

Broward Sheriff's Office
2601 West Broward Boulevard
Fort Lauderdale, FL 33312
954.831.8900
www.sheriff.org



EXHIBIT 1

July 26, 2018

Norman Foster, Director
Office of Management and Budget
Broward County Governmental Center
115 South Andrews Avenue
Fort Lauderdale, FL 33301

Dear Mr. Foster:

WageWorks, the Contractor that administers the COBRA and Flexible Spending accounts for the Broward Sheriff's Office has modified their application of the forfeiture funds which has resulted in a refund in the amount of \$92,270.79 to the Sheriff's Office.

Staff is requesting that these funds be remitted to Broward County and \$20,000 be appropriated to the FY17/18 salary account to offset current administrative fees and the remainder to be held in a reserve account for payment of the FY18/19 Flexible Spending Accounts and COBRA administrative fees.

\$20,000.00	Administration & Professional Standards - Personal Services
\$72,270.79	Administration & Professional Standards - Reserve Sheriff

Your favorable consideration in this matter will be most appreciated.

Sincerely,



Colonel Tom Harrington
Department of Administration

TH/DEP/krh

cc: Colonel Steve Kinsey, Undersheriff
Director Dafne Perez, Office of Management and Budget



Sheriff Scott Israel

INTERNAL MEMO

Date: July 11, 2018

To: Dafne Perez
Director, Office of Management & Budget

From: Elizabeth Parker *E. Parker*
Manager, Employee Benefits

Subject: Flexible Spending Account Forfeitures

Employee Benefits is requesting the forfeiture funds from WageWorks (check #10459), in the amount of \$92,270.79, be remitted to Broward County and held in a reserve account for payment of the Broward Sheriff's Office's FSA and COBRA administrative fees for next Fiscal Year (18/19).

The projected expense amount for FY18/19 is \$66,000. We are also requesting \$20,000 be transferred within this Fiscal Year (17/18) to offset additional funds that were applied for current administrative fees.

The reserve account is required due to the fact that WageWorks modified their application of our forfeiture funds. Previously, WageWorks would retain any forfeitures and apply them to our administrative fees.

Please contact me at (954) 831-8357 with any questions.

Thank you.



WageWorks, Inc.
P.O. Box 224547
Dallas TX 75222-4547

Broward County Sheriff's Office
Attn: Benefits Administrator
2601 West Broward Boulevard
Ft. Lauderdale FL 33312

WageWorks, Inc.
29883 Broward County Sheriff's Office

10459
11/29/2017

Date	Invoice	Memo	Orig. Amt	Amt. Due	Amount
6/8/2016	Credit Memo CRFUND001496	FUND	30,598.01	30,598.01	30,598.01
12/16/2016	Payment PYMNT0001433919		30,638.88	19,597.71	19,597.71
12/29/2016	Payment PYMNT0001439898		42,075.07	42,075.07	42,075.07
					92,270.79

PLEASE DETACH AND RETAIN FOR YOUR RECORDS



WageWorks, Inc.
P.O. Box 224547
Dallas TX 75222-4547

Union Bank
San Francisco, CA 94104

15-49
1220

10459

DATE 11/29/2017

\$ ****92,270.79

PAY **Ninety-Two Thousand Two Hundred Seventy Dollars and 79/100 Cents**

TO
THE
ORDER
OF

Broward County Sheriff's Office
Attn: Benefits Administrator
2601 West Broward Boulevard
Ft. Lauderdale FL 33312

GREATER THAN \$500,000 REQUIRES 2ND SIGNATURE


VOID AFTER 180 DAYS

⑈0000 10459⑈ ⑆122000496⑆ 3120004394⑈

Security features included. Details on www.irs.gov