

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

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**Meeting Date:** August 23, 2022       **Consent**       **Regular**  
    **Ordinance**       **Public Hearing**

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**Department:** Facilities Development & Operations

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to receive and file:** Notice of exercise of the first option to extend, the ATM Operating License Agreement (License Agreement) with Guardians Credit Union, dated December 10, 2018, for the following locations:

- A) Vista Center, 2300 N. Jog Road, West Palm Beach, FL 33411;
- B) PBC Criminal Justice Complex, 3228 Gun Club Road, West Palm Beach, FL 33406;
- C) South County Courthouse, 200 W. Atlantic Avenue, Delray Beach, FL 33444; and
- D) Main County Courthouse, 205 N. Dixie Highway, West Palm Beach, FL 33401.

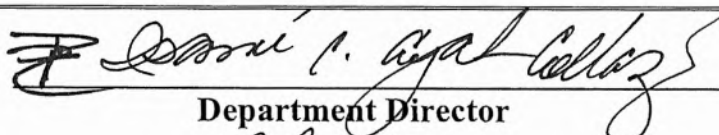
**Summary:** In accordance with County PPM CW-O-051, all delegated contracts, agreements and grants must be submitted by the initiating Department as a receive and file agenda item. On June 5, 2012, the Board of County Commissioners (Board) approved a standard ATM Operating License Agreement and delegated authority to the Director of Facilities Development and Operations Department to sign and administer the same, including all amendments, and extensions thereof. On December 10, 2018, the County entered into a new ATM Operating License Agreement (R2019-0210) with Guardians Credit Union for an initial term of three years, expiring on February 17, 2022, plus two extensions of one-year each. The attached Notice from Guardians Credit Union exercises the first extension option through February 17, 2023 and is being submitted to the Board to receive and file. PREM will continue to administer this License Agreement. **(Property & Real Estate Management) Districts 3 & 7 (HJF)**

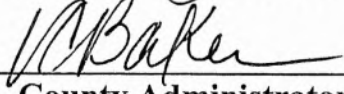
**Background and Justification:** On December 10, 2018, the County entered into a new ATM Operating License Agreement (R2019-0210) with Guardians Credit Union for an initial term of three years, expiring on February 17, 2022, plus two extensions of one-year each and was executed by the Director of Facilities Development and Operations Department. On February 5, 2019, a receive and file agenda item was submitted for the License Agreement. The License Agreement sets forth the terms and conditions for the placement, operation, repair and maintenance of the ATM equipment. Exercise of this first option extends the term of the License Agreement for one year expiring on February 17, 2023. There is no rent or fee charged. A Disclosure of Beneficial Interests is not required for a standard ATM Operating Agreement.

**Attachments:**

- 1. Location Map (4)
- 2. Guardians Credit Union Notice to Exercise Extension Option, dated November 22, 2021

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**Recommended By:**       7/19/22  
   **Department Director**      **Date**

**Approved By:**       8/1/2022  
   **County Administrator**      **Date**

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**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes  No

Does this item include the use of federal funds? Yes  No

Budget Account No: Fund \_\_\_\_\_ Dept \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_  
 Program \_\_\_\_\_

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

Fixed Asset Number \_\_\_\_\_

C. Departmental Fiscal Review: *Kay Shee*

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development Comments:**

*Loren M... 7/25/22* *7/25/22* *Ar. J. Jawl... 7/29/22*  
 OFMB/NA 7-25-22 Contract Development and Control  
 7-28-22 TW

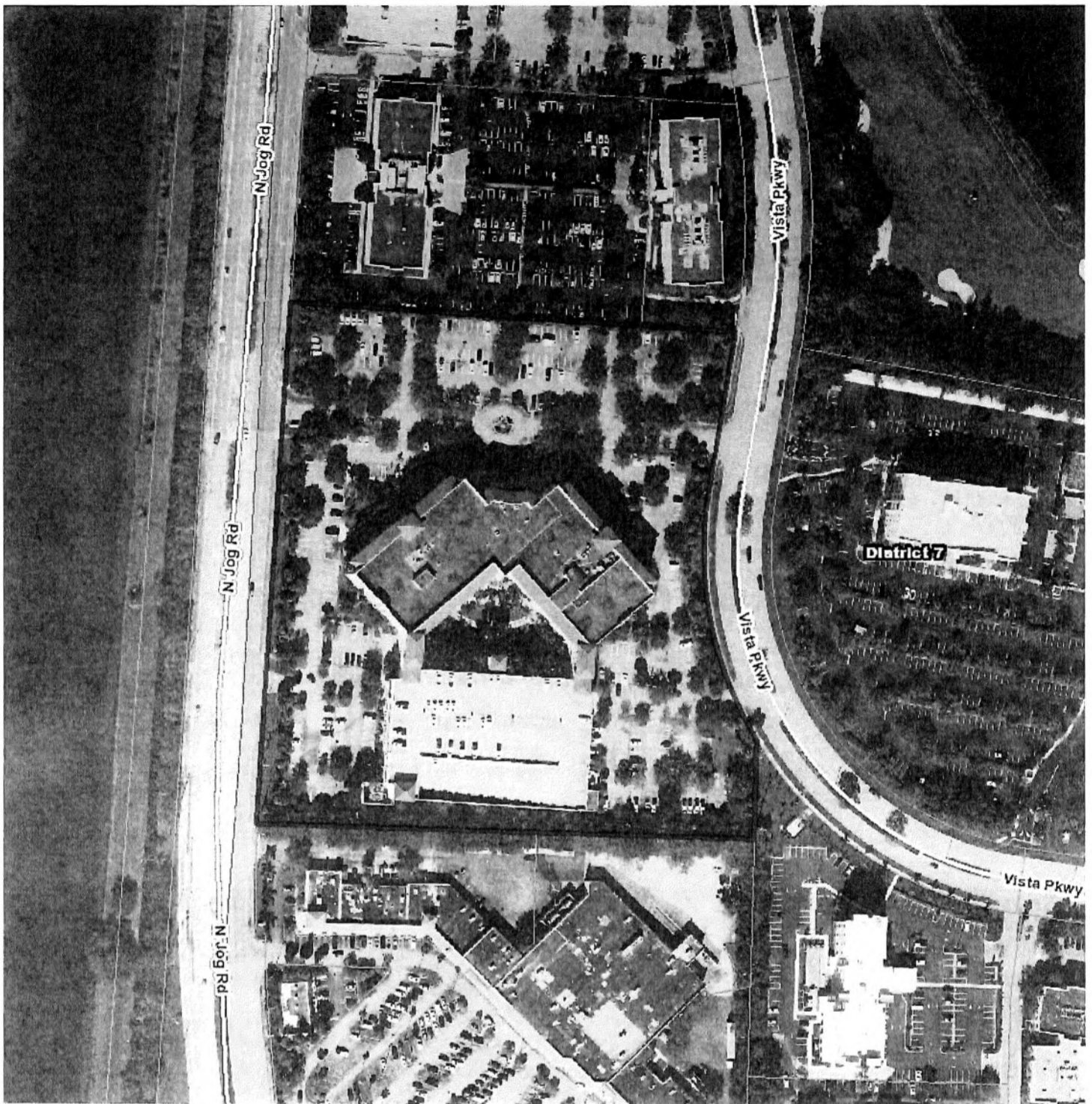
**B. Legal Sufficiency:**

*[Signature]* 8/1/22  
 Assistant County Attorney

**C. Other Department Review:**

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

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



00-42-43-22-16-022-0000

## LOCATION MAP

Vista Center

2300 N Jog Rd, West Palm Beach







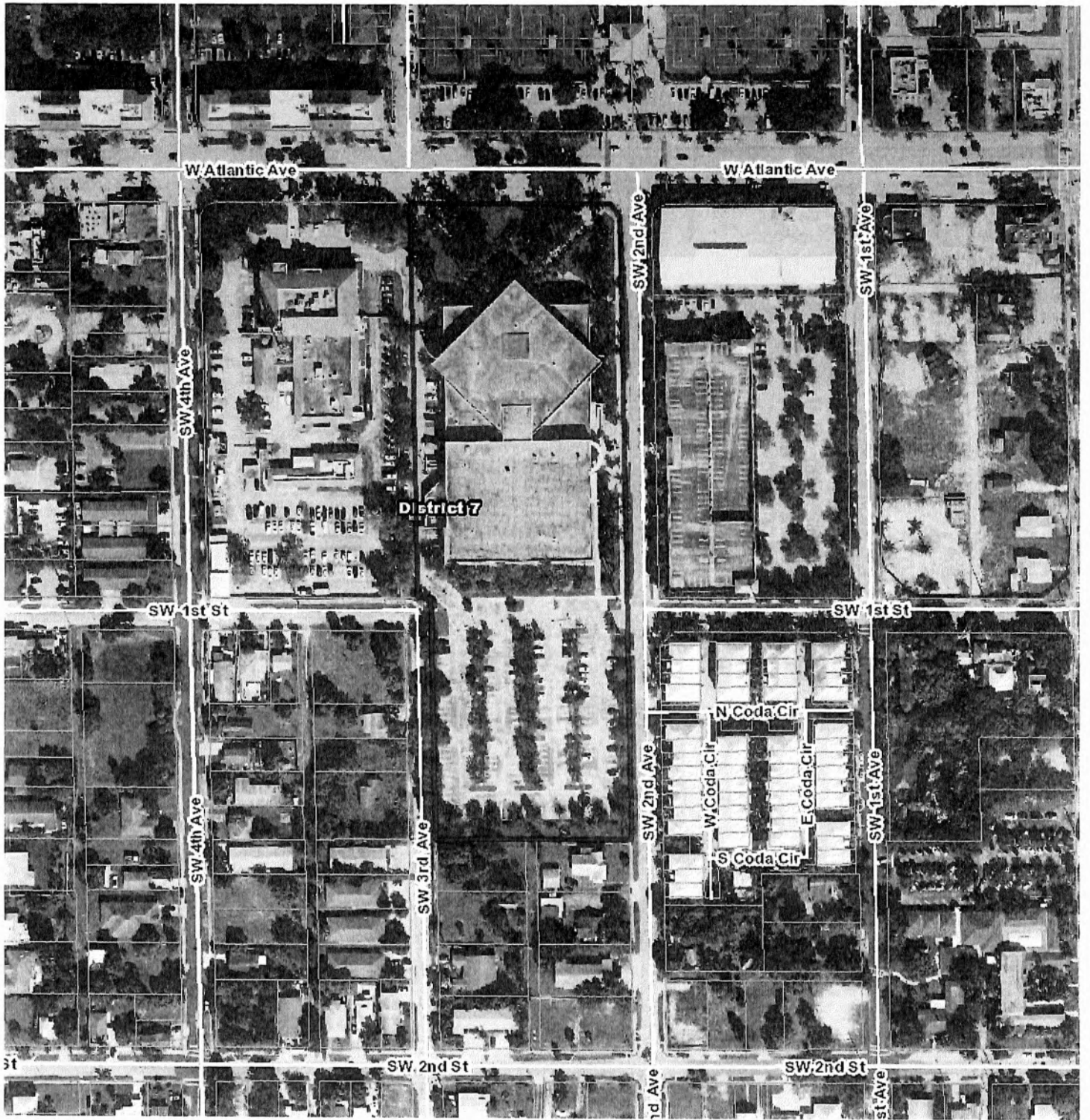
00-43-44-06-00-000-1050

## LOCATION MAP

**Palm Beach County Criminal Justice Complex**

3228 Gun Club Rd, West Palm Beach





12-43-46-17-47-000-0000

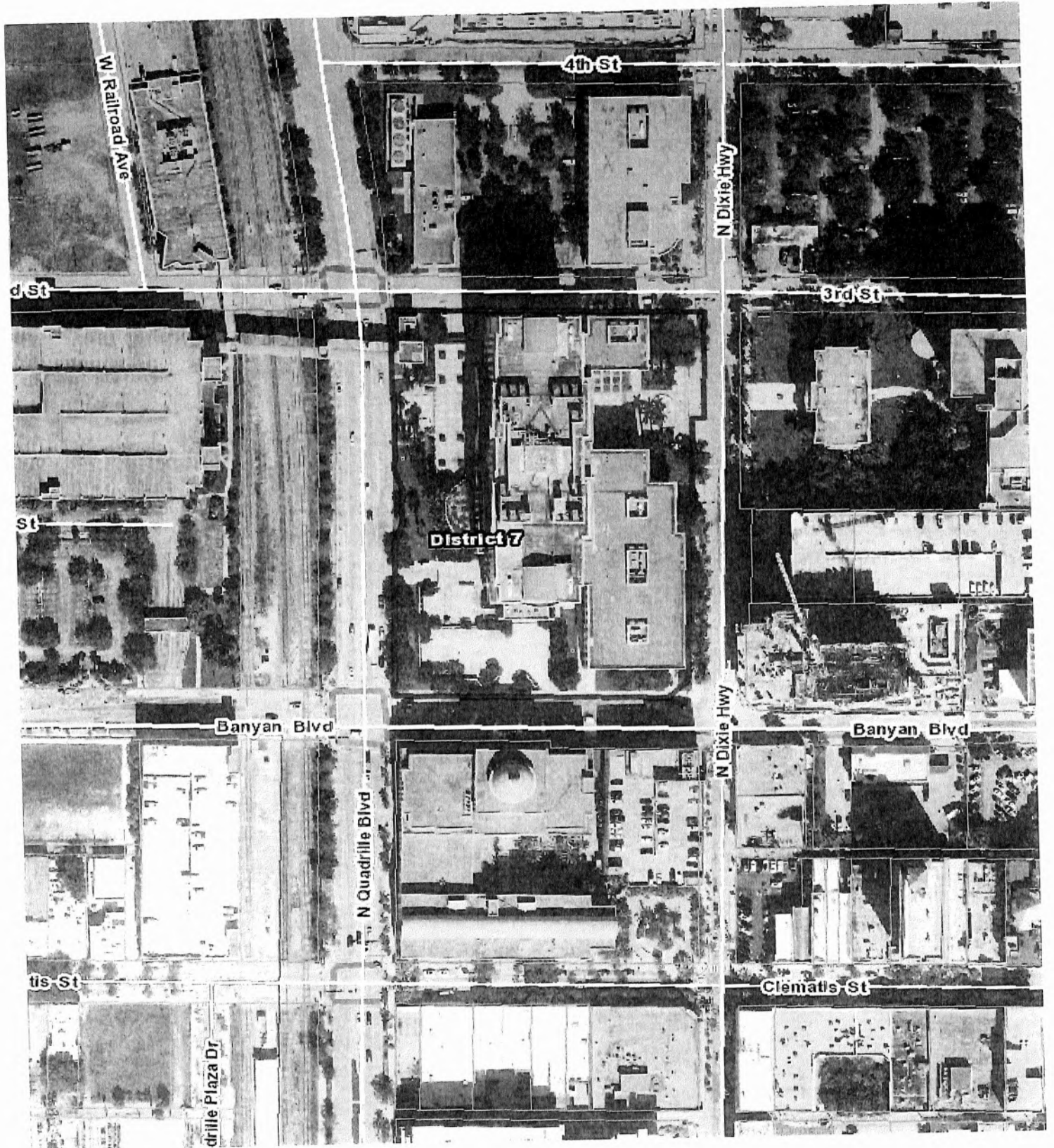
## LOCATION MAP

South County Courthouse

200 W Atlantic Ave, Delray Beach







74-43-43-21-01-052-0010

## LOCATION MAP

Palm Beach County Courthouse

205 N Dixie Hwy, West Palm Beach



**Attachment #2**

Guardians Credit Union Notice to Exercise Extension Option, dated November 22, 2021 (1 page)

3469 Summit Boulevard  
West Palm Beach, FL 33406

P: (561) 686-4006  
F: (561) 687-9943

November 22, 2021

Purvi Bhogaita, Director  
Property and Real Estate Management  
2633 Vista Parkway  
West Palm Beach, FL 33411-5605

Reference: 1<sup>st</sup> Option Exercise of License Agreement dated December 10, 2018 as amended between Palm Beach County and Guardians Credit Union for the following locations:

1. PBC Criminal Justice Complex, 3228 Gun Club Road, West Palm Beach, FL 33406
2. South County Courthouse, 200 W. Atlantic Avenue, Delray Beach, FL 33444
3. PBC Courthouse, 205 N. Dixie Highway, West Palm Beach, FL 33401
4. Vista Center, 2300 N. Jog Road, West Palm Beach, FL 33411

Dear Purvi Bhogaita:

In accordance with Section 3, *Term*, and sent in accordance with Section 17, the Notice provisions, kindly accept this letter as notification that Guardians Credit Union has chosen to exercise our option for the first renewal period of one (1) year on the above referenced License Agreement.

Sincerely,



Shannon Duran, BSACS, CUDE  
President

**GuardiansCU.coop**

