Agenda Item: **3**

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: March 23, 2010		[] Regular
Department:	[] Workshop	, [] I ublic fleating
Submitted By: Department of Airports		
Submitted For:		
I. EXECUTIVE	BRIEF	
Motion and Title: Staff recommends mot administrative fee schedule for the Disadvantage adjustment of the fee schedule by the County A effective upon adoption.	Business Enterpri	se Program; providing fo
Summary: The County is required to implem ("DBE") Program pursuant to Title 49, Parts 23 as a recipient of federal grant funding. The Department of the program and incurs certain costs associated including labor costs associated with program applications and mandatory site schedule, which will allow the Department to rethe program. The Resolution provides for a \$1 and \$50.00 for recertification applications. Administrator or his designee to increase the year. Countywide (TKF)	and 26 of the Codepartment of Airpo epartment of Airpo with the administ ocessing new covisits. This Reso cover a portion of 150.00 fee for new The Resolution	e of Federal Regulations orts administers the DBE stration of the program ertification applications olution establishes a fed its costs in administering certification applications authorizes the County
Background and Justification: On Novemestablishment of a fee schedule for the Office of similar costs associated with the processing of a The County is permitted to charge reasonable applications pursuant to federal law and the Resolution authorizes the Department to grant feas required by federal law. Implementation of the recovering a portion of its costs in implementing certification applications on behalf of the Department.	of Small Business applications for Small Business for the cost of Florida Unified Celee waivers under a fee schedule will the program. The	Assistance, which incursional Business Enterprises of processing certification rtification Program. The ppropriate circumstances assist the Department in Department reviews DBE
Attachments: 1. Resolution		
Recommended By: Department Direction	ector	// <i>Z9/10</i> Date
Approved By: County Adminis	trator	U√¢ Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fis	cal Impact:				
Fiscal Years	<u>2010</u>	<u>2011</u>	2012	<u>2013</u>	2014
Capital Expenditures Operating Costs Operating Revenues Program Income (County) In-Kind Match (County)	(\$5,500)	(\$11,000) 	(\$11,000)	(\$11,000)	(\$11,000)
NET FISCAL IMPACT	(\$5,500)	(\$11,000)	<u>(\$11,000)</u>	<u>(\$11,000)</u>	<u>(\$11,000)</u>
# ADDITIONAL FTE POSITIONS (Cumulative)					
Is Item Included in Current Book Budget Account No: Fund Repo	udget? Yo	es No Department ory	x Unit _ <u>.</u>	Objec	t, ¯
B. Recommended Sources of Revenues are estimated to processed approximately 40	o be approxi	mately \$11,00	00 a year. I		the Department
C. Departmental Fiscal Revie	ew:(M	Simm			
	III. REVIEV	N COMMENT	<u>s</u>		
A. OFMB Fiscal and/or Contr	act Developi	ment and Cor	ntrol Comme	nts:	
OFMB	14/	•	Contract	Dev. and Co	13/24/10 httroi
B. Legal Sufficiency:	Naslio				
Assistant County Attorney		•			
C. Other Department Review	:				
Department Director					

REVISED 9/03 ADM FORM 01 (THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

RESOLUTION NO. R-2010-

RESOLUTION OF THE **BOARD** OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA: ADOPTING AN ADMINISTRATIVE FEE SCHEDULE FOR **DISADVANTAGED BUSINESS ENTERPRISE** PROGRAM; PROVIDING FOR ADJUSTMENT OF THE FEE SCHEDULE; **PROVIDING FOR** APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN **EFFECTIVE DATE**

WHEREAS, Palm Beach County (the "County"), by and through its Department of Airports (the "Department"), owns and operates the Palm Beach International Airport, Palm Beach County Park Airport, Palm Beach County Glades Airport and North County General Aviation Airport (the "Airports"); and

WHEREAS, the County is required to implement a Disadvantaged Business Enterprise ("DBE") Program pursuant to Title 49, Parts 23 and 26 of the Code of Federal Regulations as a recipient of federal grant funding; and

WHEREAS, the County is a certifying member of the Florida Unified Certification Program and is permitted to charge reasonable fees for the processing of certification applications pursuant to that certain the Florida Unified Certification Agreement approved by the Board of County Commissioners (the "Board") on March 1, 2005 (R-2005-0452); and

WHEREAS, the Department administers the DBE Program on behalf of the County and incurs certain administrative costs associated with the processing of DBE certification and recertification applications, including administrative labor costs associated with the review of the applications and mandatory site visits, costs of supplies and other similar costs; and

WHEREAS, the Board approved the establishment of fees for the processing of certification, modification and recertification applications for the Office of Small Business Assistance on November 18, 2008; and

WHEREAS, the Board desires to establish reasonable fees for the processing of DBE certification and recertification applications to recover a portion of the costs incurred by the Department to administer the DBE Program on behalf of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

Section 1. Recitals.

The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.

- **Section 2.** <u>Fee Schedule.</u> The Board hereby approves the following fees for the administration of the DBE Program:
 - A. New certification application \$150.00
 - B. Recertification application \$50.00

Notwithstanding the foregoing, the Department may waive the fees for applicants that demonstrate to

the reasonable satisfaction of the Department that they are unable to pay the fees established by this Resolution.

Section 3. Adjustment of Fee Schedule.

The County Administrator or his designee, the Director of the Department of Airports, may annually increase the fees established by this Resolution by an amount not to exceed five percent (5%) per year without further action of the Board. The new fee schedule approved pursuant to this Resolution shall be received and filed with the Clerk of the Board within ninety (90) days of approval.

Section 4. Severability.

If any section, paragraph, sentence clause or word of this Resolution is for any reason held by the Court to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of this Resolution.

Section 5. <u>Effective Date.</u>

This Resolution shall be effective upon adoption.

The foregoing Resolution was offered by Commissione	r, who
moved its adoption. The motion was seconded by Commissioner	, and
upon being put to a vote, the vote was as follows:	
The Chairman thereupon declared the Resolution duly pas	sed and adopted thisday of
, 2010.	
Commissioner Burt Aaronson, Chair	
Commissioner Karen T. Marcus, Vice Chair	
Commissioner Jeff Koons	-
Commissioner Shelley Vana	-
Commissioner Steven L. Abrams	-
Commissioner Jess R. Santamaria	-
Commissioner Priscilla A. Taylor	
PALM BEACH	COUNTY, FLORIDA, BY ITS
BOARD OF COU	INTY COMMISSIONERS

Ву:		
	Deputy Clerk	

SHARON R. BOCK, CLERK & COMPTROLLER

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By:

Assistant County Attorney