

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: 10/02/07

[X] Consent [] Workshop [] Regular [] Public Hearing

Department: Planning, Zoning and Building

Submitted By: Planning, Zoning and Building

Submitted For: Planning, Zoning and Building and Economic Development

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: A) the transfer of the Senior Planner, position number 4361; including benefits, from the Planning, Zoning and Building (PZ&B) to the Economic Development Office (EDO) to be effective as of October 1, 2007.

B) Budget Transfer of \$117,279 from the General fund (PZ&B) to the Economic Development Fund. C) Budget Amendment of \$117,279 in the Economic Development Fund to recognize and appropriate the transfer from General fund.

Summary: PZ&B and EDO mutually agree to transfer position # 4361 and incumbent employee Margaret Smith, from PZ&B to EDO. The budget transfer and budget amendment allows the FY 2008 budget cycle to accommodate the transfer.

Background and Policy Issues: The position was originally created in Planning in order to incorporate economic development issues. To implement the Economic Development Strategic Plan, the position is better suited in the Economic Development Office.

Attachments:

- (1) Budget Transfer
- (2) Budget Amendment
- (3) Interoffice Communication

	<u></u>
Recommended by: Duty Atta	9/
Executive Director	<u>/</u>

Approved By:

ounty Administrator

/Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	20 <u>08</u>	20 <u>09</u>	20 <u>10</u>	20 <u>11</u>	20 <u>12</u>
Capital Expenditures Personal Costs External Revenues Program Income (Count In Kind Match (Count)	ty)				
In-Kind Match (County) NET FISCAL IMPACT					
# ADDITIONAL FTE POSITIONS (Cumulativ	/e)	<u>N/A</u>			
Is Item Included In Curr Budget Account No.:	ent Budget? Fund0⁰⊙	Yes <u>X</u> Departm Program	_ No ent _ <i></i>	Unit <u>6207</u>	Object <u>Var</u>

B. Recommended Sources of Funds/Summary of Fiscal Impact: PZB will be reducing our personal service lines and transferring budget over to EDO along with position.

C. Departmental Fiscal Review:

Low

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

10 917

9114/07 Contract Dev. and Control

B. Legal Sufficiency:

C.

Assistant County Attorney

Other Department Review: AM Department Director

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2008 - 0006

Economic Development

OFMB Department - Posted

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA

BUDGET TRANSFER FUND 0001 General Fund

ACC	COUNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 10/1/2007	REMAINING BALANCE
Transfers	Tate Freedomic Development Freed 1520	•						
820-9100-9099	Tr to Economic Development Fund 1539	0	0	117,279		117,279		117,279
Planning Divis	the second							
600-6207	1201 Salaries	2,285,546	2,285,546	0	91,290	2,194,256		2,194,256
600-6207	2101 FICA	140,994	140,994	0	5,660	135,334		135,334
600-6207	2105 FICA Medicare	33,456	33,456	0	1,324	32,132		32,132
600-6207	2201 Retirement	227,633	227,633	0	9,905	217,728		217,728
600-6207	2301 Insurance	345,648	345,648	0	9,100	336,548		336,548
	TOTALS			117,279	117,279			
			Signatures	& Dates		BY BOARD (F COUNTY COMM	ISSIONERS
Committee of the local division of the local	Zoning & Building Department	0.		10	10 10 -		AT MEETING OF	10/2/2007
	TING DEPARTMENT/DIVISION	Jab			05-07 -			
Administ	ration/Budget Department Approval	Lat Daget	iner A	1 0910	15/2007		Deputy Clerk to the	

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Deputy Clerk to the

Board of County Commissioners

2008 - 0007

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA

BUDGET AMENDMENT FUND 1539 ECONOMIC DEVELOPMENT

ACCO	UNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 10/1/2007	REMAINING BALANCE	
REVENUE									
Economic Develo 800-8000-8000 Tr	pment ansfer from General Fund 0001	1,779,845	1,779,845	117,279		1,897,124		3	
	Total Receipts & Balances	5,634,261	5,634,26	1 117,279		5,751,5	40		
EXPENDITURE	S								
764-2102-1201	Salaries	420,896	420,896	91,290	0	512,186	0	512,186	
764-2102-2101	FICA	25,808	25,808	5,660	0	31,468	0	31,468	
764-2102-2105	FICA Medicare	6,171	6,171	1,324	0	7,495	0	7,495	
764-2102-2201	Retirement	46,953	46,953	9,905	0	56,858	0	56,858	
764-2102-2301	Insurance	54,576	54,576	9,100	0	63,676	0	63,676	
	Total Appropriations & Expenditures	5,634,261	5,634,261	117.279		5,751,5	40		
		8							
	*	Λ $C \rho$	Signatures &	& Dates		BY BOARD O	F COUNTY COMM	ISSIONERS	
	Economic Development Office	AF Th	A al	.(AT MEETING OF		

INITIATING DEPARTMENT/DIVISION Administration/Budget Department Approval Planning, Zoning & Building **OFMB** Department - Posted

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10/2/2007

Deputy Clerk to the

Board of County Commissioners



Department of Planning,

Zoning & Building

2300 North Jog Road

West Palm Beach, FL 33411

(561) 233-5000

Planning Division 233-5300 Zoning Division 233-5200

Building Division 233-5100

Code Enforcement 233-5500

Contractors Certification 233-5525

Administration Office 233-5005

Executive Office 233-5228

www.pbcgov.com/pzb

Palm Beach County Board of County Commissioners

Addie L.Greene, Chairperson Jeff Koons, Vice Chair Karen T. Marcus Mary McCarty Burt Aaronson Jess R. Santamaria Bob Kanjian

County Administrator

Robert Weisman

"An Equal Opportunity Affirmative Action Employer"

Interoffice Communication

TO: Janis Brunell, Director, Human Resources

THROUGH: Lorenzo Aghemo, Planning Director

FROM: Barbara Alterman

DATE: August 30, 2007

RE: Transfer of Position # 4361 from PZ&B to EDO

PZ&B and EDO mutually agree to transfer position # 4361 and the incumbent employee Margaret Smith, from PZ&B to EDO. This position has a classification of Senior Planner (1213) PG 39.

PZ&B requests your assistance in processing the paperwork necessary to effect this transfer. PZ&B will process an agenda item for the budget transfer of funds to EDO for the FY 2008 budget cycle to accommodate the transfer. Please let me know if you have any questions or need additional information.

Cc:

Shannon Larocque, Assistant County Administrator Kevin Johns, Director, Economic Development Brenda Conner, Director, PZ&B Administration Taruna Malhotra, Financial Analyst II Gregory Henry, Financial Analyst II

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