

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: March 22, 2022 [] Consent [X] Regular
 [] Ordinance [] Public Hearing

Department: Palm Tran

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

(A) The addition of two (2) Storekeepers, one (1) Shipping & Receiving Coordinator, three (3) Special Projects Coordinators, three (3) Electronics Technicians, one (1) Maintenance Supervisor and one (1) Training & Technical Specialist positions to the complement of Palm Tran;

(B) An upward Budget Amendment of \$221,676, to Palm Tran's Fund 1340, to increase the transfer from the General Fund 0001 to fund the new positions;

(C) A Budget Transfer of \$221,676 from the General Fund 0001 to recognize the increase in transfer to Palm Tran Operating Fund 1340 and decrease the contingency reserve.


Summary: The two Store Keepers and one Shipping & Receiving Coordinator are necessary to support Palm Tran's Maintenance Section's move to 24-hours 365-day operations at both the North and South facilities. Three Special Projects Coordinators would serve as Transit Video Review Specialists. They will ensure tracking system of requests and videos are available for subpoenas and inquiries and will confirm surveillance systems are functioning to assist in accountability, accuracy, storage and retrieval of bus accidents, incidents, complaints and requests from authorized personnel. The three Fare Box technicians are needed to assist in maintaining the equipment for the new fare collection system including the fareboxes, ticket vending machines and Point of Sale devices. The Maintenance Supervisor and three Transit Electronics Technicians are needed to maintain the growing number of electronics on the fixed route buses needed to maintain safety and security such as cameras, radios, Wi-Fi connections and digital information screens. The Training & Technical Specialist is needed to provide on-going training to the mechanics that maintain and repair the Palm Tran fleet of vehicles. Countywide (MM)

Background and Policy Issues: These positions will be ad valorem funded with the costs offset by an increase in the transfer for Preventative Maintenance from Palm Tran's annual allocation from the Federal Transit Administration. The increased transfer for FY22 is for 1/4 of the annual salary and benefits for FY2022 to cover the period July 1 through September 30, 2022. In FY23, the transfer will increase to offset the anticipated full year salary and benefits cost of \$886,705. The annual transfer will remain at the increased amount to offset the cost of these positions. The increased transfer is part of the Section 5307 Grant Application Public Hearing agenda item that is being heard before the Board of County Commissioners on March 22, 2022 that increased the Contingency Reserve.

The FTA distributes Section 5307 to provide capital and operating assistance for public transportation projects.

- Attachment(s):**
1. Budget Amendment (1)
 2. Budget Transfer (1)

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Recommended By: _____  _____ 2/28/2022
 Executive Director Date

Approved By: _____  _____ 3/9/2022
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures					
Operating Costs	\$221,676				
External Revenues	(\$0)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	221,676	(0)	(0)	(0)	(0)
#ADDITIONAL FTE	11				
POSITIONS (CUMULATIVE)					

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


Budget Account No:
 Fund 1340 Department 540 Unit VAR Object VAR

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

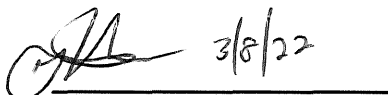
C. Departmental Fiscal Review: _____
 Jeremy Baker, Director Administrative Services

III. REVIEW COMMENTS:

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

Javonious Jackson 3/1/22

 OFMB 7A 3-1-22


 Contract Dev. & Control
 3-7-22 TW

B. Legal Sufficiency

 Assistant County Attorney

C. Other Department Review

 Department Director

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

22- 4708

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGRV 022522*421
BGEX 022522*983

Fund 1340

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 2/2/2022	REMAINING BALANCE
REVENUES								
800-8000-8000	Tr Fr General Fund FD 0001	48,716,780	48,590,717	221,676	0	48,812,393		
Total Receipts and Balances		112,315,280	112,315,280	221,676	0	112,536,956		
EXPENDITURES								
540-5120-1201	Salaries & Wages Regular	414,660	414,660	40,115		454,775	103,993	350,782
540-5120-2101	FICA - Taxes	25,685	25,685	2,487		28,172	6,441	21,731
540-5120-2105	FICA - Medicare	6,007	6,007	582		6,589	1,506	5,083
540-5120-2205	Retirement Contributions	84,303	84,303	7,823		92,126	77,523	14,603
540-5120-2301	Insurance Life, Dental & Health	78,480	78,480	9,810		88,290	14,901	73,389
540-5140-1201	Salaries & Wages Regular	6,088,091	5,536,153	57,430		5,593,583	1,592,502	4,001,081
540-5140-2101	FICA - Taxes	445,191	406,294	3,561		409,855	115,623	294,232
540-5140-2105	FICA - Medicare	104,111	95,014	833		95,847	27,041	68,806
540-5140-2205	Retirement Contributions	1,299,559	1,139,416	11,199		1,150,615	1,047,774	102,841
540-5140-2301	Insurance Life, Dental & Health	1,445,000	1,301,120	13,080		1,314,200	409,678	904,522
540-5150-1201	Salaries & Wages Regular	918,300	918,300	17,585		935,885	242,064	693,821
540-5150-2101	FICA - Taxes	55,967	55,967	1,091		57,058	14,830	42,228
540-5150-2105	FICA - Medicare	13,089	13,089	255		13,344	3,468	9,876
540-5150-2205	Retirement Contributions	183,243	183,243	3,241		186,484	168,505	17,979
540-5150-2301	Insurance Life, Dental & Health	156,960	156,960	6,540		163,500	33,740	129,760
540-5181-1201	Salaries & Wages Regular	0	551,938	28,496		580,434	165,871	414,563
540-5181-2101	FICA - Taxes	0	38,897	1,767		40,664	14,553	26,111
540-5181-2105	FICA - Medicare	0	9,097	414		9,511	3,403	6,108
540-5181-2205	Retirement Contributions	0	160,143	5,557		165,700	147,263	18,437
540-5181-2301	Insurance Life, Dental & Health	0	143,880	9,810		153,690	27,837	125,853
Total Appropriations & Expenditures		112,315,280	112,315,280	221,676	0	112,536,956	42,754,396	69,782,560

Signatures & Dates

By Board of County Commissioners
At Meeting of 3/22/22

Office of Financial Management & Budget

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Lucas M... 3/22/22

Deputy Clerk to the

Board of County Commissioners

22- 0407

BGEX 022522*985

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER

Fund 0001

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 2/2/2022	REMAINING BALANCE
<u>EXPENDITURES</u>								
820-9900-9901	Contingency reserves	20,000,000	19,339,550	0	221,676	19,117,874	0	19,117,874
820-9100-9063	Tr to Palm Tran Operations Fd 1340	50,625,504	50,499,441	221,676	0	50,721,117	12,317,849	38,403,268
Total Appropriations & Expenditures				221,676	221,676			

Signatures & Dates

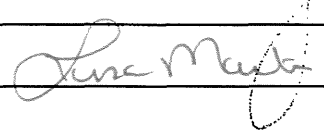
By Board of County Commissioners
At Meeting of 3/22/22

Office of Financial Management & Budget

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted



3/2/22

Deputy Clerk to the
Board of County Commissioners