Agenda Item #:

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date:	September 15, 2009	[X] Consent [ ] Ordinance	[ ] Regular [ ] Public Hearing
Department:	Facilities Development & Operations		

#### I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a Use Agreement with the Sheriff of Palm Beach County for the use and occupancy of space at three County parks by the PBSO Marine Unit.

Summary: Parks has partnered with the Sheriff for the location of the Sheriff's Marine Unit at two County parks and may expand that partnership to three parks in the future. The Use Agreement provides the terms by which the Sheriff will occupy space at (i) Phil Foster Park in Riviera Beach, (ii) Ocean Inlet Park in Ocean Ridge, and (iii) DuBois Park in Jupiter, if and when docks/slips are constructed. On May 20, 2008, the Board approved, using law enforcement impact fee funding, the building and dock improvements made on Sheriff's behalf at Phil Foster. The improvements at Phil Foster Park are currently under construction. At Ocean Inlet Park, the Sheriff and Parks have historically shared a building and utilize an existing dock. This Use Agreement provides for the Sheriff and Parks to swap space better aligning the space needs with the staffing at that location. At DuBois Park, the Use Agreement requires a discussion, prior to finalizing the design for that park, on the ability to provide a law enforcement slip at DuBois Park in the future. At all locations, the Sheriff shall not be charged for use of dock and office space at the parks and County shall be responsible for maintaining the buildings and docks at its expense. Sheriff shall provide office equipment and furniture, maintain and fund replacement of their boat lifts, and provide custodial services to its office space at its expense. The term of the Use Agreement is twenty years, with the possibility of extending it for two additional five year terms upon mutual agreement. (FDO Admin) Districts 1, 4, 7 (JM)

Background and Justification: The County is in the process of building out office space (in a shared building with Parks) and six slips on a non-public dock (again shared with Parks) at Phil Foster Park for use as the main facility for the PBSO Marine Unit. At Ocean Inlet, Sheriff shall exchange its existing office space in the Marina Building for a smaller office space currently being used by the County's Parks Department. The County shall formally designate three slips at Ocean Inlet for exclusive use by law enforcement. Sheriff will determine how the use of the slips will be allocated in the event any other law enforcement agencies wish to use them. Sheriff shall be responsible for any dredging that might be required for use of the slips. There are not currently any docks at DuBois Park. However, if any docks are constructed, the County will take into consideration the Sheriff's desire for slip space at DuBois. The Marine Unit may be limited to the use of one slip that is shared with other law enforcement agencies. If docks are constructed at DuBois and a slip is made available, the Use Agreement will be amended to incorporate the terms of use into the Use Agreement.

#### Attachments:

- 1. Location Map
- 2. Use Agreement

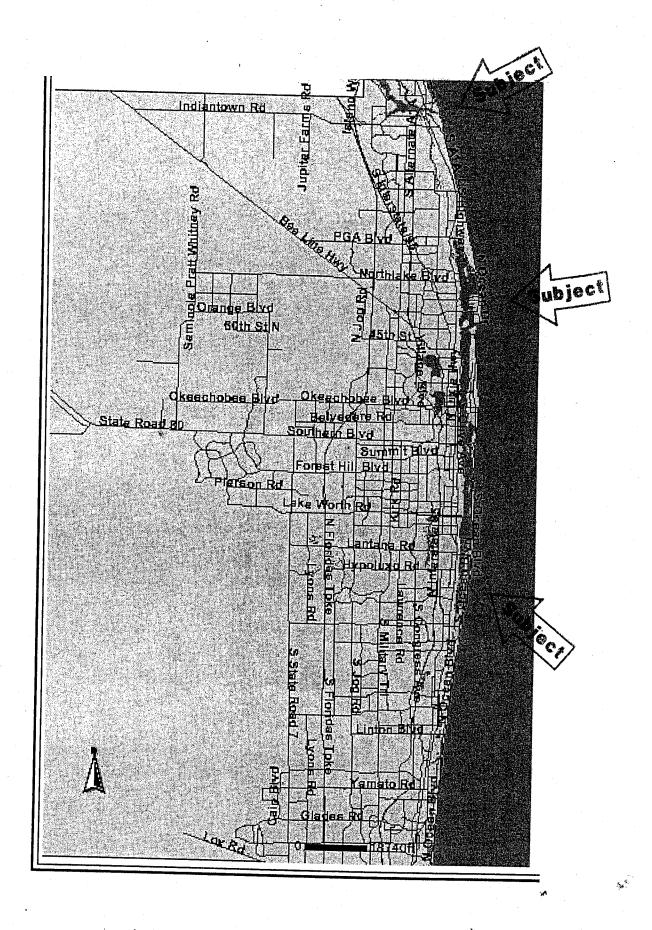
Recommended By:	Anny Wize	8/22/09	
	Department Director	Date	
Approved By:	dylle	9/9/09	
	County Administrator	Date	

# II. FISCAL IMPACT ANALYSIS

# A. Five Year Summary of Fiscal Impact: **Fiscal Years** 2009 2012 2010 2011 2013 **Capital Expenditures Operating Costs External Revenues Program Income (County) In-Kind Match (County NET FISCAL IMPACT** # ADDITIONAL FTE **POSITIONS (Cumulative)** Χ Is Item Included in Current Budget: Yes No Budget Account No: 'Fund \_\_\_\_\_ Unit \_\_\_\_ Object \_\_\_\_ \_\_\_\_ Dept Program Recommended Sources of Funds/Summary of Fiscal Impact: В. There is no fiscal impact to this item The Use Agreement merely memorializes terms of the use and the respective on-going responsibilities. C. Departmental Fiscal Review: III. REVIEW COMMENTS A. **OFMB Fiscal and/or Contract Development Comments:** Legal Sufficiency: B. This Contract complies with our contract review requirements. C. Other Department Review: Department Director

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

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LOCATION MAP

#### **USE AGREEMENT**

THIS USE AGREEMENT (the "Agreement") made and entered into \_\_\_\_\_\_, by and between PALM BEACH COUNTY, a political subdivision of the State of Florida ("County") and RIC L. BRADSHAW, SHERIFF, in his official capacity as SHERIFF of PALM BEACH COUNTY, a State constitutional officer ("Sheriff").

WHEREAS, County owns three park properties identified as (i) Phil Foster Park, located on the Intracoastal Waterway at 900 Blue Heron Boulevard, Riviera Beach, Florida; (ii) Ocean Inlet Park, located at 6990 North Ocean Boulevard, Ocean Ridge, Florida and (iii) DuBois Park, located at 19075 DuBois Road, Jupiter, Florida (collectively, the "Parks"); and

WHEREAS, Sheriff desires to occupy space at the Parks for operation of the Sheriff's Marine Unit ("Marine Unit"); and

WHEREAS, County and Sheriff agree that the Sheriff's use and occupancy of the Parks shall be in accordance with the terms and obligations set forth herein.

#### WITNESSETH

**NOW THEREFORE**, in consideration of the sum of Ten Dollars (\$10.00), the mutual terms and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

- 1. The recitals contained above are true and correct and are incorporated herein by reference.
- 2. Sheriff shall occupy space at the Parks as identified in Exhibit "A" ("Phil Foster"), Exhibit "B" ("Ocean Inlet"), and Exhibit "C" ("DuBois") attached hereto and made a part hereof.
- 3. The term of this Agreement is for twenty (20) years ("Term"). The Term may be extended for two (2) additional five-year periods upon mutual written agreement between the Sheriff and the County. The Term shall commence upon full execution of this Agreement.
- 4. Any space at the Parks used by the Marine Unit is identified as a "critical facility" by Palm Beach County Resolution No. R2003-1274, and is therefore subject to a heightened level of security. Any person not employed by County or Sheriff requiring unescorted access in the Marine Unit's space is subject to a fingerprint based criminal history records check and must receive clearance for unescorted access from County as provided for in Palm Beach County Ordinance 2003-030, and from Sheriff.

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## PHIL FOSTER PARK

- 5. County shall build-out the second floor of the multi-purpose building (the "Premises"), and a storage room with exterior access on the first floor, as depicted in Exhibit "A" for use by the Marine Unit. The cost of the build-out shall be funded by impact fees. Sheriff agrees that the Premises shall be used solely by Marine Unit.
- 6. Sheriff shall have the right to use the Premises at no charge. Sheriff's use of the Premises shall be subject to the written user's guide that will be provided to Sheriff upon Sheriff's occupancy of the Premises.
- 7. Sheriff shall be entitled to use six (6) boat slips on the non-public, fixed dock depicted in Exhibit "A". The six (6) boat slips shall be included as part of the Premises. Access to the dock from land will require use of a security access card. County shall install six (6) boat lifts for Sheriff and security cameras for monitoring the dock. Sheriff acknowledges that its use of the non-public dock is not exclusive; however, such use by others is limited to County owned vessels operated by County personnel.
- 8. Sheriff shall not have any designated parking spaces. Sheriff shall be entitled to park up to three (3) marked vehicles within the fenced compound at Phil Foster from dusk to dawn only. Sheriff shall arrange access to the fenced compound with the County's Parks & Recreation Department. The Sheriff shall not store, on a temporary or permanent basis, any vessels, vehicles, including line vehicles, or equipment at any location within the Park but for on the Premises
- 9. County shall have the right to relocate Sheriff's six (6) boat slips to another dock at any time, for any reason, at County's sole cost and expense. Any relocation shall be to a dock with similar secured access and camera monitoring.
- 10. County shall provide all telephone service and equipment to the Premises and be responsible for all costs. County shall also provide data infrastructure to the shared server room on the first floor. County's and Sheriff's servers shall be located in individual cages within the shared server room.
- 11. Sheriff shall fund the purchase and installation of all computer equipment, furniture, non-fixed fixtures and other equipment necessary to operate the Marine Unit on the Premises.
- 12. County shall be responsible for performing all maintenance, both interior and exterior, on the Premises. County shall also be responsible for all operating costs for the Premises, including charges for utilities. Sheriff shall be responsible for providing custodial and pest control services to the Premises. Sheriff shall be responsible for maintenance of the Sheriff's boat lifts.

- 13. Sheriff shall not modify or alter the Premises without prior written approval of the County through its Director of Facilities Development & Operations ("Director") and the Director of Parks & Recreation. The installation of cable, for telephone or data systems, or equipment, shall be considered a modification requiring the prior written approval of County. No trustees or drug farm participants shall perform any work to the interior or exterior of the Premises, nor shall trustees or drug farm participants work within the Marine Unit operation on the Premises.
- 14. Access to the Premises (including the second floor of building) is controlled via a card access system installed by County to County standards. Sheriff will have the sole approval authority of the individuals who have access to the Premises. The Sheriff shall approve County maintenance employees requiring access to the Premises.

## **OCEAN INLET**

- 15. Upon Sheriff's occupancy of the Premises at Phil Foster, Sheriff shall relocate the Marine Unit at Ocean Inlet from the space designated as Area B to the space designated as Area A in the Marina Building as depicted in Exhibit "B". Sheriff shall coordinate the move with the County's Parks & Recreation Department.
- 16. County and Sheriff shall each pay their own relocation costs.
- 17. County shall designate a total of three (3) slips at Ocean Inlet for exclusive use by law enforcement agencies, the usage of which shall be determined by Sheriff. In the event other law enforcement agencies wish to use any of the three (3) slips designated for law enforcement use, Sheriff in its sole discretion shall determine how the use of the slips will be allocated. County will not designate any additional slips for law enforcement use. Sheriff shall be responsible, at its sole cost and expense, for any dredging that may be required for use of the slips.
- 18. The docks and Marina Building shall be maintained by County at its sole cost and expense. County shall also be responsible for all operating costs for the docks and Marina Building, including charges for utilities. Sheriff shall be responsible for maintenance of Sheriff's boat lifts.

#### **DUBOIS**

19. County agrees that, prior to finalizing the design plans for any docks that may be constructed at DuBois in the future, County will discuss the ability to provide a slip for exclusive or joint use by law enforcement. Sheriff acknowledges that it is highly unlikely

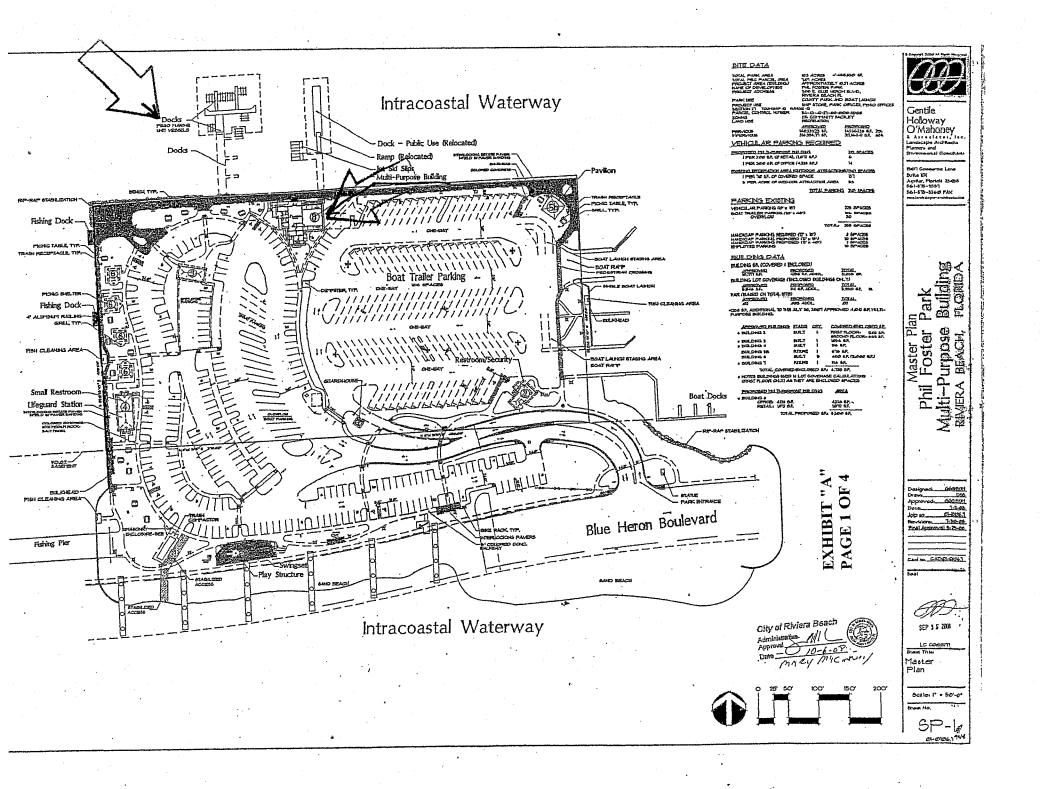
that a separate dock can be provided for law enforcement use due to space and use constraints. The location, design, and terms of use of the slip, if one is provided, shall be incorporated into this Agreement by amendment.

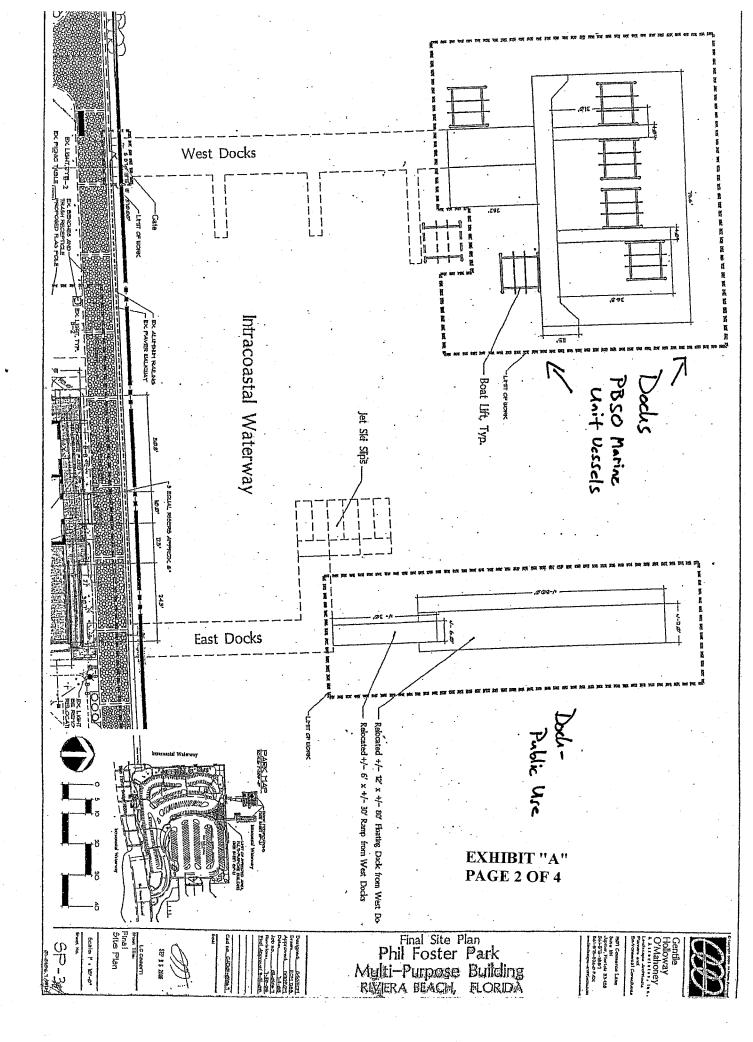
This Agreement shall take effect when signed by all parties and approved by the Palm Beach County Board of County Commissioners.

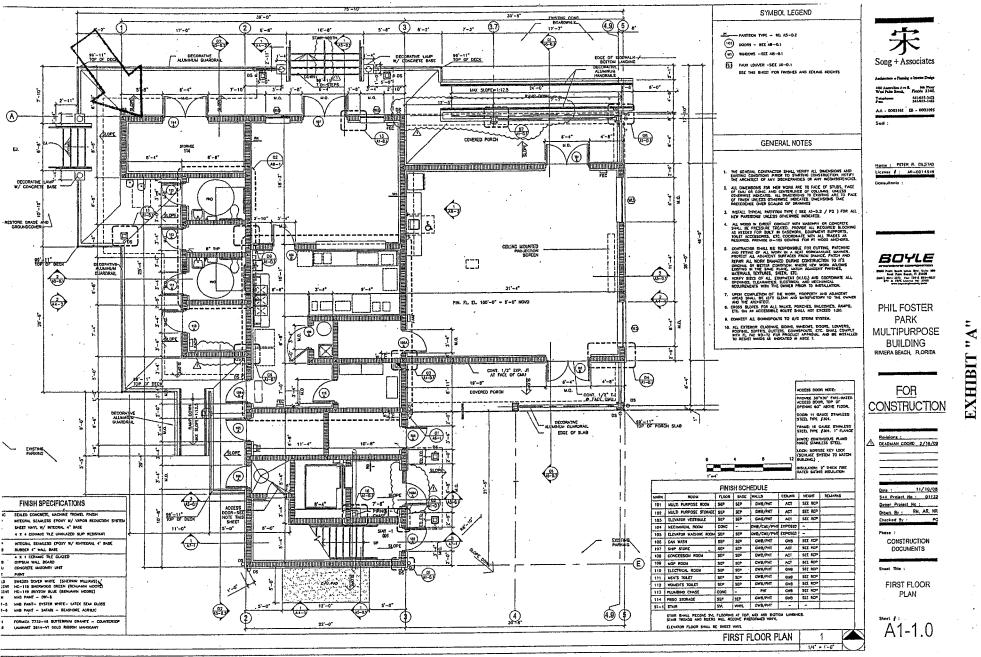
IN WITNESS WHEREOF, the parties have caused this Agreement to be signed on the day and year first above written.

SHARON R. BOCK CLERK & COMPTROLLER	PALM BEACH COUNTY, a political subdivision of the State of Florida		
By: Deputy Clerk	By: John F. Koons, Chairman		
APPROVED AS TO FORM AND LEGAL SUFFICIENCY:	APPROVED AS TO TERMS AND CONDITIONS:		
By: Assistant County Attorney	By: Ary Worf Director, Facilities Development & Operations		
ATTEST:	RIC L. BRADSHAW, IN HIS OFFICIAL CAPACITY AS SHERIFF OF PALM BEACH COUNTY, FLORIDAY		
By: Army Worf	By:  Ric L. Bradshaw, Sheriff		
APPROVED AS TO FORM AND LEGAL SUFFICIENCY:			

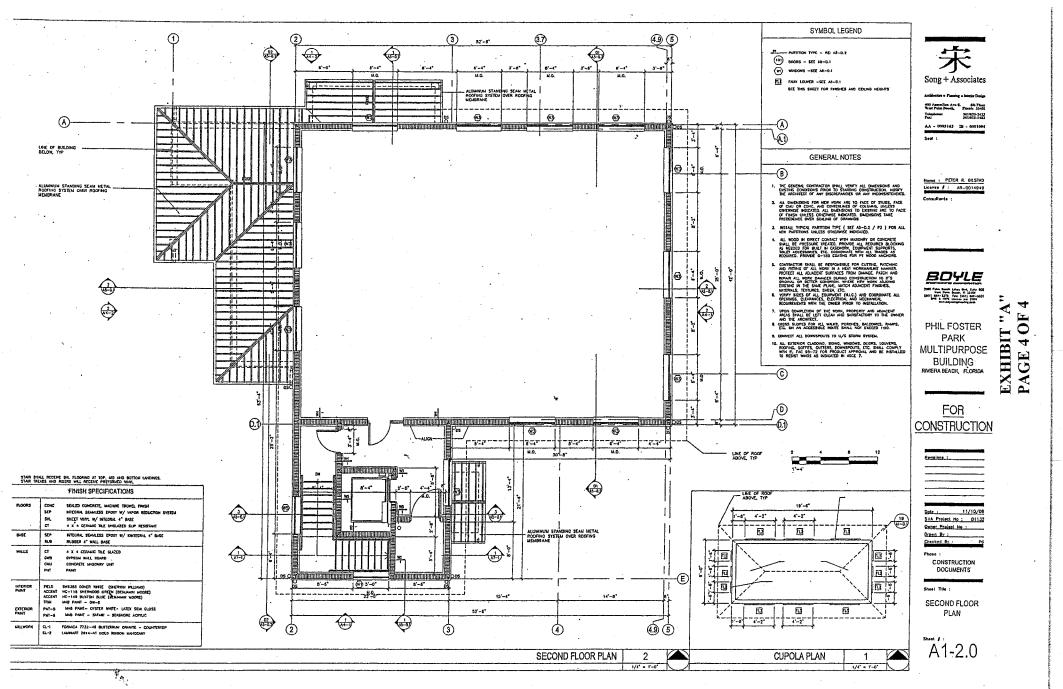
PBSO Assistant Legal Advisor







First Floor - Multi-Purpose Building



Second Floor - Multi-Purpose Building

