

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: February 7, 2023 Consent Regular
 Workshop Public Hearing

Department: Environmental Resources Management

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file the Annual Certified Budget for Mosquito Control (Form 13617) with the Florida Department of Agriculture and Consumer Services (FDACS) for Mosquito Control activities performed during the fiscal year period beginning October 1, 2022 through September 30, 2023.

Summary: On July 12, 2022, the Board of County Commissioners (BCC) approved the County Administrator, or designee, to sign the Annual Certified Budget for Arthropod Control and State Financial Assistance Recipient Agreement (R2022-0711). The Agreement normally provides arthropod control state aid to support mosquito control activities and it is based on the Annual Certified Budget submitted to the agency each September. However, no state aid has been awarded this year, and therefore there is no Agreement. Although no Agreement was required this year, on January 24, 2023, the County approved a Memorandum of Understanding with FDACS under which monthly reports are still required and due to FDACS to remain eligible for state funding in future years. In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants must be submitted by the initiating department as a receive and file agenda item. Countywide (SF)

Background and Justification: FDACS provides this aid to assist local government entities with arthropod and mosquito control and ensure the tools and techniques meet industry standards and are in compliance with CH 388 F.S. and 5E-13 F.A.C. The County primarily uses these funds to purchase mosquito control chemicals. State aid determination is based on a tier system. Based on Mosquito Control's Annual Certified Budget, FDACS placed Mosquito Control into Tier 1, which receives no state funding for FY2023.

Attachments:

- 1. FDACS Form 13617 – Annual Certified Budget for Mosquito Control
- 2. Delegation of Authority

Recommended by: Michael Still for 12/1/22 SF 11/30/22
 Department Director **Date**

Approved by: Paw 1/5/23
 Assistant County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	\$0.00	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$0.00</u>	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

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 0001 Department 380 Unit 3241 Object _____ Program _____

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

C. Department Fiscal Review:

S. Newy

III. REVIEW COMMENTS

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

*for approval
AC 12/19/22*
Shirley Burt 12/19/22 *Frank de Haven Jacobowitz* 1/4/23
OFMB JA 12/19 Contract Development & Control
1/3/2023 fnd

B. Legal Sufficiency:

[Signature]
Assistant County Attorney

C. Other Department Review:

Department Director

Attachment 1



**Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services
ANNUAL CERTIFIED BUDGET FOR ARTHROPOD CONTROL**

Submit to:
Mosquito Control Program
3125 Conner Blvd, Suite E
Tallahassee, FL 32399-1650

NICOLE "NIKKI" FRIED
COMMISSIONER

Rule 6E-13.027, F.A.C.
Telephone: (850) 617-7811; Fax (850) 617-7839

County or District Palm Beach County

FISCAL YEAR: October 1, 2022 - September 30, 2023

RECEIPTS

Acct #	Description	TOTAL	LOCAL	STATE
311	Ad Valorem (Current/Delinquent)	\$3,215,984.00	\$3,215,984.00	
334.1	State Grant	\$0.00	\$0.00	\$0.00
362	Equipment Rentals	\$0.00	\$0.00	\$0.00
337	Grants and Donations	\$0.00	\$0.00	\$0.00
381	Interest Earnings	\$0.00	\$0.00	\$0.00
364	Equipment and/or Other Sales	\$0.00	\$0.00	\$0.00
369	Misc./Refunds (prior yr expenditures)	\$0.00	\$0.00	\$0.00
380	Other Sources	\$0.00	\$0.00	\$0.00
389	Loans	\$0.00	\$0.00	\$0.00
TOTAL RECEIPTS		\$3,215,984.00	\$3,215,984.00	\$0.00
Beginning Fund Balance		\$0.00	\$0.00	\$0.00
TOTAL BUDGETARY RECEIPTS & BALANCE		\$3,215,984.00	\$3,215,984.00	\$0.00

EXPENDITURES

Acct #	Uniform Accounting System Transaction	TOTAL	LOCAL	STATE
10	Personal Services	\$910,122.00	\$910,122.00	\$0.00
20	Personal Services Benefits	\$441,711.00	\$441,711.00	\$0.00
30	Operating Expense	\$824,000.00	\$824,000.00	\$0.00
40	Travel & Per Diem	\$9,300.00	\$9,300.00	\$0.00
41	Communication Serv	\$0.00	\$0.00	\$0.00
42	Freight Services	\$500.00	\$500.00	\$0.00
43	Utility Service	\$13,000.00	\$13,000.00	\$0.00
44	Rentals & Leases	\$119,832.00	\$119,832.00	\$0.00
45	Insurance	\$27,517.00	\$27,517.00	\$0.00
46	Repairs & Maintenance	\$43,280.00	\$43,280.00	\$0.00
47	Printing and Binding	\$0.00	\$0.00	\$0.00
48	Promotional Activities	\$0.00	\$0.00	\$0.00
49	Other Charges	\$404,822.00	\$404,822.00	\$0.00
51	Office Supplies	\$4,298.00	\$4,298.00	\$0.00
52.1	Gasoline/Oil/Lube	\$82,831.00	\$82,831.00	\$0.00
52.2	Chemicals	\$334,950.00	\$334,950.00	\$0.00
52.3	Protective Clothing	\$1,980.00	\$1,980.00	\$0.00
52.4	Misc. Supplies	\$15,870.00	\$15,870.00	\$0.00
52.5	Tools & Implements	\$1,200.00	\$1,200.00	\$0.00
54	Publications & Dues	\$980.00	\$980.00	\$0.00
55	Training	\$0.00	\$0.00	\$0.00
60	Capital Outlay	\$0.00	\$0.00	\$0.00
71	Principal	\$0.00	\$0.00	\$0.00
72	Interest	\$0.00	\$0.00	\$0.00
81	Aids to Government Agencies	\$0.00	\$0.00	\$0.00
83	Other Grants and Aids	\$0.00	\$0.00	\$0.00
89	Contingency (Current Year)	\$0.00	\$0.00	\$0.00
99	Payment of Prior Year Accounts	\$0.00	\$0.00	\$0.00
TOTAL BUDGET AND CHANGES		\$3,215,984.00	\$3,215,984.00	\$0.00
0.001	Reserves - Future Capital Outlay	\$0.00	\$0.00	\$0.00
0.002	Reserves - Self-Insurance	\$0.00	\$0.00	\$0.00
0.003	Reserves - Cash Balance to be Carried Forward	\$0.00	\$0.00	\$0.00
0.004	Reserves - Sick and Annual Leave Trans Out	\$0.00	\$0.00	\$0.00
TOTAL RESERVES ENDING BALANCE		\$0.00	\$0.00	\$0.00
TOTAL BUDGETARY EXPENDITURES AND RESERVES BALANCES		\$3,215,984.00	\$3,215,984.00	\$0.00
ENDING FUND BALANCE		\$ 0.00	\$ 0.00	\$ 0.00

I certify that the budget shown was adopted on this 25 Day of AUGUST 20 22

SIGNED: Deborah Dunn
Chairman of the Board, or Clerk of Circuit Court

APPROVED: State of Florida Department of Agriculture and Consumer Services, Mosquito Control Program

SIGNED: George W. Hayslip
Mosquito Control Program

Digitally signed by George W. Hayslip
DN: cn=George W. Hayslip, o=Florida
Department of Agriculture and Consumer
Services, ou=Agricultural Environmental
Services, email=george.hayslip@dacs.gov,
c=US
Date: 2022.11.18 14:34:56 -05'00'

APPROVED

FDACS Mosquito Control Program



INTEROFFICE MEMORANDUM
Palm Beach County
Environmental Resources Management

Attachment 2

DATE: May 3, 2022

TO: Verdenia C. Baker
County Administrator

THROUGH: Patrick Rutter *PR*
Assistant County Administrator

FROM: Deborah Drum, Director *DD 5-7-22*
Environmental Resources Management

SUBJECT: REQUEST FOR DELEGATION OF APPROVAL AUTHORITY:
State Mosquito Control Memo of Understanding (MOU)
Contract No. 28280 with the Florida Department of Agriculture
and Consumer Services (FDACS) (Contract), for mosquito
control activities performed during Contract period upon
execution to September 30, 2022.

On February 8, 2022, agenda item 3L-3 (R2022-0127), the Board of County Commissioners approved the County Administrator, or designee, to sign all future time extensions, task assignments, certifications, and other forms associated with the Contract and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Contract.

This memorandum is my request for delegation of signatory authority for the Director or Deputy Director of Environmental Resources Management (ERM), to sign all future time extensions, task assignments, certifications, and other forms associated with this Contract, and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Contract. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

APPROVED: *Verdenia C. Baker* DATE: *5/9/22*
Verdenia C. Baker, County Administrator

DD:kf
Attachment