

PALM BEACH COUNTY

BOARD of COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: 6/18/19

[ X ] Consent [ ] Regular  
[ ] Public Hearing

Department:

Submitted By: County Internal Auditor's Office

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to receive and file:**

- A. Audit reports reviewed by the Audit Committee at its March 20, 2019 meeting as follows:
1. 19-01 Planning, Zoning & Building - *Contractors' Certification*
  2. 19-02 Risk Management - *Countywide Vehicle Management*
  3. 19-03 Risk Management - *Memorandum of Understanding (MOU) with Florida Department of Highway Safety and Motor Vehicles (DMV).*

**Summary:** County Code Section 2-260.16 requires the Internal Audit Committee to review audit reports prior to issuance. County Code Section 2-463 requires the County Internal Auditor to send those reports to the Board of County Commissioners. At its meeting on March 20, 2019, the Committee reviewed and authorized distribution of the attached audit reports. We are submitting these reports to the Board of County Commissioners as required by the County Code. Countywide (DB)

**Background and Justification:** At its March 20, 2019, meeting the Internal Audit Committee reviewed and authorized distribution of audit reports 19-01, 19-02, and 19-03.

**Attachments:**

1. Audit report 19-01 Planning, Zoning & Building - *Contractors' Certification*
2. Audit report 19-02 Risk Management - *Countywide Vehicle Management*
3. Audit report 19-03 Risk Management - *Memorandum of Understanding (MOU) with Florida Department of Highway Safety and Motor Vehicles (DMV).*

Recommended by:

Joseph F. Bergeron  
County Internal Auditor

24 MAY 2019  
Date

Recommended by:

VP Baker  
County Administrator

6/5/19  
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	None				
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

Is Item Included In Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_  
Does this item include the use of federal funds? Yes \_\_\_\_\_ No \_\_\_\_\_  
Budget Account No.: Fund \_\_\_\_\_ Agency \_\_\_\_\_ Org. \_\_\_\_\_ Object \_\_\_\_\_  
Program Number \_\_\_\_\_ Revenue Source \_\_\_\_\_

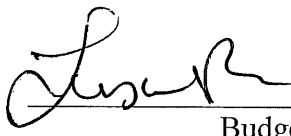
B. Recommended Sources of Funds/Summary of Fiscal Impact:

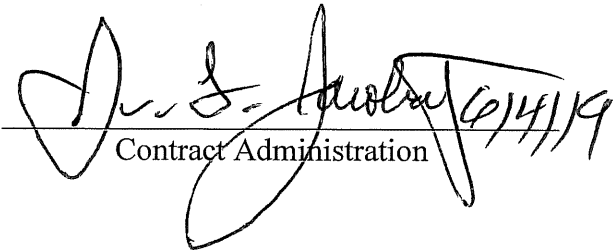
No fiscal impact

A. Department Fiscal Review:  
\_\_\_\_\_

III. REVIEW COMMENTS:

A. OFMB Fiscal and/or Contract Administration Comments:

 5/29/19  
Budget/OFMB 4/5/19 5/28

 6/14/19  
Contract Administration

B. Legal Sufficiency:

 6/5/19  
Assistant County Attorney

C. Other Department Review:  
  
\_\_\_\_\_  
Department Director