Agenda Item #: 3P1

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: November 7, 2017 **[X] Consent [ ] Regular**
[ ] Workshop [ ] Public Hearing

Department: Cooperative Extension Service

Submitted By: **Cooperative Extension Service**

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: A refund to the Friends of Mounts Botanical Garden, Inc. (FMBG) in the amount of $40,201 for costs the FMBG incurred for a FMBG employee performing job responsibilities of a County employee.

Summary: The Mounts Botanical Garden of Palm Beach County (Garden) Curator-Director position, which is a County employee position within the Cooperative Extension Services Department, remained vacant from September 11, 2016 through July 16, 2017. During this 308-day time period, a FMBG employee served in the capacity of interim Curator-Director, and devoted 80% of her time conducting work responsibilities that are traditionally conducted by a Palm Beach County employee. The FMBG absorbed salary/benefit costs totaling $40,201 during this interim Curator-Director time period. To offset the costs absorbed by the FMBG, $40,201 is being requested to reimburse the FMBG. Funding is coming from Cooperative Extension Services FY2018 budget. District 7 (AH)

Background and Justification: The FMBG assists the County with funding of a horticulturist and a gardener position to support the Garden. The County pays for the full salary of a Curator-Director to oversee the Garden. From September 11, 2016 through July 16, 2017, the Curator-Director position remained vacant. A FMBG employee served in the capacity of interim Curator-Director. The salary for the FMBG employee acting as the interim Curator-Director was paid for by FMBG. To offset these costs so the FMBG can continue to fund a horticulturist and a gardener position to support the Garden, a refund to FMBG in the amount of $40,201 is being requested for approval.

Attachments:

Recommended By: Randall W Rice 10/20/17
Department Director **Date**

Approved By: 10/27/17
Assistant County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Costs	$40,201				
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	$40,201				
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes X No ___
Budget Account No.: Fund 0001 Dept. 310 Unit 1400 Object 3401
Revenue: Fund ____ Dept. ____ Unit ____ Rev. Source ____

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

County Cooperative Extension's FY18 Budget will fund the reimbursement to FMBG. Funds will be reinstated during the FY18 Mid-Year Adjustment when FY17 unexpended appropriations are carried forward.

C. Departmental Fiscal Review: ECB

III. REVIEW COMMENTS

A. OFMB Budget and/or Contract Dev. and Control Comments:

Lisa Ponce 10/23/17
JP 10/23 OFMB/Budget 10/23

10/26/17
Contract Development and Control
10/25/17

B. Legal Sufficiency:

Anne Odeljunt
Assistant County Attorney

C. Other Department Review:

Department Director

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