data storage capacity with implementation of new enterprise data storage platforms.
- Provided critical staff support to Supervisor of Elections during elections and recounts.
- Installed 7,732,464 strand miles of fiber optic network cabling (35 miles).
- Completed the update of the strategic plan for ISS for 2019 through 2021.
- Completed the Fiber Run to Belle Glade.
- Implemented capability for periodic security tests of employee phishing vulnerability.
- Commencement of Windows 10 upgrade.

**FY 2020 Emerging Issues**

- Retirement of Management Staff requires the transferring of institutional knowledge and exploration of new processes.
- The need to balance competing capital funding priorities between upgrading infrastructure versus exploring new technologies and alternatives.
- Cyber security remains a top priority in the face of increased threats of data theft and system disruption.
- The integration of the Traffic Division's fiber-optic network into the County network provides an opportunity to create efficiencies.
- Working to meet the increasing Data Storage needs as we comply with digital document retention protocols.
- Rapid technology changes present a challenge to our ability to keep pace with our customer's needs.
- Adoption of a mobile first or mobile only technology principle creates an additional wrinkle in application development.
- Exploring the potential upgrade to version 4.0 of the Advantage Financial System.



<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Customer Care Center</i></b>			
• Achieve and maintain abandoned help desk call rate of less than 5%			
<i>% of help desk calls abandoned</i>	N/A	3	2
<b><i>Department-wide</i></b>			
• Achieve a customer satisfaction rating of 95% or greater			
<i>Customer satisfaction rating</i>	96.7	95	100
<b><i>IT Security</i></b>			
• Achieve 97% or greater of blocked malicious email communication			
<i>Malicious emails blocked by Proofpoint - % of total</i>	N/A	95	97
• Train 40% or greater of the workforce in Security Awareness			
<i>% of workforce completing security awareness training</i>	N/A	33	40
<b><i>Network Services</i></b>			
• Maintain 99.99% uptime			
<i>% Network availability</i>	N/A	99.99	99.99
• Migrate AT&T data service from Metro-E technology to AT&T Switched Ethernet (ASE) technology			
<i>% of AT&amp;T data service converted; Metro-E to ASE</i>	N/A	70	100
• Technical Refresh of wireless infrastructure to include newer radios and upgraded wireless controllers			
<i>% wireless infrastructure upgraded</i>	N/A	80	95
<b><i>Service Level Agreements</i></b>			
• Achieve and maintain a 95% restoration rate for reported problems			
<i>% SLAs met for restoration</i>	88.66	95	100
• Achieve or maintain 95% response rate for initial problem reports			
<i>% SLAs met for initial response</i>	89.89	95	100
• Resolve 20% or greater of problem tickets upon first intake			
<i>% of problem tickets resolved upon first intake</i>	21.17	20	25

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>		
	<b>FY 18 Actual</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>	<b>\$</b>	<b>%</b>
<b><u>Non-Ad Valorem Revenues</u></b>					
<b>Charges for Services</b>	\$ 9,301,784	\$ 10,661,157	\$ 9,081,683	\$ (1,579,474)	(15%)
<b>Other</b>	18,006	-	-	-	-
<b>SubTotal</b>	\$ 9,319,790	\$ 10,661,157	\$ 9,081,683	\$ (1,579,474)	(15%)
<b><u>Appropriations</u></b>					
<b>Personal Services</b>	\$ 21,961,980	\$ 24,413,935	\$ 24,130,097	\$ (283,838)	(1%)
<b>Operating Expenses</b>	11,079,456	11,151,839	9,754,465	(1,397,374)	(13%)
<b>Capital Outlay</b>	50,320	102,910	100,500	(2,410)	(2%)
<b>SubTotal</b>	\$ 33,091,756	\$ 35,668,684	\$ 33,985,062	\$ (1,683,622)	(5%)
<b>Ad Valorem Funding</b>	\$ 23,771,967	\$ 25,007,527	\$ 24,903,379	\$ (104,148)	-
<b>Positions</b>	213	213	213	-	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Charges for Services - Decrease in revenue is due to changes in enterprise services. Phone charges moved to General Government. The move in phone charges is also directly related to the decrease in operating expenses.

**Appropriations**

Personal Services - Decrease is primarily due to the retirement of the previous Chief Information Officer and a reduction in insurance cost.



# **LEGISLATIVE AFFAIRS**

**Rebecca De La Rosa, Director**

**301 North Olive Avenue, Suite 1101**

**West Palm Beach, Florida 33401**

**Phone: 561-355-3452**

**Website Address: <http://discover.pbcgov.org/legislativeaffairs/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To assure the support of Palm Beach County's (PBC) objectives before the Florida Legislature and the United States Congress and to provide coordination and assistance to the thirteen-member Legislative Delegation, League of Cities, and other local agencies and associations.

**Department Overview**

On federal issues, the Legislative Affairs Office routinely meets with congressional offices and federal agencies regarding County issues and actively works with the National Association of Counties (NACo) to support and develop federal legislative priorities. Other services of the Legislative Affairs Office include coordinating the activities of contract lobbyists, providing grant writing assistance to County departments, scheduling periodic meetings with the Legislative Delegation and other outside agencies, and coordinating PBC's Lobbyist Registration Program.

The Legislative Affairs Office is responsible for preparing the Federal and State Legislative Program for consideration by the Board of County Commissioners (BCC) and advocating those priorities before the Executive Branch of United States Government, United States Congress, the Executive Branch of the State of Florida, and the Florida Legislature. The Legislative Affairs Office assists the Legislative Delegation of PBC with matters such as guiding local bills through the legislative process and monitoring the status of proposed bills. Advocacy in Tallahassee for legislation includes meetings with legislators and staff, coordinating PBC Day activities, and testifying before legislative committees. The Legislative Affairs Office coordinates with the Florida Association of Counties (FAC) and is active in the development of their statewide legislative agenda.



**FY 2019 Highlights & Accomplishments**

- Hosted tours for elected officials and staff at the following locations: South Florida Water Management District, Emergency Operations Center, PBC Food Bank, as well as other locations.
- Coordinated with various local organizations in developing legislative strategies for their priorities including: the Economic Council, Business Development Board, School Board, Scripps Florida, the League of Cities, Florida Atlantic University, Palm Beach State College, CareerSource, South East Florida Behavioral Health Network, ChildNet, Southeast Florida Regional Climate Change Compact, among others.
- Lobbied for funding for the top priorities of the County including: Affordable Housing/Homelessness, Opioid Use/Sober Homes, Hurricane Preparedness, Transportation and Infrastructure, and Criminal Justice. In addition, worked with partners to attain funding for projects of statewide significance including but not limited to housing/homelessness, transportation, criminal justice and environmental/water projects.
- Assisted in the successful passage of several pieces of legislation directly related to the County's top state legislative priorities including but limited to: HB 107 Texting While Driving which makes texting while driving a primary offense; SB 366 Needle Exchange Program allowing a county commission to establish a sterile syringe and needle exchange program; HB 325 Coastal Management revising the statutory criteria by which local beach and inlet project grant requests are ranked by the Department of Environmental Protection; HB 851 Human Trafficking establishes a Direct Support Organization for resources to victims, requires law enforcement training and allows for expungement of kidnapping charges; and HB 95 C-51 Reservoir expanding provisions of the C-51 project to apply to Phase I, which is currently restricted to Phase II.
- Assisted in supporting opposition to legislation that did not pass and not supported by the County, including but not limited to: HB 987 Vacation Rentals which would have invalidated ordinances that had been previously passed before 2011 and took authority away from Homeowners Associations; HB 3 Preemption of Local Regulation of Occupational Licensure would have sunsetted all local regulations on professions and occupational licensure by 2021, and preempted licensure for certain jobs such as painting/flooring interior remodeling; HB 1237 Towing & Immobilizations would have set licensure and notice requirements and prohibited ordinances/rules that impose a fee on wrecker operators and immobilization of vehicles/vessels.
- The County worked to secure \$9 million in Small County Outreach Program funding to benefit road infrastructure in the Glades Region. In addition, PBC received over a quarter billion dollars as part of the State's road, rail, transit and port programs. PBC helped secure \$50 million for Visit Florida, over \$26 million for State Aid to Libraries/Library Cooperatives, \$40 million for the Job Growth Grant Fund, \$228 thousand for Historic Preservation Grants and over \$2 million for cultural/museum grants. PBC School District received over \$8 billion in Florida Education Finance Program dollars, over \$1 million was received by PBC for water projects/beach restoration, and \$150,000 was received for the RESTORE Offender Re-Entry Program. In addition, affordable housing programs received \$200.6 million statewide. The County secured over \$1 million for local housing programs.
- Federal accomplishments include: lobbied Congress and the White House for bi-annual passage of the Water Resources Development Act, which authorizes numerous Florida projects, including authorization of a reservoir south of Lake Okeechobee, Everglades restoration, port and inlet construction, and beach nourishment; lobbied for support for the Gulf of Mexico Energy Security Act of 2006, which bans oil and gas leasing within 125 miles of Florida's east coast free from oil drilling. In addition, PBC lobbied for Bahamian relief, S. 8 Veterans Homelessness, continuum of care funding, Temporary Protected Status, sand transfer plant, cyber security, business impact on Lantana Airport, a rural roads grant program and US Department of Transportation Rural Opportunities to use Transportation for Economic Success initiative.
- Held three Legislative Delegation public hearings and three Legislative Delegation workshops with the PBC League of Cities, the PBC BCC, and the PBC School District.

**FY 2020 Emerging Issues**

- Monitor the state Sadowski and Transportation Trust Funds to ensure those funds are used for their intended purposes and not rolled into the State's General Revenue fund.
- Monitor discussions and funding opportunities to battle the opioid crisis in PBC.
- Medicaid will continue to be an issue in terms of local-state cost share and how it will affect future revenue sharing for PBC.



<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
• Conduct six total public hearings, delegation meetings, and workshops <i>Conduct six public hearings, delegation meetings, workshops</i>	6	6	6
• Coordinate and participate in meetings with legislators, media, interest groups, agencies, and constituents <i>Number of meetings participated in with legislators, media, interest groups, agencies, and constituents (combined total)</i>	11,000	11,040	11,400
• Effectively serve as the liaison between the FAC, NACo, and other county/legislative related organizations by attending annual legislative policy conferences and other meetings and events <i>Number of legislative conferences and NACo/FAC events attended by Legislative Affairs staff or other county staff as directed by Legislative Affairs (combined total)</i>	10	10	10
• Facilitate the meeting schedule for county officials during PBC Day in Tallahassee in order to discuss county priorities <i>Number of meetings scheduled for PBC attendees.</i>	50	50	55
• Propose and advocate for the County's annual State and Federal Legislative Program <i>Number of state and federal legislative priorities successfully advocated for.</i>	35	40	45
• Secure funding in the state budget for PBC <i>Amount of funding secured in the state budget for PBC (in millions)</i>	60	65	70

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Licenses & Permits	\$ 8,300	\$ -	\$ -	\$ -	-	
Other	1,801	-	-	-	-	
<b>SubTotal</b>	<b>\$ 10,101</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	
<b><u>Appropriations</u></b>						
Personal Services	\$ 274,401	\$ 296,905	\$ 301,124	\$ 4,219	1%	
Operating Expenses	150,457	187,634	187,892	258	-	
Capital Outlay	1,560	-	-	-	-	
<b>SubTotal</b>	<b>\$ 426,418</b>	<b>\$ 484,539</b>	<b>\$ 489,016</b>	<b>\$ 4,477</b>	<b>1%</b>	
<b><u>Ad Valorem Funding</u></b>						
	<b>\$ 416,317</b>	<b>\$ 484,539</b>	<b>\$ 489,016</b>	<b>\$ 4,477</b>	<b>1%</b>	
<b>Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>-</b>	<b>-</b>	



# **MEDICAL EXAMINER**

**Dr. Wendolyn Sneed, Medical Examiner Director**

**3126 Gun Club Road  
West Palm Beach, Florida 33406  
Phone: 561-688-4575**

**Website Address: <http://discover.pbcgov.org/medicalexaminer/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide professional, compassionate, and timely Medicolegal Death Investigations in accordance to statutes, rules, and regulations of the State of Florida. To disseminate the gathered information to families and appropriate agencies to ensure the safety and well-being of the citizens of Palm Beach County.

**Department Overview**

Under Chapter 406, Florida Statutes and Florida Administrative Code II-G, the Medical Examiner's Office investigates cases of sudden, unexpected and non-natural deaths, as well as other cases that fall under Medical Examiner Jurisdiction. The Medicolegal Death Investigators gather information from the scene of death, through law enforcement personnel and other government agencies, and through review of medical records. The Medical Examiners review all available information, collect evidence from the bodies, and perform necessary studies for determination of cause and manner of death. Other responsibilities include review of all cremation cases in Palm Beach County, tracking local mortality trends, provide support to law enforcement agencies in the presentation of forensic evidence to the court system, and providing testimony in judicial proceedings.

**FY 2019 Highlights & Accomplishments**

- Appointed a new Chief Medical Examiner and two Associate Medical Examiners.
- In the process of replacing the aged radiological equipment with a state of the art Lodox unit.
- Taught Florida Atlantic University and Nova Southeastern Medical students.
- Had a platform presentation at the annual conference in Forensic and Pediatric Pathology, in Atlanta Georgia.
- Had a poster presentation at the National Association of Medical Examiners Annual Meeting, in Kansas City, Missouri.

**FY 2020 Emerging Issues**

- Begin the process of accreditation for Medicolegal Death Investigators through the American Board of Medicolegal Death Investigators.
- Expanding staff to include a new forensic technician in response to work load.
- Implementation of secure transmissions of medical examiner documents.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
• Decrease turnaround time for professional postmortem examinations from 19 business hours to 16 business hours			
<i>Turnaround time for postmortem examination (hrs)</i>	16	19	16
• Maintain accreditation by the National Association of Medical Examiners (NAME) by completing autopsy reports within 90 days (Phase II)			
<i>Have 90% of reports of all postmortem examinations completed within 90 days from the time of autopsy</i>	83.16	90	90
• Surveil effects of opioid (drug) abuse in Palm Beach County			
<i>Total number of opioid fatalities in Palm Beach County</i>	448	144	120
• To document number of cases per physician in order to comply with NAME standards			
<i>Average number of autopsies performed by pathologist</i>	211.77	225	200
• To ensure that greater than 95% of all homicides and suspicious cases are being reported and appropriately documented by the medical examiner's office (NAME Phase-II)			
<i>Autopsy performed in greater than 95% of all cases suspected of homicide at the time of death.</i>	56.47	95	95
• To have a Medical Examiner review all reports created by a medicolegal death investigator (MDI) with declined jurisdiction and all cases electronically reported by various law enforcement agencies within 24 hours of receipt (NAME Phase I)			
<i>All medical examiner's cases need to be reviewed by a Medical Examiner within 24 hours.</i>	45	100	100
• To measure efficiency of physicians to finalize autopsy reports within the pre-established time frame by NAME (Phase I)			
<i>90% of reports of all postmortem examinations completed within 60 calendar days from time of autopsy</i>	34.25	60	60



## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
<b>Charges for Services</b>	\$ 404,988	\$ 379,000	\$ 385,000	\$ 6,000	2%	
<b>Grants</b>	34,485	3,000	3,000	-	-	
<b>Other</b>	2,380	-	-	-	-	
<b>SubTotal</b>	<b>\$ 441,853</b>	<b>\$ 382,000</b>	<b>\$ 388,000</b>	<b>\$ 6,000</b>	<b>2%</b>	
<b><u>Appropriations</u></b>						
<b>Personal Services</b>	\$ 3,098,443	\$ 3,530,849	\$ 3,499,816	\$ (31,033)	(1%)	
<b>Operating Expenses</b>	786,107	814,415	832,782	18,367	2%	
<b>Capital Outlay</b>	4,674	496,690	506,620	9,930	2%	
<b>SubTotal</b>	<b>\$ 3,889,224</b>	<b>\$ 4,841,954</b>	<b>\$ 4,839,218</b>	<b>\$ (2,736)</b>	<b>-</b>	
<b>Ad Valorem Funding</b>	<b>\$ 3,447,370</b>	<b>\$ 4,459,954</b>	<b>\$ 4,451,218</b>	<b>\$ (8,736)</b>	<b>-</b>	
<b>Positions</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>1</b>	<b>4%</b>	

## SIGNIFICANT CHANGES

**Appropriations**

Positions 1 :

**Budget Process** - A Forensic Technician was added to address the increased workload and help control overtime costs.

The background of the page is a photograph of a tropical garden. In the center, there is a large, rustic structure made of woven palm fronds or similar natural materials, resembling a thatched hut or a large sculpture. It has several dark, irregular openings. The structure is surrounded by lush greenery, including various shrubs, flowering plants, and tall palm trees in the background. The lighting is bright, suggesting a sunny day.

# **OFFICE OF FINANCIAL MANAGEMENT & BUDGET**

**Sherry Brown, Director**

**301 North Olive Avenue, 7<sup>th</sup> Floor  
West Palm Beach, Florida 33401  
Phone: 561-355-2580**

**Website Address: <http://discover.pbcgov.org/ofmb/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To manage, monitor, and maintain financial resources to achieve outstanding results.

**Budget Division**

The Budget Division prepares and administers the County's annual budget in accordance with Florida Statutes and policies of the Board of County Commissioners (BCC), and fulfills an oversight role on behalf of County Administration and the BCC. The division also provides general guidance and assistance to County departments, members of the public, media representatives, and other government agencies. Primary services include preparing the County's annual operating and capital budgets; analyzing and processing changes to the adopted budget; planning for future operating and capital requirements; reporting financial trends and issues, major project status, and departmental performance measurement data; reviewing and commenting on the fiscal impact of Board agenda items; and providing financial expertise, assistance, and information to the Board, Administration, departments, citizens, and media representatives.

**Contract Development & Control Division**

The Contract Development & Control (CDC) Division serves as the clearing house for coordinating all formal contracts and related documents to ensure compliance with BCC policies, as well as, State Records Management requirements. To carry out its mandate, the Division facilitates the initiation, completion, and approval process of contract related items through the review of contracts, agenda items, Request for Proposals (RFP), bid documents and Change Orders, Work Orders, Consultant Service Authorizations, surety bonds, and letters of credit. A database is maintained for tracking, updating, and monitoring all ad valorem contracts and related items approved by the BCC. Reports are provided in relation to change activity for approved contracts. The Division is represented or serves as chair for many countywide committees. Services include records management compliance for the Board as required by Florida Statutes.

**Financial Management Division**

The Financial Management Division includes Debt Management, Fixed Assets Management (FAMO), the Impact Fee Program, and the Revenue Collection Program. Primary services include debt management and planning for future financing needs, recording acquisitions and disposals of County owned property, conducting periodic inventories and reconciliations of fixed assets, managing the surplus asset disposal program and the Thrift Store, ensuring the accurate calculation of impact fees, reviewing impact fee refund requests and conducting impact fee compliance reviews of municipalities, providing financial analysis support for Department of Housing and Economic Sustainability (DHES) Housing and Urban Development (HUD) loan program and selected Purchasing RFPs, maximizing the collection of monies due to the County, and developing related countywide financial policies and procedures.

**Performance Management Division**

The Performance Management Division supervises all activities related to the long-term strategic plan and assists the BCC, Management Team, department directors, and staff with the development of long-term goals, objectives, strategies, and actions. The division assists the administrative team with the development, adoption, and implementation of initiatives supporting countywide strategic planning, continuous improvement efforts, process improvement, and performance management. The division leads the performance management processes which include program evaluation and other analytical activities designed to assess the efficiency of County services in achieving the County's long-term goals and objectives. The division also reports departmental performance measurement data in the County's annual budget book.

**FY 2019 Highlights & Accomplishments**

- Provided training to County employees in relation to contracting and records management, including custom tailored training for the benefit of specific County departments and agencies.
- Reviewed County department contract documents for compliance with changes and additions to language and provisions mandated by the State of Florida.
- Established department liaisons for records management responsibilities, which will assist in future training.
- Enhanced "Feed Your Mind" Lunch and Learn sessions to increase the reach potential by live-streaming all sessions through Channel 20, which allowed County employees to attend sessions remotely.
- Received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for the 33rd consecutive year.
- Continued development on an interactive surplus intake form by the Fixed Assets performance management team.
- Successfully processed four IRS Arbitrage Rebate Liability Refunds and received \$2.8 million.
- Maintained County's AAA Bond Rating despite tight budget constraints.
- Presented the 2018 Biennial Impact Fee Update on April 16th, 2019 to the BCC for approval.
- The Collections Section, together with contracted vendors Penn Credit and Unique Management Services, recovered over \$1.6 million in delinquent debts, liens, and judgements.
- Adopted a \$5.2 billion budget and maintained the existing millage rate of 4.7815 for the 9th consecutive year.
- Filled the position of a Senior Strategic Planning & Performance Analyst to help drive strategic planning and performance management efforts across the County.
- Finalized and published the Strategic Planning and Performance Metrics book with the participation from all county departments.
- Created countywide "Team PBC Tours" for cross-departmental employee education and collaboration opportunities, thus increasing resource-sharing and process efficiency efforts.

**FY 2020 Emerging Issues**

- Meet with various departments to provide guidance for substantive inconsistencies in agenda items and in developing internal standardized contracts.
- Maintain a tracking system for Records Management.
- Review documents that change existing contracts and agreements to ensure compliance with contract terms, conditions, and established policies and procedures. Additionally, contract documents must contain changes mandated by the State and Federal Governments, as well as the BCC. This includes changing existing policies and procedures.
- In FY 2020, the millage rate of 4.7815 was above the maximum millage rate that could be adopted with a simple majority vote. It is uncertain what will happen with property values, and how this will impact the millage rate for FY 2021. Lowering the millage rate may be necessary for FY 2021 or the future.
- Implement the cross-departmental teams to create metrics and countywide eKPI scorecards based on the BCC six strategic priorities.
- Focus on enhancing process efficiencies of internal service-rendering departments, e.g. Human Resources, Information Systems Services, and Purchasing, while promoting better education of services and processes to follow in order to increase internal customer satisfaction.



<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Goal FY 2020</b>
<b>Budget Division</b>			
• Assure receipt of GFOA'S Distinguished Budget Presentation Award to independently validate the County uses best practices in budget reporting			
<i>Receipt of GFOA's Budget Presentation Award (Not Proficient-0, Proficient-1, Outstanding-2)</i>	1	1	2
• Receive Truth in Millage (TRIM) Certification as required by Florida Statutes			
<i>State Approval of TRIM material (Options are Approved-1 or Not Approved-0)</i>	1	1	1
• To ensure we are budgeting a reasonable amount for our major revenues, including the statutorily required reduction to 95%			
<i>Percentage of Major Revenues Collected vs. Budget</i>	100.7	96	100
<b>Contract Division</b>			
• Ensure that all items reviewed and approved by CDC comply with PPMs, Board directives and related policies			
<i>Percentage of Contract Review Committee items requiring rework.</i>	N/A	20	15
• Review records destruction requests submitted by departments and submit final annual report to State			
<i>Percentage of records destruction requests from other departments requiring rework.</i>	N/A	10	5
• Provide workshops to County staff based on contracting and records procedure requirements			
<i>Conduct Contracting and Records Workshops to County staff.</i>	4	5	6
<b>Financial Mgt - Collections</b>			
• Monitor collection reports to maximize dollars collected			
<i>Dollars collected by external efforts</i>	1,374,900	770,000	780,000
<b>Financial Mgt - Debt Management</b>			
• Review and analyze the annual Non-Ad Valorem Revenue Report to ensure compliance with the County's continuing disclosure requirements pursuant to Rule 15c2-12 in efforts to increase the Non Ad-Valorem Revenue Bond DS coverage			
<i>Non Ad-Valorem Revenue Bond Debt Service coverage</i>	5.13	5.22	5.25
• Track and monitor annual debt metrics stated in our financial policies in order to assist with the decrease of debt per capita			
<i>Debt per capita (overall)</i>	529	529	520
<b>Financial Mgt - FAMO</b>			
• Coordinate the processing and record the results of the annual physical inventory of the County's tangible personal property as prescribed by Chapter 274, Florida Statute			
<i>Percentage of inventoriable assets confirmed</i>	99.22	99	99.5
<b>Performance Management Division</b>			
• Support and promote use of the County's Electronic Key Performance Indicator System (eKPI) to track data and metrics of all County departments and offices to assist with performance improvement efforts			
<i>Create and adopt updated County Performance Measures Book</i>	N/A	1	1
• Provide County departments and staff education on strategic planning, performance measures and process improvement in order to increase countywide departmental effectiveness, efficiency and productivity			
<i>Number of performance management/ improvement related trainings, courses or department presentations</i>	52	84	120

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	<u>FY 18 Actual</u>	<u>FY 19 Budget</u>	<u>FY 20 Budget</u>	<u>\$</u>	<u>%</u>	
<b><u>Non-Ad Valorem Revenues</u></b>						
<b>Charges for Services</b>	\$ 439,018	\$ 243,507	\$ 325,116	\$ 81,609	34%	
<b>Other</b>	130,883	180,000	160,000	(20,000)	(11%)	
<b>SubTotal</b>	<b>\$ 569,901</b>	<b>\$ 423,507</b>	<b>\$ 485,116</b>	<b>\$ 61,609</b>	<b>15%</b>	
<b><u>Appropriations</u></b>						
<b>Personal Services</b>	\$ 3,140,586	\$ 3,524,583	\$ 3,625,886	\$ 101,303	3%	
<b>Operating Expenses</b>	245,445	350,736	405,527	54,791	16%	
<b>Capital Outlay</b>	-	153,000	153,000	-	-	
<b>SubTotal</b>	<b>\$ 3,386,031</b>	<b>\$ 4,028,319</b>	<b>\$ 4,184,413</b>	<b>\$ 156,094</b>	<b>4%</b>	
<b><u>Ad Valorem Funding</u></b>						
	<b>\$ 2,816,130</b>	<b>\$ 3,604,812</b>	<b>\$ 3,699,297</b>	<b>\$ 94,485</b>	<b>3%</b>	
<b>Positions</b>	<b>32</b>	<b>33</b>	<b>33</b>	<b>-</b>	<b>-</b>	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

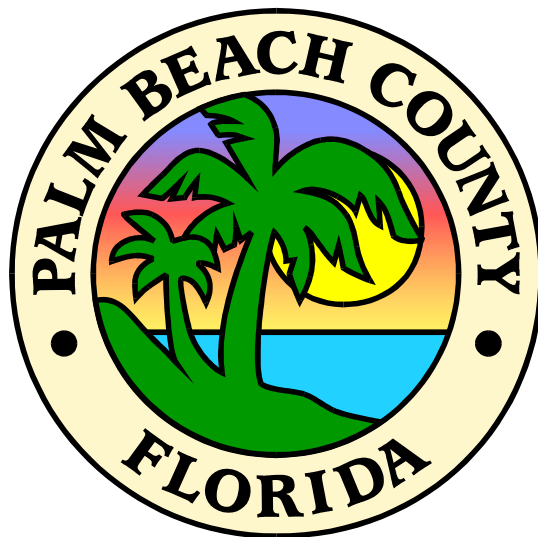
Charges for Services - Increase is primarily due to an administrative fee charged to cover the costs associated with the collection of impact fees.

Other - Decrease is due to a \$25,000 reduction in miscellaneous revenues offset by an increase of \$5,000 in the sales of fixed assets surplus, primarily due to the history of actual revenues received.

**Appropriations**

Operating Expenses - Increase is primarily due to \$25,000 for repair and maintenance and \$8,000 for security services.





# **OFFICE OF RESILIENCE**

**Megan S. Houston, Director**

**2300 North Jog Road, 4<sup>th</sup> Floor  
West Palm Beach, Florida 33411  
Phone: 561-681-3812**

**Website Address: <http://discover.pbcgov.org/resilience/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

Ensuring a sustainable and thriving Palm Beach County while confronting a changing climate.

**Department Overview**

The Office of Resilience helps the County to continue to provide the services upon which the community relies, and facilitates opportunities for all people and businesses to thrive, adapt to climate change, and live and operate more sustainably by: 1) coordinating with County departments to embed resilience and sustainability strategies into operations, policies, procedures, and projects; 2) developing, implementing, and tracking the County's climate action plan; 3) facilitating best-practice sharing, collaboration, and implementation with County and external stakeholders; 4) promoting sustainable development; 5) integrating social equity into climate change planning; 6) collaborating with the Southeast Florida Regional Climate Change Compact to implement adaptation and mitigation approaches regionally; 7) communicating climate science, sustainable initiatives, and resilience strategies through effective outreach.

**FY 2019 Highlights & Accomplishments**

- Published first series of quarterly newsletters.
- Completed edit of Capital Improvements Policy and Procedures Manual (PPM) and submitted to PPM review board.
- Completed the County's Florida Green Building Coalition Silver-Level Green County recertification.
- Organized multi-departmental Green Infrastructure Workshop.
- Received, as part of the nine-member Coastal Resilience partnership, \$75,000 in funding from the Florida Department of Environmental Protection.
- Director Megan Houston was appointed to the National Association of Counties' Resilient Counties Advisory Board.

**FY 2020 Emerging Issues**

- Plan Southeast Florida Regional Climate Change Compact (Compact) 2020 Climate Leadership Summit.
- Complete acquisition of electric vehicle charging equipment at County facilities, for workplace/public charging pilot.
- Communicate and collaborate with Florida's Chief Resilience Officer, a new position at the state level.
- Coordinate with Compact partners and relevant County departments on applications for funds from the Volkswagen Settlement's Environmental Mitigation Trust for State Beneficiaries.
- Work with the Compact to amend the current interlocal agreement to account for new funding allocation as well as develop new interlocal agreement for subsequent term.
- Contribute to the update of Compact's Unified Sea Level Rise Projection.
- Reconvene Resilience Action Plan teams and set team goals.
- Implement Capital Improvements PPM training and develop checklist.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Climate Adaptation, Mitigation, and Sustainable Development</i></b>			
• Increase amount of grant funding to regional resilience efforts <i>Dollars and in-kind support received by Office of Resilience projects or projects with Office of Resilience as a partner</i>	N/A	100,000	115,000
• Increase participation of entities who provide County government operations greenhouse gas emissions data, to support benchmarking and target setting <i>Percentage of entities from whom County government operations emissions data has been collected</i>	N/A	90	100
• Increase participation of entities who provide community-wide greenhouse gas emissions data, to support benchmarking and target setting <i>Percentage of entities from whom community-wide emissions data has been collected</i>	N/A	90	100
• Successfully facilitate and administer Property Assessed Clean Energy (PACE) projects by performing compliance review for all quarterly PACE reports within 30 days after receipt <i>Number of days to perform compliance review for quarterly PACE report</i>	N/A	30	25
<b><i>Community Engagement</i></b>			
• Increase Office of Resilience web traffic <i>Total number of Office of Resilience website views</i>	N/A	3,960	4,944
• Increase collaborative relationships with sustainability, environmental, community development, and economic development stakeholders within the region <i>Number of meetings with potential collaborators</i>	N/A	60	96
• Increase communication opportunities for the Office of Resilience by presenting to community and stakeholder groups <i>Number of presentations given to community and stakeholder groups</i>	N/A	48	72
<b><i>Regional Collaboration</i></b>			
• Collaborate with regional municipalities and counties on resiliency efforts to promote knowledge- and resource-sharing through producing planning tools, analyses, and guidelines <i>Number of planning tools, analyses, and guidelines produced</i>	N/A	7	9
• Collaborate with regional municipalities and counties on resiliency efforts to promote knowledge- and resource-sharing through workshops, events, and working groups <i>Number of regional workshops, events, and working groups</i>	N/A	10	12

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
<b>Interfund Transfers</b>	\$ 152,475	\$ 204,023	\$ 154,023	\$ (50,000)	(25%)	
<b>SubTotal</b>	\$ 152,475	\$ 204,023	\$ 154,023	\$ (50,000)	(25%)	
<b><u>Appropriations</u></b>						
<b>Personal Services</b>	\$ 78,152	\$ 288,768	\$ 294,055	\$ 5,287	2%	
<b>Operating Expenses</b>	72,821	73,354	139,030	65,676	90%	
<b>Capital Outlay</b>	1,502	-	-	-	-	
<b>SubTotal</b>	\$ 152,475	\$ 362,122	\$ 433,085	\$ 70,963	20%	
<b>Ad Valorem Funding</b>	\$ -	\$ 158,099	\$ 279,062	\$ 120,963	77%	
<b>Positions</b>	3	3	3	-	-	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Interfund Transfer- Decrease is due to a reduction in the transfer from the Pollution Recovery Trust Fund.

**Appropriations**

Operating Expenses- Increase is due to the following supplemental requests: \$18,750 for Climate Compact Membership, \$20,000 for the Coastal Resilience Partnership Vulnerability Assessment, and \$25,000 for the Climate Compact 2020 Leadership Summit.



# **PALM TRAN**

**Clinton B. Forbes, Executive Director**

**3201 Electronics Way  
West Palm Beach, Florida 33407  
Phone: 561-841-4200**

**Website Address: <http://discover.pbcgov.org/palmtran/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide access to opportunity for everyone; Safely, Efficiently, and Courteously.

**Palm Tran Connection**

Palm Tran Connection is responsible for Palm Tran's paratransit programs and services for seniors and individuals with disabilities. Several federal and state programs require paratransit services, including Americans with Disabilities Act (ADA) Complementary Paratransit Services; Chapter 427, Florida Statutes which mandates transportation for individuals defined as "Transportation Disadvantaged" (TD); and the Division of Senior Services (DOSS) program established by the Older American's Act. All on-the-street transportation services are provided by private contractors. Palm Tran Connection staff is responsible for all administrative functions of the program, including contract management, eligibility certification, booking reservations, scheduling of service, and customer service monitoring.

**Palm Tran Fixed Route**

Established in 1971 to serve the residents and visitors of Palm Beach County, Palm Tran travels to every major destination in Palm Beach County - from Jupiter to Boca Raton and from Palm Beach to the Glades with a fleet of 144 buses, operating from facilities in West Palm Beach, Delray Beach, and Belle Glade. This service requires 118 buses for 32 routes during peak times.

**FY 2019 Highlights & Accomplishments**

- Began construction of the Delray Beach South County Maintenance and Administration facility in April 2019.
- Palm Tran Statistics (PT-Stat) developed 29 performance improvement initiatives focused on the enhancement of safety, efficiency, and overall customer service.
- Implemented weekly PT-Stat meetings named "Performance Tuesdays." During these meetings, teams have the opportunity to share updates on their team initiatives, and discuss current performance.
- Completed the Palm Tran Data Center migration to the Emergency Operations Center Data Center. This included the migration of all physical and virtual servers; including SQL, Trapeze, Avail and March Network Servers.
- Completed the Automated Passenger Counter (APC) re-certification, which was awarded to Palm Tran by the Federal Transit Administration (FTA) to report passenger boardings.
- Completed the FY2019-2028 Transit Development Plan (TDP) Annual Update and submitted to the Florida Department of Transportation (FDOT).
- Hosted an Electric Bus Series from May 2019-September 2019. There were four events that included information from various manufactures of electric buses.
- Completed the Connection Turnpike Access Program to allow paratransit vehicles to access the Florida Turnpike which decreased costs and improved service delivery and travel time.
- Successfully implemented the mandatory wheelchair securement policy, which resulted in a 100% reduction of wheelchair passenger falls inside the fixed-route buses.
- Completed the Federal Safety Transit Program (FTSP) and began implementation of the Transit Asset Management Plan (TAMP).
- Chaired the yearly Countywide United Way fundraiser campaign, which collected record breaking donations of \$645,263 dollars to support those in need in Palm Beach County.
- Received two marketing honors from the Florida Public Transportation Association (FPTA) for the "Go Glades" pilot program and the creative use of social media for its scavenger hunt on the inaugural National Get on Board Day, which was April 25, 2019.

**FY 2020 Emerging Issues**

- Continue construction on the Delray Beach South County Maintenance and Administration facility.
- Determine a new service model for the Connection Flex ridership program for the Glades area that provides better transportation options for the western communities.
- Implementation of bus operator barriers, "bus operator office door", on all fixed-route buses to protect bus operators from assault.
- Introduce bus service throughout Route 62 to Lake Worth Beach.
- Implement the Fare Technology Interoperability Project to allow passengers to use expanded payment methods such as credit cards, wearables, mobile phones, or smart cards to pay fares and to transfer seamlessly between all South Florida transit systems.
- Begin new holiday services during these seven major holidays: New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.
- Launch a new Palm Tran website, Mobile App, and a new short message service (SMS) or text messaging feature for live bus schedule information by stop number.
- Implement a new passenger waiting amenities program that includes the installation of new replacement and expansion of bus shelters, installation of Simme-Seats (bus stop sign/bench hybrid), and ADA retrofits.
- Continue the planning and development of premium transit services such as Bus Rapid Transit or light rail to improve service and reduce traffic congestions along Highway US 1, Okeechobee Blvd. corridor, and Lake Worth Avenue corridor.
- Complete the paratransit efficiency project in 2019. The Connection Efficiencies Project (CEP) will focus on these key areas: definition of the ADA service, eligibility (functional assessment/conditional), the Connection fare, capacity issues/fleet diversity, Transportation Disadvantaged (TD) modifications (trip capacities and prioritizations), and alternative services (Uber/Lyft, taxis).

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Connection</i></b>			
• Improve on-time performance (OTP) to 90%. OTP is defined as actual pick-up time within +/- 15 minutes of scheduled window. A trip is on time when the vehicle arrives to the location within the window			
<i>On-time performance</i>	80.3	90	92
• Improve riders transported per service hour to 1.8 to reduce the number of hours, vehicles, and miles traveled daily, as well as allow for better on-time performance and productivity			
<i>Riders per revenue hour</i>	1.47	1.8	2
• Increase the number of commendations by increasing on-time performance and decreasing travel time using better scheduling			
<i>Customer commendations per 1,000 trips</i>	1.5	1	1.3
• Maintain the number of valid complaints to two or less per 1,000 trips. By increasing the on-time performance and changing the method for route scheduling there should be a lower number of valid customer complaints			
<i>Customer concerns per 1,000 trips</i>	3.5	2	1.5
<b><i>Fixed Route</i></b>			
• Improve fixed -route service quality by increasing the average miles between road calls (breakdowns)			
<i>Mean distance between road calls</i>	5,257	14,000	16,000
• Increase the number of commendations per 10,000 riders			
<i>All customer commendations per 10,000 boardings</i>	0.19	0.5	1
• Maintain on-time performance standard of arrival no more than zero minutes early, and to leave no more than five minutes late			
<i>On-time performance</i>	73.3	76	78
• Reduce the ratio of customer concerns to three or less per 10,000 riders			
<i>All customer concerns per 10,000 boardings</i>	2.8	3	2.5

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>		
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 12,374,013	\$ 12,753,830	\$ 12,960,701	\$ 206,871	2%
Grants	8,641,400	54,044,515	58,745,184	4,700,669	9%
Licenses & Permits	53,223	36,000	36,000	-	-
Other	1,351,824	1,590,000	1,590,000	-	-
Fund Balance	(8,633,713)	-	-	-	-
<b>SubTotal</b>	<b>\$ 13,786,747</b>	<b>\$ 68,424,345</b>	<b>\$ 73,331,885</b>	<b>\$ 4,907,540</b>	<b>7%</b>
<b><u>Appropriations</u></b>					
Personal Services	\$ 50,278,548	\$ 52,906,438	\$ 53,480,627	\$ 574,189	1%
Operating Expenses	43,493,000	48,523,541	52,305,593	3,782,052	8%
Capital Outlay	7,831,407	33,649,712	40,531,433	6,881,721	20%
Grants and Aids	-	22,000	-	(22,000)	(100%)
Transfers	64,906	102,809	102,809	-	-
<b>SubTotal</b>	<b>\$ 101,667,861</b>	<b>\$ 135,204,500</b>	<b>\$ 146,420,462</b>	<b>\$ 11,215,962</b>	<b>8%</b>
<b><u>Ad Valorem/Equivalent Funding</u></b>					
Ad Valorem	\$ 27,875,814	\$ 32,598,155	\$ 41,977,577	\$ 9,379,422	29%
Gas Taxes	\$ 33,847,977	\$ 34,182,000	\$ 34,711,000	\$ 529,000	2%
<b>Positions</b>	<b>623</b>	<b>627</b>	<b>629</b>	<b>2</b>	<b>-</b>

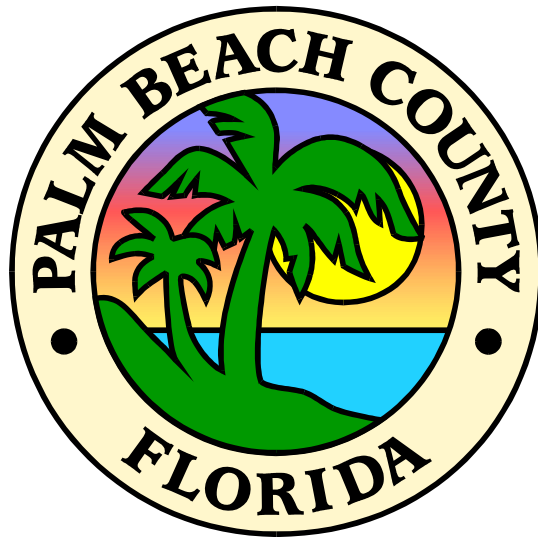
## SIGNIFICANT CHANGES

**Appropriations**

Positions - 2

**Budget Process - 2:** Two Bus Operators. Palm Tran implemented the Route Performance Maximization plan, which strengthened the span of service and frequency. Due to increasing the route frequency on Forest Hill Boulevard and extending services to Lake Worth Beach, an additional bus operator was needed for each route.

Capital Outlay- Increase is primarily due to funding for Paratransit Vehicle Replacement. The vehicles have met or exceeded their useful life based on age or mileage and need to be replaced to meet contractual requirements. This also resulted in an increase in ad valorem funding.





# **PARKS AND RECREATION**

**Eric Call, Director**

**2700 6<sup>th</sup> Avenue South  
Lake Worth, Florida 33461  
Phone: 561-966-6600**

**Website Address: <http://discover.pbcgov.org/parks/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

Providing opportunities for healthy, happy living through award-winning parks, inclusive experiences and environmental stewardship.

**Department Overview**

The Parks and Recreation Department serves residents countywide through 106 regional, district, community, beach, and neighborhood parks encompassing 8,473 acres. Services include public safety, grounds maintenance, recreation programs, and a vast array of specialized facilities that include aquatic centers, community centers, nature centers, championship golf courses, fishing piers, equestrian centers, amphitheaters, athletic fields and courts, boating facilities, beaches, and historical and cultural museums. Development and renovation of new and existing parks and recreational facilities to meet the needs of residents and visitors occurs through the Department's Capital Program, which is primarily funded from Park Impact Fees, Grants, General Fund, and Bonds.

**Aquatics Division**

The Aquatics Division is committed to providing diverse, safe, and cost effective aquatic opportunities, and water safety education to all residents and visitors with a well-trained team of aquatic professionals.

**Parks Operations Division**

Supporting the Department's Mission by providing safe, clean, functional, and attractive parks, structures, and open spaces, which meet the passive and active recreational needs of the visiting public.

**Recreation Services Division**

The Recreation Services Division provides inclusive, affordable, and diverse facilities, programs and services, which enhance the quality of life for residents and visitors of Palm Beach County.

**Special Facilities Division**

The Special Facilities Division is dedicated to providing customer focused leisure and cultural opportunities to Palm Beach County residents and guests that will deliver value, excellent service, and quality experiences to all residents and visitors.

**Financial and Support Services**

In the spirit of excellence, integrity, and dedication, the Financial and Support Services Division is committed to providing timely, accurate, clear, and complete information and support to our customers and other divisions, helping to enhance the quality of life for Palm Beach County residents and visitors.

**Planning, Research, and Development**

To plan and develop a quality park system through sound research, strategic partnerships, and sustainable design, which promotes wellness, encourages connectivity, and enhances overall quality of life.

**Office of Public Engagement**

The Office of Public Engagement is committed to increasing the public's knowledge of and engagement with the department's parks, beaches, facilities, services, and volunteer opportunities, and communicating the many benefits each offers. We achieve this by cultivating meaningful relationships with residents, visitors, community leaders and media outlets, providing the highest standard of customer service in the dissemination of information, and recruiting talented volunteers whose dedication to the county results in millions of taxpayer dollars saved.

**FY 2019 Highlights & Accomplishments**

- The Parks Operations Division, in collaboration with the Community Services Department and non-profit partners, was awarded the 2019 National Association of Counties (NACo) Achievement award for the "Parks to Work" Program offering chronically homeless individuals paid employment, housing opportunities, and wrap around services.
- Pioneer Park Aquatic Center swim lessons were 100% funded through the Drowning Prevention Coalition and American Red Cross Centennial Programs, resulting in free lessons for 313 children.
- The Aquatics Division placed 2nd in the American Red Cross's Top 50 Learn to Swim providers in the State.
- Parks Operations Division, with the assistance from the Florida Forest Service fire mitigation team, coordinated the installation of a fire break to protect neighboring homes along the north property boundary of Karen Marcus Park Preserve.
- The Grand Opening Celebration of the Orange Bowl Field at Glades Pioneer Park in Belle Glade was held on December 19, 2018. The \$3 million renovation of the existing football field includes a synthetic turf field, electronic scoreboard, entry monument, fencing, walkways and signage.
- Partnered with the West Jupiter Community Group in August 2019 to provide an afterschool program for 90 youth and teens in the Jupiter area at West Jupiter Recreation Center.
- Received the 2019 NACo Achievement Award for: Eliminating Park Deserts. Park Deserts are areas in our County that do not have a public park or quality green space within a 10 minute walk. We are addressing park deserts by creative partnerships, targeted land acquisition where feasible, and the provision of our mobile recreation unit, the PlayMaker.
- Received the 2019 NACo Achievement Awards Program for Parks and Recreation: Nature Ninja Warrior program. The Nature Ninja Warrior program teen participants gain experience in outdoor recreation, environmental education and land stewardship careers.
- The Department's Destination Recreation video series won the 2019 National Association of County Park and Recreation Officials (NACPRO) award in the marketing category.
- The Department was selected by Graphic Design USA (GDUSA) as the winner of the 2018 American Health and Wellness Design Awards for several of its printed public communication tools.
- Special Facilities staff secured several new concessionaire operations including: Jupiter Outdoor Center in Riverbend Park; the Rick Macci Tennis Center in Burt Aaronson South County Regional Park; Soccer 5, LLC in John Prince Park; and the Shark Wake Park in Okeetee Park.
- John Prince Golf Learning Center, Osprey Point Golf Course, Okeetee Golf Course, and Park Ridge Golf Course continue to be extremely popular and successful with gross revenues exceeding \$10 million for the first time.
- A new ruling, (Chapter number 68B-42, Florida Administrative Code) to protect unique and endangered marine wildlife was enacted by the Florida Fish and Wildlife Conservation Commission to prohibit the collection and possession of tropical fish and aquarium species within Phil Foster Park and its surrounding waters.

**FY 2020 Emerging Issues**

- An increasing number of park facilities are being utilized by sports, film, and cultural agencies, enhancing our economy through destination tourism.
- Public demand for parks and facilities continues to place stress on existing resources, creating overcrowding and overuse. The provision of public safety and crowd management resources will be critical and require alternate funding strategies.
- Social issues (homelessness, substance abuse, mental health, etc.) challenge the manner in which services are delivered. Park user complaints regarding these issues are increasing. Creative partnerships with non-profits and the private sector must continue.
- Long term staff shortages make it increasingly difficult to meet established levels of service and public demand.
- Design, construction, and oversight costs are escalating. Grant programs are being defunded or seeing increased competition.
- Changing environmental factors are impacting coastal park infrastructure and resiliency strategies must be implemented.
- Acquisition of land in park deserts is proving difficult due to the strong real estate market and limited availability.

<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Aquatics</i></b>			
• Increase attendance at beach parks to a minimum of 4,500,000 attendees (13% under FY 2018) and maintain safe beaches for Palm Beach County visitors and residents			
<i>Attendance at Beach Parks</i>	5,105,904	4,800,000	4,500,000
<b><i>Office of Public Engagement</i></b>			
• Achieve 155,000 donated volunteer hours by engaging more members of our community and contributing economic value			
<i>Total number of volunteer hours donated, including donated park cleanup hours.</i>	147,128	150,000	155,000
<b><i>Parks Operations</i></b>			
• Maintain 90% of all restrooms and picnic shelters in a condition that meets standards for cleanliness, functionality, and attractiveness within Health Department regulations			
<i>Percentage of all restrooms and picnic shelters maintained in a condition which meets standards</i>	85.66	95	100
• Maintain 90% of playgrounds in a safe, functional, and attractive condition, which will provide children with a variety of skill and sensory activities. Special attention is placed on safety factors, overall cleanliness, proper playground surfaces, and on the condition of all moving and fixed parts			
<i>Percentage of playgrounds maintained in a safe and attractive condition and provide children with a variety of skills and sensory activities</i>	86	90	100
• Maintain 90% of turf and landscape areas in accordance with standards demonstrated by turf color, height, density, and edging through the pruning of trees and shrubs to appropriate heights			
<i>Percentage of turf-grass acres maintained in accordance with parks quality standards and landscape areas maintained in accordance with standards</i>	85.29	95	100
<b><i>Parks Security</i></b>			
• To maintain safe and welcoming parks for Palm Beach County visitors and residents			
<i>Total number of criminal acts associated with illegal substance use, behavior disorders, and mental health occurring at Palm Beach County Parks</i>	67	60	0
<b><i>Planning, Research, and Development</i></b>			
• A minimum of 70% of the county's residents will live within a 10 minute walk/half mile radius of an active County and Municipal managed park facility			
<i>Percentage of residents within a 10 minute walk/half mile radius of a County or Municipal park</i>	73.8	73	75
• The Parks and Recreation Department will meet/exceed four developed park acres per 1,000 residents			
<i>Developed park acreage per 1,000 residents</i>	4.25	4.25	4.5
<b><i>Recreation Services</i></b>			
• Promote Parks and Recreation to County residents and visitors. Have at least 95% of participants indicate they will return to use the services again			
<i>Percentage of County residents and visitors rating participation as important and will return</i>	99	95	100
<b><i>Special Facilities</i></b>			
• Manage operating costs per round of golf at 85% of operating revenues per round of golf			
<i>Operating Expenses as a Percentage of Revenue Per Round of Golf</i>	79	85	75

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 19,243,118	\$ 19,499,580	\$ 20,125,653	\$ 626,073	3%
Grants	2,500	-	-	-	-
Other	432,456	(122,122)	(165,959)	(43,837)	36%
Fund Balance	4,763,670	3,282,028	2,909,418	(372,610)	(11%)
SubTotal	\$ 24,441,744	\$ 22,659,486	\$ 22,869,112	\$ 209,626	1%
<u>Appropriations</u>					
Personal Services	\$ 43,323,825	\$ 46,833,449	\$ 47,241,090	\$ 407,641	1%
Operating Expenses	23,334,166	24,983,918	25,811,790	827,872	3%
Capital Outlay	1,647,805	4,307,548	-	(4,307,548)	(100%)
Debt Service	266,607	253,659	21,138	(232,521)	(92%)
Grants and Aids	-	1,500,000	-	(1,500,000)	(100%)
Transfers	-	-	3,148,500	3,148,500	100%
Reserves	-	700,847	1,717,116	1,016,269	145%
SubTotal	\$ 68,572,403	\$ 78,579,421	\$ 77,939,634	\$ (639,787)	(1%)
Ad Valorem Funding	\$ 49,576,956	\$ 55,919,935	\$ 55,070,522	\$ (849,413)	(2%)
Positions	588	588	590	2	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Other - Decrease is due to a reduction in contributions from private sources to align with historical actuals.

Fund Balance - Decrease is primarily due to adjustments in the balance brought forward based on prior years' revenue and expenditure estimates. Reserves also increased due to these adjustments.

**Appropriations**

Positions - 2

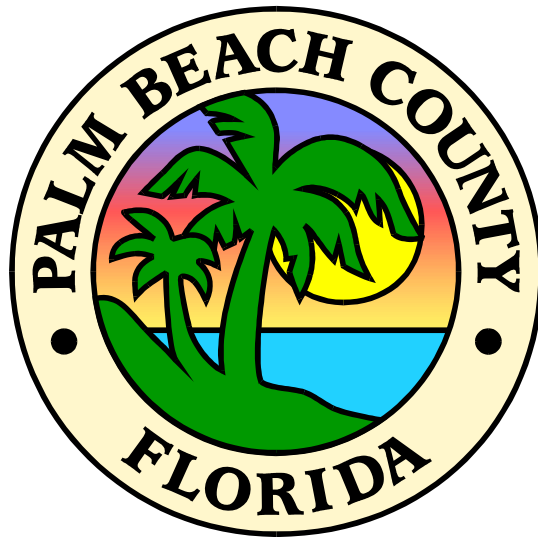
**Budget Process - 2:** Two Ocean Rescue Lifeguards at DuBois Park (Recreation-Aquatics Division).

Capital Outlay - Decrease is due to transfer of capital expenses from the Golf Course Operations Fund to Golf Course Capital Fund.

Debt Service - Decrease is due to completion of installment payments for golf course equipment.

Grants and Aids - Decrease is due to one-time funding of \$1.5 million for the Orange Bowl Field at Glades Pioneer Park.

Transfers - Increase primarily due to the transfer to the new Golf Course Capital Fund.





# **PLANNING, ZONING, AND BUILDING**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To create and sustain a high quality community and a safe and healthy lifestyle for the citizens of unincorporated Palm Beach County. By the use of comprehensive planning, growth management, and the implementation of zoning regulations, citizens benefit from orderly growth and the application of valuable performance and aesthetic standards and principles in current and future development activities. Health and safety in the built environment are accomplished through the enforcement of the building and technical codes and certification of contractor competencies in construction activities. Sustainability of the quality community is accomplished through the enforcement of land development, building, and property maintenance codes within the existing environment.

**Administration**

Provides the infrastructure for the Department by performing the following functions: personnel advisement, budget, addressing, policy and procedures, facility maintenance, collection of fees, and records management.

**Building**

Ensures life and property safety within our community in the built environment through efficient and effective administration of the enacted building codes, and by taking a leadership role in code development and education.

**Code Enforcement**

Promotes and protects the health, safety, welfare, and the quality of life for residents, businesses and tourists of Palm Beach County; and ensures compliance with Palm Beach County's Housing and Property Maintenance Code, Unified Land Development Code (ULDC), Florida Building Code, and other County ordinances and regulations. Responds to citizen complaints and achieves compliance through education, written courtesy warnings, Notices of Violation (NOV), and Special Magistrate Hearings.

**Contractors Certification**

Promotes a safe and healthy community environment through a contractor certification regulation and enforcement program, thereby minimizing losses to citizens by unlawful contractor activities.

**Planning**

Maintains a quality community through comprehensive planning that responds to the changing needs and values of the community. Primary services include implementing and updating the Comprehensive Plan as necessary, including the Future Land Use Atlas. The division also provides direct support for environmental sustainability initiatives, workforce housing, intergovernmental issues, and the protection of our historic resources through the County Archaeologist.

**Zoning**

Ensures the appropriate use and techniques of land development through enforcement of the ULDC, and by facilitating the timely review of development applications by various agencies for certification and approval by the Development Review Officer and Board of County Commissioners. Review of building permits is performed to ensure final implementation. Staff also oversees ULDC updates and processes the amendments through public hearings.

**FY 2019 Highlights & Accomplishments**

- Zoning Division obtained BCC adoption for major amendments to the ULDC, multiple articles related to application processes and procedures, use regulations, and parking.
- Zoning Division and Information System Services (ISS) completed the programming and implemented updates to the ePZB System for the agenda maintenance screen, sufficiency review, and online submittal processes.
- Addressed and responded to over 10,000 complaints from the public, which is the highest number of complaints ever received by Code Enforcement.
- Enhanced contractor participation in the Division's online portal (a paperless, web based application used for contractor licensing and business-processing) to 85% of all state and county contractors.
- Planning Division provided the BCC with the final revisions of the Workforce Housing Program (WHP), which was adopted in August 2019, working closely with the industry and community groups. Staff also completed the U.S. Census Bureau Participant Statistical Area Program in anticipation of the 2020 Census and participated in the Complete Count Committee presentations and workshops.
- Building Division implemented "walk through" processing on simple permit types allowing customers to obtain permits while they wait, or on the next business day depending on the customer's preference.
- Building Division / ISS electronic plan review system development project produced its first tangible result at the end of the last fiscal year. Division customers are now able to obtain "no-fee" (pre-approved) sub-permits online using the web-based system 24 hours a day, 7 days a week.
- Addressing Section, under the Administration Division, obtained BCC approval for adoption of the Uniform Addressing System Resolution.
- During the 2019 Insurance Services Office (ISO) - Building Code Effectiveness Grading Schedule (BCEGS) audit of activities, the Building Division retained a class 2 rating in both commercial and residential plan review and inspection.

**FY 2020 Emerging Issues**

- Zoning Division will continue in 2020 to collaborate with industry/interested parties regarding amendments to the ULDC to address new or updated industry practices and trends. In addition, amendments to the application processes and procedures will be implemented to address the requirements under House Bill 7103.
- Code Enforcement will enhance collaborative efforts and interjurisdictional investigations with other agencies to include Palm Beach Sheriff's Office (PBSO), Public Safety, and State of Florida Health Department in addressing adult entertainment industry-related and human trafficking issues.
- Enhance tri-county (Miami, Broward, and Palm Beach) licensing and enforcement initiatives to better the residents of each County.
- Planning Division will address emerging trends in the WHP, including interest in "mitigation banking" and "pre-payment" of WHP obligations. Evaluate and revise the County's Transfer of Development Rights Program, as needed and also actively participate in the County's Transportation and Mobility Summit with the BCC. Staff will also be working closely with U.S. Census Bureau on the 2020 Census.
- Building Division continues to experience significant challenges in attracting, recruiting, and retaining qualified credentialed staff members in the current highly competitive job market. Building Division staff with the assistance of Human Resources staff will be implementing a new program of staff growth opportunities including the Building Division's Licensing Internship Program approved by the state in October 2018. A new capital fund was created in coordination with House Bill 447. Projects will be funded by building permit fees.
- Federal Emergency Management Agency (FEMA) has recently released 83 revised "work maps" for Palm Beach County based upon the recent Coastal Study - Risk Map Project. Initial review indicates that Base Flood Elevations in County estuarine areas including the intra-coastal waterway will be increasing if these maps are implemented. The early work map release is intended to allow local communities to begin to review the FEMA consultant's work product for accuracy. The Building Division will continue to gain a better understanding of the maps which will enable staff to mitigate any upcoming issues.

<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Goal FY 2020</b>
<b>Building</b>			
• Continue to restructure the Building Division while adapting to the competitive workforce for licensed positions by implementing internships and a competitive pay plan to assist with full-time staffing shortages			
<i>Number of permits issued with current staffing.</i>	75,937	70,000	75,000
<i>Number of construction plan reviews performed (including permit tech reviews) with current staffing</i>	106,896	90,000	100,000
• Continue to restructure the Building Division while adapting to the competitive workforce for licensed positions by implementing internships to assist with full-time staffing shortages			
<i>Average review turnaround in days with current staffing</i>	25.19	30	25
- Residential			
<i>Average review turnaround in days with current staffing</i>	45.92	40	35
- Commercial			
<b>Code Enforcement</b>			
• Increase and/or maintain the number of adjudications at Special Magistrate Hearings			
<i>Number of Cases adjudicated at Magistrate Hearings.</i>	1,451	1,920	2,400
• Track and measure the total number of code enforcement complaints			
<i>Number of code enforcement complaints and cases.</i>	6,564	7,200	8,400
<b>Contractor Certification</b>			
• Continue to increase the number of contractor investigations, enhance customer service, and improve efficiency			
<i>County contractor licensing applications.</i>	N/A	200	250
<i>Number of investigations opened</i>	N/A	700	900
<b>Planning</b>			
• Ensure all planning applications are processed efficiently by addressing issues by industry, establishing consistency, and communication among staff			
<i>Number of private and County amendments</i>	N/A	28	29
• Ensure all zoning/planning applications are processed efficiently by addressing issues by industry, reviewing the ULDC requirements and establishing consistency			
<i>Percent of Concurrent Planning/Zoning applications</i>	N/A	76	77
• Ensure all zoning/planning applications are processed efficiently by addressing issues by industry, reviewing the ULDC requirements and establishing consistency with the Comprehensive Plan, and communication among staff			
<i>Number of Development Review Officer plans reviewed</i>	N/A	225	250
<b>Zoning</b>			
• Ensure all zoning/planning applications are processed efficiently by addressing issues by industry, reviewing the ULDC requirements and establishing consistency, and communication among staff			
<i>Total Number of Zoning Public Hearing and Admin applications processed</i>	N/A	3,300	3,600
<i>Number of ULDC Amendments processed.</i>	N/A	158	170

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 5,306,548	\$ 4,130,100	\$ 4,375,250	\$ 245,150	6%
Fines & Forfeitures	1,946,201	1,175,000	1,875,000	700,000	60%
Grants	40,000	-	-	-	-
Licenses & Permits	22,292,933	18,003,000	20,254,000	2,251,000	13%
Other	2,000,307	783,443	1,470,570	687,127	88%
Interfund Transfers	25,000	25,000	-	(25,000)	(100%)
Fund Balance	46,634,403	49,505,545	60,704,047	11,198,502	23%
SubTotal	\$ 78,245,392	\$ 73,622,088	\$ 88,678,867	\$ 15,056,779	20%
<u>Appropriations</u>					
Personal Services	\$ 21,852,920	\$ 25,947,301	\$ 27,333,311	\$ 1,386,010	5%
Operating Expenses	5,990,167	6,830,119	7,544,580	714,461	10%
Capital Outlay	104,353	723,000	916,380	193,380	27%
Grants and Aids	40,000	-	-	-	-
Transfers	38,803	62,286	47,217,998	47,155,712	75708%
Reserves	-	49,493,820	14,515,407	(34,978,413)	(71%)
SubTotal	\$ 28,026,243	\$ 83,056,526	\$ 97,527,676	\$ 14,471,150	17%
<u>Ad Valorem Funding</u>					
	\$ 6,352,746	\$ 9,434,438	\$ 8,848,809	\$ (585,629)	(6%)
Positions	300	315	338	23	7%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Increase due to higher than expected revenues from building permit fees and various other fees.

**Appropriations**

Positions - 16

**Mid Year FY 2019 - Building 7:** Five Code Enforcement Officers (CEOs) and One Senior Code Enforcement Officer, and One Special Magistrate Secretary.

**Budget Process - 16:**

**Building - 16:** Four Building Construction Inspector I, Four Construction Plan Examiner, Two Building Permit Tech I, Two Clerical Specialist, Two Construction Inspector Coordinator, One Building Construction Inspector III, and One Floodplain Management Specialist.

Capital Outlay - Increase is mainly due to new code enforcement vehicles.

Transfers - Increase is due to a transfer from reserves to a new capital fund for the Building Division in coordination with House Bill 447. These projects will be funded by building permit fees.





# **PUBLIC AFFAIRS**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To plan, coordinate, and communicate information about County services and programs to the public through print, video, and digital materials.

**Administration/Media and Public Information**

Coordinates Emergency Management training for the department and handles all press conferences and the media at the Emergency Operations Center (EOC) during activation. Additionally, this division plans, coordinates, and organizes Board of County Commissioners (BCC) joint meetings, retreats, press conferences, ribbon cuttings, and other high profile meetings. Media and Public Information handles lobbyist registration and monitors and tracks the production of Countywide policies and procedures. Administration also promotes Palm Beach County (PBC) information pursuant to current subject matter which annually includes PBC Day and the South Florida Fair. Acts as the point of contact and coordinates all public records requests made to BCC departments. Public Affairs also guides public records requests to other agencies/constitutional offices.

**Digital Marketing and Communications (DM&C)**

Develops and distributes information on County programs, achievements, and matters of concern to the public. DM&C solicits and responds to public opinion and questions regarding County government operations and conveys information to the BCC and County Administration. The division designs/manages PBC's website content; assists County departments/divisions with writing, editing, and distribution of their printed publications/press releases; produces proclamations for the BCC; publishes the Count-e-Line, an online employee newsletter; publishes the Count-e-News, an email newsletter for the public; and coordinates responses to email inquiries from the public. The division also provides administrative support to the BCC/Administration offices, including a quarterly Breakfast with County Administrator event. The Information Technology (IT) unit provides technical training and support to County agencies and maintains/enforces County web design, Social Media standards, and policies.

**PBC TV Channel 20 Productions**

Produces video and digital content for live broadcast, recorded replay, and online streaming. PBC TV produces and presents County government information and educational programming to cable subscribers and online streaming viewers in PBC. The Channel's primary services include broadcasting County government meetings, government informational programs, BCC priorities, and critical public safety information in formats such as Public Service Announcements (PSAs), short briefs and full-length programming. PBC TV supports the Public Safety Department by disseminating emergency preparedness, survival and disaster recovery information and maintaining a storm-ready live broadcast studio at the County's EOC, as well as, live broadcast facilities at the downtown Governmental Center and the Vista Center. PBC TV also provides video production services to support County departments, agencies, and Board sponsored organizations to facilitate the education of residents about available County services, along with important programs/activities. Programming includes broadcasting a Community Bulletin Board, which provides graphical announcements of job opportunities, bid opportunities with PBC Purchasing for local businesses, road construction projects, along with County transit information and general government announcements. The division is also responsible for providing a video record documentation of BCC meetings for public records requests and online viewing.

**Graphics and Marketing Services**

Provides and coordinates quality printing, copying, bulk mailing, graphic design, and marketing services in a timely and cost effective manner to BCC departments, offices, and other taxing agencies. Graphic design and marketing services provide marketing campaigns and events, forms, brochures and publication, layout, design, and logo and branding design work. Digital copying and printing are produced on high-speed printers with in-line finishing options including booklet making and hole punching for coil binding. Offset printing is produced on single color and multi-color equipment. Bindery services include cutting, folding, perforating, scoring, booklet making, and specialty die cutting. Mailing services include variable data printing, mailing list address quality management, and Every Door Direct Mail (EDDM) services. Wide format services including posters, banners, magnets, and signage, are produced on wide format ink-jet printers with finishing options including mounting/laminating. Registration as a certified chain of custody printer with the Forestry Stewardship Council and the Rainforest Alliance. Acts as a Resource manager for in-house and outsource printing/copying for all County departments.

**FY 2019 Highlights & Accomplishments**

- 11,184,103 annual visits to pbcgov.com; 10,547 Facebook likes (60% increase); 53,000 Twitter followers (10% increase), Instagram 17K (1,300% increase).
- Conducted 39 live broadcasts on Periscope with 23,191 viewers since October 2018.
- Launched a countywide NextDoor account to provide wider reach and targeted information sharing especially during emergency activations. Audience reach is 250,000 subscribers.
- Secured contract with Bureau of Internet Accessibility to audit PBCGOV.com website for Americans with Disabilities Act (ADA) compliance issues and provide periodic site scans to ensure continued compliance.
- Graphics and Marketing Services installed a new four-color digital offset printing press to provide high volume, full color printing services at a lower cost than previous xerographic equipment.
- Featured and distributed programs and services information; gathered related survey data for 20 County departments and agencies using the PBC TV Channel 20 monthly program guide.
- PBC TV began providing captions for BCC meetings streamed live online and for BCC meetings available on demand.
- The Public Information Unit was involved in a successful activation of the EOC for Hurricane Dorian and Bahamas Relief. Staff was able to leverage all available assets to educate citizens on the dangers of this large storm. Live streaming and frequent educational social media posts let our staff communicate directly with residents. This two-way communication helped to calm residents. The Emergency Information Center also deployed the new automated attendant system, which allowed routine information to be recorded and passed onto residents, while calls that were more serious, were handled faster by available call takers.
- PBC Day 2019 had the highest attendance since sponsors were eliminated in 2012. An event app was introduced in 2019 and it allowed us to reach our attendees easily and let them socialize with other attendees via the app. The first year of digital only registration was a success, and allowed staff to spend less time on paperwork and more time improving the event.
- Public Affairs has successfully transitioned from an email based online Procedures and Fees for Public Record Requests system to an automated request system that tracks the request throughout the whole process. The online database/request system is available to all user departments and many have come online this fiscal year. The new system has enhanced PBC's already high transparent and user friendly records request system.
- PBC TV upgraded all live meeting control rooms to high definition (HD) equipment. The PBC TV master control media-playout server was upgraded to HD.
- A fourth cable TV provider, Atlantic Broadband, began distributing PBC TV Channel 20 programming to its subscribers in PBC.

**FY 2020 Emerging Issues**

- A more comprehensive Portable Document Format tool is needed to assist with ensuring documents are ADA compliant.
- Upgrade of all PCs that are not compliant with Windows 10 as Windows 7 support ends in January 2020.
- Additional live streaming solutions that allow multicasting through several social media platforms and live captioning.
- Graphics and Marketing Services to expand on-line print job ordering to include business cards.
- Finalizing infrastructure to provide captioning for additional live meeting broadcasts and for other local PBC TV Channel 20 informational programming.
- Census 2020 will be the dominant messaging campaign for the first half of FY 2020. The once every 10 years project will have a dramatic impact on PBC's budget and Public Affairs will join with many partners inside and outside of county government to ensure that every resident is counted. Our staff will be working community events, the South Florida Fair, answering telephones, hosting TV shows and producing and distributing publications. Public Affairs will also support county administration with speeches, presentations and talking points as the administration teams heads into the community.
- Increase the inclusion of promotional videos produced by other county departments in the PBC TV programming schedule.
- Increase the proficiency and efficiency of production methods to keep pace with production requests.

<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Goal FY 2020</b>
<b><i>Administration/Media and Public Information</i></b>			
• Communicate effectively with the media and public during EOC activations <i>Reach of traditional and social media messages relayed to the public and media during an activation of the Emergency Operations Center (not including Channel 20 or website visits).</i>	0	200	400
• Legislative partners traveling to PBC Day <i>Number of Legislative partners traveling to PBC Day</i>	247	250	300
• Maintain the quality of information provided to residents and groups through speeches and presentations <i>Number of speeches written and/or edited by Public Affairs staff.</i>	31	36	36
• Number of Public Records requests received <i>Public Records requests from the public, media and businesses</i>	855	0	0
• Presentations in relation to 2020 Census <i>Number of presentations coordinated and delivered to the public in relation to the 2020 Census</i>	N/A	12	24
<b><i>Digital Marketing and Communications</i></b>			
• Continue to improve the look, feel, and functionality of PBCGOV.com and Intranet website <i>Number of visits to Internet homepage</i>	721,575	950,200	1,100,100
• Continue to increase the number of digital subscribers to Count-e-News and social media outlets, including live streaming video <i>Total number of Digital Subscribers</i>	56,720	78,029	93,688
<b><i>Education and Government TV</i></b>			
• Broadcast live 100% of assigned government meetings with captions and without significant interruption <i>Percentage of live meetings broadcast with captions</i>	28	35	50
• Increase number of video service providers carrying PBC TV Channel 20 programming 24/7 in a broadcast channel position, or on demand access, on all major cable TV providers in the County within 12 months <i>Number of video service providers carrying PBC TV Channel 20 programming 24/7</i>	4	5	6
• Increase the number of county departments/agencies featured in PBC TV Channel 20 PSA's, programs, features, news stories, videos, and Community Bulletin Board graphic announcements during FY 2020 <i>Number of departments/agencies featured on PBC TV programming</i>	27	35	40
<b><i>Graphics Division</i></b>			
• Decrease number of unplanned or emergency EDDM requests <i>Number of EDDM on an emergency or an unplanned basis.</i>	50,286	200	0
• Increase use of EDDM service <i>Number of EDDM mailers</i>	345,097	400,000	500,000
• PrintSmith sales in value measure <i>Value of work orders processed</i>	1,704,650.2	1,650,000	1,800,000

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 579,813	\$ 536,000	\$ 552,000	\$ 16,000	3%
Fines & Forfeitures	-	-	-	-	-
Grants	-	-	-	-	-
Other	396,333	4,400	5,160	760	17%
Fund Balance	723,316	261,736	117,484	(144,252)	(55%)
SubTotal	\$ 1,699,462	\$ 802,136	\$ 674,644	\$ (127,492)	(16%)
<b><u>Appropriations</u></b>					
Personal Services	\$ 3,352,120	\$ 3,814,780	\$ 3,812,259	\$ (2,521)	-
Operating Expenses	1,325,932	1,473,021	1,542,759	69,738	5%
Capital Outlay	733,506	110,001	171,677	61,676	56%
Debt Service	14,060	-	-	-	-
Grants and Aids	-	-	-	-	-
Reserves	-	197,636	50,200	(147,436)	(75%)
SubTotal	\$ 5,425,618	\$ 5,595,438	\$ 5,576,895	\$ (18,543)	-
Ad Valorem Funding	\$ 4,109,423	\$ 4,793,302	\$ 4,902,251	\$ 108,949	2%
Positions	44	44	44	-	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Decrease is primarily due to lower than expected revenues; this also resulted in a decrease in reserves.

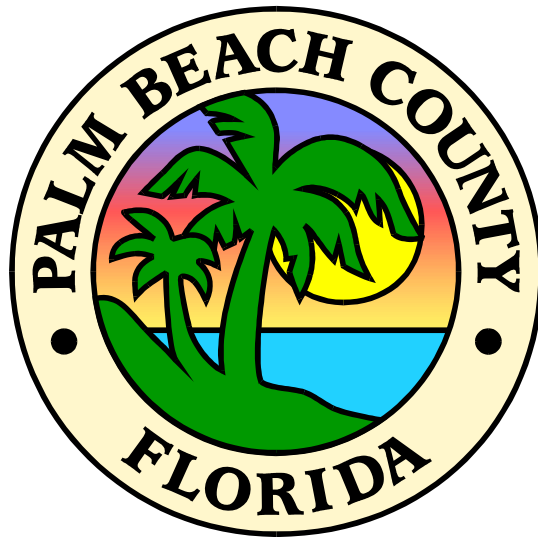
**Appropriations**

Positions - 1

**Mid-Year Transfers FY 2019 - 1:** One: Manager Community Relations & Marketing transferred to County Administration.

**Budget Process - 1:** One: Production Specialist - Education and Government TV.

Capital Outlay - Increase is due to the replacement of an aging vehicle and the purchase of other one time capital equipment.





# **PUBLIC SAFETY**

**Stephanie Sejnoha, Director**

**20 South Military Trail  
West Palm Beach, Florida 33415  
Phone: 561-712-6400**

**Website Address: <http://discover.pbcgov.org/publicsafety/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

Enhance the safety and well being of our community.

**Administration**

To manage and coordinate the department's administrative and financial needs including personnel, billing and budgetary activities, contracts, asset management, and policies and procedures.

**9-1-1 Technical Services**

Palm Beach County 9-1-1 Technical Services has an ongoing commitment to enhance the life and safety of the public by providing and maintaining a fast, efficient 9-1-1 System through advanced 'Next Generation' technology and training.

**Animal Care and Control**

To prevent and investigate cruelty to animals and prevent unwanted pets through low cost spay/neuter efforts, manage a licensing program for pets, handle public complaints, conduct investigations for civil infractions, provide sheltering and medical care for impounded/unwanted animals, and facilitate release of animals through adoption or rescue partnering. Services include public health/safety programs for rabies surveillance and testing; humane education; and pet sterilization.

**Consumer Affairs**

To protect consumers utilizing County and state consumer protection ordinances and statutes by: investigating and enforcing unfair and deceptive trade practices; equipping consumers with information to select businesses providing fair value for services and merchandise; conducting informal dispute mediation with businesses and landlords; enforcing the "price gouging" ordinance during emergencies; and administering the moving, vehicle for hire, water taxi, towing, adult entertainer, and home caregiver ordinances.

**Emergency Management**

To coordinate County resources in the preparedness for, response to, recovery from, and mitigation against all hazards, natural or human-generated. Primary services include: maintaining the Emergency Operations Center (EOC) and its staff's readiness for activation, managing the 24-hour County Warning Point, conducting annual assessments of hazardous materials and critical facilities, providing public alerts, warnings, and after-hour emergency notification to County agencies, conducting training with our Community Emergency Response Teams (CERT), coordinating emergency management plans, training and exercises, regulating countywide Emergency Medical Services activities, and maintaining the special needs registry and sheltering programs.

**Justice Services**

To provide a variety of highly professional age and issue specific programs which enhances public safety and assists the Justice System and the citizens of the County. Primary services include the identification and treatment of substance abuse issues through drug court programs, reentry services for high risk ex-offenders, providing information to the court so informed decisions can be made regarding pre-trial release, supervision and monitoring of individuals referred by the court, and providing psychological assessments/evaluations.

**Victim Services**

To provide comprehensive direct services to crime victims and advocate on their behalf within the criminal justice system and the community. Primary services include: 24-hour hotline and crisis field response for victims and surviving family members of sexual assault, domestic violence, homicide, and other violent crimes; provide court accompaniment, safety planning, legal advocacy, assistance with filing victim compensation claims, and information and referral; conduct sexual assault forensic examinations; provide individual and group therapy sessions; and serve as the coordinating agency for the County's Sexual Assault Response Team (SART).

**FY 2019 Highlights & Accomplishments**

- Division of 9-1-1 Program Services (9-1-1) assisted in the creation of a new, consolidated 9-1-1 center in the West Palm Beach Courthouse to act as a command center for Palm Beach International Airport and the Courthouse.
- 9-1-1 implemented the RapidSoS software which provides additional caller location accuracy.
- 9-1-1 completed the upgrade of the entire countywide 9-1-1 network in partnership with AT&T.
- 9-1-1 Updated Intrado 9-1-1 call taking and mapping software allowing additional features and customization.
- Division of Animal Care and Control (ACC) achieved a live release rate of 90-93% for dogs and 73% for cats.
- ACC's continued partnership with Peggy Adams Animal Rescue League (PAARL) has resulted in 1,763 dogs & cats being transferred to PAARL, which represents 16.5% of all of ACC's dog & cat intake.
- Division of Consumer Affairs (CA) staff provided nearly 75,000 consumer protection activities through administration of six ordinances and the dispute mediation program.
- CA worked with industry, government, and elder protection advocacy groups to enhance the Home Caregiver Ordinance that expanded protections to vulnerable populations and improved licensing procedures resulting in 3,352 applications processed.
- Division of Emergency Management (EM) received grant awards totaling \$822,000. Funding was spent on shelter supplies that were identified as a need post Hurricane Irma and those purchases are still on-going. The remaining funding was utilized on EOC enhancements, equipment, training, and staff salaries. EM is also still in the process of countywide reimbursement of approximately \$43 million dollars in response to Hurricane Irma.
- EM in collaboration with County Departments and Administration activated the Employee Disaster Response Plan in response to Hurricane Dorian.
- Division of Justice Services (JS) Reentry Program supported the first Reentry Summit in Palm Beach County where over 250 people from across the nation gathered to share best practices.
- JS successfully implemented a pretrial risk assessment tool, which helps judges determine defendants risk to the community upon release from jail.
- JS Adult and Family Drug Court integrated Medically Assisted Treatment (MAT) for Drug Court participants.
- Division of Victim Services (VS) received a 2019 Achievement Award by the National Association of Counties (NACo) for the DUI Homicide Related Death Program.
- VS produced a Human Trafficking Training video with Channel 20 where all new county employees must view within two months of hire. In 2019, 3,430 County employees were trained to recognize human trafficking.

**FY 2020 Emerging Issues**

- Begin discussions with Miami-Dade and Broward regarding the creation of a regional 9-1-1 partnership.
- Provide the County 9-1-1 centers with enhanced capabilities by updating the 9-1-1 call taking hardware.
- Continue awareness and implementation of cybersecurity measures to protect the County's 9-1-1 centers.
- National shortage of veterinarians continues to detrimentally impact ACC.
- Unregulated importation of dogs from other countries is raising health concerns for diseases that currently do not exist in the United States.
- Develop a CA online portal that will allow persons/businesses to submit licensing application and payment online.
- Prepare to meet the demand for vehicle for hire services created by Super Bowl attendees by working with regional partners and the National Football League to streamline regulatory efforts.
- Legislative priorities, particularly public record exemptions for damage assessment and shelter related information.
- Continue to plan, train, and exercise for all hazards in anticipation of our upcoming accreditation assessment.
- Implement a text reminder system to reduce failure to appear violations as part of the MacArthur Safety and Justice Challenge initiative.
- Address the unmet and complex needs of Human Trafficking victims through co-leading the Human Trafficking Task Force and collaborating with Palm Beach County Sheriff's Office and Catholic Charities Diocese of the Palm Beaches.
- Focus on embracing and supporting innovative and data-driven approaches to adult and juvenile offender reentry.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>911 Program Services</i></b>			
• Complete address verifications and corrections within two days of receiving Planning, Zoning, and Building (PZB) Audits			
<i>Time (days) to complete address verifications against MSAG</i>	N/A	3	2
• Maintain availability of 911 network			
<i>Ensure vendors meet contractual network availability time of 99.99%</i>	99	99.99	99.99
<b><i>Animal Care and Control</i></b>			
• Shelter - Increase live release of cats to 82% of overall cat intake through enhanced adoption programs, Trap, Neuter, Vaccinate, and Return (TNVR) and owner retention programs			
<i>Percentage of live release - Cats</i>	63.7	79	82
• Shelter - Increase live release of dogs to 90% of overall dog intake			
<i>Percentage of live release - Dogs</i>	86.75	87	90
<b><i>Consumer Affairs</i></b>			
• Provide protections to the public by conducting criminal background screening of home caregivers, vehicle for hire drivers, and tow operators			
<i>Number of criminal background screenings of home caregivers, vehicle for hire drivers, and tow operators</i>	5,003	5,000	5,600
<b><i>Emergency Management</i></b>			
• Increase the number of opt-in registrations for AlertPBC by 5% (of FY 2018 estimate) by providing information on AlertPBC at public outreach events and on social media			
<i>Number of new PBC opt-in registrations</i>	1,627	1,500	1,800
• Obtain percentage of customers that were at least 80% satisfied with a community outreach event, obtained monthly (Question 9 on the public outreach survey)			
<i>Outreach event public rating score</i>	N/A	75	80
<b><i>Justice Services</i></b>			
• Decrease the rearrest rate for adult ex-offenders participating in reentry programming			
<i>Percent of rearrests in Palm Beach County for adult ex-offenders participating in reentry programming</i>	7.75	5	0
• Decrease the rearrest rate for defendants out of custody on pretrial services supervised release			
<i>Percent of rearrests in Palm Beach County for defendants on the pretrial services supervised release program</i>	4.5	4	3
• Provide a pretrial services program that serves as an alternative to incarceration operating at a rate of 4% of the cost of County incarceration			
<i>Average daily number of criminal defendants out of custody pending trial under supervision</i>	718	750	850
<b><i>Victim Services</i></b>			
• Maintain 98% participant satisfaction with training provided on services, victimization, victim rights, and/or response procedure to multidisciplinary stakeholders			
<i>Percent of participants satisfied with training</i>	99	98	98
• Provide on average 10 units of comprehensive advocacy and therapy services per crime victim served			
<i>Average units of comprehensive advocacy and therapy services provided per crime victim</i>	13.1	10	10

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 3,337,759	\$ 3,380,080	\$ 3,337,980	\$ (42,100)	(1%)
Fines & Forfeitures	41,982	2,100	1,500	(600)	(29%)
Grants	9,435,740	10,699,448	9,868,169	(831,279)	(8%)
Licenses & Permits	827,827	716,100	787,200	71,100	10%
Other	541,770	(197,770)	(155,160)	42,610	22%
Interfund Transfers	830,809	1,343,836	1,168,711	(175,125)	(13%)
Fund Balance	7,163,001	4,812,410	5,919,132	1,106,722	23%
<b>SubTotal</b>	<b>\$ 22,178,888</b>	<b>\$ 20,756,204</b>	<b>\$ 20,927,532</b>	<b>\$ 171,328</b>	<b>1%</b>
<b><u>Appropriations</u></b>					
Personal Services	\$ 18,068,645	\$ 20,876,859	\$ 20,416,768	\$ (460,091)	(2%)
Operating Expenses	7,055,468	9,171,051	9,290,590	119,539	1%
Capital Outlay	385,591	216,872	308,000	91,128	42%
Grants and Aids	3,112,593	3,702,571	3,882,570	179,999	5%
Transfers	3,008,879	3,459,051	337,000	(3,122,051)	(90%)
Reserves	-	2,918,733	6,531,912	3,613,179	124%
<b>SubTotal</b>	<b>\$ 31,631,176</b>	<b>\$ 40,345,137</b>	<b>\$ 40,766,840</b>	<b>\$ 421,703</b>	<b>1%</b>
<b>Ad Valorem Funding</b>	<b>\$ 15,772,927</b>	<b>\$ 19,588,933</b>	<b>\$ 19,839,308</b>	<b>\$ 250,375</b>	<b>1%</b>
<b>Positions</b>	<b>262</b>	<b>267</b>	<b>267</b>	<b>-</b>	<b>-</b>

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Increase is primarily due to the Emergency Communications Number "E-911" Fund. In FY 2018, actual expenses were less than estimated; therefore, causing an increase to the FY 2019 fund balance and the FY 2020 reserves.

**Appropriations**

Positions - (0)

**Mid-Year Adjustments FY 2019 - 2:** Two grant funded Victim Advocates.

**Mid-Year Deletion FY 2019 - (1):** One Victim Advocate.

**Budget Process - 4:** One Animal Control Officer I, One Animal Control Officer II, One Animal Control Veterinary Assistant, and One Contracts/Grants Coordinator.

**Budget Process Transfers FY 2020 - (5):** One Family Drug Court Coordinator, One Secretary, Three Court Program Specialist to Court Administration.

Transfers - Decrease is due to a transfer Emergency Communications Number "E-911" Fund for capital projects upgrades and enhancements.





# **PURCHASING**

**Kathleen Scarlett, Director**

**50 South Military Trail, Suite 110**

**West Palm Beach, Florida 33415**

**Phone: 561-616-6800**

**Website Address: <http://discover.pbcgov.org/purchasing/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To effectively and efficiently provide Palm Beach County Departments with access to goods and services.

**Department Overview**

Pursuant to the Purchasing Code (Sections 2-51 through 2-58 of the Palm Beach County Code), the Purchasing Department procures non-construction related goods and services valued at or exceeding \$5,000 and also monitors all procurements under \$5,000 made by County departments through the Decentralized Purchase Order (DPO) process. The procurement of goods and services is accomplished through various methods including a Request for Quote (RFQ), Invitation for Bid (IFB), Request for Submittal (RFS), Request for Proposal (RFP), and alternative source selections, including but not limited to, Sole Source purchases, Emergency purchases, and Piggyback purchases.

**Warehouse/Stores**

Services include the processing of stock requisitions through the automated Inventory Control Subsystem and providing stock items (i.e., basic operating supplies) to County departments; delivering interdepartmental and U.S. Mail, and publications; providing centralized shipping, receiving, and storage operations for County departments; maintaining an inventory of emergency supplies; and delivering storage items and stock goods as requested.

**Purchasing**

Primary services include procuring non-construction related goods and services for Palm Beach County; monitoring term contracts to ensure that gaps in service do not occur; monitoring DPOs made by County departments to ensure that appropriate policies and procedures are observed; providing suggestions to County departments with regard to alternative source selections; addressing all vendor protests, including those pertaining to construction related procurements; coordinating and participating in protest hearings conducted before a Special Master; providing procurement training, advice, and assistance to all County departments; and, Vendor Registration and Vendor Self Service (VSS) administration and implementation.

**FY 2019 Highlights & Accomplishments**

- Procured approximately \$218,219,478 in non-construction related goods and services.
- Received and responded in detail to 14 protests. Of the 14 protests received, two hearings were requested before a Special Master. The County prevailed on both Special Masters hearings.
- Attended Get Ready, Get Set, Get Certified Community Outreach events, Office of Equal Business Opportunity's (OEBO) Annual Matchmaker Conference and Expo, and Super Bowl LIV Business Connect Workshop.
- Participated as a committee member of the Office of Community Revitalization's Resident Education to Action Program (REAP), and Neighborhood Engagement and Transformation (NEAT) Grants Programs.
- Processed over 700 documents related to public records requests.
- Maintained the percentage of warehouse items under contract at 80.8% of active items.
- Delivered 333,268 warehouse items to 268 County departments at 304 locations.
- Filled 94.4% of the commodity lines on stock requisitions within five days.
- Achieved .50% inventory variance.
- Maintained vendor on-time deliveries at 79.5%.
- Reduced inventory turnover to 4.31 to improve backorder rate.
- FY 2019 files scanned: 1,830 pages of contracts and 7,707 pages of procurement contracts/purchase orders.
- Purchasing is continuing to work closely with the Clerk & Comptroller's Office to streamline both the vendor payment process and the County department procurement process for specific goods or services procured through the Direct Payment Process.
- Established solicitation documents and contracts to include the necessary language required by the OEBO Ordinance and Policy and Procedure Manual (PPM) for use by the Purchasing department and County departments.
- Sent mass mail to registered vendors who did not register commodity codes in their Vendor Self Service (VSS) Accounts. This will help to ensure vendors receive notification of solicitations pertaining to the goods/services they provide.
- CGI, the County's Advantage Financial System vendor, has endorsed Purchasing's suggestion to modify VSS to require vendors to register their commodity codes and attach their W-9 Forms when registering or updating account information in VSS. This modification will be included in CGI's baseline model for VSS 4.0.

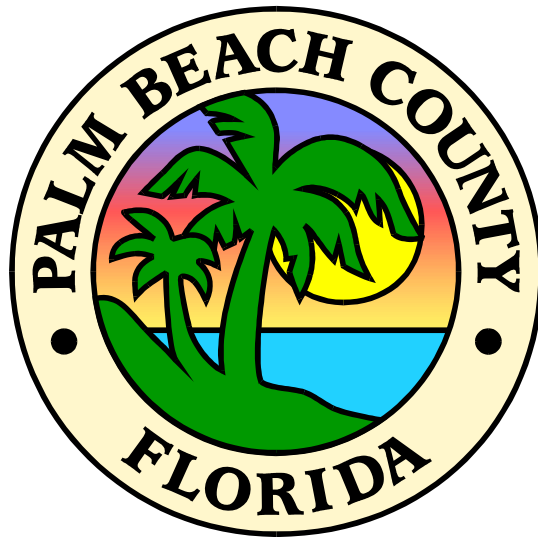
**FY 2020 Emerging Issues**

- Continue to move toward consolidation of the County's 400+ multi-function device (copier) contracts. The consolidation of these contracts will standardize the County's copier/scanner/printer machines making it easier and more efficient for all users and contract administrators. We are hopeful that the consolidation of these contracts will take place mid FY 2020.
- Conduct procurement training for County departments. This is necessary with the high turnover and number of new employees due to persons retiring or re-locating within other County departments.
- Amend the Purchasing Code to include a reference to the procurement of good and services purchased with federal funds, include a reference to the OEBO Ordinance/Program, and to make it consistent with new policies established by the BCC and County Administration. It is anticipated that the amended Purchasing Code will be brought to the BCC in Spring 2020.
- Work with Clerk & Comptroller's Office to establish "paperless" goals.
- Update Purchasing PPMs to include goods and services purchased with federal funds and a reference to the OEBO Ordinance and PPM.
- Become proactive with the National Institute of Governmental Purchasing (NIGP) and the Florida Association of Public Procurement Officials (FAPPO) pertaining to legislative changes to Procurement Law, Public Records Law, Sunshine Law, and Contract Law.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Purchasing Contracts Division</i></b>			
• Number of Renewals			
<i>Number of renewals for RFPs, RFSs, and RPQs</i>	39	50	55
• Number of Solicitations/Re-Solicitations			
<i>Number of Solicitations and Re-Solicitations (RFP/RFS).</i>	56	50	45
• Number of new KMAs			
<i>Number of new KMAs for User Departments</i>	49	35	40
<b><i>Purchasing Division</i></b>			
• Increase number of New Vendors Registered in VSS			
<i>Number of new vendors registered in VSS</i>	1,322	1,500	1,620
• Number of Emergency Contracts - Concur			
<i>Number of emergency contracts where the Director concurred with the reason for the emergency purchase.</i>	4	30	20
• Number of Emergency Contracts - Non-Concur			
<i>Number of emergency contracts where Director did not concur with the reason for the emergency purchase (Non-Concur).</i>	2	30	20
<b><i>Purchasing Procurement Division</i></b>			
• Number of Contract Renewals			
<i>Number of renewals for Contract/CMAs/IFBs-RFQs</i>	N/A	282	282
• Number of Decentralized Purchase Orders with discrepancies on DPO report and Department			
<i>Number of DPO discrepancies found on DPO reports along with issuing Department</i>	1,825	1,000	900
• Number of new CMAs			
<i>Number of new CMAs issued for User Departments</i>	526	500	525
<b><i>Warehouse</i></b>			
• Fill at least 95% of the commodity lines on stock requisitions within 5 workdays			
<i>Percentage of line items filled within 5 workdays</i>	95.87	95	100
• Obtain inventory variance of 0.25% or less			
<i>Percentage of annual inventory variance</i>	0.5	0.25	0.2
• Provide vendor on time deliveries at 85% or greater			
<i>Percentage of on time vendor deliveries</i>	75.48	85	90

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<u>Non-Ad Valorem Revenues</u>						
Charges for Services	\$ 5	\$ 310	\$ 110	\$ (200)	(65%)	
Fines & Forfeitures	-	1,500	1,500	-	-	
Other	20,078	440	-	(440)	(100%)	
SubTotal	\$ 20,083	\$ 2,250	\$ 1,610	\$ (640)	(28%)	
<u>Appropriations</u>						
Personal Services	\$ 3,735,981	\$ 3,956,357	\$ 3,912,830	\$ (43,527)	(1%)	
Operating Expenses	404,121	315,548	346,144	30,596	10%	
SubTotal	\$ 4,140,102	\$ 4,271,905	\$ 4,258,974	\$ (12,931)	-	
Ad Valorem Funding	\$ 4,120,019	\$ 4,269,655	\$ 4,257,364	\$ (12,291)	-	
Positions	45	45	45	-	-	





# **RISK MANAGEMENT**

**Scott Marting, Director**

**100 Australian Avenue, Suite 200**

**West Palm Beach, Florida 33406**

**Phone: 561-233-5400**

**Website Address: <http://discover.pbcgov.org/riskmanagement/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To identify, analyze, and control the risks associated with the programs, operations, and services provided to the employees and citizens of Palm Beach County in a professional, comprehensive, and cost effective manner.

**Employee Assistance Program**

Promotes the mental health and wellness of County employees and their families. Services aim at timely intervention of conditions which negatively impact health, well-being, or job performance and seek to restore employees and family members to optimum functioning in all life areas.

**Group Insurance**

Provides excellent customer service to group insurance participants and properly administers the County's various employee group insurance (health, life, dental, flexible spending accounts, and short and long term disability) plans in accordance with federal law and County policies. Offers programming that fosters positive physical and mental well-being both within and outside the workplace for employees and their families, through wellness education, activities, and opportunities.

**Employee Safety/Loss Control**

Provides programs and services to the departments of the Board of County Commissioners (BCC) to prevent injury and illness to County employees, harm to the public, and property losses to the County.

**Occupational Health**

Provides services that focus on the promotion, protection, and restoration of the health and safety of Palm Beach County employees. By providing high quality, cost effective medical surveillance, and timely medical and rehabilitative services employees are able to achieve the highest level of occupational health and wellness.

**Property and Casualty**

Provides cost-effective and efficient oversight of the various insurance and self-insurance programs protecting the County against financial loss resulting from damage to County-owned assets and/or negligence. The Division serves as an advisor to the County analyzing and recommending appropriate risk avoidance and transfer methods.

**Workers' Compensation**

Manages and oversees the administering of the County's self-insured Workers' Compensation claims. The County's claims are administered by a third party administrator with three on-site adjusters and additional administrative support located at the third party administrator's office. The County's claim administration is in accordance with the Florida Workers' Compensation Law (F.S. 440).

**FY 2019 Highlights & Accomplishments**

- The Workers' Compensation Division (WC) successfully managed the transition from one law firm to another for the handling of the County's defense of their workers' compensation claims.
- The Property and Casualty Insurance Division (PCI) completed its first year with a new third-party claims administrator.
- PCI contracted with a new insurance tracking company to manage insurance compliance.
- The Employee Safety & Loss Control Division (ES/LC) collaborated with the Clerk's Office to roll out the PeopleSoft database to County departments. Fire Rescue was the first department selected for implementation.
- ES/LC renewed the Automated External Defibrillator (AED) program. This program provides 237 AEDs in County owned buildings.
- The Employee Assistance Program (EAP) maintained a high level of counseling services, supervisor training, learning forums, and support groups.
- The Group Insurance Division (GI) recommended the introduction of an Open Access Plus In Network Cigna medical plan, as a third medical plan option. This in-network only plan does not require a gatekeeper for specialty care. The OAPIN provider network is a national network, thus providing options to retirees, and employees with children in college outside of the HMO/POS network service area.
- GI is transitioning life insurance beneficiaries for the County's basic and supplemental life to be kept by the carrier, Securian Financial (formerly Minnesota Life). This is a best practice due to the duration of the life insurance contract and subsequent renewals with the same carrier.
- The Occupational Health Clinic (OHC) extended clinic hours and began offering a medical provider five days a week to enhance cost-effective, in-house treatment and case management for work related injuries and other clinic services.

**FY 2020 Emerging Issues**

- WC will be responsible for the administration of a new program providing benefits for firefighters with certain cancers, which was passed by the FL legislature effective July 1, 2019.
- WC expects a continued increase in costs related to Post Traumatic Stress Disorder (PTSD), due to the Florida Legislature's expansion of benefits as of October 1, 2018.
- PCI is updating the claims and incident coding to better identify the types of actions that give rise to Property and Casualty claims and by extension cost the County money. This will facilitate the creation of more targeted counteractions and training by Loss Control.
- PCI is streamlining the insurance tracking process by creating a form that will indicate the minimum insurance requirements to be used for the Request For Proposal (RFP) or bid, and after award, for compliance tracking.
- ES/LC will continue to collaborate with the Clerk's office to implement the PeopleSoft database across ten more departments in FY 2020.
- ES/LC will continue to work to identify feasible resources for Commercial Driver's License (CDL) training for departments that are struggling to maintain CDL Drivers.
- GI continues to meet incremental deadlines from the Patient Protection and Affordable Care Act (Act) until it reaches its scheduled fruition in 2022. At this time and in the foreseeable future, the landscape of the Act and employer sponsored health insurance benefits continues to develop and exhibits a greater level of uncertainty. GI must continually monitor and ensure compliance with the Act.
- EAP will continue to implement a new system for case tracking demographics, problems, and outcomes to effectively promote increased quality in counseling services.
- Due to the volume of medical leave requests, the OHC is responding by implementing a new Family and Medical Leave Act (FMLA) administrator to manage existing and new FMLA leave requests.
- The OHC will be contracting with a FMLA administrator to manage existing and new leave requests.

<b>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</b>	<b>Actual FY 2018</b>	<b>Budget FY 2019</b>	<b>Goal FY 2020</b>
<b><i>Employee Assistance Program</i></b>			
• Increase the number of educational and training programs by 5%			
<i>Educational and Training Programs Offered</i>	84	84	96
• Increase the number of employee cases by 5% by increasing employee awareness of this benefit			
<i>Total Employee cases</i>	225	252	264
<b><i>Employee Safety/Loss Control</i></b>			
• Decrease the time between date of incident/accident and investigation of incident/accident			
<i>Loss Control Specialists will follow-up with department supervisors within a maximum of (3) business days</i>	N/A	48	36
• Increase the number of County buildings that receive Annual Safety inspections			
<i>Buildings that Received Safety Inspections</i>	94	110	115
• Increase the number of Employee Participants in Safety Training Programs			
<i>Participants in Safety Training Programs</i>	5,544	3,800	3,910
<b><i>Group Insurance</i></b>			
• Increase participation in wellness program activities by 5%			
<i>Percent increase in employees participating in wellness program activities.</i>	2.5	5	7
<b><i>Occupational Health</i></b>			
• Complete 90 percent of post-offer physical exams within two days of request			
<i>Percentage of exams completed within two days</i>	99	98	100
• Treat at least 65% of Workers' Compensation cases in-house			
<i>Percent of Workers' Compensation Cases treated in-house</i>	N/A	74	77
<b><i>Property and Casualty</i></b>			
• To track the number of incidents reported			
<i>The number of incidents reported</i>	N/A	2,999	3,600
• To track the number of new claims reported			
<i>The number of incidents that become claims</i>	N/A	420	420
<b><i>Workers' Compensation</i></b>			
• Achieve a PPO network penetration of at least 90%			
<i>PPO network penetration</i>	73	90	92
• Achieve a claims closing ratio of at least 100%			
<i>Workers' Compensation Claims closing ratio</i>	105	105	110

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 372	\$ -	\$ -	\$ -	-
Other	101,676,626	101,672,268	103,945,567	2,273,299	2%
Fund Balance	32,145,673	34,476,886	27,225,187	(7,251,699)	(21%)
SubTotal	\$ 133,822,671	\$ 136,149,154	\$ 131,170,754	\$ (4,978,400)	(4%)
<b><u>Appropriations</u></b>					
Personal Services	\$ 2,719,687	\$ 2,813,530	\$ 2,800,497	\$ (13,033)	-
Operating Expenses	94,161,871	101,003,349	107,059,934	6,056,585	6%
Reserves	-	32,685,387	21,679,259	(11,006,128)	(34%)
SubTotal	\$ 96,881,558	\$ 136,502,266	\$ 131,539,690	\$ (4,962,576)	(4%)
<b><u>Ad Valorem Funding</u></b>					
	\$ 353,457	\$ 353,112	\$ 368,936	\$ 15,824	4%
Positions	30	30	30	-	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance- Decrease is due to a transfer from the Group Insurance Fund in order to maintain fund reserve levels per the County's policies and procedures manual.





# **TOURIST DEVELOPMENT COUNCIL**

**Glenn Jergensen, Executive Director**

**2195 Southern Boulevard, Suite 500**

**West Palm Beach, Florida 33406**

**Phone: 561-233-3130**

**Website Address: <http://discover.pbcgov.org/touristdevelopment/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To lead the promotion of tourism in Palm Beach County by empowering collaborative partnerships, advocating appropriate destination defining developments, and ensuring the steady growth of visitors.

**Convention Center (PBCCC)**

A general public assembly facility owned by Palm Beach County. The purpose of the facility is to provide the general public with a place to hold meetings, conferences, banquets, trade shows, etc. through license agreements. Emphasis is placed on attracting out-of-town attendees who will occupy local hotels and motels resulting in a favorable economic impact to the community.

**Other Tourist Development Council (TDC) Funded Programs**

Funding of the 1st Cent is earmarked to construct, extend, enlarge, remodel, repair, and/or improve the Convention Center and debt service on the convention center parking garage including operational and maintenance costs of the Convention Center, planning, and design costs incurred prior to issuance of bonds. The 1st Cent also funds professional sports franchise facilities and all renewal and replacement of tourism assets. The 4th Cent funding is designated for the payment of debt service on Roger Dean stadium, Convention Center, and the Ballpark of the Palm Beaches including planning and design costs incurred prior to issuance of bonds and operation and maintenance costs of the Convention Center for ten years. The Beach Programs provide beach improvement, maintenance, renourishment, restoration, and erosion control with emphasis on dune restoration where possible. Beach Programs are administered by Palm Beach County's Environmental Resource Management (ERM) Department. The TDC administers the Special Projects Program which considers funding to attract visitors to events held in Palm Beach County.

**Discover The Palm Beaches (DTPB)**

Develops a brand strategy and implements marketing and sales programs to increase visitation to the County by leisure tourists, groups and meetings, and other visitors in key markets throughout the United States and internationally. This is accomplished through on-line and off-line consumer and trade advertising and targeted sales programs directed to different geographic and niche segments of the marketplace.

**Cultural Council**

Promotes and markets Palm Beach County as a "cultural tourism" destination. Creates a positive economic impact by promoting cultural experiences and developing audiences through multiple media channels to tourists, visitors, and residents; administers grants to non-profit organizations and artists; expands arts and cultural educational opportunities; advocates for funding and arts-friendly public policies; and develops donors through membership programs.

**Film and Television Commission (FTC)**

Generates a positive impact on business tourism and the economy in Palm Beach County through the growth of the film, television, digital media, and still photography industries by attracting on-location production, educating our local workforce, and providing superior services to both the visiting and the indigenous production community. Content programming through the sponsorship program is evolving.

**Sports Commission**

The Palm Beach County Sports Commission promotes and markets the County as a sports destination. The Sports Commission attracts and develops sporting events and activities to enhance occupancy of hotel room nights and economic impact on the Palm Beach County economy (with a focus on the off-season); to maximize the utilization of County facilities; and to promote the image of Palm Beach County as a sports tourism destination on a national and international level.

**FY 2019 Highlights & Accomplishments**

- To strengthen brand awareness, DTPB recruited two new agencies of record, Advertising and Public Relations, achieved over 212 Million in earned media impressions surpassing TDC metric by six million and DTPB's Wedding Guide was rated as one of the top three Best Custom Publications, by Florida Magazine Association. To expand meetings and events, created a crisis management sales toolkit to help secure definite bookings during need periods. Awarded "Best DMO of the YEAR" by Smart Meetings. Increased short term bookings by 25% through strategic partnership with Cvent.
- In May 2019, the Cultural Council held its second annual Month of Shows, Art, Ideas & Culture (MOSAIC), a month-long celebration of arts & culture in Palm Beach County. The campaign brought increased community engagement, higher press and social media impressions, partner participation, and more. There were 20 cultural organization partners; 34 hotel & visitor center partners; 4,750 coupon books distributed; 1,400+ coupons downloaded; 145M+ PR impressions generated; and 930K+ social media impressions, as well as several new events and activations.
- The Sports Commission produced a record setting year for sports tourism in The Palm Beaches. During FY 2019, the Sports Commission hosted its largest collection of sporting events since its inception. The Commission's portfolio included 179 sports events that attracted visitors from across the state, nation, and globe. These sports events generated 256,032 trackable room nights for Palm Beach County's hospitality industry. This room night total represents a new benchmark. For the first time in its history, the Sports Commission supported the production of more than 250,000 room nights.
- FTC, under the leadership of the TDC, continues to develop, manage and expand Palm Beach County's first tourism TV channel, The Palm Beaches TV. The channel now presents 20 hours of original, high-quality, family-friendly entertainment. Streaming 24/7, the channel is distributed in nearly 4,000 hotel rooms in the County.
- The PBCCC addresses the following areas of Finance, Sales, Events Services, Operations and Food Service. The PBCCC just completed its third straight operating year with no subsidy needed from the county. In its 15-year history, 2019 was the second highest grossing revenue year for the facility, with only 2018 being stronger. After three years of operating with the new hotel, the mix of business booked has changed dramatically from primarily short term to long term room night business, which fills local hotel rooms and drives economic impact to the community.

**FY 2020 Emerging Issues**

- DTPB and the TDC will be developing a Master Plan for Tourism and adoption by local leaders/residents/community. Destination Organizations are becoming more involved in broader economic development Partnerships between economic development entities and destination marketing & management proliferating.
- The Cultural Council sees tourism continuing to thrive and over 8 million visitors are attracted annually to The Palm Beaches, the cultural sector is expanding to meet these needs. Currently there are over 30 cultural organizations with major expansions or facility improvements planned or in consideration in the next five years. This growth would add over 500,000 square feet and allow one million more visitors to be served annually. The Norton Museum of Art opened a \$100 million renovation and expansion this year. This growth and investment will continue to build The Palm Beaches' reputation for being a world-class destination for art and culture.
- The Sports Commission is experiencing more competition from other communities across Florida and the United States and it is intensifying. This competition makes it more difficult to recruit tourism generating sports events to The Palm Beaches. Florida communities are building new facilities for sports, which will compete directly with Palm Beach County's sports tourism efforts.
- For the FTC, unpredictable environmental issues that have attracted international news coverage has impacted the global perception of the state as a whole influencing decision-makers that are considering Palm Beach County for on-location production. These challenges range from irregular weather patterns, to hurricanes, to weak northern winters, to algae bloom in Florida's waterways.
- The Convention Centers major R&R projects, such as upgrades to the security and sounds systems, along with painting the exterior of the facility are scheduled. Unique scheduling challenges continue to exist for these projects because of the high volume of business that is being booked at the facility.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Convention Center</i></b>			
• To increase Convention Center food and beverage net sales			
<i>Food and Beverage Sales (Net)</i>	1,754,651	1,800,000	1,957,000
• To increase total gross rental revenue at the Convention Center			
<i>Gross rental revenue</i>	1,854,678	1,854,678	1,942,000
<b><i>Cultural Council</i></b>			
• Expand co-op opportunities for cultural organization partners and hotels			
<i>Co-op program packages sold</i>	50	50	55
• Utilize the Cultural Concierge program to grow cultural tourism leads			
<i>Cultural Concierge program leads</i>	550	700	1,000
<b><i>Discover The Palm Beaches</i></b>			
• Increase Group Level booked room nights shared by DTPB and Convention Center sales staff			
<i>Group level shared booked room nights (Convention Center)</i>	50,000	50,000	53,000
• Increase bookings for room nights from hotel meetings leads			
<i>Booked room nights (hotel leads)</i>	148,000	150,000	160,000
• Increase participants in Destination Reviews			
<i>Destination Reviews</i>	40	50	65
<b><i>Film and Television Commission</i></b>			
• Increase FTC's hotel room nights			
<i>Number of FTC hotel room nights</i>	16,800	17,000	17,480
• Increase content marketing programs on an on-going basis. Projects in this category include episode television, one-off episodes, commercials and promos in-development, in-production and/or aired			
<i>Number of content marketing programs</i>	83	90	110
<b><i>Sports Commission</i></b>			
• Increase sports related hotel room nights			
<i>Number of sports related room nights</i>	250,000	250,000	254,000
• Increase the number of hosted or supported sporting events/activities			
<i>Number of events hosted or supported</i>	165	165	170

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 6,693,047	\$ 4,923,498	\$ 5,176,000	\$ 252,502	5%
Tourist Development Taxes	53,827,955	53,490,268	57,100,695	3,610,427	7%
Other	802,042	(2,330,324)	(2,344,047)	(13,723)	1%
Interfund Transfers	3,064,105	-	-	-	-
Fund Balance	25,544,717	24,427,310	34,733,623	10,306,313	42%
SubTotal	\$ 89,931,866	\$ 80,510,752	\$ 94,666,271	\$ 14,155,519	18%
<u>Appropriations</u>					
Personal Services	\$ 477,119	\$ 570,688	\$ 594,729	\$ 24,041	4%
Operating Expenses	28,190,400	33,443,059	35,407,223	1,964,164	6%
Grants and Aids	5,342,695	5,787,600	5,775,600	(12,000)	-
Transfers	25,649,505	21,220,551	21,796,536	575,985	3%
Reserves	-	19,488,854	31,092,183	11,603,329	60%
SubTotal	\$ 59,659,719	\$ 80,510,752	\$ 94,666,271	\$ 14,155,519	18%
<u>Ad Valorem Funding</u>					
	\$ -	\$ -	\$ -	\$ -	-
Positions	4	5	5	-	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance- Increase is due to lower expenses than estimated in the previous fiscal year. The higher fund balance also led to an increase in department reserves.





# **WATER UTILITIES DEPARTMENT**

**Jim Stiles, Director**

**8100 Forest Hill Boulevard  
West Palm Beach, Florida 33413  
Phone: 561-493-6000**

**Website Address: <http://discover.pbcgov.org/waterutilities/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide the highest quality potable water, reclaimed water, and wastewater service to customers in a fiscally and environmentally sound manner. The Department's vision for the future is "Best Water, Best Service, and Best Environmental Stewardship."

**Department Overview**

Provides potable water distribution and wastewater collection services to approximately 585,000 residents within 1,200 square miles of the primarily unincorporated area of Palm Beach County. Operates five regional water treatment plants with a total treatment capacity of 113.28 million gallons per day (mgd). Owns and operates the 35 mgd Southern Region Water Reclamation Facility, a state-of-the-art wastewater treatment and water reclamation facility. Owns 23.5 mgd of capacity in the East Central Regional Wastewater Treatment Plant, which is operated by the City of West Palm Beach. Operates a Central Region Operations Center, a Southern Region Operations Center and Central Laboratory, and a Customer Service Facility.

**Customer Service**

Facilitates the provision of water and wastewater utility services, including direct external and internal customer assistance for existing and potential customers. Examples of provided services include prompt initiation and connection of new accounts; accurate reading of customer meters and calculation of related billings; timely response to customer inquiries, whether in person, by telephone, via the internet, or through correspondence; management of departmental contracts and agreements; and diligent enforcement and collection of fees owed.

**Potable Water Treatment and Delivery**

Ensures delivery of a high quality level of potable water to the department's customers through its capital facilities and infrastructure. These functions assure the integrity of the distribution system and availability of potable water to meet future needs in accordance with standards established for the health and safety of the department's customers. Primary services include 24 hour on demand availability of potable water service through various treatment technologies, water quality that exceeds state and federal standards, and engineering services to develop and implement all capital facilities necessary to ensure adequate levels of potable water service.

**Wastewater Collection, Treatment, and Disposal**

Ensures environmentally sound wastewater collection, treatment, and reclamation through the facilities owned by the department, as well as additional capacity at the East Central Regional Water Reclamation Facility, operated by the City of West Palm Beach. Primary services include 24 hour on demand availability of wastewater treatment and disposal; wastewater treatment that exceeds state and federal standards; and engineering services to develop and implement all capital facilities necessary to ensure proper collection, treatment, and reclamation of wastewater.

**FY 2019 Highlights & Accomplishments**

- Moving forward with Integrated Utility Master Plan that will guide the utility in the future.
- Implemented one of the highly requested payment options, pay by credit card in the Customer Service lobby.
- A massive meter change-out program that included completing 83% or 131,525 out of 157,769 meter installations.
- Produced 21.5 billion gallons of finished water, all of which met or exceeded the water quality standards
- The Capital Improvement Program expended over \$45 million in projects.

**FY 2020 Emerging Issues**

- Maintain Capital Improvement Schedule to ensure excellent service and improvement of the asset management system.
- Hiring and/or retaining staff due to the market competition with other utilities and private companies/consultants.
- Potential nutrient limitations for wastewater treatment.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Customer Service</i></b>			
• To monitor monthly incoming call volume			
<i>Call Center -call volume</i>	309,451	360,000	336,000
<b><i>Operations &amp; Maintenance</i></b>			
• Improving financial accountability			
<i>Total overtime and comp time hours</i>	61,286	60,000	56,000
• Increase operational efficiency at wastewater treatment plants			
<i>Cost per thousand gallons of treated wastewater</i>	1.97	2.1	1.8
• Increase operational efficiency at water treatment plants			
<i>Cost per thousand gallons of potable water</i>	1.38	1.5	1.2
• Maintenance effectiveness			
<i>Preventative maintenance versus corrective     maintenance that shows a reduction in life cycle     costs of the organization's assets.</i>	19	15	13
• Organizational development			
<i>Vacancy level percentage</i>	10.75	5	0

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 37,351	\$ -	\$ -	\$ -	-
Other	13,562,364	-	-	-	-
Interfund Transfers	172,467,000	187,806,000	202,709,000	14,903,000	8%
Fund Balance	2,119,944	2,632,755	4,807,793	2,175,038	83%
SubTotal	\$ 188,186,659	\$ 190,438,755	\$ 207,516,793	\$ 17,078,038	9%
<b><u>Appropriations</u></b>					
Personal Services	\$ 45,930,852	\$ 52,787,520	\$ 52,737,996	\$ (49,524)	-
Operating Expenses	88,441,780	125,954,881	137,348,907	11,394,026	9%
Capital Outlay	3,173,957	8,161,000	11,870,000	3,709,000	45%
Transfers	144,144	136,807	140,156	3,349	2%
Charge Offs	(5,957,984)	1	1	-	-
Reserves	-	3,398,546	5,419,733	2,021,187	59%
SubTotal	\$ 131,732,749	\$ 190,438,755	\$ 207,516,793	\$ 17,078,038	9%
<b><u>Ad Valorem Funding</u></b>					
	\$ -	\$ -	\$ -	\$ -	-
Positions	591	597	612	15	3%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Interfund Transfers - Increase in funding from the WUD Revenue Fund primarily to cover increases regulatory requirements and repair and maintenance expenses.

Fund Balance - Increase is primarily due to carrying forward balances for projects that were not completed in FY 2019.

**Appropriations**

Positions - 15

**Mid-Year FY 2019 - 6:** Six Chief Plant Operators,

**Budget Process - 9:** Six Chief Plant Operators and Three Customer Service Specialist

Operating Expenses - Increase is due primarily to an increase in repair and maintenance costs, one time cost for the Comprehensive Master Plan, and treatment costs.

Capital Outlay - Increase is primarily due to replacement of generators for storm recovery response.

Reserves - Increase is primarily due to a mid-year transfer from the employee health insurance fund.

# **YOUTH SERVICES**

**Tammy K. Fields, Director**

**50 South Military Trail, Suite 203**

**West Palm Beach, FL 33415**

**561-242-5700**

**Website Address: <http://discover.pbcgov.org/youthservices/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

Growing brighter futures by providing quality service, education, and access to resources and opportunities.

**Administration**

Manages and evaluates various department divisions and programs; and coordinates with other governmental and non-profit organizations providing youth programs and services.

**Finance, Contracting and Administrative Services**

Provides timely, accurate, clear, and complete information with regard to the financial, contractual, and administrative needs of the Youth Services Department (YSD), including the provision of a centralized support system responsible for the coordination and management of personnel, payroll, budget, procurement, contracts, grants, agenda items, fixed asset management, records management, emergency management, information technology issues, and other administrative communications.

**Outreach and Community Programming**

The Outreach and Community Programming Division (OCP) coordinates internal and external youth programs and initiatives throughout Palm Beach County (PBC). OCP works in conjunction with the School District, Children's Services Council, United Way, Criminal Justice Commission, Department of Juvenile Justice, CareerSource, and other entities to assess, plan, implement, and evaluate youth programs throughout the county. OCP focuses on kids ages birth to 22 and allocates resources to support evidence-based initiatives that promote healthy children, safe schools, reduction of youth violence, and educational success. OCP also focuses on transition points (entry into kindergarten, 6th, 9th, and post-high school), and builds more opportunities to reconnect disconnected youth to education, trades, trainings, and employment opportunities.

OCP assists with the development, implementation, and evaluation of recommendations derived from the Palm Beach County's Youth Master Plan as well as the goals outlined in Palm Beach County's Comprehensive Plan (Health & Human Service Element). The Division collaborates with community-based organizations in order to achieve these goals and recommendations.

**The Residential Treatment and Family Counseling**

The Residential Treatment and Family Counseling Division (RTFC) offers specialized programs to families who need professional support in their efforts to raise healthy functioning children. The Division strengthens families through competent, caring, and comprehensive behavioral health services. The Division is committed to fostering healthy individual and family functioning in families where youth have been exposed to various forms of trauma, danger, harm, or loss. Without adequate protective factors, these youth are often at higher risk of entering the juvenile justice system, dropping out of school, getting involved with gangs, running away from home, substance use, and entering the child protective system. This goal is accomplished through family, group, and individual therapy, psycho-education, parent training, psychological evaluation, consultative services, and community outreach; offered across school, office, and residential settings.

**FY 2019 Highlights & Accomplishments**

- Summer Food Service Program (SFSP) addressed summer food shortage, expanding service area with 233,489 meals served at 101 sites. This included 38 new sites in all seven districts.
- Hosted the 5th Annual Super Summer Spelling Bee with 700 participants, and was filmed by Wall to Wall Productions, a subsidiary of Warner Bros.
- Provided approximately 4,492 youth with summer camp scholarships totaling \$3.9 million leveraged from Children Services Counsel (CSC), with an increase in Special Needs Camps.
- Future Leaders United for Change co-moderated the Judicial Candidates Forum facilitated by the League of Women Voters; facilitated five student led workshops at the 2019 Youth Summit; participated in a panel discussion at the Birth to 22 Business Breakfast and at the Business Matchmaker Conference; and partnered with PBC TV Channel 20 to launch the "VoiceBox" Teen Talk show highlighting YSD funded programs from the youth perspective.
- Supported year-round and summer programs, providing supportive and preventive services to 8,863 youth, 841 parents/caregivers and 79 service organizations through 49 contracts (46 Community Based Agencies (CBA), and three Youth Empowerment Centers).
- Board of County Commissioners (BCC)/YSD funding and partnerships with other County departments and CareerSource Palm Beach County supported 194 summer internship/employment opportunities for youth and college students.
- Inter-CBA collaborations occurred, which exposed CBAs to other action areas identified in the PBC Youth Master Plan (YMP). This included training and educational workshops on Adverse Childhood Experiences (ACEs) and trauma-informed care to 375 adult caregivers and 300 professional; expanded membership into the Mentor Center Network; Quality Improvement System (QIS) to six YSD-funded CBAs; partnership to provide behavioral health therapeutic services; and a Cultural Diversity conversation for teens around transgender sensitivity to support messaging and education while mitigating bullying.
- Co-facilitated four Birth to 22 "Continuing the Community Conversation" events with nearly 400 people.
- Summer Camp Scholarship Program (SCSP) database and CBA Monitoring database, Youth and Family Counseling program and Education and Training program were recognized with National Association of Counties (NACo) Achievement Awards.
- My Brother's Keeper (MBK) network in collaboration with Birth to 22 held the Race to Equity Summit in February 2019 for 2.5 days to include a mobile summit for youth in the Glades communities. There were 567 attendees, including students, local and national speakers engaged in dialogue regarding racial inequities, structural, and systemic barriers that adversely impact youth and young adults of color.
- The Highridge Family Center (HRFC) was awarded certification as a Sanctuary model of trauma informed care after a 3-year process of training.
- Education and Training (E&T) Center facilitated doctoral student placements to provide high quality psychological services to the community at a nominal cost to the County. One postdoctoral resident, four doctoral interns, and four psychology practicum trainees successfully completed clinical placements at the RTFC.
- RTFC participated in the 6th Annual Student Mental Health and Wellness Conference by representing the Department in the annual resource fair and offered five different workshops.
- Youth and Family Counseling (YFC) provided on-site, behavioral health services at 32 District schools for 532 students.
- The Family Violence Intervention Program (FVIP) served 152 youth, successfully diverted 112 youth from the Juvenile Justice System and assisted youth through the expunction process.
- Palm Beach County named Guardian Ad Litem County of the Year.

**FY 2020 Emerging Issues**

- Dr. Tony Spaniol, Director of RTFC is retiring after 24 years of service on October 31, 2019, and appointment of Dr. Twila Taylor as Division Director and Dr. Amanda Terrell as the Chief of Residential Clinical Services.
- Higher level of acuity of clients referred to Department programs with mental health and substance abuse issues of children and family members.



	<u>Actual</u> <u>FY 2018</u>	<u>Budget</u> <u>FY 2019</u>	<u>Goal</u> <u>FY 2020</u>
<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>			
<b><i>Outreach &amp; Community Programming (OCP)</i></b>			
• Establish and provide diverse opportunities for youth to obtain summer internships, employment, and work experience, through partnership and collaboration			
<i>Number of youth obtaining summer employment, internships, and work experience</i>	122	125	150
• Provide Educational Enrichment Camp services at 30 locations enrolled in the Summer Camp Scholarship Program			
<i>Number of Educational Enrichment Camp locations</i>	28	23	26
• Provide healthy meals to children during the summer months through the Summer Food Service Program			
<i>Number of meals served through SFSP</i>	240,000	252,071	264,674
• Recruit and engage youth ages 11-22 of diverse race and ethnicity to be the voice for PBC Birth to 22 alliance, while promoting demographic representation and gender parity in membership			
<i>Number of youth engaged in Future Leaders</i>		60	80
• Support and track youth participation in YSD funded Youth Empowerment Centers (YEC) sites			
<i>Number of youth engaged and participating in activities at YEC funded sites</i>	302	250	250
<b><i>Residential Treatment &amp; Family Counseling (RTFC)</i></b>			
• Achieve a treatment completion rate of 65% as indicated by successful completion of treatment regimen			
<i>Treatment plan - regimen (group) or at least 12 sessions of care.</i>	65	62	65
• Provide direct residential, community based, and outpatient services to families			
<i>Number of direct services hours of behavioral health treatment (residential, community based &amp; outpatient) provided.</i>	127,046	125,000	126,000
<b><i>Residential Treatment &amp; Family Counseling (RTFC) - Family Violence Intervention Program (FVIP)</i></b>			
• Divert eligible youth from the Juvenile Justice System/Prevent prosecution of family violence charges			
<i>Number of cases/families that completed FVIP</i>	75	80	85
<b><i>Residential Treatment &amp; Family Counseling (RTFC) - Highridge Family Center</i></b>			
• Ensure that pervasively impaired youth improve with treatment according to the Child and Adolescent Functional Assessment Scale (CAFAS)			
<i>Percentage of pervasively impaired youth who improved with residential treatment, according to CAFAS</i>	78	85	87
<b><i>Residential Treatment &amp; Family Counseling (RTFC) - Youth and Family Counseling (YFC)</i></b>			
• Provide individual/group therapy, referral, advocacy and linkage to community service and crisis intervention to youth and parent/guardian			
<i>Number of youth and parent/guardian receiving community based services</i>	674	500	550
• Provide school based behavioral/mental health services to students			
<i>Number of students receiving school-based services</i>	409	450	500
<b><i>Youth Services Administration</i></b>			
• Educate and empower youth and families through the provision and delivery of impactful training/conferences in collaboration with community partners			
<i>Number of trainings/conferences provided</i>	80	84	88

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 207	\$ -	\$ -	\$ -	-
Fines & Forfeitures	1,031	-	-	-	-
Grants	665,754	681,898	681,898	-	-
Other	37,292	44,052	82,256	38,204	87%
Interfund Transfers	282,116	257,000	257,000	-	-
Fund Balance	45,338	50,718	46,723	(3,995)	(8%)
SubTotal	\$ 1,031,738	\$ 1,033,668	\$ 1,067,877	\$ 34,209	3%
<u>Appropriations</u>					
Personal Services	\$ 6,226,100	\$ 6,830,166	\$ 7,148,811	\$ 318,645	5%
Operating Expenses	3,024,464	2,864,506	2,940,903	76,397	3%
Capital Outlay	-	62,100	56,250	(5,850)	(9%)
Grants and Aids	3,809,097	4,588,120	4,588,275	155	-
SubTotal	\$ 13,059,661	\$ 14,344,892	\$ 14,734,239	\$ 389,347	3%
Ad Valorem Funding	\$ 12,027,923	\$ 13,311,224	\$ 13,666,362	\$ 355,138	3%
Positions	84	84	88	4	5%

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Other- Increase is due to reimbursement from Children's Services Council and South Tech Charter Schools for personnel expenses paid by the County.

**Appropriations**

Positions- 4

**Budget Process - 4:** One Financial Analyst II, One Senior Program Specialist, One Licensed Clinical Social Worker, and One Youth Services Coordinator



# **Non-Department Agencies**



**FISCAL YEAR 2020**





# **COMMISSION ON ETHICS**

**Mark E. Bannon, Executive Director**

**The Historic 1916 Palm Beach County Courthouse  
300 North Dixie Highway, Suite 450  
West Palm Beach, FL 33401  
Phone: 561-355-1915**

**Website Address: <http://www.palmbeachcountyethics.com/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To foster integrity in public service, to promote the public's trust and confidence in that service, and to prevent conflicts between private interests and public duties.

**Department Overview**

Authorized under Palm Beach County Code Article V, Division 8, Section 2-254, the Commission on Ethics (COE) was created and established in Palm Beach County to: 1) issue advisory opinions regarding County ordinances within the jurisdiction of the COE as requested by elected and appointed County and municipal officials, County and municipal employees, vendors of the County or municipalities located within the County, and lobbyists, employers, and principals of lobbyists who lobby the County or any municipality located within the County; 2) make legal sufficiency and probable cause determinations of complaints alleging violations of any ordinance within COE jurisdiction, approve settlement agreements, issue public reports and final orders regarding disposition of complaints, and impose penalties where indicated; 3) develop educational programs and materials and engage in community outreach to inform and educate County and municipal officials and employees, County or municipal vendors, lobbyists and principals of lobbyists, and other entities that do business with or lobby the County or any municipality within the County, as well as, the public at large about County ethics ordinances and the importance of ethics to the public's confidence in County and municipal government; and 4) review laws relating to ethics in government.

**FY 2019 Highlights & Accomplishments**

- Provided approximately 27 prior advisory opinions to individuals resolving the need for the publication of new opinions.
- Staff attended meetings in each of the 38 municipalities under COE jurisdiction, as well as the City of Westlake, Lake Worth CRA, Delray Beach CRA, Delray Beach Housing Authority, and Riviera Beach Housing Authority.
- Processed 17 advisory opinions and opened nine sworn complaints and 13 inquiries based upon information obtained from anonymous or unsworn sources. Staff also conducted 27 live ethics training sessions and nine overview presentations, as well as nine policy review and training verifications for various municipal agencies.
- Improvements to COE database and ability to search for specific complaints, gift forms, advisory opinions, voting conflict forms, and outside employment waivers were made over the course of the year, making this function more user friendly.

**FY 2020 Emerging Issues**

- Review and update the Code of Ethics, Commission on Ethics Ordinance, and the Lobbyist Registration Ordinance.
- Update department website as needed, including addition of links to "COE partners" section, such as the PBC Office of Inspector General and the Public Ethics Academy at FAU.
- Monitor any state legislative activity which may impact the department's operations.
- Revise existing ethics training for County and municipal officials, employees, and other applicable public entities to offer new updated training information.
- Review and revise the comprehensive training program delivered to commissioners as needed to be more effective in communicating their responsibilities as a decision making body with a quazi-judicial function.
- Monitor website usage of newly updated advisory opinion database to gauge effectiveness of search capabilities, and make changes where needed.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
• Attend commission/board meetings for all agencies under COE jurisdiction			
<i>Number of council meetings attended by staff</i>	40	39	41
• Complete Advisory Opinions within 30 days from request			
<i>Average time (in days) for completion of advisory opinions</i>	21	15	5
• Ensure that at least 85% of personnel within individual agencies are compliant with their ethics training policy			
<i>Percentage of county and municipal employees and officials trained/retrained according to their policy schedules.</i>	15	90	100
• Increase the number of in-person Code of Ethics training presentations to a minimum of 20			
<i>Number of in-person training presentations</i>	17	15	20
• Increase the percentage of passing/compliant reviews to 100%			
<i>Percentage of passing/compliant reviews</i>	25	90	100
• Training compliance reviews completed			
<i>Number of training compliance reviews completed</i>	6	11	13

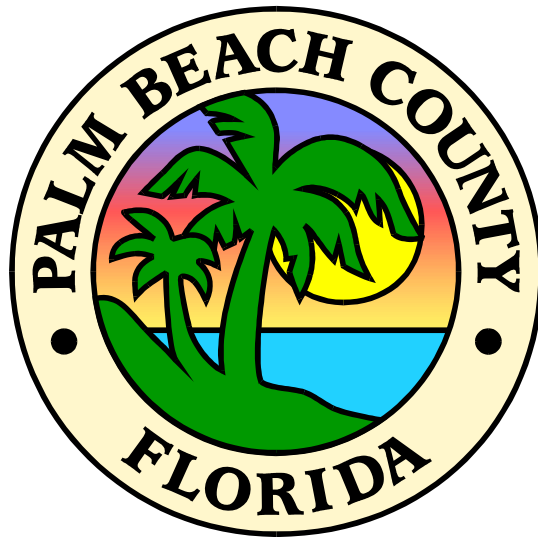
## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<u>Non-Ad Valorem Revenues</u>						
Charges for Services	\$ 1,373	\$ -	\$ -	\$ -	-	
Fines & Forfeitures	800	-	-	-	-	
Other	32	-	-	-	-	
Fund Balance	-	-	-	-	-	
SubTotal	\$ 2,205	\$ -	\$ -	\$ -	-	
<u>Appropriations</u>						
Personal Services	\$ 630,905	\$ 654,621	\$ 682,602	\$ 27,981	4%	
Operating Expenses	13,414	24,912	26,971	2,059	8%	
Capital Outlay	-	2,000	8,000	6,000	300%	
Reserves	-	-	-	-	-	
SubTotal	\$ 644,319	\$ 681,533	\$ 717,573	\$ 36,040	5%	
Ad Valorem Funding	\$ 642,114	\$ 681,533	\$ 717,573	\$ 36,040	5%	
Positions	5	5	5	-	-	

## SIGNIFICANT CHANGES

**Appropriations**

Capital Outlay - Increase due to one-time supplemental request to replace five aging desktop computers and one laptop computer.



# **CRIMINAL JUSTICE COMMISSION**

**Kristina Henson, Executive Director**

**301 North Olive Avenue, Suite 1001**

**West Palm Beach, Florida 33401**

**Phone: 561-355-4943**

**Website Address: <http://discover.pbcgov.org/criminaljustice/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

The Criminal Justice Commission (CJC) was established by County Ordinance in 1988 to study all aspects of the criminal justice and crime prevention systems within the federal, state, county, municipal, and private agencies within the County. This purpose shall include the study of the health and human services and educational systems, among others, as they pertain to criminal justice or crime prevention.

**Department Overview**

The CJC is comprised of 21 public sector members representing local, state, and federal criminal justice and governmental agencies, 10 private sector business leaders nominated by the Economic Council of the County, and one clergy member nominated by a variety of clergy associations in the County representing a broad-range of faiths. The CJC is now respected as the forum for review of any policy, procedure, program, grant, legislation, or issue that impacts the criminal justice system in the County.

**Staffing and Operations**

Under the leadership of the Executive Director, the CJC staff facilitates various committees and projects, as well as, does the minutes, agendas, research, and behind-the-scenes consensus building. The CJC's Research and Planning Unit conducts research to support issues that arise during CJC committee meetings. The CJC's Program Development Unit identifies and implements pilot programs that further the CJC's adopted priorities. Initially, the CJC obtained a comprehensive study of the entire criminal justice system in the County. This 1990 study resulted in almost 100 recommendations for improving the cost effectiveness and efficiency of the system. The CJC then created eight task forces, including the Criminal Justice Information System, Corrections, Drug/Alcohol Abuse Prevention, Crime Prevention, Court System, Human Services, Juvenile Justice/Education, and Law Enforcement to assess the recommendations and develop implementation plans. Over the years this committee structure has evolved into its present form. The CJC has operated through this committee process and invites professionals, citizens, and interested parties from a wide range of disciplines to participate. Over 200 people volunteer their time and talents.

**FY 2019 Highlights & Accomplishments**

- Implemented strategies included in a two-year \$2-million grant received in October 2017 from the MacArthur Foundation for their Safety and Justice Challenge. The county was one of 20 sites selected from across the country. The grant is a data-driven exercise to study the drivers of the local jail population and then craft and implement strategies to reduce the jail population and racial disparities. The Core Team developed six strategies: 1) reducing the pretrial population through implementation of a risk assessment instrument and other initiatives; 2) reducing the cycle of incarceration and homelessness by implementing PalmFUSE; 3) case processing efficiencies for pretrial inmates; 4) identifying and then applying remedies to reduce racial and ethnic disparities in the jail population; 5) reducing failures to appear for court through the implementation of a text-based court reminder system; and 6) creation of a data dashboard to share criminal justice data with system agencies, officials, and the public.
- Received a supplemental \$75,000 grant from the MacArthur Foundation for community engagement.
- Submitted a two-year \$1.5-million renewal grant for the MacArthur Foundation Safety and Justice Challenge to enhance existing strategies and implement new ones, including: 1) a Felony Mobile Reporting Unit; 2) text-based appointment reminders for misdemeanor and felony probation defendants, as well as, those under Pretrial Services Program supervision; 3) expand the Court Reminder System beyond Public Defender clients to those receiving a notice to appear in a pilot program with the West Palm Beach Police Department; 4) hire a Jail Population Monitor to produce weekly lists of pretrial inmates with low bonds for the Public Defender and State Attorney to craft potential release options; and 5) hire a Social Service Coordinator for the Public Defender's Office to help link pretrial inmates with housing or other community-based services that would provide a judge the assurance to order release from jail.
- Held meetings, community conversations, roundtables on race and the local system, and book discussions through the CJC's Community Engagement Team to work toward strengthening relationships between criminal justice system agencies and the community.
- Facilitated information sharing through the CJC's School Safety Initiative on topics such as risk protection orders, review of threat assessments including PERF's report on PBSO's Active Attack Response and Preparedness, PBC Emergency Operations Center role, State Attorney Grand Jury Report, Fire Rescue active threat response, and mental health assessments. A Training Symposium on school safety was also held on October 12, 2018 with police and fire lead trainers to share information on departmental training protocols to identify whether local agencies varied greatly in their training. It was found that agencies are generally training in a similar fashion.
- Created a Behavioral Health track under the CJC's School Safety Initiative to work on issues of coordination, reviewing recent state legislation, identifying gaps in services, and addressing areas deemed necessary to ensure the county has proper responses and coordination in place to prevent an active attack.
- Provided research services for the numerous task forces and committees under the auspices of the CJC. Continued to monitor and evaluate local criminal justice programs funded by the CJC.
- Conducted two 12-week Citizen Criminal Justice Academy's for the Eastern communities and one four-week Academy for the Western communities with over 150 participants.
- Managed the County's Justice Assistance Grants from the U.S. Department of Justice (DOJ) and Florida Department of Law Enforcement totaling close to \$500,000 per year. This involved processing fiscal years 2018, 2019, and 2020 due to the prior delay in DOJ releasing the grants due to a federal lawsuit.

**FY 2020 Emerging Issues**

- Conducting more community engagement activities to build positive relationships between the community and the criminal justice system.
- Continue work on the MacArthur Safety and Justice Challenge strategies as described above.
- Continue working in a collaborative process to ensure school safety through coordination of the 25 local law enforcement agencies and 11 fire rescue agencies and the behavioral health care system to provide oversight and care for those identified at risk.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
• Graduate up to 130 county residents from the CJC Citizens Criminal Justice Academy so that local residents understand how their local system works and can engage with local leaders <i>Number of residents graduated from Citizens Criminal Justice Academy</i>	135	125	130
• Increase engagement of County community members to dialogue with criminal justice leaders about the local system <i>Number of community engagement events held</i>	4	4	5
• Increase number of local non-law enforcement criminal justice agency personnel on Implicit Bias / Systemic Racism <i>Percentage of people trained</i>	N/A	50	60
• Maintain jail incarceration rate per 100,000 below the national average <i>Incarceration rate per 100,000 county population</i>	142	130	100
• Provide a forum for federal, state, and local law enforcement coordination efforts through the CJC's Law Enforcement Planning Council Meetings <i>Number of Law Enforcement Planning Council meetings held</i>	10	10	10
• Provide a forum to manage the county jail population through the CJC Corrections Task Force meetings <i>Number of Corrections Task Force meetings held</i>	9	9	9
• Reduce disproportionality of African American population in the county jail compared to the African American population in the community <i>Percentage of African American inmates in county jail</i>	53.9	47	45
• Reduce jail admissions for Failing To Appear for Court <i>Percent of jail admissions for Failing To Appear for Court</i>	11.6	10	9
• Reduce jail average length of stay for pretrial inmates <i>Average number of jail days</i>	21.5	22	15

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Fines & Forfeitures	\$ 347,668	\$ 306,000	\$ 373,160	\$ 67,160	22%
Grants	624,481	470,124	1,551,435	1,081,311	230%
Other	52,194	44,420	29,986	(14,434)	(32%)
Fund Balance	342,928	1,924,392	513,411	(1,410,981)	(73%)
SubTotal	\$ 1,367,271	\$ 2,744,936	\$ 2,467,992	\$ (276,944)	(10%)
<b><u>Appropriations</u></b>					
Personal Services	\$ 902,542	\$ 1,031,432	\$ 1,030,408	\$ (1,024)	-
Operating Expenses	129,119	920,367	779,382	(140,985)	(15%)
Capital Outlay	7,740	41,405	-	(41,405)	(100%)
Grants and Aids	53,351	501,398	233,636	(267,762)	(53%)
Transfers	445,552	866,836	741,711	(125,125)	(14%)
Reserves	-	113,542	433,272	319,730	282%
SubTotal	\$ 1,538,304	\$ 3,474,980	\$ 3,218,409	\$ (256,571)	(7%)
Ad Valorem Funding	\$ 908,758	\$ 730,044	\$ 750,417	\$ 20,373	3%
Positions	9	11	11	-	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Decrease is primarily due to the balance brought forward in the MacArthur Foundation's Safety and Justice Challenge Grant Fund approved November 7, 2017 in the amount of \$2,000,000 for two years to reduce jail population and any racial disparities identified in that population. The grant revenue was received after the budget was adopted, therefore creating a higher fund balance in FY 2019. In FY 2020, the fund balance decreased and this resulted in an increase in grants to properly align the revenue that was received in the prior year.

**Appropriations**

Grants and Aids - Decrease is primarily due to the spending down the grant funds MacArthur Foundation's Safety and Justice Challenge Grant. This grant is also responsible for a decreases of \$140,986 in operating expenses and \$41,405 in capital outlay.

Reserves - Increase is a result of the increase in fund balance in the Crime Prevention Fund. In FY 2018, revenues exceeded estimates and actual expenses were less than estimates, therefore increasing the FY 2019 fund balance and FY 2020 reserves.





# **OFFICE OF COMMUNITY REVITALIZATION**

**Houston L. Tate, Director**

**2300 North Jog Road, 2<sup>nd</sup> Floor  
West Palm Beach, Florida 33411  
Phone: 561-233-5303**

**Website Address: <http://discover.pbcgov.org/ocr/>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To strengthen and improve Palm Beach County neighborhoods by engaging citizens' participation, enhancing governmental response to community needs, and providing education, technical, and financial assistance to help residents plan and implement sustainable neighborhood improvements.

**Department Overview**

The Office of Community Revitalization (OCR) facilitates and coordinates community revitalization initiatives within designated residential neighborhoods in unincorporated Palm Beach County. These initiatives are undertaken in partnership with other County departments and outside agencies.

The OCR offers a wide variety of services and programs to assist residents in effectively accessing and utilizing County services and community resources. Programs include the Abundant Community Initiative (ACI), the Neighborhood Street Lighting Program, the Neighborhood Engagement and Transformation Grant (NEAT) Program, and the Palm Beach County Back to School Bash. Additionally, OCR coordinates and facilitates the Countywide Community Revitalization Team (CCRT) and the Glades Technical Advisory Committee initiatives. OCR services and programs are intended to enable residents to manage community related issues, reverse community decline, and enhance the quality of life in Palm Beach County's neighborhoods.

One of the core OCR initiatives is its Community Connect Initiative, designed to provide neighborhoods with a link to County government; increase citizens' access to news and information; increase understanding of local government structure; enhance citizens engagement and participation in local problem-solving and decision making; and foster a proactive interaction with local government built on trust, reciprocity, and understanding. The initiative is comprised of a website, e-mail publications, ongoing news and resource alerts, individual and community connection meetings, speaking engagements, citizen education, workshops, brochures and handouts, and a referral program.

**FY 2019 Highlights & Accomplishments**

- Secured the Convention Center to serve as the new Central County hosting site for the Palm Beach County Back to School Bash. Over 100 agencies participated this year to provide free haircuts, school physicals, immunizations, and other community services and resources.
- Facilitated the successful implementation of 26 out of the 30 community improvement projects funded through the NEAT Grant Program. Notable projects included: new playgrounds, fitness trails, Cardiopulmonary Resuscitation (CPR) training and emergency preparedness equipment, security lighting, new address signs, murals, little food pantries, block house painting and exterior home repairs.
- Facilitated the completion of the Sandalfoot Boulevard Street Lighting Installation Project in the Watergate Estates CCRT area.
- Developed a searchable, secure and easy to use database for the Abundant Community Initiative Pilot Program to collect, organize and collate neighborhood information gathered in the conversations initiated by the Block Connectors. The database displays neighborhood information and helps the Neighborhood Connector identify and connect neighbors with common interests, activities, and skill sets.
- Developed key performance indicators, aligned with the department's strategic goals, and a series of surveys to help the OCR determine the effectiveness of its services and programs.
- Continued to collaborate with existing partners to facilitate meetings and events, and to provide resources, technical assistance, training, information and referral to vulnerable individuals, families in need and community groups countywide.
- Collaborated with the Palm Beach County School District (PBCSD) to determine the present state of Black student engagement in PBC Schools; research ways to improve Black student engagement; and make final recommendations to the Superintendent's Advisory Committee on Black Student Excellence.
- Continued to collaborate with the Hispanic Education Coalition of Palm Beach County in its efforts to increase access to educational programs within the school district; engage members of the Hispanic community and other minority groups to understand their concerns and desires regarding public education; and promote initiatives geared towards increasing the awareness of available community resources.

**FY 2020 Emerging Issues**

- Conducting the reassessment of existing CCRT neighborhoods and continuing to expand community outreach efforts in underserved neighborhoods given OCR's limited staff and budget resources.
- Finding new community partners and identifying, as well accessing, County resources to better address community needs.
- The need to work more closely with the PBCSD to increase access to all students residing within CCRT neighborhoods and ensure they are referred to participate in the annual Palm Beach County Back to School Bash.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Abundant Community Initiative (ACI)</i></b>			
• Increase resident participation and engagement in OCR programs and initiatives through the facilitation of community meetings and workshops, outreach efforts, capacity building training, and the provision of opportunities to access and utilize OCR and other county resources			
<i>Increase in number of residents participating in neighborhood activities that reflect ACI's organizing work</i>	700	1,000	1,100
<b><i>Countywide Community Revitalization Team</i></b>			
• Increase resident participation and engagement in OCR programs and initiatives through the facilitation of community meetings and workshops, outreach efforts, capacity building training, and the provision of opportunities to access and utilize OCR and other county resources			
<i>Number of participants at CCRT monthly meetings</i>	373	420	480
<b><i>Glades Technical Advisory Committee</i></b>			
• Increase resident participation and engagement in OCR programs and initiatives through the facilitation of community meetings and workshops, outreach efforts, capacity building training, and the provision of opportunities to access and utilize OCR and other county resources			
<i>Number of participants at GTAC meetings</i>	232	240	360
<b><i>Neighborhood Engagement and Transformation (NEAT Grants)</i></b>			
• Increase resident participation and engagement in OCR programs and initiatives through the facilitation of community meetings and workshops, outreach efforts, capacity building training, and the provision of opportunities to access and utilize OCR and other county resources			
<i>Number of CCRT neighborhood groups submitting and being awarded NEAT grants</i>	11	15	17
<b><i>PBC Back to School Bash</i></b>			
• Increase resident participation and engagement in OCR programs and initiatives through the facilitation of community meetings and workshops, outreach efforts, capacity building training, and the provision of opportunities to access and utilize OCR and other county resources			
<i>Percent satisfaction with the PBC Back to School Bash</i>	N/A	80	95
<i>Number of students registered to participate in the Palm Beach County Back To School Bash</i>	4,250	5,500	6,000

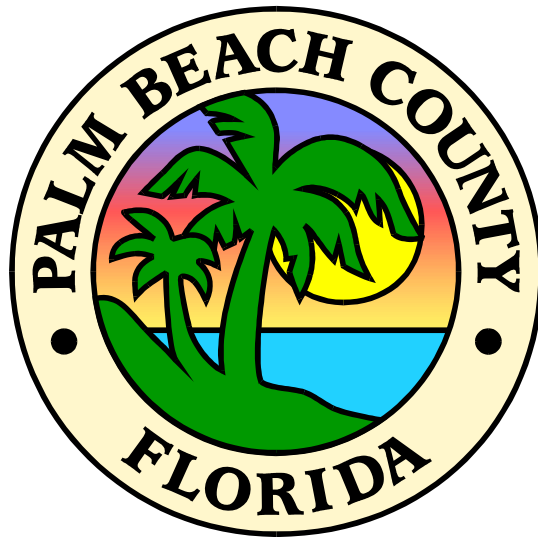
## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
<b>Other</b>	\$ 34,023	\$ 27,550	\$ 32,300	\$ 4,750	17%	
<b>Fund Balance</b>	1,703,192	1,704,893	1,458,118	(246,775)	(14%)	
<b>SubTotal</b>	\$ 1,737,215	\$ 1,732,443	\$ 1,490,418	\$ (242,025)	(14%)	
<b><u>Appropriations</u></b>						
<b>Personal Services</b>	\$ 658,707	\$ 742,661	\$ 760,133	\$ 17,472	2%	
<b>Operating Expenses</b>	130,204	1,331,315	1,333,888	2,573	-	
<b>Grants and Aids</b>	265,290	625,000	341,747	(283,253)	(45%)	
<b>Reserves</b>	-	134,685	191,817	57,132	42%	
<b>SubTotal</b>	\$ 1,054,201	\$ 2,833,661	\$ 2,627,585	\$ (206,076)	(7%)	
<b>Ad Valorem Funding</b>	\$ 995,996	\$ 1,101,218	\$ 1,137,167	\$ 35,949	3%	
<b>Positions</b>	6	7	7	-	-	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Decrease is mainly due to the spending down of funds and the ending of the Residential Educational to Action Program (REAP), which is also related to the decrease in the grants and aids.





# **OFFICE OF EQUAL OPPORTUNITY**

**Pamela Guerrier, Director**

**301 North Olive Avenue, 10<sup>th</sup> Floor**

**West Palm Beach, Florida 33401**

**Phone: 561-355-4884**

**Website Address: <http://discover.pbcgov.org/equalopportunity>**



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To promote a discrimination free quality of life for Palm Beach County residents through outreach and education and enforcement of federal and local civil rights laws through investigation.

**Disability Accessibility**

Coordinates and monitors the Disability Accessibility Awareness Grant Program and provides services promoting and protecting the rights of persons with disabilities through referrals and responses to requests for assistance. Additionally, this program disseminates information through training and outreach activities to increase the awareness of physical, attitudinal, programmatic, and accessibility barriers throughout the County.

**Equal Employment**

Receives, investigates, seeks to conciliate, and issues final determinations on complaints of employment discrimination against employers in the County. Primary services include providing intake services, counseling, and referrals; providing workshops and training to employers; investigating and issuing final decisions on complaints of discrimination; and serving as a referral agency to federal counterparts when the Office of Equal Employment Opportunity (OEO) lacks jurisdiction.

**Fair Housing**

Receives, investigates, seeks to conciliate, and issues final determinations on complaints of housing discrimination involving an unfair housing practice in the County. Primary services include providing intake services, counseling, and referrals; providing workshops and training to realtors, attorneys, and housing providers; investigating and issuing final decisions on complaints of discrimination; and serving as a referral agency to state and federal counterparts when OEO lacks jurisdiction or enforcement authority.

**FY 2019 Highlights & Accomplishments**

- Investigated or resolved 89 charges of employment discrimination dual-filed with the U.S. Equal Employment Opportunity Commission (EEOC).
- Investigated 70 complaints of housing discrimination dual-filed with the U.S. Department of Housing and Urban Development (HUD) and sponsored fair housing month events during April.
- Conducted 13 accessibility site visits.

**FY 2020 Emerging Issues**

- There continues to be a steady increase in the number of individuals requesting reasonable accommodations to a housing community's "no pet" policy. The individuals choose not to separate from their animals since they believe the animals provide them with companionship and/or emotional support to assist with their disability.
- The County's Housing and Places of Public Accommodation Ordinance was amended in 2014 requiring the County to file and maintain a civil action on behalf of aggrieved persons who elect to have their claims decided in a civil action. We have an election request that may require the need for additional funding.
- The County's Housing and Places of Public Accommodation Ordinance contains provisions that are in conflict with Florida Statutes. OEO has requested assistance from the County's Legislative Affairs Office to amend Florida Statutes.
- The OEO oversees the contract for the Wage Dispute Program with Legal Aid Society of Palm Beach County, Inc. (LAS). LAS has requested funding for the Program for another year.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
<b><i>Disability Accessibility</i></b>			
• Conduct accessibility site visits within ten days of citizens' complaint			
<i>Number of accessibility site visits requested (Demand)</i>	36	40	45
<i>Percent of accessibility site visits completed within 10 days</i>	100	98	100
• Issue an accessibility written report within five days after each site visit			
<i>Percent of accessibility reports issued within 5 days of site visit</i>	89	95	100
<b><i>Equal Employment</i></b>			
• Close or issue determinations for dual-filed charges of employment discrimination as required by EEOC contract			
<i>Number of dual-filed employment discrimination charges investigated</i>	104	110	120
• Notify the parties within ten (10) days of receipt of signed Equal Employment complaint of procedural rights and obligations			
<i>Percentage of cases where parties notified of procedural rights and obligations within 10 days upon receipt of complaint (Equal Employment)</i>	N/A	95	100
• Provide at least 20 equal employment intake services per contractual obligation			
<i>Number of intakes referred to EEOC</i>	30	30	35
<b><i>Fair Housing</i></b>			
• Close or charge at least 15 Fair Housing complaints per HUD population classification			
<i>Number of Fair Housing cases closed or charged</i>	72	70	80
• Notify the parties within ten (10) days of receipt of signed Fair Housing complaint of procedural rights and obligations			
<i>Percentage of cases where parties notified of procedural rights and obligations within 10 days upon receipt of complaint (Fair Housing)</i>	N/A	95	100
<b><i>Public Accommodation</i></b>			
• Notify the parties within ten (10) days of receipt of signed Public Accommodation complaint of procedural rights and obligations			
<i>Percentage of cases where parties notified of procedural rights and obligations within 10 days upon receipt of complaint (Public Accommodation)</i>	N/A	95	100

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	
			\$	%
<b><u>Non-Ad Valorem Revenues</u></b>				
Charges for Services	\$ 75,600	\$ 74,000	\$ 74,000	\$ - -
Other	92	-	20	20 100%
Interfund Transfers	257,600	300,000	257,600	(42,400) (14%)
Fund Balance	51,516	-	-	- -
SubTotal	\$ 384,808	\$ 374,000	\$ 331,620	\$ (42,380) (11%)
<b><u>Appropriations</u></b>				
Personal Services	\$ 791,471	\$ 980,781	\$ 991,572	\$ 10,791 1%
Operating Expenses	101,374	142,203	123,630	(18,573) (13%)
Grants and Aids	11,749	30,000	30,000	- -
SubTotal	\$ 904,594	\$ 1,152,984	\$ 1,145,202	\$ (7,782) (1%)
<b>Ad Valorem Funding</b>				
	\$ 519,787	\$ 778,984	\$ 813,582	\$ 34,598 4%
<b>Positions</b>				
	12	12	12	- -

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Interfund Transfers - Decrease is due to receipt of less grant revenue than originally projected.

**Appropriations**

Operating Expenses - Decrease is primarily due to the reduction in travel and per diem expenditures for the Handicapped program and a decrease in office furniture and equipment expenditures in the Fair Hosing program.

The background of the page is a photograph of a tropical garden. In the center, there is a large, rustic structure made of woven palm fronds or similar natural materials, resembling a thatched hut or a large sculpture. It has several dark, irregular openings. The structure is surrounded by lush greenery, including various tropical plants, shrubs, and trees. In the foreground, there are more plants, including some with long, pointed leaves and small red flowers. The overall scene is bright and sunny, with a clear sky visible through the trees.

# **OFFICE OF INSPECTOR GENERAL**

**John A. Carey, Inspector General**

**100 Australian Avenue  
West Palm Beach, Florida 33406  
Phone: 561-233-2350**

**Website Address: <http://www.pbcgov.com/OIG/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide independent and objective insight, oversight, and foresight in promoting integrity, efficiency, and overall effectiveness in government.

**Department Overview**

Authorized under Article XII, Section 2-422 Palm Beach County Code, the Office of Inspector General (OIG) is created and established in Palm Beach County to provide independent oversight of County and Municipal operations; to promote economy, efficiency, and effectiveness in the administration of and, as its priority, to prevent and detect fraud and abuse in programs and operations administered or financed by the County or Municipal agencies; to conduct audits and investigations of, require reports from, and receive full and unrestricted access to the records of all County and Municipal offices; and to deter, detect, prevent, and eradicate fraud, waste, mismanagement, misconduct, and other abuses by elected and appointed County and Municipal officials, employees, County and Municipal agencies and instrumentalities, contractors, their subcontractors, lower tier subcontractors, and other parties doing business with the County and a Municipality and/or receiving County or Municipal funds.

Details on reports issued, recovered costs, and other information can be found on the Office of Inspector General website. Please visit: <http://www.pbcgov.com/oig/>



## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 860	\$ 3,000	\$ 3,000	\$ -	-
Inspector General Fee	990,082	1,061,121	1,043,953	(17,168)	(2%)
Other	(7,150)	3,000	-	(3,000)	(100%)
<b>SubTotal</b>	<b>\$ 983,792</b>	<b>\$ 1,067,121</b>	<b>\$ 1,046,953</b>	<b>\$ (20,168)</b>	<b>(2%)</b>
<b><u>Appropriations</u></b>					
Personal Services	\$ 2,349,295	\$ 2,797,304	\$ 3,057,434	\$ 260,130	9%
Operating Expenses	429,185	488,759	369,310	(119,449)	(24%)
Capital Outlay	-	2,000	2,000	-	-
Reserves	-	50,000	50,000	-	-
<b>SubTotal</b>	<b>\$ 2,778,480</b>	<b>\$ 3,338,063</b>	<b>\$ 3,478,744</b>	<b>\$ 140,681</b>	<b>4%</b>
<b>Ad Valorem Funding</b>	<b>\$ 1,794,688</b>	<b>\$ 2,270,942</b>	<b>\$ 2,431,791</b>	<b>\$ 160,849</b>	<b>7%</b>
<b>Positions</b>	<b>23</b>	<b>25</b>	<b>27</b>	<b>2</b>	<b>8%</b>

## SIGNIFICANT CHANGES

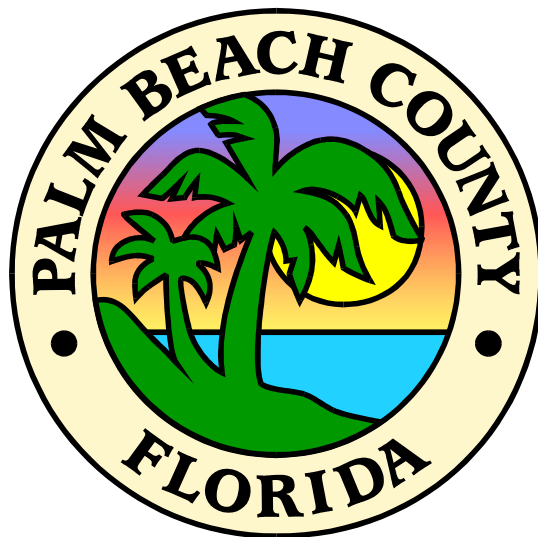
**Appropriations**

Position - 2

**Budget Process 2:** One Auditor II, One Investigator II

Operating Expenses - Decrease due to reduced Information Security and Systems enterprise and professional services charges.





# **OFFICE OF EQUAL BUSINESS OPPORTUNITY**

**Tonya Davis Johnson, Director**

**50 South Military Trail, Suite 202**

**West Palm Beach, Florida 33415**

**Phone: 561-616-6840**

**Website Address: <http://discover.pbcgov.org/oebo/>**

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

The Mission of the Office of Equal Opportunity (OEBO) is to ensure that all local small businesses have an equitable opportunity to participate in the County's procurement process. Our purpose is to work with all County departments to provide support and technical assistance while promoting the economic growth, expansion and increased productivity of all Small, Minority and Women-Owned Business Enterprises (S/M/WBE) in accordance with the established ordinance, policies, and guidelines.

**Department Overview**

The Office of Equal Business Opportunity is responsible for monitoring conditions affecting local small businesses within the marketplace that can provide goods and services to Palm Beach County, thus creating an environment that encourages the growth and development of small businesses in Palm Beach County.

**Core Services**

OEBO's primary programs are certification, compliance, outreach, and referrals to resources for financial or technical assistance. These programs are tailored to support the increasing number of S/M/WBE in Palm Beach County; allowing them to develop the necessary skills to start and operate an efficient and profitable business.

**The Equal Business Opportunity Program**

An aggressive attempt on the part of the Board of County Commissioners to ensure that all businesses are afforded an opportunity to participate in our free enterprise system, while providing technical assistance and business resources to Palm Beach County's S/M/WBE.

**FY 2019 Highlights & Accomplishments**

- The Department's name was changed from the Office of Small Business Assistance to Office of Equal Business Opportunity to reflect the new program, mission, and vision of equity in the utilization and participation of S/M/WBE.
- Established the Goal Setting Committee and developed the Goal Setting Process.
- Worked with Information Systems Services to redesign the OEBO Administration System to include online submission of certification and recertification applications.
- Participated in the 13th Annual Palm Beach Partners Business Matchmaker Conference & Expo, which provided information on upcoming projects for partner agencies.
- Presented the Sixth Annual Small Business Week activities which included: How to Successfully Respond to Palm Beach County solicitations, How to Do Business with Palm Beach County and a small business boot camp.
- Conducted and participated in a total of 92 outreach events, exceeding the goal of 72 planned.

**FY 2020 Emerging Issues**

- Finalize the Enterprise Contract Management System (ECMS), which will be used to track and report all contracts and certified/non-certified vendor information and payment history.
- Modification of the OEBO Ordinance and Policies and Procedures Manual.
- Targeted recruitment and outreach of S/M/WBE to increase opportunities to do business with Palm Beach County.
- Increase training opportunities for County departments for current and potential future S/M/WBE vendors.

<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>	<b><u>Actual FY 2018</u></b>	<b><u>Budget FY 2019</u></b>	<b><u>Goal FY 2020</u></b>
• Complete certification/recertification application review within 90 business days			
<i>Number of certification/recertification application reviewed within 90 business days</i>	235	260	265
<i>Percentage of certification/recertification application completed within 90 business days</i>	98	100	100
• Complete compliance reviews within 15 days of receipt			
<i>Percentage of compliance reviews completed within 15 days</i>	100	100	100
• Complete site visits within 90 business days of receipt of application			
<i>Percentage of site visits completed for certification, recertification and modification applications.</i>	98	99	100
• Implementation of the Small/Minority/Women Business Enterprise (S/M/WBE) Program			
<i>General oversight of the Office of Equal Business Opportunity and programming which includes the Ordinance, PPM and reporting of overall S/M/WBE utilization and participation.</i>	1	1	1
• Improve the reporting of S/M/WBE utilization			
<i>Number of meetings with ISS to review/create programs for data capturing</i>	19	28	32
• Increase opportunities to promote the County's Equal Business Opportunity services by sponsoring and/or participating in outreach events			
<i>Number of outreach events sponsored or participated in</i>	23	52	64
• Increase relationships and engagement with the PBC Banking Consortium to identify available funding sources for local S/M/WBEs			
<i>Number of PBC Banking Consortium planning meetings</i>	4	8	10
• Number of compliance reviews completed within 15 days			
<i>Number of compliance reviews completed within 15 days</i>	16	16	21
• Present four seminars for local small businesses for the Annual Small Business Week activities			
<i>Number of seminars held</i>	4	4	5
• Provide professional assistance through access to small business development training sessions for start-up and existing businesses			
<i>Number training sessions for start-up and existing businesses</i>	8	10	12
• Revise S/M/WBE Ordinance and PPM to include suggested remedies provided by internal and external stakeholders			
<i>Revision and implementation of the S/M/WBE Program components completed</i>	1	1	1

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Licenses & Permits	\$ 33,900	\$ 35,000	\$ 3,500	\$ (31,500)	(90%)	
Other	1,097	-	-	-	-	
<b>SubTotal</b>	<b>\$ 34,997</b>	<b>\$ 35,000</b>	<b>\$ 3,500</b>	<b>\$ (31,500)</b>	<b>(90%)</b>	
<b><u>Appropriations</u></b>						
Personal Services	\$ 669,552	\$ 912,446	\$ 1,061,919	\$ 149,473	16%	
Operating Expenses	177,043	207,875	209,110	1,235	1%	
Capital Outlay	2,490	-	-	-	-	
<b>SubTotal</b>	<b>\$ 849,085</b>	<b>\$ 1,120,321</b>	<b>\$ 1,271,029</b>	<b>\$ 150,708</b>	<b>13%</b>	
<b>Ad Valorem Funding</b>	<b>\$ 814,087</b>	<b>\$ 1,085,321</b>	<b>\$ 1,267,529</b>	<b>\$ 182,208</b>	<b>17%</b>	
<b>Positions</b>	<b>7</b>	<b>10</b>	<b>12</b>	<b>2</b>	<b>20%</b>	

## SIGNIFICANT CHANGES

**Revenues**

License & Permits - Decrease is primarily due to the change in County Ordinance disallowing charges for certification, recertification, and modification fees.

**Appropriations**

Positions - 2

**Budget Process - 2:** Addition of one Small Business Development Specialist I and one Small Business Development Specialist II.



# **Non-Department Operations**



**FISCAL YEAR 2020**



## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Grants	\$ 1,187	\$ -	\$ -	\$ -	-
Other	140,993	-	100,000	100,000	100%
<b>SubTotal</b>	<b>\$ 142,180</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>100%</b>
<b><u>Appropriations</u></b>					
Personal Services	\$ 33,177	\$ 200,000	\$ 200,000	\$ -	-
Operating Expenses	16,627,169	17,944,025	20,371,522	2,427,497	14%
Charge Offs	(20,971,630)	(21,819,568)	(22,680,260)	(860,692)	4%
<b>SubTotal</b>	<b>\$ (4,311,284)</b>	<b>\$ (3,675,543)</b>	<b>\$ (2,108,738)</b>	<b>\$ 1,566,805</b>	<b>43%</b>
<b>Ad Valorem Funding</b>	<b>\$ (4,453,464)</b>	<b>\$ (3,675,543)</b>	<b>\$ (2,208,738)</b>	<b>\$ 1,466,805</b>	<b>40%</b>

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Other - Increase is due to aligning the budget with prior years' actuals.

**Appropriations**

Operating Expenses - Increase is primarily due to for \$1,500,000 in Communication Services and \$345,065 in the Inspector General Fee.

This budget provides for certain administrative expenses of the County as listed below:

	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>
Unemployment Compensation	\$200,000	\$200,000
Legal Services	20,000	2,000
Audit Services	845,224	870,581
Communication Services	1,900,000	3,400,000
Utilities/Electric	5,820,000	5,820,000
Utilities/Water	1,400,000	1,500,000
Utilities/Waste Disposal	597,400	600,000
Ins & Surety Bonds Outside	150,000	150,000
Casualty Self Ins Premiums	3,384,923	3,741,248
Property Assessments	300,000	300,000
Filing Fees	100,000	150,000
Inspector General Fee	2,270,942	2,616,007
Telephone Equipment/Install	5,000	5,000
Dues & Memberships	608,836	638,486
Other	541,700	578,200
Charge-offs (Indirect Cost Allocation Plan)	(21,819,568)	(22,680,260)
<b>Total</b>	<b>(\$3,675,543)</b>	<b>(\$2,108,738)</b>

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	<b>FY 18 Actual</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>	<b>\$</b>	<b>%</b>	
<b><u>Appropriations</u></b>						
<b>Reserves</b>	\$ -	\$ 131,699,890	\$ 156,463,079	\$ 24,763,189	19%	
<b>SubTotal</b>	\$ -	\$ 131,699,890	\$ 156,463,079	\$ 24,763,189	19%	
<b>Ad Valorem Funding</b>	\$ -	\$ 131,699,890	\$ 156,463,079	\$ 24,763,189	19%	

## SIGNIFICANT CHANGES

This category includes various operating reserves not related to any specific department. The following is a list of these reserves.

	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>
General Fund		
Reserves for Contingency	\$20,000,000	\$20,000,000
Reserves for Balance Brought Forward	110,988,835	135,723,196
Bond Waiver Fund	711,055	739,883
<b>Total</b>	<b>\$131,699,890</b>	<b>\$156,463,079</b>

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Appropriations</u></b>						
<b>Grants and Aids</b>	\$ 39,394,006	\$ 42,873,773	\$ 46,436,938	\$ 3,563,165	8%	
<b>SubTotal</b>	\$ 39,394,006	\$ 42,873,773	\$ 46,436,938	\$ 3,563,165	8%	
<b>Ad Valorem Funding</b>						
	\$ 39,519,200	\$ 42,873,773	\$ 46,436,938	\$ 3,563,165	8%	

## SIGNIFICANT CHANGES

Upon adoption of a Community Redevelopment Plan, pursuant to chapter 163.387, Florida Statutes, the real property assessment level within the boundaries of the district is frozen for all taxing entities except the School Board, Health Care Taxing District, and Children's Services Council. Taxing entities within the boundaries are required to appropriate an amount equal to the difference between taxes generated upon the total assessed value and the taxes on the frozen "Base Year" assessed value. Funds are to be used by the agencies for community redevelopment.

The above amount includes \$45,399,799 from the General Fund and \$1,037,139 from Fire Rescue for the Westgate/Belvedere Home Redevelopment Agency.

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 41,735	\$ 36,000	\$ 49,000	\$ 13,000	36%
Fines & Forfeitures	16,094	16,000	15,000	(1,000)	(6%)
Other	6,304	2,150	2,025	(125)	(6%)
Fund Balance	47,232	17,632	36,413	18,781	107%
SubTotal	\$ 111,365	\$ 71,782	\$ 102,438	\$ 30,656	43%
<b><u>Appropriations</u></b>					
Transfers	\$ 76,451	\$ 70,000	\$ 70,000	-	-
Reserves	-	1,782	32,438	30,656	1720%
SubTotal	\$ 76,451	\$ 71,782	\$ 102,438	\$ 30,656	43%
Ad Valorem Funding	\$ -	\$ -	\$ -	\$ -	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Increase is due to FY 2018 revenues exceeding estimates and actual expenses were less than estimates therefore increasing the FY 2019 fund balance. In addition, an increase in revenues is projected for FY 2020. This increase has a direct correlation to the increase in reserves.

**Programs/Services**

For any fine imposed by law for any criminal offense, Florida Statutes Chapter 893.16 authorizes the courts to impose an additional fine to support assistance grants for drug abuse treatment or relevant State Attorney programs. The Palm Beach County Drug Abuse Trust Fund was established in 1989 for the purpose of receiving these fines and disbursing assistance grants. Administrative responsibility for the fund was transferred to the Criminal Justice Commission in 1992.

Around 2002, the State Attorney redirected half of the cost of prosecution revenue to the Drug Abuse Trust Fund. This allowed the fund to accumulate a fund balance. The State later directed the State Attorney to use the revenue to cover the State Attorney's budget shortfall. Any Cost of Prosecution revenues that are still posted to the Drug Abuse Trust Fund relate to charges earlier than 2009.

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<u>Non-Ad Valorem Revenues</u>					
Charges for Services	\$ 123	\$ -	\$ -	\$ -	-
Fines & Forfeitures	175,495	20,000	20,000	-	-
Other	42,494	21,800	27,500	5,700	26%
Fund Balance	1,557,419	1,395,848	1,277,005	(118,843)	(9%)
SubTotal	\$ 1,775,531	\$ 1,437,648	\$ 1,324,505	\$ (113,143)	(8%)
<u>Appropriations</u>					
Personal Services	\$ 18,945	\$ 28,131	\$ 9,171	\$ (18,960)	(67%)
Operating Expenses	89,234	224,112	89,604	(134,508)	(60%)
Transfers	152,475	204,023	154,023	(50,000)	(25%)
Reserves	-	981,382	1,071,707	90,325	9%
SubTotal	\$ 260,654	\$ 1,437,648	\$ 1,324,505	\$ (113,143)	(8%)
<u>Ad Valorem Funding</u>					
	\$ -	\$ -	\$ -	\$ -	-

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Decrease is due to spending of previously collected fees and interest.

**Appropriations**

Personal Services - Decrease is due to expending the current budget of the Native Canopy Education program until the program is extended.

Operating Expenses - Decrease is primarily due to expending the current budget in relation to the monitoring of the Lake Worth Lagoon.

Transfers - Decrease is due to a reduction in the transfer to the General Fund related to the funding of the Office of Resilience.

Reserves - Increase is related to rebalancing of the fund.

**Programs/Services**

The Pollution Recovery Trust Fund was created to collect fines and penalties levied for violation of environmental laws. Appropriations from this fund are designated for the enhancement of the environmental resources and pollution control activities of Palm Beach County, and not for general operations and maintenance. Projects are proposed by either the Department of Environmental Resources Management or the Palm Beach County Public Health Department. Disbursement from the fund is by concurrence of both departments and authorized by resolution of the Board of County Commissioners.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Charges for Services	\$ 256,304	\$ 265,000	\$ 265,000	\$ -	-	
Other	3,750	5,000	5,000	-	-	
<b>SubTotal</b>	<b>\$ 260,054</b>	<b>\$ 270,000</b>	<b>\$ 270,000</b>	<b>\$ -</b>	<b>-</b>	
<b><u>Appropriations</u></b>						
Operating Expenses	\$ 600,642	\$ 620,000	\$ 655,000	\$ 35,000	6%	
<b>SubTotal</b>	<b>\$ 600,642</b>	<b>\$ 620,000</b>	<b>\$ 655,000</b>	<b>\$ 35,000</b>	<b>6%</b>	
<b>Ad Valorem Funding</b>	<b>\$ 340,588</b>	<b>\$ 350,000</b>	<b>\$ 385,000</b>	<b>\$ 35,000</b>	<b>10%</b>	

## SIGNIFICANT CHANGES

**Appropriations**

Operating Expenses - The increase is needed for additional assistance with increased appeal projections, a new attorney contract with increased salary negotiations, and aged software and equipment upgrades.

**Programs/Services**

The Value Adjustment Board (VAB) is a quasi-judicial body composed of County Commission, School Board, and members of the public. The VAB hears appeals from property owners concerning the valuation (for tax purposes) of their property. The VAB may appoint Special Magistrates to hear petitions on its behalf. Funding is split between the County (60%) and the School Board (40%). Partial expenses are offset by a filing fee of \$15.00 per petition. Recommendations from the Special Magistrates are taken into consideration when the petition is determined. The VAB is facilitated by the Clerk & Comptroller's Board Services Department. It is the Clerk's statutory duty (Chapters 193 and 194, Florida Statutes) to collect petitions, hold hearings, provide notices, and prepare and hold VAB meetings.



## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Other	\$ 1,039,717	\$ 912,000	\$ 921,000	\$ 9,000	1%	
Fund Balance	865,637	802,069	885,170	83,101	10%	
SubTotal	\$ 1,905,354	\$ 1,714,069	\$ 1,806,170	\$ 92,101	5%	
<b><u>Appropriations</u></b>						
Operating Expenses	\$ 933,027	\$ 1,168,883	\$ 1,174,311	\$ 5,428	-	
Reserves	-	545,186	631,859	86,673	16%	
SubTotal	\$ 933,027	\$ 1,714,069	\$ 1,806,170	\$ 92,101	5%	
Ad Valorem Funding	\$ -	\$ -	\$ -	\$ -	-	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fund Balance - Increase due to estimated FY 2019 expenditures being less than budgeted along with additional lease revenues, which also increases available reserves.

**Programs/Services**

Proceeds from the Conservation Lands Bond Referendum, approved March 1999, are being used to purchase land in the agricultural reserve area (Ag Reserve) which is leased out for agricultural purposes. The Palm Beach Soil and Water Conservation District is responsible for managing this property and has contracted with the County's Property and Real Estate Management Division to perform the work. Lease revenues are used to cover management costs, implement agricultural enhancement programs, purchase additional property, and meet other needs as may be identified.

**Change (FY 19 - FY 20).**

## SIGNIFICANT CHANGES

In this category are various non-department operating appropriations made during the past two years and/or to be made in FY 2020. The following is a list of these operations and the budgeted appropriations:

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## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Fines & Forfeitures	\$ 560,447	\$ 592,000	\$ 550,000	\$ (42,000)	(7%)	
Other	24,408	(18,200)	-	18,200	100%	
Fund Balance	1,229,161	1,285,277	1,369,060	83,783	7%	
SubTotal	\$ 1,814,016	\$ 1,859,077	\$ 1,919,060	\$ 59,983	3%	
<b><u>Appropriations</u></b>						
Grants and Aids	\$ 513,102	\$ 1,859,077	\$ 1,919,060	\$ 59,983	3%	
SubTotal	\$ 513,102	\$ 1,859,077	\$ 1,919,060	\$ 59,983	3%	
Ad Valorem Funding	\$ -	\$ -	\$ -	\$ -	-	-

## SIGNIFICANT CHANGES

**Program/Services**

For each fine imposed by law pertaining to civil traffic penalties, Florida Statutes Chapter 318.1215, the "Dori Slosberg Driver Education Safety Act," authorized the courts to impose and collect an additional fine of up to \$5. This additional fine is required to be used for driver education programs in public and non-public schools. The Palm Beach County Driver Education Trust Fund was established in 1992 by the Board of County Commissioners (BCC) with the adoption of a \$3 surcharge for each civil traffic penalty. In 2006, they increased the surcharge from \$3 to \$5. Funds are collected by the Clerk and Comptroller and distributed to the Palm Beach County School District each quarter. Disbursement of funds to non-public schools are available as part of the grant program. Eligibility requirements for non-public schools are outlined in Ordinance 2002-071.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Fines & Forfeitures	\$ 64,956	\$ 54,000	\$ 81,324	\$ 27,324	51%	
Other	9,240	6,800	8,935	2,135	31%	
Fund Balance	343,801	405,801	461,006	55,205	14%	
SubTotal	\$ 417,997	\$ 466,601	\$ 551,265	\$ 84,664	18%	
<b><u>Appropriations</u></b>						
Transfers	\$ -	\$ 150,000	\$ 100,000	\$ (50,000)	(33%)	
Reserves	-	316,601	451,265	134,664	43%	
SubTotal	\$ -	\$ 466,601	\$ 551,265	\$ 84,664	18%	
Ad Valorem Funding	\$ -	\$ -	\$ -	\$ -	-	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fines & Forfeitures - Increase reflects the upward trend in the collection of the Domestic Violence Surcharge Fee, which also increases available reserves.

Fund Balance - Increase is a result of no expenditures in FY 2019 and actual revenues greater than budgeted revenues, which also increases available reserves.

**Appropriations**

Transfers - Decrease is due to year two of a three-year transfer of \$50,000 per year to the Public Safety Department for a project to improve domestic violence cases countywide and conduct training for law enforcement agencies and prosecutors. This contributes to the increase in reserves.

**Programs/Services**

The Domestic Violence Trust Fund was established in Fiscal Year 2002 by Florida Statutes 938.08. The Statute requires that, in addition to any sanction imposed for a violation of s. 784.011, s. 784.021, s. 784.03, s. 784.041, s. 784.045, s. 784.048, s. 784.07, s. 784.08, s. 784.081, s. 784.082, s. 784.083, s. 784.085, s. 794.011, or for any offense of domestic violence described in s. 741.28, the court shall impose a surcharge of \$201. A portion of the surcharge, in the amount of \$115, shall be provided to the governing board of the County and must be used only to defray the costs of incarcerating persons sentenced under s. 741.283 and provide additional training to law enforcement personnel in combating domestic violence.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Other	\$ 6,208,419	\$ 3,924,450	\$ 4,465,475	\$ 541,025	14%	
Fund Balance	3,304,806	1,933,261	1,280,814	(652,447)	(34%)	
<b>SubTotal</b>	<b>\$ 9,513,225</b>	<b>\$ 5,857,711</b>	<b>\$ 5,746,289</b>	<b>\$ (111,422)</b>	<b>(2%)</b>	
<b><u>Appropriations</u></b>						
Grants and Aids	\$ 6,030,958	\$ -	\$ -	\$ -	-	
Reserves	-	5,857,711	5,746,289	(111,422)	(2%)	
<b>SubTotal</b>	<b>\$ 6,030,958</b>	<b>\$ 5,857,711</b>	<b>\$ 5,746,289</b>	<b>\$ (111,422)</b>	<b>(2%)</b>	
<b>Ad Valorem Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Other - Increase represents the projection of anticipated school impact fees and interest earnings.

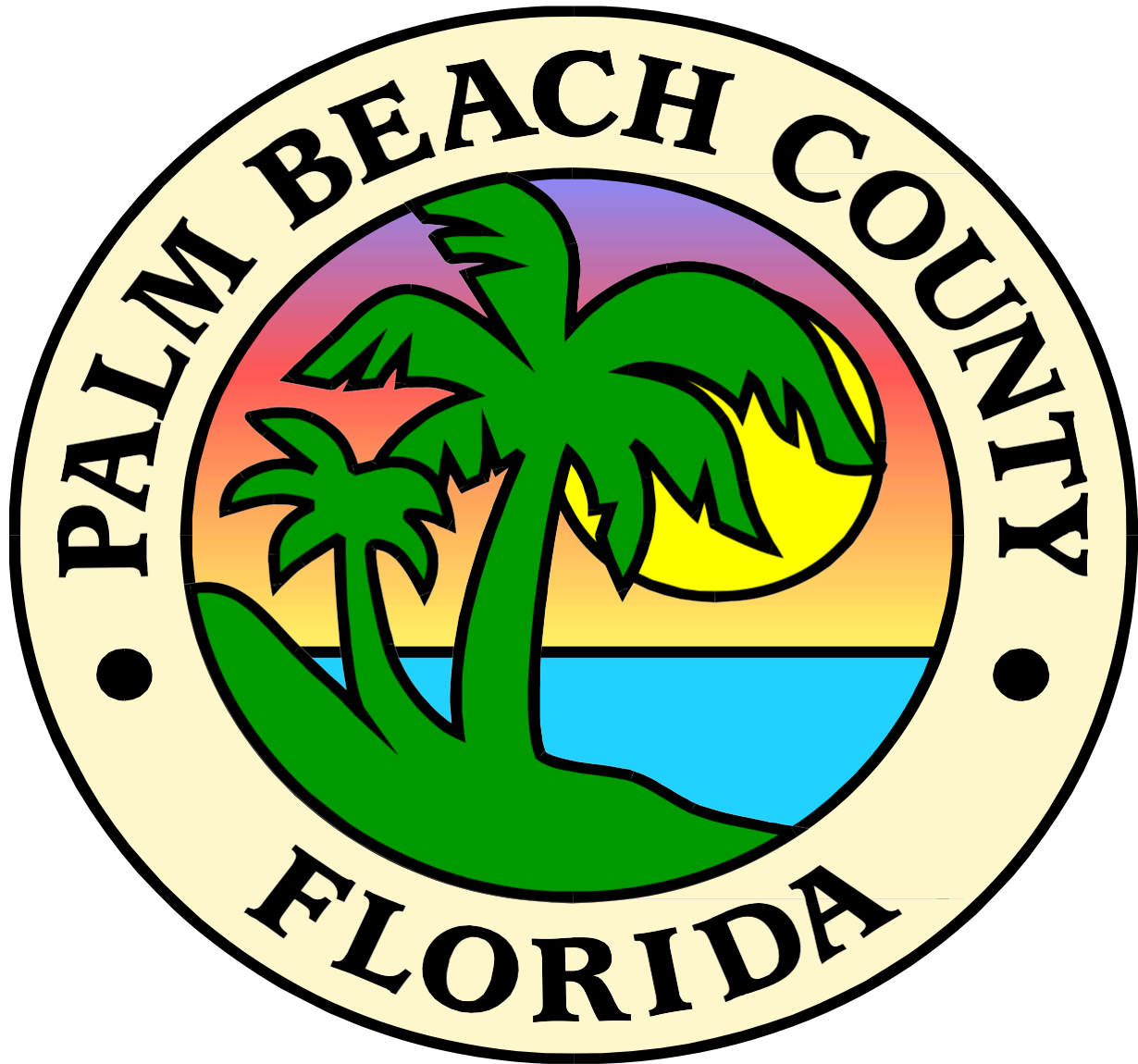
Fund Balance - Decrease is driven by spending of previously collected amounts and decreased revenues. Both sources of Non-Ad Valorem Revenues have a direct impact on the reduction in reserves.

**Programs/Services**

The County collects school impact fees in the unincorporated area and in those incorporated areas for which an interlocal agreement for collection has been executed. Municipalities collecting school impact fees in incorporated areas will remit funds collected to the County.

The County will remit funds for capital facility costs (land purchases and construction costs) to the School Board upon request. The funds available for remittance will consist of the school impact fee collected less two percent retained by the local government collecting the fees plus any interest earned.

# **Other County Funded Programs**



**FISCAL YEAR 2020**



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**DEPARTMENT SUMMARY**

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**Mission Statement**

To follow the Health and Human Services Element of the Comprehensive Plan of Palm Beach County goals and objectives and the recommendations of the Citizens Advisory Committee that address the availability of health and human services necessary to protect the health, safety, and welfare of its residents, by providing funding to qualifying non-profit organizations to provide health and human services related to the approved service categories.

Funds may be used to provide a wide range of health and human services within six competitive service categories including Behavioral Health, Domestic Abuse/Sheltering, Economic Stability/Poverty, Homelessness, Senior Services, and Special Needs. An additional category is Non-Competitive. These are long standing partnerships that deliver critical services the County has invested in with agencies that serve a countywide demand or special projects that are part of a strategic initiative in which the County is participating.

	<u>Actual</u> <u>FY 2018</u>	<u>Budget</u> <u>FY 2019</u>	<u>Goal</u> <u>FY 2020</u>
<b><u>OBJECTIVES &amp; PERFORMANCE MEASUREMENTS</u></b>			
<b><i>Behavioral Health</i></b>			
• Increase percentage of Behavioral Health program participants who show a reduction of behavioral health challenges due to providing adequate funding to provider agencies and evaluating provider performance through contract term			
<i>Percentage of Program participants who will learn strategies to reduce behavior health challenges</i>	73	75	80
<b><i>Housing and Homelessness - Domestic Abuse</i></b>			
• Increase access of Domestic Abuse/Sheltering program participants to violence-free living by providing adequate funding to provider agencies and evaluating provider performance through contract term			
<i>Percentage of Program participants who will increase access to violence free living conditions</i>	85	82	85
<b><i>Seniors</i></b>			
• Increase percentage of individual caregivers who improve or maintain likelihood of continuing home based care for a senior with dementia			
<i>Percentage of individual caregivers who improve or maintain likelihood of continuing home based care for a senior with dementia</i>	94	95	97
• Increase percentage of seniors with dementia served who delay or eliminate the need for nursing home placement			
<i>Percentage of seniors with dementia served who delay or eliminate the need for nursing home placement</i>	95	95	97
<b><i>Special Needs</i></b>			
• Increase the independence of Special Needs program participants			
<i>Percentage of Program participants who will achieve goals to build social, emotional, intellectual, and/or physical skills increasing their independence.</i>	84	93	95

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	
<u>Non-Ad Valorem Revenues</u>				
Other	\$ 20,623	\$ -	\$ -	\$ -
SubTotal	\$ 20,623	\$ -	\$ -	\$ -
<u>Appropriations</u>				
Grants and Aids	\$ 12,329,826	\$ 12,912,143	\$ 13,299,507	\$ 387,364 3%
SubTotal	\$ 12,329,826	\$ 12,912,143	\$ 13,299,507	\$ 387,364 3%
Ad Valorem Funding	\$ 12,309,203	\$ 12,912,143	\$ 13,299,507	\$ 387,364 3%

## SIGNIFICANT CHANGES

Program/Services

The Financially Assisted program was established in the early 1980s to overcome the adverse impact of reduced federal funding. It is now an important component of the federal, state, and local funding sources that support our County's system of care. The Board of County Commissioners has directed staff to pursue data-driven, evidenced based programming and outcome measures that ensure effective changes in people's lives in our community. Funded organizations are monitored by the Community Services Department to maintain programmatic and fiscal accountability. Contracts included the following safeguards to protect the County: insurance coverage is mandatory, funds are paid out on a unit cost basis, and funds cannot be used to initiate or to pursue litigation against the County.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>	
	<b>FY 18 Actual</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>	
<u>Appropriations</u>				
<b>Grants and Aids</b>	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ - -
<b>SubTotal</b>	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ - -
<b>Ad Valorem Funding</b>	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ - -

Program/Services

Funding to the Health Care District of Palm Beach County is provided to manage the Edward J. Healey Rehabilitation and Nursing Center (formerly known as the Palm Beach County Home) and to contribute toward Palm Beach County's required contribution to state Medicaid funding. The funding to the Healey Center is \$9,100,000 with the remaining used towards Medicaid match. During the 2013 Florida Legislative session, Senate Bill 1520 was enacted, establishing a fixed percentage of responsibility to each county. Palm Beach County's required contribution is 5.9% of the adopted state amount of \$302.1 million. The amount required for Medicaid match is \$17.01 million in FY 2020 with the County contributing \$5.9 million and Health Care District funding \$11.11 million.

**Change (FY 19 - FY 20)**

## Programs/Services

316

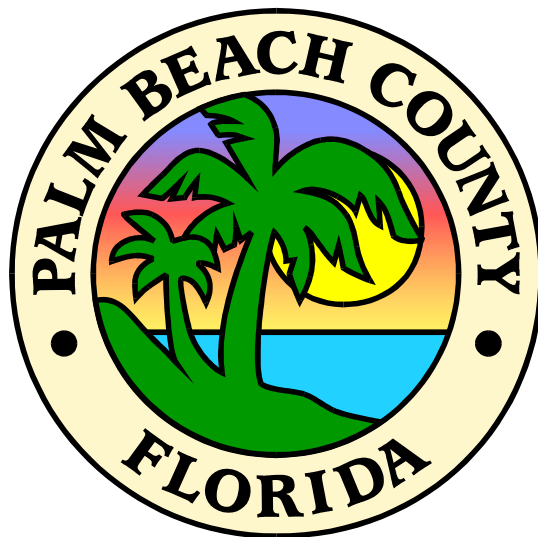
## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>	
	<b>FY 18 Actual</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>	
			<b>\$</b>	<b>%</b>
<b><u>Appropriations</u></b>				
<b>Grants and Aids</b>	\$ 6,572,138	\$ 7,011,270	\$ 6,985,960	\$ (25,310) -
<b>SubTotal</b>	\$ 6,572,138	\$ 7,011,270	\$ 6,985,960	\$ (25,310) -
<b>Ad Valorem Funding</b>	\$ 6,572,138	\$ 7,011,270	\$ 6,985,960	\$ (25,310) -

**Program/Services**

	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>
Tri-Rail Extension Operating Deficit	\$1,565,000	\$1,565,000
RTA Funding	2,670,000	2,670,000
Code Enforcement Services Glades Communities	126,270	0
County Culture Program	250,000	250,000
DJJ Pre-Disposition Costs	2,400,000	2,500,960
<b>Total</b>	<b><u>\$7,011,270</u></b>	<b><u>\$6,985,960</u></b>





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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To protect, preserve, and maintain the public records and public funds with integrity and accountability.

**Department Overview**

The Clerk & Comptroller's Office, established in 1838 by the Florida Constitution as an independently elected officer, is a public trustee charged with safeguarding the public's records and funds. The elected Clerk & Comptroller serves the roles of Clerk of the Circuit Court, County Recorder, Clerk of the Board of County Commissioners and County Comptroller which includes responsibilities as the Chief Financial Officer, Treasurer, and Auditor. As an elected constitutional officer, the Clerk & Comptroller is directly accountable to the residents of Palm Beach County. The third largest of the 67 Clerk's offices in Florida, our office serves a local population of approximately 1.5 million citizens from six locations and reaches customers throughout the world online at [www.mypalmbeachclerk.com](http://www.mypalmbeachclerk.com). The organization is committed to being a world-class leader in customer service, employee satisfaction and standards of excellence. As recognition of these accomplishments, the office has been a recipient of the coveted Governor's Sterling Award for Organizational Performance Excellence, Centre for Fiduciary Excellence certification, the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting, Popular Annual Financial Reporting, and the Distinguished Budget Presentation award, and Harvard University's Ash Center for Democratic Governance and Innovation at the John F. Kennedy School of Government Innovations in American Government Bright Ideas award.

**Programs and Services**

The Clerk & Comptroller monitors the County budget, revenue, debt, and spending. The Clerk processes payments for the County ensuring each serves a public purpose, complies with the law, and is within the County's budget. The Clerk also maintains an accurate set of financial records in order to produce all required financial statements and reports to comply with state and federal laws and generally accepted accounting principles. As Treasurer, the Clerk actively manages and earns interest income on the County's \$2.0 billion investment portfolio. As Auditor, the Clerk conducts independent risk-based and financial audits, including the audit of all County expenditures. Accountability is ensured through regular independent audits conducted by eleven state, local, and judicial entities. As Clerk of the Board of County Commissioners, the Clerk maintains the records of the County Commission and other meetings and provides all meeting minutes and video to the public via the Clerk's website.

**FY 2019 Highlights & Accomplishments**

- Continued use of the Wells Fargo Payment Manager Program, which provides vendors the option to receive payment via a merchant account vs. a paper check, generating a cash rebate for the County of \$161,436.60 for FY 2018.
- Received the Award for Excellence in Financial Reporting for the County's Comprehensive Annual Financial Report (CAFR) for the 29th consecutive year.
- Received the Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR) for the 12th consecutive year.
- Received the Centre for Fiduciary Excellence (CEFEX) certification for implementing best practices in the investment management of County funds for ninth consecutive year.
- Earned the highest yield on the investment of County funds fiscal year ending (FYE) for the fifth year in a row when compared to 38 large peer counties nationwide.
- Implemented Governmental Accounting Standards Board (GASB) Statement No. 75, "Accounting and Financial Reporting for Post-employment Benefits other than Pensions".
- Issued a Request for Information (RFI) for broker/dealer services.
- Creation of the Clerk Finance Forum to share information and strengthen communication regarding issues and projects that impact both Clerk Finance and County departments.
- Financial Special Assessment (FSA) System Web Page to allow public access and credit card option.
- Issued an Invitation to Negotiate (ITN) for banking services.
- Complete the testing of each Advantage 3.11.1 upgrade.
- Implemented American Express OptBlue program, as an additional merchant option for County departments
- Successful transition of Sales & Used Tax and Alcohol Tax from manual to an online payment process.
- Implemented use of Employee Self Service (ESS) for United Way and Deferred Comp changes
- Launched the implementation of OnBase, a new Enterprise Content Management (ECM) solution that will allow for paperless workflows and more efficient and timely business processes. Some anticipated benefits of the system include improved management tools, accuracy, turnaround time, and greater transparency in the process.
- Manage the PeopleSoft Health & Safety module County Department Rollout project that included Fire Rescue and Palm Tran. The Health & Safety module facilitates paperless incident processing that provides County Risk Management complete data for incident tracking and identifying incident trends.
- Launched the use of micro learning videos "Advantage Made Simple" as a means to provide tips and tricks in the use of the system.

**FY 2020 Emerging Issues**

- Partnering with County to meet the expedited payment objectives outlined in the Equal Business Opportunity (EBO) Ordinance.
- Expansion of an Automatic Clearing House (ACH) payment program while balancing available merchant program rebate opportunities for the County.
- Implementation of a comprehensive Content Management System (CMS) to leverage technology, improve customer service, and minimize the burden to tax payers.
- Continuing to work towards elimination of manual processing of information between the numerous systems within the County.

**Change (FY 19 - FY 20).**

	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Excess Fees	\$ 2,262,895	\$ 500,000	\$ 500,000	\$ -	-
SubTotal	\$ 2,262,895	\$ 500,000	\$ 500,000	\$ -	-
<b><u>Appropriations</u></b>					
Transfers	\$ 13,214,757	\$ 13,942,693	\$ 15,121,618	\$ 1,178,925	8%
ISS Transfers	1,274,233	1,281,769	787,945	(493,824)	(39%)
SubTotal	\$ 14,488,990	\$ 15,224,462	\$ 15,909,563	\$ 685,101	5%
<b>Ad Valorem Funding</b>	<b>\$ 12,226,095</b>	<b>\$ 14,724,462</b>	<b>\$ 15,409,563</b>	<b>\$ 685,101</b>	<b>5%</b>
<b>Positions</b>	<b>139</b>	<b>140</b>	<b>146</b>	<b>6</b>	<b>4%</b>

## Appropriations

**Transfers -** Increase is due to a 4% increase in health insurance premiums, a 3% merit increase, Florida Retirement System (FRS) and Social Security taxable wage increases consistent with County budget assumptions, and hardware and software upgrades to support the Information Technology (IT) infrastructure and related maintenance costs.

ISS Transfers - Decrease is due to a reduction in Enterprise Services from the Information Systems Services (ISS) cost allocation plan set by ISS.

## Positions - 6

**Budget Process - 6:** Two Payment Specialists and One Senior Payment Specialist with no fiscal impact. Two Payroll Specialists and One Human Resources Administrator.

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To protect rights and liberties, uphold and interpret the law, and provide for the peaceful resolution of disputes.

**Department Overview**

Palm Beach County is served by the Fifteenth Judicial Circuit under the direction of the Chief Judge and Court Administrator, pursuant to the State Constitution and Florida Rules of Court, specifically Rule 2.010 and 2.050. It is one of twenty judicial circuits in the state. The Circuit is comprised of two levels of court: Circuit Court and County Court. The Court Administrator has support staff to assist the Chief Judge in administrative functions including personnel, finance, court support programs, technology, court reporting, court interpreting, and intergovernmental relations. The Main Judicial Center is located in downtown West Palm Beach. Courthouse annexes are located in Palm Beach Gardens, Delray Beach, Belle Glade, and the Criminal Justice Complex on Gun Club Road. The Circuit Court has jurisdiction over civil cases with a value of \$30,000 and higher (effective January 1, 2020), as well as felony, domestic relations, foreclosure, juvenile, probate, and County Court appeal cases. A total of 35 Judges preside in the Circuit Court. The County Court has jurisdiction over civil cases with a value up to \$30,000 (effective January 1, 2020), as well as misdemeanor and traffic cases. A total of 19 Judges preside in the County Court.

**FY 2019 Highlights & Accomplishments**

- The Problem Solving Courts of the Circuit continue to serve the needs of the underrepresented. These courts, presided over by judges who essentially "volunteer" their time in addition to their regular dockets, which include: Mental Health Specialty Division, Therapeutic Court, Early Childhood Court, Adult Drug Court, The Witness Management Program, and Veterans' Court.

**FY 2020 Emerging Issues**

- In recent years, the Court and its staff continue to face office space constraints for staff and the lack of large courtrooms for large jury pools, to ensure public safety, and allow for multiple defendant trials without creating a safety concern. The Court continues to ask for the buildout of a courtroom floor, with another floor for the consolidation of Court Administration and the Chief Judge, with a large conference room as soon as funding becomes available.

**Change (FY 19 - FY 20)**

## SIGNIFICANT CHANGES

Charges for Services - Decrease is due to the Circuit Court's decision to freeze the processing and training of new process servers to allow the new General Counsel to get up to speed.

Positions - 5:

**Budget Process - 5:** All positions are transfers from the Public Safety Department which includes: One Family Drug Court Coordinator, One Secretary, and Three Court Program Specialists.



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**DEPARTMENT SUMMARY**

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**Department Overview**

Court Technology provides a diverse and rapidly expanding range of services to the County and Circuit Courts. Court Technology's 17 staff members are responsible for a complex range of services, including desktop support of over 1,000 devices in 77 courtrooms; web design and hosting; systems administration and application development/support; training and business analysis. To ensure that courtroom proceedings remain uninterrupted due to technical failure, Court Technology provides primary support for all court partners in all court rooms. This support includes hardware, software, and staff supporting the Clerk of Court, State Attorney, Public Defender, and Regional Conflict Counsel, as well as computers provided for use by any party appearing before the court. Additionally, Court Technology is responsible for the research and development of new products and services, and the timely compliance with Legislative and Supreme Court mandates for the implementation of new services, including e-filing, e-service, e-signature, file-less courtrooms, and the continuing development of judicial software that aggregates all case information and document images together for judges to use on the bench in lieu of paper files in the courtroom.

**FY 2019 Highlights & Accomplishments**

- Developed and deployed critical feature enhancements in the new judicial viewer system (JVS).
- Renewed Supreme Court Certification of JVS version 5.0. Currently, the 15th Judicial Circuit Court is the only Circuit Court with a 5.0 certification.
- Refreshed and expanded high definition 55" display screens in the civil/criminal courtrooms, bringing the total to 31.
- Successfully replicated critical processes/servers at the Vista Center's data center.
- Successfully tested internet protocol (IP) based QSC Open Court courtroom audio ecosystem, creating a blueprint to greatly increase support response time (by the Electronic Services and Security Division) while reducing costs.

**FY 2020 Emerging Issues**

- The explosive demand for technology services continues to outstrip the funding made available by the County. According to a County funded 2018 study, the funding deficit is greater in Palm Beach County than its peer counties in Florida.
- Engaging Palm Beach County's self-represented litigants (often those who are too poor to afford an attorney) by increasing the efficacy of technological solutions and providing access to technology in lieu of paper.
- Meeting evolving Legislative and Supreme Court mandates with limited personnel and funding.
- Increasing the response time to the public and court partners by converting the request process for the official court record to an electronic one. This will enable the record to be provided to the judiciary and justice partners via secure intranet, as well as providing access to contractual transcriptionists via secure extranet.
- Mandates have prompted significant expansion in courtroom hardware which is reaching end of life. The funding requested to replace/extend warranties was cut by the County for FY 2019. Continuity strategies must be developed should these devices begin failing without funding for replacement equipment.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Charges for Services	\$ 2,536,229	\$ 2,450,000	\$ 2,500,000	\$ 50,000	2%	
Other	(4,984)	(107,500)	(125,000)	(17,500)	16%	
<b>SubTotal</b>	<b>\$ 2,531,245</b>	<b>\$ 2,342,500</b>	<b>\$ 2,375,000</b>	<b>\$ 32,500</b>	<b>1%</b>	
<b><u>Appropriations</u></b>						
Personal Services	\$ 1,318,267	\$ 1,545,673	\$ 1,631,874	\$ 86,201	6%	
Operating Expenses	2,534,003	2,775,438	2,776,844	1,406	-	
Capital Outlay	500,384	332,438	434,638	102,200	31%	
<b>SubTotal</b>	<b>\$ 4,352,654</b>	<b>\$ 4,653,549</b>	<b>\$ 4,843,356</b>	<b>\$ 189,807</b>	<b>4%</b>	
<b>Ad Valorem Funding</b>	<b>\$ 1,821,408</b>	<b>\$ 2,311,049</b>	<b>\$ 2,468,356</b>	<b>\$ 157,307</b>	<b>7%</b>	
<b>Positions</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>1</b>	<b>6%</b>	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Other - Decrease is due to increased statutory reserves from anticipated increases in collections pursuant to Florida Statute (F.S.) 28.24(e)(1).

**Appropriations**

Positions - 1

**Budget Process - 1:** Addition of one Desktop Administrator to add additional overlapping technologies to courtrooms.

Capital Outlay - Increase is due to a one time supplemental of data processing equipment.

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**DEPARTMENT SUMMARY**

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**Department Overview**

The Fifteenth Judicial Circuit Law Library serves the legal and law-related informational needs of Palm Beach County. The Law Library provides an access point for equal justice under the law to Palm Beach County residents, judges, attorneys, students, and self-represented patrons. It provides legal reference and referral services within the guidelines of Florida Statue 454.23. The Law Library cooperates with the community to enhance knowledge of the law and to facilitate access to the justice system. The Law Library's goal is to provide patrons with up-to-date legal information.

**FY 2019 Highlights & Accomplishments**

- The Palm Beach County Law Library served approximately 10,515 pro se litigants, attorneys, and other members of the public among the three library locations.
- Eighteen individuals became attorney members of the law library or renewed their membership, which is a 50% increase from last fiscal year. The attorney membership program increases the library's revenues and also strengthens relationships with our attorney users.
- A total of 55 individuals attended six workshops that were held in the Law Library presented by Westlaw, LexisNexis, the Palm Beach County Bar Association, and the Palm Beach County Public library covering a variety of topics related to legal research.
- The entire print collection was catalogued by Library of Congress Classification in order to provide library users the opportunity to search for books in the catalog and locate them by the call number for easier access. Prior to this organization, the collection was not in any logical order. Users had to ask staff for help finding books and staff had to rely on their memory to locate books.
- Circulation statistics were initiated to better understand which library materials are being used in the library through barcoding. From March 2019 through September 2019, 2,559 books were used in the library locations (reference books) and 227 items were checked out for use outside of the library (a limited selection of books and professional development materials for attorneys).

**FY 2020 Emerging Issues**

- Costs to maintain library services continue to increase, while revenue continues to decrease, making it a challenge to maintain the library staffing and resources available.
- Continue to enhance services to library patrons to ensure seamless access to legal information

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>		
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$		
<u>Non-Ad Valorem Revenues</u>						
Charges for Services	\$ 282,312	\$ 282,913	\$ 281,487	\$ (1,426)	(1%)	
Licenses & Permits	41,276	36,500	41,157	4,657	13%	
Other	42,268	14,328	10,088	(4,240)	(30%)	
Fund Balance	397,585	242,033	183,036	(58,997)	(24%)	
SubTotal	\$ 763,441	\$ 575,774	\$ 515,768	\$ (60,006)	(10%)	
<u>Appropriations</u>						
Personal Services	\$ 266,478	\$ 293,156	\$ 279,552	\$ (13,604)	(5%)	
Operating Expenses	125,450	182,432	164,815	(17,617)	(10%)	
Capital Outlay	51,876	59,310	59,310	-	-	
Reserves	-	40,876	12,091	(28,785)	(70%)	
SubTotal	\$ 443,804	\$ 575,774	\$ 515,768	\$ (60,006)	(10%)	
<u>Ad Valorem Funding</u>						
	\$ -	\$ -	\$ -	\$ -	-	
Positions	5	5	5	-	-	

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Licenses & Permits - Increase is due to aligning the budget with historical actuals.

Fund Balance - Decrease is due to the spending down of previously collected revenues. This also resulted in a decrease to reserves.

**Appropriations**

Operating Expense - Decrease is primarily due to a reduced allocation from the County's indirect cost plan.

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide high quality legal representation to people whose lives or liberty are at stake.

**Department Overview**

The Public Defender's Office provides quality criminal defense representation at trial and appellate levels involving juvenile, misdemeanor, felony, capital felony offenses, and civil commitment proceedings for persons who have been determined indigent by the courts as prescribed in Florida Statute 27.52.

**FY 2020 Emerging Issues**

- The State of Florida is requesting agencies go paperless in more areas, such as budget, accounting, payroll, and personnel. The electronic transmission of these documents will increase the security of sending documents instead of sending them via email or fax. To meet these needs additional funding is required for software and hardware. The vendor, Computer Information and Planning, Inc. (CIP) will need to make changes and add additional features to the current software package. These changes will result in an increased annual maintenance cost for future budget cycles.
- After 27 years, the office space at 421 3rd Street is in need of significant maintenance projects. The projects include walk/front porch cleaning, carpet cleaning, carpet replacement, and patching and repainting of the office space.
- Additional attorney and support offices are needed in the downtown office.
- Increased advocacy for pretrial release and efforts to obtain services for clients upon release as pretrial detention is costly to the County, decreases public safety, and adversely impacts lives. Research shows incarcerating low risk individuals pretrial increases recidivism.
- Behavioral health continues to be a driver of jail population. Due to the lack of services and resources in the community, the office will expand resources to find servicers outside the community while effectively managing these clients locally.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>				
			FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>							
Other			\$ 316	\$ -	\$ -	\$ -	-
SubTotal			\$ 316	\$ -	\$ -	\$ -	-
<b><u>Appropriations</u></b>							
Operating Expenses			\$ 229,537	\$ 257,008	\$ 269,173	\$ 12,165	5%
SubTotal			\$ 229,537	\$ 257,008	\$ 269,173	\$ 12,165	5%
<b><u>Ad Valorem Funding</u></b>							
			\$ 229,221	\$ 257,008	\$ 269,173	\$ 12,165	5%



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To promote the fair, impartial, and expeditious pursuit of justice, ensure safer communities, and encourage effective coordination in the criminal justice system.

**Department Overview**

The State Attorney's Office (SAO) is a law enforcement agency that serves a dual function of prosecution and investigation. Prosecution efforts include handling over 60,000 felony, misdemeanor, and juvenile cases every year in an effort to protect this community. The cases range from the most heinous homicides to criminal traffic offenses. The office has over 110 prosecutors, approximately 180 staff and 12 sworn police investigators who work as a committed team to hold individuals who commit crimes accountable for their actions. Prosecutorial responsibilities range from reviewing all arrests that occur in Palm Beach County and filing or diverting cases, to disposing and trying all cases in the courtroom. Investigative duties focus on human trafficking, violent crimes, organized crime, money laundering, child pornography, domestic offenses, sober homes, and public corruption related offenses. Prosecutors and law enforcement work closely to build very serious and complicated cases against those who prey upon our most vulnerable. The special role the office plays in the criminal justice system carries with it a major responsibility to this community.

**FY 2020 Emerging Issues**

- As courtrooms become more digitized and use less paper there are multiple issues that arise for the SAO. Digitizing cases requires a three pronged approach. Law enforcement must digitize and upload their reports and evidence, the SAO must link to the Clerk and Comptroller's Showcase software to quickly access documents, and finally SAO staff needs to scan and upload remaining documents to finalize digitization and eliminate the need for more warehouse space. The use of body cameras and other video devices by law enforcement is increasing the SAO case related workload exponentially. Additionally, there is a major increase in public record requests for redacted copies of these videos. Each camera and each video must be viewed by the SAO in real-time to determine its evidentiary value prior to filing a case. Scanning and video redaction software and servers to hold these videos will be primary expenditures for the information technology budget this year.
- The SAO has expanded its work on opioid deaths, in addition to investigation and prosecution of human trafficking, drug trafficking, fraud against the elderly and elder abuse, violent crimes, and local gangs. The Assistant State Attorneys work directly with law enforcement at crime scenes and during investigations exposing them to safety and security issues as any other law enforcement officer.

## DEPARTMENT FINANCIAL SUMMARY

			<u>Change (FY 19 - FY 20)</u>			
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%	
<b><u>Non-Ad Valorem Revenues</u></b>						
Other	\$ 1,299	\$ -	\$ -	\$ -	-	
SubTotal	\$ 1,299	\$ -	\$ -	\$ -	-	
<b><u>Appropriations</u></b>						
Operating Expenses	\$ 412,532	\$ 410,096	\$ 431,860	\$ 21,764	5%	
Capital Outlay	20,160	-	-	-	-	
Transfers	2,537	4,689	4,019	(670)	(14%)	
SubTotal	\$ 435,229	\$ 414,785	\$ 435,879	\$ 21,094	5%	
Ad Valorem Funding	\$ 433,930	\$ 414,785	\$ 435,879	\$ 21,094	5%	

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide a fair and equitable tax roll according to Florida Statutes, administer all exemptions, and serve the public of Palm Beach County in a courteous manner.

**Department Overview**

The Property Appraiser, an elected Constitutional Officer, is responsible for identifying, locating and valuing all property within the County for ad valorem tax purposes. The office applies tax rates as adopted by the various taxing authorities to each parcel of property in order to produce a tax roll upon which ad valorem taxes are collected. This is the tax base for Ad Valorem funds that provides for the function of County government, the School Board, municipalities, and other various ad valorem districts.

The Property Appraiser also administers various types of exemptions including homestead, disability, senior citizen, widow/widower, historic property, and economic exemptions and maintains the county base map. The office manages property ownership records, descriptions of buildings and property characteristics, and other relevant property specific information. The Property Appraiser's office is a primary source of real estate and personal property information which is available to the public through its website, [www.pbcgov.org/papa](http://www.pbcgov.org/papa).

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Appropriations</u></b>					
Property Appraiser Commission	\$ 19,571,335	\$ 20,288,000	\$ 20,533,585	\$ 245,585	1%
Refund - Property Appraiser Commission	(2,027,293)	(1,000,000)	(1,000,000)	-	-
Postage Expense	277,811	270,000	270,000	-	-
<b>SubTotal</b>	<b>\$ 17,821,853</b>	<b>\$ 19,558,000</b>	<b>\$ 19,803,585</b>	<b>\$ 245,585</b>	<b>1%</b>
<b>Positions</b>	<b>253</b>	<b>245</b>	<b>240</b>	<b>(5)</b>	<b>(2%)</b>

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 increased by 0.3% compared to last year. The Property Appraiser's appropriation budget increased by 3.1% from \$24.7 million to \$25.5 million, resulting in an increase in commissions paid to the Property Appraiser.

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**DEPARTMENT SUMMARY**

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**Department Overview**

The Sheriff, an independently elected constitutional officer, is the chief law enforcement officer of Palm Beach County. The Sheriff enforces the laws of the State of Florida and the ordinances of the County - criminal, traffic, and civil. The Sheriff's Office is responsible for providing uniformed law enforcement services to the citizens, securing the courts, serving all warrants and processes issued by the courts, and operating the County detention and correction facilities. The Sheriff's Office is comprised of three programs: Sheriff's Operations, Law Enforcement Trust Fund, and Sheriff's Grants.

**Operations**

The Sheriff's Office maintains law and order through crime prevention and law enforcement programs, operates the County's detention facilities, and serves the orders of the Court and Board of County Commissioners. The Operations program includes all major functional areas of the Sheriff's budget: 1) General Law Enforcement; 2) Corrections and Detention Alternative Facilities; 3) Court Services & Bailiffs; and 4) Other Expenses.

**Law Enforcement Trust Fund**

The Law Enforcement Trust Fund (LETf) is a special trust established by the Board of County Commissioners as authorized under Florida Statute 932.705. The trust fund is derived from the sale of forfeited property and interest earned. These funds may be expended only upon request of the Sheriff to the Board of County Commissioners and are used exclusively for law enforcement purposes. Florida Statute 932.7055 prohibits LETf revenues and expenditures from being included in the adoption and approval process of the Palm Beach County budget. However, existing fund balances from previous activity are budgeted as amounts received in prior years.

**Grants**

The Palm Beach County Sheriff's Office Grants Department continues to pursue alternative funding. In addition to the pursuit of new funding opportunities, the Sheriff's Office continues to manage the financial and programmatic aspects of all current grant awards received. The Palm Beach County Sheriff's Office Grants Department will continue to expand in terms of both the acquisition of new funding and in the management of new and established grant-funded programs.

## DEPARTMENT FINANCIAL SUMMARY

				<u>Change (FY 19 - FY 20)</u>	
	FY 18 Actual	FY 19 Budget	FY 20 Budget	\$	%
<b><u>Non-Ad Valorem Revenues</u></b>					
Charges for Services	\$ 76,669,293	\$ 77,643,554	\$ 79,525,604	\$ 1,882,050	2%
Fines & Forfeitures	983,749	433,000	318,500	(114,500)	(26%)
Grants	5,332,003	8,545,010	8,672,738	127,728	1%
Licenses & Permits	13,915	10,000	12,000	2,000	20%
Excess Fees	7,057,428	-	-	-	-
Other	10,099,686	3,023,000	4,311,000	1,288,000	43%
Fund Balance	2,108,520	783,644	1,808,688	1,025,044	131%
<b>SubTotal</b>	<b>\$ 102,264,594</b>	<b>\$ 90,438,208</b>	<b>\$ 94,648,530</b>	<b>\$ 4,210,322</b>	<b>5%</b>
<b><u>Appropriations</u></b>					
Operating Expenses	\$ 227,899	\$ 285,000	\$ 285,000	\$ -	-
Transfers	639,469,945	671,636,934	724,162,104	52,525,170	8%
Reserves	-	1,344,056	1,438,526	94,470	7%
<b>SubTotal</b>	<b>\$ 639,697,844</b>	<b>\$ 673,265,990</b>	<b>\$ 725,885,630</b>	<b>\$ 52,619,640</b>	<b>8%</b>
<b>Ad Valorem Funding</b>	<b>\$ 540,537,200</b>	<b>\$ 582,827,782</b>	<b>\$ 631,237,100</b>	<b>\$ 48,409,318</b>	<b>8%</b>
<b>Positions</b>	<b>4,202</b>	<b>4,259</b>	<b>4,289</b>	<b>30</b>	<b>1%</b>

## SIGNIFICANT CHANGES

**Non-Ad Valorem Revenues**

Fines & Forfeitures - Decrease is primarily due to a reduction in anticipated funding for Law Enforcement Education pursuant to Florida Statute (F.S.) 943.25.

Licenses & Permits - Increase is primarily due to aligning the budget with historical actuals.

Other - Increase in interest per F.S. 125.315.

Fund Balance - Increase is due to the carry forward of funding in the Law Enforcement Trust Fund.

**Appropriations**

Positions - 30

**Mid-Year FY 2019 - 4:** One Detective, One Special Projects Coordinator, One Victim Advocate, and One Licensed Clinical Therapist. Positions approved for the length of grant funding.

**Budget Process - 26:** 10 Law Enforcement Deputies and 16 positions added to meet expanded civilian support and contractual requirements.



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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

To provide an environment to conduct fair and nonpartisan County, State, and Federal elections for the voters of Palm Beach County.

**Department Overview**

The Supervisor of Elections' (SOE) personnel perform several functions which include, but are not limited to 1) Maintenance of voter records including party affiliation, updated mailing information, and voter history; 2) Recruiting, training, and scheduling of precinct poll workers for early voting and election day, and maintaining poll workers' work history; 3) Service to support early voting and vote-by-mail options, an increasingly preferred choice for voting; 4) Voting equipment procurement, set-up, testing, maintenance, and storage to ensure premium working condition, preparation of the equipment for elections, and management of equipment distribution to and from polling precincts and training centers; 5) Information technology management of Palm Beach County voter records in the Florida Voter Registration System; 6) Overseeing candidate filings and fiscal requirements; 7) Reviewing and certifying petitions and related signatures; 8) Conduct elections, tabulate, audit, and certify election results and oversight of all computer operations; and 9) Management of business related affairs of the SOE office, including permanent and temporary staff payroll, human resources, procurement and purchasing, and business accounts.

Four offices are strategically located in West Palm Beach, Belle Glade, Palm Beach Gardens, and Delray Beach to serve the voting public. In addition, the SOE's Service Center, in Riviera Beach, is the location for voting equipment storage, voting tabulation, absentee ballot processing, and voter records retention.

**FY 2019 Highlights & Accomplishments**

- Residents of Palm Beach County now have access to a new and improved website with enhanced capabilities.
- The conversion of SOE's two primary elections systems, the voting equipment and voter registration system, has begun and is expected to be complete by the Presidential Preference Primary (PPP) election in March 2020.
- Increased poll worker pay to reflect additional responsibilities (first time in 10 years).
- Increased focus on list maintenance and voter role clean-up leading into the Presidential election.
- Increased voter education related to new equipment, signature cures, and closed primaries, as well as the need for additional and new poll workers.
- Increased equipment costs (servers, additional computers, fees) due to new equipment and systems.
- Increased cyber security monitoring and upgrades.

**FY 2020 Emerging Issues**

- Increased voter registration, petition activity, and voter turnout are expected during this upcoming Presidential election year. Palm Beach County anticipates having over 1,000,000 voters by the PPP election in March 2020.
- Two countywide elections will take place in FY 2020: The PPP election in March and the Presidential Primary in August. Municipal elections will be conducted in tandem with the PPP election.
- The office will be recruiting and training over 4,000 election day workers for each election on the new equipment and voter registration system. Mock election training will take place before the PPP to test the new systems and procedures, so issues can be discovered and addressed before voter use.
- Continue to engage in voter registration and education campaigns, with a focus on using the new voting equipment and ballot style, updating signatures and voter information, the effect of being a closed primary state, and the availability of the three main types of voting: election day precincts, early voting, and vote-by-mail.
- Palm Beach County continues to follow statewide trends and anticipates growth in vote-by-mail and early voting. This trend has resulted in the proposal of paid-postage return envelopes and the addition of two early voting sites.
- Due to an increase in diversity, the SOE plans to introduce the new Express vote machine which are equipped with Spanish and Creole features and are compliant to the Americans with Disabilities Act (ADA).

**Change (FY 19 - FY 20).**

## SIGNIFICANT CHANGES

## Positions - 6

Transfers - Decrease is primarily due to a one-time expense in FY 2019 for the purchase of voting equipment.

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**DEPARTMENT SUMMARY**

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**MISSION STATEMENT**

As a constitutional officer, the Tax Collector is responsible for the collection and distribution of taxes and fees for the benefit of our community.

**Department Overview**

The Tax Collector, an elected constitutional officer, is responsible for the collection and distribution of Ad Valorem taxes and Non-Ad Valorem assessments levied by the County, School Board, municipalities, and special taxing districts. Additional responsibilities include collection of business tax receipts, issuance of adult entertainment licenses, and collection of tourist development tax for Palm Beach County. The Tax Collector is also the Executive Agent for the State of Florida to register and title motor vehicles and vessels, sell hunting and fishing licenses, issue driver's licenses, and collect certain sales taxes and other miscellaneous fees. Final approval authority for the budget of the Tax Collector resides with the State Department of Revenue. Funding for the operation of the Tax Collector's Office is provided from various commissions charged by the Tax Collector for services provided. "Excess Revenues" (additional funds remaining after all expenditures have been paid) are returned at the end of the fiscal year, on a pro rata basis, to the various taxing/assessment authorities that have been charged commissions.

**Change (FY 19 - FY 20).**

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### 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

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:*

➤ Road construction and paving.

➤ New and expanded physical facilities for the community.

➤ Large scale rehabilitation or replacement of existing facilities.

➤ Purchase of equipment items that have a relatively long period of usefulness.

➤ The cost of engineering or architectural studies and services relative to a specific improvement.

➤ 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 OFMB 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/replacement, 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 2020 capital budget are roads, parks and buildings which were necessitated for the County's role in providing these basic services to its citizens. Included in this document is the backlog of infrastructure, repair, and replacement projects that will be funded by the one cent sales surtax that was passed during the November 8, 2016 election.

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 379 and 380-381.

The FY 2020 Capital Improvement Program (CIP) has appropriations totaling \$1.713 billion which reflects all new funding and project balances from prior years. The CIP is financed primarily through bonds, impact fees, balances brought forward, and taxes. The chart on pages 346 and 347 provides a summary by category of the FY 2020 CIP budget adopted by the Board.

The CIP document, published separately, includes a detail listing for each capital project approved for FY 2020 as well as estimates for FY 2021 to FY 2024. The following is a link to the CIP Document.

<http://discover.pbcgov.com/ofmb/budget/Pages/Capital-2020.aspx>

The total new capital approved by the Board for FY 2020 totals \$328 million. Projects are grouped as large or small following the definitions listed below.

Large Project (nonrecurring): a capital project (new construction or renovation) with an anticipated total cost of \$250,000 or more, excluding all maintenance projects regardless of total cost. However, requests for capital projects relating to the issuance of a bond, regardless of the total cost of the project, and projects consisting of both renovation and renewal/replacement are grouped in this category.

Small Project/Capital Maintenance: a capital projects (new construction or renovation) with an anticipated total cost of less than \$250,000, including all capital maintenance (renewal/replacement) projects regardless of the total cost. All requests for capital projects to aid government agencies or private organizations such as grants, subsidies and contributions regardless of the total cost of the project.

Pages 350 through 378 include a summary by department of new approved capital projects including the funding source. For "large" (nonrecurring) projects, the project description is also included.



## CAPITAL BUDGET

	Criminal Justice	Environmental Land & Bchs.	Fire Rescue	General Government	County Library	Parks and Recreation
Ad Valorem Taxes	\$0	\$250,000	\$13,140,000	\$34,355,902	\$9,700,000	\$4,000,000
Enterprise Revenue	0	0	0	0	0	0
Interest & Other	77,910	1,250,658	701,200	12,028,204	842,650	4,608,988
Gas Tax	0	0	0	0	0	0
Grants	0	1,671,676	0	0	0	0
Assessments	0	0	0	0	0	0
Impact Fees	300,000	0	1,100,000	1,100,000	600,000	2,490,000
One Cent Infrastructure Surtax	0	0	0	0	0	0
Tourist Development Tax	0	6,951,770	0	0	0	0
Building Fees	0	0	0	0	0	0
Balances Forward	4,078,704	27,699,968	28,224,975	154,367,270	37,021,538	27,433,791

**Total Revenue    \$4,456,614    \$37,824,072    \$43,166,175    \$201,851,376    \$48,164,188    \$38,532,779**

## CAPITAL BUDGET

	Criminal Justice	Environmental Land & Bchs.	Fire Rescue	General Government	County Library	Parks and Recreation
Projects	\$3,363,841	\$34,754,418	\$39,729,558	\$171,212,106	\$27,630,181	\$24,751,109
Transfers	0	326,218	0	5,987,752	0	603,703
Reserves	1,092,773	2,743,436	3,436,617	24,651,518	20,534,007	13,177,967

**Appropriations    \$4,456,614    \$37,824,072    \$43,166,175    \$201,851,376    \$48,164,188    \$38,532,779**

## REVENUES BY CATEGORY

Infrastructure Surtax	Five Year Road Program*	Street & Drainage	Buildings	Airports	Water Utilities	Total
\$0	\$0	\$0	\$0	\$0	\$0	\$61,445,902
0	0	0	0	66,993,654	40,262,579	107,256,233
(277,070)	28,796,201	234,800	0	2,800,000	60,421	51,123,962
0	7,440,755	0	0	0	0	7,440,755
0	4,189,229	0	0	27,947,002	0	33,807,907
0	0	700,000	0	0	446,000	1,146,000
0	12,834,240	0	0	0	0	18,424,240
88,153,393	0	0	0	0	0	88,153,393
0	0	0	0	0	0	6,951,770
0	0	0	47,155,712	0	0	47,155,712
181,192,317	432,294,708	11,860,426	0	152,269,313	233,221,355	1,289,664,365
<b>\$269,068,640</b>	<b>\$485,555,133</b>	<b>\$12,795,226</b>	<b>\$47,155,712</b>	<b>\$250,009,969</b>	<b>\$273,990,355</b>	<b>\$1,712,570,239</b>

## APPROPRIATIONS BY CATEGORY

Infrastructure Surtax	Five Year Road Program*	Street & Drainage	Buildings	Airports	Water Utilities	Total
\$200,743,671	\$146,684,414	\$880,616	\$47,155,712	\$145,732,023	\$199,088,960	\$1,041,726,609
3,650,514	1,050,848	0	0	28,214,168	11,477,000	51,310,203
64,674,455	337,819,871	11,914,610	0	76,063,778	63,424,395	619,533,427
<b>\$269,068,640</b>	<b>\$485,555,133</b>	<b>\$12,795,226</b>	<b>\$47,155,712</b>	<b>\$250,009,969</b>	<b>\$273,990,355</b>	<b>\$1,712,570,239</b>

\* Based on the Five Year Road Program Adopted by the BCC on June 18, 2019.



## HISTORY OF CAPITAL PROJECTS BY TYPE

Project Type	Actual FY 2018	Budget FY 2019	Estimated FY 2019	Budget FY 2020
Criminal Justice	\$1,126,167	\$4,612,417	\$205,794	\$4,456,614
Environmental Lands & Beaches	2,708,496	\$33,080,291	2,050,944	37,824,072
Fire Rescue	2,485,025	\$30,332,273	3,365,968	43,166,175
General Government	52,402,416	\$185,624,300	24,077,376	201,851,376
County Library	241,002	\$39,177,123	2,646,549	48,164,188
Parks and Recreation	9,775,808	\$29,893,316	5,694,734	38,532,779
Five Year Road Program *	50,118,263	\$470,346,699	35,291,045	485,555,133
Street & Drainage	156,835	\$11,957,730	253,955	12,795,226
Infrastructure Surtax	18,582,302	181,968,863	19,020,354	269,068,640
Department of Airports	42,698,699	\$240,706,734	26,624,860	250,009,969
Water Utilities Department	56,183,908	\$261,687,782	48,323,786	273,990,355
Buildings	0	\$0	0	47,155,712
<b>Total</b>	<b>\$236,478,921</b>	<b>\$1,489,387,528</b>	<b>\$167,555,365</b>	<b>\$1,712,570,239</b>

Most capital projects span multiple years from initial appropriation to completion. The above data for FY 2018-2020 reflects the actual and estimated amount of the project budgets expended during that year. The FY 2020 reflects all new funding and project balances from prior years.

*\*Based on the Five Year Road Program adopted by the BCC on June 18, 2019.*



## Reserves included in FY 2020 Capital Budget

176.5M NAV 08 CTF, Jail Expand/Pub Bldg	\$	33,112
Law Enfc/Impct Fees Z2 Rd Patl		1,059,661
<b>Criminal Justice</b>	<b>\$</b>	<b>1,092,773</b>
Unit 11 Acquisition/Enhancement	\$	734,292
South Lox Sl Wetland Restoration		174,793
Beach Improvement		1,517,488
South Lake Worth Inlet		270,841
Environmental Capital Projects Fund		46,022
<b>Environmental Lands &amp; Beaches</b>	<b>\$</b>	<b>2,743,436</b>
Fire Rescue Improvement	\$	1,839,512
Fire Rescue Impact Fees		1,597,105
<b>Fire Rescue</b>	<b>\$</b>	<b>3,436,617</b>
27.8M NAV Tax 13 CP, Convention Center Hotel	\$	36,350
68M Public Imp Rev Bond 15A CP, Conv Ctr Garage & Airport Ct		1,633,628
65.360M NAV Pub Imp Tax Rev Bond 15C CP, Prof Sports Fac Pr		881,720
56.645M NAV Pub Imp Rev Bonds, 15D CP, Prof Sports Fac Proj		639,136
Impact Fee Assistance Program - Roads Zone 1		874,394
Impact Fee Assistance Program - Roads Zone 2		848,479
Impact Fee Assistance Program - Roads Zone 3		435,217
Impact Fee Assistance Program - Roads Zone 4		230,764
Impact Fee Assistance Program - Roads Zone 5		991,947
Impact Fee Assistance Program - Parks Zone 1		23,802
Impact Fee Assistance Program - Parks Zone 2		55,086
Impact Fee Assistance Program - Parks Zone 3		133,275
Pud Civic Site Cash Out		2,023,598
RR&I for 800 Mhz Sys		10,540,401
Public Building Impact Fees		1,448,733
TDC-Bldg Renewal & Replacement		834,978
Impact Fee Program - Public Building		158,752
Capital Outlay		2,713,325
Information Technology Capital Improvements		22,336
E911 Carry Forward Capital		125,597
<b>General Government</b>	<b>\$</b>	<b>24,651,518</b>
Library Improvement Fund	\$	5,728,163
Library Expansion Prgm		13,940,916
Library Impact Fees		864,928
<b>County Library</b>	<b>\$</b>	<b>20,534,007</b>

**Reserves included in FY 2020 Capital Budget**

25.0M GO 03, Recreational & Cultural Facilities	\$ 13,637
25.0M GO 05, Recreational & Cultural Improvements	4,918
50.0M GO 06, Waterfront Access	12,800
Park Improvement Fund	683,481
Park Impact Fees Z-1	1,999,252
Park Impact Fees Z-2	3,991,500
Park Impact Fees Z-3	6,372,779
Golf Course Capital	99,600

**Parks and Recreation \$ 13,177,967**

Transportation Improvmt Fund	\$ 136,297,061
Road Impact Fee Zone 1	23,300,617
Road Impact Fee Zone 2	44,824,142
Road Impact Fee Zone 3	18,977,772
Road Impact Fee Zone 4	29,797,512
Road Impact Fee Zone 5	44,343,295
Abacoa Trust Sub Account	5,532,588
Proportionate Share Trust Fund	17,923,428
Proportionate Share Fund - Zone 2	550,183
Proportionate Share Fund - Zone 3	5,822,865
Proportionate Share Fund - Zone 4	1,519,515
Proportionate Share Fund - Zone 5	8,930,893

**Five Year Road Program \$ 337,819,871**

Unicorp Improvement Fund	\$ 11,914,610
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**Street & Drainage \$ 11,914,610**

One-Cent Infrastructur Surtax	\$ 64,674,455
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**Local Government One-Cent Infrastructure Surtax \$ 64,674,455**

Airport Capital Projects	\$ 688,303
Airports Imp & Dev Fund	19,584,408
Airport Passenger Facility Chgs	54,256,063
Noise Abatement & Mitigation	494,497
Airports Restricted Assets Fd	1,040,507

**Airports \$ 76,063,778**

Renewal & Replacement	\$ 1,000,000
Capital Improvements	55,762,018
WUD FPL Reclaimed Water Renewal & Replacement	5,013,648
WUD FPL Debt Service Coverage Fund	1,648,729

**Water Utilities \$ 63,424,395****TOTAL RESERVES IN CAPITAL BUDGET \$ 619,533,427**

**ENGINEERING AND PUBLIC WORKS**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Ad Valorem</u>	<u>Surtax</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>				
1634	Bridge Replacements-6th Ave S. over Lake Osborne	0	6,000	6,000
1635	Bridge Replacements-Florida Mango Rd over LWDD Lat. 9 Canal	0	700	700
1636	Drainage Improvements-Congress Ave/N. of Linton Blvd	0	100	100
1910	Linton Blvd Bascule Bridge-Replace and Upgrade Railings	450	0	450
R120	Pavement Management/Roadway Striping FY 2020	4,870	0	4,870
1642	Resurfacing-Boca Rio Rd/S.W. 18th St to Glades Rd	0	300	300
1540	Resurfacing-Brown's Farms Rd	0	200	200
1641	Resurfacing-Central Blvd/Indian Creek Pkwy to Indiantown Rd	0	300	300
1539	Resurfacing-CR880	0	300	300
1640	Resurfacing-High Ridge Rd/Hypoluxo Rd to Lake Osborne Dr	0	400	400
1638	Resurfacing-Lake Ida Rd/Congress Ave to Swinton Ave	0	700	700
1637	Resurfacing-Lyons Rd/Hillsboro Canal to Boca Lago Blvd	0	1,000	1,000
1639	Resurfacing-Okeechobee Blvd/RPB Blvd to Wildcat Way	0	700	700
1643	Resurfacing-Prosperity Farms/Northlake Blvd to Alamanda Dr	0	200	200
1917	Seminole Pratt Whitney Rd to PBC Shooting Sports Park	1,000	0	1,000
1911	Stormwater GIS Mapping	500	0	500
1644	Street Lighting-San Castle	0	180	180
1645	Street Lighting-Street Lighting FY 2020	0	12	12
1649	Striping-Sections of Donald Ross Rd	0	50	50
1647	Striping-Sections of Lake Ida Rd	0	50	50
1648	Striping-Sections of Lawrence Rd	0	50	50
1545	Striping-Sections of Seacrest Blvd	0	50	50
1653	Striping-Sections of Summit Blvd	0	50	50
1603	Striping-Sections of Yamato Rd	0	50	50
1912	Torry Island Swing Bridge Repairs	500	0	500
<b>Small Capital Projects</b>				
1913	Palmetto Park Road Bridge-Upgrade Operation Control System	180	0	180
<b>Total Appropriations</b>		<b>7,500</b>	<b>11,392</b>	<b>18,892</b>
<u>Fund</u>	<u>Funding Recap</u>	<u>Ad Valorem</u>	<u>Surtax</u>	<u>Total Budget</u>
3900	Capital Outlay	7,500	0	7,500
3950	Surtax	0	11,392	11,392
<b>Total</b>		<b>7,500</b>	<b>11,392</b>	<b>18,892</b>

**Large Capital Projects - Engineering and Public Works continued**

**Bridge Replacements-6th Ave S. over Lake Osborne** - Bridge Replacements - 6th Avenue S. over Lake Osborne (LWDD E-4 Canal) (S. BR/Eastbound) (934307)

**Bridge Replacements-Florida Mango Rd over LWDD Lat. 9 Canal** - Bridge Replacements - Florida Mango Road over LWDD Lat. 9 Canal (PB934337)

**Drainage Improvements-Congress Ave/N. of Linton Blvd** - Drainage Improvements - Congress Avenue N. of Linton Blvd

**Linton Blvd Bascule Bridge-Replace and Upgrade Railings** - Replace and upgrade steel railings on the movable spans to meet current standards. The existing railings are made from box tubing and have been rusting through from the inside. Proper repairs to limit the corrosion cannot be made from the outside, only cosmetic repairs can be done. For these reasons, we recommend total replacement and upgrade to current standards of the railings. This will improve safety for vehicular traffic. At this time the movable spans are in good condition and do not require a major steel rehabilitation.

**Pavement Management/Roadway Striping FY 2020** - There is a continued need for resurfacing and road repairs. Several of the major arterial roadways are starting to show severe signs of deterioration.

**Resurfacing-Boca Rio Rd/S.W. 18th St to Glades Rd** - Resurfacing - Boca Rio Road from S.W. 18th Street to Glades Road

**Resurfacing-Brown's Farms Rd** - Resurfacing - Brown's Farms Road

**Resurfacing-Central Blvd/Indian Creek Pkwy to Indiantown Rd** - Resurfacing - Central Blvd from Indian Creek Pkwy to Indiantown Road

**Resurfacing-CR880** - Resurfacing - CR 880

**Resurfacing-High Ridge Rd/Hypoluxo Rd to Lake Osborne Dr** - Resurfacing - High Ridge Road from Hypoluxo Road to Lake Osborne Drive

**Resurfacing-Lake Ida Rd/Congress Ave to Swinton Ave** - Resurfacing - Lake Ida Road from Congress Avenue to Swinton Avenue

**Resurfacing-Lyons Rd/Hillsboro Canal to Boca Lago Blvd** - Resurfacing - Lyons Road from Hillsboro Canal to Boca Lago Blvd

**Resurfacing-Okeechobee Blvd/RPB Blvd to Wildcat Way** - Resurfacing - Okeechobee Blvd from Royal Palm Beach Blvd to Wildcat Way

**Resurfacing-Prosperity Farms/Northlake Blvd to Alamanda Dr** - Resurfacing - Prosperity Farms Road from Northlake Blvd to Alamanda Drive

**Seminole Pratt Whitney Rd to PBC Shooting Sports Park** - This will contribute \$1,000,000 to the Florida Fish and Wildlife Conservation Commission (FWC) to build a connection between Seminole Pratt Whitney Road and Palm Beach County Shooting Sports Park. The Palm Beach County Shooting Sports Park is being built by the FWC in partnership with Palm Beach County. It will feature rifle and handgun ranges, sporting clays, 5-stand, skeet, and American and Olympic trap.

**Stormwater GIS Mapping** - Data collection services to begin the process of mapping a comprehensive Stormwater GIS inventory for County stormwater infrastructure. Stormwater infrastructure information is key to problem identification and anticipation, operations and maintenance, asset management and replacement planning, and flooding and water quality solution strategy development. The County does not currently have a stormwater infrastructure GIS database, which makes it extremely difficult to implement the abovementioned mission critical activities. In addition, the County is not currently meeting the permit required objectives of the NPDES stormwater permit, especially as it relates to a stormwater infrastructure inventory. Due to the number of impaired water bodies within the County, it is anticipated that water quality improvement projects will need to be implemented by the County and other municipalities over the next decade to achieve state water quality standards.



**Large Capital Projects - Engineering and Public Works continued**

**Street Lighting-San Castle** - Street Lighting - San Castle

**Street Lighting-Street Lighting FY 2020** - Street Lighting - Street Lighting FY 2020

**Striping-Sections of Donald Ross Rd** - Striping - Sections of Donald Ross Road

**Striping-Sections of Lake Ida Rd** - Striping - Sections of Lake Ida Road

**Striping-Sections of Lawrence Rd** - Striping - Sections of Lawrence Road

**Striping-Sections of Seacrest Blvd** - Striping - Sections of Seacrest Blvd

**Striping-Sections of Summit Blvd** - Striping - Sections of Summit Blvd

**Striping-Sections of Yamato Rd** - Striping - Sections of Yamato Road

**Torry Island Swing Bridge Repairs** - Steel repairs and painting of the movable span and machinery. The movable span and machinery portion of the bridge was built in 1916 and used at another location until 1935, when it was installed at the current location of Torry Island. The steel, rivets, and bolts of the 103-year-old bridge have corrosion. The last steel and paint rehabilitation was completed in 1998. Some components will require repair and/or replacement. After repairs are performed, all steel components of the span and machinery will be painted. These repairs will assist in extending the life span of the bridge.

**FACILITIES DEVELOPMENT AND OPERATIONS**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Surtax</u>	<u>Other</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>						
Q008	Animal Care and Control (ACC) Belvedere Expansion	0	0	7,000	0	7,000
B661	Countywide Analog Line Remediation Plan	200	0	0	0	200
B592	Courthouse Build-Out and Renovations	0	1,650	0	0	1,650
B684	Governmental Center ISS Renovation	460	0	0	0	460
Q001	Housing Units For Homeless	0	0	2,550	0	2,550
B651	Mosquito Control Redevelopment	130	0	0	0	130
Q019	PBSO Detention Facilities Phase 3-5	0	0	9,800	0	9,800
B665	PBSO District 1 Substation and EOD Special Operations	1,000	0	0	2,000	3,000
B545	PBSO Headquarters Renew/Replace/Renovate	0	0	10,835	2,040	12,875
Q007	PBSO Vehicle Replacement	0	0	3,651	0	3,651
Q010	South County Administration Complex Redevelopment	0	0	3,000	0	3,000
<b>Small Capital Projects</b>						
B674	Clerk Security Camera Additions	52	0	0	0	52
B690	Constitutional Facility Improvements FY 20	0	0	0	1,000	1,000
B647	Convention Center Renewal & Replacement	0	0	0	1,500	1,500
B675	Countywide Building Renewal & Replacement FY 20	7,384	0	0	0	7,384
B676	Countywide Electronic Systems Renewal & Replacement FY 20	2,177	0	0	0	2,177
B677	Countywide Parks Facility Renewal & Replacement FY 20	1,688	0	0	0	1,688
B653	Countywide Radio System Renewal & Replacement	0	0	0	3,536	3,536
B678	Countywide Various Facility Improvements FY 20	250	0	0	0	250
B679	Courthouse Central Recording Fire Suppression Upgrade	200	0	0	0	200
B680	Courthouse Courtroom Audio/Visual (AV) Mixers	223	0	0	0	223
B681	Courthouse Mail Room	300	0	0	0	300
B682	Courthouse Replace Article V Furniture	100	0	0	0	100
B683	Governmental Center 12th Floor Renewal/Replacement	240	0	0	0	240
B393	PBSO District 4/ West Atlantic Ave (WAA) Generator	0	0	0	350	350
B685	PBSO Main Courthouse Sallyport Gate	130	0	0	0	130
B686	PBSO Main Detention Center South Parking Lot Cameras	134	0	0	0	134

**FY 2020 CAPITAL PROJECTS**
**Palm Beach County, FL**

B687	PBSO Video Visitation ADA Modifications	75	0	0	0	75
B688	Public Defender Main Building Interior Signage Replacement	55	0	0	0	55
B689	Special Needs Shelter Generator Fuel Tank Remote Monitoring	30	0	0	0	30
B663	State Attorney Main Building Elevator Lobby Security	96	0	0	0	96
<b>Total Appropriations</b>		<b>14,924</b>	<b>1,650</b>	<b>36,836</b>	<b>10,426</b>	<b>63,836</b>

<u>Fund</u>	<u>Funding recap</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Surtax</u>	<u>Other</u>	<u>Total Budget</u>
3801	800 Mhz RR+I Fund	0	0	0	3,536	3,536
3805	Public Building Impact Fees	0	1,650	0	0	1,650
3804	Public Building Impr Fund	14,924	0	0	5,040	19,964
3800	Pud Civic Site Cash Out	0	0	0	350	350
3950	Surtax	0	0	36,836	0	36,836
3807	TDC- Bldg Renewal & Replacement	0	0	0	1,500	1,500
<b>Total</b>		<b>14,924</b>	<b>1,650</b>	<b>36,836</b>	<b>10,426</b>	<b>63,836</b>

**Large Capital Projects - Facilities Development and Operations**

**Animal Care and Control (ACC) Belvedere Expansion** - Renewal/Replacement of the kennels, barn, clinic, lobby, and adoption area at the ACC facility on Belvedere Road. The work will include renovations to increase functionality of key areas of the facility. The cost of this project includes the creation of temporary operating spaces to continue operations during the various phases of the work. This facility has been operating on a 24/7 basis for approximately 23 years.

**Countywide Analog Line Remediation Plan** - This project sustains a system for monitoring the status and reporting activations of fire alarms, intrusion alarms, elevator calls, building management systems, and generators at buildings countywide. This functionality is currently provided by analog landline telephone services that will be terminated by the carrier in 2020 and must be replaced with a system that meets National Fire Protection Association requirements for operation of certain life safety systems and notification to the appropriate authority.

**Courthouse Build-Out and Renovations** - Approximately 125,000 square feet of the Main Courthouse was intentionally left unfinished to fulfill future judicial expansion and programming. This area is made up of a large space on the first floor as well as the entire seventh and eighth floors. Note: FY 2020 Impact Fee funding is for design of the first and eighth floor spaces.

**Governmental Center ISS Renovation** - This project renovates Information Systems Services' (ISS) fourth floor suite at the Robert Weisman Governmental Center in downtown West Palm Beach. Improvements generally consist of repurposing space that previously supported the ISS Data Center, interior reconfigurations, required modifications to building systems, modular office furniture, carpet and paint, design, permitting and construction services. The project will be completed in phases with future funding being required to complete each of the successive phases.

**Housing Units For Homeless** - This project involves delivery of a housing stock for use as temporary or longer term affordable housing for homeless and special populations.

**Mosquito Control Redevelopment** - This project replaces the existing Mosquito Control complex and collocated Fleet fuel facility located at the northwest corner of Lantana Road and Lyons Road. The complex has reached the end of its useful life and is in need of substantial renewal/replacement improvements. To sustain operations, the new complex will be constructed in phases upon a County-owned parcel on the north side of Lantana Road approximately one half mile west of the current complex. Upon completion of the redevelopment and demolition of the current complex, the property is intended to become integrated into the County's adjacent Park Ridge Golf Course to support facility programming.

**PBSO Detention Facilities Phase 3-5** - This project replaces infrastructure at the Main Detention Center and in a portion of the West Detention Center, both of which have been continuously occupied for over 22 and 35 years, respectively. This includes the replacement of all building systems including HVAC, certain structural steel, plumbing, lighting, backup power, and site infrastructure. The project also includes improvements to increase compliance with the current detention center standards. This project has been phased to maximize the work area without the presence of inmates to: 1) reduce the duration and the costs of the project, 2) maximize the size of the work space that is not inmate accessible at the time of work, and 3) maintain the security of the detention center.

**PBSO District 1 Substation and EOD Special Operations** - This project constructs a Level 2 substation for PBSO District 1 to relocate from headquarters to make space for renovation and expanded programming. Future construction will consist of a four bay operations station (similar to a four bay fire station) to house PBSO Bomb Squad's apparatus and equipment, as well as a training room. The costs shown are the total costs of the substation and collocated Explosives and Ordinance Division (EOD) station.

**PBSO Headquarters Renew/Replace/Renovate** - This project includes the replacement of all building systems, including the building envelope, HVAC, plumbing, electrical, ceiling, lighting, backup power, flooring, and painting. The work will include renovations to increase the functionality of key areas when the operations are relocated to accommodate the renewal/replacement work. The cost of this project includes the creation of temporary operating spaces to continue operations during the various phases of the project. This facility has been continuously operating on a 24/7 basis for approximately 35 years.

**PBSO Vehicle Replacement** - This project funds a portion of the replacement costs associated with PBSO's vehicles and on-board equipment.

**South County Administration Complex Redevelopment** - This project includes a variety of renewal/replacement activities that have been backlogged since 2006. The projects include: 1) resurfacing all parking areas including the Tax Collector's driving course and the Health Department; 2) ADA improvements; 3) weatherproofing and exterior and interior painting at South County Administration, Facilities Management Division (FMD) Warehouse, and Health Department; 4) HVAC work at South County Administration, FMD Warehouse, PBSO Motor Pool, and Delray Health; 5) roof replacement at Delray Tax Collector; 6) fire alarm, intrusion alarm, and generator replacement at South County Administration; and 7) various electrical infrastructure improvements to all buildings.

**INFORMATION SYSTEMS SERVICES**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Ad Valorem</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>			
I341	Belle Glade Fiber Run	250	250
I405	Countywide Security Operations FY 2020	250	250
I399	Device and Software Inventory Management FY 2020	100	100
I400	Disaster / Limited Recovery - Obsolete Equip Replace FY 2020	200	200
I403	Enterprise Storage RR&I (Growth) FY 2020	800	800
I406	Geographic Information Systems (GIS) FY 2020	255	255
I404	Intel / Unix Server Growth FY 2020	950	950
I396	Network / Internet Security / Threat Management FY 2020	250	250
I395	Network Infrastructure RR&I FY 2020	2,295	2,295
<b>Small Capital Projects</b>			
I401	Email Archive Replacement FY 2020	200	200
I402	Enterprise Backup Systems RR&I FY 2020	700	700
I394	Enterprisewide IVR Implementation / Expansion FY 2020	100	100
I397	Telephony Expansion FY 2020	100	100
I398	Video Service Delivery FY 2020	50	50
<b>Total Appropriations</b>		<b>6,500</b>	<b>6,500</b>
<u>Fund</u>	<u>Funding Recap</u>	<u>Ad Valorem</u>	<u>Total Budget</u>
3901	Information Technology Capital Improvements	6,500	6,500
<b>Total</b>		<b>6,500</b>	<b>6,500</b>

**Large Capital Projects - Information Systems Services**

**Belle Glade Fiber Run** - ISS is currently building out the network from the 20 Mile Bend near Loxahatchee to the West County Complex at the intersection of S.R. 80 and S.R. 15. This funding continues the network buildout from the West County Detention Center to South Bay and a possible intercept of Level 3 fiber for a secondary Florida LambdaRail Network (FLR) connection point. The long-term plan is to construct a fiber loop to connect all of the western communities, including Belle Glade and Pahokee. Having the County network presence in the western communities will also enable ISS to provide network service to external agencies and increase network capacity for the 911 Public Safety Answering Point (PSAP). ISS will work with the Legislative Affairs Office to pursue State or Federal grant funds to help pay for the cost of the planned fiber loop.

**Large Capital Projects - Information Systems Services continued**

**Countywide Security Operations FY 2020** - The project involves the further development of Security Information Gathering and Event Management (SIEM) capabilities of the County. The request supports data management security and retention (log archival) through the collection and analysis of security events from a variety of data sources. It also supports advanced reporting and forensic analysis support through historical data logs for threat detection and cyber security incident investigations. The core capabilities of SIEM technology are log archival, advanced reporting and alerting, data enrichment, and cyber incident support from a broad scope of data sources. Also included in this project are enhancements to the Forensic Lab and the countywide response to malicious emails.

**Device and Software Inventory Management FY 2020** - This capital request continues the efforts to provide a secure enterprise platform through targeted system replacement.

**Disaster / Limited Recovery - Obsolete Equip Replace FY 2020** - This capital request supports the replacement of obsolete critical application systems at Northwest Regional Data Center.

**Enterprise Storage RR&I (Growth) FY 2020** - The Enterprise Storage Renewal, Replacement, and Improvements (RR&I) (Growth) capital request reflects the increase in storage requirements. The additional requirements are due both to the types of files asked to store, as well as additional departments making use of our capacity. Additional RR&I within the scope of this project includes various planned replacements.

**Geographic Information Systems (GIS) FY 2020** - Contracting for ortho and oblique digital aerial photography meets the requirements of many agencies, thereby saving money that was previously spent by multiple agencies to obtain photography. Updating the photography provides us with a visual history of changes that have occurred over time. Up-to-date photography will enhance the County's ability to perform agency business objectives and to develop partnerships with other organizations. Countywide GIS, the Property Appraiser, and several municipalities are in support of continuing to update Pictometry imagery and are committing to budget contributions for this purpose (West Palm Beach, Town of Palm Beach, Delray Beach and Solid Waste Authority).

**Intel / Unix Server Growth FY 2020** - Provides funding to purchase server hardware and system software to support planned growth from increased utilization and consolidation.

**Network / Internet Security / Threat Management FY 2020** - The focus for FY 2020 is improving the County's Network Access Control (NAC). This will allow ISS to validate that devices attempting to access the County network are authorized to do so, while also being able to restrict access to unauthorized or potentially harmful devices.

**Network Infrastructure RR&I FY 2020** - Routine replacement, repairs, and improvements to the network infrastructure. This includes in-building cabling, wireless network, fiber network, equipment, and other upgrades.



**MISCELLANEOUS/ NON-DEPARTMENT**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Other</u>	<u>Bonds</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>						
X006	OCR and Countywide Community Revitalization Team Initiatives	1,200	0	0	0	1,200
E464	South Florida Water Management District Land Purchase	3,000	0	0	0	3,000
<b>Small Capital Projects</b>						
B669	Lutheran Services Renewal and Replacement	676	0	0	0	676
<b>Total Appropriations</b>		<b>4,876</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,876</b>

<u>Fund</u>	<u>Funding recap</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Other</u>	<u>Bonds</u>	<u>Total Budget</u>
3900	Capital Outlay	4,876	0	0	0	4,876
<b>Total</b>		<b>4,876</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,876</b>

**Large Capital Projects - Miscellaneous/ Non-Department**

**OCR and Countywide Community Revitalization Team Initiatives** - These capital projects will promote the stabilization and revitalization efforts for designated residential neighborhoods in unincorporated Palm Beach County. The Office of Community Revitalization (OCR) has completed a preliminary assessment of key Countywide Community Revitalization Team (CCRT) areas in need of assistance, and is recommending funding in the total amount of \$215,000 for the following projects: \$200,000 to install sidewalks in San Castle (District 7) and \$15,000 for a community sign in the Watergate Estates area (District 5). The remaining \$985,000 will be held for future CCRT projects.

**South Florida Water Management District Land Purchase** - Purchase of McMurrain Farm property in the Agricultural (Ag) Reserve.

**ENVIRONMENTAL RESOURCES MANAGEMENT**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Ad Valorem</u>	<u>Other</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>				
E118	Environmental Restoration FY 2020	250	0	250
M028	NCCSPP - Juno Beach	0	300	300
M045	NCCSPP - Jupiter/Carlin	0	173	173
M053	NCCSPP - South Jupiter	0	1,030	1,030
M015	Ocean Ridge Shore Protection	0	250	250
<b>Small Capital Projects</b>				
M051	Central Boca Shore Protection	0	100	100
M040	Coral Cove Dune Restoration	0	200	200
M041	Delray Beach Shore Protection	0	500	500
M033	Emergency Beach Responses	0	150	150
M039	North Boca Shore Protection	0	100	100
M034	Palm Beach Midtown Protection	0	1,000	1,000
M035	Palm Beach Phipps Shore Protection	0	1,500	1,500
M100	Shoreline Protection Activities	0	200	200
M037	Singer Island Dune Restoration	0	1,000	1,000
M016	South Boca Shore Protection	0	50	50
M046	South Lake Worth Inlet Management	0	172	172
<b>Total Appropriations</b>		<b>250</b>	<b>6,725</b>	<b>6,975</b>
<u>Fund</u>	<u>Funding Recap</u>	<u>Ad Valorem</u>	<u>Other</u>	<u>Total Budget</u>
3652	Beach Improvement	0	6,725	6,725
3654	Environmental Resources Capital Projects	250	0	250
<b>Total</b>		<b>250</b>	<b>6,725</b>	<b>6,975</b>

**Large Capital Projects - Environmental Resources Management**

**Environmental Restoration FY 2020** - This project includes restoration of natural areas and bodies of water such as Lake Worth Lagoon, Chain of Lakes, and Loxahatchee River. Continued funding is required to replace diminishing Non-Ad Valorem funds available for the restoration and management of the County's natural areas. These funds also provide a source of matching funds for State and Local grants.

**NCCSPP - Juno Beach** - This project includes design, engineering, permitting, construction, and monitoring of a beach restoration project in the vicinity of Juno Beach. Construction includes offshore dredging, placement of fill, and planting of native salt-tolerant vegetation. The funding sources used in the "Other" category include Tourist Development Tax, interest earnings, and reserves. **NCCSPP - North County Comprehensive Shore Protection Project.**

**Large Capital Projects - Environmental Resources Management continued**

**NCCSPP - Jupiter/Carlin** - This project includes planning, design, permitting, and monitoring of a beach renourishment project from Jupiter Beach Park through Carlin Park. The project includes the placement of sand dredged from offshore, planting of native salt-tolerant vegetation, and both physical and environmental monitoring. The funding sources used in the "Other" category include Tourist Development Tax, interest earnings, and reserves. NCCSPP - North County Comprehensive Shore Protection Project.

**NCCSPP - South Jupiter** - This project includes design, engineering, permitting, construction, and monitoring of a dune and/or beach restoration project in the vicinity of South Jupiter. Construction includes offshore dredging, placement of fill, and planting of native salt-tolerant vegetation. The funding sources used in the "Other" category include Tourist Development Tax, interest earnings, and reserves. NCCSPP - North County Comprehensive Shore Protection Project.

**Ocean Ridge Shore Protection** - This project includes planning, design, permitting, construction, monitoring, and maintenance of a beach nourishment/restoration project between South Lake Worth Inlet and 1.42 miles south. The funding sources used in the "Other" category include Tourist Development Tax, interest earnings, and reserves.

**PARKS AND RECREATION**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

Project #	Description	Ad Valorem	Impact Fees	Surtax	Other	Total Budget
<b>Large Capital Projects</b>						
T071	Beach Access Dune Crossover and Dock Repair and Replacement	0	0	25	0	25
T100	Caloosa Park Athletic Field Renovation	0	0	4,000	0	4,000
T106	Caloosa Park Racquetball Court Replacement	0	0	659	0	659
T113	Caloosa Park Septic System Replacement	0	0	100	0	100
P793	Canyon District Park Design and Development	0	720	0	0	720
P874	Carlin Park Improvements	0	100	0	0	100
T117	Countywide Fencing Replacement	0	0	70	0	70
T010	Countywide Sports Lighting Replacement FY20	0	0	1,300	0	1,300
P860	DuBois Park Improvements	0	300	0	0	300
T111	DuBois Park Various Historic Buildings Repair and Renovation	0	0	250	0	250
T119	Duncan Padgett Maintenance Office Septic System Replacement	0	0	50	0	50
T099	Dyer Park Athletic Field Renovation	0	0	6,000	0	6,000
T114	Gulfstream Park Septic System Replacement	0	0	100	0	100
P875	Jim Brandon Equestrian Center Turf Field	0	270	0	0	270
T101	John Prince Park Athletic Field Renovation	0	0	3,220	0	3,220
T107	John Prince Park Boat Ramp Replacement	0	0	400	0	400
P781	John Prince Park Campground Phase III	0	500	0	0	500
P560	John Prince Park Improvements Phase IV	0	350	0	0	350
P861	John Prince Park Sewer Expansion	0	250	0	0	250
T105	John Prince Park Triplex Building Replacement	0	0	780	0	780
T112	John Stretch Park Roadway Repairs	0	0	180	0	180
T102	Loggers' Run Park Athletic Field Renovation	0	0	3,200	0	3,200
T108	Morikami Park Lake Biwa Pavilion Replacement	0	0	300	0	300
T073	Ocean Rescue Wooden Guard Tower Repair and Renovation	0	0	20	0	20
T103	Samuel Friedland District Park Expansion	0	0	3,000	0	3,000
T118	Santaluces Pathway Repairs	0	0	65	0	65
T120	Veterans Park Pathway Repairs	0	0	45	0	45
T121	West Boynton Park Pathway Repairs	0	0	20	0	20
T110	Westgate Park Restroom and Athletic Field Renovation	0	0	250	0	250
<b>Small Capital Projects</b>						
P869	Aquatic Facilities & Beach Repair & Renovations FY20	700	0	0	0	700

**FY 2020 CAPITAL PROJECTS****Palm Beach County, FL**

P863	Florida Boating Improvement Program	0	0	0	110	110
P868	General Park Repair & Renovation FY20	2,720	0	0	0	2,720
P871	General Recreation Facility Repair & Renovation FY20	175	0	0	0	175
P873	Golf Course Capital Improvements & Renovations FY20	0	0	0	3,149	3,149
P872	Information Technology Equipment Expansion & Replacemnt FY20	30	0	0	0	30
P876	Peanut Island Floating Dock Replacement	0	0	0	250	250
P870	Special Recreation Facilities & Museums Repair & Renov FY20	375	0	0	0	375
<b>Total Appropriations</b>		<b>4,000</b>	<b>2,490</b>	<b>24,034</b>	<b>3,509</b>	<b>34,033</b>

<u>Fund</u>	<u>Funding recap</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Surtax</u>	<u>Other</u>	<u>Total Budget</u>
3605	Golf Course Capital	0	0	0	3,149	3,149
3601	Park Impact Fees Zone 1	0	400	0	0	400
3602	Park Impact Fees Zone 2	0	1,370	0	0	1,370
3603	Park Impact Fees Zone 3	0	720	0	0	720
3600	Park Improvement Fund	4,000	0	0	360	4,360
3950	Surtax	0	0	24,034	0	24,034
<b>Total</b>		<b>4,000</b>	<b>2,490</b>	<b>24,034</b>	<b>3,509</b>	<b>34,033</b>

**Large Capital Projects - Parks and Recreation**

**Beach Access Dune Crossover and Dock Repair and Replacement** - This project will repair and/or replace the beach access dune crossovers and docks for fishing countywide.

**Caloosa Park Athletic Field Renovation** - This project will renovate the athletic fields at Caloosa Park making these fields more accessible on a year round basis to meet the public demand.

**Caloosa Park Racquetball Court Replacement** - This project will replace the sixteen racquetball courts at Caloosa Park for public use.

**Caloosa Park Septic System Replacement** - This project will replace the aging septic system at Caloosa Park.

**Canyon District Park Design and Development** - Canyon District Park is an undeveloped 53 acre property in the Agricultural Reserve that has been approved for public park uses. This project includes the initial design of a master site plan and construction of infrastructure to support the phased construction of the park. As additional capital funding becomes available in future years, full development of the park will follow. This project will provide developed acres of district parks necessary to maintain the established Comprehensive Plan Level of Service as a result of permits issued for residential development. The improvements will provide additional recreational facilities to serve the needs of residents in the South Park District. Funding is from Zone 3 Park Impact Fees.

**Carlin Park Improvements** - This project provides improvements to include performance stage upgrades, lighting, extension of utilities, sand volleyball courts, overflow parking, walkways, pedestrian bridge, fencing, exotic vegetation removal, landscaping, and other improvements. Furthermore, this project provides the additional beach park acres necessary to maintain established Comprehensive Plan Level of Service as a result of permits issued for residential development in Park Impact Fee Zone 1. The improvements will provide additional passive and active recreational facilities to serve the need of residents in the North Park District. Funding is from Zone 1 Park Impact Fees.

**Countywide Fencing Replacement** - This project will replace fencing at parks countywide. Parks include Lake Charleston, Bert Winters, Burt Aaronson South County Regional, and Okeeteelee.

**Countywide Sports Lighting Replacement FY20** - This project will replace the sports field lighting countywide to maintain safe play on the athletic fields.

**DuBois Park Improvements** - This project will provide improvements to DuBois Park including fencing, lighting, landscaping, walkways, vegetation removal, guardhouse construction, and other improvements necessary to secure park property. Additional improvements include new decking, rip rap or other control measures to increase safety and use within the DuBois Lagoon. This project provides the additional beach park acres necessary to maintain established Comprehensive Plan Level of Service as a result of permits issued for residential development in Park Impact Fee Zone 1. Funding is from Zone 1 Park Impact Fees.

**DuBois Park Various Historic Buildings Repair and Renovation** - This project will repair and/or renovate historic buildings at DuBois Park. These buildings include the DuBois Home, Chauffeurs Quarters, and the Pineapple Packing House.

**Duncan Padgett Maintenance Office Septic System Replacement** - This project will replace the aging septic system at the Duncan Padgett Maintenance Field Office.

**Dyer Park Athletic Field Renovation** - This project will renovate the athletic fields at Dyer Park making these fields more accessible on a year round basis to meet the public demand.

**Gulfstream Park Septic System Replacement** - This project will replace the aging septic system at Gulfstream Park.

**Jim Brandon Equestrian Center Turf Field** - This project provides for the installment of a turf field at Jim Brandon Equestrian Center. The project elements include excavation, clearing, filling, grading, sod installation, irrigation, fencing, and other related support infrastructure. This project would allow for rentals to Turf Tours events which are unique addition to the equestrian industry where competition is staged on natural turf surfaces. Funding is from Zone 2 Park Impact Fees.

**John Prince Park Athletic Field Renovation** - This project will renovate the athletic fields at John Prince Park. This project will include redesigning the fields to include soccer fields making all fields more accessible on a year round basis to meet the public demand.

**John Prince Park Boat Ramp Replacement** - This project will replace the mat boat ramps with solid concrete ramps at John Prince Park. These new ramps will greatly reduce the maintenance required and increase public safety.

**John Prince Park Campground Phase III** - This project includes Phase III design and construction of sanitary sewers, upgraded electric, infrastructure, and other related improvements at the John Prince Park Campground. Upgrading and expanding sanitary sewers will allow expanded use of campground sites for RVs and FEMA-related emergency housing. Funding is from the Zone 2 Park Impact Fees.



**John Prince Park Improvements Phase IV** - This project provides budget for the improvements of John Prince Park. This project's lakeside improvements include roadways, parking, canoe and kayak launch areas, docks, fishing piers, shoreline facilities for additional waterfront use, playgrounds, dog park, restrooms, pavilions, day use picnic areas, bike paths, landscaping, irrigation, fencing, environmental enhancement, forestation, and related utility and support infrastructure. This project will provide developed acres of regional park necessary to maintain the Comprehensive Plan Level of Service as a result of permits issued for residential development in Park Impact Fee Zone 2. The improvements will provide additional active and passive recreational facilities that serve the needs of residents in the Central Park District. Funding is from Zone 2 Park Impact Fees.

**John Prince Park Sewer Expansion** - John Prince Park is a 728 acre regional park located in central Palm Beach County. The existing antiquated restrooms, located at the Triplex, Boundless Playground, and Park Ranger building, are serviced by a failing septic system. This project would construct piping, lift stations, and other infrastructure needed to connect the restrooms to a primary sewer line. Funding is from Zone 2 Park Impact Fees.

**John Prince Park Triplex Building Replacement** - This project will replace the Triplex complex restroom and equipment storage area at John Prince Park.

**John Stretch Park Roadway Repairs** - This project will repair the roadway at John Stretch Park. The park roadway is showing extreme fading, deteriorated surfaces, eroded edges, and root damage.

**Loggers' Run Park Athletic Field Renovation** - This project will renovate the athletic fields at Loggers' Run Park making these fields more accessible on a year round basis to meet public demand.

**Morikami Park Lake Biwa Pavilion Replacement** - This project will replace the Lake Biwa pavilion at Morikami Park.

**Ocean Rescue Wooden Guard Tower Repair and Renovation** - This project will repair and renovate several existing wooden Ocean Rescue lifeguard towers in order to continue providing lifesaving services from an acceptable elevation. These towers are exposed to extreme weather conditions on the beach.

**Samuel Friedland District Park Expansion** - This project will expand the Samuel Friedland District Park to meet the demands of the residents in the western communities. This project includes a new playground, restrooms, a baseball field, low maintenance artificial surfacing of the multipurpose athletic fields, and improved drainage.

**Santaluces Pathway Repairs** - This project will repair the pathways at Santaluces Athletic and Aquatic Complex to ensure safe, hazard free, public use.

**Veterans Park Pathway Repairs** - This project will repair the pathways at Veteran's Memorial Park to ensure safe, hazard free, public use.

**West Boynton Park Pathway Repairs** - This project will repair the pathways at West Boynton Park to ensure safe, hazard free, public use.

**Westgate Park Restroom and Athletic Field Renovation** - This project will renovate athletic fields and add an outdoor restroom at Westgate Community Park. An outdoor restroom is needed at this park to be in compliance with Health Department regulations for the splash playground and athletic fields. The turf will be upgraded to quality artificial surface for year round use.

**BUILDING DIVISION (PZB)**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Building Fees</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>			
Z012	Central County (Vista) New Building Construction	38,857	38,857
Z010	Community Rating System (CRS) / Floodplain Management Plan	2,361	2,361
Z014	Electronic Capabilities for Dias 1W-47 Renovations	100	100
Z015	Interim Renovations to Vista Center	425	425
Z005	Oracle Fusion Public Sector	3,600	3,600
Z008	SJUR Solutions Video Inspection Pro (VIP)	615	615
<b>Small Capital Projects</b>			
Z009	Drone Technology	50	50
Z001	Electronic Submittal and Review System	231	231
Z002	Field Inspection and Routing System	176	176
Z003	GIS Integration Layer for Applications and Permits	136	136
Z004	Integration of Phone Inspection Application for Contractors	156	156
Z013	Records Management	125	125
Z006	Selectron Atlas Inspections with Insight	41	41
Z007	Selectron Interactive Voice Response (IVR) System	182	182
Z011	South County Office Space Renovation	100	100
<b>Total Appropriations</b>		<b>47,155</b>	<b>47,155</b>
<u>Fund</u>	<u>Funding Recap</u>	<u>Building Fees</u>	<u>Total Budget</u>
3904	Building Capital Projects	47,155	47,155
<b>Total</b>		<b>47,155</b>	<b>47,155</b>

**Large Capital Projects - Building Division (PZB)**

**Central County (Vista) New Building Construction** - Since 2005, much of the Vista Center space originally allocated to the Building Division has been allocated to other agencies leaving the Building Division insufficient space to effectively perform its functions. In spite of a series of small renovations, existing space has not kept pace with customer demand. New space will enable the Building Division to be poised to meet the future needs of the community by allowing growth and flexibility in space utilization that is not currently possible in the current location. This will also facilitate the addition of additional staff members to meet customer demand.

**Large Capital Projects - Building Division (PZB) continued**

**Community Rating System (CRS) / Floodplain Management Plan** - A Community Rating System (CRS) / Floodplain Management Plan is a prerequisite for the County to exceed its current ISO CRS Class 5 Rating. A lower (better) CRS rating translates into actual savings for County stakeholders in the cost of federally backed flood insurance policies. Transitioning from a Class 5 to a Class 4 would result in up to 5% additional annual savings to property owners or as much as \$200,000 per year. The estimated cost represents a one time cost, but ongoing maintenance and updates to the plan will be required.

**Electronic Capabilities for Dias 1W-47 Renovations** - Proposed renovations to room 1W-47 will allow electronic agendas for Building Division Board meetings utilizing this room at Vista Center. Electronic agenda packets will prevent wasted resources in paper and staff time creating voluminous packets for each Board member and allow transparent records of Board meetings. The plan concept includes an upgraded central projection screen for use when the room is being used for training and other non Board uses.

**Interim Renovations to Vista Center** - The project includes interim renovations to meet customer demands until a larger space is available. This will provide a central "kiosk" greeting area to assist customers entering the Vista Center to locate the desired service or agency they are seeking. Renovations include separation of customers waiting to meet with Plan Review or Administration from those waiting to meet with Inspection. This will provide quicker and more efficient access to the various Chief Inspectors and better ability to effectively serve customers. Interim renovations to the Plan Review and Administrative help area will provide better customer service and more efficient staffing.

**Oracle Fusion Public Sector** - Perform a complete upgrade of the existing ePZB (a custom software system) to the full Oracle Land Development Suite, including Planning, Zoning, Platting and Land Development, Building, and Code Enforcement. This is intended to dramatically improve customer experiences and create a seamless environment for stakeholders and eliminate silos between various County agency databases.

**SJUR Solutions Video Inspection Pro (VIP)** - The Video Inspection Pro (VIP) program provides a State of Florida approved framework allowing specific project types to obtain inspections remotely using Android or Apple devices. Hardware needed to validate the biometric security licenses will be purchased by the County. The biometric security will ensure inspections are only derived by authorized County staff members.

**COUNTY LIBRARY**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Total Budget</u>
<b>Small Capital Projects</b>				
L060	Lantana Road Branch Library- Ext Painting/Carpet Replacement	148	0	148
L067	Multiple Libraries - A/C Replacement/Temporary Chillers	372	0	372
L041	Multiple Libraries - Ext Painting/Weatherproofing	274	0	274
L064	Multiple Libraries - Parking Lot Renovations	250	0	250
L056	Wellington Branch Library - Various Improvements	748	0	748
	<b>Total Appropriations</b>	<b>1,792</b>	<b>0</b>	<b>1,792</b>
<u>Fund</u>	<u>Funding Recap</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Total Budget</u>
3751	Library Expansion Prgm	896	0	896
3750	Library Improvement Fund	896	0	896
	<b>Total</b>	<b>1,792</b>	<b>0</b>	<b>1,792</b>

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**FIRE RESCUE**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>				
F130	Agricultural Reserve Central Fire Station	0	1,100	1,100
F141	Fire Station 43 Replacement	1,200	0	1,200
F128	Lake Worth West Fire Station	3,700	0	3,700
F129	South District Maintenance Shop	3,200	0	3,200
<b>Small Capital Projects</b>				
F131	Emergency Portable 125KW Backup Generator	90	0	90
F133	Fire Station 15 Bay Weight Room	350	0	350
F134	Fire Station 21 Interior Renovations	800	0	800
F135	Fire Station 25 Bay Weight Room	350	0	350
F136	Fire Station 26 Bay Floor Resurfacing	150	0	150
F137	Fire Station 33 Generator Replacement	225	0	225
F138	Fire Station 33 Interior Renovations and New Roof	1,000	0	1,000
F139	Fire Station 34 Cast Iron Piping Replacement	500	0	500
F140	Fire Station 41 Bay Floor Resurfacing	150	0	150
F142	Fire Station 55 Generator Replacement	225	0	225
F132	Fire Station Bay Door Replacements	1,200	0	1,200
<b>Total Appropriations</b>		<b>13,140</b>	<b>1,100</b>	<b>14,240</b>
<u>Fund</u>	<u>Funding Recap</u>	<u>Ad Valorem</u>	<u>Impact Fees</u>	<u>Total Budget</u>
3704	Fire Rescue Impact Fees	0	1,100	1,100
3700	Fire Rescue Improvement	13,140	0	13,140
<b>Total</b>		<b>13,140</b>	<b>1,100</b>	<b>14,240</b>

**Large Capital Projects - Fire Rescue**

**Agricultural Reserve Central Fire Station** - This project involves the construction of a new permanent three-bay station to serve the expansion of the central part of the Agricultural Reserve. The primary users of this facility will be firefighters and paramedics assigned to this station.

**Fire Station 43 Replacement** - This project will replace an old fire station that has reached the end of its useful life. Fire Station 43 is a three-bay, 5,486 square foot station, which houses a staff of six each day. A full review will be done to ensure that the current location is still the best location to rebuild this station. The primary users of this facility will be firefighters and paramedics assigned to this station.

**Large Capital Projects - Fire Rescue continued**

**Lake Worth West Fire Station** - This project involves the construction of a new fire station to serve the area off Lyons Road between Lake Worth Road and Lantana Road. Fire Rescue already owns a two acre civic site, which was conveyed to the County in 1996 by the Regency Lake Estates development to build a fire station. Just east of this site are 540 acres of open polo fields that are now being developed. Within the near future, this area will contain single family and multifamily homes along with a commercial area and a new high school. Within 1.5 miles, this new station will respond to the fire rescue needs of an elementary school, middle school, new high school, and new assisted living facility. If this station opened today, it would cover 1,534 calls per year.

**South District Maintenance Shop** - This project involves the construction of a new eight-bay vehicle maintenance and repair shop in the southern area of the County, large enough to service 19 fire stations and future growth in the mid/south County area. This new maintenance shop will increase efficiency by reducing vehicle transportation time to the current shop at Vista Center. This shop will also provide the additional warehouse space needed.



**FIVE YEAR ROAD PROGRAM**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Impact Fees</u>	<u>Other</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>				
1529	60th St N./Avocado Blvd to E. of 120th Ave N.	200	0	200
TBD	60th St N./W. of 140th Ave to Avocado Blvd	1,000	0	1,000
1464	6th Ave S. over Lake Osborne Dr	0	2,500	2,500
0703	Administrative Support and Computer Equipment	0	370	370
0768	Annual Contract Advertising	0	20	20
1463	Benoist Farms Rd/SR 80 to Belvedere Rd	5,200	0	5,200
1386	Blue Heron Blvd and Australian Ave	350	0	350
1384	Blue Heron Blvd and Congress Ave	400	0	400
TBD	Camino Real/Military Trl to S.W. 7th Ave	0	840	840
1443	Church St/Limestone Creek Rd to W. of Central Blvd	1,800	0	1,800
1868	Clint Moore Rd and Jog Rd	780	0	780
1869	Clint Moore Rd and Military Trl	1,700	0	1,700
1415	Congress Ave and Palm Beach Lakes Blvd	1,500	0	1,500
1369	Congress Ave/N. of Northlake Blvd to Alternate A1A	2,500	1,500	4,000
0621	CR 880 (Old SR 80) Belle Glade to 20 Mile Bend	0	1,000	1,000
1480	CR 880 (Old SR 80) over C-51 Canal	0	800	800
TBD	CR 880/Sam Senter Rd over SFWMD Ocean Canal	0	1,150	1,150
1909	Donald Ross Rd Bascule Bridge	0	1,100	1,100
TBD	Donald Ross Rd/Prosperity Farms Rd to E. of Ellison Wilson	550	0	550
1864	Florida Mango Rd over LWDD L-5 Canal	0	700	700
1491	Florida Mango Rd/10th Ave N. to Edgewater Dr	2,600	0	2,600
1475	Florida Mango Rd/Edgewater Dr to S. of Barbados Rd	1,200	0	1,200
1440	Florida Mango Rd/Myrica Rd to Summit Blvd	2,200	0	2,200
1362	Forest Hill Blvd and Military Trl	4,000	0	4,000
1461	Gateway Blvd and High Ridge Rd	1,180	0	1,180
1435	Gateway Blvd and Military Trl	2,100	0	2,100
0704	Glades Area - Repair and Renovation	0	700	700
1876	Gun Club Rd/Forest Estates Dr to LWDD E-3 Canal	100	0	100
1873	Happy Hollow Rd/Smith Sundry Rd to W. of Lyons Rd	0	650	650
1872	Harbor Rd/19660 Harbor Rd to Harbor Rd N.	0	400	400
1870	Hypoluxo Rd and Jog Rd	1,100	0	1,100
1367	Jog Rd and Lake Worth Rd	600	0	600
1879	Kirk Rd/LWDD L-7 Canal to Summit Blvd	100	0	100
1383	Linton Blvd and Military Trl	2,100	0	2,100
TBD	Lyons Rd/Sansbury's Way from Forest Hill Blvd to Okeechobee	0	1,090	1,090
TBD	Miner Rd/Military Trl to Lawrence Blvd	750	0	750

**FY 2020 CAPITAL PROJECTS**
**Palm Beach County, FL**

0966	Northlake Blvd/E. of Hall Blvd to Coconut Blvd	3,000	0	3,000
9100	Ocean Ave Loan Repayment	0	1,051	1,051
1424	Okeechobee Blvd and Church St	1,200	0	1,200
1428	Old Dixie Hwy/Yamato Rd to Linton Blvd	2,000	0	2,000
1897	Palmetto Park Rd and Lyons Rd	100	0	100
1503	Palmetto Park Rd/E. of Military Trl to I-95	800	0	800
1366	PGA Blvd and Military Trl	1,500	0	1,500
0924	Recording Fees - Countywide	0	20	20
1001	Reserve - Bridges/Culverts/Pipes - Countywide	0	1,000	1,000
VARIOUS	Reserve - Drainage - Countywide	0	500	500
VARIOUS	Reserve - Intersections - Countywide	3,230	1,450	4,680
VARIOUS	Reserve - Pavement Markings - Countywide	0	400	400
VARIOUS	Reserve - Railroad Crossings - Countywide	0	600	600
VARIOUS	Reserve - Resurfacing - Countywide	0	4,000	4,000
VARIOUS	Reserve - Right of Way - Countywide	0	300	300
VARIOUS	Reserve - Study/Plans/Alignment - Countywide	0	300	300
0603	Reserve - Traffic Calming - Countywide	0	20	20
ANNUAL	Reserve - Traffic Signals - Countywide	0	600	600
1427	Royal Palm Beach Blvd/M Canal to S. of Orange Blvd	5,800	0	5,800
TBD	Royal Palm Beach/Orange Blvd/Coconut Blvd from 68th to 77th	2,000	0	2,000
1493	S.E. 23rd Ave and Federal Hwy	850	0	850
TBD	S.W. 18th St and Boca Rio Rd	900	0	900
ANNUAL	Sidewalk Program - Countywide	0	1,500	1,500
1874	Woolbright Rd and Seacrest Blvd	300	0	300
<b>Total Appropriations</b>		<b>55,690</b>	<b>24,561</b>	<b>80,251</b>
<b>Fund</b>	<b>Funding Recap</b>	<b>Impact Fees</b>	<b>Other</b>	<b>Total Budget</b>
3501	Road Impact Fee Zone 1	7,100	1,500	8,600
3502	Road Impact Fee Zone 2	13,500	0	13,500
3503	Road Impact Fee Zone 3	17,200	0	17,200
3504	Road Impact Fee Zone 4	5,430	0	5,430
3505	Road Impact Fee Zone 5	9,230	0	9,230
TBD	To Be Determined	3,230	1,450	4,680
3500	Transportation Improvement Fund	0	21,611	21,611
<b>Total</b>		<b>55,690</b>	<b>24,561</b>	<b>80,251</b>

**Large Capital Projects - Five Year Road Program**
**60th St N./Avocado Blvd to E. of 120th Ave N. - 1.6 Miles, 3 Lanes**
**60th St N./W. of 140th Ave to Avocado Blvd - Study**
**6th Ave S. over Lake Osborne Dr - Bridge Replacement**
**Administrative Support and Computer Equipment** - Funding for staff support and computer equipment for program.

**Large Capital Projects - Five Year Road Program continued**

**Annual Contract Advertising** - Advertising costs for annual agreements.

**Benoist Farms Rd/SR 80 to Belvedere Rd** - 0.9 Miles, 3 Lanes

**Blue Heron Blvd and Australian Ave** - Intersection Improvements

**Blue Heron Blvd and Congress Ave** - Intersection Improvements

**Camino Real/Military Trl to S.W. 7th Ave** - Milling, Resurfacing, and Safety Improvements

**Church St/Limestone Creek Rd to W. of Central Blvd** - 0.5 Miles, 2 Lanes

**Clint Moore Rd and Jog Rd** - Intersection Improvements

**Clint Moore Rd and Military Trl** - Intersection Improvements

**Congress Ave and Palm Beach Lakes Blvd** - Intersection Improvements

**Congress Ave/N. of Northlake Blvd to Alternate A1A** - 0.6 Miles, 2 Lanes & 3 Lanes

**CR 880 (Old SR 80) Belle Glade to 20 Mile Bend** - Rehabilitation/Heavy Maintenance

**CR 880 (Old SR 80) over C-51 Canal** - Bridge Replacement

**CR 880/Sam Senter Rd over SFWMD Ocean Canal** - County Road 880 from Sam Senter Road over the South Florida Water Management District Ocean Canal Bridge Replacement

**Donald Ross Rd Bascule Bridge** - Equipment

**Donald Ross Rd/Prosperity Farms Rd to E. of Ellison Wilson** - 1.2 Miles, 5/6 Lanes

**Florida Mango Rd over LWDD L-5 Canal** - Bridge Replacement - Culvert

**Florida Mango Rd/10th Ave N. to Edgewater Dr** - 0.9 Miles, 3 Lanes (LWDD L-9 & L-10 Canals Bridge Replacements)

**Florida Mango Rd/Edgewater Dr to S. of Barbados Rd** - 0.6 Miles, 3 Lanes (LWDD L-8 Canal Bridge Replacement)

**Florida Mango Rd/Myrica Rd to Summit Blvd** - 0.5 Miles, 3 Lanes (LWDD L-6 Canal Bridge Replacement - Culvert)

**Forest Hill Blvd and Military Trl** - Intersection Improvements

**Gateway Blvd and High Ridge Rd** - Intersection Improvements

**Gateway Blvd and Military Trl** - Intersection Improvements

**Glades Area - Repair and Renovation** - Proposed improvements for this program include the resurfacing of County roads throughout the Glades area; including striping, replacement of old guardrails, and installation of new guardrails as needed.

**Gun Club Rd/Forest Estates Dr to LWDD E-3 Canal** - 0.5 Miles, 3 Lanes

**Happy Hollow Rd/Smith Sundry Rd to W. of Lyons Rd** - 0.5 Miles, 2 Lanes

**Harbor Rd/19660 Harbor Rd to Harbor Rd N.** - Seawall Repair/Slope Stabilization

**Hypoluxo Rd and Jog Rd** - Intersection Improvements

**Jog Rd and Lake Worth Rd** - Intersection Improvements

**Kirk Rd/LWDD L-7 Canal to Summit Blvd** - 0.5 Miles, 3/5 Lanes

**Linton Blvd and Military Trl** - Intersection Improvements

**Lyons Rd/Sansbury's Way from Forest Hill Blvd to Okeechobee** - Buffered bike lanes on Lyons Road/Sansbury's Way from Forest Hill Blvd to Okeechobee Blvd

**Miner Rd/Military Trl to Lawrence Blvd** - 0.6 miles, 3 lanes

**Northlake Blvd/E. of Hall Blvd to Coconut Blvd** - 2.4 Miles, 4 Lanes

**Large Capital Projects - Five Year Road Program continued**

**Ocean Ave Loan Repayment** - Debt service on the \$15 million loan to rebuild the Ocean Avenue bridge.

**Okeechobee Blvd and Church St** - Intersection Improvements

**Old Dixie Hwy/Yamato Rd to Linton Blvd** - 3.0 Miles, 3 Lanes

**Palmetto Park Rd and Lyons Rd** - Intersection Improvements

**Palmetto Park Rd/E. of Military Trl to I-95** - Intersection Improvements

**PGA Blvd and Military Trl** - Intersection Improvements

**Recording Fees - Countywide** - Provides funding for the expenses incurred in Right of Way (ROW) acquisitions. These include title searches, deed recordings, and other related legal expenses required for the purchases of ROW.

**Reserve - Bridges/Culverts/Pipes - Countywide** - Bridge Rehabilitation, Repair, and Replacement

**Reserve - Drainage - Countywide** - Study, Design, Right of Way Acquisition, Mitigation, and Construction

**Reserve - Intersections - Countywide** - The Intersection Improvement Program provides both minor and major improvements at intersections. These improvements increase capacity and improve safety. Projects are designed and constructed both in-house and through contracted services.

**Reserve - Pavement Markings - Countywide** - Funding for countywide road striping projects.

**Reserve - Railroad Crossings - Countywide** - Railroad Crossing Rehabilitation and Upgrade

**Reserve - Resurfacing - Countywide** - Road Resurfacing

**Reserve - Right of Way - Countywide** - Funding for Right of Way acquisition costs for projects included in the program.

**Reserve - Study/Plans/Alignment - Countywide** - Funding for design costs, study costs, and mitigation costs for projects included in the program.

**Reserve - Traffic Calming - Countywide** - This program provides funding for the installation of traffic slowing devices such as speed humps and traffic islands in neighborhoods, which require and demonstrate a need for such safety measures on their streets.

**Reserve - Traffic Signals - Countywide** - Funding to design and install traffic signals utilizing mast arm support structures in lieu of strain pole/span wire support system.

**Royal Palm Beach Blvd/M Canal to S. of Orange Blvd** - 1.0 Mile, 5 Lanes

**Royal Palm Beach/Orange Blvd/Coconut Blvd from 68th to 77th** - Royal Palm Beach Blvd/Orange Blvd/Coconut Blvd from S. of 68th Street N. to N. of 77th Place N. for 1.6 Miles, 5 Lanes

**S.E. 23rd Ave and Federal Hwy** - Intersection Improvements

**S.W. 18th St and Boca Rio Rd** - Intersection Improvements

**Sidewalk Program - Countywide** - This program develops a list of requested sidewalks which are then divided into three categories and prioritized. Elementary school sidewalks are given the highest priority, followed by Middle and High school sidewalks. Additionally, the program includes funding for maintenance of existing sidewalks.

**Woolbright Rd and Seacrest Blvd** - Intersection Improvements

**DEPARTMENT OF AIRPORTS**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>Grants</u>	<u>Other Enterprise Revenues</u>	<u>Passenger Facility Charges</u>	<u>Interest &amp; Other</u>	<u>Total Budget</u>
<b>Large Capital Projects</b>						
A387	All Airports - System Wide Master Plan	0	300	0	0	300
A382	Lantana Airport - Runway 9/27 Rehabilitation	0	150	0	0	150
A391	North County Airport - Aircraft Counting System Development	0	215	0	0	215
A390	North County Airport - Construct Hangars and Infrastructure	0	500	0	0	500
A385	North County Airport - Runway 13/31 Expansion	0	500	0	0	500
A384	Pahokee Airport - Apron Expansion	0	300	0	0	300
A394	PBIA - Concourse B Expansion	0	2,000	0	0	2,000
A381	PBIA - Construct Access Gate V24	0	140	0	0	140
A379	PBIA - Construct McCampbell Conference Room	0	75	0	0	75
A383	PBIA - Golfview West Canal Culvert Relocation	0	2,600	0	0	2,600
A388	PBIA - Safety Management System Development	0	200	0	0	200
A389	PBIA - Stormwater Management Master Plan	0	500	0	0	500
A377	PBIA - Terminal Elevator Replacement	0	2,000	0	0	2,000
A386	PBIA - Terminal Enplane /Deplane Walkway Improvement	0	750	0	0	750
A380	PBIA - Terminal Security Office Expansion	0	150	0	0	150
<b>Small Capital Projects</b>						
A107	All Airports - Design and Engineering	0	3,000	0	0	3,000
A253	Lantana Airport - Miscellaneous Projects	0	40	0	0	40
A232	North County Airport - Miscellaneous Projects	0	117	0	0	117
A268	PBIA - Airside Renewal and Replacement Projects	0	5	0	0	5
A030	PBIA - Equipment Airport Administration	0	110	0	0	110
A031	PBIA - Equipment Grounds Maintenance	0	692	0	0	692
A032	PBIA - Fire Rescue Building and Equipment Improvements	0	1,500	0	0	1,500
A029	PBIA - Operations Equipment	0	156	0	0	156
A212	PBIA - Terminal Improvements	0	284	0	0	284
A035	PBIA - Terminal Maintenance Equipment	0	642	0	0	642
<b>Total Appropriations</b>		<b>0</b>	<b>16,926</b>	<b>0</b>	<b>0</b>	<b>16,926</b>

<u>Fund</u>	<u>Funding recap</u>	<u>Grants</u>	<u>Other Enterprise Revenues</u>	<u>Passenger Facility Charges</u>	<u>Interest &amp; Other</u>	<u>Total Budget</u>
4110	Airport Capital Projects	0	3,100	0	0	3,100
4111	Airports Improvement and Development Fund	0	13,826	0	0	13,826
	<b>Total</b>	<b>0</b>	<b>16,926</b>	<b>0</b>	<b>0</b>	<b>16,926</b>

### **Large Capital Projects - Department of Airports**

**All Airports - System Wide Master Plan** - This project will provide for a master plan for all Palm Beach County Airports.

**Lantana Airport - Runway 9/27 Rehabilitation** - This project will provide for the rehabilitation of Runway 9/27 at Lantana Airport.

**North County Airport - Aircraft Counting System Development** - This project will provide for the development of an aircraft counting system at North County Airport.

**North County Airport - Construct Hangars and Infrastructure** - This project will provide for the construction of infrastructure and hangars at the North County Airport.

**North County Airport - Runway 13/31 Expansion** - This project will provide for the expansion of Runway 13/31 at North County Airport.

**Pahokee Airport - Apron Expansion** - This project will provide for the construction of new apron area to meet future demand for facilities at Pahokee Airport.

**PBIA - Concourse B Expansion** - This project will provide for expansion of Concourse B at Palm Beach International Airport.

**PBIA - Construct Access Gate V24** - This project will provide for the construction of a security entrance gate to the airfield at Palm Beach International Airport.

**PBIA - Construct McCampbell Conference Room** - This project will provide for construction of a conference room in the main terminal at Palm Beach International Airport.

**PBIA - Golfview West Canal Culvert Relocation** - This project will provide for the relocation of the Golfview Canal culvert at Palm Beach International Airport.

**PBIA - Safety Management System Development** - This project will provide for a safety management system at Palm Beach International Airport.

**PBIA - Stormwater Management Master Plan** - This project will provide for a stormwater master plan for Palm Beach International Airport.

**PBIA - Terminal Elevator Replacement** - This project will provide for the replacement of the terminal elevators at Palm Beach International Airport.

**PBIA - Terminal Enplane /Deplane Walkway Improvement** - This project will provide for the construction of a security entrance gate to the airfield at Palm Beach International Airport.

**PBIA - Terminal Security Office Expansion** - This project will provide for expansion of the security office in the main terminal at Palm Beach International Airport.



**WATER UTILITIES DEPARTMENT**  
**Approved FY 2020 Capital Projects by Funding Source**  
**(\$ in 1,000)**

<u>Project #</u>	<u>Description</u>	<u>User Fees</u>	<u>Other</u>	<u>Total Budget</u>
<b>Small Capital Projects</b>				
W006 6541	Systemwide Water Treatment Plant Renewal and Replacement	3,720	0	3,720
W004 6541	Systemwide Wellfield Rehabilitation and Replacement	7,340	0	7,340
W007 6543	Utility Line Relocations - County Road Projects	1,500	0	1,500
W031 6543	Water Distribution System Pipe Renewal and Replacement	3,520	0	3,520
W026 6541	Water Treatment Plant #11 Improvements	900	0	900
W002 6541	Water Treatment Plant #2 Renewal and Replacement	8,220	0	8,220
W003 6541	Water Treatment Plant #3 Renewal and Replacement	1,600	0	1,600
W038 6543	Western Region Water Distribution System Rehabilitation	5,579	0	5,579
<b>Total Appropriations</b>		<b>32,379</b>	<b>0</b>	<b>32,379</b>
<u>Fund</u>	<u>Funding Recap</u>	<u>User Fees</u>	<u>Other</u>	<u>Total Budget</u>
4011	Capital Improvements	32,379	0	32,379
<b>Total</b>		<b>32,379</b>	<b>0</b>	<b>32,379</b>

-

After a capital project has been completed, it is possible for the project to have a continuing impact on the operating budget. 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 (such as replacement of fire trucks and water lines). On the other hand, some major projects will require additional operations and maintenance costs to operate new or expanded facilities.

The future fiscal impact on the operating budget is outlined in each large capital project proposal. The operating cost projection section identifies costs related to operating the capital project when it is placed into service. Operating projections are developed using four categories: Staff (personnel services), Operating/Maintenance (O&M), Equipment, and Other. Operating costs may begin either at the start of a fiscal year or at some interim date during the fiscal year. Operating costs may also include one-time start-up costs that will occur only in the initial fiscal year.

Each proposal and its impact on the operating budget are reviewed by County Administration to determine its funding priority and level. The increase/decrease to the operating budget as a result of the approved capital projects is reflected in the final adopted budget.

The FY 2020 operating budget has increased by \$709,000 due to capital projects expected to be completed. The following department's operating budgets have been impacted by these future capital projects:

**Department of Airports**

There is no impact to the operating budget as projects include renovations/upgrades to existing infrastructure.

**Engineering and Public Works/5 Year Road Program**

There is no impact to the operating budget.

**Environmental Resource Management**

A total of \$32,000 will be added in FY 2023, primarily due to design and construction of passive recreational and support facilities.

**Facilities Development & Operations**

A total operating budget of \$5.3 million is anticipated to start in FY 2022 primarily to operate the new Central County Housing Resource Center.

**Fire Rescue**

Due to the addition of the Lake Worth West Fire Station, \$2.9 million will be added to the budget starting in FY 2021. An additional \$2.9 million will be added to the budget starting in FY 2022 to support the addition of the Agriculture Reserves Central Fire Station. Starting in FY 2023, \$5.7 million will be added to the budget for the Agriculture Reserves North and Delray Trails Fire Stations.

**Information System Services**

A total of \$10,000 will be added in FY 2022, primarily due to the implementation of a Countywide security system.

**Buildings Division (PZB)**

Starting in FY 2023, \$607,000 will be added to the budget to support the Solutions Video Inspection Pro (VIP) program.

**County Library**

There is no impact to the operating budget.

**Miscellaneous/Non Departmental**

There is no impact to the operating budget.

**Parks and Recreation**

A total of \$102,000 will be added in FY 2020, primarily due to the design, construction, and expansion of parks.

**Water Utilities Department**

There is no impact to the operating budget.

**ESTIMATED OPERATING IMPACT OF CAPITAL PROJECTS****FY 2020 Through FY 2024**

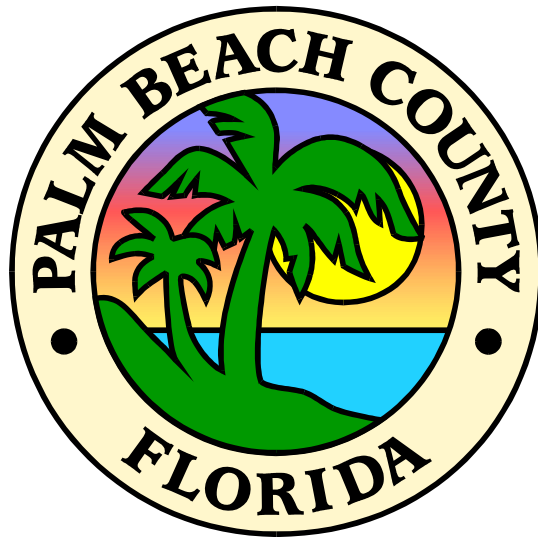
(\$ in 1,000)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Buildings</b>					
Central County (Vista) New Building Construction	\$ -	\$ -	\$ -	\$ -	\$ 160
Oracle Fusion Public Sector	-	-	-	-	1,978
SJUR Solutions Video Inspection Pro (VIP)	607	607	607	607	607
<b>Total</b>	<b>\$ 607</b>	<b>\$ 607</b>	<b>\$ 607</b>	<b>\$ 607</b>	<b>\$ 2,745</b>
<b>Environmental Resource Management</b>					
Hungryland Slough Natural Area Trails and Facilities	\$ -	\$ -	\$ -	\$ 13	\$ 13
Jupiter Ridge Natural Area Recreational & Support	-	-	-	10	10
Lake Park Scrub Natural Area Trails and Facilities	-	-	-	9	9
Lantana Scrub Natural Area Trails & Facilities	-	-	-	-	8
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32</b>	<b>\$ 40</b>
<b>Facilities Development &amp; Operations</b>					
Central County Housing Resource Center	\$ -	\$ -	\$ 5,296	\$ 5,296	\$ 5,296
PBSO Main Courthouse Lobby Control Room	\$ -	\$ -	\$ 71	\$ 71	\$ 71
PBSO North County Substation	\$ -	\$ -	\$ -	\$ 98	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,367</b>	<b>\$ 5,465</b>	<b>\$ 5,367</b>
<b>Fire Rescue</b>					
Agriculture Reserves Central	\$ -	\$ -	\$ 2,880	\$ 2,880	\$ 2,880
Agriculture Reserves North	-	-	-	2,885	2,885
Delray Trails Fire Station	-	-	-	2,894	2,894
Lake Worth West Station	-	2,875	2,875	2,875	2,875
South District Maintenance Shop	-	-	22	22	22
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,875</b>	<b>\$ 5,777</b>	<b>\$ 11,556</b>	<b>\$ 11,556</b>
<b>Information Systems Services</b>					
Countywide Security Operations	\$ -	\$ -	\$ 10	\$ 10	\$ 10
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10</b>	<b>\$ 10</b>	<b>\$ 10</b>

**ESTIMATED OPERATING IMPACT OF CAPITAL PROJECTS****FY 2020 Through FY 2024**

(\$ in 1,000)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Parks &amp; Recreation</b>					
Burt Aaronson SCR Park Phase III	-	-	42	55	55
Canyon District Park Design and Development	50	50	50	50	50
Canyon District Park New Park Development	-	182	255	255	255
Carlin Park Improvements	37	50	50	50	50
Community Park New Development	-	-	57	70	70
Dubois Park Improvements	5	5	5	5	5
Dubois Park Various Historic Buildings Repair and Renovatio	-	-	-	-	65
Jim Brandon Equestrian Center Turf Field	-	10	10	10	10
John Prince Park Campground Phase III	10	10	10	10	10
John Prince Park Custard Apple Natural Area Expansion	-	5	5	5	5
John Prince Park Improvements Phase IV	-	-	8	8	8
John Prince Park Sewer Expansion	-	5	5	5	5
Karen Marcus Ocean Park Preserve Design and Development	-	-	-	-	42
Lake Lytal Park Redevelopment and Expansion	-	-	67	62	62
Morikami Park East Side Development	-	-	-	-	104
Ocean Inlet Park and Marina Renovation and Expansion	-	-	-	-	5
Riverbend Park Development Phase IV	-	86	112	112	112
Samuel Friedland District Park Expansion	-	5	5	5	5
South Bay RV Campground Electrical Upgrade	-	-	5	5	5
South Inlet Park Expansion	-	-	-	2	2
West Delray Regional Park Improvements	-	-	5	5	5
Westgate Park Restroom and Athletic Field Renovation	-	-	-	2	2
<b>Total</b>	<b>\$ 102</b>	<b>\$ 408</b>	<b>\$ 649</b>	<b>\$ 661</b>	<b>\$ 877</b>
<b>Grand Total</b>	<b>\$ 709</b>	<b>\$ 3,890</b>	<b>\$ 12,410</b>	<b>\$ 18,331</b>	<b>\$ 20,595</b>



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 2020, 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 service 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

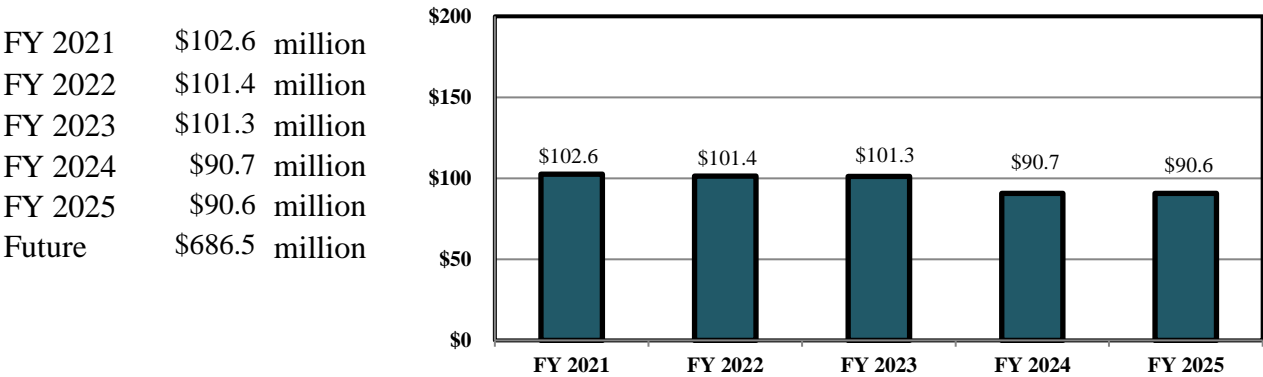
The table on pages 384 through 386 shows there are currently 27 County bond issues. Five are General Obligation issues, 15 are Non-Self Supporting Revenue bonds, and seven are Self-Supporting Enterprise Issues. At original issue, total County debt for these issues was \$1,234,518,521. The current outstanding balance on these issues is \$916,109,355.

Debt Service Summary by Function FY 2020

The table on page 387 shows the FY 2020 funding requirement is \$114.6 million for County debt. This amount includes interest payments, principal, and fiscal charges on the debt.

Future Debt Service Requirements After FY 2020

The table on page 388 summarizes debt service requirements after FY 2020 based on currently outstanding County bond issues and other debt. The amounts are as follows:



Debt Service Ratios

Pages 389 and 390 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.



Issue/Purpose	Amount Issued	Issue Date	Maturity Date	Amount Outstanding as of 10/1/19	Moody's Investor's Service	Standard & Poor's and Fitch
<b>General Obligation Bonds</b>						
<b>115.8M Taxable Refunding Bonds Series 2006</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	7/10/06	6/1/20	7,630,000	Aaa	AAA
<b>19.5M Refunding Bonds, Series 2010</b> Refund a portion of outstanding Series 2003 Library Expansion Facilities	19,530,000	9/7/10	7/1/23	8,100,000	Aaa	AAA
<b>28.7M Refunding Bonds, Series 2010</b> Refund a portion of outstanding Series 2003A and 2005, Recreation and Culture Facilities	28,700,000	10/6/10	7/1/25	15,960,000	Aaa	AAA
<b>11.9M Refunding Bonds, Series 2014</b> Refund a portion of outstanding Series 2006, Library facilities	11,865,000	8/19/14	8/1/25	8,465,000	Aaa	AAA
<b>28.0M Refunding Bonds, Series 2014</b> Refund a portion of outstanding Series 2006, Waterfront Access	28,035,000	8/19/14	8/1/26	20,960,000	Aaa	AAA
<b>Total - General Obligation Bonds</b>	<b>\$203,955,000</b>			<b>\$61,115,000</b>		
<b>Non-Self-Supporting Revenue Bonds</b>						
<b>11.6M Taxable Public Imp Rev. Bonds Series 2010</b> Permanent Financing Convention Ctr. Hotel Land initially paid for with Bond anticipation note	11,598,107	4/28/10	11/1/24	5,621,505	Aa1	AAA, AA+
<b>62.8M Public Improvement Rev. Refunding Bonds, Series 2011</b> Refunding Public Improvement Revenue Bonds for the Convention Center Project	62,775,000	8/31/11	11/1/30	51,435,000	Aa1	AAA, AA+
<b>16.2M Capital Improvement Refunding Bonds, Series 2012</b> Refund BAN for public building improvements - Four Points	16,189,340	4/17/12	3/1/27	9,011,644	Aa1	AAA, AA+
<b>147.0M Public Improvement Rev. Refunding Bonds, Series 2012</b> Refund Series 2004, 2004A and 2005A	147,000,000	6/28/12	6/1/25	88,945,000	Aa1	AAA, AA+
<b>10.0M Public Improvement Rev. Bonds, Series 2013</b> For the replacement of the County's telephone system	10,032,000	2/27/13	11/1/19	1,482,340	Aa1	AAA, AA+
<b>13.2M Public Improvement Rev. Bonds, Series 2013</b> For a grant to Max Planck	13,180,000	10/9/13	12/1/28	9,343,164	Aa1	AAA, AA+

Issue/Purpose	Amount Issued	Issue Date	Maturity Date	Amount Outstanding as of 10/1/19	Moody's Investor's Service	Standard & Poor's and Fitch
<b>28.1M Taxable Public Improvement Rev. Bonds, Series 2013</b>						
To construct the Convention Center Hotel	28,075,000	10/29/13	11/1/43	25,265,000	Aa1	AAA, AA+
<b>72.4M Public Improvement Rev. Refunding Bonds, Series 2014A</b>						
Refund Series 2006, 2007A, 2007B and 2007C	72,445,000	10/1/14	11/1/27	65,730,000	Aa1	AAA, AA+
<b>63.6M Public Improvement Rev. Refunding Bonds, Series 2015</b>						
Refund Series 2008A and 2008-2	63,635,000	3/11/15	11/1/28	57,030,000	Aa1	AAA, AA+
<b>63.2M Public Improvement Rev. Bonds, Series 2015A</b>						
To construct Convention Center Parking Garage and Airport Center improvements	63,155,000	5/20/15	11/1/35	55,960,000	Aa1	AAA, AA+
<b>18.8M Public Improvement Rev. Bonds, Series 2015B</b>						
For a grant to Max Planck	18,805,000	10/14/15	12/1/25	13,685,000	Aa1	AAA, AA+
<b>65.4M Taxable Public Improve. Rev. Bonds, Series 2015C</b>						
To construct Ballpark of the Palm Beaches	65,360,000	12/9/15	12/1/45	62,445,000	Aa1	AAA, AA+
<b>56.6M Public Improvement Rev. Bonds, Series 2015D</b>						
To construct Ballpark of the Palm Beaches	56,645,000	12/9/15	12/1/45	56,645,000	Aa1	AAA, AA+
<b>121.0M Public Improvement Rev. Refunding Bonds, Series 2016</b>						
Partial Refunding of Public Improvement Revenue Bonds for the Jail Expansion Project/Public Buildings	121,035,000	4/27/16	5/1/38	117,375,000	Aa1	AAA, AA+
<b>22.5M Revenue Improvement Refunding Bonds, Series 2018</b>						
Refunding of Public Improvement Revenue Bonds for the Ocean Avenue Bridge and Max Planck, Florida Corporation Projects	22,540,000	9/28/18	8/1/31	20,920,000	Aa1	AAA, AA+
<b>Total - Non-Self-Supporting Revenue Bonds</b>	<b>\$772,469,447</b>			<b>\$640,893,653</b>		
<b>Self-Supporting Revenue Bonds</b>						
<b>16.9M Airport System, Taxable Refunding Bonds, Series 2006B</b>						
Refund & Decrease Portions of Series 2001 and 2002	16,855,000	5/17/06	10/1/20	6,270,000	A1	A+
<b>57.1M Airport System, Revenue Refunding Bonds, Series 2016</b>						
Refund Series 2006A	57,070,000	7/26/16	10/1/36	56,870,000	A1	A+
<b>68.1M Water &amp; Sewer Revenue Bonds, Series 2009</b>						
Acquisition, construction, and improvements for FPL reclaimed water project	68,115,000	7/22/09	10/1/40	50,270,000	Aaa	AAA
<b>72.4M Water &amp; Sewer Revenue Refunding Bonds, Series 2013</b>						
Refund portion of Series 2006A Bonds	72,430,000	2/27/13	10/1/33	69,290,000	Aaa	AAA

Issue/Purpose	Amount Issued	Issue Date	Maturity Date	Amount Outstanding as of 10/1/19	Moody's Investor's Service	Standard & Poor's and Fitch
<b>26.9M Water &amp; Sewer Revenue Refunding Bonds, Series 2015</b>						
Refund portion of Series 2006A Bonds	26,930,000	3/11/15	10/1/36	23,385,000	Aaa	AAA
<b>Glades Utility Authority Debt - Wells Fargo</b>						
Glades Utility Authority (GUA) was absorbed by County along with the outstanding debt.	6,987,733	5/1/13	4/1/20	1,134,151	No Rating	No Rating
<b>Glades Utility Authority Debt - FDEP</b>						
Glades Utility Authority (GUA) was absorbed by County along with the outstanding debt.	9,706,341	5/1/13	5/15/33	6,881,551	No Rating	No Rating
<b>Total - County Self-Supporting Bonds</b>	<b>\$258,094,074</b>			<b>\$214,100,702</b>		
<b>All County Budgetary Controlled Bonds</b>	<b>\$1,234,518,521</b>			<b>\$916,109,355</b>		

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, AAA, 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.

Fund	Principal	General Government	Physical Environment	Transportation	Total
115.8M GO Taxable Ref. Bonds, Series 2006	7,630,000	455,570			8,085,570
19.5M GO Refunding Bonds, Series 2010	2,010,000	244,600			2,254,600
28.7M GO Parks & Culture Ref. Bonds, Series 2010	2,885,000	799,500			3,684,500
11.9M GO Refunding Bonds, Series 2014	1,250,000	362,900			1,612,900
28.0M GO Refunding Bonds, Series 2014	2,600,000	854,150			3,454,150
11.6M Tax Rev Bds Conv Ctr. Hotel Ld, Series 2010	816,453	285,897			1,102,350
62.8M Convention Ctr Rev Ref Bonds, Series 2011	3,210,000	2,494,142			5,704,142
16.2M Pub Improvement Revenue Bonds BAN, Series 2012	1,077,712	213,515			1,291,227
147.0M Public Improvement Revenue Bonds, Series 2012	15,110,000	4,362,550			19,472,550
72.4M Public Improvement Rev Ref Bonds, Series 2014A	6,055,000	2,896,025			8,951,025
63.6M Public Improvement Rev Ref Bonds, Series 2015	5,385,000	2,520,925			7,905,925
121.0M Public Improvement Rev Ref Bonds, Series 2016	3,845,000	5,870,250			9,715,250
22.5M Revenue Improvement Refunding Bonds, Series 2018	1,540,000	604,588			2,144,588
11.7M Public Improv Revenue Note, Series 2008	584,884	163,709			748,593
10.0M Public Improvement Revenue Bonds, Series 2013	1,482,341	9,487			1,491,828
13.2M Public Improvement Revenue Bonds, Series 2013	835,139	230,785			1,065,924
28.1M Tax Public Improvement Revenue Bonds, Series 2013	590,000	1,197,588			1,787,588
63.2M Public Improvement Revenue Bonds, Series 2015A	2,535,000	1,879,481			4,414,481
18.8M Pub Improvement Tax Revenue Bonds, Series 2015B	1,800,000	349,031			2,149,031
65.4M Pub Improvement Tax Revenue Bonds, Series 2015C	2,535,000	2,473,430			5,008,430
56.6M Pub Improvement Revenue Bonds, Series 2015D	0	2,833,750			2,833,750
73.9M Airport Bonds (1)	3,325,000			3,047,936	6,372,936
184.2M Water Utilities Bonds (2)	6,595,109		6,713,169		13,308,278
<b>TOTAL COUNTY</b>	<b>73,696,638</b>	<b>31,101,873</b>	<b>6,713,169</b>	<b>3,047,936</b>	<b>114,559,616</b>

**NOTES:**

The expenditures included in the General Government column represent only interest payments and fiscal charges on general obligation and non-self-supporting debt.

The expenditures in the Physical Environment and the Transportation columns represent interest payments and fiscal charges on self-supporting debt. Water Utilities and Airports budget the October 1 principal and interest payments in the current year; however, for financial statement purposes, it is recorded in the year of payment.

(1) Two borrowings

(2) Five borrowings

Fiscal Year	General Obligation	Non-Self Supporting Revenue	Self-Supporting Revenue	Total County Debt
2021	\$10,898,500	\$74,343,468	\$17,373,596	\$102,615,563
2022	10,895,900	73,099,308	17,371,971	101,367,178
2023	10,894,000	73,025,981	17,363,970	101,283,951
2024	6,956,800	66,419,120	17,357,921	90,733,840
2025	6,960,450	66,317,193	17,358,421	90,636,064
Future	3,450,500	478,647,291	204,364,437	686,462,228
<b>Total</b>	<b>\$50,056,150</b>	<b>\$831,852,360</b>	<b>\$291,190,315</b>	<b>\$1,173,098,825</b>

Note: This table includes principal and interest on currently outstanding bond issues and bonds expected to be issued in Fiscal Year 2020.

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.

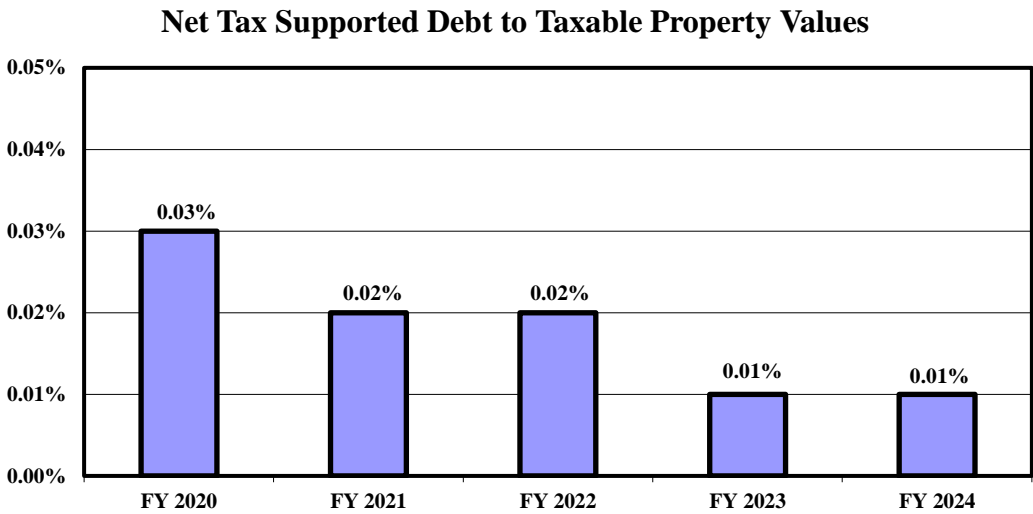
Self-Supporting Revenue Debt refers to the bonds of the County's enterprise operations which generate sufficient revenues to satisfy their own debt service needs. This category includes the County Airports and Water Utilities.

Ratios

The charts below and the table on page 390 describe various debt ratios used to present and analyze the debt position and capabilities of the County.

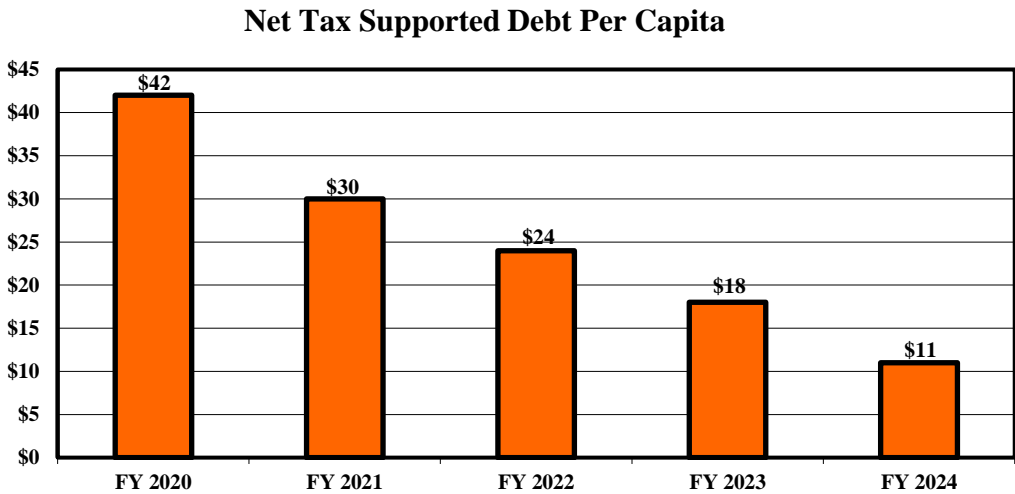
Net General Obligation Debt to Taxable Property Values

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 0.03%.



Net General Obligation Debt per Capita

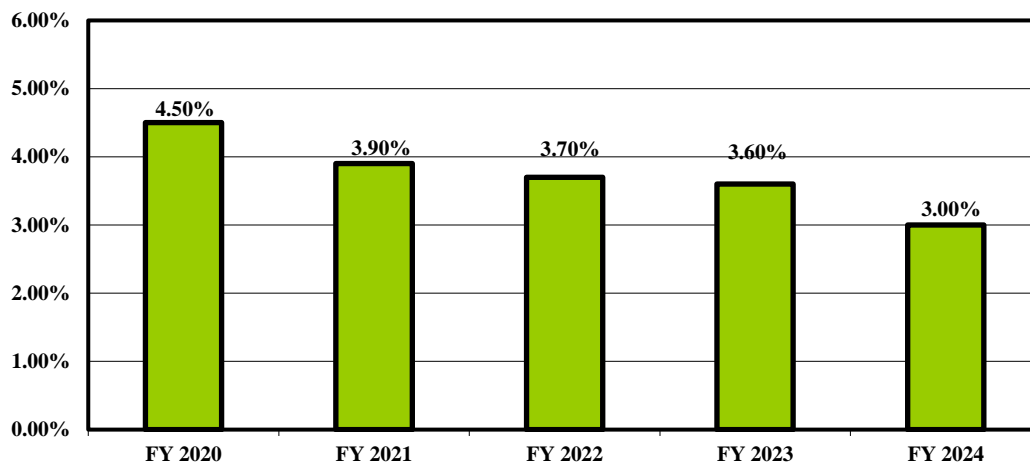
The second significant ratio is net tax supported debt per capita. This ratio indicates the net amount of tax supported debt per person in the County. Palm Beach County projects to have a ratio of \$42 per person for outstanding bond issues in FY 2020, and is projected to be approximately \$11 per person in FY 2024.



### 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 4.5% for FY 2020 with a projected decrease to 3.1% by FY 2024.

**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 Non-Ad valorem revenues be at least twice the annual amount of debt service on non-self-supporting debt. 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-Ad valorem revenues to debt service on non-self-supporting debt is projected to be 5.923 in FY 2020 and increase to 7.068 in FY 2024. The percentage of non-self-supporting variable rate debt to total non-self-supporting debt is projected to be 0.8% in FY 2020 and the County does not anticipate increasing its variable rate debt in the next couple of fiscal years.

In summary, Palm Beach County continues to be in a very strong debt capacity position.



	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
General Obligation debt (Net)	\$61,115,000	\$44,740,000	\$35,700,000	\$26,250,000	\$16,370,000
Taxable Values (in \$1000's)	\$198,970,377	\$208,815,303	\$219,151,440	\$230,003,338	\$241,396,774
Percent of Net General Obligation Debt to Taxable Values	0.03%	0.02%	0.02%	0.01%	0.01%
Population Estimates	1,473,700	1,491,580	1,509,460	1,527,340	1,545,220
Net General Obligation Debt per Capita	\$42	\$30	\$24	\$18	\$11
General Operating Expenditures	\$2,105,200,965	\$2,191,835,334	\$2,286,569,115	\$2,385,461,683	\$2,488,696,362
Annual Debt Service General Obligation Debt	\$19,083,619	\$10,898,500	\$10,895,900	\$10,894,000	\$6,956,800
Percent of Annual Debt Service on General Obligation Debt to General Operating Expenditures	0.9%	0.5%	0.5%	0.5%	0.3%
Annual Debt Service Non-Self-Supporting Revenue Bond Debt	\$76,167,025	\$74,343,468	\$73,099,308	\$73,025,981	\$66,419,120
Percent of Annual Debt Service on Non-Self-Supporting Revenue Bond Debt to General Operating Expenditures	3.6%	3.4%	3.2%	3.1%	2.7%
Non-Ad Valorem Revenues	\$451,113,616	\$455,624,753	\$460,181,000	\$464,782,810	\$469,430,638
Ratio of Annual Debt Service on Non-Self-Supporting Revenue Bond Debt to Non-Ad Valorem Revenues	5.923	6.129	6.295	6.365	7.068
Percent of Variable Rate Non-Self-Supporting Debt to Total Non-Self-Supporting Debt	0.8%	0.8%	0.8%	0.7%	0.7%

**\$115.8M General Obligation Taxable Refunding Bonds, Series 2006**

	<b>Amount Budgeted</b>
Principal	\$7,630,000
Interest	453,070
Paying Agent Fees	2,500
<b>Total</b>	<b>\$8,085,570</b>

**Budget Comment**

This fund provides for debt service on the \$115.8 million Taxable Refunding Bonds, Series 2006 for the purpose of providing funds required (1) to refund the County's General Obligation Bonds Series 1999B and 2001A and (2) to pay the cost of issuance. The bonds mature from 2006 to 2020 and pay an annual interest rate of 5.5% to 5.9%.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2006	\$5,000	\$16	\$5,016
2007	6,450,000	5,987,562	12,437,562
2008	6,125,000	6,349,308	12,474,308
2009	6,470,000	6,004,225	12,474,225
2010	6,835,000	5,639,446	12,474,446
2011	7,230,000	5,249,510	12,479,510
2012	7,640,000	4,836,243	12,476,243
2013	8,080,000	4,398,089	12,478,089
2014	8,550,000	3,930,742	12,480,742
2015	9,035,000	3,435,014	12,470,014
2016	9,570,000	2,910,260	12,480,260
2017	10,125,000	2,352,520	12,477,520
2018	10,725,000	1,755,348	12,480,348
2019	11,355,000	1,122,787	12,477,787
2020	7,630,000	453,070	8,083,069
	<b>\$115,825,000</b>	<b>\$54,424,140</b>	<b>\$170,249,139</b>

Note: Coupon for these bonds is paid with Non-Ad Valorem revenues and contained in Debt Service Fund 2519.

**\$19.5M General Obligation Refunding Bonds, Series 2010**

	<b>Amount Budgeted</b>
Principal	\$2,010,000
Interest	243,000
Paying Agent Fees	1,600
<b>Total</b>	<b>\$2,254,600</b>

**Budget Comment**

This fund provides debt service on the refunding bonds, series 2010 issued to provide the funds required to refund a portion of the County Library Expansion to General Obligation Bonds, Series 2003. The bonds mature from 2011 to 2023 and pay an annual interest rate of 2% to 3%. Funds to retire the bonds are provided from ad valorem taxes.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2011	\$330,000	\$430,649	\$760,649
2012	240,000	520,725	760,725
2013	245,000	515,925	760,925
2014	1,640,000	511,025	2,151,025
2015	1,675,000	478,225	2,153,225
2016	1,705,000	444,725	2,149,725
2017	1,750,000	402,100	2,152,100
2018	1,795,000	358,350	2,153,350
2019	2,050,000	304,500	2,354,500
2020	2,010,000	243,000	2,253,000
2021	1,970,000	182,700	2,152,700
2022	2,030,000	123,600	2,153,600
2023	2,090,000	62,700	2,152,700
	<b>\$19,530,000</b>	<b>\$4,578,224</b>	<b>\$24,108,224</b>

**\$28.7M General Obligation Refunding Bonds, Series 2010**  
**(Recreation and Cultural Facilities)**

	<b>Amount Budgeted</b>
Principal	\$2,885,000
Interest	798,000
Paying Agent Fees	1,500
<b>Total</b>	<b>\$3,684,500</b>

**Budget Comment**

This fund provides for the debt service on the refunding bonds, series 2010 issued to provide the funds required to refund a portion of the County's General Obligation Bonds, Series 2003 & 2005. The bonds mature from 2011 to 2025 and pay an annual interest rate of 2% to 5%. Funds to retire the bonds are provided from ad valorem taxes.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2011	\$245,000	\$1,034,199	\$1,279,199
2012	0	1,400,050	1,400,050
2013	0	1,400,050	1,400,050
2014	1,110,000	1,400,050	2,510,050
2015	1,160,000	1,355,650	2,515,650
2016	2,375,000	1,309,250	3,684,250
2017	2,495,000	1,190,500	3,685,500
2018	2,610,000	1,065,750	3,675,750
2019	2,745,000	935,250	3,680,250
2020	2,885,000	798,000	3,683,000
2021	3,025,000	653,750	3,678,750
2022	3,180,000	502,500	3,682,500
2023	3,335,000	343,500	3,678,500
2024	1,725,000	176,750	1,901,750
2025	1,810,000	90,500	1,900,500
	<b>\$28,700,000</b>	<b>\$13,655,749</b>	<b>\$42,355,749</b>

**\$11.9M General Obligation Refunding Bonds, Series 2014  
(Library Facilities)**

	<b>Amount Budgeted</b>
Principal	\$1,250,000
Interest	361,650
Paying Agent Fees	1,250
<b>Total</b>	<b>\$1,612,900</b>

**Budget Comment**

This fund provides for the debt service on the refunding bonds, series 2014 issued to provide the funds required to refund a portion of the County's General Obligation Bonds, Series 2006. The bonds mature from 2015 to 2025 and pay an annual interest rate of 3% to 5%. Funds to retire the bonds are provided from ad valorem taxes.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	\$0	\$505,068	\$505,068
2016	0	531,650	531,650
2017	1,080,000	531,650	1,611,650
2018	1,130,000	477,650	1,607,650
2019	1,190,000	421,150	1,611,150
2020	1,250,000	361,650	1,611,650
2021	1,315,000	299,150	1,614,150
2022	1,375,000	233,400	1,608,400
2023	1,445,000	164,650	1,609,650
2024	1,515,000	92,400	1,607,400
2025	1,565,000	46,950	1,611,950
	<b>\$11,865,000</b>	<b>\$3,665,368</b>	<b>\$15,530,368</b>

**\$28.0M General Obligation Refunding Bonds, Series 2014**  
**(Waterfront Access)**

	<b>Amount Budgeted</b>
Principal	\$2,600,000
Interest	852,900
Paying Agent Fees	1,250
<b>Total</b>	<b>\$3,454,150</b>

**Budget Comment**

This fund provides for the debt service on the refunding bonds, series 2014 issued to provide the funds required to refund a portion of the County's General Obligation Bonds, Series 2006. The bonds mature from 2015 to 2026 and pay an annual interest rate of 3% to 5%. Funds to retire the bonds are provided from ad valorem taxes.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	\$0	\$1,146,318	\$1,146,318
2016	0	1,206,650	1,206,650
2017	2,245,000	1,206,650	3,451,650
2018	2,355,000	1,094,400	3,449,400
2019	2,475,000	976,650	3,451,650
2020	2,600,000	852,900	3,452,900
2021	2,730,000	722,900	3,452,900
2022	2,865,000	586,400	3,451,400
2023	3,010,000	443,150	3,453,150
2024	3,155,000	292,650	3,447,650
2025	3,250,000	198,000	3,448,000
2026	3,350,000	100,500	3,450,500
	<b>\$28,035,000</b>	<b>\$8,827,168</b>	<b>\$36,862,168</b>

**\$11.7M Public Improvement Revenue Note, Series 2008**  
**(Environmentally Sensitive Land Acquisition Project)**

	<b>Amount Budgeted</b>
Principal	\$584,884
Interest	163,709
<b>Total</b>	<b>\$748,593</b>

**Budget Comment**

This fund provides for the debt service on the Series 2008 Note issued to finance the cost of acquisition of environmentally sensitive land in Jupiter. The bonds mature from 2009 to 2028 and pay an annual interest rate of 3.11%. The funds for the retirement of the bonds will be payable from legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2008	\$0	\$157,555	\$157,555
2009	584,884	214,261	799,145
2010	584,834	121,932	706,766
2011	584,884	114,210	699,094
2012	584,884	107,784	692,668
2013	584,884	99,245	684,128
2014	584,884	90,366	675,250
2015	584,884	84,582	669,466
2016	584,884	150,000	734,884
2017	584,884	218,279	803,162
2018	584,884	200,089	784,973
2019	584,884	181,899	766,783
2020	584,884	163,709	748,593
2021	584,884	145,519	730,403
2022	584,884	127,329	712,213
2023	584,884	109,139	694,023
2024	584,884	90,949	675,833
2025	584,884	72,760	657,643
2026	584,884	54,570	639,453
2027	584,884	36,380	621,264
2028	584,884	18,190	603,074
	<b>\$11,697,626</b>	<b>\$2,558,746</b>	<b>\$14,256,372</b>

Note: This is a variable rate bond. Future interest has been estimated.



**\$11.6M Taxable Public Improvement Revenue Bonds, Series 2010  
(Convention Center Hotel)**

	<b>Amount Budgeted</b>
Principal	\$816,453
Interest	285,897
<b>Total</b>	<b>\$1,102,350</b>

**Budget Comment**

This fund provides debt service payments for the \$11,697,676 Taxable Revenue Bonds, Series 2010 that were issued for the purpose of paying principal and interest on the County's \$11.5 million Taxable Revenue Bond Participation Notes, Series 2007 (Convention Center Hotel Project). The bonds mature from 2010 to 2024 and pay an annual interest rate of 5.84%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2011	\$801,416	\$619,366	\$1,420,782
2012	532,646	577,485	1,110,131
2013	561,856	547,474	1,109,330
2014	592,668	515,817	1,108,485
2015	625,171	482,424	1,107,595
2016	659,454	447,200	1,106,654
2017	695,619	410,043	1,105,662
2018	733,767	370,850	1,104,616
2019	774,006	329,507	1,103,513
<b>2020</b>	<b>816,453</b>	<b>285,897</b>	<b>1,102,349</b>
2021	861,227	239,894	1,101,121
2022	908,457	191,369	1,099,826
2023	958,277	140,184	1,098,460
2024	1,010,829	86,191	1,097,019
2025	1,066,262	29,237	1,095,499
	<b>\$11,598,108</b>	<b>\$5,272,938</b>	<b>\$16,871,045</b>

**\$62.8M Public Improvement Refunding Bonds, Series 2011  
(Convention Center Project)**

	<b>Amount Budgeted</b>
Principal	\$3,210,000
Interest	2,491,500
Paying Agent Fees	2,642
Debt Service Reserves	5,701,500
<b>Total</b>	<b>\$11,405,642</b>

**Budget Comment**

This fund provides for the debt service on Refunding Bonds, Series 2004, \$81,340,000 Public Improvement Revenue Bonds issued in FY 2004 for the cost of constructing and equipping a convention center located in downtown West Palm Beach. The bonds mature from 2016 to 2031 and pay an annual interest rate of 5%. Funding for the retirement of the refunding bonds is payable from legally available non-ad valorem revenues currently the fourth cent tourist development tax.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2012	\$0	\$2,101,219	\$2,101,219
2013	0	3,138,750	3,138,750
2014	0	3,138,750	3,138,750
2015	0	3,138,750	3,138,750
2016	2,625,000	3,073,125	5,698,125
2017	2,760,000	2,938,500	5,698,500
2018	2,905,000	2,796,875	5,701,875
2019	3,050,000	2,648,000	5,698,000
2020	3,210,000	2,491,500	5,701,500
2021	3,370,000	2,327,000	5,697,000
2022	3,545,000	2,154,125	5,699,125
2023	3,725,000	1,972,375	5,697,375
2024	3,920,000	1,781,250	5,701,250
2025	4,120,000	1,580,250	5,700,250
2026	4,330,000	1,369,000	5,699,000
2027	4,550,000	1,147,000	5,697,000
2028	4,785,000	913,625	5,698,625
2029	5,030,000	668,250	5,698,250
2030	5,290,000	410,250	5,700,250
2031	5,560,000	139,000	5,699,000
	<b>\$62,775,000</b>	<b>\$39,927,594</b>	<b>\$102,702,594</b>

Note: Bond partially refunded Debt Service Fund 2511 on 08/31/2011

**\$16.2M Capital Improvement Revenue Refunding Bonds, Series 2012**

	<b>Amount Budgeted</b>
Principal	\$1,077,712
Interest	213,515
<b>Total</b>	<b>\$1,291,227</b>

**Budget Comment**

This fund provides the debt service on the Capital Improvement Revenue Refunding Bonds, Series 2012 issued to refund the Capital Improvement Bond Anticipation Note (BAN), Series 2009. The BAN was issued to provide improvements to Four Points and other governmental buildings. The refunding bonds mature in 2027 and pay an annual interest rate of 2.52%. Debt service is payable from legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2012	\$0	\$151,856	\$151,856
2013	987,273	395,532	1,382,804
2014	999,712	370,496	1,370,208
2015	1,012,309	345,145	1,357,454
2016	1,025,064	319,473	1,344,537
2017	1,037,980	293,479	1,331,459
2018	1,051,058	267,157	1,318,215
2019	1,064,301	240,504	1,304,805
<b>2020</b>	<b>1,077,712</b>	<b>213,514</b>	<b>1,291,226</b>
2021	1,091,291	186,185	1,277,476
2022	1,105,041	158,511	1,263,552
2023	1,118,965	130,489	1,249,453
2024	1,133,064	102,113	1,235,177
2025	1,147,340	73,380	1,220,720
2026	1,161,797	44,285	1,206,081
2027	1,176,435	14,823	1,191,258
	<b>\$16,189,340</b>	<b>\$3,306,941</b>	<b>\$19,496,281</b>

Note: Debt Service Fund 2065 BAN refunded on 04/17/12 with Debt Service Fund 2528

**\$147.0M Public Improvement Revenue Refunding Bonds, Series 2012**

	<b>Amount Budgeted</b>
Principal	\$15,110,000
Interest	4,360,800
Paying Agent Fees	1,750
<b>Total</b>	<b>\$19,472,550</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Revenue Refunding Bonds, Series 2012 issued to partially refund the Series 2004, Series 2004A, and Series 2005A bonds. The bonds mature from 2015 to 2025 and pay an annual interest rate of 5%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2013	\$0	\$6,630,169	\$6,630,169
2014	0	7,167,750	7,167,750
2015	4,265,000	7,167,750	11,432,750
2016	12,530,000	6,954,500	19,484,500
2017	13,155,000	6,328,000	19,483,000
2018	13,710,000	5,766,050	19,476,050
2019	14,395,000	5,080,550	19,475,550
<b>2020</b>	<b>15,110,000</b>	<b>4,360,800</b>	<b>19,470,800</b>
2021	15,850,000	3,630,600	19,480,600
2022	16,590,000	2,875,250	19,465,250
2023	17,395,000	2,069,750	19,464,750
2024	11,710,000	1,200,000	12,910,000
2025	12,290,000	614,500	12,904,500
	<b>\$147,000,000</b>	<b>\$59,845,669</b>	<b>\$206,845,669</b>

Note: Partial Refunding in Debt Service Funds 2018, 2028, and 2031 on 06/28/2012

**\$10.0M Public Improvement Revenue Bonds (Unified Messaging System Project), Series 2013**

	<b>Amount Budgeted</b>
Principal	\$1,482,341
Interest	9,487
<b>Total</b>	<b>\$1,491,828</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Revenue Bonds, Series 2013 issued to provide funding to replace the County's telephone system. The bonds mature in 2020 and pay an annual interest rate of 1.28%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2014	\$ 1,414,281	\$ 142,187	\$ 1,556,467
2015	1,391,008	101,405	1,492,413
2016	1,408,812	83,486	1,492,298
2017	1,426,845	65,337	1,492,182
2018	1,445,109	46,957	1,492,065
2019	1,463,606	28,341	1,491,947
2020	1,482,340	9,487	1,491,827
	<b>\$10,032,000</b>	<b>\$477,200</b>	<b>\$10,509,200</b>

**\$13.2M Public Improvement Revenue Bonds (Max Planck), Series 2013**

	<b>Amount Budgeted</b>
Principal	\$835,139
Interest	230,785
<b>Total</b>	<b>\$1,065,924</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Revenue Refunding Bonds, Series 2013 issued to provide funding for the third of five grant installments to Max Planck. The bonds mature in 2029 and pay an annual interest rate of 3.002%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	\$ 692,450	\$ 373,474	\$ 1,065,924
2016	757,481	308,182	1,065,663
2017	776,191	289,733	1,065,923
2018	795,363	270,477	1,065,839
2019	815,008	300,415	1,115,423
2020	835,139	230,785	1,065,924
2021	855,767	255,380	1,111,147
2022	876,904	229,690	1,106,595
2023	898,564	203,366	1,101,930
2024	920,758	176,391	1,097,149
2025	943,501	148,750	1,092,251
2026	966,805	120,426	1,087,232
2027	990,685	91,403	1,082,088
2028	1,015,155	61,663	1,076,818
2029	1,040,230	31,188	1,071,417
	<b>\$13,180,000</b>	<b>\$3,091,322</b>	<b>\$16,271,323</b>

**\$28.1M Taxable Public Improvement Revenue Bonds (Convention Center Hotel), Series 2013**

	<b>Amount Budgeted</b>
Principal	\$590,000
Interest	1,196,588
Paying Agent Fees	1,000
<b>Total</b>	<b>\$1,787,588</b>

**Budget Comment**

This fund provides for the debt service on the Taxable Public Improvement Revenue Bonds, Series 2013 issued to provide funding for a contribution to the construction of a hotel at the Convention Center. The bonds mature in 2044 and pay an annual interest rate of 1% to 5.25%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2014	\$0	\$ 629,372	\$ 629,372
2015	550,000	1,242,163	1,792,163
2016	555,000	1,236,638	1,791,638
2017	560,000	1,230,363	1,790,363
2018	565,000	1,221,213	1,786,213
2019	580,000	1,209,763	1,789,763
<b>2020</b>	<b>590,000</b>	<b>1,196,588</b>	<b>1,786,588</b>
2021	605,000	1,180,894	1,785,894
2022	620,000	1,161,725	1,781,725
2023	645,000	1,138,781	1,783,781
2024	665,000	1,114,219	1,779,219
2025	690,000	1,088,813	1,778,813
2026	720,000	1,061,475	1,781,475
2027	745,000	1,031,244	1,776,244
2028	780,000	998,448	1,778,448
2029	810,000	963,258	1,773,258
2030	850,000	923,783	1,773,783
2031	890,000	880,283	1,770,283
2032	935,000	834,658	1,769,658
2033	980,000	786,783	1,766,783
2034	1,030,000	736,533	1,766,533
2035	1,085,000	683,115	1,768,115
2036	1,140,000	626,378	1,766,378
2037	1,195,000	566,835	1,761,835
2038	1,255,000	504,360	1,759,360
2039	1,320,000	438,698	1,758,698
2040	1,390,000	368,550	1,758,550
2041	1,460,000	293,738	1,753,738
2042	1,540,000	214,988	1,754,988
2043	1,620,000	132,038	1,752,038
2044	1,705,000	44,756	1,749,756
	<b>\$28,075,000</b>	<b>\$25,740,444</b>	<b>\$53,815,444</b>



**\$72.4M Public Improvement Revenue Refunding Bonds, Series 2014A**

	<b>Amount Budgeted</b>
Principal	\$6,055,000
Interest	2,894,525
Paying Agent Fees	1,500
<b>Total</b>	<b>\$8,951,025</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Revenue Refunding Bonds, Series 2014A issued to refund the Series 2007A and Series 2007B bonds and partially refund the Series 2006 and Series 2007C bonds. The bonds mature in 2028 and pay an annual interest rate of 3% to 5%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	\$0	\$ 1,972,629	\$ 1,972,629
2016	265,000	3,375,025	3,640,025
2017	340,000	3,359,900	3,699,900
2018	355,000	3,342,525	3,697,525
2019	5,755,000	3,189,775	8,944,775
<b>2020</b>	<b>6,055,000</b>	<b>2,894,525</b>	<b>8,949,525</b>
2021	6,360,000	2,584,150	8,944,150
2022	6,685,000	2,258,025	8,943,025
2023	7,025,000	1,915,275	8,940,275
2024	7,385,000	1,555,025	8,940,025
2025	7,755,000	1,176,525	8,931,525
2026	8,150,000	778,900	8,928,900
2027	8,570,000	403,750	8,973,750
2028	7,745,000	116,175	7,861,175
	<b>\$72,445,000</b>	<b>\$28,922,204</b>	<b>\$101,367,204</b>

Note: Refunding in Debt Service Funds 2520 and 2521 on 10/01/2014

Partial Refunding in Debt Service Funds 2040 and 2052 on 10/01/2014

**\$63.6M Public Improvement Revenue Refunding Bonds, Series 2015**

	<b>Amount Budgeted</b>
Principal	\$5,385,000
Interest	2,519,725
Paying Agent Fees	1,200
<b>Total</b>	<b>\$7,905,925</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Revenue Refunding Bonds, Series 2015 issued to refund the Series 2008A bonds and partially refund the Series 2008-2 bonds. The bonds mature in 2029 and pay an annual interest rate of 3% to 5%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	\$0	\$ 414,528	\$ 414,528
2016	2,330,000	2,926,350	5,256,350
2017	2,320,000	2,810,100	5,130,100
2018	950,000	2,728,350	3,678,350
2019	1,005,000	2,679,475	3,684,475
<b>2020</b>	<b>5,385,000</b>	<b>2,519,725</b>	<b>7,904,725</b>
2021	5,730,000	2,241,850	7,971,850
2022	4,830,000	1,977,850	6,807,850
2023	5,070,000	1,730,350	6,800,350
2024	5,330,000	1,470,350	6,800,350
2025	5,590,000	1,197,350	6,787,350
2026	5,870,000	910,850	6,780,850
2027	6,165,000	609,975	6,774,975
2028	6,405,000	327,750	6,732,750
2029	6,655,000	99,825	6,754,825
	<b>\$63,635,000</b>	<b>\$24,644,678</b>	<b>\$88,279,678</b>

Note: Refunding of Debt Service Fund 2522 on 03/11/2015

Partial Refunding of Debt Service Fund 2067 on 03/11/2015

**\$121.0M Public Improvement Revenue Refunding Bonds, Series 2016**

	<b>Amount Budgeted</b>
Principal	\$3,845,000
Interest	5,868,750
Paying Agent Fees	1,500
<b>Total</b>	<b>\$9,715,250</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Revenue Refunding Bonds, Series 2016 issued to partially refund the Series 2008 bonds. The bonds mature in 2038 and pay an annual interest rate of 5%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2017	\$0	\$ 6,118,992	\$ 6,118,992
2018	0	6,051,750	6,051,750
2019	3,660,000	6,051,750	9,711,750
<b>2020</b>	<b>3,845,000</b>	<b>5,868,750</b>	<b>9,713,750</b>
2021	4,035,000	5,676,500	9,711,500
2022	4,240,000	5,474,750	9,714,750
2023	4,450,000	5,262,750	9,712,750
2024	4,670,000	5,040,250	9,710,250
2025	4,905,000	4,806,750	9,711,750
2026	5,150,000	4,561,500	9,711,500
2027	5,410,000	4,304,000	9,714,000
2028	5,680,000	4,033,500	9,713,500
2029	5,960,000	3,749,500	9,709,500
2030	6,260,000	3,451,500	9,711,500
2031	6,575,000	3,138,500	9,713,500
2032	6,900,000	2,809,750	9,709,750
2033	7,245,000	2,464,750	9,709,750
2034	7,610,000	2,102,500	9,712,500
2035	7,990,000	1,722,000	9,712,000
2036	8,390,000	1,322,500	9,712,500
2037	8,810,000	903,000	9,713,000
2038	9,250,000	462,500	9,712,500
	<b>\$121,035,000</b>	<b>\$85,377,742</b>	<b>\$206,412,742</b>

Note: Partial Refunding in Debt Service Fund 2053 on 03/29/2016

**\$63.2M Public Improvement Revenue Bonds (Parking Garage and Airport Center Projects), Series 2015**

	<b>Amount Budgeted</b>
Principal	\$2,535,000
Interest	1,876,981
Paying Agent Fees	2,500
<b>Total</b>	<b>\$4,414,481</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Revenue Bonds, Series 2015A issued to provide funding for the purchase of equipment for Convention Center Parking Garage and Airport Center renovations. The bonds mature in 2036 and pay an annual interest rate of 2% to 4%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2016	\$0	\$ 2,005,488	\$ 2,005,488
2017	2,320,000	2,082,431	4,402,431
2018	2,390,000	1,999,831	4,389,831
2019	2,485,000	1,927,181	4,412,181
2020	2,535,000	1,876,981	4,411,981
2021	2,585,000	1,825,781	4,410,781
2022	2,640,000	1,760,331	4,400,331
2023	2,715,000	1,680,006	4,395,006
2024	2,800,000	1,597,281	4,397,281
2025	2,880,000	1,497,681	4,377,681
2026	3,000,000	1,380,081	4,380,081
2027	3,120,000	1,257,681	4,377,681
2028	3,240,000	1,130,481	4,370,481
2029	3,370,000	998,281	4,368,281
2030	3,505,000	878,306	4,383,306
2031	3,610,000	769,325	4,379,325
2032	3,725,000	653,319	4,378,319
2033	3,845,000	531,238	4,376,238
2034	3,970,000	389,356	4,359,356
2035	4,125,000	227,456	4,352,456
2036	4,295,000	72,478	4,367,478
	<b>\$63,155,000</b>	<b>\$26,540,998</b>	<b>\$89,695,998</b>

**\$18.8M Public Improvement Taxable Revenue Bonds (Max Planck), Series 2015B**

	<b>Amount Budgeted</b>
Principal	\$1,800,000
Interest	349,031
<b>Total</b>	<b>\$2,149,031</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Taxable Revenue Bonds, Series 2015B issued to provide funding for the fourth and fifth of five grant installments to Max Planck. The bonds mature in 2025 and pay an annual interest rate of 2.73%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2016	\$0	\$ 323,712	\$ 323,712
2017	1,660,000	490,718	2,150,718
2018	1,705,000	444,785	2,149,785
2019	1,755,000	397,556	2,152,556
2020	1,800,000	349,031	2,149,031
2021	1,850,000	299,208	2,149,208
2022	1,900,000	248,021	2,148,021
2023	1,955,000	195,400	2,150,400
2024	2,005,000	141,346	2,146,346
2025	2,060,000	85,859	2,145,859
2026	2,115,000	28,870	2,143,870
	<b>\$18,805,000</b>	<b>\$3,004,504</b>	<b>\$21,809,504</b>

**\$65.4M Public Improvement Taxable Revenue Bonds (Professional Sports Facility), Series 2015C**

	<b>Amount Budgeted</b>
Principal	\$2,535,000
Interest	2,471,524
Paying Agent Fees	1,906
<b>Total</b>	<b>\$5,008,430</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Taxable Revenue Bonds, Series 2015C issued to provide funding for the construction of the Professional Sports Facility. The bonds mature in 2045 and pay an annual interest rate of 1.306% to 4.698%. The source of funding is legally available non-ad valorem revenues currently the first and fourth cent tourist development tax.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2016	\$0	\$ 1,216,605	\$ 1,216,605
2017	0	2,546,382	2,546,382
2018	420,000	2,543,640	2,963,640
2019	2,495,000	2,519,228	5,014,228
<b>2020</b>	<b>2,535,000</b>	<b>2,471,524</b>	<b>5,006,524</b>
2021	2,590,000	2,415,006	5,005,006
2022	2,650,000	2,350,230	5,000,230
2023	2,715,000	2,277,142	4,992,142
2024	2,795,000	2,196,476	4,991,476
2025	2,880,000	2,109,304	4,989,304
2026	1,440,000	2,040,486	3,480,486
2027	1,425,000	1,992,276	3,417,276
2028	1,470,000	1,940,636	3,410,636
2029	1,525,000	1,884,975	3,409,975
2030	1,585,000	1,825,225	3,410,225
2031	1,645,000	1,761,323	3,406,323
2032	1,710,000	1,689,998	3,399,998
2033	1,790,000	1,611,283	3,401,283
2034	1,870,000	1,528,970	3,398,970
2035	1,955,000	1,442,946	3,397,946
2036	2,040,000	1,353,098	3,393,098
2037	2,130,000	1,257,185	3,387,185
2038	2,230,000	1,154,768	3,384,768
2039	2,485,000	1,044,013	3,529,013
2040	2,600,000	924,566	3,524,566
2041	2,725,000	799,482	3,524,482
2042	2,850,000	668,525	3,518,525
2043	2,985,000	531,461	3,516,461
2044	3,125,000	387,937	3,512,937
2045	3,270,000	237,719	3,507,719
2046	3,425,000	80,453	3,505,453
	<b>\$65,360,000</b>	<b>\$48,802,863</b>	<b>\$114,162,863</b>

**\$56.6M Public Improvement Revenue Bonds (Professional Sports Facility), Series 2015D**

	<b>Amount Budgeted</b>
Principal	\$0
Interest	2,832,250
Paying Agent Fees	1,500
<b>Total</b>	<b>\$2,833,750</b>

**Budget Comment**

This fund provides for the debt service on the Public Improvement Taxable Revenue Bonds, Series 2015D issued to provide funding for the construction of the Professional Sports Facility. The bonds mature in 2045 and pay an annual interest rate of 5%. The source of funding is legally available non-ad valorem revenues currently the fourth cent tourist development tax as well as a State of Florida sales tax contribution.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2016	\$0	\$ 1,353,186	\$ 1,353,186
2017	0	2,832,250	2,832,250
2018	0	2,832,250	2,832,250
2019	0	2,832,250	2,832,250
2020	0	2,832,250	2,832,250
2021	0	2,832,250	2,832,250
2022	0	2,832,250	2,832,250
2023	0	2,832,250	2,832,250
2024	0	2,832,250	2,832,250
2025	0	2,832,250	2,832,250
2026	1,530,000	2,794,000	4,324,000
2027	1,965,000	2,706,625	4,671,625
2028	2,065,000	2,605,875	4,670,875
2029	2,170,000	2,500,000	4,670,000
2030	2,275,000	2,388,875	4,663,875
2031	2,390,000	2,272,250	4,662,250
2032	2,510,000	2,149,750	4,659,750
2033	2,635,000	2,021,125	4,656,125
2034	2,765,000	1,886,125	4,651,125
2035	2,905,000	1,744,375	4,649,375
2036	3,050,000	1,595,500	4,645,500
2037	3,215,000	1,438,875	4,653,875
2038	3,380,000	1,274,000	4,654,000
2039	3,545,000	1,100,875	4,645,875
2040	3,725,000	919,125	4,644,125
2041	3,910,000	728,250	4,638,250
2042	3,075,000	553,625	3,628,625
2043	2,210,000	421,500	2,631,500
2044	2,325,000	308,125	2,633,125
2045	2,440,000	189,000	2,629,000
2046	2,560,000	64,000	2,624,000
	<b>\$56,645,000</b>	<b>\$58,505,311</b>	<b>\$115,150,311</b>



**\$22.5M Revenue Improvement Refunding Bonds (Ocean Avenue Max Planck), Series 2018**

	<b>Amount Budgeted</b>
Principal	\$1,540,000
Interest	604,588
Paying Agent Fees	0
<b>Total</b>	<b>\$2,144,588</b>

**Budget Comment**

This fund provides for the debt service on the Revenue Improvement Refunding Bonds, Series 2018 issued to refund the Series 2011 Public Improvement Revenue Bonds for the Ocean Avenue Bridge and Max Planck projects. The bonds mature from 2019 to 2031 and pay an annual interest rate of 2.89%. The source of funding is legally available non-ad valorem revenues.

**Amortization Schedule**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2019	1,620,000	548,267	2,168,267
2020	1,540,000	604,588	2,144,588
2021	1,575,000	560,082	2,135,082
2022	1,610,000	514,565	2,124,565
2023	1,645,000	468,036	2,113,036
2024	1,685,000	420,495	2,105,495
2025	1,720,000	371,799	2,091,799
2026	1,760,000	322,091	2,082,091
2027	1,795,000	271,227	2,066,227
2028	1,835,000	219,351	2,054,351
2029	1,875,000	166,320	2,041,320
2030	1,920,000	112,132	2,032,132
2031	1,960,000	56,644	2,016,644
	<b>\$22,540,000</b>	<b>\$4,635,594</b>	<b>\$27,175,594</b>



## Airports Debt Service

	Amount Budgeted
Principal	\$3,325,000
Interest	3,027,936
Paying Agent Fees	20,000
Debt Service Reserve	13,025
<b>Total</b>	<b>\$6,385,961</b>

**Budget Comment**

The Department of Airports currently has two outstanding bond issues.

- 1) **Airport System Taxable Revenue Refunding Bonds, Series 2006B - \$16,855,000** – The proceeds, together with certain other available funds, were used to advance refund a portion of the series 2001 and 2002 bonds. The debt service was structured to level the debt service in all outstanding airport bonds and will mature from 2015 to 2020.
- 2) **Airport System Revenue Refunding Bonds, Series 2016 - \$57,070,000** – The proceeds, together with certain other available funds, were used to currently refund the Series 2006A bonds. The debt service was structured to level the debt service in all outstanding airport bonds and will mature from 2017 to 2036.

## Airports Debt Service Amortization Schedule

	Principal	Interest	Total
2002	\$0	\$0	\$0
2003	0	0	0
2004	0	0	0
2005	0	0	0
2006	0	0	0
2007	0	370,468	370,468
2008	0	995,288	995,288
2009	0	995,288	995,288
2010	0	995,288	995,288
2011	0	995,288	995,288
2012	0	995,287	995,287
2013	0	995,288	995,288
2014	0	995,288	995,288
2015	2,425,000	995,288	3,420,288
2016	2,565,000	1,366,405	3,931,405
2017	2,815,000	3,549,128	6,364,128
2018	2,980,000	3,385,808	6,365,808
2019	3,145,000	3,211,744	6,356,744
2020	3,325,000	3,027,936	6,352,936
2021	2,400,000	2,833,500	5,233,500
2022	2,520,000	2,713,500	5,233,500
2023	2,645,000	2,587,500	5,232,500
2024	2,775,000	2,455,250	5,230,250
2025	2,915,000	2,316,500	5,231,500
2026	3,060,000	2,170,750	5,230,750
2027	3,210,000	2,017,750	5,227,750
2028	3,370,000	1,857,250	5,227,250
2029	3,540,000	1,688,750	5,228,750
2030	3,715,000	1,511,750	5,226,750
2031	3,900,000	1,326,000	5,226,000
2032	4,095,000	1,131,000	5,226,000
2033	4,295,000	926,250	5,221,250
2034	4,505,000	711,500	5,216,500
2035	4,745,000	486,250	5,231,250
2036	4,980,000	249,000	5,229,000
	<b>\$73,925,000</b>	<b>\$49,856,292</b>	<b>\$123,781,292</b>

Note: Airports budgets the October 1 principal and interest payments in the current year; however, for financial statement purposes, it is recorded in the year of payment.

## Water Utilities Debt Service

	Amount Budgeted
Principal	\$6,595,109
Interest	6,707,169
Paying Agent Fees	6,000
Debt Service Reserve	4,437,863
<b>Total</b>	<b>\$17,746,141</b>

**Budget Comment**

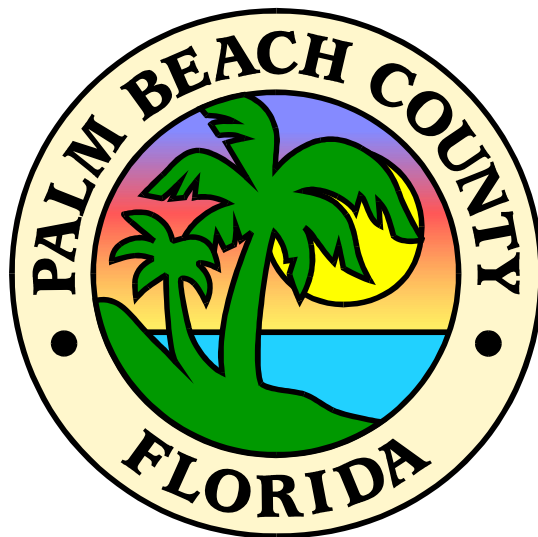
The Water Utilities Department currently has three outstanding bond issues.

- 1) **Water & Sewer Revenue Bonds, Series 2009 - \$68,115,000** - The proceeds from this issue were used for the acquisition, construction, improvements and additions to the County's water and sewer system for the FPL Reclaimed Water Project.
- 2) **Water & Sewer Revenue Refunding Bonds, Series 2013 - \$72,430,000** - The proceeds from this issue were used to refund a portion of the Series 2006A Bonds.
- 3) **GUA Wells Fargo - \$6,987,733** - Glades Utility Authority was absorbed by the County, including outstanding debt.
- 4) **GUA FDEP - \$9,706,404** - Glades Utility Authority was absorbed by the County, including outstanding debt.
- 5) **Water & Sewer Revenue Refunding Bonds, Series 2015 - \$26,930,000** - The proceeds from this issue were used to refund a portion of the Series 2006A Bonds.

## Water Utilities Debt Service Amortization Schedule

	Principal	Interest	Total
2006	\$35,000	\$2,888,342	\$2,923,342
2007	2,075,000	6,421,725	8,496,725
2008	2,155,000	6,549,100	8,704,100
2009	2,225,000	7,119,399	9,344,399
2010	10,160,000	9,764,788	19,924,788
2011	3,450,000	9,487,513	12,937,513
2012	5,385,000	9,153,138	14,538,138
2013	5,630,316	7,562,371	13,192,687
2014	7,437,774	8,789,429	16,227,203
2015	8,258,934	8,546,460	16,805,394
2016	8,629,914	7,984,648	16,614,562
2017	9,467,947	7,610,322	17,078,269
2018	3,823,097	7,194,955	11,018,052
2019	6,320,453	6,992,251	13,312,703
2020	6,595,109	6,707,169	13,302,278
2021	5,717,202	6,422,894	12,140,096
2022	5,968,670	6,169,801	12,138,471
2023	6,190,366	5,941,104	12,131,470
2024	6,452,296	5,675,375	12,127,671
2025	6,749,464	5,377,457	12,126,921
2026	7,051,876	5,070,120	12,121,996
2027	7,384,535	4,732,585	12,117,121
2028	7,669,880	4,373,427	12,043,307
2029	8,036,972	3,997,410	12,034,382
2030	7,922,530	3,605,099	11,527,629
2031	8,307,779	3,199,582	11,507,361
2032	8,712,628	2,774,002	11,486,630
2033	9,161,395	2,326,747	11,488,142
2034	17,015,000	1,857,619	18,872,619
2035	11,080,000	1,306,400	12,386,400
2036	11,555,000	830,100	12,385,100
2037	3,650,000	393,750	4,043,750
2038	0	211,250	211,250
2039	0	211,250	211,250
2040	4,225,000	211,250	4,436,250
	<b>\$224,499,137</b>	<b>\$177,458,829</b>	<b>\$401,957,966</b>

Note: Water Utilities budgets the October 1 principal and interest payments in the current year; however, for financial statement purposes, it is recorded in the year of payment. Also, the 2019 amortization schedule does not match budget due to rounding.





**Accrual**

Revenues or expenditures that have been recognized for that fiscal year but not received or disbursed until a subsequent fiscal year. Annually, accruals are included in the revenue and expenditure amounts reported in departments' budget documents and year-end financial statements. For budgetary purposes, departments' expenditure accruals also include payables and outstanding encumbrances at the end of the fiscal year for obligations attributable to the fiscal year.

**Ad Valorem Equivalent Funding**

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.

**Aggregate Millage Rate**

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.

**American Recovery and Reinvestment Act (ARRA)**

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.

**Amortization**

The systematic allocation of the discount, premium, or issue costs of a bond to expense over the life of the bond. It is also the systematic allocation of an intangible asset to expense over a certain period of time.

**Appropriation**

A legal authorization granted by a legislative body (e.g., Board of County Commissioners) to incur obligations and make expenditures for specific purposes.

**Assessed Value**

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."

**Assigned Fund Balance**

The assigned fund balance includes amounts that are intended to be used for specific purposes that are neither restricted or committed.

**Balanced Budget**

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.

**Base Budget**

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.

**Benchmark**

A standard or point of reference used in measuring and/or judging the quality or value.

**Board of County Commissioners (BCC)**

The legislative and governing body of a county. Also referred to as the "County Commission."

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**Bond**

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.

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**Bond Refinancing**

The issuance of bonds to obtain better interest rates and/or bond conditions by paying off older bonds.

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**Budget**

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."

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**Budget Amendment**

An increase or decrease in revenues with a corresponding increase or decrease in appropriations within the same fund. The budgeted fund total is changed.

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**Budget Document**

The official written statement which presents the proposed budget to the legislative body (e.g., County Commission).

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**Budget Message**

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.

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**Budget Transfer**

A transfer of appropriations or revenues between two or more accounts within the same fund. The budgeted fund total is not changed.

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**Capital Equipment**

Equipment with a value in excess of \$1,000 and an expected life of more than one year; such as, automobiles, computers, and furniture.

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**Capital Improvement**

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.

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**Capital Improvement Budget**

A budget including those approved capital improvement projects contained in the first year of the Capital Improvement Program (CIP).

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**Capital Improvement Program (CIP)**

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.

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**Capital Outlay**

Expenditures which result in the acquisition of, or addition to, fixed assets; such as, buildings, land, and roads.

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**Capital Project Fund**

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).

**Committed Fund Balance**

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).

**Communication Services Tax**

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.

**Comprehensive Plan**

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.

**Contingency**

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.

**County**

A political subdivision of the State which is empowered to levy and collect taxes and provide services to citizens within its boundaries.

**County Budget Officer**

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.

**County Officers**

Independently elected officials including the Clerk & Comptroller, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector. This is also referred to as "Constitutional Officers."

**Debt Service**

Payment of principal and interest related to long term debt.

**Debt Service Fund**

A fund used to account for the accumulation of resources for, and payment of, general long-term debt principal and interest.

**Deficit (Budget)**

The excess of budgeted expenditures over estimated revenues and receipts.

**Department**

An organizational unit responsible for carrying out a major governmental function; such as, Public Safety or Water Utilities.

**Dependent Taxing Districts**

Taxing Districts that appear separately on the tax bill and are under County control (e.g., County Library).

**Depreciation**

Expiration in the service life of fixed assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, and obsolescence.

**Encumbrance**

An amount of money committed for the future payment for goods and services not yet received.

**Enterprise Fund**

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).

**Exemption**

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.

**Expenditures**

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.

**Fiscal Year**

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 1st and ends September 30th of the following calendar year. The fiscal year is designated by the date on which it ends. For example, October 1, 2016 to September 30, 2017 would be Fiscal Year 2017.

**Five-Year Trend**

Represents the percentage change of a performance measure from the previous year actual and the five years previous.

**Fixed Assets**

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.

**Franchise Fee**

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.

**Full-time Equivalent (F.T.E.)**

The number of approved positions equated to full-time basis (e.g., two half-time positions equal one full-time equivalent position).

**Fund**

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.

**Fund Balance**

The excess of fund assets over fund liabilities. A negative fund balance is sometimes called a deficit.

**GASB**

The Governmental Accounting Standards Board is an independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments.

**General Fund**

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.

**Generally Accepted Accounting Principles (GAAP)**

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.

**Goal**

A long-range desirable result attained by achieving objectives designed to implement a strategy.

**Governmental Funds**

Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

**Grant**

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.

**Half-Cent Sales Tax**

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.

**Homestead Exemption**

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.

**Impact Fee**

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.

**Independent Taxing Districts**

Taxing districts that appear separately on the tax bill and are not under County control (e.g., Florida Inland Navigation District, Children Services).

**Infrastructure Surtax (IST or Surtax)**

On November 8, 2016 the County's one cent infrastructure surtax referendum was passed. The purpose of this surtax is to enable the County to complete the backlog of infrastructure, repair, and replacement projects that have occurred during the last several years of budget reductions.

**Interfund Transfer**

Movement of assets (usually cash) from one fund to another. Also referred to as "Transfers In/Out."

**Intergovernmental Revenues**

Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

**Internal Service Fund**

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.

**Lease-purchase Agreements**

Contractual agreements which are termed "leases", but which in substance amount to purchase contracts for equipment and machinery.

**Legally Adopted Budget**

The total of the budgets of each County fund including budgeted transactions between funds.

**Levy**

To impose taxes, special assessments, or service charges for the support of County activities.

**Liability**

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.

**Line-Item**

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.

**Major Fund**

Funds whose revenues, expenditures/expenses, assets or liabilities are at least 10 percent of the total for their fund category (governmental or enterprise) and 5 percent of the aggregate of all governmental and enterprise funds in total.

**Management Team**

A “team” consisting of the County Administrator, Deputy County Administrator, the Assistant County Administrators, and Directors of major County Departments.

**Mandate**

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.

**Millage Rate**

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.

**Mission**

Describes what the organization does, who it does it for, and how it does it.

**Municipal Services Benefit District**

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.

**Municipal Services Taxing District**

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.

**Municipality**

A local government having governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services.

**Net Budget**

The gross budget less all interfund transfers and interdepartmental charges.

**Non-Ad Valorem Assessments**

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.

**Non-Ad Valorem Revenues**

Revenues that are derived from a basis other than property value (e.g., Utility Tax, Gas Tax).

**Non-Countywide Revenues**

Revenue derived from unincorporated areas of the County (e.g., Franchise Fees).

**Non-Countywide Expenditures**

Expenditures for the benefit of the unincorporated areas of the County (e.g., Sheriff's Road Patrol, Zoning).

**Non-Major Fund**

Funds that does not meet the criteria to be classified as a major fund. Non-major funds can fall into four categories Special Revenue Funds, Debt Service Funds, Capital Projects Funds, or Permanent Funds. All non-major funds must be reported in a single column of the respective fund financial statement.

**Non-Operating Expenditures**

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

**Non-Operating Revenues**

The incomes received by the government which are not directly attributable to providing a service (e.g., interest on investments).

**Non-Spendable Fund Balance**

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, prepaid).

**Non-Tax Revenues**

The revenue derived from non-tax sources, including licenses and permits, intergovernmental revenue, charges for service, fines and forfeitures, and various other miscellaneous revenues.

**Objective**

Something to be accomplished expressed in specific, well-defined and measurable terms, and achieved within a specific time frame.

**Operating Budget**

A budget for general expenditures; such as, salaries, utilities, and supplies.

**Performance Measures**

Specific quantitative and qualitative measures of work performed.

**Personal Services**

Items of expenditures in the operating budget for salaries and wages paid for services performed by County employees; including fringe benefit costs.

**Portability**

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.

**Property Tax**

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.

**Proprietary Fund**

A fund which operates similarly to the private sector and focuses on the measurement of net income.



**Reserve**

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.

**Retained Earnings**

An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

**Revenue**

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.

**Restricted 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.

**Revenue Bonds**

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.

**Rolled-back Rate**

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.

**Save-Our-Homes**

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.

**Senior Homestead Exemption**

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.

**Service Level**

Services or products which comprise the actual or expected output of a given program.

**Single-Member District**

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.

**Special Revenue Fund**

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.

**Spendable Fund Balance**

Fund balances that are in spendable form include restricted, committed, assigned, and unassigned fund balances.

**Statute**

A law enacted by a duly organized and constituted legislative body.

**Statutory Reserve**

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.

**Supplemental Requests**

Departmental requests for additional funding in the budget year in order to increase or enhance existing service levels.

**Tax Equivalent Revenue**

Any revenue that can be used to reduce ad valorem funding requirements on a dollar for dollar basis (e.g., franchise fees, utility taxes).

**Tax Rate**

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.

**Tax Rate Limit**

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.

**Taxable Value**

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.

**Taxes**

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).

**Transfers In/Out**

Amounts transferred from one fund to another to assist in financing the services of the recipient fund.

**TRIM Notice**

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.

**Trust and Agency Fund**

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.

**Truth in Millage Law (TRIM)**

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.

**Unassigned Fund Balance**

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.

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**Unincorporated Area**

That portion of the County which is not within the boundaries of any municipality.

**Unit**

A unit of financial reporting and management responsibility under the County's financial system.

**User (Fees) Charges**

The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**Utility Tax**

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.

---

## A

**AAPRA** - American Academy for Parks & Rec. Administrative

**ACC** - Animal Care and Control

**ACE** - Adverse Childhood Experiences

**ACI** - Abundant Community Initiative

**ACT** - Assertive Community Treatment

**ACT** - Affordable Care Act

**ADA** - Americans with Disabilities Act

**AED** - Automated External Defibrillator

**APC** - Automated Passenger Counter

**ARC** - American Red Cross

**ARFF** - Aircraft Rescue Fire Fighting

**ASE** - AT&T Switched Ethernet

**AV** - Audio/Visual

## B

**BBF** - Balance Brought Forward

**BCC** - Board of County Commissioners

**BEBR** - Bureau of Economics and Business Research

**BIM** - Budget Instruction Manual

## C

**CA** - Consumer Affairs

**CAFAS** - Child & Adolescent Assessment Scale

**CAFR** - Comprehensive Annual Financial Report

**CAO** - County Attorney's Office

**CAP** - Community Action Program

**CAT** - Community Assistance/Action Team

**CBA** - Community Based Agencies

**CBB** - Community Bulletin Board

**CBD** - Central Business District

**CCNA** - Consultant Competitive Negotiations Act

**CCRT** - Countywide Community Revitalization Team

**CCTV** - Closed Circuit Television

**CD** - Compact Disc

**CDBG** - Community Development Block Grant

**CDC** - Contract Development & Control Division

**CDL** - Commercial Driver's License

**CEFEX** - Centre for Fiduciary Excellence

**CEO** - Code Enforcement Officers

**CEP** - Connection Efficiencies Project

**CEU** - Continuing Education Unit

**CERT** - Certified Emergency Response Team

**CHDC** - Community Housing Development Corporations

**CID** - Capital Improvements Division

**CIP** - Capital Improvement/Infrastructure  
Program/Project/ Computer Information Planning

**CJC** - Criminal Justice Commission

**CMS** - Contract Management System

**CO** - Change Order

**COE** - Commission on Ethics

**CPE** - Cost per Enplanement

**CPI** - Consumer Price Index

**CPR** - Cardiopulmonary Resuscitation

**C&R** - Compensation & Records

**CRA** - Community Redevelopment Agency

**CSA** - Consultant Service Authorization

**CSC** - Children Services Counsel

**CSBG** - Community Service Block Grant

**CST** - Communications Service Tax

**CW** - Countywide

## D

**DC** - Dulles Airport

**DEF** - Diesel Exhaust Fluid

**DEP** - Department Environmental Protection

**DHES** - Department of Housing and Economic  
Stability

**DISC** - Digital Information Support Center

**DOA** - Department of Airports

**DOE** - Department of Energy

**DOJ** - Department of Justice

**DOR** - Department of Revenue

**DOSS** - Division of Senior Services

**DPO** - Decentralized Purchase Order

**DRO** - Development Review Officer

**DROP** - Deferred Retirement Option Plan

**DS** - Debt Service

**DTPB** - Discover the Palm Beaches

**DVD** - Digital Versatile Disc

## E

**EAP** - Employee Assistance Program

**EBO** - Equal Business Opportunity

**ECMS** - Enterprise Contract Management System

**EDA** - Economic Development Administration

**EDDM** - Every Door Direct Mail

**EDRP** - Employee Disaster Response Plan

**EEO** - Equal Employment Office/Opportunity

**EEOC** - Equal Employment Opportunity  
Commission

**EFNEP** - Expanded Food and Nutrition Education  
Program

**EHEAP** - Emergency Home Energy Assistance for the Elderly Program

**EIC** - Emergency Information Center

**EM** - Emergency Management

**EMS** - Emergency Medical Services

**EOC** - Emergency Operations Center

**EOD** - Explosive and Ordinance Division

**EPA** - Environmental Protection Agency

**ERC** - Electronic Review Comments

**ERM** - Environmental Resource Management

**ESRI** - Environmental Systems Research Institute

**ES/LC** - Employee Safety & Loss Control Division

**ESS** - Electronic Services & Security

**E&T** - Education & Training Center

## F

**FAA** - Federal Aviation Administration/Financially Assisted Agency

**FAC** - Florida Association of Counties

**FAMO** - Fixed Asset Management Office

**FAPPO** - Florida Association of Public Procurement Officials

**FARDA** - Florida Atlantic Research & Development Authority

**FAST** - Fixing America's Surface Transportation Act

**FAU** - Florida Atlantic University

**FCC** - Federal Communications Commission

**FCDP** - Farmworker Career Development Program

**FCHR** - Florida Commission of Human Relations

**FCS** - Family Consumer Sciences

**FDEP** - Florida Department of Environmental Protection

**FDLE** - Florida Department of Law Enforcement

**FDO** - Facilities Development Organization/Operations

**FDOT** - FL. Department of Transportation

**FEMA** - Federal Emergency Management Agency

**FEP** - Fair Employment Programs

**FHLBA** - Federal Home Loan Bank of Atlanta

**FL - ESOOS** - Florida Enhanced State Opioid Overdose Surveillance

**FMD** - Facilities Management Division

**FMLA** - Family Medical Leave Act

**FNP** - Family Nutrition Program

**FPL** - Florida Power and Light

**FPTA** - Florida Public Transportation Association

**FR** - Fire Rescue

**FRPA** - Florida Recreation and Parks Association

**FRS** - Florida Retirement System

**FS** - Florida Statutes

**FSC** - Forestry Stewardship Council

**FSA** - Finance Special Assessment System

**FTA** - Federal Transit Administration

**FTC** - Film and Television Commission

**FTE** - Full-Time Equivalent

**FTSP** - Federal Safety Transit Program

**FVIP** - Family Violence Intervention Program

**FY** - Fiscal Year

## G

**GAAP**- Generally Accepted Accounting Principles

**GAL**- Guardian Ad Litem

**GCPRC**- Gold Coast Public Relations Council

**GDUSA** - Graphic Design USA

**GED** - General Education Development

**GFOA** - Government Finance Officers Association

**GI** - Group Insurance

**GIS** - Geographic Information System / General Industry Standards

**GO** - General Obligation

**GUA** - Glades Utility Authority

## H

**HB** - House Bill

**HCP** - Health Community Partnership

**HD** - High Definition

**HES** - Housing and Economic Sustainability

**HEROS** - Helping Emergency Responders Obtain Support

**HOME** - Home Investment Partnership Program

**HOT** - Homeless Outreach Team

**HR** - Human Resources

**HRFC** - Highridge Family Center

**HRIS** - Human Resources Information System

**HUD** - Housing and Urban Development

**HVAC** - Heating, Ventilating and Air Conditioning

**HVS** - Human and Veteran Services

## I

**IBM** - International Business Machines

**IBS** - Integrated Business Solutions

**IFAP** - Impact Fee Assistance Program

**IFAS** - Institute of Food and Agricultural Sciences

**IFB** - Invitation for Bid

**IP**- Internet Protocol

**IRP**- Intermediary Relending Program

**ISO** - Insurance Service Office

**ISP** - Internet Service Provider

**ISS** - Information Systems Services

**IST** - Infrastructure Surtax

**IT** - Information Technology



**ITS** - Intelligent Transportation System

**IVR**- Interactive Voice Response

**J**

**JS** - Justice Services

**JVS** - Judicial Viewer System

**K**

**KPIs** - Key Performance Indicators

**L**

**LA** - Legislative Affairs

**LAN** - Local Area Network

**LAS** - Legal Aid Society

**LC** - Loss Control

**LCSW** - Licensed Clinical Social Worker

**LETf** - Law Enforcement Trust Fund

**LEX** - Law Enforcement Exchange

**LGBTQ** - Lesbian, Gay, Bisexual, Transgender,  
Queer or Questioning

**LHAP** - Local Housing Assistance Plan

**LIDAR** - Light Detection and Ranging

**LIHEAP**- Low Income Home Energy Assistance  
Program

**LMC** - Loggerhead Marinelife Center

**LOS** - Levels of Service

**LRTP** - Long Range Transportation Plan

**M**

**MAI**- Minority AIDS Initiative

**MAT**- Medically Assisted Treatment

**MBG** - Mounts Botanical Garden

**MBK** - My Brother's Keeper

**MDI** - Medicolegal Death Investigator

**ME** - Medical Examiner

**MHI** - Mortgage and Housing Investments

**MIH** - Mobile Integrated Health

**MOT** - Mobilization of Traffic

**MPO** - Metropolitan Planning Organization

**MSTU** - Multiple Service Taxing Unit

**MYTEP** - Multi Year Training and Exercise Plan

## N

**NACo** - National Association of Counties

**NACPRO** - National Association of County Parks and Recreation Officials

**NAME** - National Association of Medical Examiners

**NATEF** - National Automotive Technicians Education

**NAV** - Non Ad Valorem

**NEAT** - Neighborhood Engagement and Transformation Grant

**NENA** - Northeast Everglades Natural Areas

**NER** - New Employee Requisition

**NFIP** - National Flood Insurance Program

**NIGP** - National Institute of Government Purchasing

**NIMS** - National Incident Management System

**NOC** - Network Operations Center

**NOV** - Notices of Violation

**NPDES** - National Pollution Discharge Elimination System

**NSP** - Neighborhood Stabilization Program

## O

**OCP** - Outreach and Community Programming Division

**OCR** - Office of Community Revitalization

**OEBO** - Office of Equal Business Opportunity

**OFMB** - Office of Financial Management & Budget

**OHC** - Occupational Health Clinic

**OIG** - Office of Inspector General

**O&M** - Operations & Maintenance

**OSBA** - Office of Small Business Assistance

**OSHA** - Occupational Safety & Health Administration

**OTP** - On-Time Performance

## P

**PAARL** - Peggy Adams Animal Rescue League

**PACE** - Property Assessed Clean Energy

**PAFR** - Popular Annual Financial Reporting

**PAPA** - Property Appraiser Public Access

**PB** - Performance Budgeting

**PBC** - Palm Beach County

**PBCCC** - Palm Beach County Convention Center

**PBCFR** - Palm Beach County Fire Rescue

**PBCHD** - Palm Beach County Health Department

**PBCSD** - Palm Beach County School District

**PBIA** - Palm Beach International Airport

**PBSO** - Palm Beach Sheriff's Office

**PCI** - Property and Casualty Insurance

**PDF** - Portable Document Format

**PEMT** - Public Emergency Medical Transportation

**PIU** - Public Information Unit

**PM** - Preventative Maintenance

**PMO** - Performance Management Office

**PPL** - Paid Parental Leave

**PPM** - Policies & Procedures Manual/Memoranda

**PREM** - Property and Real Estate Management

**PRRs** - Procedures and Fees for Public Record Requests

**PSA** - Public Service Announcement

**PSAP** - Public Safety Answering Points

**PTSB** - Palm Tran Service Board

**PTSD** - Post Traumatic Stress Disorder

**PT-Stat** - Palm Tran Statistics

**PZB** - Planning, Zoning & Building

## Q

**QIS** - Quality Improvement System

**QTI** - Qualified Targeted Industry

## R

**REAP** - Revitalization's Resident Education to Action Program

**RFP** - Request for Proposal

**RFQ** - Request for Quote

**RFS** - Request for Submittal

**RLF** - Revolving Loan Fund

**ROV** - Remotely Operated Vehicles

**ROUTES** - Rural Opportunities to Use Transportation for Economic Success

**RPM** - Route Performance Maximization

**RPQ** - Request for Pre-Qualification

**RRH** - Rapid Re-Housing

**R&S** - Recruitment & Selection

**RTFC** - Residential, Treatment, and Family Counseling

**RW** - Ryan White Program

## S

**SAO** - State Attorney's Office

**SART** - Sexual Assault Response Team

**SBE** - Small Business Enterprise

**SCOP** - Small County Outreach Program

**SCR** - Selective Catalytic Reduction

**SFSP** - Summer Food Service Program

**SHIP** - State Housing Initiative Program

**SLA** - Service Level Agreement

**SMART** - Strengthening Marriage and Relationship Training

**SMS** - Short Message Service

**S/M/WBE** - Small/Minority/Women's Business Enterprise

**SNAP** - Supplemental Nutrition Assistance Program

**SOE** - Supervisor of Elections

**STAC** - State Attorney Case Management System

**STARS** - Senior Tracking and Referral System

**STEM** - Science, Technology, Engineering, Mathematics

**STEP** - Systematic Training for Effective Parenting

**SUID** - Sudden Unexpected Infant Deaths

**SWA** - Solid Waste Authority

## T

**TA** - Testing and Assessment

**TAMP** - Transit Asset Management Plan

**TAS** - Time & Attendance System

**TD** - Transportation Disadvantaged

**TDC** - Tourist Development Council

**TDP** - Transit Development Plan

**TEA** - Time Entry Applications

**TED** - Technology, Enterprise and Development

**TIP** - Transportation Improvement Program

**TNC** - Transportation Network Company

**TNVR** - Trap, Neuter, Vaccinate, and Return

**TOA** - Temporary Operating Agreement

**T&OD** - Training and Organizational Development

**TPA** - Transportation Planning Agency

**TPS** - Traffic Performance Standards

**TRC** - Therapeutic Recreation Center

**TRIM** - Truth in Millage

**TSA** - Transportation Security Administration

**TSP** - Transit Signal Priority

## U

**UAS** - Unmanned Aircraft System

**UASI** - Urban Area Security Initiative

**UC** - Unified Communication

**UF** - University of Florida

**ULDC** - Unified Land Development Code

**UPS** - Universal Power System

**USDA** - United States Department of Agriculture

## V

**VAB** - Value Adjustment Board

**VFH** - Vehicle For Hire

**VoIP** - Voice over Internet Protocol

**VS** - Victim Services

**VSS** - Vendor Self Service

## W

**WC** - Worker's Compensation

**WHC** - Working in a Higher Classification

**WPS** - Worker Protection Standards

**WUD** - Water Utilities Department

## Y

**YEC** - Youth Empowerment Centers

**YFC** - Youth Family Counseling

**YMP** - Youth Master Plan

**YSD** - Youth Services Department

## X

## Z



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## **COVER PHOTO**

This photograph was taken by Debbie Sandler of Mounts Botanical Garden of Palm Beach County. Debbie was able to capture this beautiful image of the Garden's Stickwork masterpiece in the late afternoon after all the visitors were gone. Despite the overcast day, there was just enough sun to gently light the sculpture from the west side. Named "Cutting Corners" and designed by internationally acclaimed artist, Patrick Dougherty, the sculpture is located in the Great Lawn area and has five interlocking structures. It was created from 30,000 pounds of willow during a three-week community build that engaged 100 volunteers. Completed on January 26, 2019, this massive sculpture beckons visitors to wander through, admire and become part of a living art experience!





Palm Beach County  
Board of County Commissioners