

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

## AGENDA ITEM SUMMARY

**Meeting Date: August 16, 2016**

☐ Consent      ☐ Regular  
☐ Workshop      ☐ Public Hearing

**Department:**

**Submitted By: Department of Airports**

Submitted For:

## I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to receive and file:** a summary of fees and charges for the standard form Hotel-Motel Courtesy Shuttle Operator Permit (Permit) at the Palm Beach International Airport (PBI) commencing October 1, 2016, pursuant to Resolution 2010-0707.

**Summary:** Commencing October 1, 2016, the annual fee for new or renewed Permits will be increased by \$5.00 (4.3%), from \$115 to \$120. Delegation of authority for increases not to exceed 5% per year without further action by the Board was approved in R-2010-0707.

**Countywide (AH)**

**Background and Justification:** The annual fee for the Permit was increased from \$110 to \$115 effective October 1, 2015 (approved August 18, 2015). The Permit enables a hotel-motel facility to operate a courtesy shuttle and pick up passengers from a designated area at PBIA. There are currently eleven hotel-motel facilities with Permits.

**Attachments:**

1. Summary of fees and charges.

**Recommended By:**

~~Department Director~~

Date \_\_\_\_\_

7/25/16

**Approved By:**

**County Administrator**

Date \_\_\_\_\_

8/9/16

## II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Capital Expenditures	_____	_____	_____	_____	_____
Rental Credit	_____	_____	_____	_____	_____
Operating Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	* <u>0</u>	_____	_____	_____	_____
# ADDITIONAL FTE	_____	_____	_____	_____	_____
POSITIONS (Cumulative)	_____	_____	_____	_____	_____

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

Budget Account No: Fund 4100 Department 120 Unit 8340 RSource 2900  
Reporting Category \_\_\_\_\_

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

\*There are 11 current Permits which renew automatically each October 1st unless either party elects not to renew; however, renewal of any or all Permits from year-to-year is not assured. If each Permit is renewed for FY17, the fiscal impact of this increase in the annual Permit fees would be the receipt of an additional \$5 for each of the 11 current Permits, or \$55.

C. Departmental Fiscal Review: cm Sumner

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Development and Control Comments:

[Signature]  
OFMB ET 7/27  
7/27

[Signature] 7/29/16  
Contract Dev. and Control  
7/29/16 FW

### B. Legal Sufficiency:

Anne Delmont 8/4/16  
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)

PALM BEACH COUNTY  
BOARD OF COUNTY  
COMMISSIONERS  
Mary Lou Berger, Mayor  
Hal R. Valeche, Vice Mayor  
Paulette Burdick  
Shelley Vana  
Steven L. Abrams  
Melissa McKinlay  
Priscilla A. Taylor



COUNTY ADMINISTRATOR  
Robert Weisman  
DEPARTMENT OF AIRPORTS

**HOTEL-MOTEL COURTESY SHUTTLE OPERATOR PERMIT**  
**AT THE**  
**PALM BEACH INTERNATIONAL AIRPORT**  
**(R-2010-0707)**

**SUMMARY OF FEES & CHARGES EFFECTIVE 10-1-2016**

<b>Fee/Charge Description</b>	<b>Permit Section</b>	<b>Current Fee/Charge</b>	<b>Fee/Charge Effective 10-1-2016</b>
Airport Decal Fee	Section 4.07	\$10.00	\$10.00
Application Fee	Section 5.01	\$250.00	\$250.00
Annual Permit Fee	Section 5.02	\$115.00	\$120.00

G:\AGENDA ITEMS\2016 Final Agenda Items\8-16-2016\Hotel-Motel Courtesy Shuttle Permit - summary of fees & charges effective 10-1-2016.docx

846 PALM BEACH INTERNATIONAL AIRPORT  
West Palm Beach, Florida 33406-1470  
(561) 471-7400 FAX: (561) 471-7427 [www.pbia.org](http://www.pbia.org)

PALM BEACH COUNTY GLADES AIRPORT  
Pahokee

PALM BEACH COUNTY PARK AIRPORT  
Lantana

NORTH COUNTY GENERAL AVIATION AIRPORT  
Palm Beach Gardens

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