

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 14, 2018 [x] Consent [ ] Regular  
[ ] Public Hearing

Department: County Administration

Submitted By: County Administration

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Expenditure not to exceed \$35,000 to pay for the County Administrator's Annual Employee Recognition Event.

**Summary:** This event is intended to recognize all County employees for their dedicated service and to enhance County employees' productivity. This will continue to be an annual event and will be included in future budgets, until otherwise noticed. Countywide (DB)

**Background and Justification:** Prior to the economic recession, the County held annual employee recognition events, but these were discontinued due to cost reduction efforts. Palm Beach County Ordinance 86-19, as amended and County policy PPM # CW-F-019 authorize the County Administrator to utilize County funds to provide meals and pay tribute to employees for their service. Employee families will be invited, and may pay a nominal fee.

**Attachments:**  
1. None

Recommended by: \_\_\_\_\_  
Department Director Date

Approved by: KB 7/25/18  
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	\$35,000				
External Revenues					
Program Income(County)					
In-Kind Match(County)					
NET FISCAL IMPACT	\$35,000				
#ADDITIONAL FTE					

Is Item Included in Proposed Budget?      Yes    X      No  
Is Item Using Federal Funds?                Yes                No        X

Budget Account No:  
Fund 0001    Agency 760    Organization 7601    Object Various

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

C. Departmental Fiscal Review:

III. REVIEW COMMENTS:

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

  
OFMB 7/17/18  
7/16/18 *JP*

  
Contract Dev. & Control 7/17/18  
7/17/18 *JP*

B.      Legal Sufficiency

  
7/19/18  
Assistant County Attorney

C.      Other Department Review

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

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