

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: September 23, 2008	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
Department:		
Submitted By:	<u>Palm Beach County Sheriff's Office</u>	
Submitted For:	<u>Palm Beach County Sheriff's Office</u>	

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve a budget transfer in the amount of \$16,514 from the Law Enforcement Trust Fund (LETf) (1151) to the Palm Beach County Sheriff's Office (PBSO) for community program donations.


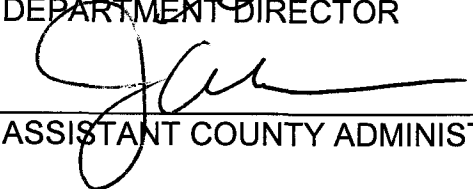
Summary: Florida Statute 932.7055 requires that no less than 15% of the LETf's previous year's revenues be used for the support or operation of drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood and school resource officer programs of various non-profit organizations. The PBSO's FY 2008 estimated donation requirement is \$122,726. The funds are requested to aid qualified organizations that meet the requirements set forth in F.S. 932.7055. The PBSO's support of these programs exemplifies its strong commitment to the prevention and reduction of crime throughout the communities it serves and its desire to put money back into these communities to support organizations that provide such services. The current State LETf balance is \$1,559,268. Approval of this request will reduce the State Law Enforcement Trust Fund balance to \$1,542,754. The PBSO certifies that the use of these funds is in accordance with F.S. 932.7055. Below is a table indicating the organizations the PBSO seeks to fund and the corresponding amount of funding proposed per respective agency. No new positions are needed and no additional County funds are required. Countywide (DW)

ORGANIZATION	AMOUNT
Florida Sheriff's Youth Ranches, Inc.	\$16,514
Total Amount of Donations	\$16,514

Background and Justification: The Palm Beach County Sheriff's Office has a long-standing commitment to the reduction of crime and implementation of crime and drug prevention programs within Palm Beach County. Use of LETf requires approval by the Board in accordance with F.S. 932.7055, upon request of the Sheriff. This Statute requires that no less than 15 % of the last fiscal year's revenues be donated or expended for the support or operation of drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood or school resource officer programs. The PBSO certifies that the use of these funds is in accordance with F.S. 932.7055.

Attachments:

- 1. Budget Transfer
- 2. LETf Donation Application

RECOMMENDED BY:		<u>9/15/08</u>
	DEPARTMENT DIRECTOR	DATE
APPROVED BY:		<u>9/18/08</u>
	ASSISTANT COUNTY ADMINISTRATOR	DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
Capital Expenditures					
Operating Costs	\$16,514				
External Revenues	(\$16,514)				
Program Income					
(County)					
In-Kind Match (County)	0				
Net Fiscal Impact	0				
# Additional FTE					
Positions	0				
(Cumulative)					

Is Item Included in Current Budget: YES _____ NO X _____

Budget Account No.: Fund 1151 Agency 160 Org _____ Object _____

Reporting
Category _____

B. Recommended Sources of Funds / Summary of Fiscal Impact:

The funds are being requested from the State Law Enforcement Trust Fund. No additional County Funds are required.

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

Shirley White 9.17.08
OFMB 9/17/08
CN 9/14/08

Dr. J. Jacoby 9/17/08
Contract Administration

B. Legal Sufficiency:

Anne Delgado for
Dawn Wynn 9/18/08
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER

FUND 1151 LAW ENFORCEMENT TRUST FUND

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
<u>Expenditures</u>								
<u>Transfers</u>								
160-1690-9498	Trfr to Sheriff Fund	0	312,814	16,514	\$0	\$329,328		
<u>Reserves - New Projects</u>								
160-9900-9908	Reserves - New Projects	1,253,854	1,559,268	0	16,514	1,542,754		
TOTAL FUND				\$16,514	\$16,514			

Palm Beach County Sheriff's Office

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

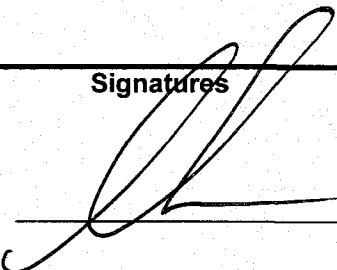
OFMB Department - Posted

Signatures

Date

By Board of County Commissioners
At Meeting of September 23, 2008

Deputy Clerk to the
Board of County Commissioners



9/15/02



PALM BEACH COUNTY SHERIFF'S OFFICE LAW ENFORCEMENT TRUST FUND DONATION

Attachment A

GENERAL INFORMATION

❖ PURPOSE/GUIDELINES OF DONATION

1. Law Enforcement Trust Fund (LETF) donations are intended to assist agencies and organizations with the following purposes:

Drug Treatment Program
Drug Abuse Education
Drug Prevention
Crime Prevention
Safe Neighborhood
School Resource Officer Program(s)

An agency or organization that wishes to receive such funds shall complete an application accompanied by a written certification, signed by the Executive Director or Fiscal Agent, that the funds will be used for one or more of the authorized purposes as listed above.

2. Pursuant to FSS 932.7055(5)(c), any agency or organization that receives money from a law enforcement trust fund shall provide an accounting for such monies. An "Accounting of Funds" form must be completed and is due 60 days after the earlier of termination of any funding Agreement or upon completion of the activities funded by any LETF donation.
3. Failure to comply with any of the provisions set forth in this application will result in denial of future funding.
4. Inclusion of printed program/organization brochure is optional.
5. In order to establish a clear understanding of the proposed program, applicants shall respond to all questions and complete the current year budget.
6. Each agency is asked to provide a contact person who will be available for further information, follow up and/or interviews.

❖ FUNDING DECISIONS/APPROVAL

The Palm Beach County Sheriff's Office has final approval to determine which programs will receive any designated funding. The Palm Beach County Board of County Commissioners must then approve the request prior to donation award.

❖ AUTHORITY

The use of LETF as donations is authorized under section 932.7055, Florida State Statutes.



**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A

APPLICATION

1. Legal name of Organization: _____

Florida Sheriffs Youth Ranches, Inc.

NAME

2. Address: _____

County Road 795

STREET ADDRESS

Boys Ranch, Florida

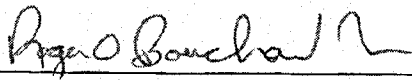
32060

CITY, STATE, ZIP

3. Executive Director: _____

Roger O. Bouchard, Jr. President & CEO

NAME



SIGNATURE

(800) 795-3797

TELEPHONE NUMBER

E-MAIL ADDRESS

FEID #: 23-7303117

4. Fiscal Agent: _____

Wayne Walden Vice President Finance

NAME



SIGNATURE

(800) 795-3797

TELEPHONE NUMBER

E-MAIL ADDRESS

5. Date: _____

DATE

06-05-2005 RLYD



**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A

Organization Name: Florida Sheriffs Youth Ranches, Inc.

LETF Funding Request (MUST match total on Financial Application): \$16,514.00

1. What service will your organization provide through the use of Law Enforcement Trust Funds?

- ☐ School Resource Officers
- ☐ Drug Treatment Program
- ☐ Crime Prevention
- ☐ Safe Neighborhood
- ☐ Drug Abuse Education
- ☐ Drug Prevention Programs

2. Organization Purpose: The Florida Sheriffs Youth Ranches, Inc. Harmony in the Streets program is a fun filled program brought into the local community to serve youth during week-long sessions of day camp in which youth are taught methods to reduce violence, resolve conflicts, and develop peer mediation and leadership skills.

3. Provide a brief summary of program's activities/services to be funded: This request is for funding for two additional (2) one-week sessions at sites selected by the Palm Beach County Sheriff's Office based on community needs. This program will be available for children between the ages of 6-15, and they will participate in many recreational activities and receive training in drug awareness, conflict resolution, and anger management. We will also include violence prevention measures and wellness and nutrition training during each fun filled week.

4. What results are you committed to achieving? Harmony in the Streets is designed to reduce violence and bring the children together with local law enforcement officers to build trust and teach children that "Law Enforcement Officers Are Your Friends." This program helps youth understand cultural differences and helps develop sensitivity to the feelings and needs of others. It also helps them understand that drugs, alcohol, and tobacco are negative substances and are not needed for self-confidence and self-respect.



**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A

FINANCIAL APPLICATION

Period Covered (one year) From: 08 / 01 / 08 To: 08 / 31 / 08

No.	Expense	Program Total	LETF Request	LETF
1.	Salaries	\$	\$ 3,340.00	100 %
2.	Employee Benefits/Payroll Taxes	\$	\$ 501.00	100 %
3.	Professional Fees	\$	\$	%
4.	Occupancy/Utilities	\$	\$ 3,312.00	100 %
5.	Telephone	\$	\$	%
6.	Postage/Shipping	\$	\$	%
7.	Printing & Publications	\$	\$	%
8.	Supplies	\$	\$ 6,445.00	100 %
9.	Travel	\$	\$ 2,916.00	100 %
10.	Meetings	\$	\$	%
11.	Miscellaneous Expenses	\$	\$	%
	Total Expenses	\$	\$ 16,514.00	100 %



**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A

Budget Narrative

**Provide detailed description for each expense listed on the Financial Application.
You may attach additional sheets if necessary.**

Salaries (list employees and individual compensation):

Temp Emp - Site Director \$520 per week @ 2 weeks \$1040 plus \$156 taxes/ins

Temp Emp - Group leaders (5 positions) \$230 per week @ 2 weeks \$2,300 plus \$345 taxes/ins

Professional Fees (list vendor and type of service provided):

None

Occupancy/Utilities (list utilities):

Hotel - Courtyard Marriott - 4 rooms for 12 days @ 69 per day \$3,312.00

Telephone (provide telephone numbers):

None

Printing & Publications (list type of material):

Included in supplies



**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A

Supplies (list supplies/equipment):

Paper Products	\$130
T-Shirts	\$455
All Food	\$2,500
Petty Cash	\$660
Printing	\$700
School Fees	\$2000
Travel (individuals traveling, destination and purpose):	
2 Rental Vans	\$800
Fuel for vans	\$400
Per Diem	\$1,716 (meals for staff)

Meetings (attendees, purpose, items needed for meeting):

None

Miscellaneous Expense (specify items):

None



PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION

Attachment A

APPLICATION CERTIFICATION

I hereby certify that any LETF funds received will be used for the authorized purpose as indicated on Page 3 of this application. Additionally, I certify that the agency requesting the funds is a not-for-profit agency or organization, which has been held to be tax exempt under the provisions of s. 501 of the Internal Revenue Code, and is registered as a Non Profit organization with the State of Florida, Department of State, Division of Corporations.

Roger O. Bouchard, Jr.
Name (please print)

President and CEO
Title (please print)

Roger Bouchard
Signature

7-30-08
Date

NOTARY SECTION:

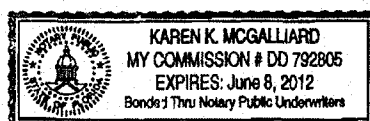
State of Florida

County of Palm Beach

The foregoing Agreement was acknowledged and subscribed before me this 30th day of July, 2008 by Roger Bouchard (name of individual) as President (title) of Florida Sheriff's Youth Ranch (name of organization/ agency), who is personally known to me or who produced _____ as identification.

Karen K. McGalliard
Notary Public

My Commission Expires:



08-05-2008 RCVD