

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: June 19, 2012      ☒ Consent      ☐ Regular  
   ☐ Ordinance      ☐ Public Hearing

Department:  
Submitted By: Palm Beach County Sheriff's Office  
Submitted For: Palm Beach County Sheriff's Office

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: a Budget Transfer of \$15,200 from the Law Enforcement Trust Fund (LETf) to the Palm Beach County Sheriff's Office (PBSO).

**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 2012 estimated donation requirement is \$87,670. 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 \$2,085,497. Approval of this request will reduce the State Law Enforcement Trust Fund balance to \$2,070,297. The year-to-date transfer for all donations after approval of this item is \$1,085,945. 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 (PGE)

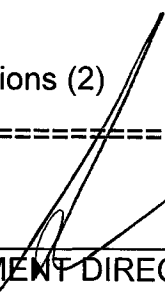
ORGANIZATION	AMOUNT
Lake Lytal Lassie League, Inc.	\$10,000
Safety Council of Palm Beach County, Inc.	\$5,200
<b>Total Amount of Donations</b>	<b>\$15,200</b>

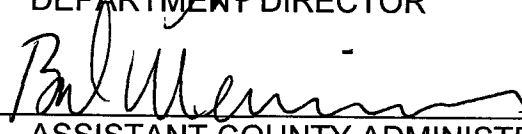
**Background and Justification:** The Palm Beach County Sheriff's Office has a long-standing commitment to the reduction of crime and implementation of crime and drug prevention programs within Palm Beach County. Use of LETf requires approval by the Board in accordance with F.S. 932.7055, upon request 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 Applications (2)

=====

RECOMMENDED BY:  5/31/12  
DEPARTMENT DIRECTOR      DATE

APPROVED BY:  6/7/12  
ASSISTANT COUNTY ADMINISTRATOR      DATE

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2012	2013	2014	2015	2016
Capital Expenditures					
Operating Costs	\$15,200				
External Revenues	(\$15,200)				
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 \_\_\_\_\_ Agency \_\_\_\_\_ 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:

[Signature] 6/4/2012  
OFMB  
SA 6/4/12  
6/1/12

[Signature] 6/5/12  
Contract Administration  
6-4-12 [Signature]

### B. Legal Sufficiency:

[Signature] 6/5/12  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

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

12- 0918

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET TRANSFER

Page 1 of 1 pages

FUND 1151 LAW ENFORCEMENT TRUST FUND

BGE 160 060412-1570

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 PBSO Fd 1902	0	1,070,745	15,200	0	1,085,945		
<u>Reserves - New Projects</u>								
160-9900-9908	Reserves - New Projects	2,562,628	2,085,497	0	15,200	2,070,297		
TOTAL FUND				\$15,200	\$15,200			

Palm Beach County Sheriff's Office

Signatures

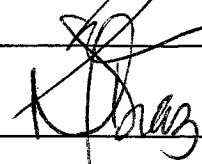

Date

By Board of County Commissioners  
At Meeting of June 19, 2012

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

 5/31/12  
 6/4/2012  
SJ 6/4/12

Deputy Clerk to the  
Board of County Commissioners

Attachment #

1



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

Attachment A

**APPLICATION**

**Organization Name:** LAKE LYTAL LASSIE LEAGUE, INC.

**FEID #:** 65-0125253

**Web Address:** STNLLI@AOL.COM

**Address:** 3695 GUN CLUB ROAD

STREET ADDRESS

WEST PALM BEACH, FLORIDA 33416 - PO BOX 17362 MAILING

CITY, STATE, ZIP

**Executive Director:**

TIMOTHY MARTIN

NAME

SIGNATURE

561-317-5625

STNLLI@AOL.COM

TELEPHONE NUMBER

E-MAIL ADDRESS

**Fiscal Agent:**

LISA MARTIN

NAME

SIGNATURE

561/317-5625

LISA.MARTIN@PALMBEACHSCHOOLS.ORG

TELEPHONE NUMBER

E-MAIL ADDRESS

**Date:**

4/26/12

DATE



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

Attachment A

Organization Name: LAKE LYTAL LASSIE LEAGUE, INC.

LETf Funding Request (MUST match total on Financial Application): \$10,000.00

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

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

Organization Purpose:

Maintain and teach a substance gang free park and enforce it. We are providing gang awareness through the PBC school district and Channing-Bete Company. Lake Lytal is a safe, supervised, caring environment for our players, families, coaches and their guests to enjoy and learn fastpitch softball.

Provide a brief summary of program's activities/services to be funded:

We are utilizing school district personnel to teach gang awareness education programs. We need funding to continue the softball program that requires, softballs, uniforms, trophies, in county and out of costs for travel, county fees to cover field maintenance for tournaments, chalk, training fees, insurance, batting cage, paint, fryers for the concession and other related softball equipment. We are a year round league that keeps girls engaged. We are including pamphlets from the PBC school district Safe Schools for each parent and child at the league to educate them in gang violence and mistreatment issues along with substance abuse. School police detectives will teach us about gangs.

What results are you committed to achieving?

A safe gang free substance free community league that will grow healthy contributing citizens who will perpetuate what they have learned at Lake Lytal within their communities. An awareness of right and wrong behaviors and how to thrive in their lives and prosper as grounded caring human beings with the educated ability to move away from negative situations.



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

Attachment A

**FINANCIAL APPLICATION**

Period Covered (one year) From: July 1, 2012 To: June 30, 2013

No.	Expense	Program Total	LET Request	LET %
1.	Salaries	\$0.00	\$0.00	0.00%
2.	Employee Benefits/Payroll Taxes	\$0.00	\$0.00	0.00%
3.	Professional Fees	\$9,920.00	\$3,000.00	30.24%
4.	Occupancy/Utilities	\$0.00	\$0.00	0.00%
5.	Telephone	\$1,200.00	\$0.00	0.00%
6.	Postage/Shipping	\$500.00	\$500.00	100.00%
7.	Printing & Publications	\$4,000.00	\$1,500.00	37.50%
8.	Supplies	\$8,000.00	\$0.00	0.00%
9.	Travel	\$7,500.00	\$3,000.00	40.00%
10.	Meetings	\$1,000.00	\$0.00	0.00%
11.	Miscellaneous Expenses	\$8,500.00	\$2,000.00	23.53%
	<b>Total Expenses</b>	<b>\$40,620.00</b>	<b>\$10,000.00</b>	<b>24.62%</b>



**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):

To be announced.

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

TRAINING FOR COACHES, PLAYERS, UMPIRES  
UMPIRE FEES FOR GAMES PER SEASON PER DAY  
ORGANIZATION FEES PER TEAM WHEN HOSTING TOURNAMENTS  
GANG AWARENESS PRESENTATION BY SAFE SCHOOLS  
SADLER INSURANCE  
STATE INCORPORATION ANNUAL FEE

Occupancy/Utilities (list utilities):

NONE

Telephone (provide telephone numbers):

VARIOUS FOR COACHES AS NEEDED

Printing & Publications (list type of material):

INK, PAPER, REGISTRATION FORMS, FLIERS, PUBLICATIONS, ADVERTISEMENTS  
CHANNING-BETE COMPANY PUBLICATIONS FOR COACHES, PARENTS AND PLAYERS  
RAFFLE TICKETS



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

**Attachment A**

**Supplies (list supplies/equipment):**

TROPHIES, AWARDS ETC, BALLS, CHALK  
UNIFORMS, EQUIPMENT, APPAREL ETC.  
REGISTRATION FEES FOR ATHLETES - HARDSHIP CASES  
READING MATERIALS FROM CHANNING BETE COMPANY THAT Supports the prevention  
component of the Office of Juvenile Justice and Delinquency Prevention's Gang  
Reduction Program initiatives and the police department for school and  
community.

**Travel (individuals traveling, destination and purpose):**

ENTRY FEES TO TOURNAMENTS OUT OF STATE AND COUNTY  
LODGING FOR AWAY TOURNAMENTS  
FOOD FOR PLAYERS FOR AWAY TOURNAMENTS  
CAR RENTALS  
COACHES AND TEAM PARENT CHAPPERONE TO SUPERVISE ATHLETES AT EVENTS  
FOR ALL TRAVEL TEAMS AGES 8U, 10U, 12U, 14U, 16U, 18U

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

ESTABLISH A MONTHLY MEETING FOR PLAYERS, PARENTS, COACHES TO TEACH GANG  
AWARENESS, DRUG ABUSE PREVENTION  
REFRESHMENTS FOR THOSE IN ATTENDANCE.  
CLASSES FOR NYSCAA CERTIFICATION OF COACHES  
COACHES MEETINGS TO PROMOTE SAFETY  
PARENT ORGANIZATION MEETING TO SUPPORT COOPERATIVE LEAGUE EFFORTS  
BOARD MEETINGS

**Miscellaneous Expense (specify items):**

ALL MATERIALS NEEDED TO RUN A SUCCESSFUL LEAGUE.  
PROVIDE SUPPORT TO NEEDY FAMILIES FOR THE HOLIDAY SEASONS AND BEYOND  
AC UNIT FOR THE BOARD ROOM THAT IS ALSO OUR MEETING AND TRAINING ROOM  
STUDENT ATHLETE SCHOLARSHIPS SENIORS ATTENDING COLLEGE  
GANG INFORMATION LEAFLETS AND BROCHURES FROM CHANNING-BETE CO.  
DRUG FREE LEAFLETS AND BROCHURES FROM CHANNING-BETE CO.  
BATTING CAGES AND NETS





**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.

LISA A. MARTIN  
Name (please print)

SECRETARY  
Title (please print)

Lisa A. Martin  
Signature

4-26-12  
Date

**NOTARY SECTION:**

State of Florida

County of Palm Beach

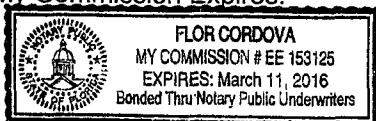
The foregoing Agreement was acknowledged and subscribed before me this 26 day of

April, 2012 by Lisa Martin (name of individual) as  
SECRETARY (title) of LAKE LYAL (name

of organization/ agency), who is personally known to me or who produced FLA DRILL  
M03552157 555 0 as identification.

[Signature]  
Notary Public

My Commission Expires:





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

Attachment A

**APPLICATION**

**Organization Name:** Safety Council of Palm Beach County Inc.

**FEID #:** 59-1168121

**Web Address:** www.safetycouncilpbc.org

**Address:** 4152 W Blue Heron Blvd Ste 110  
STREET ADDRESS  
Riviera Beach FL 33404  
CITY, STATE, ZIP

**Executive Director:** Toni Burrows

NAME

SIGNATURE

561-845-8233

Toni@safetycouncilpbc.org

TELEPHONE NUMBER

E-MAIL ADDRESS

**Fiscal Agent:** Leslie McKenna

NAME

SIGNATURE

562-845-8233

Leslie@safetycouncilpbc.org

TELEPHONE NUMBER

E-MAIL ADDRESS

**Date:** 4/23/2012

DATE



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

Attachment A

Organization Name: Safety Council of Palm Beach County Inc.

LETF Funding Request (MUST match total on Financial Application): \$5,200.00

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

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

**Organization Purpose:**

The Safety Council of Palm Beach County Inc. was established in 1967. We provide Safety Education to the Palm Beach County community and businesses.

**Provide a brief summary of program's activities/services to be funded:**

BABY IN BACK! is an educational campaign designed to inform Parents/Caregivers of a real danger: hyperthermia has killed close to 500 children since 1998. Parents inadvertently leave their children in the backseat of vehicles where they die from the extreme heat. Palm Beach County receives 400 calls per year where children have been left in a vehicle. BABY IN BACK! is a public awareness/educational campaign that reaches out to parents & childcare providers. It consists of a bracelet & information card. Parents/caregivers are instructed to wear the bracelet each time their child is in the back seat. When they take the child out of the vehicle the parent/caregiver leaves the bracelet in the same place each time. This bracelet is meant to be worn outside the vehicle.

**What results are you committed to achieving?**

We are going to create an increased awareness of the hyperthermia epidemic by a mass distribution of 20,000 bracelets, attached to 20,000 two-sided full color information cards. These will be distributed to child care providers, parents, hospitals, PBSO and other organizations that promote safety to parents and families.



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

Attachment A

**FINANCIAL APPLICATION**

Period Covered (one year)    From:    July 1, 2012                      To:    June 30, 2013

No.	Expense	Program Total	LET Request	LET %
1.	Salaries			0.00%
2.	Employee Benefits/Payroll Taxes			0.00%
3.	Professional Fees			0.00%
4.	Occupancy/Utilities			0.00%
5.	Telephone			0.00%
6.	Postage/Shipping			0.00%
7.	Printing & Publications	\$4,440.00	\$4,440.00	100.00%
8.	Supplies			0.00%
9.	Travel			0.00%
10.	Meetings			0.00%
11.	Miscellaneous Expenses	\$625.00	\$625.00	100.00%
	<b>Total Expenses</b>	<b>\$5,065.00</b>	<b>\$5,065.00</b>	<b>100.00%</b>



**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):

N/A provided by Safety Council

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

N/A provided by Safety Council

Occupancy/Utilities (list utilities):

N/A provided by Safety Council

Telephone (provide telephone numbers):

N/A provided by Safety Council

Printing & Publications (list type of material):

20,000 silicone imprinted bracelets w/ PBSO imprint.  
20,000 4x6 full color two-sided information cards.



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

Attachment A

Supplies (list supplies/equipment):

n/a

Travel (individuals traveling, destination and purpose):

Mileage reimbursement to distribution centers and speaking to various groups.

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

N/A

Miscellaneous Expense (specify items):

Each bracelet is stapled to the information card. This process is done by Seagull Industries.



**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.

Toni Burrows  
Name (please print)

Executive V.P.  
Title (please print)

Toni Burrows  
Signature

4/23/12  
Date

**NOTARY SECTION:**

State of Florida

County of Palm Beach

The foregoing Agreement was acknowledged and subscribed before me this 23<sup>rd</sup> day of April, 2012 by Toni Burrows (name of individual) as Executive V.P. (title) of Safety Council of PBC (name of organization/ agency), who is personally known to me or who produced \_\_\_\_\_ as identification.

Zondra L Hunter  
Notary Public

My Commission Expires:

