

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

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Meeting Date:	April 1, 2025	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing

Department

Submitted By: Clerk of the Circuit Court & Comptroller

Submitted For: Board of County Commissioners

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to adopt: a Resolution affirming existing clerk branch offices and designating 2300 N. Jog Road, West Palm Beach, FL, 33411 as a clerk branch office for the recording of instruments and conduct of county business.

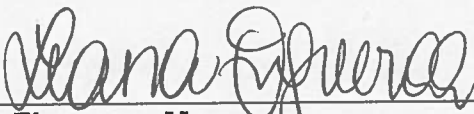
Summary: The Clerk and Comptroller for Palm Beach County has provided for branch offices for the conduct of county business and has identified a need for an additional branch office located at the following address: 2300 N. Jog Road, West Palm Beach, FL, 33411. The attached Resolution designates the foregoing location as a branch office for the conduct of county business, while affirming the currently existing clerk branch offices located outside of the county seat. Countywide (DB)

Background and Justification: The State Constitution provides that branch offices for the conduct of county business may be established outside of the county seat by resolution of the governing body of the county. Florida Statute s. 28.07 further provides that, if the clerk finds a need for branch offices, said offices may be located in the county at places other than the county seat if those locations are designated by the governing body of the county for the recording of instruments pursuant to the State Constitution.

Attachments:

- 1. Proposed Resolution

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Recommended by:	<u></u>	<u>3/4/25</u>
	Finance - Manager	Date

Approved by:	_____	_____
	Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income(County)					
In-Kind Match(County					
NET FISCAL IMPACT					
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE					

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

Budget Account No:
Fund Agency Organization Object

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 Contract Dev. & Control

B. Legal Sufficiency

Assistant County Attorney

C. Other Department Review

Department Director

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

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DESIGNATING CLERK BRANCH OFFICES FOR THE RECORDING OF INSTRUMENTS AND CONDUCT OF COUNTY BUSINESS.

Whereas, s. 1(k), Art. VIII of the State Constitution provides that branch offices for the conduct of county business may be established outside of the county seat by resolution of the governing body of the county; and

Whereas, s. 28.07, Florida Statutes, provides that, if the clerk finds a need for branch offices, they may be located in the county at places other than the county seat if those locations are designated by the governing body of the county for the recording of instruments pursuant to s. 1(k), Art. VIII of the State Constitution; and

Whereas, s. 28.07, Florida Statutes, further provides that instruments presented for recording in the Official Records may be accepted and filed for that purpose at any branch office so designated; and

Whereas, the Clerk and Comptroller for Palm Beach County has provided for branch offices for the conduct of county business and has identified a need for an additional branch office located at the following address: 2300 N. Jog Road, West Palm Beach, FL, 33411; and

Whereas, the Board of County Commissioners of Palm Beach County wishes to designate the foregoing location as a branch office for the conduct of county business, while affirming the currently existing branch offices located outside of the county seat.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

- 1. The foregoing recitals are true and correct and are incorporated herein.
- 2. The Board of County Commissioners hereby designates the locations identified in the attached Exhibit A as branch offices for the conduct of county business such that instruments that have been and will be presented for recording in the Official Records may be accepted and filed for that purpose at any of the identified branch offices.
- 3. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by Commissioner _____ who moved for its adoption. The Motion was seconded by Commissioner _____, and upon being put to a vote, the vote was as follows:

- Commissioner Maria Marino, Mayor -
- Commissioner Sarah Baxter, Vice Mayor -
- Commissioner Gregg K. Weiss -
- Commissioner Joel Flores -
- Commissioner Marci Woodward -
- Commissioner Maria Sachs -
- Commissioner Bobby Powell, Jr -

The Mayor thereupon declared the Resolution duly passed and adopted this _____ day of _____, 2025.

PALM BEACH COUNTY, FLORIDA BY
ITS BOARD OF COUNTY
COMMISSIONERS

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

JOSEPH ABRUZZO, CLERK OF THE
CIRCUIT COURT AND COMPTROLLER

BY: _____
David C. Behar, Esq.
Assistant County Attorney

BY: _____
Deputy Clerk

EXHIBIT A

Branch locations to accept instruments presented for recording pursuant to Florida Statute 28.07:

North Branch
North County Courthouse
3188 PGA Boulevard
Palm Beach Gardens, FL 33410

Royal Palm Beach Branch
200 Civic Center Way
Royal Palm Beach, 33411

South Branch
South County Courthouse
200 West Atlantic Avenue
Delray Beach, FL 33444

West Branch
West County Courthouse
2950 State Road 15
Belle Glade, FL 33430

PZB Branch
Vista Center
2300 N. Jog Road
West Palm Beach, FL, 33411