

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date:	April 10, 2018	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Regular
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing
Department:	Planning, Zoning & Building		
Submitted By:	Planning, Zoning & Building		
Submitted For:	Planning, Zoning & Building		

1. EXECUTIVE BRIEF

Motion and Title: Staff requests motion to approve: Four (4) positions for the Building Division to be utilized in Contractors Certification Division as follows: three (3) Senior Clerk Typists and one (1) Field Investigator. Building Division will be funding the four positions.

Summary: The four new positions will focus on State Contractors registration and unlicensed contractors. The proposed positions will reside within the Contractors Certification Division to support the Building Division permitting and regulatory enforcement. This would include registering and maintaining current licensing information for State Certified Contractors applying for permits in unincorporated Palm Beach County and to conduct investigation and enforcement of complaints relating to State Certified and unlicensed contractors. The additional staff would enhance and improve customer service. Two thirds of the contractors currently registered with the County are State Licensed contractors. Pursuant to Florida Statutes, the registration of these contractors can be funded with permit fees from the Building Division. In addition, Florida law authorizes permit fees to be utilized to fund investigation and enforcement activity relating to State Certified and unlicensed contractors. Countywide (AH)

Background and Policy Issues: From 2009 to the present, the number of State Certified contractors registering credentials with the County has increased dramatically. In 2009, there were 2,500 State Contractors registered with the County and as of 2016, there were 8,341. Prior to July 1, 2016, a \$50 registration fee was charged by the Contractors Certification Division to register the credentials of a State Certified contractor. At that time, many other communities around the County and State charged similar fees. However, in 2016, Florida Statute Section 553.80(7) was amended by adding Section (7)(d), which prohibited any local enforcement agency from charging a separate fee to register the credentials of a State Certified contractor. As a result, in addition to the lost revenue from registrations in the Contractors Certification Division, some municipalities may be directing State Certified Contractors to the County to register their credentials in order to pull permits in the local municipality. The Contractors Certification Division currently has ten (10) full time employees. Funding will be utilized from the Building Division with no impact to the County's ad valorem general fund.

Attachments:
1. Organization Chart

Recommended By:  3/21/18
Executive Director Date

Approved By:  3/27/18
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	\$0	\$207,050	\$207,050	\$207,050	\$207,050
External Revenues					
Program Income(County)					
In-Kind Match(County)					
NET FISCAL IMPACT	*				
#ADDITIONAL FTE POSITIONS (Cumulative)	4				

Is Item Included in Current Budget? Yes X No
 Does this item include the use of federal funds? Yes No X

Budget Account No: Fund Agency Organization Object
 Reporting Category 1400 600 6108 Various

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

Positions will reside on Building Division Complement with an estimated cost of \$103,525 for all positions for FY2018, however funding for 2018 will not be necessary as the cost will be absorbed through current vacant positions. For FY2019 forward the estimated cost is \$207,050 annually.

C. Departmental Fiscal Review: Pat D'Agostino

III. REVIEW COMMENTS:

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

R. Delmonico 3/23/18
 OFMB 3/23

J. J. Jacobson 3/26/18
 Contract Dev. & Control

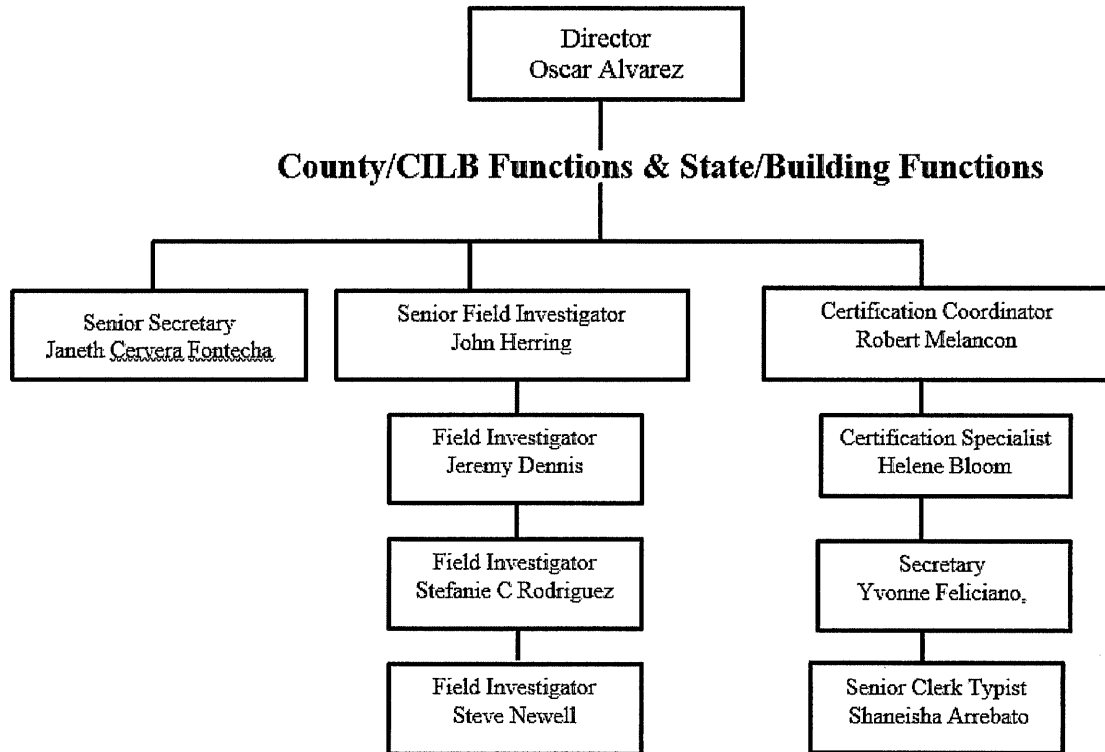
B. Legal Sufficiency:

Anne Abbeant 3-27-18
 Assistant County Attorney

C. Other Department Review:

 Department Director

Organizational Chart (CURRENT)



Organizational Chart (PROPOSED)

