

3B-4

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: (X) Consent () Regular
 December 2, 2008 () Ordinance () Public Hearing

Department Submitted By: Clerk & Comptroller, Palm Beach County

Submitted For: Clerk & Comptroller, Tax Collector, & Property Appraiser

I. EXECUTIVE BRIEF

1. Motion and Title:

Staff recommends motion to receive and file: Annual financial reports, excess fees and unexpended budget for **FY 2007/08**, for the Clerk & Comptroller, Tax Collector, and Property Appraiser.

B. Summary:

The financial reports of these Constitutional Officers were submitted to the Office of the Clerk & Comptroller on or before October 31, 2008, in accordance with F.S. 218.36. The amounts shown for the Tax Collector and the Property Appraiser represent the total payment to the County. A portion of these revenues are budgeted in the Library, Fire-Rescue, and various other special revenue funds.

	Budget Estimate	Actual Excess Fees	Additional Excess Fees
CLERK & COMPTROLLER	\$ 500,000.00	\$ 503,678.53	\$ 3,678.53
TAX COLLECTOR	\$ 31,704,537.00	\$ 38,531,435.63	\$6,826,898.63
PROPERTY APPR.	\$ 1,175,459.00	\$ 2,145,738.64	\$ 970,279.64
	\$ 33,379,996.00	\$ 41,180,852.80	\$7,800,856.80

The amounts shown as additional excess fees will be included in the adjustment for additional balances brought forward which will be brought to the Board of County Commissioners in March, 2009.

C. Background and Justification:

These reports and fees are required to be submitted to the Board of County Commissioners within a statutory time frame. They are presented here for filing with the Board.

D. Attachments:

Reports of Clerk & Comptroller, Tax Collector, and Property Appraiser with supporting documents showing monies remitted to Board of County Commissioners.

Recommended by:  11/13/08
 Grant J. Skolnick, Esq., Director of Board Services Date

Approved by: N/A
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	(7,800,856.80)	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	(7,800,856.80)	_____	_____	_____
# ADDITIONAL FTE	_____	0	_____	_____	_____
POSITIONS (Cumulative)	_____	0	_____	_____	_____

Is Item Included In Current Budget? Yes _____ No X
 Budget Account No.: Fund _____ Dept _____ Unit _____
 Object _____ Program _____

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

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Budget and/or Contract Dev. and Control Comments:
 The adjustment for the additional excess fees will be brought to the Board in March 2009.

<p><u>Whitellwhite 11-17-08</u> OFMB/Budget ^{CN} 11/14/08 11/14/08</p>	<p><u>Dr. J. Javel 11/17/08</u> Contract Development and Control</p>
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B. Legal Sufficiency:

Paul F. [Signature] 11/18/08
 Assistant County Attorney

C. Other Department Review:

 Department Director

**STATE OF FLORIDA
CONSTITUTIONAL OFFICERS FINANCIAL REPORT FOR 2007 - 2008**

Name of governmental unit SHARON R. BOCK

CLERK & COMPTROLLER PALM BEACH COUNTY

Address

301 N. OLIVE AVE. GOV'T. CENTER - 9TH FLOOR City and

zip code

WEST PALM BEACH 33401

SHARON R. BOCK, CLERK & COMPTROLLER

Telephone Number (561) 355-2996

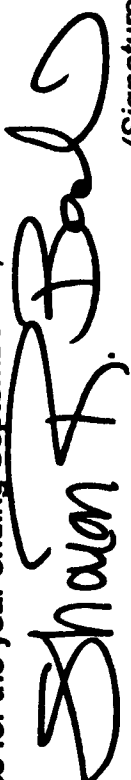
Person who may be contacted regarding this report.

Name CARTER HAMMER, CFO

Telephone Number (561) 355-6845

CERTIFICATION

I do solemnly swear that the information reported herein is a true, correct and complete report of all revenues and expenditures of my office for the year ending September 30, 2008.


(Signature)

Office of CLERK & COMPTROLLER
PALM BEACH COUNTY

STATE OF FLORIDA
COUNTY OF PALM BEACH

Sworn to and subscribed before me this 31st day

of OCTOBER, 2008, by SHARON R. BOCK



Signature of Notary Public - State of Florida

NOTARY PUBLIC-STATE OF FLORIDA
Diana H. Johnson
Commission #DD577467
Expires: JULY 24, 2010
BONDED THRU ATLANTIC BONDING CO., INC.

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known or Produced Identification
Type of Identification Produced

Clerk of the Circuit Court
Schedule of Revenues and Expenditures
For the Fiscal Year ending September 30, 2008

Revenues

County Court	\$	3,568.76
Circuit Court		506,223.46
Certification, Copy & Record		270,199.71
Recording		5,153,619.72
County Officer, Commission & Fees		1,301,476.74
Intergovernmental Revenues		661,642.71
Other General Government Charges		1,146,569.83
Interest		97,645.39
Transfers-in from BCC		<u>16,957,072.00</u>
Total Revenues	\$	26,098,018.32

Expenditures

Personal Services	\$	13,906,295.10
Operating		11,160,452.34
Capital Outlay		384,329.45
Transfers Out		<u>143,262.90</u>
Total Expenditures	\$	25,594,339.79

Total Expenditures 25,594,339.79

Excess Fees \$ 503,678.53

Excess Fees due 503,678.53




SHARON R. BOCK
Clerk & Comptroller
Palm Beach County

MEMORANDUM

DATE: October 31, 2008

TO: Honorable Addie Greene, Chair and
Members of the Board of County Commissioners

FROM: Honorable Sharon R. Bock, 
Clerk & Comptroller of Palm Beach County

RE: Clerk & Comptroller's FY 2008
Constitutional Officer's Financial Report

In compliance with Florida Statute 218.36, I am submitting the Clerk & Comptroller's FY 2008 Constitutional Officer's Financial Report and our check in the amount of \$503,678.53.

I am pleased that our office can once again provide the County with significant excess fees, over a half million dollars. As you are aware, excess fees are comprised mainly from revenue generated by the recording of mortgages and deeds. The stagnant real estate market and recent legislation reducing the documentary stamp revenue retained by our office, resulted in a 40% reduction in fee revenue. Additionally, despite these financial challenges, our office committed to utilizing fee revenue to fund the new County payroll system to accommodate the elimination of the expensive and antiquated mainframe computer system.

Through sound fiscal management, our office reduced the expenses in our Legal Record Division by 39%. As a result, we fulfilled our commitments to both fund the payroll system and provide \$500K in excess fees to the County.

As we meet the challenging fiscal times ahead, we remain committed to fiscal accountability and responsibility. These commitments coupled with on-going process improvements ensure that our office will continue to operate under the highest of performance standards.

Thank you for your continued support and cooperation. We look forward to working with you in FY 2009.

301 North Olive Avenue
West Palm Beach, Florida 33401

P.O. Box 229
West Palm Beach, Florida 33402

Telephone 561-355-2996
Facsimile 561-355-6727

www.pbcountyclerk.com

cc: Carter Hammer, CFO, Clerk & Comptroller
Robert Weisman, County Administrator

Enclosures

8510012805 82006. Meotis Walker. All rights reserved.
 SecureSeal® Patents 5,018,767; 5,180,853. PressureSeal Patent 4,918,128. ©2007

CLERK & COMPTROLLER PALM BEACH COUNTY

INVOICE		GROSS AMOUNT	DISCOUNT	NET AMOUNT
NUMBER	DATE			
FY 08 EXCESS FEE	10/30/08	503,678.53	0.00	503,678.53
CHECK NUMBER	CHECK DATE	TOTAL GROSS	TOTAL DISCOUNT	CHECK AMOUNT
00061677	10/30/08	\$503,678.53	\$0.00	*503,678.53***

REMOVE DOCUMENT ALONG THIS PERFORATION

SECURITY FEATURES WATERMARK PAPER VOID PANTOGRAPH IN GREEN MICROPRINTING AND FULL CHEMICAL SENSITIVITY

Sharon R. Bock
 CLERK & COMPTROLLER
 PALM BEACH COUNTY
 P.O. BOX 229
 WEST PALM BEACH, FL 33402
 General Disbursement

WATERMARK DATE 10/30/08
 00061677
 10/30/08
 *503,678.53***

Pay ****FIVE HUNDRED THREE THOUSAND SIX HUNDRED SEVENTY-EIGHT AND 53/100 DOLLARS****

TO THE ORDER OF **BOARD OF COUNTY COMMISSIONERS-PBC**

Sharon R. Bock
 NOT VALID UNLESS COUNTERSIGNED

⑈0000061677⑈ ⑆06300021⑆ 2079900150089⑈

SEE REVERSE SIDE FOR OPENING INSTRUCTIONS



Sharon R. Bock
 CLERK & COMPTROLLER
 PALM BEACH COUNTY
 P O BOX 229
 WEST PALM BEACH, FL 33402

BOARD OF COUNTY COMMISSIONERS-PBC


PALM BEACH COUNTY
 FINANCE DEPARTMENT
 PO BOX 3977
 WEST PALM BEACH, FL 33402


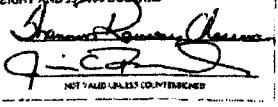
Deposit Image Front Only

Transmission Date: 10/31/2008 4:27:07 PM	Customer Name: Palm Beach County Board of CC	Deposit Date: 10/31/2008 4:27:02 PM
Deposit Account: *****6381	Deposit Total: \$503,678.53	No of Debits: 1
Deposit Status: Received	Deposit Tracking No: 149 903 848	
Location: Palm Beach County Board of CC		

Capture Sequence: 23348000054889
Check Amount: \$503,678.53
Serial Number:

Capture Sequence: 23348000054890
Check Amount: \$503,678.53
Serial Number: 0000061677

Palm Beach County Board of CC Palm Beach County Board of CC 201 N. Olive Ave.		
Remote Deposit Capture Deposit Image		
West Palm Beach, Florida 33411		
Date: 10/31/2008 11:27:02		
Account #: 233003736681		
Sequence: 23348000054889		
Serial: 0000000000000000		
Deposit Amt: 503678.53		\$503,678.53
Deposit Tracking #: 149 903 848		
⑆5403⑆9518⑆ 200003726238⑆ ⑆0050367853⑆		

	Sharon R. Beck CLERK & COMPTROLLER PALM BEACH COUNTY P.O. BOX 287 WEST PALM BEACH, FL 33414 General Debitment	00001677
	Check Date: 10/30/08	Check Amount: \$503,678.53
Pay ***** FIVE HUNDRED THREE THOUSAND SIX HUNDRED SEVENTY-EIGHT AND 53/100 DOLLARS *****		
TO THE ORDER OF BOARD OF COUNTY COMMISSIONERS-PBC		
 NOT VALID UNLESS CO-MITIGATED		
⑆0000061677⑆ ⑆063000021⑆ 2079900150089⑆		

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FL**

DATE RECEIVED: 10/31/2008

RECEIPT NUMBER: RN334410

RECEIVED OF: BOCK, SHARON R
CLERK & COMPTROLLER - PBC

CHK: 61677
CHK DATE: 10/31/2008

AMT: 503,678.53 BY: DML

P O BOX 229
WEST PALM BEACH FL 33402

	FUND	DEPT	UNIT	RSRC	SREV	BSA	SBSA	AMOUNT
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

PREPARED BY _____

DATE _____

AUTHORIZATION APPROVAL _____

DATE _____



ANNE M. GANNON

Governmental Center • 301 N. Olive Avenue, 3rd Floor • West Palm Beach, FL 33401
Mailing Address • Post Office Box 3715 • West Palm Beach, FL 33402-3715
www.taxcollectorpbc.com • Tel (561) 355-2264 • (561) 355-4123

October 31, 2008

Downtown Branch
301 North Olive Avenue
West Palm Beach

Glades Branch
2976 State Road 15
Belle Glade

North County Branch
3188 PGA Boulevard
Palm Beach Gardens

Lake Worth Branch
3551 South Military Trail
Lake Worth

South County Branch
501 South Congress Avenue
Delray Beach

Royal Palm Beach Branch
200 Civic Center Way
Royal Palm Beach

The Honorable Sharon R. Bock
Clerk & Comptroller
301 North Olive Avenue, 9th Floor
West Palm Beach, FL 33401

Re: 2008 Annual Report

Dear Sharon:

In accordance with Florida Statutes, 218.36, enclosed is a copy of the Palm Beach County Tax Collector's Office annual financial report for fiscal year ended September 30, 2008. I am returning the fees collected, in excess of my operating budget, to the various taxing authorities in proportion to the fees paid. A check in the amount of \$38,540,430.57 for the Board of County Commissioners' portion of the "excess fees" is attached.

These excess fees combined with investment earnings distributed to the Board of County Commissioners during the 2007-2008 fiscal year, represent a significant added revenue source for the County.

Sincerely,

Anne M. Gannon

AMG:jpm

Enclosures

cc: Robert Weisman, Palm Beach County

**PALM BEACH COUNTY TAX COLLECTOR
COMBINED STATEMENT OF POSITION
For the fiscal year ended September 30, 2008**

	<u>Governmental Fund Type</u>	<u>Fiduciary Fund Type</u>	<u>General Capital Assets</u>	<u>General Long-Term Debt</u>	<u>Totals (Memorandum Only)</u>
Assets					
Cash and cash equivalents	48,013,432	59,811,012	-	-	107,824,444
Investments	113,247	90,532	-	-	203,779
Accounts receivable, net	86,215	116,252	-	-	202,467
Due from other County agencies	367	-	-	-	367
Due from other governments	208	-	-	-	208
Other assets	5,000	-	-	-	5,000
Capital assets	-	-	3,247,159	-	3,247,159
Amount to be provided for debt	-	-	-	805,906	805,906
Total assets	<u>48,218,469</u>	<u>60,017,796</u>	<u>3,247,159</u>	<u>805,906</u>	<u>112,289,330</u>
Liabilities					
Vouchers payable and accrued liabilities	917,380	383,866	-	-	1,301,246
Due to Board of County Commissioners	40,644,901	16,402,487	-	-	57,047,388
Due to other County agencies	-	10,600	-	-	10,600
Due to other governments	5,583,978	34,380,126	-	-	39,964,104
Due to individuals	-	8,840,717	-	-	8,840,717
Deferred revenue	1,072,210	-	-	-	1,072,210
Compensated absences	-	-	-	805,906	805,906
Total liabilities	<u>48,218,469</u>	<u>60,017,796</u>	<u>-</u>	<u>805,906</u>	<u>109,042,171</u>
Equity and other credits					
Investment in general capital assets	-	-	3,247,159	-	3,247,159
Total equity and other credits	<u>-</u>	<u>-</u>	<u>3,247,159</u>	<u>-</u>	<u>3,247,159</u>
Total liabilities, equity and other credits	<u>48,218,469</u>	<u>60,017,796</u>	<u>3,247,159</u>	<u>805,906</u>	<u>112,289,330</u>

**PALM BEACH COUNTY TAX COLLECTOR
EXCESS FEE CALCULATION
September 30, 2008**

Taxing Authority	2008 Commissions	Excess Fee Allocation	% of Total Commissions
Ad Valorem Taxes			
County (Includes 2 School Funds and South Lake Worth Inlet District)	35,371,346.49	24,402,286.83	53.3625%
Other Revenue	15,822,010.71	10,915,423.97	23.8697%
Library	939,906.46	648,430.70	1.4180%
Fire Rescue MSTU	3,428,209.78	2,365,082.66	5.1719%
Glades Fire Rescue MSTU	27,620.04	19,054.75	0.0417%
Jupiter Fire Rescue	253,447.69	174,850.66	0.3823%
Palm Beach County Utility Assessment	13,165.06	9,082.42	0.0199%
Palm Beach County Road Improvement Assessment	6,097.75	4,206.77	0.0092%
Boca Raton Fire Hydrant	2,624.97	1,810.94	0.0040%
Riviera Beach Fire Hydrant	291.16	200.87	0.0004%
Sub-Total	55,864,720.11	38,540,430.57	84.2796%
Solid Waste Authority	2,326,244.69	1,604,849.57	3.5095%
Sub-Total	2,326,244.69	1,604,849.57	3.5095%
School Board - Debt	38.24	26.38	0.0001%
Sub-Total	38.24	26.38	0.0001%
Districts			
Greater Boca Raton Beach & Park District	387,183.85	267,113.70	0.5841%
Palm Beach County Healthcare District	2,778,426.36	1,916,804.53	4.1916%
Children's Services Council	1,817,826.79	1,254,097.88	2.7425%
Florida Inland Navigation District	107,706.55	74,305.52	0.1625%
South Florida Water Management (Mgmt.) District	795,771.73	548,993.80	1.2005%
South Florida Water Management - Okee Basin	873,195.02	602,407.24	1.3173%
South Florida Water Management - Everglades Construction Project	279,098.11	192,546.59	0.4211%
Jupiter Inlet District	32,179.04	22,199.95	0.0486%
Sub-Total	7,071,387.45	4,878,469.21	10.6682%
Non-Ad Valorem Assessments			
Everglades Agricultural Area	20,415.22	14,084.23	0.0308%
Delray Beach Stormwater Utility	19,296.08	13,312.14	0.0291%
Lake Park Refuse Collection	5,563.78	3,838.39	0.0084%
South Florida Water Management - EAA Privilege Tax	204,119.36	140,819.61	0.3079%
Cypress Grove Community Development District	2,741.32	1,891.20	0.0041%
Tequesta Refuse Collection	3,912.41	2,699.13	0.0059%
Tequesta Stormwater Utility	2,927.69	2,019.78	0.0044%