

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

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Meeting Date: August 14, 2012       Consent       Regular  
     Workshop       Public Hearing

Department

Submitted For: FIRE RESCUE

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve the Chair to certify the non-ad valorem assessment roll for the MSBU (Municipal Service Benefits Unit) for Fire Hydrant Maintenance and Rental-Riviera Beach and for the MSBU for Fire Hydrant Maintenance and Rental-Boca Raton.

**Summary:** MSBU's for fire hydrant maintenance and rental for Riviera Beach and Boca Raton were established in February, 1993, by Ordinance No. 93-5. The current rates as established by resolutions are \$52.86 per parcel for Riviera Beach (R98-1023) and \$23 per parcel for Boca Raton (R2008-0239). Every year the assessment roll must be certified by the Chair of the Board and the State Department of Revenue form DR-408A must be signed by the Chair for each MSBU. These forms and the tape of the assessment rolls must be submitted to the Tax Collector no later than September 15 of each year.

Districts 4, 5 & 7 (SB)

**Background and Policy Issues:** In February, 1993, Palm Beach County enacted Ordinance No. 93-5 which provided for the levy of a non-ad valorem assessment to pay for the cost of the rental and maintenance of fire hydrants in the unincorporated areas serviced by the City of Riviera Beach Water Utilities Department and the City of Boca Raton Public Utilities Department. Resolutions were adopted which established the non-ad valorem assessment rolls and rates for Riviera Beach and Boca Raton MSBU's for rental and maintenance of fire hydrants. In each MSBU, assessments are modified from time to time to account for changes in costs. As of the June 1, 2012 preliminary roll there are 641 parcels in the MSBU-Riviera Beach and 10,780 parcels in the MSBU-Boca Raton. The non-ad valorem assessment roll for these Municipal Service Benefit Units must be certified by the Chair of the governing Board who signs form DR-408A.

**Attachments:**

1. Department of Revenue Form DR-408A, Certificate to Non-Ad Valorem Assessment Roll - Riviera Beach
2. Department of Revenue Form DR-408A, Certificate to Non-Ad Valorem Assessment Roll - Boca Raton

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Recommended By:       6-26-12  
    Deputy Chief      Date

Approved By:       6/27/12  
    Fire-Rescue Administrator      Date



II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2012	2013	2014	2015	2016
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	<u>609,986</u>	_____	_____	_____
External Revenues	_____	<u>(609,986)</u>	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	<u>-0-</u>	_____	_____	_____

# ADDITIONAL FTE POSITIONS (Cumulative) \_\_\_\_\_

Is Item Included in Proposed Budget? Yes X No \_\_\_\_\_

Budget Account No.: Fund 1305/1306 Dept 440 Unit 4235/4232 Object \_\_\_\_\_

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

The sources of funds are ; 1) the non-ad valorem assessment of \$281,823 2) interest earned, and 3) funds carried forward less the statutory reserves. The fiscal impact will be the expenditure of these funds.

C. **Departmental Fiscal Review:** *signed by me*

III. REVIEW COMMENTS

A. **OFMB Fiscal and/or Contract Dev. and Control Comments:**

<p><u><i>[Signature]</i></u> OFMB 7/2/12 6/29/12</p>	<p><u><i>[Signature]</i></u> Contract Dev. and Control 7/3/12</p>
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B. **Legal Sufficiency**

*[Signature]*  
Assistant County Attorney  
7/3/12

C. **Other Department Review:**

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

**THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.**



DR-408A  
N. 02/91

**Certificate to  
Non-Ad Valorem Assessment Roll**

I, the undersigned, hereby certify that I am the Chairman of the Board, or authorized agent of PALM BEACH COUNTY MUNICIPAL SERVICE BENEFIT UNIT FOR FIRE HYDRANT MAINTENANCE AND RENTAL – RIVIERA BEACH located in PALM BEACH County, Florida; as such I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll for the aforesaid county is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that, upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll as a part thereof, said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

In witness whereof, I have subscribed this certificate and caused the same to be attached to and made a part of the above described Non-Ad Valorem Assessment Roll this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
year

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

  
**COUNTY ATTORNEY**

\_\_\_\_\_  
Shelley Vana, Chair  
Palm Beach County Board of County Commissioners

of Palm Beach County Municipal Service  
Benefit Unit for Fire Hydrant  
Maintenance and Rental- Riviera Beach  
Name of Local Government

Palm Beach County, Florida



DR-408A  
N. 02/91

**Certificate to  
Non-Ad Valorem Assessment Roll**

I, the undersigned, hereby certify that I am the Chairman of the Board, or authorized agent of **PALM BEACH COUNTY MUNICIPAL SERVICE BENEFIT UNIT FOR FIRE HYDRANT MAINTENANCE AND RENTAL – BOCA RATON** located in **PALM BEACH** County, Florida; as such I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll for the aforesaid county is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that, upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll as a part thereof, said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

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year

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

  
**COUNTY ATTORNEY**

\_\_\_\_\_  
Shelley Vana, Chair  
Palm Beach County Board of County Commissioners

of **Palm Beach County Municipal Service  
Benefit Unit for Fire Hydrant Maintenance  
and Rental - Boca Raton**  
Name of Local Government

**Palm Beach** County, Florida