

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

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Meeting Date: October 22, 2024 Consent Regular
 Workshop Public Hearing

Submitted By: Department of Airports

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: an updated summary of increased permit fees and charges for a Hotel-Motel Courtesy Shuttle Operator Permit (Permit) at the Palm Beach International Airport (PBI) pursuant to Resolution 2017-1020.

Summary: Commencing October 1, 2024, the annual fee for new or renewed Permits will be increased from \$242 to \$254. The annual fee was also increased from \$230 to \$242 effective October 1, 2023, but a summary of fees and charges was not received and filed due staffing changes, resulting in an administrative oversight. The attached summary includes the fees and charges for both periods. Delegation of authority to increase fees and charges for the Permit was approved by the Board of County Commissioners (BCC) in Resolution 2017-1020. **Countywide (AH)**

Background and Justification: Resolution 2017-1020 established an initial annual Permit fee and provided for adjustment up to 5% annually, rounded up to the nearest whole dollar. The Permit authorizes a hotels and motels to operate a courtesy shuttle to pick up passengers from a designated area at PBI.

Attachments:

- 1. Summary of Hotel-Motel Courtesy Shuttle Fees and Charges

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Recommended By: Paul Sam Buba 9/18/24
 Department Director Date

Approved By: Emmie P. Cabal 10/1/24
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
Operating Revenues	<u>(\$72)</u>	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>(\$72)</u>	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

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

Budget Account No: Fund 4100 Department 120 Unit 8340 Resource 6999
 Reporting Category _____


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

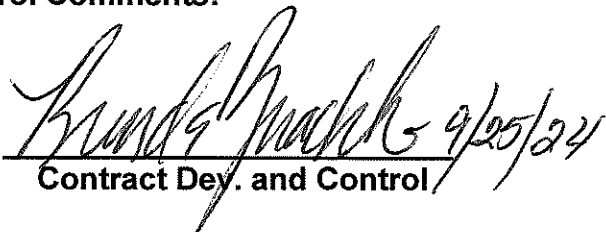
The Permit fee was increased effective October 1, 2023, from \$230 to \$242 and six (6) Permits were renewed. Six (6) existing Permits are expected to renew automatically October 1, 2024, at the new rate of \$254. The fiscal impact of this increase is the receipt of an additional \$12 for each of the six (6) Permits for FY2025. Renewals for future years cannot be estimated and are not included above.

C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

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

 9/23/24
 OFMB JA 9/20
 KK 9/23

 9/25/24
 Contract Dev. and Control

B. Legal Sufficiency:

 10-2-24
 Assistant County Attorney

C. Other Department Review:

 Department Director

PALM BEACH COUNTY
 BOARD OF COUNTY
 COMMISSIONERS
 Maria Sachs, Mayor
 Gregg K. Weiss
 Michael A. Barnett
 Marci Woodward
 Sara Baxter
 Mack Bernard

Palm Beach
 INTERNATIONAL AIRPORT

COUNTY ADMINISTRATOR
 Verdenia C. Baker
 DEPARTMENT OF AIRPORTS



HOTEL-MOTEL COURTESY SHUTTLE OPERATOR PERMIT
AT THE
PALM BEACH INTERNATIONAL AIRPORT
(STANDARD FORM APPROVED R2017-1020)

SUMMARY OF FEES & CHARGES EFFECTIVE OCTOBER 1, 2024

Effective Date (Resolution)	Application Fee (Section 5.01)	Airport Decal Fee* (Section 4.07)	Annual Permit Fee (Section 5.02)
10-1-2017 R2017-1020	\$250.00	\$10.00	\$200.00
10-1-2018 R2018-1855	\$250.00	\$10.00	\$210.00
10-1-2019 R2019-1292	\$250.00	\$10.00	\$220.00
10-1-2022 R2022-0664	\$250.00	\$10.00	\$230.00
10-1-2023	\$250.00	\$10.00	\$242.00
10-1-2024	\$250.00	\$10.00	\$254.00

*The Annual Permit Fee includes up to five (5) Airport Decals. The Airport Decal Fee pertains to each decal in excess of five decals.

Approved by Director of Airports: *James Baker*

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 Pahokee

PALM BEACH COUNTY PARK AIRPORT
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