Agenda Item #: 3P |

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

| Meeting Date: November 22, 2016 | | [X] Consent [] Workshop | [] Regular [] Public Hearing | | | | |
|---------------------------------|-------------------------------|-----------------------------|-----------------------------------|--|--|--|--|
| Department: | Cooperative Extension Service | | | | | | |
| Submitted By: | Cooperative Extension Service | | | | | | |
| | | | | | | | |

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: A) a budget transfer in the General Fund from County Cooperative Extension Service to increase the transfer to the Cooperative Extension Revenue Fund in the amount of \$6,903 for expenses that exceeded the budgeted amount for the Friends of Mounts Botanical Garden (FMBG) partially funded Horticulturalist position; and B) a budget amendment in the amount of \$6,903 in the Cooperative Extension Revenue Fund to recognize the transfer and appropriate it to the unit.

Summary: The budget amendment and budget transfer are being submitted because the expenses for this position have exceeded the budgeted amount by \$6,902.32. This Horticulturalist position continues to support Mounts Botanical Garden. The additional funds are provided from existing salary budgeted for a currently vacant position and will be used to cover an increase in the cost of group insurance benefits. District 7 (AH)

Background and Justification: One area of support the FMBG provides is funding of personnel to support the efforts of the Garden. The FMBG have agreed to continue their support for salaries and fringe benefits for this County position through annual funding of 65.5%. The County funds the remaining 34.5%. This type of support started in FY96. This funding is renewable annually at the discretion of the FMBG and the Palm Beach County Board of County Commissioners. The Funds are available to transfer due to a vacant position in County Cooperative Extension Services (Unit 1400 – Mounts Botanical Garden).

Attachments:

- 1. Budget Transfer
- 2. Budget Amendment

| Recommended By: | Rinald h Kile | 11/7/2016 | | |
|-----------------|-----------------------------------|-----------|--|--|
| Approved By: | Department Director Well A Round | Date | | |
| Approved By: | Assistant County Administrator | Date | | |

II. FISCAL IMPACT ANALYSIS

| A. Five Year Summary of Fisca | al Impact: | | | | |
|--|--------------------|-------------|----------------------|-----------|---|
| Fiscal Years | <u>2016</u> | <u>2017</u> | <u>2018</u> <u>2</u> | 019 | 2020 |
| Capital Expenditures Operating Costs Sexternal Revenues Program Income (County) In-Kind Match (County) NET FISCAL IMPACT # ADDITIONAL FTE POSITIONS (Cumulative) Is Item Included in Current Budget? Yes No _X Budget Account No.: Fund Dept Unit Object Revenue: Fund Dept Unit Rev. Source B. Recommended Sources of Funds/Summary of Fiscal Impact: C. Departmental Fiscal Review: III. REVIEW COMMENTS A. OFMB Budget and/or Contract Dev. and Control Comments: Contract Development and Control Influence | | | | | |
| Program Income (County) | | | | | |
| # ADDITIONAL FTE | <u>\$6,903</u> | | | | |
| Budget Account No.: Fund _ | Dept Un | it 0 | bject lev. Sou | irce | |
| B. Recommended Sources | of Funds/Summary | of Fisc | al Impad | ct: | |
| C. Departmental Fiscal Rev | iew: | All Gle | (40 | | |
| III. <u>R</u> | EVIEW COMMENTS | <u> </u> | | | |
| A. OFMB Budget and/or Co | ntract Dev. and Co | ntrol Co | mments | s: | |
| are of | Contract D | Develop | Jaw Tent and | Con | []]) \\\\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ |
| 2. Logar Gamolenoy. | | | | | |
| | | | | | |
| C. Other Department Review | w: | | | | |
| Department Director | - | | | | |

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

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET TRANSFER

0001 General Fund

BGEX 102616*191

| | | | | | | | EXPENDED/ | |
|---|--|----------|------------|----------------|-----------|----------|----------------------|-----------|
| ACCT MILLADED | A COOLING NI A NATE | ORIGINAL | CURRENT | DICREACE | DECDE LCE | ADJUSTED | ENCUMBERED | REMAINING |
| ACCT.NUMBER | ACCOUNT NAME | BUDGET | BUDGET | INCREASE | DECREASE | BUDGET | AS OF 10/26/2016 | BALANCE |
| | | | | | | | | |
| EXPENDITURES | | | | | | | * | |
| 310-1400-1201 | Salaries & Wages Regular | 446,663 | 446,663 | 0 | 6,903 | 439,760 | 392,505 | 47,255 |
| 820-9100-9362 | Tfr to Cooperative Extension Rev Fd 1482 | 35,840 | 48,895 | 6,903 | 0 | 55,798 | 31,316 | 24,482 |
| - : | TOTALS | | | 6,903 | 6,903 | | | |
| | | | Signatures | & Dates | | Ву В | oard of County Comm | |
| | unty Cooperative Extension | | | 11 2011 | - | | At Meeting of 11/22/ | 2016 |
| | TING DEPARTMENT/DIVISION | Kinald | h Lue 27 | - october 2016 | | | | |
| Administration/Budget Department Approval | | | | | | | Deputy Clerk to the | |
| О | FMB Department - Posted | | | | | Boa | ard of County Commis | sioners |

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

1482 Cooperative Extension Revenue Fund

BGRV 102616*33 BGEX 102616*192

| ACCT.NUMBER | ACCOUNT NAME | ORIGINAL BUDGET | CURRENT BUDGET | INCREASE | DECREASE | ADJUSTED BUDGET | EXPENDED/ ENCUMBERED AS OF 10/26/2016 | REMAINING BALANCE |
|--|----------------------------------|--------------------|--|----------|----------|---|---|----------------------|
| ACCINCHIBER | ACCOUNT NAME | DUDGET | DODGET | HUCKEASE | DECREASE | DODGET | AS OF 10/20/2010 | BALAICE |
| REVENUES | | | | | | | | |
| 800-8000-8000 | Transfer fr General Fund Fd 0001 | 35,840 | 48,895 | 6,903 | 0 | 55,798 | <u>3</u> | |
| | Total | 308,705 | 308,705 | 6,903 | 0 | 315,608 | 3 | |
| EXPENDITURES 310-1405-1201 | Salaries & Wages Regular | 48,262 | 48,262 | 6,903 | 0 | 55,165 | 5 48,453 | 6,712 |
| | Total | 308,705 | 308,705 | 6,903 | 0 | 315,608 | 8 48,453 | 267,155 |
| County Cooperative Extension INITIATING DEPARTMENT/DIVISION | | - Runad | Signatures & Dates Romad li Ria 27 october 2016 | | | By Board of County Commissioners At Meeting of 11/22/2016 | | |
| Administration/Budget Department Approval OFMB Department - Posted | | | | | | Deputy Clerk to the Board of County Commissioners | | |