

GOLDEN BEACH 2.0



2023-2024 BUDGET
ALWAYS FOCUSED ON YOU.





TOWN OF GOLDEN BEACH, FLORIDA
1 GOLDEN BEACH DRIVE
GOLDEN BEACH, FL 33160

2023-2024 ADOPTED OPERATING AND CAPITAL BUDGET

“A TOWN OF EXCELLENCE”



TOWN COUNCIL

Mayor Glenn Singer

Vice Mayor Kenneth Bernstein, Esq.

Council Member Bernard Einstein, Esq.

Council Member Judy Lusskin

Council Member Jaime Mendal

TOWN MANAGER

Alexander Diaz

DIRECTOR OF FINANCE

Maria D. Camacho



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Golden Beach
Florida**

For the Fiscal Year Beginning

October 01, 2022

Christopher P. Morill

Executive Director



MESSAGE FROM THE MAYOR



To the Honorable Members of the Town Council and fellow Residents of Golden Beach:

Today, I am supporting the Town Manager's recommended Budget, which calls for a combined 8.4 mills for the ninth consecutive year, due in large part to the unprecedented growth of the Town's property values, which now stands at \$1.6 billion.

With the growth in our assessed values, the Town continues to make significant investments in infrastructure and capital improvement projects. Each year, we work diligently to maintain the Town of Golden Beach in a manner that we can all be proud of and offer a variety of amenities for you to take part in.

This year we are committed to increase our security efforts by increasing our police presence, and delivering on the expansion of our Town-wide CCTV camera system. The camera system will provide coverage from the Intercoastal Waterways to our oceanfront homes, and all public areas throughout the Town.

We are also looking to expand the amenities offered to our residents, providing more of a concierge approach to our customer service. Communication and the way information is provided will be a key aspect of our new organizational structure as we work to increase transparency and flow of information. We will continue to improve the manner in which we operate, and strengthen our reserves for the 2023-2024 fiscal year.

Protecting your investment and your family continues to be our top priority.

This year our vision of building a brand-new state-of-the-art Wellness Center and the reimagined Tweddle Park will be at the forefront of our Capital Plan.

We are excited about the progress of our new Civic Center building and the Civic Center Complex Masterplan. We anticipate officially moving in the coming months. This new state-of-the-art facility includes a hurricane-ready operations center and landfall team bunker. It will also offer a few new spaces for our residents to gather and celebrate together; when you see me, ask me about the new Town Terrace.

The Town Council, Administration and I are **Focused on You**, and you have my commitment that we will continue to protect and grow the investment you made when you chose our Town as your home.

It has truly been an honor and a pleasure to serve as your Mayor for the past eighteen years. I am proud of all that we have accomplished this past year and proud of our staff who tirelessly serve our community.

I want to thank you for your continued support and trust in myself and my fellow councilmembers, and I look forward to the many milestones that lie ahead for Golden Beach.

Glenn Singer

Glenn Singer, Mayor

READER'S GUIDE

The Fiscal Year 2023-2024 Annual Operating Budget for the Town of Golden Beach serves as the guide book for the day-to-day operations and the long term goals of the Town. It consists of nine (9) major sections: Introduction, Budget Message & Summary, Budget Overview, Community Engagement, Public Safety, Operations Management, Fiscal Health, and Appendix. This section provides readers with a guide to the document contents and where and how to find the information. We have made every effort to design this book in an accessible and transparent manner.

Introduction

This section of the budget provides the reader with the history of the Town and the Town-wide organizational chart. It includes the annual budget procedures and budget schedule/calendar, an explanation of the type of government, our core values and vision statement, as well as our Year in Review where we take a look back at all of our accomplishments of the previous fiscal year.

Budget Message & Summary

This section contains the Town Manager's Budget Message for the FY 2023-2024 Budget. The Town Manager's budget message provides the reader a unique opportunity to gain an understanding of the Town Manager's vision, major issues, recommended policy, current and future operational challenges, as well as new initiatives and his long-range financial plan for the Town.

Budget Overview

This section provides the reader with a basic overview of the budget. It details the Town's Financial Policy, contains information about the budget process, how Departments and the General Fund are organized, the budget process, a summary of the funds, Budget Overview by Fund, General Fund Revenues and Appropriations, and the Revenue Projection Rationale.

Executive Management Department

The section contains detailed information on the functions of the Town Council, Town Manager and the Town's Attorney. These sections provides the reader with an explanation on how the Town Council act as the policymaking body of the Town; how the Town Manager oversees the Administration of all the Departments and guides the day-to-day decision-making process; and how the Town Attorney provides

legal support and opinions to the Town Council. This department manages the Capital Projects and General Government Funds.

Community Engagement Department

This section provides an overview of the Community Engagement Department of the Town. This newly created Master Department houses various divisions working in tandem towards one primary goal – the resident and the resident experience. Within this Department are the following divisions: Town Clerk, Human Resources, Resident Services, and Parks & Recreation.

Public Safety Department

This section provides an overview of the Public Safety Department. Although not new, this Master Department has taken on a new role/responsibility focused on all aspects of security and safety for all residents and visitors to the Town. Within this Department are the following divisions: Law Enforcement, Public Service Aides, Lifeguards, Code Enforcement and management of the Law Enforcement Trust Fund (LETF).

Operations Management Department

This section provides an overview of the Operations Management Department. This new Mega-Department undertakes the daunting task of overseeing and managing all aspects of the Town's infrastructure and facilities. Within this Department are the following divisions: Residential Construction and Zoning, Public Services, Facilities and Streets Maintenance, and management of the Stormwater Fund.

Fiscal Health Department

This section provide an over of the Fiscal Health Department. Although not a new Department, this Master Department has been fine tuned to address all aspects of the financials of the Town. Within this Department, the Chief Financial Officer and staff will be in charge of the following sub-sections: Investments, Pension Liaison, Risk Management and Insurance, Fleet Management, Procurement, IT and Software, and management of the Town Debt & Debt Service Fund.

Appendix

This section includes a glossary of commonly used terms and acronyms.

TOWN GOVERNMENT

TOWN COUNCIL



GLENN SINGER
Mayor



KENNETH BERNSTEIN, ESQ.
Vice Mayor



BERNARD EINSTEIN, ESQ.
Councilmember



JUDY LUSSKIN
Councilmember



JAIME MENDAL
Councilmember

CHARTER OFFICERS



LISSETTE PEREZ
Town Clerk



ALEXANDER DIAZ
Town Manager



STEPHEN HELFMAN, ESQ.
Town Attorney

ADMINISTRATIVE PERSONNEL

Linda Epperson, *Assistant Town Manager*

Maria D. Camacho, *Director of Finance*

Lisette Perez, *Town Clerk/H.R. Director*

Rodolfo Herbello, *Police Chief*

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INTRODUCTION

The Town of Golden Beach is an ocean front community that covers approximately 1.8 square-miles and is bounded on the east by the Atlantic Ocean, on the west by the intra-coastal Waterway, on the south by the City of Sunny Isles Beach and on the north by the City of Hallandale Beach. The Town of Golden Beach was incorporated 94 years ago in 1929 and is among the oldest municipalities in Miami- Dade County.

The Town was founded, and has remained, one of purely single family homes. Presently, the Town has a total of 393 single family residences, (17 vacant lots) distributed as follows:

- 127 residences along the east and west sides of A1A (ocean side)
- 249 residences on the mainland portion and islands on intra-coastal waterways

Nestled in exclusivity and privacy within a short driving distance from the large urban areas of Miami and Ft. Lauderdale, Golden Beach is convenient to fine dining, cultural centers, professional sports venues, and world class shopping centers such as the prestigious Shoppes of Bal Harbour.

Since its incorporation in 1929, Golden Beach has become one of the most desirable places to live in South Florida. This small quiet community has maintained its family lifestyle in a mile-long sanctuary of 397 single-family homes that are mostly located on the Intracoastal and its waterways or directly on the Atlantic Ocean. The Town Charter protects the Town from commercial activity of any kind and forbids the construction of high rise condominiums that saturate so many beach front communities in South Florida. A beautiful mile and one-eighth of private beach with a historic beach Pavilion, 9 parks, and a committed sense of community have attracted talented, discerning residents from all over the world to this idyllic town located only 18 miles from Miami International Airport and 15 miles from Ft. Lauderdale International Airport, and Port Everglades.

The Town of Golden Beach is governed by a Mayor, Vice Mayor and three Town Councilmembers who are elected on a non-partisan basis. The elections for Mayor are held every two years in February and for the Town Council every four years on a rotating basis. Day to day affairs of the Town are under the leadership of a Town Manager who is appointed by the Town Council. The Council also employs a Town Clerk and a Town Attorney.

The Mayor presides over all Town Council meetings, has a voice and vote in the proceedings, and serves as the ceremonial head of the Town. The Mayor also appoints members of the Town boards, subject to the approval of the Town Council. In the absence of the Mayor, the Vice-Mayor assumes the responsibilities of the Mayor. The Town Council enacts local legislation, adopts budgets, determines policies, and appoints such officers and officials as may be required by the charter or deemed necessary by the Council.





Regular Town Council meetings are held on the third Tuesday of each month at 6:00 p.m. The public is welcome to attend.

Like many municipalities in Miami-Dade County, the Town has grown tremendously with respect to population and property values, especially during the latest population boom of the late 1990's and early 2000's with that growth the Town has been able to maintain a steady level of services while controlling the fiscal growth of the Town.

By the Town's own Charter- NO COMMERCIAL ACTIVITIES ARE PERMITTED. Our 397 single family homes, nine parks and private beach access make Golden Beach a unique Town.

The only employer in the Town is the Town, and although the Town has just under 75 employees, we provide all the services of a larger community, such as: employing our own Police Department (public service aides, detective bureau, K-9 division, and marine patrol unit), Residential Construction Department, Sanitation Department, Roads and Street Department, Parks and Recreation Department, Code Enforcement Office, Town Clerks Office, Human Resources Department, Finance Department, Resident Services Department, and Capital Improvement Projects Department.



A BRIEF HISTORY OF THE TOWN

Almost a century ago, two brothers surveyed a swath of mangrove and sand dunes. They were immediately inspired by the serene crystal shoreline and the prospect of opportunity. Their names were R.W. and Henry G. Ralston. And that undisturbed patch of land would become what is the Town of Golden Beach. South Florida in the 1920's saw no shortage of investors and developers looking to get a piece of the sub-tropical pie. But the Ralston brothers had a different vision. Their plan was to build an intimate community, nestled on the ocean. It would be a respite from hustle and bustle that would be attractive to city dwellers from up north who had grown tired of congestion and longed for the jubilation that ocean side living could afford. Their community would be strictly residential. No businesses, no noisy nightclubs or hotels with throngs of tourists clattering and clamoring about.

The dream was concrete but developing the Town was no simple undertaking. The brothers and their associates of the "Golden Beach Corporation" spent millions of dollars in transforming the mangrove swamps, hauling fill to build the iconic silhouette of the town, encompassing three-islands, peninsulas meeting the existing ocean front. Their labors literally shaped Golden Beach one barge load at a time. With the foundations of the Town laid, infrastructure followed. Plumbing and electrical lines had to be configured, bridges built; this little oasis needed to be ready to accommodate its anticipated new residents. During the initial development streets in Town were given Italian names, a nod to another famed canal city, Venice. Some of these monikers still remain today including those of Terracina, Verona, Ravenna, Palermo, Navona and Massini Avenues. North Island was once called Avellino Island, Center Island held the name Riviera Island and South Island was once known as Terranova. These former names were changed sometime later, most likely for ease of navigation. The Beach Pavilion, when built in 1924, was originally known as the "Florentine Loggia" due to its Italian influenced Mediterranean Revival style.

The Town of Golden Beach was incorporated under its present status, by a special act of the Legislature of the State of Florida in 1929. The act was approved and Golden Beach became a legalized community on May 23rd, 1929.

Once noted in Ripley's "Believe It or Not" as the Town with the only jail from which you could fish by putting a pole out of the window, Golden Beach is now renowned for its upscale image. The same qualities that once drew families such as the Firestones, DuPonts, and Roosevelts have attracted current celebrities as well as ordinary people who love to live in Golden Beach. The old mangrove swamps are now replaced by stately homes.

94 years later the Town continues to build and improve on the vision of the Ralston brothers. Its current Mayor, Town Council and Town Administration have unfaltering dedication to enriching their community. In the past fifteen years, the Town has undergone close to \$65-million in Capital Improvements Project. Upgrades have been made to secure the Town's standing as a forefront community.

- **Town-Wide Fiber Internet Project** – Golden Beach became the first municipal community in the nation to offer a fully managed, bulk internet/managed in-home WiFi with dedicated fiber to each home in Town.

- **Stormwater Drainage Improvements** – Drainage was addressed to remediate flooding and standing water and aid in the prevention of potential health hazards including \$60,000 towards the curbs and gutters replacement program.
- **Construction of a Pump Station at Center Island** – to address rising tides and flooding concerns the Council oversaw construction of a new pump station at Center Island, one of the lowest lying points of the Town.
- **Civic Center Complex Master Plan** – the Town realized a long-standing dream of the Mayor and Council by breaking ground on the highly anticipated Civic Center Complex.
- Renovations and reconstruction have occurred at the Town’s historic **Beach Pavilion**, which included resurfacing and restoration of the Pavilion structure, along with upgraded bathroom facilities and added amenities.
- Plans are in the works to roll out a one-of-a-kind, state-of-the-art **security system** and motion detectors that will monitor the shoreline as well as the roadways within Town.
- **New street lighting** has been installed throughout Town for improved security and aesthetics.

When originally developed in 1929, Golden Beach plots sold for \$7,500 for Ocean-Front (to the east) and \$2,000 for Ocean Boulevard plots (to the west). In the past fifteen years the value of homes in Golden Beach has skyrocketed from \$479 million to \$1.657 billion.

In 2019, to commemorate the Town’s 90th Anniversary Golden Beach held a week-long celebration. With a bustling street fair complete with a 50-foot ferris wheel, stilt walkers, and even a flyover from Miami-Dade County Police Helicopters, the Town showed it was ready for another 90 years of magic!

Most recently, Golden Beach broke ground on its Parks Masterplan, ushering a complete redesign and repurposing of Tweddle Park with the addition of enhanced amenities. Fiscal year 2023-2024 will continue to usher in the accomplishments and milestones. In late 2023 the Town will hold the much anticipated ribbon cutting ceremony for the new multi-million dollar Civic Center project. The new state-of-the-art complex is approximately 12,000 sq. feet and houses Town Hall offices, all municipal government facilities, the police department, and includes event and leisure spaces for Residents. In early 2024 the Town will host the monumental 95th Anniversary Week of Celebrations (taking place in May). And, by late Spring, the Town will break ground on the highly anticipated Wellness Center Project – housed in the location of the original Town Hall facility the Wellness Center will provide a healthy setting for residents to gather and spend quality time together. The Ralston brothers would undoubtedly be proud of the way their coastal dream town has evolved and grown, meeting the ever-increasing expectations of modernity while holding onto their original vision of a tranquil enclave of Oceanside splendor.

ORGANIZATIONAL CHART



MISSION/VISION STATEMENT

Mission Statement

Golden Beach is a premier community of homes featuring top quality, safe neighborhoods and a diverse population that is committed to community involvement. It is the mission of the Golden Beach Town Government to provide effective and fiscally responsible municipal services in a manner which promotes this high standard of community life.

Vision Statement

The Town of Golden Beach will continue to be the premier residential community in which to visit, live, raise a family, and retire by providing a clean natural environment, varied recreational activities, excellent services and reasonable taxes.

This will be achieved through the Town's new organizational structure and the re-alignment of how the Administration provides services to the community through the development of Super Departments, with varied divisions of government within their prevue. This will usher in a new era for the Town of Golden Beach embracing the following core values:

FAST & DIRECT

We will provide immediate, personalized service and address the infrastructure needs of the community expeditiously. We will streamline our work functions and requirements to build in Town. And protect the Capital investments made in our community.

CLEAR AND EFFECTIVE

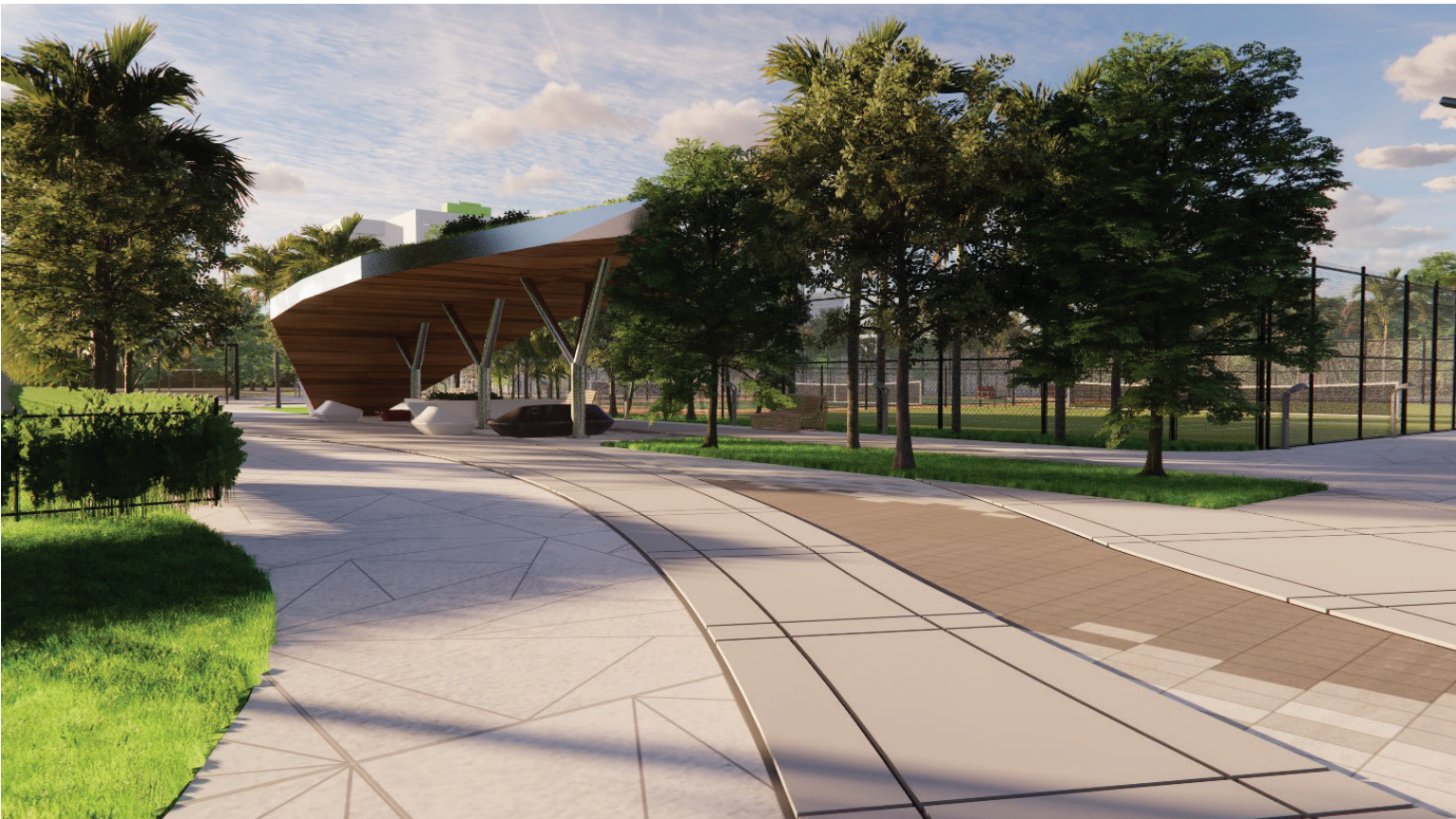
You, the resident, are at the center of every decision that is made in the Town of Golden Beach. We will provide transparency and clear avenues of communication to keep you informed and involved. We will enhance the manner in which you are engaged and kept informed of Town affairs. We will build a robust Recreational program that offers variety; to build stronger ties among our residents.

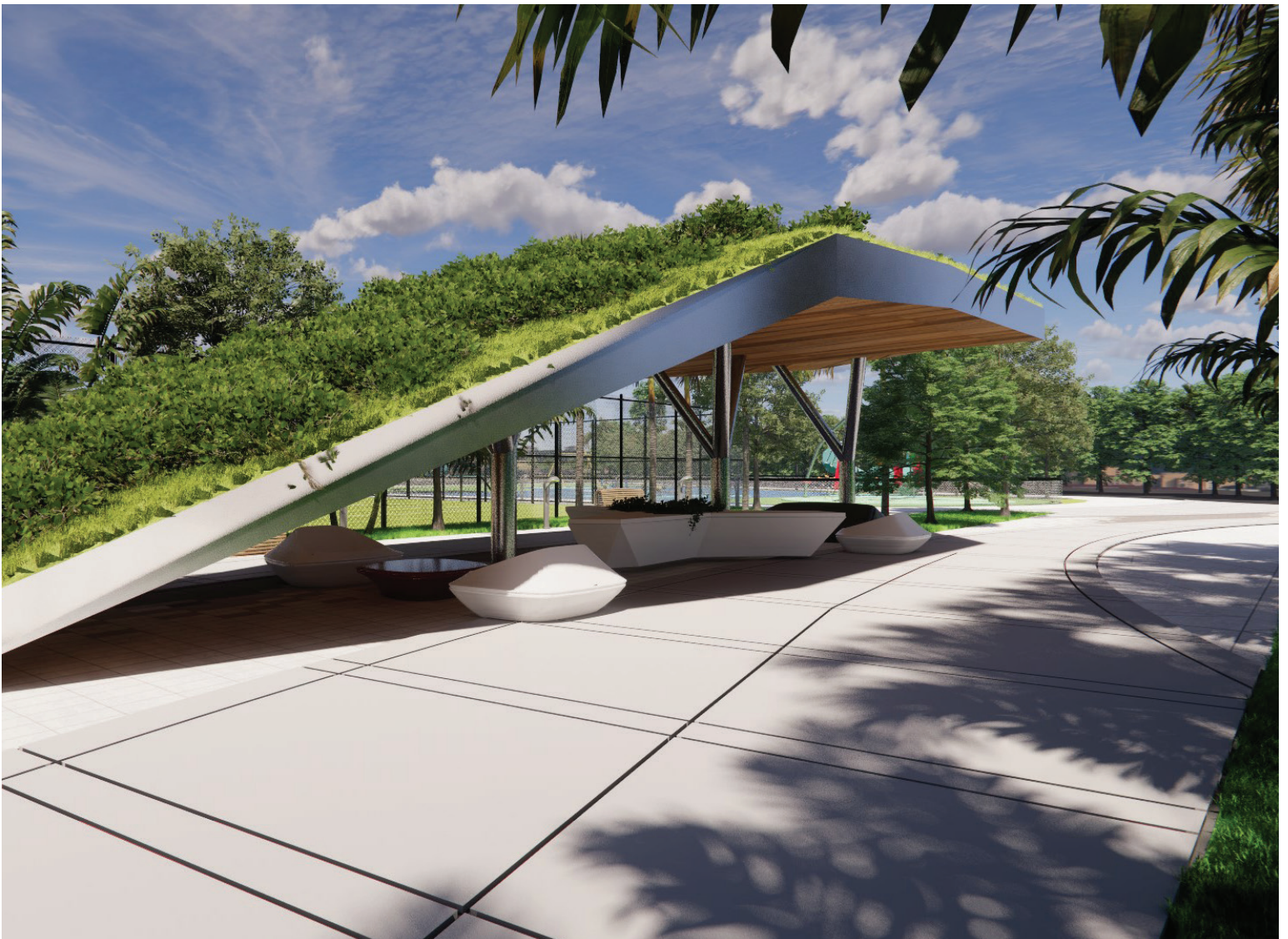
EFFICIENT AND ACCOUNTABLE

We will protect your investment by making sound fiscal decisions on your behalf to ensure that every dollar is accounted for and not a penny is spent that doesn't enhance the value of the services we deliver.

SAFE & RESPONSIVE

We provide safety, security and peace of mind. We will guard your homes and your streets 24/7 to ensure Golden Beach continues to be one of the safest communities in South Florida, and take a zero-tolerance approach to crimes of opportunity. Through Code Compliance, we will ensure that our community is kept pristine and that your quality of life is preserved.





A YEAR IN REVIEW FISCAL YEAR 2022-2023 INITIATIVES

The coming 2023-2024 Fiscal Year will usher in a new era for the Town of Golden Beach, Golden Beach 2.0. The Town has for years been the premier community to live and raise a family in, in the South Florida area, but with the commencement of the Town's Civic Center Complex Masterplan, it has been catapulted to a new level of excellence. And as the look of the community is drastically changing, so is the way we navigate through the day-to-day Administrations of the Town.

Golden Beach 2.0 – what does this mean? 2.0 means that we increase safety measures and response times, to continue to provide the highest level of service and protection to our residents of the Town. 2.0 means that we have re-aligned our method of governing the Town to achieve better outcomes and foster stronger relationships. 2.0 means that we will keep the highest standards of accountability in place, reduce waste and increasing efficiency. 2.0 means that we will provide faster and more direct services to expedite processes and get you taken care of as quickly as possible. 2.0 means that we are FOCUSED ON YOU!

This is why our organizational structure is changing this Fiscal Year, to streamline processes and eliminate overlap of services and functions. As we come into this new year, we will have four (4) main Departments, with various divisions under reporting to one main Executive Team Member. As we move forward and look towards the future, these structural re-alignments will help organize the various aspects of city government that the Town provides. Golden Beach 2.0 is setting the framework to lead the Town into the future keeping in line with our ongoing vision of being a community that provides more customer-centric services, with more beautiful and vibrant open spaces.

In Fiscal Year 2022-2023 we laid the foundation for what the future of Golden Beach would look like – a future of investments. Investments by the community, as more and more people now call Golden Beach home; investments in infrastructure, with projects ranging from the construction of the highly anticipated Civic Center Complex and Reimagined Tweddle Park; investments in technology, with the purchase of software suites to improve the transparency, availability and efficiency of information online; investments in the growth and financial stability of the individuals who work day in and day out to secure our Town is at the forefront of luxury living in South Florida; and most importantly investments in YOU – the resident.

This year, the Town's assessed values grew to a very healthy \$1.656 billion; the Town broke ground on the highly anticipated Re-imagined Tweddle Park project; began the design phase of the new, state of the art wellness center, and opened the doors to the long awaited Civic Center Complex.

As we moved forward, FY 2022/2023 provided the foundation and framework for the Town to continue to grow and meet the demands of tomorrow. Here is more of what FY 2022/2023 looked like:

- ✓ This past election season, the Town re-elected Mayor Singer in an unopposed election race. Councilman Einstein was also re-elected to the Council and Councilman Bernstein was re-elected as well and designated Vice Mayor in a wonderful election and campaign against Mrs. Terri Sonn who led a strong campaign. The results of the election were approved via Resolution 2860.23.



- ✓ Shortly after the conclusion of the election, the Town celebrated by hosting the Swearing-In Ceremony for the re-elected officials, Mayor Singer, Vice Mayor Bernstein, Councilmember Einstein. And although there were minor hic-ups the event brought together community leaders from 5 surrounding municipalities.
- ✓ The Town Council approved a proposal from Hotwire Communications for the Town-Wide Security System as part of the CCTV takeover system. The proposal includes cameras on Ocean Blvd., Golden Beach Dr., all of the Town's parkways, and the Intercoastal. As a part of this proposal, the Hotwire contract for CCTV which added an additional 84 locations on top of the 77 locations we currently have for CCTV with an additional 208 lenses with smart analytics that cover every inch of our community. This system will provide the eyes that we need in Town. To monitor this new system in the coming year we will be adding more personnel to the guardhouse.
- ✓ During the past year the Town Council and Town Manager discussed the foundation for the Re-Imagined Tweddle Park and Wellness Center projects and a straw vote was taken on the aspects of Site Planning, Recreational Facility Selections, Amenities being offered, and what is being included as a part of these projects. Along with these discussions, and after 5 different proposed site plans, the Council approved the final site plan for the Re-Imagined Tweddle Park and Wellness Center. In these discussions with the Council as well as residents of our community, the Re-Imagined Tweddle Park will include 2 pickle ball courts, 2 full size hard surface tennis courts, a green artificial turf tennis court, a junior basketball court, a dog parks and a new "wow" tot lot. One of the tennis courts will be dual-striped in order to be multi-purpose for those individuals who are wanting to play pickle ball.
- ✓ The Administration was able to come to an agreement with Axxis about what to include in the park including amenities and the overall look and feel with the help of the participation and feedback from our residents.
- ✓ The Town approved an agreement for Professional Services with Martin Architectural Group for the redesign of Tweddle Park and the Wellness Center. Martin Architectural came in with a very competitive number, and that their services would help us create the new Civic Center Complex with the same voice and a cohesive language.
- ✓ As per Resolution 2849.22, the Town approved a Civil Engineering Agreement with Keith & Associates, Inc. for the Re-Imagined Tweddle Park and Wellness Center.
- ✓ The Town Council approved a change order with the design-build agreement with Gerrits Construction, Inc. as part of the Recreational Facilities as a part of the Civic Center Project.
- ✓ The Town Council approved a Contract with Oliva Paving & Associates for Roadway Improvements to South Island Drive.
- ✓ After issuing a Request For Proposals (RFP) with the requirements for furniture selection, a bid was submitted by Compass Office Solutions that would provide all furniture and lighting for the new Civic Center that was approved by the Town Council.
- ✓ The Town has approved purchasing new Audiovisual equipment for the new Town Civic Center from AVI-SPL, Inc. This purchase includes all audiovisual software, hardware, installation and maintenance services. This purchase did not go out to bid since it is going out under contract with a locked in rate for equipment.
- ✓ The Town has increased police staffing to combat the recent car thefts. There are also new procedures in place to manage with late night visitors entering through The Strand to protect our residents from potential incidents.



- ✓ The retrofit for the Tweddle Park pump station was approved in agreement with Professional Services provided by Craig A. Smith & Associates. In anticipation of the major overhaul that Pump Station Number 1 will undergo in the coming fiscal year.
- ✓ The Town has implemented a task force to combat the continuing auto theft crimes and provide a higher level of security for the community. The Town's law enforcement has increased presence aside from the e-blasts and flyers by adding additional staff to patrol units and created an official auto-theft task force in a two-city task force as part of an initiative with the City of Sunny Isles.
- ✓ The Town Manager and Mayor have been in conversation with the State Attorney in regards to auto thefts and juveniles. Along with the conversation, the Town has been exploring filing civil suit against the families of the youth committing the crime to hold the individuals accountable for their actions and accountable for the loss of the revenue the Town has experienced.
- ✓ New members were added to the Public Safety Committee, Beach and Recreation Committee, Building Regulatory Advisory Board, and the Pension Board.
- ✓ The Town approved for the purchase of three (3) portable pumps in order to alleviate flooding in Town in those areas that a permanent pump cannot be installed.
- ✓ The Town had discussions with the City of Sunny Isles Beach concerning adding a traffic light at Terracina Avenue and Ocean Boulevard. The Florida Department of Transportation (FDOT) was contacting and petitioned to conduct a traffic study to see the effectiveness of adding a light at that location that would be synchronized with all of the other lights in that area. FDOT agreed to conduct the traffic study and the results of that study are still pending.
- ✓ The Town approved an Interlocal Agreement with Miami-Dade County for the enforcement of Civil Penalties for Code violations referred to in Resolution 2871.23.
- ✓ The Town added Law Enforcement Appreciation Day as a paid holiday which was added as an amendment to the Town's Employee Manual.
- ✓ The Town approved of the purchase of IT Equipment for the New Civic Center which would supply each employee with a laptop that would serve as their main workstation so as to not rely on a desktop as we enter this new-age of technology as we move into a cloud-based server. At each of these workstations, there will have 2 screens, a keyboard, mouse, and a docking station with specific location for the laptop. Along with the purchase of the equipment, the Town also approved the purchase of the licensing software needed for office functions such as Adobe and Microsoft Office.
- ✓ Florida Power and Light (FP&L) proposed to the town to relocate the transformer at the Civic Center Complex that was approved.
- ✓ The Town received recognition as an alternate finalist for All-American City Award.
- ✓ Additional landscaping was added in the beach for the enjoyment of all residents and their guests.
- ✓ Added curbing along all of the planters at the beach pavilion to prevent mulch and landscape debris from littering the walkways and negatively impacting the Town's drainage systems.
- ✓ The Town, under the direction of Councilwoman Lusskin, introduced the innovative Watchfire event in observance of Memorial Day.

- ✓ On all of the Town's street ends we now have aluminum fencing which replaced the chain-link fencing that was there before providing more secure entry points at all of our street ends that meet Ocean Boulevard.
- ✓ The Town received a grant for the purchase of three portable pumps, one of which will be dedicated to South Island, which will be retro-fitted into a semi-permanent solution to alleviate the ongoing flooding issues in this area of Town.
- ✓ This year the Town dealt with the impact of the unfortunate shooting of one of our officers, Sergeant Joseph Bautista. Sgt. Bautista, while in pursuit of criminals, was shot at and hit in his right arm. He was fortunate that it was not a life-threatening injury, but it was a severe injury that caused both him and his family a considerable amount of pain and heart-ache. His road to recovery has been a long one, and he still has a long road ahead before he can return to his patrol duties, but we are happy to report that he is back at work, in a light-duty capacity.
- ✓ The Town's police department held a state-of-art simulation training in Town Hall. All of the officers were able to hone their skills and practice for different types of emergency scenarios.
- ✓ The Town's police department purchased and deployed new 9 MM firearms for the police staff.
- ✓ Town's police department purchase new sight finders for the staff's firearms. This initiative will be deployed once all staff has received the proper training.

The Town has been able to accomplish a number of goals both personal and Town-wide, with very limited and at times very little resources, because we are FOCUSED ON YOU!

We will continue to make good on your investment by providing the high quality of service you have come to expect, while maintaining the highest level of efficiency and professionalism. Following our current path, and continuing to invest in our community, infrastructure and people, we cement Golden Beach's standing as the premier residential community in which to work, live, and raise a family.







ANNUAL BUDGET PROCEDURES

In accordance with the Town of Golden Beach Charter, Section 5.01 (d), (Town Manager), the Town Manager shall prepare and submit to the Council a proposed annual budget and capital program. Charter, Section 9.01 (Budget) further details the annual budget adoption procedure as follows:

BALANCED BUDGET

Each annual budget adopted by the Town Council shall be a balanced budget.

CLEAR AND EFFECTIVE

You, the resident, are at the center of every decision that is made in the Town of Golden Beach. We will provide transparency and clear avenues of communication to keep you informed and involved. We will enhance the manner in which you are engaged and kept informed of Town affairs. We will build a robust Recreational program that offers variety; to build stronger ties among our residents.

BUDGET ADOPTION

The Council shall by ordinance adopt the annual budget on or before the thirtieth (30th) day of September of each year, following two public hearings at which the public is invited to participate in the process.

SPECIFIC APPROPRIATION

The budget shall be specific as to the nature of each category of appropriations therein. Reasonable appropriations may be made for contingencies, but only within defined spending categories.

If, during the fiscal year, revenues in excess of those estimated in the annual budget are available for appropriation, the Council may by resolution make supplemental appropriations for the fiscal year up to the amount of such excess. If, at any time during the fiscal year, it appears probable to the Town Manager that the revenues available will be insufficient to meet the amount appropriated, the Manager and Mayor shall report in writing to the Council without delay, indicating the estimated amount of the deficit, and their recommendation as to the remedial action to be taken. The Council shall then take such action as it deems appropriate to prevent any deficit spending. The Council, may by resolution, reduce one or more appropriations as it may deem necessary to prevent or minimize any deficit, provided, however that no appropriation for debt service may be reduced or transferred and no appropriation may be reduced or transferred below any amount required to be maintained by law.

BUDGET AND ACCOUNTING BASIS

The basic building block of governmental finance is the “fund”. Generally accepted accounting principles (GAAP) provides the following definition of a fund:

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residential equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The Town of Golden Beach uses Ad Valorem Revenue as the main source of revenue for the General Fund.

Ad Valorem Tax is the ability of local governments to raise revenue for governmental operations. Local governments may levy ad valorem taxes subject to the following:

- Ten mills for county purposes

- Ten mills for municipal purposes

- Ten mills for school purposes

- A millage fixed by law for a county furnishing municipal services

- A millage authorized by law and approved by voters for special districts

The Town of Golden Beach has assessed a combined 8.40 mills for fiscal year 2023-2024 in accordance with our TRIM (Truth in Millage) guidelines, which is no increase from the last five fiscal years.

BUDGET ADOPTION

The budget is approved via Resolution at two public meetings scheduled for September conducted by the Town Council. The adopted budget is integrated into the accounting software system effective October 1st.

BUDGET CONTROL/MONITORING

Funds appropriated in the Budget may be expended by and with the approval of the Town Manager in accordance with the provisions of the Town Charter and applicable law.

Funds of the Town shall be expended in accordance with the appropriations provided in the Budget and shall constitute an appropriation of the amounts specified therein.

The budget is monitored on a monthly basis to track variances between actual and budgeted amounts. Significant variances are investigated and monitored for corrective action.

Encumbrances do not constitute expenditures or liabilities in the current year, but instead are defined as commitments related to unperformed contracts for goods or services, which are only reported in governmental funds.

BUDGET AMENDMENT

Upon the passage and adoption of the budget for the Town of Golden Beach, if the Town Manager determines that the department total will exceed its original appropriation, the Town Manager is authorized to prepare such Resolutions/Ordinances for consideration by the Town Council as may be necessary and proper to modify any line item from the Budget.

BASIS OF ACCOUNTING

Basis of Accounting refers to the time period when revenues and expenditures are recognized in the accounts and reported on the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accrual basis of accounting is followed for the proprietary fund types. The modified accrual basis of accounting is followed in the governmental fund types and the expendable trust funds type. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, that is, when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. Expenditures are generally recognized under the modified accrual accounting when the related fund liability is incurred. Exceptions to the general rule are principal and interest on general long-term debt which is recognized when due.

The Town applies all applicable GASB pronouncements as well as the following pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements: Financial Accounting Standards Board (FASB) statements and interpretations, Accounting Principles Board (APB) opinions and Accounting Research Bulletins (ARBs).

During June 1999, the Government Accounting Standards Board (GASB) issued Statement No. 34. This statement established new accounting and financial reporting standards for state and local governments. The Town implemented the new financial reporting requirements of GASB 34.

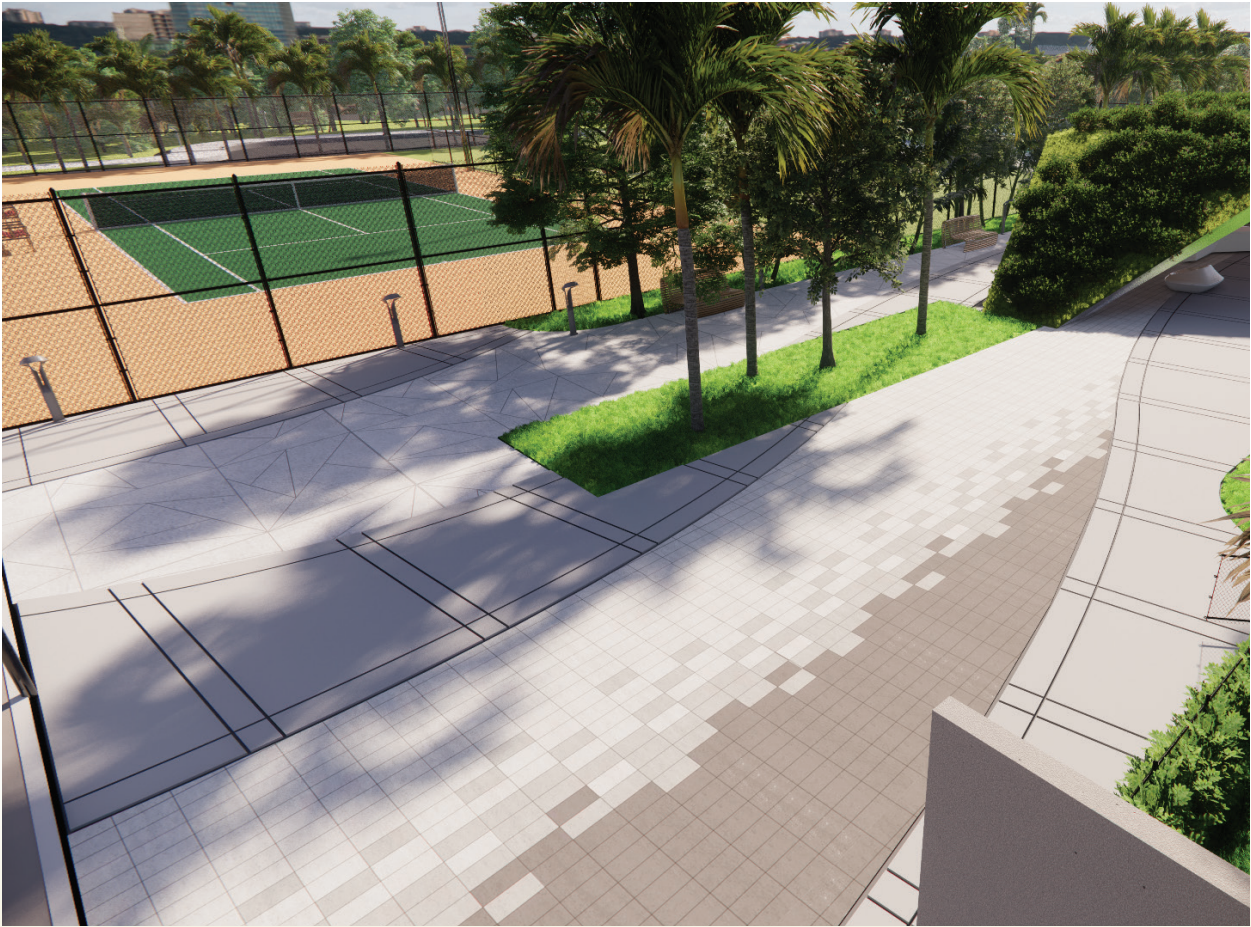


BUDGET SCHEDULE

The Office of the Town Manager and Finance Department are responsible for the development of the annual budget. The budget process begins in early April with the distribution of budget request forms to all departments. All departments are responsible for compiling budget figures, which are then reviewed and adjusted by the Town Manager during a series of inter-departmental meetings. The Proposed Fiscal Year 2023-2024 Budget was presented to the Town Council at its September 26, 2023 Special Town Council Meeting.

A key component of the budget process is the Town’s dependence upon the State, grants, and entitlements. Estimates for these revenue sources are provided by the State of Florida in late June and early July. The Town incorporates the latest projections available into the budget.

The Town Council must adopt a preliminary millage rate in July for use on the Notice of Proposed Taxes to be mailed to all property owners in late August, by the Miami-Dade County Property Appraiser. In accordance with Florida Statutes, the tentative millage rate is adopted at the first public budget hearing in September and this rate cannot be increased at the second budget hearing. Additionally, the tentative millage rate cannot exceed the preliminary rate adopted by the Council except by re-notifying all affected property owners by mail.





BUDGET CALENDAR

DATE	RESPONSIBILITY	TIME	DETAILS
Wednesday, June 1, 2023	Miami-Dade County Property Appraiser	N/A	Submitted Certification of Taxable Value
June 2023	Town Manager	N/A	Departmental budget review meetings begin.
June 2023	Town Manager	N/A	Preparation of budget document for presentation to Council.
Friday, August 4, 2023	Finance Director	N/A	DR-420 Due to the Property Appraiser's Office.
Tuesday, August 22, 2023	Town Clerk	6:00 PM	Special Town Council Meeting
Tuesday, August 22, 2023	Town Clerk	6:00 PM	Special Town Council Meeting to Ratify the Maximum Proposed Millage.
Tuesday, August 22, 2023	Town Manager	6:00 PM	Town Manager's Proposed Budget is submitted to the Town Council. Adopt resolution setting proposed millage rate for 2023-2024 and setting public hearing dates. (TRIM Notice)
Thursday, August 24, 2023	Miami-Dade County Property Appraiser	N/A	Notice of Proposed Tax Bill and Public Hearing Dates (TRIM Notice)
Tuesday, September 12, 2023	Town Council Town Manager	6:00 PM	First Budget Hearing to adopt the Tentative Millage & Tentative Budget/Final Proposed Budget Presented at Special Town Council Meeting.
Friday, September 22, 2023	Town Clerk	N/A	Advertise final millage rate and final budget hearing.
Tuesday, September 26, 2023	Town Council Town Manager	6:00 PM	Special Town Council Meeting and Adoption of Final Millage & Final Budget.
Friday, September 29, 2023	Town Manager	5:00 PM	Deadline for returning final millage rate to Property Appraiser and Tax Collector.



A MESSAGE FROM THE TOWN MANAGER



September 26, 2023

**Residents of the Town, Honorable Mayor Glenn Singer,
Members of the Town Council**

**Town of Golden Beach
1 Golden Beach Drive
Golden Beach, FL 33160**

RE: PROPOSED FISCAL YEAR 2023-2024 OPERATING AND CAPITAL BUDGET

As I move into my seventeenth year as your Manager, we must continue making smart, targeted decisions that will afford Golden Beach the freedom to prosper and thrive. My Administration and I continue working tirelessly to ensure that your voices are included in every decision that we make, as they have been in each year I have had the privilege to serve as your Town Manager- because I have always been **focused on you!**

In accordance with the requirements of Section 5.01(d) of the Charter of the Town of Golden Beach, I am submitting for your consideration the City Manager's Annual Proposed Budget for Fiscal Year (FY) 2024 commencing October 1, 2023. The budget proposal before you represents the policy direction expressed by the Town Council during the meetings and dialogue we have shared, regarding realizing the true potential for the Town of Golden Beach. With your leadership and support, we are continuing to move in a direction where we are focusing on a safer, more beautiful Town, delivering excellence in all areas of municipal services via assessment, planning, budgeting accordingly, and delivering results!

As we build our budget for the fiscal year ahead, we remain focused on delivering on the high-quality services that our residents need and deserve and taking on the biggest challenges facing our community. We will continue to invest in expanding the services we offer to enhance your quality of life; delivering on public safety programs that keep all our Town safe; maintaining our infrastructure; expanding our Civic Center Complex; mitigating the impacts of climate change; and building a future-ready Golden Beach that is Always **Focused on You!**

While our region and neighboring municipalities saw an increase in crime last year, Golden Beach doubled down on successful programs that designed to prevent crime, while tackling the ever-increasing cases of auto theft that have crippled our region.

In the coming year, we will continue to prioritize public safety. You can expect the continued implementation of our groundbreaking Closed Circuit Television and Detection System, the continuation of our Auto-Theft Taskforce, and our continued commitment to long-term investments in crime prevention initiatives.

Because we are focused on you, there will be a concerted effort to continue building strong relationships between law enforcement and the residents we serve. As we build for the future, it is critical that our residents know they are safe and are offered world-class services and amenities.

This year we fulfill our commitment to the Department Directors by delivering the 2nd increase we pledged in 2023. Our Public Work crews and Public Service Aides staff currently earn well below the average median income in Miami-Dade County. This is why, in addition to the 5.5 % Cost of Living Adjustment that is being provided to non-contracted employees, we have also made individual adjustments in the compensation of employees who serve in these roles. We are committed to ensuring that all of our staff earn a fair and decent living. Keep in mind that we are competing with over 100 municipalities in the tri-county area as well as the private sector, and we want to ensure that our staff continue to choose Golden Beach as their employer of choice.

We, like most local governments and businesses, are having to pay much more for goods and services than before. Vehicle prices are an illustrative example of this issue. In prior years, the Town's average cost for a standard police vehicle was approximately \$32,000. Today, that same vehicle has increased to approximately \$51,000 or more (when we can find one).

This year we launch Golden Beach 2.0- What does this mean?

Besides physically moving into a new space, our New Civic Center building, we are making significant changes in our organizational structure, as well as how we deliver our service. Being mindful that our Residents have come to enjoy a refined level of service and expect more direct and immediate attention, we are realigning our departmental structure to create super departments with various divisions falling under each one.

During this fiscal year, we will align all of our services into 4 specific areas of focus, that will be led by a member of our Executive Team. They are:

Operations Management under the direction of our Assistant Town Manager, Linda Epperson

Public Safety under the direction of our Police Chief, Rudy Herbello

Community Engagement under the direction of our Town Clerk, Lisette Perez

Fiscal Health under the direction of our Director of Finance, Maria Camacho

With this re-aligning of services, we intend to be:

SAFE AND RESPONSIVE

- Protecting and securing the most valuable things to you – your home, your community and your families.

EFFICIENT AND ACCOUNTABLE

- Protecting your investment by making sound fiscal decisions and accounting for every dollar that comes in and out of the Town

FAST AND DIRECT

- Providing immediate, personalized service by making the process to build in Town easier and expeditious.

CLEAR AND EFFECTIVE

- Providing clear and concise communications, detailing the things that are happening throughout Town so that you are always engaged and informed.

And most importantly, ensure that we are **Always Focused on You!**

That being said, with **\$1,656,778,376** in total taxable assessed values, the Administration is recommending a combined millage rate of **8.4** mills for the eighth consecutive fiscal year.

As we prepared the Fiscal Year 2024 Operating Budget, the Law Enforcement Trust Fund (LETf) Spending Plan, the Debt Service Fund Allocations, Capital Improvement Program and Budget, and the Stormwater Fund Budget all create an action plan that provides the most efficient use of available funds to achieve the short and long-term goals the Town has embraced.

The Fiscal Year 2024 budget in brief calls for:

- A 150% increase to our non-Health Insurance premiums (\$402,733 of new revenue)
- A 5.5% Cost Of Living Adjustment to all General Employees
- Police Officer salaries will be adjusted to their next step as set for by the recently adopted Fraternal Order of Police Contract
- Salary adjustments for our Public Works, Public Service Aides, and staff (\$73,000 of new revenue) to ensure that our workforce is adequately compensated
- It provides for the costs associated with the installation of the expanded Closed Circuit Television Security Monitoring System (CCTV)
- It provides for \$100,000 for the milling and resurfacing of North Island Drive, the “Y” behind Singer Park and both North and South Parkways
- It calls for our Pension to be funded at a rate of 37% instead of the required 34%, which is a very responsible manner to fund the Pension
- It calls for an 18% increase to our prior year budgeted insurance budgets (Health, Dental, Vision, Life, Short/Long Term Disability)

We have prepared a **Long-Range Financial Plan (Forecast)** that looks beyond the next fiscal year. This exercise in planning for the next five years once again provides for a responsible manner in which to plan and approach the Town’s financial matters, allowing us to be more Focused on You. A long-range plan based on known factors, reasonable estimates and assumptions, combined with contextual analysis of risks and opportunities, is a valuable decision-making tool; you can find the five-year forecast table (located just after the Addendum to the Manager’s Message).

This summer, we commenced work on the re-imagined Tweddle Park and a new Wellness Center. After yet, another year of negotiations with the Miami-Dade County Water and Sewer Department, we are pleased to announce that we will finally see the commencement of the replacement of the Sewer Force Main on Golden Beach Drive from Navona Avenue to Terracina Avenue in 2024. The County will be covering the expenses to install brand new asphalt, pavers, and a geo-grid on Golden Beach Drive – a savings to the Town of over \$1.2-million.

After a review of all departments and programs by the Office of the Town Manager in conjunction with the members of our Executive Team, I am confident that the Town’s finances will meet our funding needs. The proposed Fiscal Year 2024 Operating Budget and Capital Improvement Program establishes an action plan that provides the most effective and efficient use of available resources necessary to achieve the short and long-term aspirations of the Town Council.

The guiding principles for this budget incorporate policy goals that are established by listening to our residents, directed by the leadership of our Mayor and Town Council, and Achievable by our dedicated Town Employees.

Our proposed budget meets the needs of our departments, ensures the continuation of excellent municipal services for our community, and builds upon the exceptional quality of life that is expected in Golden Beach. I would like to thank the Residents of Golden Beach – calling Golden Beach home is special and I invite you to get involved, provide feedback and participate in all of the Town's offerings. To the Mayor and Members of the Town Council, thank you for your continued guidance and support throughout the development of the proposed budget. And a very special recognition to our employees, who are hard-working, innovative and dedicated to making sure Golden Beach is at the forefront of luxury living in South Florida.

Golden Beach 2.0 is not just a “tag-line”, we have made a concerted effort to re-align services and reduce the bureaucracy that stifles growth and innovation. We will be Focused on You, our residents to ensure that you are engaged, informed and heard!

I want to thank everyone who assisted in the development of this year's budget proposal; in particular, I would like to thank our Town Clerk Lissette Perez and Director of Finance Maria Camacho for their efforts in completing this years' Operating and Capital budget.

In closing, thank you for allowing me the opportunity to serve as your Town Manager, know that I am as committed today as I was in 2007 when I joined the Town.

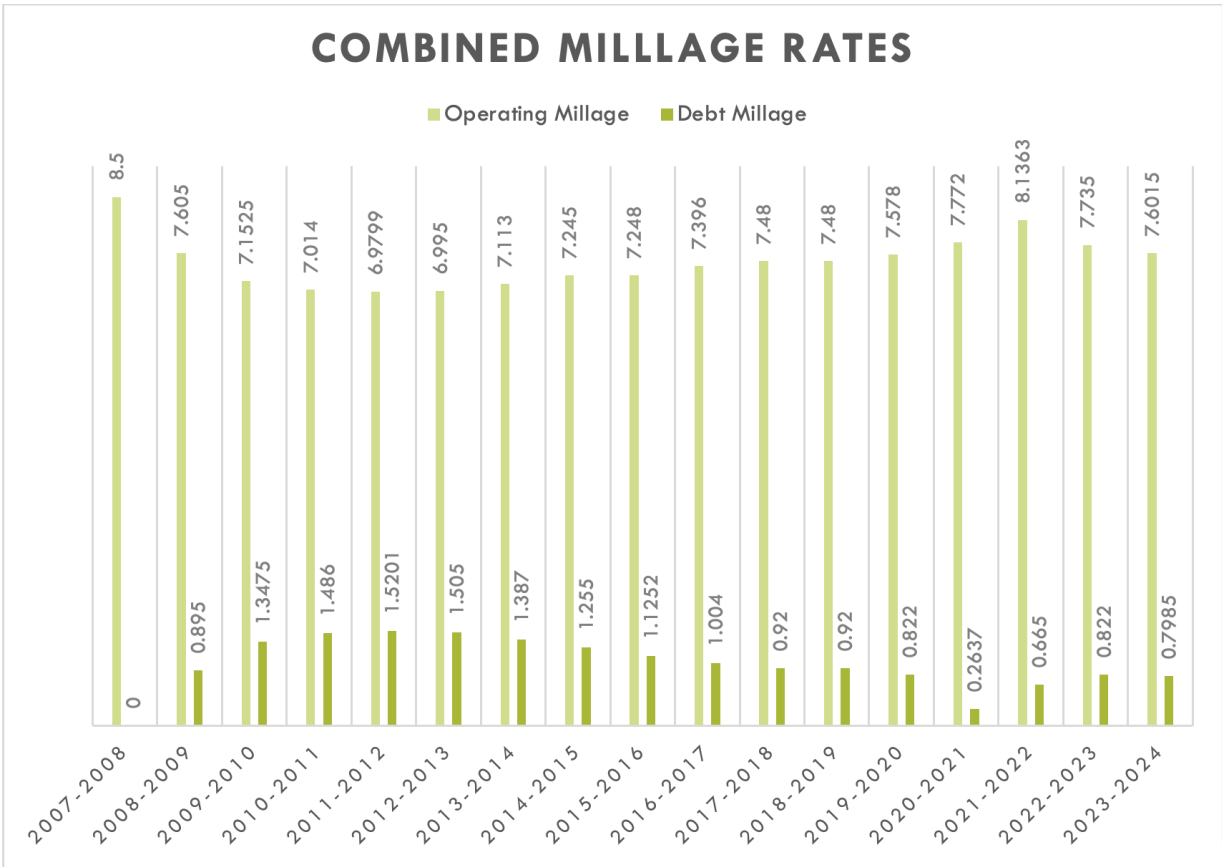
Respectfully Submitted,



Alexander Diaz
Town Manager

THE TOWNS MILLAGE

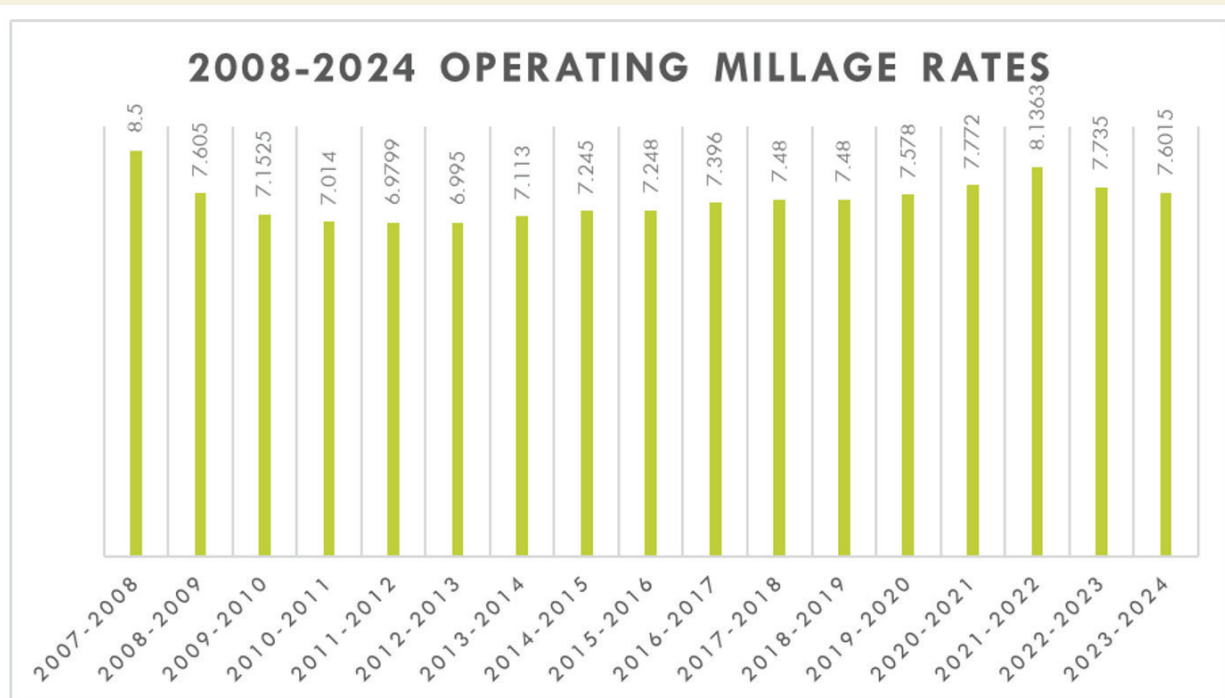
I recommend that the Town’s combined millage rate remain unchanged. If the Council approves my recommendation, our combined millage rate will remain at 8.400 mills, the same as the previous year.



The 7.6015 operating millage, which at 95% will generate \$11,964,291 for the General Fund Budget.

The Proposed Millage Rates for Fiscal Year 2023-2024 are:

General Operating	7.6015 (7.735 last year, 0.1335 decrease)
Voted Debt Service	.7985 (.665 last year, 0.1335 increase)
Total	8.4000



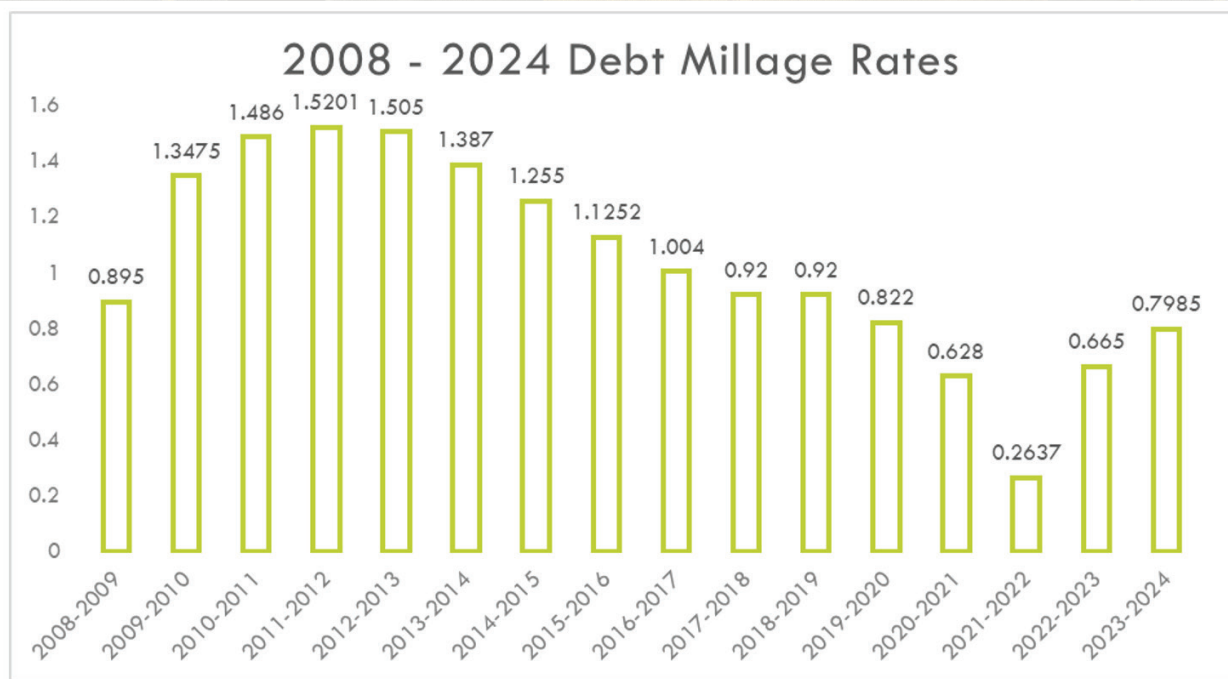
Year	Assessed Value	Operating Millage	Ad Valorem Revenues
2007-2008	705,403,202	8.5	\$5,995,927
2008-2009	727,052,005	7.605	\$5,529,230
2009-2010	712,373,295	7.1525	\$5,095,250
2010-2011	644,237,679	7.014	\$4,518,683
2011-2012	630,682,606	6.9799	\$4,402,101
2012-2013	633,839,127	6.995	\$4,433,704
2013-2014	688,604,864	7.113	\$4,898,046
2014-2015	760,202,266	7.245	\$5,507,665
2015-2016	848,449,766	7.2748	\$5,863,687
2016-2017	952,564,565	7.396	\$7,045,168
2017-2018	1,035,263,421	7.48	\$7,743,770
2018-2019	1,095,765,448	7.48	\$8,196,325
2019-2020	1,160,543,438	7.578	\$8,794,598
2020-2021	1,179,521,503	7.772	\$9,167,241
2021-2022	1,195,352,529	8.1363	\$9,725,747
2022-2023	1,438,422,337	7.735	\$11,126,197
2023-2024	1,656,778,376	7.6015	\$12,594,001

** State law permits that we budget only 95%, thus, \$11,964,291 is available for budgeting purposes

The Town's total taxable assessed value grew to \$1,656,778,685, and is the highest it has ever been. This is a strong indication that our community continues to be a highly sought after and solid investment for our residents.

GENERAL OBLIGATION DEBT SERVICE FUND

The .7985 debt service millage, which at 95% will generate \$1,256,800 for the Debt Service Fund Budget.



Year	Assessed Value	Debt Millage	Ad Valorem Revenues
2008-2009	727,052,005	0.895	\$618,175
2009-2010	712,373,295	1.3475	\$911,926
2010-2011	644,237,679	1.486	\$909,470
2011-2012	630,682,606	1.5201	\$910,765
2012-2013	633,839,127	1.505	\$906,231
2013-2014	688,604,864	1.387	\$907,340
2014-2015	760,202,266	1.255	\$906,351
2015-2016	848,449,766	1.1252	\$906,941
2016-2017	952,564,565	1.004	908,556
2017-2018	1,035,263,421	0.92	952,442
2018-2019	1,095,765,448	0.92	957,699
2019-2020	1,160,543,438	0.822	906,268
2020-2021	1,179,521,503	0.2637	899,382
2021-2022	1,195,352,529	0.665	903,056
2022-2023	1,438,422,337	0.822	903,181
2023-2024	1,656,778,376	0.7985	1,256,800

The Town has maintained our combined millage at 8.4 mills since FY 2015/2016, and we are committed to continue doing so.



STRATEGIC PRIORITIES MOVING FORWARD

While every aspect of the Town's Services is important, this coming year we will focus on some core areas: Public Safety/Security, Capital Projects and Infrastructure.

ORGANIZATIONAL EXCELLENCE & FINANCIAL STABILITY

- Maintain efficient and responsive government which embraces the highest standards of service and citizen engagement and commits to the goals of the strategic plan.

SECURITY AND SAFETY

- We will continue our initiative that maintains the standard of police service and enhanced safety for all residents, employees and guests.

RECREATION AND INFRASTRUCTURE

- Continue to provide a high standard of parks and infrastructure to best serve the community and plan for future demands, as Golden Beach's needs change. In addition, we will continue to maintain the highest quality of resident recreational activities, by continuing to offer the most successful and highly attended events.

RESIDENTIAL CHARACTER AND COMMUNITY ENHANCEMENT

- Maintain the appearance of the Town and the quality of life for residential living by preserving the streetscape, minimizing impacts from development, protecting the caliber of our facilities, and planning for the future needs of our community.

Our Capital Projects goals are never quite finished, and this is why we will continue to look for the necessary resources to meet future projects. Left on our list (in no particular order):

- Complete Re-Design of a new Tweddle Park
- The Wellness Center
- Renovation of the Auxiliary Building
- Proximity Detectors and Cameras on the Intracoastal and Ocean
- Increasing the crown of the road on Golden Beach Drive
- Beach Pavilion Modernization
- A-1-A Tree Lighting Replacement

We will work to identify funds for these projects without raising taxes, looking for grants, and minimizing costs

This budget takes care of the needs and services of residents in the here and now, while looking ahead and anticipating how we will meet these requirements in the future. I continue to be enthusiastic about the Town's future. You have my personal commitment that we will make the Town proud of our continued dedication to the heritage and tradition of Golden Beach, and that we are an organization you can trust and believe in, and one you can admire for the good that we do and the future direction towards which we steer.

OUR STRATEGIC GOALS

Our strategic goals remain the same and these four guide the Town's activities, including preparation of the annual operating budget. These goals align the financial decisions included in the annual budget and Capital Improvement Program (CIP) to the services provided by the Town.

Goal #1: Town Services – Ensure that town services assist in creating a superior quality of life and a safe atmosphere where people desire to work, live, and enjoy the Town's amenities.

Goal #2: Fiscal Responsibility – Provide exceptional value for community-provided resources and strive for long-term financial balance in the Town's operational and capital activities.

Goal #3: Reinvestment – Promote and support efforts to improve our island community to continue the Town's reputation as a safe and friendly community.

Goal #4: Sense of Community – Celebrate Golden Beach's heritage and history to enhance the sense of community, pride and quality of life for residents.





FINANCIAL OUTLOOK/FUND BALANCE OVERVIEW

At the end of the 2021-2022 Fiscal Year the Town’s General Fund Balance, sat at a strong \$6,527,113.

The Town of Golden Beach reports the status of its fund balances at the end of each year. The amounts reported include funds which are available for appropriations or are restricted for use for a specific purpose. Designations of unreserved, undesignated fund balances can be used in the ensuing year’s budget. The Town reviews fund balances at the end of the fiscal year and identifies available surpluses. These surpluses are subsequently used to fund future operations. The following is a description of the reserves and designations planned for use by the Town of Golden Beach in Fiscal Year 2022-2023.

GENERAL FUND

Reserved for General Government- The General Fund Balance/Reserves function is to fill the Town’s need for unfunded one-time special projects. The funds have been designated as follows:

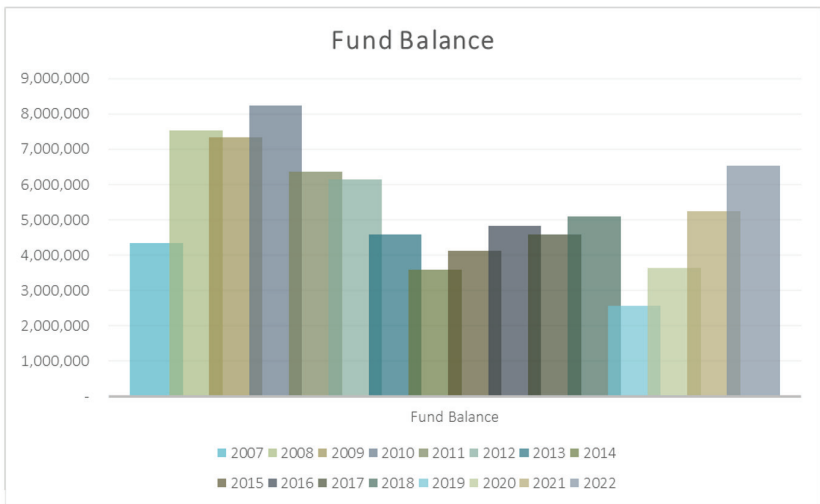
\$2,610,713.00 is a receivable from the Stormwater Fund; the Town Council will need to determine the manner in which these funds are re-paid to the General Fund. The Administration would support increasing the Stormwater fee gradually; the Town Council is evaluating this recommendation.

\$452,635.00 are restricted reserve for the Town’s Building Department; these funds are available for years in which revenues for the Building Department are not sufficient to cover expenses.

\$210,581.00 is committed for Pension reserves & \$135,177 is committed for Health Insurance for future unforeseen liabilities.

\$1,172,689.00 are un-restricted and available for future allocations.

Bringing the audited Fund Balance grand total to: \$6,527,113.00



General Fund Undesignated Reserve- Although the Town of Golden Beach has no policy dictating a requirement to retain undesignated reserves, the Town has employed fiscal prudence maintaining a healthy General Fund undesignated reserve balance.



Fiscal Year	Fund Balance
2007	4,342,280
2008	7,533,133
2009	7,346,929
2010	8,251,306
2011	6,362,055
2012	6,138,237
2013	4,578,284
2014	3,598,142
2015	4,124,856
2016	4,817,781
2017	4,576,119
2018	5,102,047
2019	2,566,933
2020	3,627,364
2021	5,232,215
2022	6,527,113

*(It is important to note that the full amount is not readily available)

In an effort to better understand the Town's General Fund Balance and how we intend to allocate funds to the 2022-2023 Budget below is a breakdown of the allocations:

Long Term Stormwater Fund Receivable	\$2,610,713.00
Restricted for Building Department Reserve	\$452,635.00
Restricted for Capital Projects	\$1,945,315.00
Committed for Pension Plan Liability	\$210,581.00
Committed for Insurance Liability	\$135,177.00
Unassigned	\$1,172,689 .00
General Fund as stated in the FY' 2022 final audit	\$6,527,113.00
Allocated to the FY' 2024 General Fund Budget	-\$384,994.00
Allocated to the FY' 2024 CIP Fund	-\$109,947.00
Proposed Fund Balance	\$6,032,172.00

Note to reader: At the time of this report, these are projections based on anticipated increases and expenditures.

Long-Range Financial Plans

		Year 1	Year 2	Year 3	Year 4	Year 5
		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
General Fund						
Beginning Udesignated Fund Balance		6,527,113	7,921,517	9,371,697	10,879,885	12,448,400
Revenues						
Ad Valorem Taxes (4%)	4%	11,964,291	12,442,863	12,940,577	13,458,200	13,996,528
Restricted	0%		-	-	-	-
Other Taxes (1%)	2%	192,048	195,889	199,807	203,803	207,879
Licenses and Permits (3%)	3%	1,078,100	1,110,443	1,143,756	1,178,069	1,213,411
Franchise Fees	1%	8,800	8,888	8,977	9,067	9,157
State Shared Revenue	1%	27,255	27,528	27,803	28,081	28,362
Charges for Services	3%	14,400	14,832	15,277	15,735	16,207
Assessment	0%	347,547	347,547	347,547	347,547	347,547
State Grant- JPA	0%	16,093	16,093	16,093	16,093	16,093
Fines & Forfeitures	1%	50,600	51,106	51,617	52,133	52,655
Miscellaneous Revenues	1%	94,500	95,445	96,399	97,363	98,337
Interfund Transfers	2%	710,000	724,200	738,684	753,458	768,527
Total Revenues		14,503,634	15,034,833	15,586,537	16,159,549	16,754,703

% Increase for revenues year to year

3.63%

3.63%

Total Revenues/Resources

Appropriations:

Personel Services	3%	7,551,021	7,807,552	8,071,778	8,343,932	8,624,249
Operating Expenses	3%	4,838,209	4,983,355	5,132,856	5,286,842	5,445,447
Unforeseen Expenses			193,746	473,716	560,261	653,752
Capital Outlay	1%	720,000	600,000	400,000	400,000	400,000
Total Appropriations		13,109,230	13,584,653	14,078,350	14,591,034	15,123,448

% Increase for expenditures year to year

3.63%

3.63%

Reserves:

Total General Fund Reserves	7,921,517	9,371,697	10,879,885	12,448,400	14,079,654
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Long-Range Financial Plans

		<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>
		<i>2023-2024</i>	<i>2024-2025</i>	<i>2025-2026</i>	<i>2026-2027</i>	<i>2027-2028</i>
Law Enforcement Trust Fund						
Beginning Udesignated Fund Balance		-217710	(6,455)	712,488	999,364	1,294,424
Revenues						
Other Revenues	3%	457,126	470,840	484,965	499,514	514,499
Transfer From Fund Balance			500,000	60,000	60,000	60,000
Total Revenues		<u>457,126</u>	<u>970,840</u>	<u>544,965</u>	<u>559,514</u>	<u>574,499</u>
% Increase for revenues year to year			31.96%	2.34%	2.36%	2.37%

Appropriations:

Personel Services	3%	178,336	183,686	189,197	194,873	200,719
Operating Expenses	1%	<u>67,535</u>	<u>68,210</u>	<u>68,892</u>	<u>69,581</u>	<u>70,277</u>
Total Appropriations		<u>245,871</u>	<u>251,896</u>	<u>258,089</u>	<u>264,454</u>	<u>270,996</u>
% Increase for expenditures year to year			2.34%	2.35%	2.36%	2.37%

Reserves:

Total Law Enforcement Fund Reserves		(6,455)	712,488	999,364	1,294,424	1,597,928
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Debt Service Fund

Beginning Udesignated Fund Balance		66,596	246,857	478,998	708,639	941,880
Revenues						
Voted Debt Service (Ad Valorem)		1,255,675	1,253,300	1,249,675	1,250,900	1,246,984
New Voted Debt Service		200,000	222,222	222,222	222,222	222,222
Transfer From Fund Balance						
Total Revenues		<u>1,455,675</u>	<u>1,475,522</u>	<u>1,471,897</u>	<u>1,473,122</u>	<u>1,469,206</u>
% Increase for revenues year to year			12.72%	-0.09%	-0.09%	-0.09%

Appropriations:

Operating Expenses		<u>1,103,056</u>	<u>1,243,381</u>	<u>1,242,256</u>	<u>1,239,881</u>	<u>1,236,256</u>
Total Appropriations		<u>1,103,056</u>	<u>1,243,381</u>	<u>1,242,256</u>	<u>1,239,881</u>	<u>1,236,256</u>
% Increase for expenditures year to year			0.41%	0.01%	-0.12%	-0.26%

Reserves:

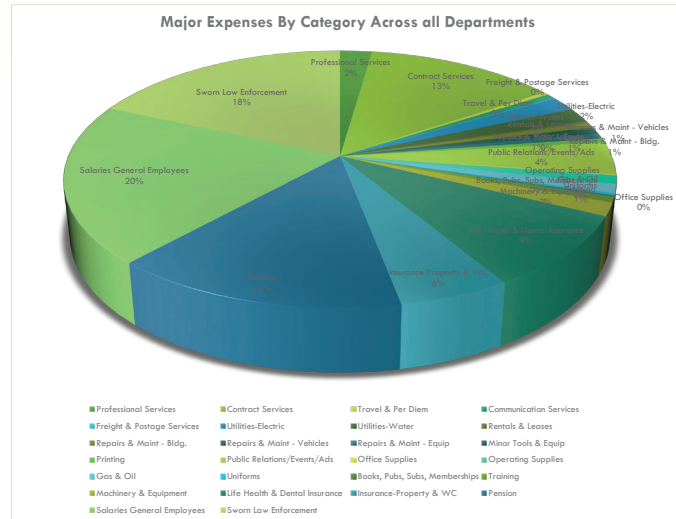
Total Debt Service Fund Reserves			478,998	708,639	941,880	1,174,830
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Long-Range Financial Plans

	Year 1	Year 2	Year 3	Year 4	Year 5
	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Capital Improvement Fund					
Beginning Udesignated Fund Balance	(2,185,328)	(1,836,810)	(1,486,810)	(1,336,810)	(1,186,810)
Revenues					
State Grant Other Physical Enviroment					
G.O. Bond Proceeds	7,000,000				
Transfer From General Fund	348,518	400,000	400,000	400,000	400,000
City National Note	-				
Inter-Fund Tranfer (LETF)	-	250,000	250,000	250,000	250,000
Capital Fund Reserves	109,947	200,000			
Total Revenues	7,458,465	850,000	650,000	650,000	650,000
% Increase for revenues year to year		877%	76%	0%	0%
Appropriations:					
Capital Outlay	7,109,947	500,000	500,000	500,000	500,000
Total Appropriations	7,109,947	500,000	500,000	500,000	500,000
% Increase for expenditures year to year		75%	100%	0%	0%
Total Capital Improvement Fund Reserves	(1,836,810)	(1,486,810)	(1,336,810)	(1,186,810)	(1,036,810)
Stormwater Utility Fund					
Beginning Udesignated Fund Balance	8,638,502	8,524,668	8,699,924	9,051,291	9,667,873
Revenues					
Stormwater Utility Fees	50% 237,600	356,400	534,600	801,900	1,202,850
New Local Option Gas Tax	2% 10,044	10,244.88	10,449.78	10,658.77	10,871.95
Franchise Fee-Electric	2% 150,000	153,000	156,060	159,181	162,365
Utility Tax-Electric	3% 150,000	154,500	159,135	163,909	168,826
Fema-Federal Grant	500,000				
Interest On Investments	1% 1,000	1,010	1,020	1,030	1,041
Interest Income	1% 100	101	102	103	104
Stormwater Fund Balance	-	-	-	-	-
S.F.W.M.D. Grant Proceeds	-	-	-	-	-
State Revolving Loan	-	-	-	-	-
Total Revenues	1,048,744	675,256	861,367	1,136,782	1,546,058
% Increase for revenues year to year		2.26%	2.26%	2.26%	2.26%
Appropriations:					
Operating	2% 468,744	500,000	510,000	520,200	530,604
Capital Outlay	693,834				
Total Appropriations	1,162,578	500,000	510,000	520,200	530,604
% Increase for expenditures year to year		2.00%	2.00%	2.00%	2.00%
Reserves:					
Total Capital Improvement Fund Reserves	8,524,668	8,699,924	9,051,291	9,667,873	10,683,327

MAJOR EXPENSES BY CATEGORY

This Fiscal Year, the Administration is introducing a new section of the budget book dedicated to detailing all of the major common expenditures across all departments. In an effort to increase transparency and communication, the following charts give a breakdown of all of the major expenditures shared between all of the Town's departments.



Expense	Budget Total
Professional Services	258,462.66
Contract Services	1,541,717.85
Travel & Per Diem	42,875.71
Communication Services	73,072.63
Freight & Postage Services	9,831.80
Utilities-Electric	210,916.32
Utilities-Water	211,777.82
Rentals & Leases	30,980.44
Repairs & Maint - Bldg.	75,757.53
Repairs & Maint - Vehicles	98,545.42
Repairs & Maint - Equip	72,060.60
Minor Tools & Equip	5,100.00
Printing	64,741.16
Public Relations/Events/Ads	477,560.54
Office Supplies	13,457.56
Operating Supplies	118,459.32
Gas & Oil	135,542.70
Uniforms	27,566.12
Books, Pubs, Subs, Memberships	15,848.46
Training	80,151.51
Machinery & Equipment	189,660.51
Life Health & Dental Insurance	1,062,215.03
Insurance-Property & WC	646,093.00
Pension	1,705,391.42
Salaries General Employees	2,328,826.05
Sworn Law Enforcement	2,120,858.51

ALL STAFF PERSONNEL SUMMARY TREND

Authorized Positions

2023-2024

Positions by Department		Fiscal Year 21-22	Fiscal Year 22-23	Fiscal Year 23-24
Executive Management				
Full Time	Town Manager	1	1	1
	Executive Assistant to Town Manager	1	1	1
	Office Support Staff	1	1	1
	Town Attorney	1	1	1
	Town Clerk			
Executive Management Total		4	4	4
Community Engagement				
Full Time	Town Clerk/ HR Director	1	1	1
	Human Resources Generalist/Asst. to the Town Clerk	1	1	1
	Resident Services Director	1	1	1
	Resident Services Assistant	1	1	1
	Resident Services Support Staff	0	0	1
	Community Development Specialist	1	1	0
	Parks & Recreation Attendant	3	3	4
	Recreation Staff Member	0	1	1
Part Time	Parks & Recreation Attendant	2	3	3
Community Engagement Total		10	12	13
Fiscal Health				
Full Time	Finance Director	1	1	1
	Senior Accountant	1	1	1
	Fiscal Health Support Staff	1	1	1
Fiscal Health Total		3	3	3
Operations Management				
Full Time	Assistant Town Manager	1	1	1
	Operations Management Support Staff	0	0	1
	Residential Construction Director	1	1	1
	Residential Construction Manager	0	0	1
	Residential Construction Special Projects	1	1	1
	Facilities & Streets Maintenance Director	0	0	1
	Facilities & Streets Maintenance Manager	0	0	1
	Public Services Director	0	0	1
	Municipal Service Worker	8	6	8
	Custodian	1	1	1
Part Time	Municipal Service Worker	1	2	2
Contracted	Building Official	1	1	1
	Building Inspector	1	1	1
	Chief Mechanical Inspector	1	1	1
	Chief Plumbing Inspector	1	1	1
	Chief Electrical Inspector	1	1	1
	Structural Plans Examiner	1	1	1
	Landscape Architect	1	1	1
	Zoning Reviewer	1	1	1
Operations Management Total		21	20	27
Public Safety				
Full Time	Chief of Police	1	1	1
	Executive Assistant to the Chief	1	1	1
	Command Staff	2	2	2
	Sergeant	3	3	3
	Officer	9	9	11
	Accreditation Manager	1	1	1
	Ocean Rescue	1	1	1
	Public Service Aide	3	4	6
	Police/Code Enforcement Officer	1	1	2
Part Time	Officer	6	6	7
	Reserve Officer	2	2	3
	Ocean Rescue	2	2	2
	Code Compliance	1	1	2
Detached Detectives	(SFMLTF, DEA & IRS)	3	3	3
Public Safety Total		36	37	45
Total Authorized Positions				
Full Time:		52	52	65
Part Time:		14	16	19
Contracted:		8	8	8

*Vacant
*Vacant

*Vacant

*2 Vacancies

*1 Vacancy

*1 Vacancy

*2 Vacancies

*1 Vacancy

VEHICLE FLEET

TOWN OF GOLDEN BEACH VEHICLE FLEET							
Vehicle	Year	Make	Model	Color	Tag	Identification Number	FC#/COMMENTS
143	2017	Ford	F-150 4-door	White	CITY232879	1FTMF1C89HKE39382	PW
148	2009	Ford	F-150 2-dr	White	XB9451	1FTRF128X9KB37284	Public Works
154	2011	Chevrolet	Tahoe	White	XG3436	1GNLC2E01BR182466	Spare
155	2011	Chevrolet	Tahoe	White	XG3434	1GNLC2E07BR182472	Rivacoba
156	2011	Chevrolet	Tahoe	White	XG3435	1GNLC2E08BR182724	Spare K-9
161	2011	Chevrolet	Tahoe	White	XG3429	1GNLC2E05BR226064	Spare
162	2011	Chevrolet	Tahoe	White	XG3430	1GNLC2E00BR226084	Spare
163	2011	Chevrolet	Tahoe	White	XG3437	1GNLC2E06BR227482	Spare
165	2011	Ford	F-150 2dr	White	XA0003	1FTMF1CM0BFA15179	Public Works
166	2011	Ford	F-150 2dr	White		Ordered 8-2-11 ?	Ken
168	2012	Chevrolet	Tahoe	White	XG3433	1GNLC2E09CR164637	Balasino
169	2012	Chevrolet	Tahoe	White	XG3432	1GNLC2E07CR164829	Spare
173	2012	CHEVROLET	SILVERADO	Black	BARM72	1GC2KVC85C287093	Unmarked Diesel truck
175	2013	Ford	Explorer XLT	Black	413YED	1FM5K7D81DGB21203	Unmarked spare
177	2013	Specialized	Fat Tire Bike	Blk/Red	Small	WSBC602212151H	bike police
178	2013	Specialized	Fat Tire Bike	Blk/Red	Medium	WSBC602092290H	bike police
179	2013	Specialized	Fat Tire Bike	Blk/Red	Large	WSBC602095032H	bike police
184	2015	Ameri-trail	30 Vessel Trailer	Aluminum	XD7079	4DJAB3220FA009121	MP vessel trailer
185	2014	Contender	30ST Vessel	White	FL3433PV	JDJ04047H415	Marine Patrol Vessel
186	2014	Vermac	Message Board	White	XA0764	2S9US2117ES132264	PD message board
187	2015	Ford	F-150	White	XE0426	1FTMF1C8XFKD31057	PUBLIC WORKS
188	2015	International	Garbage Trucks	White			Public Works
189	2015	International	Garbage Trucks	White			Puclic Works
190	1993	International	Command Post	Black	141072	1HTSLPHM4PH503383	Command Post PD
191	2016	Harley	Electra Glids	Black	J02687	1HD1FMM13GB656459	Motors
192	2016	Harley	Electra Glids	Black	J02688	1HD1FMM19GB671077	Motors
195	2017	Chevy	Silverado 1500	Black	HLJK92	3GCUKNEC9HG292766	Lt. Yovany Diaz
198	2018	Chevy	Colorado	Black	XG2743	1GCGTEEN4J1167934	Jose Arguelles
199	2019	Chevy	Tahoe	Black	KSVW38	1GNSCAKC7KR141652	Leila Perez
200	2019	Chevy	Tahoe	Black	XG7770	1GNLCDECXKR123020	Daniel Avila
201	2019	Chevy	Tahoe	Black	XG6076	1GNLCDEC2KR125943	Oscar Suarez
202	2019	Chevy	Tahoe	Black	XG7766	1GNLCDEC0KR123494	Victores
203	2019	Chevy	Tahoe	Black	XG6077	1GNLCDEC7KR125890	Daniel Larrea
204	2019	Chevy	Tahoe	Black	XH2353	1GNLCDEC1KR209784	Guillermo
205	2019	Chevy	Tahoe	Black	XI1202	1GNLCDEC0KR152204	Carrasco
206	2019	Chevy	Tahoe	Black	XH2352	1GNLCDEC6KR209540	Trujillo
207	2019	Chevy	Tahoe	Black	XH2354	1GNLCDEC3KR210094	Sgt. Julio Soca
210	2019	Chevy	Tahoe	Black	KSVW37	1GNSCAKCXKR145548	Admin/ Town Hall
211	2019	Chevy	Tahoe	Black	XH2355	1GNLCDEC6KR209568	James Camaho
212	2019	Chevy	Tahoe	Black	XH4161	1GNLCDEC0KR402119	Dylan
213	2019	Chevy	Tahoe	Black	XH4160	1GNLCDEC0KR399528	Bautista
214	2019	Chevy	Tahoe	Black	XH4160	1GNLCDEC9KR403964	Weiner
215	2015	Infinity	QX60	White	LJHG86	5N1AL0MN3FC523419	Unmarked
217	2020	Polaris	Ranger	Green		3NSTAE99XLN231362	Beach ATV
218	2019	Club Car	Golf Cart	Black		A5CUBB2DVL092230	Nohuberto Golf Cart
219	2019	Club Car	Golf Cart	White		A5CUBB2A3JA904900	PSA Golf Cart
220	2021	Chevy	Tahoe	Black	LDKX69	1GNSCMKD1MR334229	Chief Herbello
221	2020	Multihog	street sweeper	white		UN9CV20H1LD015137	STREET SWEEPER / Public Works
222	2021	TREK	bicycle	black			bike police
223	2022	Polaris	Ranger	Black/Green		4XATAE999N8416833	Beach atv
224	2022	Chevy	Tahoe	Black		1GNSCLED3NR191065	Miguel
225	2022	Ford	F 150 4door	White	XI2198	1FTEW1CP1NFA18630	Kirk PW
226	2021	Cannondale	bicycle electric	Grey		ISO 4210-2	bike police electric
227	2022	Deere	Backhoe PW	Yellow			Backhoe PW
228	2023	Chevy	Tahoe	Black	45DHLN	1GNSCMKD2PR107331	Admin unmarked / TM
229	2022	Ford	Transit 150 PW	White	XJ3532	1FTEY1Y80NKA61042	Nohuberto PW Mr. Fix it
230	2022	Polaris	Ranger 1000	Green		4XATAE997P8022248	Beach ATV
231	2022	Polaris	Ranger Sportsman 570	Green		3NESEE574PN484917	Beach ATV
232	2023	Chevy	Tahoe	Black		1GNSCLED6PR224089	currently being outfitted
233	2023	Chevy	Tahoe	Black	XJ5614	1GNSCLEDXPR224208	currently being outfitted
234		Mercedez racer	Bicycle	Blue		AKM21030481802	TM/ Nohuberto Bike Benz

FINANCIAL POLICY

The following financial policy statements are the basis of the daily operations of the Town of Golden Beach. The financial policy statements define objectives, establish rules with parameters and express guidelines for fiscal conduct by the Town of Golden Beach in connection with the operating budget and capital improvement program.

OPERATING BUDGET POLICY

- The Town will pay for all current expenditures with current revenues. The Town will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures or accruing future year's revenues.
- The budget will provide for adequate maintenance of capital plant and equipment and for their orderly replacement.
- The Town will maintain a continuing budgetary control system to ensure that it adheres to the budget.
- The Town Administration will prepare monthly reports comparing actual revenues and expenditures with budgeted amounts.
- Wherever possible, the Town will integrate performance measurements and productivity indicators in the budget.

CAPITAL IMPROVEMENT BUDGET POLICY

- The Town will update its multi-year plan for capital improvements.
- The Town will enact an annual capital budget based on the multi-year Capital Improvement Plan.
- The Town will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- The Town will use intergovernmental assistance to finance only those capital improvements that are consistent with the Capital Improvement Plan and Town priorities, and whose operating and maintenance costs have been included in operating budget forecasts.
- The Town will maintain all its assets at a level adequate to protect the Town's capital interest and to minimize future maintenance and replacements costs.
- The Town will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to the Town Council for approval.
- The Town will determine the least costly financing method for all new projects.

DEBT POLICY

- The Town will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
- When the Town finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the estimated useful life of the project.
- The Town will strive to have the final maturity of general obligation bonds at, or below, thirty (30) years.
- Whenever possible, the Town will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
- The Town will not use long-term debt for current operations.
- The Town has no legal debt limits.
- The Town will maintain good communications with bond rating agencies regarding its financial condition. The Town will follow a policy of full disclosure on every financial report and borrowing prospectus.

REVENUE POLICY

- The Town will try to maintain a diversified and stable revenue system to shelter it from unforeseeable short-run fluctuations in any one revenue source.
- The Town will estimate its annual revenues by an objective, analytical process, wherever practical.
- The Town will project revenues for the next year and will update this projection annually. Each existing and potential revenue source will be re-examined annually.
- Each year, the Town will recalculate the full costs of activities supported by user fees to identify the impact of inflation and other cost increases.
- The Town will automatically revise user fees, subject to review by the Town Council, to adjust for the effects of inflation.

**INVESTMENT POLICY**

- Per Resolution 1939.08 the Golden Beach has adopted an investment policy for the Town, following concerns from the State Board of Administration's (SBA) about the investments of the Local Government Investment Pools (LGIP).
- The Town will invest 100% of its idle cash on a continuous basis in conformity with Florida Statutes, Section 218.415.
- The Town will invest funds giving priority to the safety of principal and liquidity of funds.
- The Town will make a cash flow analysis of all funds on a regular basis. Disbursement, collection, and deposit of all funds will be scheduled to ensure maximum cash availability.

When permitted by law, the Town will pool cash from several different funds for investment purposes.

**SCHEDULE OF INVESTMENT TYPE LIMITATIONS
(Market Value)**

Type of Security	% of Total Maximum
U.S. Government Obligations	100%
Local Government Investment Pools	100%
Certificates of Deposit	80%
Federal Agency & Instrumentality Obligations	100%
Collateralized Repurchase Agreements	15%
Other Investment Pools (rated "A" or better)	10%
Mutual Funds	10%
State and Local Government Obligations	5%
Bankers Acceptance	5%
Commercial Paper	5%
High Grade Corporate Debt	5%
Money Market Mutual Funds	10%

Maturity Limitations	% of Total Maximum
≤ 1 Year	100%
> 1 - 3 Years	75%
> 3 - 5 Years	50%
> 5 Years	0%*

Unless matched to a specific cash flow or fund as provided for in section IV.7.b



Other Limitations	% of Total Maximum
Portion of Individual Issue Purchased	50%
Portion of Fixed-Income Portfolio in a Single Security	15%

"Maximums" are not to exceed percentages within the investment category

RESERVE AND UNDESIGNATED FUND BALANCE POLICY

- Reserve Fund balances may from time to time be established by resolution of the Town Council.
- Reserve Fund balances may be used for disasters, unanticipated expenditures, capital project debt reduction, or any other purpose at the discretion of the Town Council.
- Fund balances at the end of each fiscal year not placed by the Town Council in a restricted Reserve Fund shall be carried over as the Undesignated Fund Balance and reported in the annual budget and annual comprehensive financial report in accordance with accepted accounting principles.
- The Town will maintain an adequate fund balance in the General Fund to indicate that it is in sound financial condition.

ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICY

- The Town has established and will maintain a high standard of accounting practices.
- The Town financial system will be maintained in conformity with generally accepted accounting principles. The Town will strive to obtain and retain the Certificate of Achievement of the Government Finance Officers Association.
- Regular monthly and annual financial reports will present a summary of financial activity by major types of funds.
- Wherever possible, the reporting system will provide monthly information on the total cost of specific services by type of expenditure and, if necessary, by fund.
- An independent public accounting firm selected by the Town Council will perform an annual audit and will publicly issue a financial opinion.
- The Town will operate an active and fully documented internal auditing program.

CAPITAL ASSETS POLICY

- Threshold: The Town will capitalize all individual assets and infrastructures with a cost of \$10,000 or more and a life of three years or more.
- Asset categorization: The Town shall account for assets and infrastructure meeting the minimum dollar and life thresholds in the following categories:
 - o Land
 - o Buildings
 - o Improvements

- o Equipment
 - o Infrastructure (roads, stormwater system, sidewalks)
 - o Construction in progress
- Infrastructure Accounting: Pre-1996 valuations. Prior to the incorporation of the Town in 1996, the Town has used the estimated historical cost method of valuation. Method:
 - o The Town determined the estimated cost of road replacement by using the Florida Department of Transportation Statistics Unit Prices and then applied the U.S. Bureau of Labor Statistics price trend information for asphalt, concrete, paving mixtures and blocks weighted average deflator index in determining the present value of the roads.
 - o The Stormwater system estimated cost is based upon the Florida Department of Transportation Statistics price trend information for storm sewer pipes and concrete pipes weighted average deflator index in determining the present value of the stormwater system.
 - o The Town determined the estimated cost of sidewalks by using the Florida Department of Transportation Statistics United Prices and then applied the U.S. Bureau of Labor Statistics price trend information for asphalt, concrete paving mixtures and blocks weighted average deflator index in determining the present value of the sidewalks.
 - Capital Outlay-Budget vs. GAAP (Generally Accepted Accounting Principles). Only assets or infrastructure with a value over \$10,000 will be budgeted as a capital item in the budget. Short lived assets which do not meet the capital asset threshold will be budgeted as operational materials and supplies.
 - Depreciation method: GASB (Governmental Accounting Standards Board) Statement 34 requires governments to depreciate capital assets with a defined estimated life>
 - o The Town will use the straight line depreciation method.
 - o There will be no depreciation on land or other assets with an indefinite life.
 - o Construction in progress projects are not subject to depreciation until the project is completed.
 - o Depreciation expense is not calculated on the salvage value (value which the asset will not fall below).
 - Capital Assets-Assets vs. Repair & Maintenance: GASB 34 requires that repair and maintenance items are expenses rather than capitalized assets.
 - o The criteria determining whether an item is capitalized or expensed is whether the service life of the assets will be extended.
 - o The Town will adopt this definition and capital expenditures that extend the life of the asset will be classified as capital assets.

- Estimated useful assets life: The estimated useful lives of the assets are based on Town experience and established projections reflected in the 5 year capital plan. The useful life will be used when determining depreciation expense. The useful lives are:
 - o Land – indefinite
 - o Buildings – 40 years
 - o Improvements – 15 years
 - o Equipment:
 - ✓ Cars – 5 years
 - ✓ Trucks – 10 years
 - ✓ Equipment – 5 years
 - ✓ Computer Equipment – 3 years
 - o Infrastructure:
 - ✓ Roads – 25 years
 - ✓ Stormwater System – 50 years
 - ✓ Sidewalks – 20 years
- Five year capital plan: The Town prepares a 5 year capital plan which reports the capital asset budget needs for the Town.
- Fixed Asset Accounting. The Town will comply with the standards established by GASB 34 (Governmental Accounting Standards Board) and all subsequent pronouncements set forth by GASB or its successor organization.

PURCHASING POLICY

The purchasing policy is in accordance with Section 2-266 – 2-270 of the Town of Golden Beach Code of Ordinances (Ordinance No. 464.2001, 490.2004, 491.2004).

- Items covered by this policy:
 - o Materials
 - o Supplies
 - o Equipment
 - o Improvements
 - o Professional Services
- The Town Manager is authorized to make purchases of goods, materials or services that have a total cost of less than \$25,000.00 without council action provided the applicable requirements of the purchasing ordinance have been met and the Manager obtains the approval of the Mayor who shall execute all documents on behalf of the Town.



- The Town Manager, or such employee of the Town as the Town Manager may designate, shall be the Person responsible for implementing the provisions of the division.
 - Except as provided under the provisions of this division, it shall be unlawful for any Town officer, employee or agent of the Town to order the purchase of any supplies or make any contract and any attempt to do so shall not be binding upon the Town.
- The Town Manager shall, when possible and practical:
 - Classify all supplies used by the various departments of Town Government.
 - Prepare and adopt written specifications of all standard supplies.
 - Prepare written specifications for all contractual services required by the Town.
- Specifications for bids
 - Specifications for request for proposal or bids shall be issued for all goods, materials, or services subject to this division and include but not be limited to the following:
 - Instructions and information to persons concerning the request for proposal or bid submission requirements, including the time and date set for receipt of the of the request for proposal or bid, the address of the office to which the request for proposal or bid is to be delivered, the maximum time for bid or proposals acceptance by the Town, the right of the Town to reject all bids or proposals and any other special information.
 - The purchase description, qualification factors, delivery or performance schedule, and such inspection and acceptance requirements as are not included in the purchase description.
 - The contract terms and conditions including warranty and bonding or other security requirements as applicable.
 - The date, time, and place at which any pre-bid conference may be held and whether attendance at such conference is a condition for bidding.
 - The place where any documents incorporated by reference may be obtained.

FRAUD POLICY

- The Town of Golden Beach is aware that fraud is possible within the organization. Fraud may take the form of:
 - Theft of cash or assets.
 - Falsification of expense and invoices.
 - Alteration of falsification of records including data processing records.
 - Knowingly providing false information on job applications.



- Information and concerns about fraudulent activity may come from various sources including:
 - o Employees
 - o Vendors
 - o Members of the public
 - o Results of external or internal audits
 - o Any other interested party
- Fraudulent activity or concerns may be reported to any of the following:
 - o Finance Director
 - o Town Attorney
 - o Town Manager
 - o Department Head
 - o Mayor or Councilmember

WHISTLEBLOWER POLICY

*** No retaliatory action will be taken against any party reporting a suspicious fraudulent activity. The Town of Golden Beach will take cost effective steps to ameliorate the possibility of fraud.

- An audit will be conducted each year.
 - o The Town's internal controls will be reviewed and recommendations made to strengthen fraud deterrent.
 - o The annual audit will include an operational review of the internal controls of a department of the Town.
 - o Each department head and councilmember shall answer a fraud questionnaire as part of the annual audit. They will be asked if they are aware of any fraud occurring in the Town.

SUMMARY OF FUNDS

The Town of Golden Beach’s budget consists of five funds: General Fund, Law Enforcement Trust Fund, Debt Service Fund, Capital Improvement Project Fund, and the Stormwater Utility Fund.

Fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Funds are established to attain certain objectives or to simply segregate activities.

All funds, except the Stormwater Utility Fund which uses the accrual basis of accounting, employ the modified accrual basis of accounting. For more detailed information regarding the funds, please refer to the fund sections in this document.

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is the major operating fund of the Town of Golden Beach.

LAW ENFORCEMENT TRUST FUND

The Law Enforcement Trust Fund receives forfeited cash and assets of individuals involved in drug enforcement activities and must be used for police related services. This is a special revenue fund that has very strict guidelines as to how the forfeiture assets can be distributed as required by Florida Statute 932.7055.

DEBT SERVICE FUND

The Debt Service Fund is used to accumulate resources and distributed principal, interest and bond related issuance costs on long term debt payable by the Town of Golden Beach.

CAPITAL PROJECTS FUND

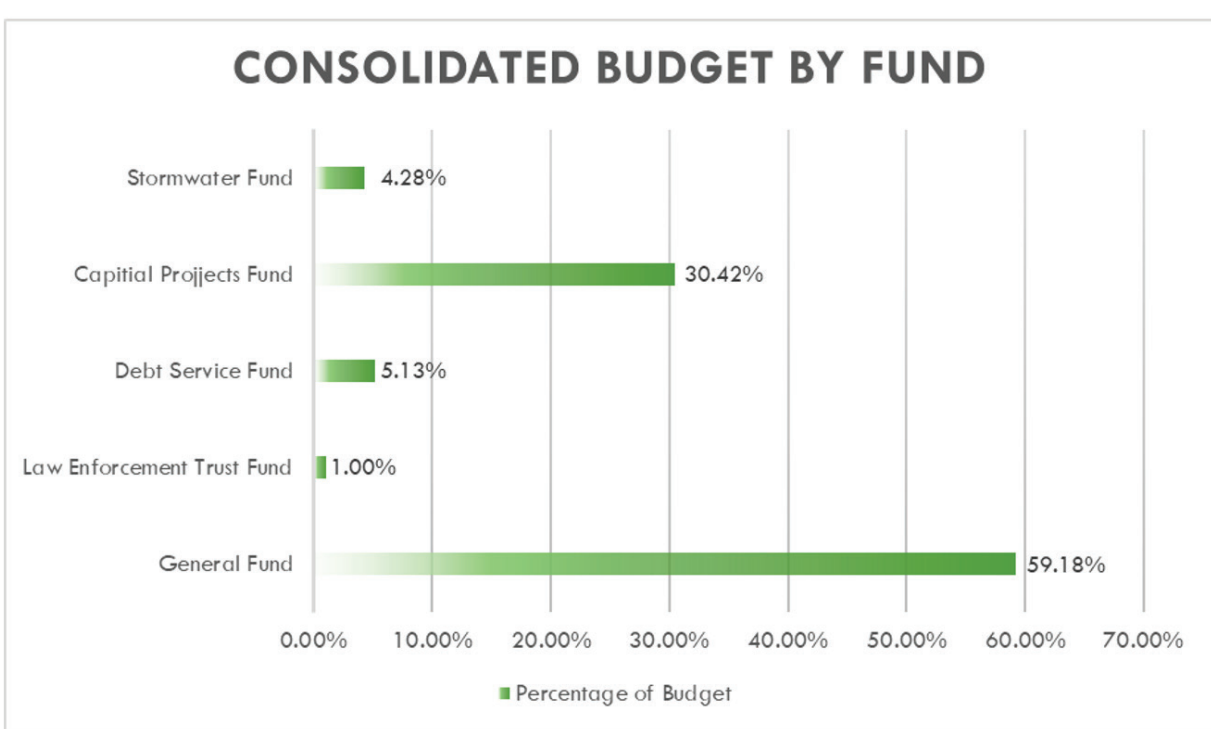
The Capital Projects Fund was created to track all expenditures that relate to the Town’s Capital Improvement Project.

STORMWATER UTILITY FUND

The Stormwater Utility Fund accounts for the financial resources received and allocated on behalf of the Stormwater Utility maintained by the Town of Golden Beach. The funds are used to maintain the Stormwater drainage system located within the Town. This is a proprietary fund which focuses on the determination of operating income, changes in net assets, financial position and cash flows.

CONSOLIDATED BUDGET

This budget summary presents a consolidated picture of the total revenue and expenditures of the General Fund, Stormwater Utility Fund, Capitol Projects Fund, Debt Service Fund, and Law Enforcement Trust Fund. The operation of each fund is accounted for through a set of self-balancing accounts comprised of each fund’s revenues and expenditures, assets, liabilities, fund balances, and retained earnings.



Consolidated Budget By Fund	Amount	Percentage of Budget
General Fund	14,511,669	59.18%
Law Enforcement Trust Fund	245,871	1.00%
Debt Service Fund	1,256,800	5.13%
Capital Projects Fund	7,458,465	30.42%
Stormwater Fund	1,048,744	4.28%
Total:	24,521,549	100.00%

Revenue Budget Summary

General Fund	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>	<i>COUNCIL APPROVED BUDGET FY 23-24</i>
Ad Valorem Taxes	8,713,233	10,569,887	11,964,291
Restricted	500,000	-	-
Other Taxes	156,500	192,048	204,847
Licenses and Permits	628,600	1,078,100	1,281,100
Franchise Fees	8,800	8,800	8,800
State Shared Revenue	21,000	27,255	31,371
Charges for Services	160,900	14,400	13,000
Assessment		347,547	349,466
State Grant- JPA	13,972	16,093	16,800
Fines & Forfeitures	40,600	50,600	39,000
Miscellaneous Revenues	94,500	94,500	158,000
Interfund Transfers	140,000	710,000	444,994
Total General Fund	10,478,105	13,109,230	14,511,669
Law Enforcement Trust Fund	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>
Other Revenues	207,147	457,126	245,871
Transfer From Fund Balance	-		
Total Enforcement Trust Fund	207,147	457,126	245,871
Debt Service Fund	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>	<i>COUNCIL APPROVED BUDGET FY 23-24</i>
Voted Debt Service (Ad Valorem)	299,454	903,056	1,256,800
Transfer From S/A II		-	-
Transfer From General Fund		200,000	-
LETF Funds		-	-
Fund 330 Capital Fund		-	-
Transfer From General Fund	599,928	-	-
Total Debt Service Fund	899,382	1,103,056	1,256,800

Revenue Budget Summary

Capital Improvement Fund	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>	<i>COUNCIL APPROVED BUDGET FY 23-24</i>
State Grant Other Physical Enviroment		205,000	-
Transfer From General Fund	1,000,000	720,000	348,518
TRANSFER	-	-	-
Transportation Trust	-	-	-
Bond Series 2022			7,000,000
City National Bank Note	3,350,000	1,500,000	-
Inter-Fund Transfer (LETF)	717,446	1,505,948	-
General Fund Reserves	1,170,000	1,945,183	109,947
Total Capital Improvements Fund	6,237,446	5,876,231	7,458,465

Stormwater Utility Fund	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>	<i>COUNCIL APPROVED BUDGET FY 23-24</i>
Stormwater Utility Fees	237,600	237,600	237,600
New Local Option Gas Tax	9,852	10,044	10,044
Franchise Fee-Electric	100,000	100,000	150,000
Utility Tax-Electric	120,000	120,000	150,000
Fema-Federal Grant	-	-	-
State Grant Sewer/Wastewater		500,000	500,000
Interest On Investments	1,000	1,000	1,000
Interest Income	100	100	100
Stormwater Fund Balance	-	-	-
S.F.W.M.D. Grant Proceeds	-	-	-
State Revolving Loan	-	-	-
Total Stormwater Utility Fund	468,552	968,744	1,048,744

Total Budget All Funds:	18,290,632	21,514,387	24,521,549
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Expenditures Budget Summary

General Fund	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>	<i>COUNCIL APPROVED BUDGET FY 23-24</i>
Legislative			
Personnel Services	98,005	106,447	102,323
Operating	51,056	51,566	52,092
	<u>149,061</u>	<u>158,013</u>	<u>154,414</u>
Executive			
Personnel Services	448,937	533,285	619,240
Operating	58,984	59,614	60,252
	<u>507,921</u>	<u>592,899</u>	<u>679,491</u>
Town Clerk			
Personnel Services	205,558	250,392	299,519
Operating	81,255	92,018	82,808
	<u>286,813</u>	<u>342,410</u>	<u>382,327</u>
Finance			
Personnel Services	248,798	292,367	380,194
Operating	90,951	91,860	102,825
	<u>339,749</u>	<u>384,227</u>	<u>483,018</u>
Legal			
Operating	179,500	179,500	179,500
	<u>179,500</u>	<u>179,500</u>	<u>179,500</u>
General Government			
Operating	1,447,616	1,621,769	2,434,905
Capital Outlay	1,000,000	720,000	-
	<u>2,447,616</u>	<u>2,341,769</u>	<u>2,434,905</u>
Public Safety			
Personnel Services	2,969,352	3,771,688	4,064,688
Operating	476,812	501,656	582,870
	<u>3,446,164</u>	<u>4,273,344</u>	<u>4,647,558</u>

Expenditures Budget Summary

	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
Division of Code Compliance			
Personnel Services	89,949	159,137	128,243
Operating	53,035	53,565	54,101
	<u>142,984</u>	<u>212,702</u>	<u>182,344</u>
Building Department			
Personnel Services	356,148	624,896	757,078
Operating	292,955	364,516	412,568
	<u>649,103</u>	<u>989,412</u>	<u>1,169,646</u>
Public Works			
Personnel Services	937,188	1,015,802	1,061,062
Operating	323,530	332,619	335,058
	<u>1,260,718</u>	<u>1,348,421</u>	<u>1,396,119</u>
Roads and Street Facilities			
Personnel Services	112,825	121,639	271,055
Operating	657,113	633,893	701,532
	<u>769,938</u>	<u>755,532</u>	<u>972,587</u>
Recreation Department			
Personnel Services	383,524	396,951	507,845
Operating	583,150	626,449	637,711
	<u>966,674</u>	<u>1,023,400</u>	<u>1,145,556</u>
Resident Services			
Personnel Services	232,101	278,417	292,453
Operating	228,000	228,000	391,750
	<u>460,101</u>	<u>506,417</u>	<u>684,203</u>
Total General Fund Expenditures	11,606,341	13,108,046	14,511,669

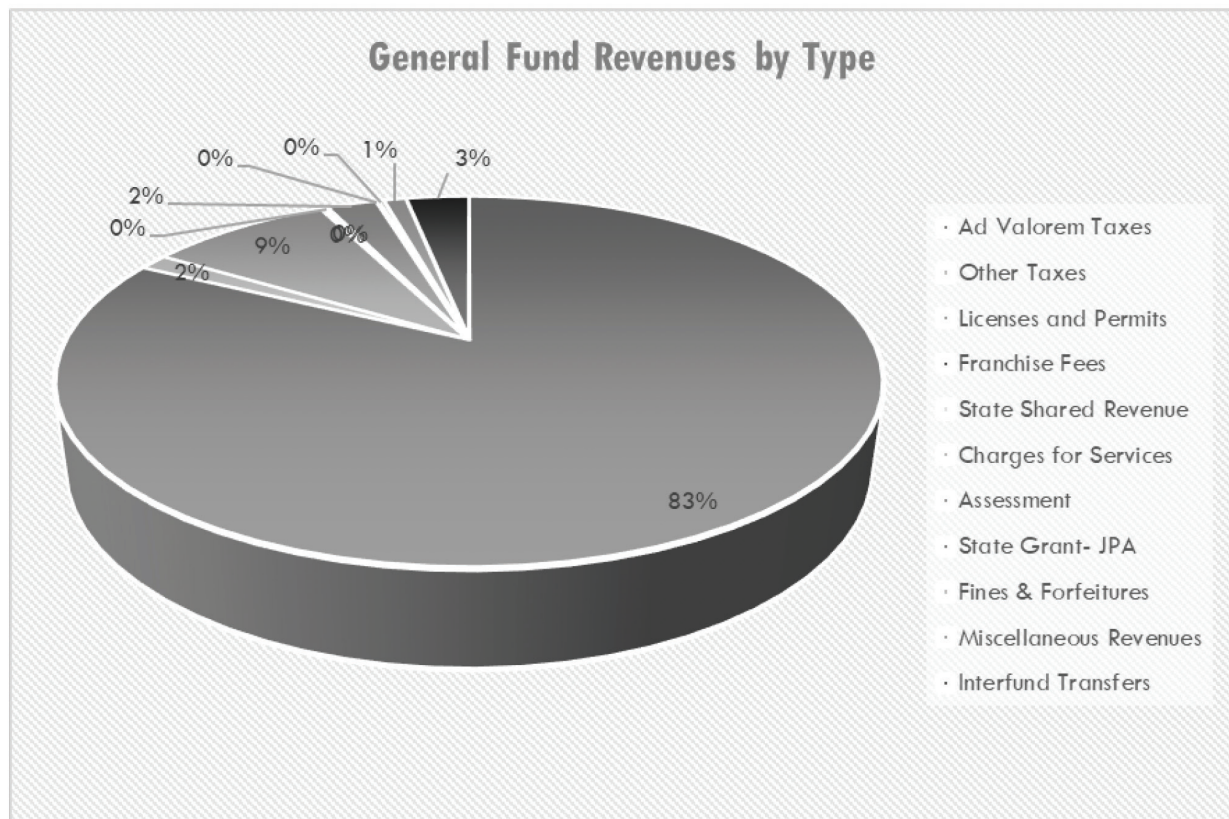
Expenditures Budget Summary

	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
All Other Funds:			
Law Enforcement Trust Fund			
Personnel Services	138,972	172,269	180,809
Operating	68,175	284,857	65,062
	<u>207,147</u>	<u>457,126</u>	<u>245,871</u>
Debt Service Fund			
Operating	<u>899,382</u>	<u>1,103,056</u>	<u>1,256,800</u>
Capital Improvement Fund			
Capital Outlay	<u>6,237,446</u>	<u>5,876,231</u>	<u>7,458,465</u>
Stromwater Utility Fund			
Operating	468,552	968,744	538,744
Capital Outlay			510,000
	<u>468,552</u>	<u>968,744</u>	<u>1,048,744</u>
Total Budget All Funds:	19,418,868	21,513,203	24,521,549

GENERAL FUND REVENUES

As a general policy, the Town's revenue estimates are budgeted conservatively to avoid possible shortfalls due to anticipated changes in the economy. The Fiscal Year 2023-2024 General Fund estimated revenue is \$14,511,669.

Revenue ByType	Amount	Percentage of Budget
Ad Valorem Taxes	11,964,291	82.45%
Other Taxes	204,847	1.41%
Licenses and Permits	1,281,100	8.83%
Franchise Fees	8,800	0.06%
State Shared Revenue	31,371	0.22%
Charges for Services	13,000	0.09%
Assessment	349,466	2.41%
State Grant- JPA	16,800	0.12%
Fines & Forfeitures	39,000	0.27%
Miscellaneous Revenues	158,000	1.09%
Interfund Transfers	444,994	3.07%
Total:	14,511,669	100.00%





Budget Revenues

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
FUND 001	<u>GENERAL FUND</u>					
311100	CURRENT AD VALOREM TAX (GF)	8,112,315	8,708,879	8,835,210	10,569,887	11,964,291
311101	RESTRICTED	242,553	-	404,249	-	-
312100	LOCAL OPTION GAS TAX	27,638	23,811	25,843	26,406	25,933
312620	CHARTER COUNTY TRANSPORTATION SYSTEM SURTAX	35,000	41,290	40,043	53,981	62,004
323400	GAS - FRANCHISE	8,800	8,800	8,800	8,800	8,800
323500	CABLE - FRANCHISE	-	-	-	-	-
315100	STATE COMMUNICATIONS SERVICES TAX	18,559	16,728	19,000	19,000	17,000
314400	UTILITY TAX - GAS	6,000	6,000	6,000	6,000	6,000
316100	LOCAL BUSINESS TAX (MUNICIPAL OCCUPATIONAL LICENSE)	1,000	1,000	1,000	1,000	500
322100	BUILDING PERMITS	380,000	390,000	467,774	630,000	750,000
322102	RE-INSPECTIONS	100	100	100	100	1,000
322103	BUILDING IMAGING FEE	4,400	4,400	4,400	4,400	10,000
322104	BUILDING STREET SWEEPING	8,000	8,000	8,000	8,000	11,000
322105	BUILDING DUMPSTER PERMIT	5,000	5,000	5,000	5,000	10,000
322106	BUILDING FEES - TRANSIENT	500	1,200	1,000	1,000	1,000
322200	BUILDING REGULATORY BOARD	8,000	9,500	9,500	9,500	11,000
322300	EDUCATIONAL FEE	100	100	100	100	100
322400	CONTRACTOR REGISTRATION FEE	10,000	10,000	10,000	10,000	10,000
322500	BUILDING MISCELLANEOUS	500	500	500	15,000	15,000
322900	PERMIT PROCESSING FEES	210,000	215,000	205,000	340,000	400,000
325100	ASSESSMENT	-	-	273,595	347,547	349,466
329100	FILM PERMITS	15,000	8,500	8,500	8,500	15,000
329200	CERTIFICATE OF OCCUPANCY	1,800	1,500	1,500	1,500	2,000
329300	BLDG. FEE MAINT. INFRASTRUCTURE	30,000	25,000	25,000	45,000	45,000
334200	STATE GRANT PROCEEDS	-	-	350,000	-	-
335125	MUNICIPAL REVENUE SHARING	23,462	19,026	22,339	27,255	31,371

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
FUND 001	GENERAL FUND		
311100	CURRENT AD VALOREM TAX (GF)	Current Year Gross Taxable Value 1,656,778,376 X Proposed Millage Rate of 7.60149. We are to budget only 95% of the ad valorem	11,964,291
311101	RESTRICTED		-
312100	LOCAL OPTION GAS TAX	State Estimates	25,933
312620	CHARTER COUNTY TRANSPORTATION SYSTEM SURTAX	Miami Dade Co. estimates	62,004
323400	GAS-FRANCHISE	Town estimate based on prior years' revenues. Tax is based on a percentage of actual usage.	8,800
323500	CABLE-FRANCHISE		-
315100	COMMUNICATIONS SERVICES TAX	FL Dept of Revenue estimate	17,000
314400	UTILITY TAX-GAS	Teco Gas Estimate based on prior years' collections	6,000
316100	MUNICIPAL OCCUPATIONAL LICENSE	Based on submission of municipal contractors licenses (provided by Building Department)	500
322100	BUILDING PERMITS	Provided by Building Department	750,000
322102	RE-INSPECTIONS	Estimate based on review of prior years' actual income - (provided by Building Department)	1,000
322103	BUILDING IMAGING FEE	Fee for copy of plans (provided by Building Department)	10,000
322104	BUILDING STREET SWEEPING	Fee charged to all permitting per 1,000 of value project .20	11,000
322105	BUILDING DUMPSTER PERMIT	Trash Hauling Fee (provided by Building Department)	10,000
322106	BUILDING FEES-TRANSIENT	Fees for registration of rental property	1,000
322200	BUILDING REGULATORY BOARD	Estimate based on older homes currently for sale - (provided by Building Department)	11,000
322300	EDUCATIONAL FEE	Permit surcharge on master permits charged at 20 cents per \$1000 of value - (provided by Building Department)	100
322400	CONTRACTOR REGISTRATION FEE	Registration of all contractors that provide services within the Town	10,000
322500	BUILDING MISCELLANEOUS	Structural Review fees - (provided by Building Director)	15,000
322900	PERMIT PROCESSING FEES	Based on the value of all construction work x .75% - (provided by Building Dept.)	400,000
325100	ASSESSMENT	Resident Communication Assesment (\$80 X 12 X 362)	349,466
329100	FILM PERMITS	Estimate based on prior years actual revenues	15,000
329200	CERTIFICATE OF OCCUPANCY	\$200 per certificate for temporary & permanent	2,000
329300	BLDG. FEE MAINT. INFRASTRUCTURE	Fee to cover cost of maintence of curbs & gutters due to construction vehicules damages	45,000
334200	STATE GRANT PROCEEDS		-
335125	MUNICIPAL REVENUE SHARING	FL Dept. of Revenue Estimates	31,371



Budget Revenues

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
335180	STATE HALF (1/2) CENT SALES TAX	75,712	63,171	71,417	83,161	93,410
335450	MOTOR FUEL TAX REBATE	2,500	2,500	2,500	2,500	-
341100	STORMWATER FUND ADMIN. FEE	200,000	150,000	150,000	-	-
342100	OFF DUTY	5,000	6,500	6,500	10,000	10,000
334490	A1A REIMBURSEMENT	13,972	13,972	13,972	16,093	16,800
347900	RECREATION PROCEEDS	5,500	-	-	-	-
351100	FINES AND FORFEITURES	15,000	20,000	20,000	20,000	9,000
351101	LAW ENF. TRUST FUND (LETf)	100	100	100	100	-
354100	VIOLATION OF LOCAL ORDINANCES	25,000	20,000	20,000	30,000	30,000
354101	SPECIAL MAGISTRATE ADMIN. FEES	500	500	500	500	-
361100	INTEREST INCOME	12,000	13,500	13,500	13,500	25,000
361113	INTEREST INCOME ON INVESTMENTS	1,100	1,000	1,000	1,000	75,000
369900	MISCELLANEOUS REVENUES	50,000	117,764	80,000	80,000	58,000
369901	TAX LIEN LETTER INCOME	3,500	4,200	4,200	4,200	2,500
369903	PUBLIC RECORDS REQUESTS & PHOTOCOPIES	200	200	200	200	500
369904	PUBLIC RECORDS REQUESTS DOCUMENT IMAGING RETRIEVAL	-	-	-	-	-
369905	TRANSPONDERS	-	-	-	-	-
381200	TRANSFER FROM FUND BALANCE	-	80,000	430,000	650,000	384,994
382120	TRANSFER FROM FUND-120	60,000	60,000	60,000	60,000	60,000
001 GENERAL FUND TOTALS		9,618,811	10,057,741	11,606,342	13,109,230	14,511,669

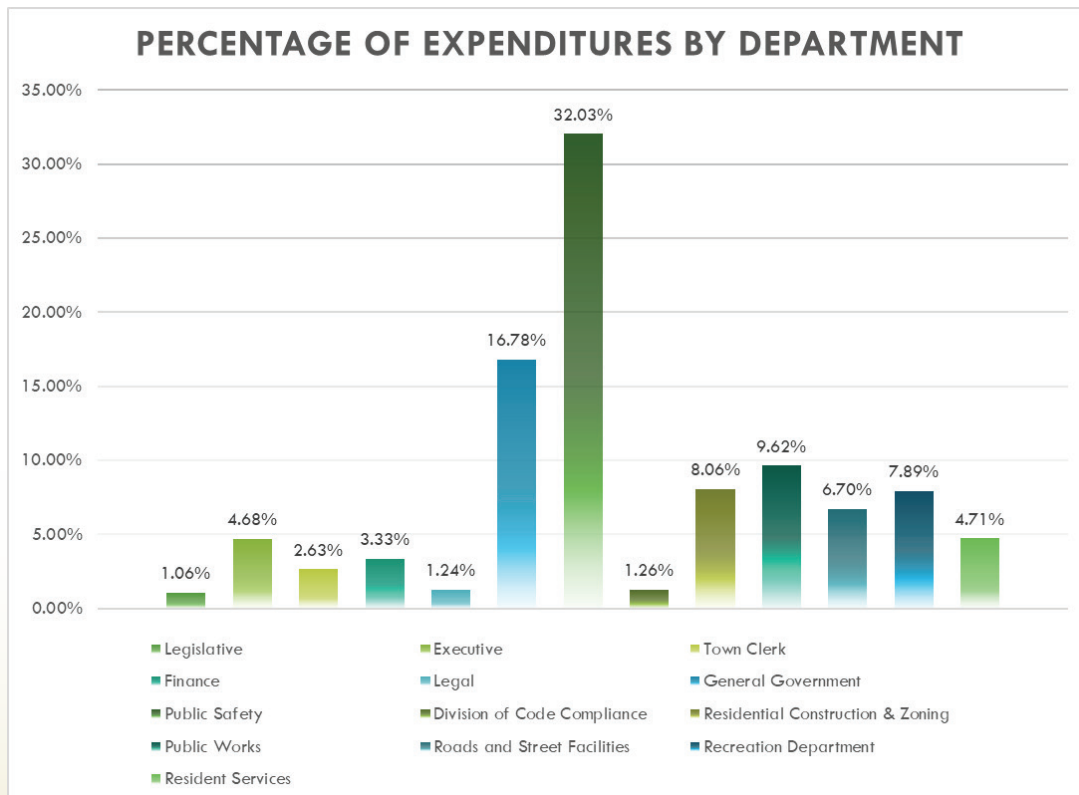
Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
335180	STATE HALF (1/2) CENT SALES TAX	Local Government Half-Cent Sales Tax Program	93,410
335450	MOTOR FUEL TAX REBATE		-
341100	STORMWATER FUND ADMIN. FEE	Administration Fee Charged to the Stormwater Fund-Fee Deleted Due to State Not Allowing untilll the Fund has increased the Stormwater Fee	-
342100	OFF DUTY	Administration Fee charged for off duty detail	10,000
334490	A1A REIMBURSEMENT	Per reimbursement agreement with F.D.O.T.	16,800
347900	RECREATION PROCEEDS		-
351100	FINES AND FORFEITURES	Distributed by County Court	9,000
351101	LAW ENFORCEMENT TRAINING TRUST FUND (LETTF)	Distributed by County Court	-
354100	VIOLATION OF LOCAL ORDINANCES	Special Master Program violation exclude administration fees	30,000
354101	SPECIAL MAGISTRATE ADMIN. FEES		-
361100	INTEREST INCOME	Interest earned on funds held at Northern Trust	25,000
361113	INTEREST INCOME ON INVESTMENTS	Interest earned on funds held at State Board of Admin. & Northern Trust	75,000
369900	MISCELLANEOUS REVENUES	Newsletter Ads, Public Records and FEMA REIMB (\$70k)	58,000
369901	TAX LIEN LETTER INCOME	Lien requests to finance dept. & building dept.	2,500
369903	PUBLIC RECORDS REQUESTS & PHOTOCOPIES	Decreased due to verification of true revenue breakdown	500
369904	PUBLIC RECORDS REQUESTS FOR DOCUMENT IMAGING PHOTOCOPIES		-
369905	TRANSPONDERS		-
381200	TRANSFER FROM FUND BALANCE	Prior Year Funding Allocation	384,994
382120	TRANSFER FROM FUND - 120	Administrative Fee for managing fund	60,000
<u>001 GENERAL FUND TOTALS</u>			14,511,669

GENERAL FUND APPROPRIATIONS

The Fiscal Year 2023-2024 budget identifies a total of \$14,511,669 in revenues. Expenditures are projected to be \$14,511,669.

Department	Recommended Appropriations	Percentage of Budget
Legislative	154,414	1.06%
Executive	679,491	4.68%
Town Clerk	382,327	2.63%
Finance	483,018	3.33%
Legal	179,500	1.24%
General Government	2,434,905	16.78%
Public Safety	4,647,558	32.03%
Division of Code Compliance	182,344	1.26%
Residential Construction & Zoning	1,169,646	8.06%
Public Works	1,396,119	9.62%
Roads and Street Facilities	972,587	6.70%
Recreation Department	1,145,556	7.89%
Resident Services	684,203	4.71%
Total:	14,511,669	100.00%



REVENUE PROJECTION RATIONALE

The taxes revenue classification in the General Fund includes Ad Valorem Taxes, also known as property taxes, Franchise Fees, Utility Taxes, and Business Tax, formerly called Occupational License. Below is a description of each type of revenue source, trends and assumptions used to arrive at the budgeted amounts.

The Licenses and Permits revenue classification in the General Fund includes Building Permits, Public Works Fees and Other Licenses, Fees and Permits. Below is a description of each type of revenue source, trends and assumptions used to arrive at the budgeted amounts.

BUILDING PERMITS

The Building Permit revenue is estimated at \$750,000. The revenue trend has been steady to cover the costs of the operation of the Building Department. The Department is fully-staffed and offers contracted services in the area of inspections.

The Building Permit fees are established per Town Resolution No. 2839.22. The Building Permits, with the exception of new construction and additions, are calculated at the estimated value submitted on a permit application, times three. New construction is calculated based on square footage, air condition space times three, plus non-air condition space times 1.5. All permits for processing fee are calculated based on estimated costs, submitted with the permit application, times 1% the estimated value of the work.

OTHER LICENSES, FEES & PERMITS

Other licenses, fees and permits such as Certificates of Occupancy, Planning and Zoning Fees, Site Plan application fees, film permits, etc. are estimated to generate \$52,000 in revenues. These fees are set by the Administration per application.

The dumpster fee generated approximately \$17,000 in Fiscal Year 2022/2023. The Town's Contractor Registration fee generated approximately \$13,580.

The Intergovernmental Revenue classification in the General Fund includes several grants, State Revenue Sharing Proceeds, and Local Government Half-cent Sales tax fees. Below is a description of each type of revenue source, trends and assumptions used to arrive at the budgeted amounts. Due to the nature of grants, in some cases, amounts are budgeted for only one year.

MUNICIPAL REVENUE SHARING

These estimates represent a 100 percent distribution of trust fund monies. The Local Government Financial Information Handbooks published between 2011 and 2021 had the "Guaranteed" and "Section 212.20 (6) (d)5., F.S. Distribution" amounts for Jacksonville in the Jacksonville Duval row, and the same amounts for Jacksonville Duval in the Jacksonville row. These have been corrected. The column labeled "Section 212.20(6) (d)5., F.S. Distribution" reflects the distribution authorized in Chapter 2000-355, L.O.F. This law restructured the Municipal Revenue Sharing Program by transferring the portions of cigarette tax that previously funded the former Municipal Financial Assistance Trust Fund and Revenue Sharing Trust Fund for Municipalities to the state's General Revenue Fund and providing a separate distribution from state sales and use taxes to the Revenue Sharing Trust Fund for Municipalities. The column labeled "Section 218.245(3), F.S. Distribution"

reflects the distribution authorized in Chapter 2004-265, L.O.F. Chapter 2003-402, L.O.F., which addressed state funding of the judicial system, including reductions in the proportion of state sales and use taxes transferred to the Local Government Half-cent Sales Tax Clearing Trust Fund and Revenue Sharing Trust Fund for Counties and an increase in the proportion of state sales and use taxes transferred to the Revenue Sharing Trust Fund for Municipalities to offset municipalities' losses from the Local Government Half-cent Sales Tax reduction. Chapter 2004-265, L.O.F., included a hold harmless provision such that the revenue sharing dollar increases to individual municipalities resulting from the increased share of state sales and use taxes transferred to the Revenue Sharing Trust Fund for Municipalities are to be distributed in proportion to their respective loss from the Local Government Half-cent Sales Tax Program. The proportional contributions of each revenue source comprising the Municipal Revenue Sharing Program in State FY 2023-24 has been estimated to be as follows: state sales tax, \$476.1 million or 82.2% and municipal fuel tax, \$103.2 million or 17.8%. 5) Unincorporated Duval County population is estimated based on data from prior to the incorporation of the entire county.

LOCAL GOVERNMENT HALF-CENT SALES TAX

The Ordinary Distribution amounts are estimated for the local fiscal year from October 1 to September 30. The dollar figures represent a 100 percent distribution of estimated monies and contain no adjustment for county contributions to Medicaid pursuant to s. 409.915, F.S. 3) The Emergency, Supplemental, and Fiscally Constrained distribution amounts are for the state fiscal year as these distributions require that eligibility to receive these distributions be determined at the start of each state fiscal year. It is possible that a county eligible for one or more of these distributions for state fiscal year 2023-24 will not be eligible for state fiscal year 2024-25 or, if still eligible, will receive a different amount for the final three months of local fiscal year 2023-24

LOCAL OPTION FUEL TAX

The dollar figures represent a 100 percent distribution of estimated monies. As a result of statewide equalization, all counties levy the 1 to 6 cents local option fuel tax on diesel fuel at the maximum rate of 6 cents. Consequently, the rates listed in that particular column are for motor fuel only. The revenue estimates are based on the total number of cents imposed by the counties as reflected in the table with the following exception. For those counties that do not currently impose the 1 to 5 cents local option fuel tax, a separate revenue estimate is provided. This estimate represents a countywide distribution based on a hypothetical 1 cent per gallon levy and is provided for those officials that may be considering a future tax levy. Revenue estimates are based on FY 2022-23 distribution percentages specified by either locally-determined interlocal agreement or statutory default formula if no interlocal agreement has been established. Examples of factors used in interlocal agreements to determine distribution percentages include lane miles, population, roadway miles, and transportation expenditures. Under the statutory default formula, the distribution is based on the transportation expenditures of each local government for the immediately preceding five fiscal years as a proportion of the total of such expenditures for the county and all municipalities within the county. These proportions are recalculated every ten years based on the transportation expenditures of the immediately preceding five years.

JUDGMENTS, FINES AND FORFEITURES

The Fines and Forfeits revenue classification in the General Fund includes fees collected by the Courts for Judgments and Fines and fees collected from violations of local ordinances. Below is a description of each type of revenue source, trends and assumptions used to arrive at the budgeted amounts.

The Town will receive a portion of the revenues resulting from traffic enforcement activities. These are estimated to generate \$9,000.

VIOLATIONS OF LOCAL ORDINANCES

Revenues in this category derive from code compliance penalties and fines resulting from a property owner’s violation of Town codes. It is estimated that \$30,000 will be generated next year.

MISCELLANEOUS

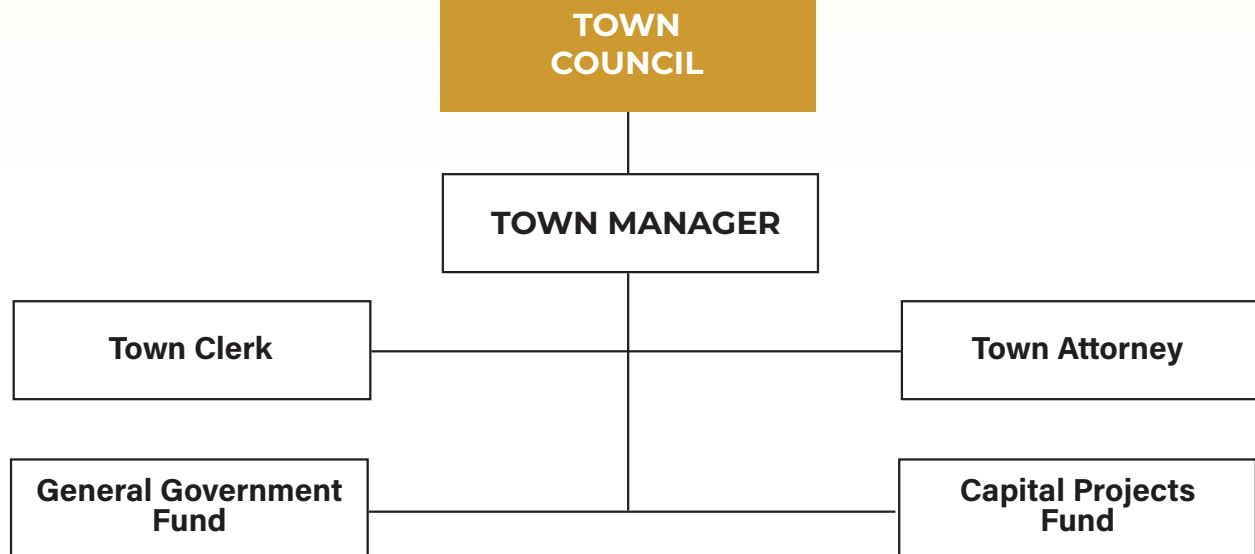
The Miscellaneous revenue classification in the General Fund includes Interest Earnings, Lease Income, Impact Fees for Police and Parks, Sale of Assets, Donations and Other Miscellaneous revenues.







EXECUTIVE MANAGEMENT



The Executive Management Department has been created to intertwine the functions of the Town Council with the Chartered Offices of Golden Beach. This department combines the decision-making functions of the Council, with the management process of the Town Manager's Office, guided by the legal counsel of the Town Attorney's Office, and memorialized by the Office of the Town Clerk. Each of these divisions plays a pivotal role in how the remaining Town functions were assigned and allocated. Specifically, the Town Council functions as the representatives of the people, chosen by the people; the Town Manager makes the Council's vision a reality; the Town Attorney works to make sure the Town's actions and rulings are legally sound and responsible; and the Town Clerk confirms that proper decorum is followed and all Town laws and legislation are properly codified and archived. The Capital Projects Fund and the General Government Fund also fall under this Department. The Capital Projects Fund covers all expenditures related to the Town's Capital Improvement Projects and infrastructure improvements. The General Government Fund covers a number of Town-wide services that are general in nature and not applicable to any one specific division.

The Town Manager, in consultation with the Mayor, manages this department. It is important to note that all Department directors report directly to the Town Manager, who oversees their management of the rest of the division directors and staff. This Department includes, but is not limited to, the following job functions:

- **BUDGET PLANNING**
- **CHARTER AMENDMENTS**
- **CAPITAL PROJECTS MANAGEMENT**
- **CODE REVISIONS**
- **LAND DEVELOPMENT REGULATIONS**
- **FOP NEGOTIATIONS**
- **LEGAL MATTERS**
- **ELECTIONS SUPERVISION**
- **STORMWATER MANAGEMENT**

This Department is responsible for \$10,906,775 of the Town's total budget revenues and expenditures for Fiscal Year 2023-2024.

TOWN COUNCIL

FUNCTION

The Golden Beach Council consists of a Mayor and four Councilmembers. Golden Beach operates under a Council-Manager form of government, combining the political leadership of elected officials with the managerial experience of a professional Town Manager. Under the Town's Charter, the Town Council is the policymaking body. Authority is vested in the Mayor to execute all contracts or other obligations on behalf of the Town as approved by the Council.

The Mayor is recognized as the head of the Town government for all ceremonial purposes and is responsible for nominating the Town Manager. The Town Manager is appointed by resolution of the Council.

The Mayor, together with the Town Manager, shall carry out all administrative duties as provided by the Charter, ordinance or resolution of the Council. The Mayor shall approve all written orders, administrative policies and acts of the Town Manager. While the Town Manager may recommend policy decisions, he/she is bound by the consent of the Mayor and Town Council. The Council appoints two additional staff members: the Town Attorney and Town Clerk.

The members of the Town Council also serve as the Local Planning Agency responsible for the development of the Town's Master Plan.

The Town's registered voters elect the Mayor and Council members. Elections are held every two years. The Mayor serves a two-year term, and the Councilmembers serve staggered four-year terms.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this office as they relate to the Town Council's Goals and Objectives.

- Review the Town Manager's recommended operating and capital budget for adoption by the Town by September 30, 2023.
- Review and adopt resolutions and ordinances and review staff reports.
- Conduct public hearings on issues affecting the residents of the Town.
- Review the Town's Land Development Regulations in the capacity of the Local Planning Agency and legislative authority.
- Hear Land Use administrative matters.
- Develop policy and provide direction to meet the needs of constituents by providing leadership that enhances and improves the quality of life for those who live, visit and play in the Town of Golden Beach.

NEW INITIATIVES FOR F/Y 2023-2024

The following initiatives were developed for Fiscal Year 2023/2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

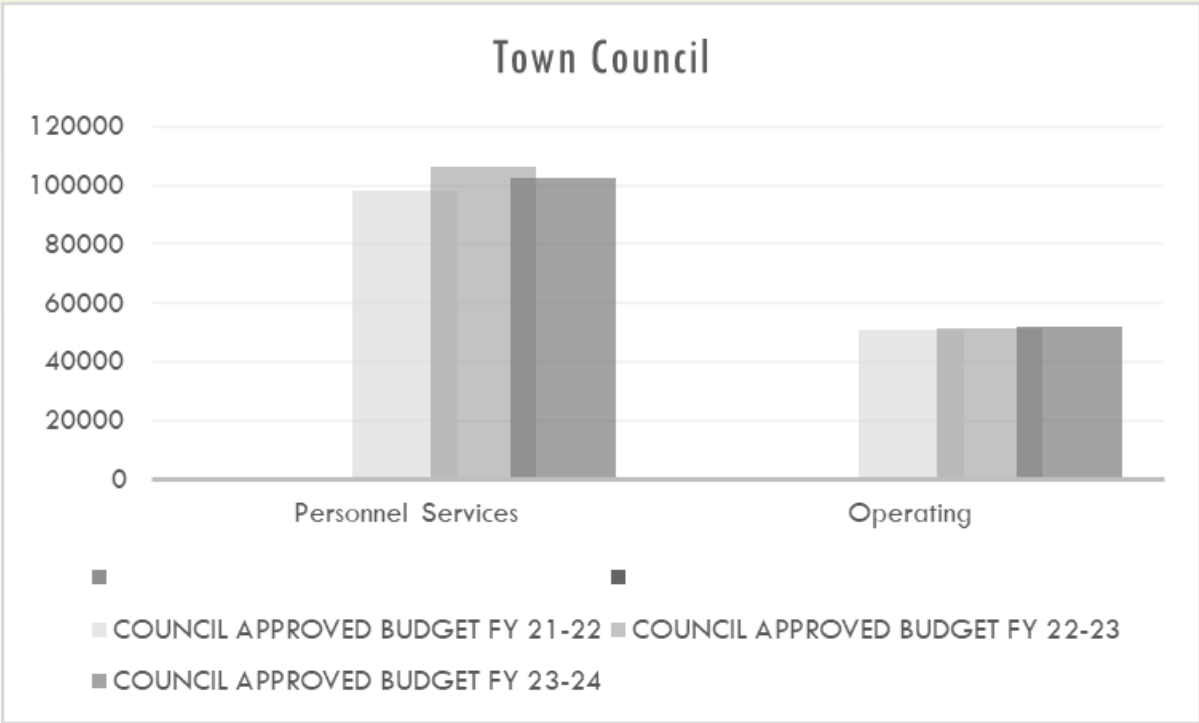


- Oversee the installation of a Town-wide CCTV camera system, as part of the Town's commitment to enhance and increase security.
- Oversee the grand opening ceremony of the Civic Center Complex
- Manage and oversee all aspects of the Civic Center Complex Masterplan including the complete rebuild of the Re-Imagined Tweddle Park (which began in FY 2022-2023) and the implementation of a Wellness Center
- Spearhead the research initiatives into enhancing current public spaces to provide added amenities
- Continued oversight of the Town's canal maintenance program and stormwater improvements

PRIOR YEAR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and provide a guideline to move forward in Fiscal Year 2023/2024 for this office as they relate to the Town Council's Goals and Objectives.

- Approved, via Resolution, the final site plan for the Re-Imagined Tweddle Park and Wellness Center.
- Approved, via Resolution, a Civil Engineering Agreement with Keith & Associates, Inc. for the Re-Imagined Tweddle Park and Wellness Center.
- Awarded a contract for furniture and lighting for the new Civic Center to Compass Office Solutions
- Approved, via Resolution, a proposal from Hotwire Communications, Inc. for the Town-Wide CCTV security camera system.
- Hosted a beautiful Swearing-In Ceremony, celebrating the unopposed re-election of Mayor Singer for another two-year term, and the re-election of Councilman Bernard Einstein and Vice Mayor Kenneth Bernstein, for another four-year terms.
- Approved, via Resolution, a contract with Craig A. Smith & Associates for the retrofit for the Tweddle Park pump station
- Held a public workshop to allow for resident input and feedback concerning the Civic Center Complex Masterplan, including Re-Imagined Tweddle Park and the Wellness Center.
- Began discussions with the City of Sunny Isles Beach concerning the addition of a traffic light at Terracina Avenue and Ocean Boulevard, and successfully petitioned the Florida Department of Transportation (FDOT) to hold a traffic study to explore the effectiveness of adding a traffic light at that location.
- Continued holding Council meeting in-person with the option for zoom participation for any resident who still wished to participate remotely.
- The Mayor and Town Council have heard and approved over 50 Resolutions pertaining to the policymaking, administration, purchasing, and other legislative acts
- Approved, via Resolution, the general purpose financial statements and the single audit for Fiscal Year 2021/2022
- Held the food trucks program in the months of July and August



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
511 - Town Council						
	Personnel Services					
511100	Council Compensation	5	5	5	5	5
511230	Council Insurance	89,616	90,741	98,000.00	106,442	102,318
	Total Personnel Services	89,621	90,746	98,005	106,447	102,323
	Operating Expenses					
511400	Travel & Per Diem	7,600	2,500	2,525	2,550	2,576
511410	Communication Services	2,000	7,500	7,575	7,651	7,727
511420	Freight & Postage Services	500	500	505	510	515
511480	Public Relations/Events/Ads	25,000	20,000	20,200	20,402	20,606
511510	Office Supplies	500	1,050	1,061	1,071	1,082
511520	Operating Supplies	1,000	1,000	1,010	1,020	1,041
511528	Council Meeting Expenses	5,000	5,000	5,050	5,101	5,152
511540	Books, Pub, Subscrip, Memberships	2,500	2,500	2,525	2,550	2,576
511640	Machinery & Equipment	6,100	10,500	10,605	10,711	10,818
	Total Operating Expenses	50,200	50,550	51,056	51,566	52,092
TOTAL TOWN COUNCIL - 511		139,821	141,296	149,061	158,013	154,414



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
511 - Town Council			
	Personnel Services		
511100	Council Compensation	Set by Town Charter	5
511230	Council Insurance	Insurance Authorized by Resolution #2290.13	102,318
	Total Personnel Services		102,323
	Operating Expenses		
511400	Travel & Per Diem	Travel costs, reimbursements for private vehicles, per diem, meals, and incidental travel expenses	2,576
511410	Communication Services	Teleconference - Wireless Phones Services and Data Plans	7,727
511420	Freight & Postage Services	FedEx w/council members, include special Mayor mailings i.e., surveys, notices, , etc.	515
511480	Public Relations/Events/Ads	Goodwill for Residents/Holiday Events	20,606
511510	Office Supplies	Office Supplies; Copy paper; File Folders; Pens; etc.	1,082
511520	Operating Supplies	User Licenses & Computer Software; etc.	1,041
511528	Council Meeting Expenses	Food & drinks for Council Meetings (includes additional meetings)	5,152
511540	Books, Pub, Subscrip, Memberships	Board Meeting FL League of Cities; City Attorneys Dues; FL League Annual Member.; FL Magazine Subscriptions; FSBPA Conference	2,576
511640	Machinery & Equipment	Equipment as needed for Town Council or Chambers	10,818
	Total Operating Expenses		52,092
TOTAL TOWN COUNCIL - 511			154,414





TOWN MANAGER

FUNCTION

The Town Manager is the chief administrative officer of the Town and ensures the proper implementation of laws, policies, provisions of the Town Charter and acts of the Council through the administration of all departments, divisions, and agencies of the Town government.

The Town Manager is nominated by the Mayor and confirmed by a majority vote of the Town Council. The Town Manager is responsible for the appointment, supervision and removal of all Town employees, with the consent of the Mayor. In addition, the Town Manager submits a proposed annual budget, capital improvement program and comprehensive annual financial report to the Town Council. The Town Manager formulates policy and plans and implements Town-wide goals and objectives as set by the Town Council.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this office as they relate to the Town Council's Goals and Objectives.

- Prepare and submit a proposed annual budget and capital program to the Town Council
- Advise the Town Council as to the financial obligation and future needs of the Town and make recommendations to the Town Council concerning the affairs of the Town.
- Administer and supervise all departments, divisions and agencies of the Town government
- Implement, administer and enforce the laws, policies, Charter and Code of Ordinances of the Town of Golden Beach
- Submit to the Council a comprehensive annual financial report.
- Manage the contract with the Fraternal Order of Police (FOP)
- File NPDES annual report and permit in a timely manner.
- Ensure the timely audits of the Town's financials

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023/2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Provide Leadership and Direction to all aspects of the Town's Administration
- Provide Individual attention and assistance to/for the Residents of Golden Beach
- Conduct evaluation and assessment meetings with Mayor and Members of the Town Council



- Develop Strategic Plan and Business Plan with Mayor and Members of the Town Council
- Oversee Implementation of New Initiatives throughout the budget

New Initiatives for Fiscal Year 2023-2024	
Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents.
Department Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Provide oversight of the General Obligation Bond projects, consisting of the following: ○ Implement the re-design of Twedde Park with added amenities ○ Commence the design of a Wellness Center ○ Modernization of the Beach Pavilion ○ A1A Lighting Improvements ○ Design new signage throughout Town and update the Town's entry and exit fountains ○ Provide additional park enhancements to the Town's 9 open spaces • Commence a Sustainability Study and finish the updates to the Town's Code on Sustainability and Elevations. • Develop Funding Strategy for the Town's Long Term Capital Projects which include: - Renovation of the Auxiliary Building - Increasing the crown of the road on Golden Beach Drive

PRIOR YEAR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022-2023 and provide a guideline to move forward on Fiscal Year 2023-2024 for this office as they relate to the Town Manager's Goals and Objectives.

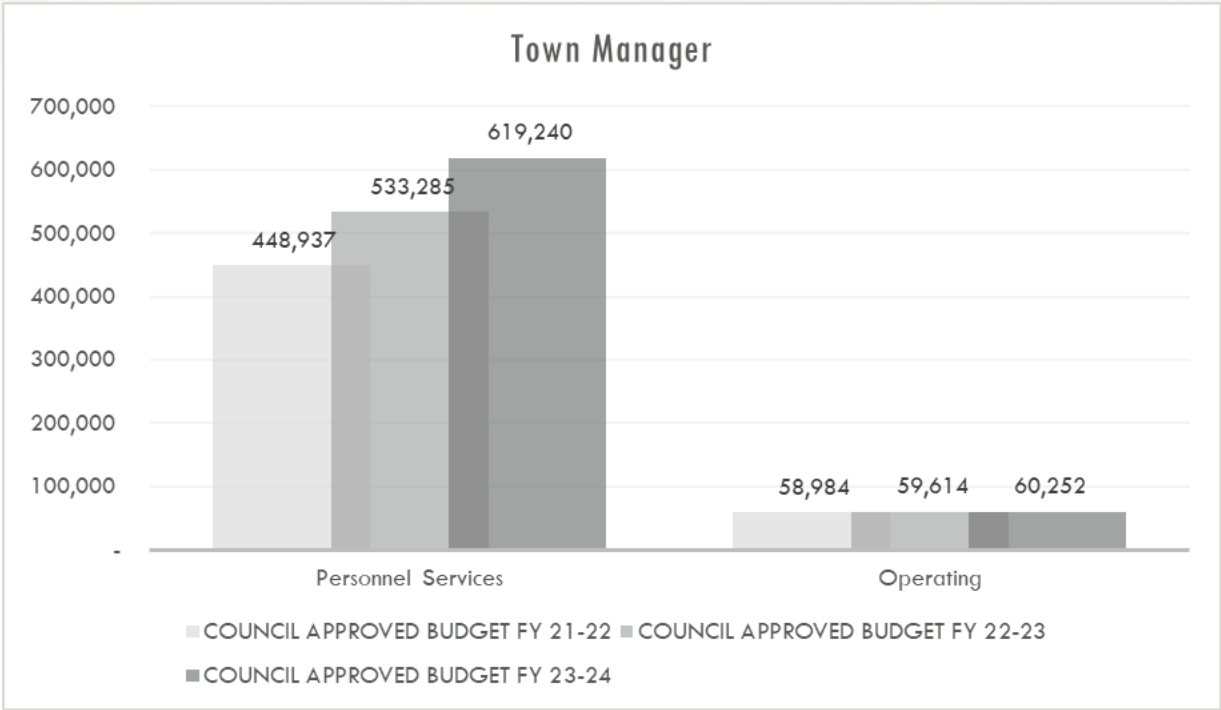
- Civic Center Masterplan:
 - Issuance of the Request for Proposals for furniture and equipment to be installed at the new Civic Center Building
 - Manage the transfer of information technologies into the new Civic Center Building
 - Managing and Providing Oversight as We Move Forward with Construction Efforts
- Re-Imagined Tweddle Park took shape as we presented over nine (9) site options of the Town Council to consider; in the end the Council approved a plan that called for the implementation of the new phased projects that we are thrilled for.
- The Town Manager continued negotiations with the Miami-Dade Water and Sewer Department (WASD) for the Town's Forcemain Replacement on Golden Beach Drive. Not only is WASD covering the costs of the forcemain replacement, they are also installing brand new asphalt, pavers and geo-grid on Golden Beach Drive from Navona Avenue to Terracina Drive – a savings to the Town of an estimated \$1.2-million. The Town will break ground and complete this project in Fiscal Year 2022-2023. This will lead to the raising and repaving of Golden Beach Drive at no additional cost to the residents.
- The Town Manager supervised ten departments or divisions during Fiscal Year 2022-2023 – holding individual and department-wide staff meetings as needed to ensure proper execution of the Town's strategic policies and goals. This year he created a new division "The Division of Residential Development", which will be managed by the Assistant Town Manager and include the Building & Zoning and Resident Services Departments.

The Town Manager's Office serves as Project Manager of the Town's Capital Improvement Projects. The Town's current CIP projects are:

- Issuance of the Request for Proposals for furniture and equipment to be installed at the new Civic Center Building
- Manage the transfer of information tec
- The Town Manager serves as the Director of the Stormwater Utility.
- The Town Manager serves as the Town's Debt Service Manager, with the assistance of the Finance Director.
- The Town Manager oversees all IT related items including management of the Town's servers and electronic device purchases and upgrades.
- Attained the esteemed "Distinguished Budget Award" for the 2022/2023 Fiscal Year budget.
- Continued oversight of all of the accomplishments of the other departments.

Town Manager Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Town Manager	1	1	1
Executive Assistant to the Town Manager	1	1	1
Assistant to the Town Manager	1	1	1





Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
512 - TOWN MANAGER						
	Personnel Services					
512110	Town Manager	203,710	213,896	235,285	261,082	305,586
512120	Salary - General Employees	64,972	64,972	74,507	78,605	85,172
512140	Overtime	1,000	1,000	1,000	1,000	1,000
512156	Longevity	-	-	-	-	800
512210	FICA	20,554	21,333	22,472	26,047	29,954
512220	Retirement Contribution- Town Pension	19,492	83,660	88,125	115,766	144,876
512230	Life, Health & Dental Insurance	24,482	24,482	26,440.56	49,504	50,394
512240	Workers Compensation	1,013	1,052	1,107	1,281	1,457
	Total Personnel Services	396,337	410,395	448,937	533,285	619,240
	Operating Expenses					
512400	Travel & Per Diem	17,000	17,000	17,170	17,342	17,515
512410	Communication Services	4,600	5,100	5,151	5,203	5,255
512420	Freight & Postage Services	1,000	1,000	1,010	1,020	1,030
512460	Repairs & Maintenance	500	500	505	510	515
512470	Printing & Binding	10,000	10,000	10,100	10,201	10,303
512510	Office Supplies	2,500	2,500	2,525	2,550	2,576
512520	Operating Supplies	4,000	4,000	4,040	4,120.80	4,203
512528	Meetings Expenses - Food	3,100	3,100	3,131	3,162	3,194
512540	Books, Pub, Subscrip, Memberships	5,200	5,200	5,252	5,305	5,358
512550	Continuing Education	5,000	5,000	5,050	5,101	5,152
512640	Machinery & Equipment	5,000	5,000	5,050	5,101	5,152
	Total Operating Expenses	57,900	58,400	58,984	59,614	60,252
TOTAL TOWN MANAGER - 512		454,237	468,795	507,921	592,899	679,491

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
512 - TOWN MANAGER			
	Personnel Services		
512110	Town Manager	Town Manager Salary (As required by contract)	305,586
512120	Salary - General Employees	Assistant to the Town Manager and Vacant Position	85,172
512140	Overtime	As needed for Special Projects	1,000
521156	Longevity	Longevity Pay	800
512210	FICA	7.65% of Salary	29,954
512220	Retirement	Town Pension Retirement Plan	144,876
512230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	50,394
512240	Workers Compensation	Code 8010 (gross salary multiplied by current rate of .00377)	1,457
	Total Personnel Services		619,240
	Operating Expenses		
512400	Travel & Per Diem	Travel costs, reimbursement for private vehicle, per diem, meals, conferences, and travel expenses	17,342
512410	Communication Services	Cell phone plans,WiFi data plans, etc.	5,203
512420	Freight & Postage Services	Fed Ex, postage etc.	1,020
512460	Repairs & Maintenance	Minor repair to office equipment or furniture	510
512470	Printing & Binding	Business stationery, reports and communication to residents	10,201
512510	Office Supplies	Office supplies, copy paper, file folders, pens, etc.	2,550
512520	Operating Supplies	Toner ink for printers, fax, water, coffee, and Zee medical supply	4,121
512528	Meeting Expenses -Food	Meeting Expenses	3,162
512540	Books, Pub, Subscrip, Memberships	ICMA, FCCMA, MDCCMA, and Employee Law Bulletin	5,305
512550	Continuing Education	Reimbursement for employee continued education at an accredited school	5,101
512640	Machinery & Equipment	Laptop; Desktop; Home PC; iPad; Phone	5,101
	Total Operating Expenses		59,614
TOTAL TOWN MANAGER - 512			678,854

TOWN ATTORNEY

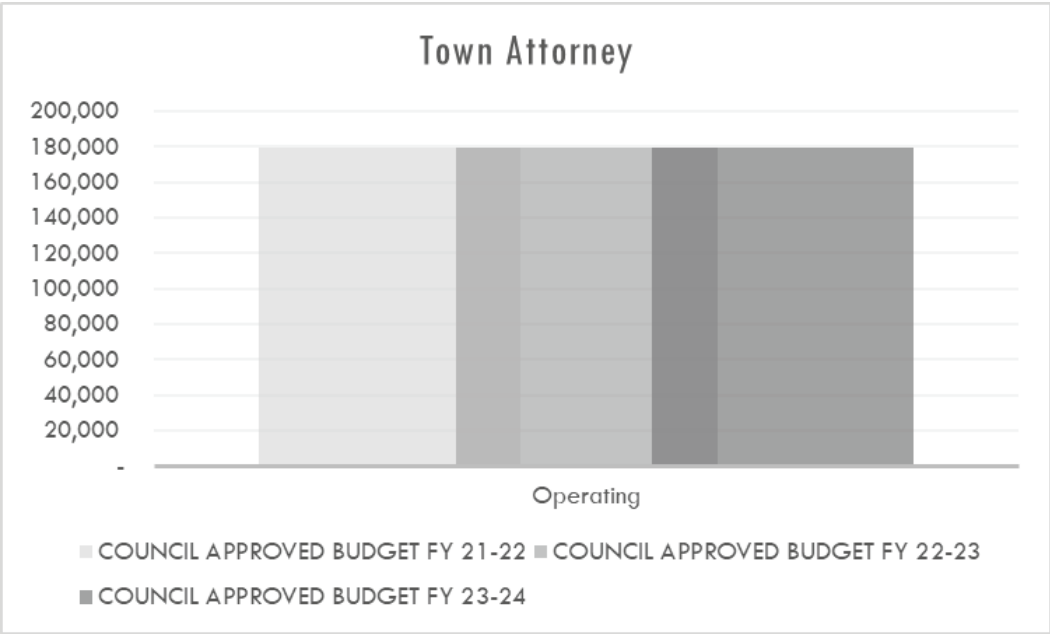
FUNCTION

The Town Attorney is a Charter Official, appointed by the Town Council. The Town Attorney provides legal support and opinions to the Town Council, Town Manager, Department Directors and advisory boards, on all legal issues affecting the Town. The Office of the Town Attorney may assist the Town Clerk with the drafting of resolutions and ordinances. The Town Attorney is responsible for drafting and reviewing agreements, contracts and other legal documents. The Town Attorney may defend and prosecute cases involving the Town.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this office as they relate to the Town Council's Goals and Objectives.

- Attend all regular, special and emergency meetings of the Town Council, as well as all Planning Board and Local Planning Agency meetings.
- Provide the Town Council and Town staff with legal advice and support on all necessary legal matters affecting the Town
- Ensure adequate legal oversight associated with the Implementation and Construction of the Town's Capital Improvement Program
- Prepare and/or review resolutions, ordinances and contracts
- Represent the Town in litigation matters





Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
TOWN ATTORNEY						
	Operating Expenses					
514310	Town Attorney	120,000	130,000	130,000	130,000	130,000
514311	Special Council - Code Enforcement	8,500	8,500	8,500	8,500	8,500
514312	Special Council	80,000	70,000	40,000	40,000	40,000
514330	Legal Cost	1,000	1,000	1,000	1,000	1,000
	Total Operating Expenses	209,500	209,500	179,500	179,500	179,500
TOTAL TOWN ATTORNEY - 514		209,500	209,500	179,500	179,500	179,500

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
TOWN ATTORNEY			
	Operating Expenses		
514310	Town Attorney	Attorney Billable Hours	130,000
514311	Special Council - Code Enforcement	Special Master for Code Violations	8,500
514312	Special Council	New cases and miscellaneous legal matters outside 514310	40,000
514330	Legal Cost	Covers costs of deposition rooms, stenographers, arbitration, and mediation	1,000
	Total Operating Expenses		
TOTAL TOWN ATTORNEY- 514			179,500

GENERAL GOVERNMENT

FUNCTION

The General Government Budget provides for Town-wide services and provides for a variety of items of a general nature not applicable to any one specific department or office such as contracted and professional services.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this department as they relate to the Town Council's Goals and Objectives.

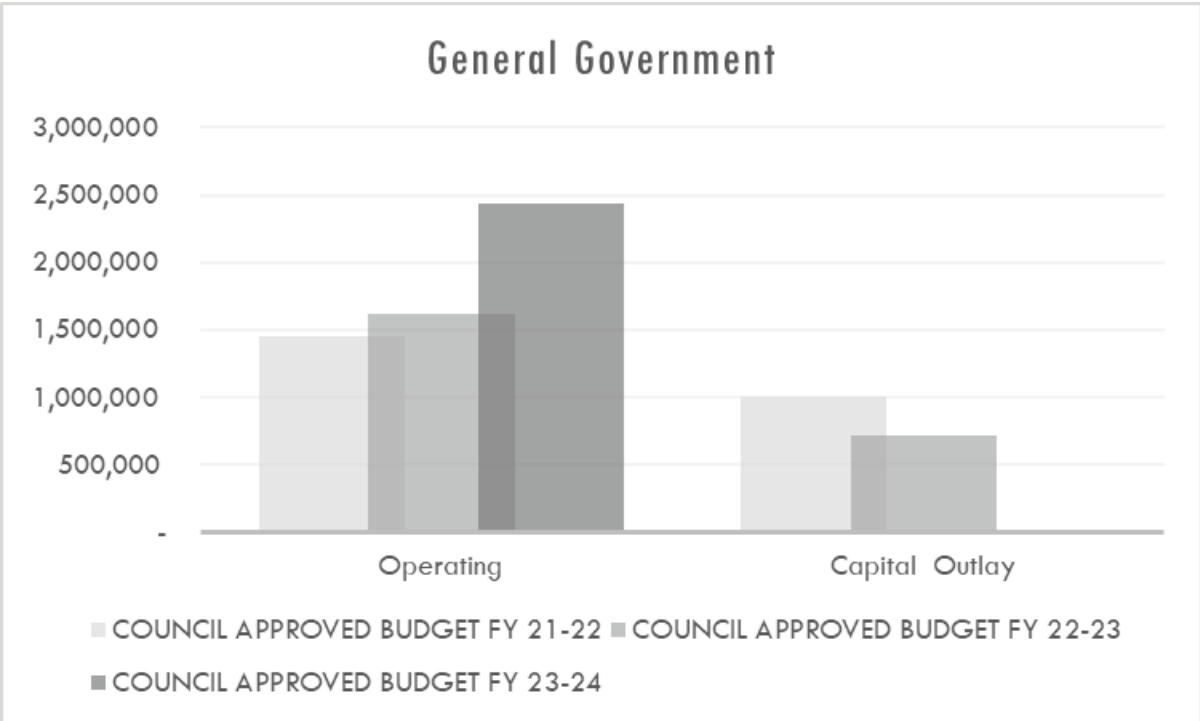
- Provide for the daily management of Town Projects.
- Ensure proper Representation during the State Legislative Process
- Ensure a healthy reserve for unforeseen expenditures and unforeseen events.
- Provides for general utility costs
- Provide and Ensure a secure computer network for the Town
- Provide for continued Maintenance of Town Facilities
- Provide for any Capital Projects needs

SIGNIFICANT PRIOR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Approved a \$7-million General Obligation Bond to fund a number of Capital Projects including the Re-Imagined Tweddle Park and state-of-the-art Wellness Center.
- Made roadways improvements to South Island Drive
- Performed repairs and enhancements to the beach pavilion.
- Rolled out the Hotwire Communications, Inc. Town-Wide Closed-Circuit TV project, adding an additional 84 locations on top of the 77 locations we currently have for CCTV in Town. The system calls for increased monitoring and safeguarding of the Town.
- Completed a number of Capital Projects including:
 - o Awarding the RFP for furniture for the Civic Center to Compass Office Solutions
 - o Approved purchasing new Audio/Visual equipment for the Civic Center from AVI-SPL, Inc.
 - o Approved the purchase of three portable pumps to alleviate flooding in Town

- o Retrofit of the Tweddle Park pump station was approved
- o Approved the purchase of IT equipment for the new Civic Center, which would supply each employee with a laptop that would serve as their main workstation.
- Began discussions with the City of Sunny Isles Beach concerning adding a traffic light at Terracina Avenue and Ocean Boulevard. The Florida Department of Transportation (FDOT) is conducting a traffic study to determine the effectiveness of adding a light at that location.
- Additional landscaping was added at the beach, as well as additional curbing along all of the planters at the beach pavilion to prevent mulch and landscape debris from littering the walkways.
- Aluminum fencing was added to all of the Town’s street ends, replacing the chain-link fencing that was there before, providing more secure entry points at all of our street ends that meet Ocean Boulevard.
- Continued scanning project to eliminate hard copies of archival documents and alleviate costs of external storage with Iron Mountain
- Conducted an audit of the Resident Information Database, to include registering and updating Emergency Contact Information
- Continued use of the Telvue system for improved broadcasting of the Town’s local access TV channel
- Website enhancements including video archiving of all past Town Council meetings through 2018, improved online tennis reservation system and increased content and ease of use for visitors of the Town’s website.



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
519 - GENERAL GOVERNMENT						
	Operating Expenses					
519310	Professional Services	85,000	85,000	85,850	86,709	87,576
519340	Contract Services	7,800	17,000	17,510	18,035	18,216
519341	Contract Services - Exterminator	40,000	40,000	41,200	42,436	43,709
519343	Contract Services - Computers	40,000	40,000	40,400	40,804	41,212
519344	Contract Services - Landscaping	33,000	33,000	33,000	36,960	60,000
519345	Contract Services- Town Wide Cameras (CCTV-1)	-	-	45,240	45,240	43,200
519346	Contract Services- Town Wide Cameras (CCTV-2)	-	-	-	-	159,840
519410	Communication Services	30,000	30,000	30,300	30,603	30,909
519411	Communication Services - Residents	-	-	273,595	194,400	200,232
519420	Freight & Postage Services	9,000	9,000	9,090	9,181	9,273
519430	Utilities - Electric	25,000	25,000	25,750	26,523	50,000
519432	Utilities - Water	2,900	2,900	2,987	3,077	3,138
519440	Rentals & Leases	7,000	7,000	7,070	7,141	7,284
519450	Insurance	215,000	225,000	234,000	243,360	646,093
519462	Repair & Maintenance - Buildings	20,000	20,000	20,200	20,402	20,606
519464	Repair, Replacement & Maintenance	10,000	10,000	10,100	10,201	12,000
519468	Beautification	25,000	35,000	35,350	35,704	60,000
519469	Minor Tools & Equipment	200	200	202	204	100
519469-013-09-005	Repair & Maintenance - Mailboxes	-	15,000	15,150	15,302	25,000
519480	Public Relations	40,000	50,000	50,000	50,000	60,000
519484	Town of GB Website	15,000	15,000	15,150	15,302	25,000
519490 13003	Donations	15,000	15,000	15,000	15,000	18,000
519490	Other Current Charges & Obligations	-	50,000	50,000	50,000	50,000
519520	Operating Supplies	-	30,000	30,000	30,000	50,000
519550	Continuing Education	32,500	32,500	32,825	33,153	40,000
519630	Town Facilities Renovations	25,000	10,000	30,000	30,000	45,000
519581	Contingency	235,000	274,800	297,647	332,035	350,000
519581	Capital Project Fund (CPF)	100,000	650,000	1,000,000	720,000	-
519910	Restricted (GF-Growth) CPF TRANSFER	242,553	-	-	-	-
519933	Transfer to 330 for CNB Debt Service	-	-	-	200,000	278,518
	Total Operating Expenses	1,254,953	1,721,400	2,447,616	2,341,769	2,434,905
	TOTAL GENERAL GOVERNMENT - 519	1,254,953	1,721,400	2,447,616	2,341,769	2,434,905

Budget Support Information

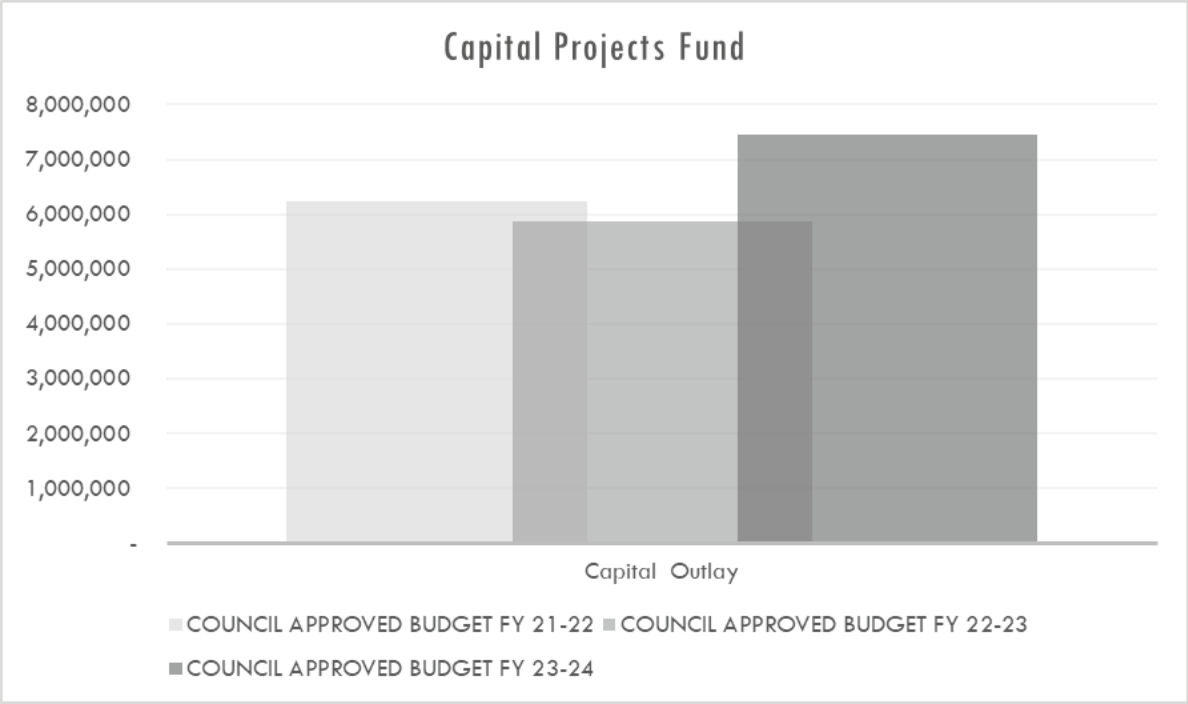
ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
519 - GENERAL GOVERNMENT			
	Operating Expenses		
519310	Professional Services	Legislative Services and Professional Services as needed for Town Objectives	87,576
519340	Contract Services	General Needs-	18,216
519341	Contract Services - Exterminator	Extermination; Termite; Increased Mosquito Control; Pest control	43,709
519343	Contract Services - Computers	Increase Costs Due to Increase in Tech. and Lisc. Requirements	41,212
519344	Contract Services - Landscaping	Non-Park and Non-A-1-A	60,000
519345	Contract Services- Town Wide Cameras (CCTV Hotwire Contract CCTV #1 (\$10 x min of 360 x 12) based on actual doors above the 360 min		43,200
519346	Contract Services- Town Wide Cameras (CCTV Hotwire Contract CCTV #2 (\$37 x min of 360 x 12) based on actual doors above the 360 min		159,840
519410	Communication Services	Phone - Internet Service	30,909
519411	Communication Services - Residents	Hotwire Fiber Contract and Constant Contact	200,232
519420	Freight & Postage Services	Postage	9,273
519430	Utilities - Electric	FPL costs	50,000
519432	Utilities - Water	NMB water costs	3,138
519440	Rentals & Leases	Copier in Town Hall, postage machine and the water cooler	7,284
519450	Insurance	Florida League of Cities Increased coverage to include new Civic Center	646,093
519462	Repair & Maintenance - Buildings	AC Maintenance, and other service Building Related	20,606
519464	Repairs & Maint - Equip	Server System License Maintenance for Town Facilities	12,000
519468	Beautification	Smaller Projects and Holiday Lights	60,000
519469	Minor Tools & Equipment	Miscellaneous small tools	100
519469013	Repair & Maintenance - Mailboxes (project code #09-005)	Repair and Maintain all Town Residence Mail Boxes	25,000
519480	Public Relations	Resident public relation material	60,000
519484	Town of GB Website	Web page maintenance; Licenses: ADA Audit	25,000
519490	Donations (project code #13-003)	Donation requests will be brought to Town Council as received	18,000
519490	Other Current Charges & Obligations	Miscellaneous Expenditures for unforeseen events	50,000
519520	Operating Supplies	New Civic Center Supplies	50,000
519550	Continuing Education	Reimbursement for employee continuing education at an accredited school	40,000
519925	Town Facilities Renovations	Minor Town facilities renovations	45,000
519581	Contingency	Dedicated for Non-Budgeted Projects or Emergencies	350,000
519581	Capital Project Fund (CPF)		-
519910	Restricted (GF-Growth) CPF TRANSFER		-
519933	Transfer to 330 for CNB Debt Service	Issuance of New Debt	278,518
	Total Operating Expenses		2,434,905
	TOTAL GENERAL GOVERNMENT - 519		2,434,905

CAPITAL PROJECTS FUND

This section provides for a brief overview of the capital improvement projects that are scheduled to take place during Fiscal Year 2023-2024 and how they will be funded through the Capital Improvement Project Fund.

The relationship between the Operating Budget and Capital Improvement Budget is a closely linked one. The Capital Improvement Budget is different from the Operating Budget in that it is a multi-year financial plan for the acquisition, expansion or rehabilitation of infrastructure or capital assets. Capital Improvement Projects typically take place over two or more years requiring continuing appropriations beyond a single fiscal year, but only those projects scheduled during the first year of the plan are financed and adopted as part of the Town’s Annual Operating Budget.

The Capital Project Fund is established for those Capital Improvement Projects that are funded through transactions such as debt issuance, bond anticipation notes, special assessments, grant proceeds, and transfers from the General Fund. More specifically, the Capital Improvement Project Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities. The fund uses the modified accrual basis of accounting.





Budget Revenues

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
FUND 330	CAPITAL PROJECTS FUND					
334390	STATE GRANT-OTHER PHYSICAL ENVIRONMENT	-	-	-	205,000	-
381200	TRANSFER FROM GENERAL FUND	100,000	650,000	1,000,000	720,000	278,518
361113	INTEREST INCOME	-	-	-	100	70,000
381231	RESTRICTED (GF) CPF TRANSFER	242,553	600,000	-	-	-
331400	TRANSPORTATION TRUST	-	78,249	-	-	-
384111	2019 SERIES-CITY NATIONAL BANK	650,000	3,350,000	3,350,000	1,500,000	-
385100	2022 SERIES BOND	-	-	-	-	7,000,000
381200	INTER-FUND TRANSFER (LETF)	-	600,000	717,446	1,505,948	-
381230	CAPITAL FUND BALANCE	-	520,550	1,170,000	1,945,183	109,947
330 CAPITAL PROJECTS FUND		992,553	5,798,799	6,237,446	5,876,231	7,458,465

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
FUND 330	CAPITAL PROJECTS FUND		
334390	STATE GRANT-OTHER PHYSICAL ENVIRONMENT	FDEP GRANTS	-
381200	TRANSFER FROM GENERAL FUND	Transfer from General Fund	278,518
361113	INTEREST INCOME	Interest revenue	70,000
369110	RESTRICTED (GF) CPF TRANSFER		-
331400	TRANSPORTATION TRUST		-
384111	2019 SERIES-CITY NATIONAL BANK	Note 2019 Series with City National Bank	-
385100	2022 SERIES BOND	Bond Series 2022	7,000,000
381200	INTER-FUND TRANSFER (LETF)	Funds allocated from Forfeit Funds	-
381230	GENERAL FUND RESERVES	These are non-loan funds set aside in the FY' 21 & 22 budget	109,947
330 CAPITAL PROJECTS FUND TOTALS			7,458,465



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
330 - CAPITAL PROJECTS FUND						
Personnel Services						
519120	Salary - Project Manager	-	67,000	68,675	72,452	-
519210	FICA Taxes	-	5,126	5,254	5,543	-
519220	Retirement Contribution- Town Pension	-	20,100	20,603	24,634	-
519230	Life, Health & Dental Insurance	-	12,477	12,477	18,695	-
519240	Worker's Compensation	-	250	259	273	-
Total Personnel Expenses			104,953	107,268	121,597	-
330 - CAPITAL PROJECTS FUND						
Operating Expenses						
Administrative/Operating Costs - Project 02-006						
519342	General Fund - Admin Reimbursement	35,000	70,000	70,000	70,000	70,000
519314	Professional Services	-	70,000	80,000	80,000	-
519520	Operating Supplies	-	-	-	-	-
519710	CIP-Principal	-	-	-	200,000	222,222
519720	CIP -Interest	-	-	-	20,000	56,296
519910	Restricted (GF) CPF Transfer	242,553	-	-	-	-
Civic Center Complex-13-006						
519313	Engineering Fees	10,000	-	-	-	-
519314	Professional Services	25,000	120,000	-	-	-
519634	Construction	420,803	5,167,958	5,480,178	4,679,634	-
519640	Machinery & Equipment	-	-	400,000	400,000	-
519630	Contingency	30,000	50,000	100,000	100,000	-
Re-Imagine Tweddle Park- 20-007						
519313	Engineering Fees	-	-	-	-	50,000
519314	Professional Services	-	-	-	-	100,000
519634	Construction	-	-	-	-	1,050,000
519630	Contingency	-	-	-	-	-
CCTV IMPLEMENTATION -23-001						
519313	Engineering Fees	-	-	-	-	-
519314	Professional Services	-	-	-	-	-
519634	Construction	-	-	-	-	109,947
519630	Contingency	-	-	-	-	-
Wellness Center-20-005						
519313	Engineering Fees	-	-	-	-	300,000
519314	Professional Services	-	10,000	-	-	330,000
519634	Construction	-	-	-	-	4,970,000
519630	Contingency	-	-	-	-	200,000

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
330 - CAPITAL PROJECTS FUND			
Personnel Services			
519120	Salary - Project Manager	MOVED TO FACILITY MAINTENANCE DEPARTMENT	-
519210	FICA Taxes	MOVED TO FACILITY MAINTENANCE DEPARTMENT	-
519220	Retirement Contribution- Town Pension	MOVED TO FACILITY MAINTENANCE DEPARTMENT	-
519230	Life, Health & Dental Insurance	MOVED TO FACILITY MAINTENANCE DEPARTMENT	-
519240	Worker's Compensation	MOVED TO FACILITY MAINTENANCE DEPARTMENT	-
Total Personnel Expenses			-
ACCOUNT NO. ACCOUNT DESCRIPTION DESCRIPTION OF ITEM AND JUSTIFICATION APPROVED AMOUNT			
330 - CAPITAL PROJECTS FUND			
OPERATING EXPENSES			
Administrative / Operating Costs-Project 02-006			
519342	General Fund - Admin Reimbursement	Compensation for the Town Managers Bonus and Differed Comp Contribution(s), other Administrative Costs associated with Administration of the CIP.	70,000
519314	Professional Services		-
519520	Operating Supplies		-
519710	CIP-Principal	City National Bank Note	222,222
519720	CIP -Interest	City National Bank Note	56,296
519910	Restricted (GF) CPF Transfer		-
Civic Center Complex-13-006			
519313	Engineering Fees		-
519314	Professional Services		-
519634	Construction		-
519640	Machinery & Equipment		-
519630	Contingency		-
Re-Imagine Tweddle Park- 20-007			
519313	Engineering Fees	Engineering Services	50,000
519314	Professional Services	Professional Services	100,000
519634	Construction	Construction	1,050,000
519630	Contingency		-
CCTV IMPLEMENTATION -23-001			
519313	Engineering Fees		-
519314	Professional Services		-
519634	Construction	Construction	109,947
519630	Contingency		-
Wellness Center-20-005			
519313	Engineering Fees	Engineering Services	300,000
519314	Professional Services	Professional Services	330,000
519634	Construction	Construction	4,970,000
519630	Contingency		200,000

Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
330 - CAPITAL PROJECTS FUND						
Operating Expenses						
Portable Pumps- 22-001						
519313	Engineering Fees	-	-	-	20,000	-
519314	Professional Services	-	-	-	10,000	-
519634	Construction	-	-	-	100,000	-
519630	Contingency	-	-	-	-	-
Vulnerability & Seawall Study-22-002						
519313	Engineering Fees	-	-	-	70,000	-
519314	Professional Services	-	-	-	5,000	-
519634	Construction	-	-	-	-	-
519630	Contingency	-	-	-	-	-
FOUNTAINS & SINAGE ON A1A-23-002						
519313	Engineering Fees	-	-	-	-	-
519314	Professional Services	-	-	-	-	-
519634	Construction	-	-	-	-	-
519630	Contingency	-	-	-	-	-
Lighing on A1A-22-003						
519313	Engineering Fees	-	-	-	-	-
519314	Professional Services	-	-	-	-	-
519634	Construction	-	-	-	-	-
519630	Contingency	-	-	-	-	-
Auxiliary Service Facility - 20-006						
519313	Engineering Fees	-	-	-	-	-
519314	Professional Services	-	5,000	-	-	-
519634	Construction	-	-	-	-	-
519630	Contingency	-	-	-	-	-
Total Operating Expenses		763,356	6,027,996	6,130,178	5,754,634	7,458,465
CAPITAL PROJECTS FUND - 330		763,356	6,027,996	6,237,446	5,876,231	7,458,465

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
330 - CAPITAL PROJECTS FUND			
OPERATING EXPENSES			
Portable Pumps- 22-001			
519313	Engineering Fees		-
519314	Professional Services		-
519634	Construction		-
519630	Contingency		-
Vulnerability & Seawall Study-22-002			
519313	Engineering Fees		-
519314	Professional Services		-
519634	Construction		-
519630	Contingency		-
FOUNTAINS & SINAGE ON A1A-23-002			
519313	Engineering Fees		-
519314	Professional Services		-
519634	Construction		-
519630	Contingency		-
Lighting on A1A-22-003			
519313	Engineering Fees		-
519314	Owners Representative		-
519634	Construction		-
519630	Contingency		-
Auxiliary Service Facility - 20-006			
519313	Engineering Fees		-
519314	Owners Representative		-
519634	Construction		-
Total Operating Expenses			7,458,465
TOTAL CAPITAL PROJECTS FUND- 330			7,458,465

Capital Improvement Plan Revenue Summary	FY 16-17	FY 17-18	FY 18-19	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	Funds To Date	Anticipated Funding	FINAL REVENUE APPROVAL
SRF Loan Stormwater	0	0	0	0					1,216,296		1,216,296
SRF Loan Stormwater SW13110					951,614	424,609			1,376,223		1,376,223
State Stormwater Grant	0	0	0	0					1,100,000		1,100,000
State Water Grant	0	0	0	0				205,000	405,000		405,000
Miami-Dade G.O. Bond	0	0	0	0					160,000		160,000
State FDOT JPA	0	0	0	0	0				690,000		690,000
2008 General Obligation Bond	0	0	0	0	0				14,305,683		14,305,683
2008 General Obligation Bond- Underwriters Fee	0	0	0	0	0				194,317		194,317
FEMA Grant 1st Award	0	0	0	0	0				5,969,800		5,969,800
FEMA Grant 2nd Award (Seawall)	0	0	0	0	0				648,326		648,326
FEMA Administrative Reimbursement	0	0	0	0	0				83,310		83,310
FPL Added Work Reimb.	0	0	0	0	0				317,602		317,602
FDOT LAP AGREEMENT	0	0	0	0	0				5,939,750		5,939,750
LETF PROJECT FUNDS	0	103,560	0	0		717,446	1,505,948		3,080,751		3,080,750.75
Miami-Dade County PTP (Bridges)	0	0	0	0					300,000		300,000
Miami-Dade County CITT	0	0	0	0	78,249				78,249		78,249
Stormwater Settlement	0	0	0	0	0				375,000		375,000
Prior Year Deduction(s) from fund Balance	0	0	0	0	0				3,274,889		3,274,889
Bridge Loan Northern Trust	0	0	0	0	0				2,500,000		2,500,000
State Inland Grant	0	0	0	0	0				29,735		29,735
State DOE Grant	0	100,000	0	0	0				100,000		100,000
General Fund Balance Allocation (CIP)	500,000	1,066,370	629,014	100,000		1,170,000	1,945,183	458,465	7,750,732		7,750,732
General Fund Balance Allocation (Bridges)	0	0	0	242,554			720,100		3,487,039		3,487,039
General Fund Allocation (FY2022)	0	0	0	0		1,000,000			1,000,000		1,000,000
Note Series 2019- City National Bank	0	0	0	650,000	0	3,350,000	1,500,000		5,500,000		5,500,000
2022 General Obligation Bond								7,000,000	7,000,000		7,000,000
								7,458,465	66,882,702	-	66,882,702

Capital Improvement Plan Projects Summary	Actual Costs FY 16-17	Actual Costs FY 17-18	Actual Costs FY 18-19	Actual Costs FY 19-20	Actual Costs FY 20-21	Actual Costs FY 21-22	Actual Costs as of 08/2023 FY 22-23	Proposed Budget FY 23-24	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)
Administrative / Operating Costs-Project 02-006											2,854,665
General Fund- Admin Reimbursement	7,215	7,994	8,290	7,700	18,358	41,467	29,564	70,000	449,316		
Project Manager					71,265	172,197	121,597		365,059		
Professional Services	0	0	0	0	11,787	15,000			26,787		
Bond Counsel	0	0	0	0			255,822		307,572		
Disclosure Counsel	0	0	0	0					191,396		
Owners Representative	0	0	0	0		11,580			384,976		
Financial Consultants	0	0	0	0					18,596		
Survey	0	0	0	0					118,593		
Public Relations	0	0	0	0					45,902		
CIP-Principal	0	0	0	0	48,968		222,222	222,222	493,412		
CIP-Interest	0	0	0	0			100,632	56,296	156,928		
Operating Supplies	0	0	0	0					98,458		
Restricted (GF) CPF Transfer Contingency	0	0	0	0					197,669		
Civic Center Complex and Town Hall Program Project 13-006											7,383,696
Engineering Fees	0	21,230	0	31,307	16,504	41	41,810		121,071		
Professional Services			9,502	34,347	35,223	52,664	31,582		163,319		
Rentals & Leases					5,187	8,675	7,293		21,155		
Operating Expenses					4,940	2,482	1,148		8,569		
Construction				233,358	776,566	3,275,373	2,415,694		6,700,991		
Park Improvements and Site Work						0			0		
Furniture, Fixtures and Equipment						7,221	233,622		240,843		
Contingency				0	3,518	0	124,228		127,746		
Re-Imagine Tweedle Park Project 20-007											1,200,000
Engineering Fees								50,000	50,000	288,000	
Permit Fees								100,000	100,000		
Construction								1,050,000	1,050,000		
Contingency									0	1,512,000	
Town Wellness Center Project 20-005											5,801,200
Engineering Fees				1,200	0			300,000	301,200	-141,200	
Permit Fees								330,000	330,000		
Construction					0			4,970,000	4,970,000		
Contingency								200,000	200,000	840,000	
CCTV Implementation Project 23-001											1,309,947
Engineering Fees									0	192,000	
Permit Fees									0		
Construction								109,947	109,947		
Contingency									0	1,008,000	

Capital Projects Plan Un-Funded Projects Summary											
Long-Term Un-Funded Capital Wish List											
Auxiliary Service Facility Project 20-006											
Engineering Fees	1,200							1,200	62,800		400,000
Permit Fees								0			
Construction	5,000	5,000						10,000			
Contingency								0	326,000		
Golden Beach Drive- Increase Crown of the Road											
Engineering Fees								0	256,000		1,600,000
Permit Fees								0			
Construction								0			
Contingency								0	1,344,000		
Beach Pavilion Modernization											
Engineering Fees								0	80,000		500,000
Permit Fees								0			
Construction								0			
Contingency								0	420,000		
A1A Light Replacement											
Engineering Fees								0			180,000
Professional Fees								0			
Construction								0	180,000		
Contingency								0			
Fountain & Signage on A1A											
Engineering Fees								0			180,000
Professional Fees								0			
Construction								0	180,000		
Contingency								0			
TOTAL Long-Term Un-Funded Capital Wish List										2,860,000	

Capital Improvement Plan Projects Summary	Actual Costs FY 16-17	Actual Costs FY 17-18	Actual Costs FY 18-19	Actual Budget FY 19-20	Actual Costs FY 20-21	Actual Costs FY 21-22	Actual Costs as of 08/2023 FY 22-23	Proposed Budget FY 23-24	Anticipated Total	Projected Project Costs	Project Costs (Actual)
Completed Projects since 2007											
Veterans Memorial Park Project 20-004											
Engineering Fees				1,395	0	1,170			2,565	18,605	286,553
Permit Fees									0		
Construction					0	20,345			20,345	245,038	
Contingency									0		
Wall at Massini Avenue Project 20-003											
Engineering Fees					8,500	33,423	1,770		43,693	80,000	557,599
Permit Fees									0		
Construction						418,090	95,817		513,907	420,000	
Contingency									0		
A1A Transit Shelters Project 20-002											
Engineering Fees				11,773	7,802	2,201			21,776		239,386
Professional Services					27,189	5,760			32,949		
Construction					117,070	67,591			184,661		
Contingency									0		
Center Island Pump Station Project 17-001											
Engineering Fees					123,594	339,321			462,914		1,324,214
Additional Engineering Fees						495			495		
Construction					764,649	96,155			860,804		
Contingency									0		
Canal Maintenance Project 14-004											
Engineering Fees	63,100	42,958	36,535	14,428					220,246		664,303
Owners Representative			49,246	21,900					71,146		
Construction			332,908	40,000					372,908		
Contingency			0						0		
Strand Entrance Project 18-002											
Engineering Fees	0	15,090	0						15,090		174,164
Permit Fees		0							0		
Construction		121,094							121,094		
Contingency									0		
General Fund Maintenance		37,981							37,981		
Mill and Resurface Town Wide											
Engineering Fees									0		410,741
Permit Fees									0		
Construction					241,363	169,378			410,741		
Contingency									0		



Capital Improvement Plan Projects Summary	Actual Costs FY 16-17	Actual Costs FY 17-18	Actual Costs FY 18-19	Actual Budget FY 19-20	Actual Costs FY 20-21	Actual Costs FY 21-22	Actual Costs as of 08/2023 FY 22-23	Proposed Budget FY 23-24	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)
A1A Corridor Project 18-005											63,724
Engineering Fees		0							0		
Professional Services		0	21,671	42,053					63,724		
Construction		0	0						0		
Contingency		0							0		
Town Wide Street Lighting 10-010											297,312
Engineering Fees	41,102	28,699	11,834						123,902		
Professional Services	16,700	34,733	10,773						80,715		
Construction	0	92,161	0						92,161		
Contingency	0	0	534						534		
Beach Pavilion Restrooms-Project 13-005/10-007											654,870
Engineering Fees	5,000	1,000	0						18,641		
Owners Representative	9,528	0	0						11,428		
Professional Services	28,275	9,127	0						37,403		
Construction	0	476,160	33,781						581,399		
Contingency	0	0	0						6,000		
Police Sub Station Guard House-Project 13-002											398,813
Engineering Fees	4,500	0	0						19,341		
Owners Representative	5,933	22,872	0						30,705		
Construction	0	278,009	0						342,767		
Furniture & Equipment	0	0	0						0		
Contingency	0	0	0						6,000		
Digital CCTV Project 18-001											103,560
Engineering Fees	0	0							0		
Permit Fees		0							0		
Construction		103,560							103,560		
Contingency		0							0		
Historic Beach Pavilion Project 18-003											188,313
Engineering Fees	0	0							0		
Permit Fees									0		
Construction		160,002	28,310						188,313		
Contingency									0		

Capital Improvement Plan Projects Summary	Actual Costs FY 16-17	Actual Costs FY 17-18	Actual Costs FY 18-19	Actual Budget FY 19-20	Actual Costs FY 20-21	Actual Costs FY 21-22	Actual Costs as of 08/2023 FY 22-23	Proposed Budget FY 23-24	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)
Center Island Bridge Replacement Program											5,694,704
Administrative									12,328		
Professional Services									53,075		
Engineering Fees									376,636		
Owners Representative									65,700		
CEI									296,467		
Permit Fees									36,785		
Construction									3,603,713		
Contingency									0		
Loan Principal & Interest									1,250,000		
North Island Bridge Replacement Program											5,694,704
Administrative									12,328		
Professional Services									53,075		
Engineering Fees									376,636		
Owners Representative									65,700		
CEI									296,467		
Permit Fees									36,785		
Construction									3,603,713		
Contingency									0		
Loan Principal & Interest									1,250,000		
Lots on A-1-A											456,800
Principal									310,000		
Interest									146,800		
									0		
Golden Beach Drive Streetscapes-Project 08-001											2,924,679
Engineering Fees									875,967		
Owners Rep									33,000		
MOT-Police									3,480		
Professional Services									9,000		
Landscaping									405,978		
Operating Supplies									68		
Construction									1,505,186		
GEO Technical									92,000		
Survey									0		
Town-Wide Undergrounding Utilities-Project 08-002											6,331,897
Engineering Fees									325,464		
Owners Representative									93,051		
FPL Costs Shares									1,453,521		
AT&T Costs Shares									1,032,637		
Atlantic Broadband Costs Shares									180,901		
Construction (SEC)									2,679,665		
Construction (non-SEC)									354,283		
Added Work FPL									0		
Service To Homes									212,376		

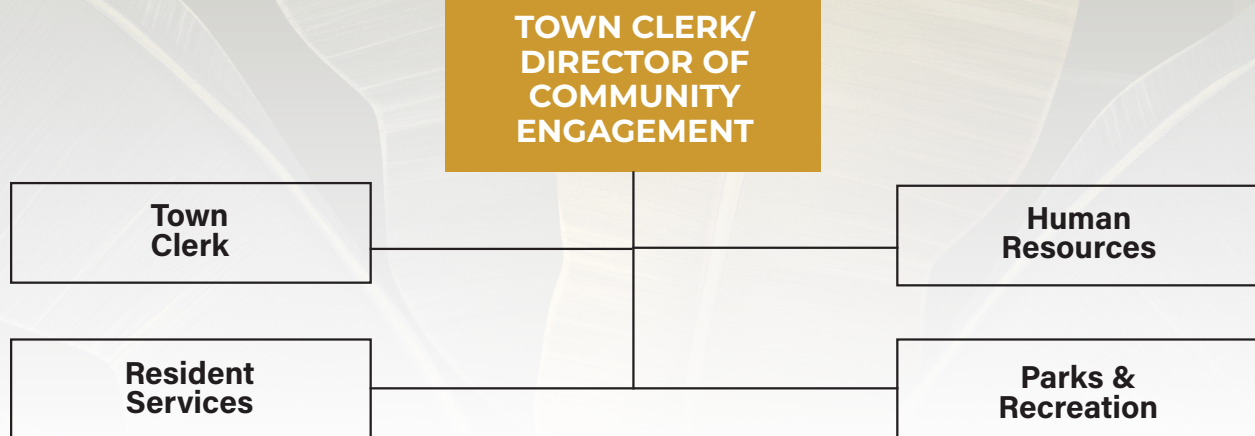


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Capital Improvement Plan Projects Summary	Actual Costs FY 16-17	Actual Costs FY 17-18	Actual Costs FY 18-19	Actual Budget FY 19-20	Actual Costs FY 20-21	Actual Costs FY 21-22	Actual Costs as of 08/2023 FY 22-23	Proposed Budget FY 23-24	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)
Stormwater/Replacement Program 08-999											10,498,312
Engineering Fees									1,480,999		
Survey									50,025		
Permit Fees									89,207		
Construction									8,878,082		
Contingency									0		
Police Boat Dock 05-002											159,119
Engineering Fees									0		
Permitting									3,863		
Professional Service									1,006		
Owners Representative									17,213		
Construction									122,037		
Contingency									15,000		
Water Main replacement 07-994											2,423,350
Engineering Fees									474,568		
Survey									36,572		
Permit fees									5,775		
Construction									1,906,434		
Ocean Boulevard Median Improvements-Project 08-003											3,680,038
Engineering Fees (CM-C3TS)									525,782		
Engineering Fees (Entry Design-C3TS)									24,500		
MOT-Police									53,495		
Owners Representative									126,125		
Landscaping									17,808		
Operating Supplies									3,126		
Construction									1,932,935		
Change Orders									996,267		
S,C,N Island Curb and Gutters Program-10-003 & 10-008											190,963
Engineering Fees									15,528		
Construction									169,063		
Contingency									6,373		
N & S Parkways and Valley East of GBD-10-009 & 10-011											633,292
Engineering Fees									49,983		
Construction									583,309		
Contingency									0		
North Park Improvements Program 09-003											325,746
Engineering Fees									41,970		
Owners Representative									24,512		
Construction									245,097		
Machinery & Equipment									14,167		
Contingency									0		
South Park Improvement Program 09-004											396,434
Engineering Fees									50,019		
Owners Representative									71,854		
Construction									261,434		
Machinery & Equipment									13,127		
Contingency									0		
Town Wide Mailboxes 09-005											335,116
Professional Services									38,839		
Operating Supplies									48,022		
Construction									248,255		
Singer Park and Massini Improvements 10-006											152,021
Engineering Fees									9,926		
Owners Representative									2,308		
Construction									139,787		
Contingency									0		
Town Wide CCTV Project 11-016											665,627
Engineering Fees									0		
Professional Services		16,992							49,758		
Owners Representative									32,969		
Construction									3,350		
Machinery & Equipment									579,550		
Contingency									0		
Total Operating Expenses	181,353	1,469,661	784,747	615,040	2,046,120	#####	3,682,802	7,458,465	63,023,414		67,335,857

The background of the entire page is a dense, artistic illustration of banana leaves. The leaves are rendered in a variety of shades, including deep navy blue, charcoal grey, and a vibrant golden-yellow. They are layered and overlapping, creating a sense of depth and texture. The lighting appears to come from the side, highlighting the veins and edges of the leaves. A thin, gold-colored rectangular frame is centered on the page, enclosing the main title.

COMMUNITY ENGAGEMENT



The Community Engagement Department has been created to provide for more clear and effective communications to residents (and employees), by aligning the functions of Town in charge of communications under one umbrella. The idea is to have one unified message, distributed over various avenues of contact. As such, the Human Resources Division (no longer tied to the Executive Assistant to the Town Manager), in addition to the Residents Services Division and Parks and Recreation Division will all fall under this category.

This structure of this Department is to ensure the proper flow of information to residents and the public, and the ease of dissemination of that information. The Human Resources Division will serve to keep all staff informed and served, so that they can better serve and inform the community. The Resident Services Division will enhance the way they distribute information to residents to adequately and efficiently saturate all mediums of communication. Finally, the Parks and Recreations Division will now take on an even greater role in the management and coordination of resident events, to ensure that staff is always present and available to assist.

This Department falls under the direction of the Town Clerk, and will include, but not be limited to, the following job functions:

- TOWN CLERK
- BOARDS AND COMMITTEES
- HUMAN RESOURCES
- RESIDENT SERVICES
- PARKS & RECREATION
- COMMUNICATIONS
- EMPLOYEE RELATIONS
- RESIDENT RELATIONS
- PUBLIC RELATIONS
- EVENT PLANNING
- EVENT MANAGEMENT

This Department is responsible for \$2,212,086 of the Town's total budget revenues and expenditures for Fiscal Year 2023-2024.

TOWN CLERK

FUNCTION

The Town Clerk is one of three Chartered Officials. The Town Clerk position is appointed by the Town Council and provides secretariat, records management and communication services for the Town Council. The Town Clerk is responsible for giving notice of all public meetings as well as keeping accurate recordings of the proceedings in the form of written minutes and/or audio recording.

In addition, the Town Clerk serves as the Financial Disclosure Coordinator with the Florida Commission on Ethics; serves as the Records Management Liaison with the Florida Department of State; Municipal Supervisor of Elections; and maintains custody of Town records including agreements, contracts, ordinances, resolutions, and proclamations. The Town Clerk is responsible for attending council, board and committee meetings, bid openings, all vehicle title and registrations, codification and recording of all ordinances, resolutions and legal documents that are adopted by the Town Council, collecting various fees and payments, administering oaths, and provide notary services.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this office as they relate to the Town Council's Goals and Objectives.

- Complete and distribute Town Council meeting agenda packets electronically to the Council and Administrative staff.
- Ensure adequate preservation of records associated with the Implementation and Construction of the Town's Capital Improvement Program
- Create and maintain accurate minutes of Town Council meetings.
- Administer the publication of the Town Charter and Code.
- Publish public notices as required by law.
- Implement and maintain a records management system.
- Act as the records custodian for the Town and disseminate information to the public as necessary.
- Act as Elections Supervisor for the Town
- Oversee all board and committee meetings

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023/2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides

- Assist with all RFP processes related to the new Civic Center Complex, including an RFP for design-build of the new Wellness Center facility.



- Create a spreadsheet of total inventory database of all Town records.
- Continued Town-wide archival records scanning project in an effort to have digital copies of all Town archives prior to the completion of the New Civic Center. This is being done to eliminate the Town's outside records inventory company and keep in-house all archival items that need original hard copies, and digitize ones that no longer require a physical in-house copy. This will generate a considerable savings to the Town once the Town no longer needs to employ the outside records inventory company.
- Complete Town Council Meeting minutes for regular meetings within 25 business days. – ongoing
- Complete Town Council Meeting minutes for special and budget meetings within 35 business days.– ongoing
- Create total inventory of all Town records, including special diagraming and coding of filing cabinets and file boxes. – ongoing
- Design a record management plan in order to be in compliance with the State of Florida law, Florida Administrative Code, and the Town's Code of Ordinances. The plan will encompass the life cycle of documents from creation to final disposition. – ongoing
- Attend continuing education classes to obtain the Master Municipal Clerk (MMC) designation.
- Resident Information Liaison – Foster relationships with various government agencies to provide informational brochures, pamphlets and educational meetings to the Town's residents in reference to the services they provide. – ongoing

New Initiatives for Fiscal Year 2023-2024

Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Department Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Expand functionality of current centralized records management (CRM) software • Complete redesign and structure of Town Clerk's section of website • Integrating Town video archiver on website to provide timestamps and ease of use for <u>residents</u> • Increase Town's digital footprint by digitizing all archival documents and making them easily accessible to <u>residents</u> • Create an online public records request portal that is tied to the department the request is being made for and will filter directly to that staff <u>member</u>

SIGNIFICANT PRIOR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2021/2022 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

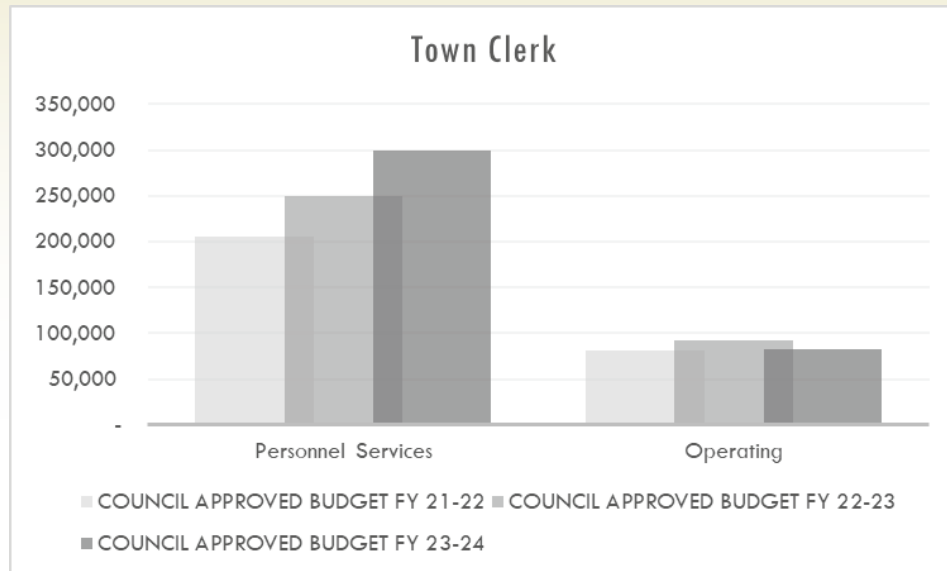
- Elections Manual revisions – looked at the Town's current elections book and made changes/revisions as needed for the Town's 2023 General election.
- Held the Town's 2023 General election in Town Hall on February 21, 2023.
- Explored the new Laserfiche platform's user functionality and upgraded the Town's current interface to improve the Town's current centralized records management system (CRM)
- Assisted residents with setting up their Vote-By-Mail ballots and provided information and assistance to residents inquiring about the General Election and where and when they could cast their vote.
- Issued all Code Red Messages to the residents of the Town.
- Provided notary services to the residents free of charge
- Continued management of the Zoom Account for the Town to continue to offer all meetings virtually for the safety and well-being of residents and staff. In addition, created an internal Zoom meeting register to archive all of the meetings held via Zoom.
- Assisted the police department with the re-accreditation process
- Coordinated the Town Council's Holiday gifts
- Continued maintenance of online Town Resolutions register
- Maintenance of of ADA compliance of Town's website.
- Assisted the Residents Services Department with all resident events as needed
- Assistant with purchase of uniforms for staff
- Coordinated purchase of raincoats for beach staff and Town Council, in addition to coordinating other articles of clothing for Town Council to represent the Town at special events.
- Coordinated luncheons for all Town events (police meetings, Town Council meetings, trainings, etc.)
- Streamlined Paperless Public Records Request through the Town's website without incurring any additional costs – also maintained digital/paperless database of all current year public records requests.
- Wrote proclamations as directed by the Mayor and Council.
- Continued records disposition program – whereby a number of records that had surpassed their retention period were discarded of according to the State of Florida Law and Florida Administrative Code
- Prepared 12 months of minutes for the Regular Town Council Meetings and Special Town Council Meetings.

- Uploaded all Resolutions, Minutes and Agendas to the Town’s website for transparency of information to visitors of the Town’s website.
- Processed approximately 50 public record requests, with the assistance of individual departments.
- Prepared the Regular and Special Town Council Meeting Agendas, as well as agenda’s related to workshops held by the Town Council.
- Made a number of revisions and updates to the Town’s website including updating the Town Manager’s page, Town Clerk’s page, updating the Council Meeting Video Archives section, and coordinating with the web designer to make additional section changes as needed.
- Processed Mayor and Council Members Correspondence
- Preparing all Legal Notices and public notices
- Assisted the Resident Services Department with maintaining the Town’s local Channel 665 and Hotwire channel 1614 updated with current information for residents as needed
- Assisted with the preparation of approximately 40 Resolutions and 2 Ordinances
- Ensured that all the Town’s Council actions have been executed.
- Codification of the Town’s adopted Ordinances
- Provide proof-reading services for the articles in the Town’s monthly magazine
- Certification of Town’s documents, such as Resolutions
- Coordinating with the Miami-Dade Elections Department to process financial disclosures for the Town’s elected officials, employees and board members for 2022.
- Serve as liaison between the Town’s attorneys and the Town in the information gathering phase of preparation for claims/lawsuits.
- Ensured that all newly elected Councilmembers received annual ethics training requirements per the state.

Town Clerk

Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Town Clerk/HR Director	1	1	1
HR Generalist/Asst. to the Town Clerk	1	1	1



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
512 -TOWN CLERK						
	Personnel Services					
512-113100	Town Clerk Salary	84,876	88,187	90,392	111,000	122,960
512-125100	HR Generalist & Assistant to Town Clerk	32,960	35,500	36,388	42,791	60,000
512-156100	Longevity	-	-	-	-	800
512-210100	FICA	9,014	9,462	9,699	11,803	14,058
512-220100	Retirement Contribution- Town Pension	35,351	37,106	38,034	52,459	67,991
512-230100	Life, Health & Dental Insurance	28,303	28,303	30,567.24	31,759	33,020
512-240100	Workers Compensation	444	467	478	580	690
	Total Personnel Services	190,948	199,025	205,558	250,392	299,519
	Operating Expenses					
512-340100	Professional Services	-	28,000	28,280	28,563	28,848
512-360100	Election Expenses	5,000	15,000	5,000	15,000	5,000
512-400100	Travel & Per Diem	1,500	1,500	1,515	1,530	1,545
512-410100	Communication Services	1,500	1,500	1,515	1,530	1,545
512-420100	Freight & Postage Services	1,000	1,800	1,818	1,836	1,855
512-440100	Off Site Storage	5,500	7,200	7,272	7,345	7,418
512-470100	Printing & Binding	3,500	3,500	3,535	3,570	3,606
512-480100	Public Relations	-	15,000	15,150	15,302	15,455
512-492100	Legal Advertising	10,000	10,000	10,100	10,201	10,303
512-510100	Office Supplies	2,000	2,000	2,020	2,040	2,061
512-520100	Operating Supplies	2,000	2,000	2,020	2,040	2,081
512-540100	Books, Pub, Subscrip, Memberships	800	800	808	816	824
512-640100	Machinery & Equipment	2,200	2,200	2,222	2,244	2,267
	Total Operating Expenses	35,000	90,500	81,255	92,018	82,808
TOTAL TOWN CLERK - 512		225,948	289,525	286,813	342,410	382,327



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
512 - TOWN CLERK			
Personnel Services			
512113100	Town Clerk Salary	Town Clerk salary - 1st of 2 steps to align salary	122,960
512-125100	HR Generalist & Assistant to Town Clerk	Full-Time assistant	60,000
512-156100	Longevity	Longevity Pay	800
512210100	FICA	7.65% of Salary	14,058
512220100	Retirement	Town Pension Retirement Plan	67,991
512230100	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	33,020
512240100	Workers Compensation	Code 8010 (gross salary multiplied by current rate of .00377)	690
Total Personnel Services			299,519
Operating Expenses			
512340100	Professional Services	Non-contracted outside vendor services	28,848
512360100	Election Expenses	Costs associated with election and preparation with the County	5,000
512400100	Travel & Per Diem	FACC Conf. & Institute ; ILMC; Fuel Stippend	1,545
512-410100	Communication Services	Cell Phone; air cards, Wi-Fi cards	1,545
512-420100	Freight & Postage Services	Courier Services Fed Ex etc.	1,855
512440100	Off Site Storage	Iron Mountain	7,418
512470100	Printing & Binding	Codification	3,606
512480100	Public Relations	Employee related programing and incentives	15,455
512492100	Legal Advertising	Community News; Legal Notices	10,303
512510100	Office Supplies	Index sheets, copy paper etc.	2,061
512520100	Operating Supplies	Videos and tapes, water, coffee, Zee medical supplies, code books, Sunshine manuals	2,081
512540100	Books, Pub, Subscrip, Memberships	FACC; ILMC; MDCCA and class registration fees	824
512640100	Machinery & Equipment	Replacements as recommended by staff	2,267
Total Operating Expenses			82,808
TOTAL TOWN CLERK - 512			382,327

DIVISION OF HUMAN RESOURCES

FUNCTION

The Human Resources Division provides timely and effective services in the personnel, labor relations, insurance, and safety areas to Town departments, employees, and residents.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this division as they relate to the Town Council's Goals and Objectives.

- Procure and maintain insurance coverage at appropriate levels
- Work with Finance Department on payroll processing
- Ensure staff members are versed on all matters associated with the Implementation and Construction of the Town's Capital Improvement Program, to meet the needs of our residents
- Responsible for accident/incident investigation, reporting and monitoring of Worker's Compensation, safety training and general liability issues
- Responsible for all-staff trainings in areas including sexual harassment, workplace violence, cultural diversity, and ethics.
- Responsible for maintenance and archiving of all personnel records and files
- In charge of all matters pertaining to employee relations and employee benefits, such as recruitment, tuition reimbursement, group benefits program, policy development, and performance evaluations
- Assist Finance Department with issues pertaining to Risk Management
- Maintain safety guidelines and ensure employees are following proper safety protocols and are using appropriate Personal Protective Equipment
- Maintenance of administrative functions, such as labor relations, legal regulations, strategic planning, training and development.
- Organize all of the Town Manager's files and records.

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023/2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Update job descriptions and look at creating salary ranges for certain job classifications
- Update all of the Town employee emergency contacts



- Send monthly did you know flyers/emails to staff advising them of different types of information pertaining to Golden Beach, whether that be benefits, luncheons, health, etc. (Human Resources monthly newsletter) – this might be able to be done through the Town's new payroll provider.
- Create new safety policies and procedures manual for employees of the Town of Golden Beach.
 - This will be done by redrafting the current Town Employee Safety Manual to reflect the new direction and vision of management – to include a section on infectious diseases and hazardous materials.
- Apply for Florida Municipal Insurance Trust (FMIT) Safety Grants, to reimburse the Town for costs associated to safety and health measures.
- Have HR Generalist SHRM-CP certification
- Uniformity of all employee documents and documentation as it relates to personnel files for the Town employees.
 - This will help in the document archiving process at Town Hall.
 - This will also ease the method and process of records attainment if employee files are ever called upon. (THIS IS AN ONGOING PROJECT THAT IS REVISITED EVERY FISCAL YEAR FOR ACCURACY THROUGH INTERNAL AUDITS).

New Initiatives for Fiscal Year 2023-2024

Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Develop some form of employee Intranet for increased communications to the employees of useful and important information • Make updates to the employee manual and issue a new version • Research possibilities for digitizing Personnel files within the Laserfiche system, thereby creating a digital copy as the original copy of the files and destroying the old paper copies. • Add an HR section to the Town's website

SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Created a new position to assist the Human Resources Director. The Human Resources Generalist/Assistant to the Town Clerk position was created and filled to assist with all aspects of Human Resources and also to assist the Town Clerk with any additional clerical duties she may require. The position takes the place of the Executive Assistant to the Town Clerk, which will be eliminated in FY 2023-2024.
- Implementation of Paycom as the Town's new payroll provider. The new system was met with positive feedback from staff who can easily make online requests for time off, view their electronic paystubs, and make simple changes to their employee profiles as needed. The new platform is more cost effective, less time consuming and is able to integrate with benefits enrollment and time management.
- Fine tune Paycom platform to create a seamless onboarding experience for all aspects of the new hire process – to include receipt of the employee manual, benefits booklet and any other new hire materials provided by the Town. Employees are able to go through the entire onboarding process through the payroll system.
- Used the Paycom platform to post three job listings. Received online applications to the job listings and was able to move forward through the application process more seamlessly through the use of the onboarding tools available on the platform. Two of the three positions were filled.
- Completed continuing education courses to maintain SHRM-CP status with the Society for Human Resource Management
- Acquire additional company to provide after-hours post-accident drug screens and check-ups for employees and officers
- Performed a complete needs assessment of the Laserfiche platform to see what the current available offerings are under the Town's current software package, and see if the program can be put to better use by all departments to increase paperless functionality as well as increase historical records archiving. The current software package was found to be obsolete and upgraded.
- Made sure all employees were successfully registered/transitioned to the Town's health insurance carrier and coordinated with Town's health insurance broker (Sapoznik Insurance) the dissemination of all pertinent insurance information and cards.
- Coordinated the purchase of summer polo's for Administrative staff
- Shopped for different health, dental and vision insurance offerings to find the most affordable and competitive rates available to the employees of the Town.
- Processed bi-weekly payroll in conjunction with the Finance Department
- Ordered Personal Protective Equipment for Public Works and Beach Attendants
- Continued coordination of return-to-work measures for employees testing positive for COVID-19 or needing to take time off to care for family members.
- Updated the parameters of the Retirement Health Saving (RHS) Account for the Director's of the Town, to be in line with that of what the Union employees receive.

- Posted monthly flyers with tips and information concerning health and wellness.
- Updated and re-issued the all-inclusive benefits booklet for the employees to easily understand their benefits and to also easily have access to all of the information pertaining to the Town's vast benefits options.
- Assigned employee I.D.'s to all employees – I.D.'s act as both identification cards and time cards for clocking in and out. Will eventually provide access to enter town facilities.
- All Administrative Orders are managed, implemented and disseminated through the HR department.
- Disseminated pertinent health information to all employees, during the Town's insurance open enrollment session.
- Serve as liaison between the Town and several of the Town's vendors.
- Dealt with all matters pertaining to employee relations and employee benefits, such as recruitment, tuition reimbursement, group benefits program, policy development, and performance evaluations
- Coordinated all monthly employee luncheons, both on-site and off, and coordinate the Town's annual holiday party. Both were met with positive feedback from all of the employees who welcomed the opportunity to spend time and socialize with peers.
- Held the 2023 Benefits Open Enrollment Session.
- Ordered food for all of the police department events.
- Assisted the Resident Services Department with covering the reception desk when staffing was needed.
- Processed all of the Town's new hire documentation, including all drug screenings and physicals for police applicants.
- Coordinated and scheduled all of the Town Manager's meetings and appointments, and drafted all of his correspondences.
- Coordinated new hire orientation and enrolled all employee's in the Town's health insurance, dental, vision, and life insurances.
- Managed all workmen's compensation claims for the Town.
- Served as liaison between the Town and the Town's attorney's in acquisition of information pertaining to the Town's outstanding lawsuits, newly filed lawsuits, and EEO claims.
- Manage safety committee, comprised of representatives from each of the Town's departments, addressing safety issues within each department.

DIVISION OF RESIDENT SERVICES

FUNCTION

The Resident Services Division is responsible for facilitating communication between Town Hall and its Residents, including utilizing Resident feedback to more effectively serve the Community. Special Events, Quality-Of-Life Social Programming, Giveaways as well as documenting related costs, fall under the scope of this Department.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this division as they relate to the Town Council's Goals and Objectives.

- Relay timely and relevant information to Residents via media including eBlasts, Town Magazine, Resident Information Guide, Flyers, Marquee Entrance Sign, Website and Town News Station.
- Case manage Resident concerns and issues, including serving as a liaison for utility services (NMB Water, Hotwire fiber internet).
- Based on ongoing input from Residents, plan, organize and administer events and programs throughout the year, such as youth activities, adult activities, senior citizen activities, and community celebrations and support events.
- Oversee Resident giveaways and premiums. Including research, develop and design materials as needed.
- Facilitate Residents in improving their experience living in Town, including networking with other departments to achieve results.

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023-2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Restructure Town website to be comparable with similar communities, including making site more intuitive and developing user-friendly menus and landing pages.
- Online event permitting, Residents will be able to download and submit event permits and forms virtually.
- Reinstating Spring Break activities for Youth.
- Rework/Revise and Produce New Edition of Resident Guide Book, including digital version.



New Initiatives for Fiscal Year 2023-2024

Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Rollout BuildingLink software, a new communication tool and database including: ○ Auditing home plots against Property Appraiser ○ Create, Develop, and Distribute Awareness & Registration Campaign • Research and Develop a Rebranding Initiative, work with creative firm to develop a new “voice” for Golden Beach including logo and brand identity. • Organize 95th Anniversary Celebration Events, including Street Fair and Giveaways. • Research and Develop programming options for New Civic Center.

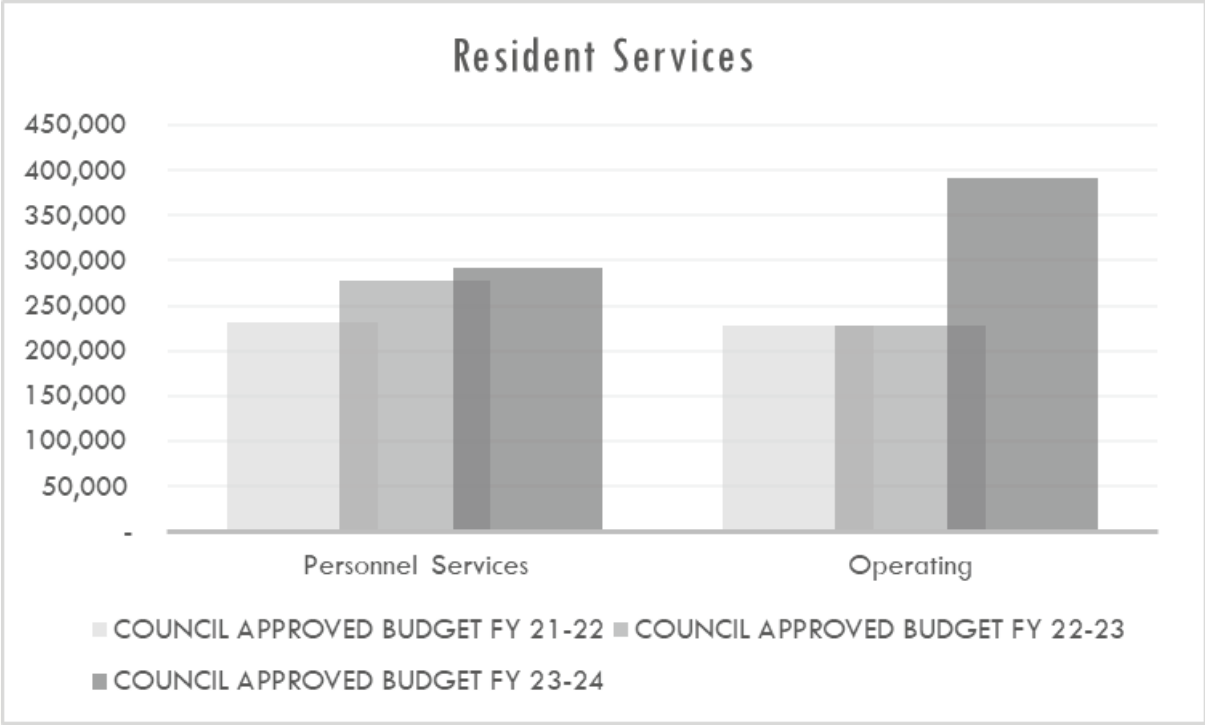
SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS

- Received recognition as an Alternate Finalist for All-American City Award for our Division's application.
- Engaged the community by coordinating and hosting successful Halloween and New Year's Eve celebrations with the largest turnouts to date.
- Coordinated and hosted a special Elections-edition of Bagels on the Beach.
- Assisted with distribution of Election-related information.
- Coordinated and hosted the first Police Appreciation Day event at the Beach Pavilion.
- Collaborated with Councilmember Judy Lusskin to introduce the innovative Watchfire event to observe Memorial Day.
- Updated and Improved Online Tennis Reservations System to allow Residents to book, manage and cancel their own reservations.
- Managed Audit of Resident Information Database, including registering and updating Emergency Contact information for eBlasts.
- Assisted with Town Wellness Center effort, including disseminating informational material.
- Revised and Reworked Rules and Regulations for Town Parks and Facilities, adjusting for clarity and for inclusion of new policies.

- Continued to work directly with Hotwire Communication to roll out town-wide Fiber Internet service, including providing project updates and serving as a liaison for Resident questions/ concerns.
- Completed departmental cross-training to prepare for staffing shift.
- Successfully case managed (closed) 34 cases from October 1 to August 9* (**at time of Budget Message writing*).

Resident Services
Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Resident Services Director	1	1	1
Assistant to the Resident Services Dir.	1	1	1
Receptionist	1	1	1



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
574 - RESIDENT SERVICES						
Personnel Services						
574110	Resident Services Director	60,646	60,646	62,163	72,000	80,000
574120	Salary - General Employees	75,539	76,889	82,950	91,680	95,600
574156	Longevity	-	-	-	-	500
574210	FICA Taxes	10,418	10,521	11,101	12,583	13,472
574220	Retirement Contribution- Town Pension	31,215	41,261	43,534	55,923	51,603
572230	Life, Health & Dental Insurance	29,450	29,450	31,806	45,614	50,630
513240	Worker's Compensation	514	519	547	617	648
Total Personnel Services		207,783	219,286	232,101	278,417	292,453
ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
574 - RESIDENT SERVICES						
Operating Expenses						
574316	Professional Services	-	-	-	-	40,000
574400	Travel & Per Diem	-	-	-	-	2,500
574410	Communication Sevices	-	-	-	-	1,000
574471-15-006	Printing & Binding Town Magazine	-	-	-	-	35,000
574510	Office Supplies	-	-	-	-	500
574520	Operating Supplies	-	-	-	-	1,000
574525	Uniforms	-	-	-	-	250
574540	Memberships	-	-	-	-	-
574480	Promotional Activities	-	24,000	28,000	28,000	-
574480	Resident Relations-Promotions	-	39,000	39,000	39,000	45,000
574480	Special Event- Halloween 05-408	38,000	18,000	38,000	38,000	55,000
574480	Special Event- Food Trucks 00-401	12,000	12,000	15,000	15,000	18,000
574480	Special Event-New Year's Party 00-411	60,000	50,000	60,000	60,000	90,000
574480	Special Event-Valentine's Day 00-414	10,000	10,000	10,000	10,000	15,000
574480	Special Event-Pot Luck 00-405	8,000	8,000	10,000	10,000	-
574480	Special Event-Memorial Day 04-406	5,000	5,000	7,500	7,500	12,000
574480	Special Event-Veteran's Day 00-409	5,000	5,000	7,500	7,500	12,000
574480	Special Event-4th of July Day 08-996	2,500	2,500	3,000	3,000	4,500
574480	Special Event-Town Anniv. 14-001	5,000	5,000	10,000	10,000	60,000
574640	Machinery & Equipment	-	-	-	-	-
Total Operating Expenses		145,500	178,500	228,000	228,000	391,750
TOTAL RESIDENT SERVICES - 574		353,283	397,786	460,101	506,417	684,203

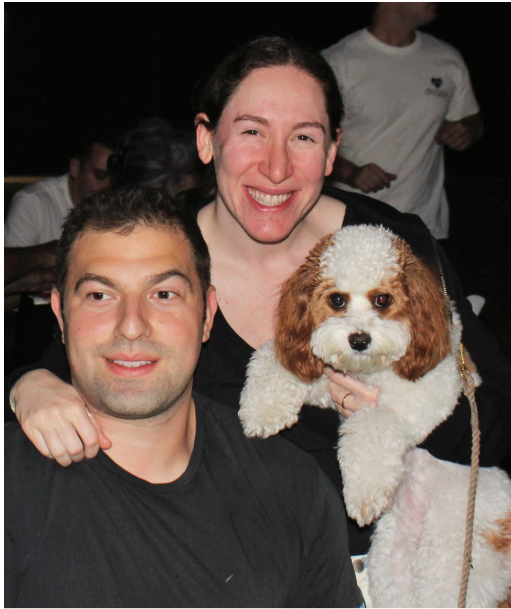
Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
Personnel Services			
574110	Resident Services Director	Resident Services Director	80,000
574120	Salary - General Employees	Assistant to the Resident Service Director and Resident Service Specialist moved from Town Manager's Dept.	95,600
574156	Longevity	Longevity Pay	500
574210	FICA Taxes	7.65% of salary	13,472
574220	Retirement Contribution- Town Pension	Estimate set by actuary based on 34% of Payroll	51,603
572230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	50,630
513240	Worker's Compensation	Insurance Premium based on Classification	648
Total Personnel Services			292,453
ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
574 - RESIDENT SERVICES			
574316	Professional Services	Non-contracted outside vendor services	40,000
574400	Travel & Per Diem	Travel expenses for seminars; fuel stipend	2,500
574410	Communication Services	Data plans; Wi-Fi cards	1,000
574471-15-006	Printing & Binding Town Magazine	Town Magazine	35,000
574510	Office Supplies	Paper, pens, etc.	500
574520	Operating Supplies	Software; coffee, water, Zee medical, etc.	1,000
574525	Uniforms	Uniforms	250
574540	Memberships		-
574470	Promotional Activities		-
574480	Resident Relations-Promotions	Welcome Home Program	45,000
574480	Special Event- Halloween 05-408	Costs Associated with Event	55,000
574480	Special Event-Food Trucks-00-401	Costs Associated with Event	18,000
574480	Special Event-New Year's Party 00-411	Costs Associated with Event	90,000
574480	Special Event-Valentine's Day 00-414	Costs Associated with Event	15,000
574480	Special Event-Pot Luck 00-405		-
574480	Special Event-Memorial Day 04-406	Costs Associated with Event	12,000
574480	Special Event-Veteran's Day 00-409	Costs Associated with Event	12,000
574480	Special Event-4th of July Day 08-996	Costs Associated with Event	4,500
574480	Special Event-Town Anniv. 14-001	Costs Associated with Event	60,000
574640	Machinery & Equipment		-
Total Operating Expenses			391,750
TOTAL RESIDENT SERVICES - 574			684,203











DIVISION OF PARKS AND RECREATION

FUNCTION

The Parks and Recreation Division is responsible for the management of Golden Beach's nine parks, and aesthetically enhance the quality of life for residents and visitors of the Town of Golden Beach.

The Division is also responsible for the coordination of all program and activities at the parks and around Town.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this division as they relate to the Town Council's Goals and Objectives.

- Assist the Resident Services Division and provide staffing for all Town events (such as Bagels on the Beach, Memorial Day Event, New Year's Eve Gala, Halloween Party, etc.).
- Cross train certain staff members on specific tasks of each facility to increase employee coverage should absences occur.
- Assist with the planning, organizing and administering of resident programs throughout the year, such as youth activities, adult activities, senior citizen activities, and community support events.
- Ensure compliance with applicable safety standards and take immediate remedial action to provide optimal recreational opportunities.

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023-2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Reimagining of Tweddle park area with increased functionality and added amenities.
- Various enhancements to the Town's open spaces/parks to include possible addition of public restrooms in certain areas.
- Apply for National Parks and Recreation Association accreditation by beginning the certification process of administrative staff.
- Apply for Playful City USA designation.
- Increase resident participation and enhance current programming by offering new programs, trips, special events, and classes for residents of all ages, including new cultural programming opportunities for youth residents. (ongoing)
- Provide parks and facilities that are aesthetically pleasing by performing checks and playground inspections. (ongoing)



- Enhance the Town's open spaces by implementing the Town's new civic center master plan and relocating certain open space areas.

New Initiatives for Fiscal Year 2023-2024

Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Creation of Park Attendants positions in place of Beach Attendants, with an enhanced role servicing all of the Town's park areas/open spaces • Create A Department Lead position, who will assist with staffing, scheduling and coordinating special events • Create a new standard issuance uniform for all staff • Have park attendants be more involved with the scheduling and use of tennis courts/pickle ball courts in anticipation of the grand re-opening of the re-imagined Tweddle Park, such as the possibility of scattered hours of work to have personnel on-hand during the times residents schedule using the facilities.

SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

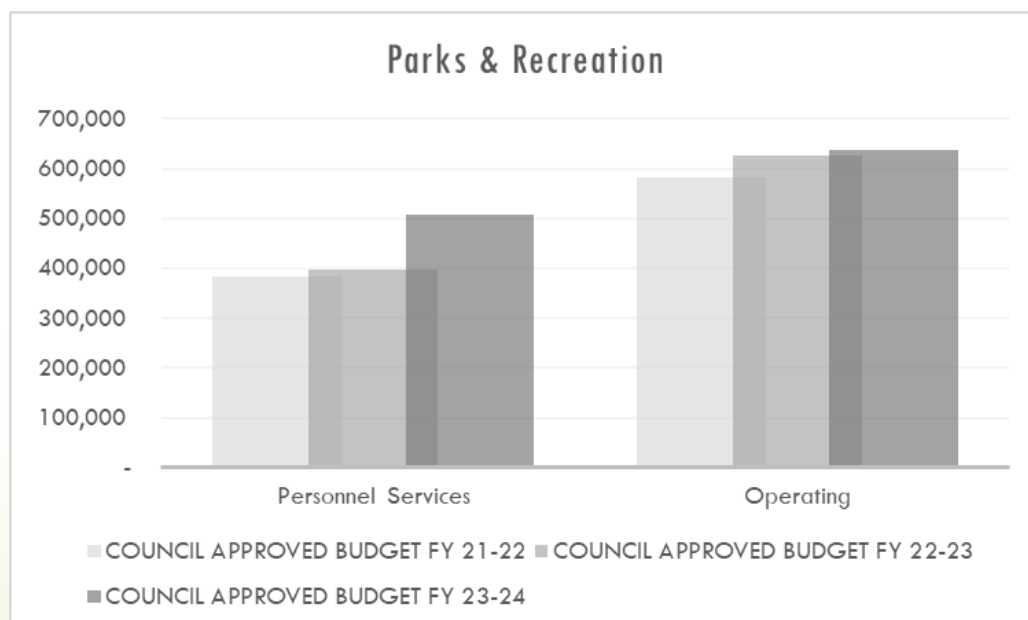
- The Town broke ground on the Re-imagined Tweddle Park Project, providing for a complete overhaul and redesign of the current park area and amenities.
- Provide resort-like amenities such as free refreshments at the beach.
- New members were added to the Beach and Recreation Committee to help lead the conversation as to the Town's amenities and services provided at the beach and parks.
- Promotion of a new lifeguard, after the retirement of the Town's fulltime lifeguard.
- The retrofit of the Tweddle Park Outfall was completed, in anticipation of the Re-imagined Tweddle Park Project



- Hosted a pickle ball instructional clinic and a number of tennis clinics
- Rolled out alternative virtual social programming including Fitness Options (boot camp, yoga, meditation) and creative classes (painting, cooking, informative seminars)
- Resumed in-person events including Halloween and New Year's Eve.
- Installation of a drainage well at the beach showers to provide better drainage.
- Electrical repairs were completed at the beach pavilion to address saltwater erosion.
- Hired two new fulltime beach attendants to ensure adequate beach staffing during peak hours as part of the Town's Beach Ambassadors program.
- Maintained the Town's designation as a Tree City U.S.A., receiving tree technical assistance thanks to a grant from the Florida Forest Service to Citizens for a Better South Florida, a nonprofit environmental organization.
- Held the weekend food and beverage program every weekend in July and August, providing small fares such as fruit and water.
- Held the Town's food truck program every other weekend at the beach pavilion during the months of July and August, as an end of Summer beginning of Fall benefit for residents

Parks & Recreation Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Parks & Rec Lead	0	0	1
Parks Attendant – Full-time	3	3	2
Recreation Staff Member - Trainer	0	1	1
Parks Attendant – Part-time	2	3	1



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
572 - PARKS & RECREATION						
Personnel Services						
572120	Salaries-Full Time Life Guard	48,321	48,318	49,526	43,888	47,302
572121	Salaries-Contract Employee	-	-	-	-	60,000
572136	PT Lifeguard	60,552	60,189	62,339	58,798	62,032
572125100	Beach Attendants	98,712	100,870	145,631	156,900	168,800
572210	FICA Taxes	15,880	16,066	19,699	22,010	25,867
572140	Salaries-Overtime	2,000	2,000	2,000	2,000	2,000
572220	Retirement Contribution- Town Pension	44,742	44,816	58,851	55,584	65,784
572230	Life, Health & Dental Insurance	36,139	36,360	39,269	51,984	66,856
572240	Worker's Compensation	5,881	5,894	6,209	5,787	9,205
Total Personnel Services		312,227	314,513	383,524	396,951	507,845
Operating Expenses						
572344	Landscape Contract	250,000	250,000	257,500	297,052	-
572344-03-008	Landscape Contract-Twedle Park	-	-	-	-	72,251
572344-09-003	Landscape Contract-North Park	-	-	-	-	70,713
572344-09-004	Landscape Contract- South Park	-	-	-	-	72,251
572344-10-006	Landscape Contract- Singer Park	-	-	-	-	15,372
572344-10-007	Landscape Contract-Beach Pavilion	-	-	-	-	46,117
572344-16-001	Landscape Contract-Stand Dock Park	-	-	-	-	30,775
572430	Utilities - Electric	15,000	15,000	15,450	15,914	16,232
572432	Utilities - Water	85,000	85,000	87,550	90,177	91,980
572462	Repairs & Maint-Bldg.	12,000	12,000	20,000	20,000	30,000
572464	Repairs & Maint-Equip	10,000	10,000	80,000	80,000	60,000
572480	Pub Relations/Events/Ad	50,000	50,000	50,000	50,000	55,000
572481	Teens Committee/Movie Nights	-	5,000	7,000	7,000	10,000
572490	Other Current Charges & Obligations	-	40,000	40,400	40,804	41,212
572520	Operating Supplies	5,000	5,000	5,050	5,101	5,203
572640	Machinery & Equipment	20,000	20,000	20,200	20,402	20,606
Total Operating Expenses		447,000	492,000	583,150	626,449	637,711
TOTAL PARKS & RECREATION - 572		759,227	806,513	966,674	1,023,400	1,145,556

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
Personnel Services			
572120	Salaries - General Employees	Full time lifeguard	47,302
572121	Salaries- Contract Employee	Gym Instructor	60,000
572136	Salaries - Part-Time Employees	Weekend lifeguard	62,032
572125100	Beach Attendants	Two full time beach attendants and part-time beach attendants	168,800
572210	FICA Taxes	7.65% of compensation	25,867
572140	Salaries - Overtime	Special Events	2,000
572220	Retirement Contribution	Estimate set by actuary based on 34% of Payroll	65,784
572230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	66,856
572240	Worker's Compensation	Estimate based on category rates x payroll	9,205
Total Personnel Services			507,845
Operating Expenses			
572344	Landscape Contract		-
572344-03-008	Landscape Contract-Twedle Park	Landscape Contract	72,251
572344-09-003	Landscape Contract-North Park	Landscape Contract	70,713
572344-09-004	Landscape Contract- South Park	Landscape Contract	72,251
572344-10-006	Landscape Contract- Singer Park	Landscape Contract	15,372
572344-10-007	Landscape Contract-Beach Pavilion	Landscape Contract	46,117
572344-16-001	Landscape Contract-Stand Dock Park	Landscape Contract	30,775
572430	Utilities - Electric	Park and Beach Pavilion	16,232
572432	Utilities - Water	Park, beach pavilion, & park sprinklers	91,980
572462	Repairs & Maint - Bldg.	Repair and maintenance of Tweedle Park and beach pavilion	30,000
572464	Repairs & Maint - Equipment	Park & Beach repairs	60,000
572480	Pub Relations/Events/Ad	Activates at Beach & Youth Activates	55,000
572481	Teens Committee	G.B. Youth Leadership Group expenses	10,000
572490	Other Current Charges & Obligations	Town wellness programs	41,212
572520	Operating Supplies	Travel expenses for seminars; fuel stipend	5,203
572640	Machinery & Equipment	Trash cans, dog litter equipment	20,606
Total Operating Expenses			637,711
<u>TOTAL PARKS & RECREATION - 572</u>			<u>1,145,556</u>



The background of the entire page is a dense, artistic illustration of large, tropical leaves. The leaves are rendered in a palette of dark charcoal, deep navy blue, and a vibrant, metallic gold. The gold leaves have a fine, linear texture, while the dark leaves are smoother. The composition is layered, with some leaves appearing to be in front of others, creating a sense of depth. A thin, gold-colored rectangular frame is centered on the page, enclosing the title text.

PUBLIC SAFETY



The Public Safety Department has been created to combine all facets of security and emergency management. The Chief of Police will oversee not just the Police Division and Law Enforcement Personnel, but he will also be in charge of all contract and contract relationships concerning the Town's CCTV program; he will continue to manage the Public Service Aides, Code Enforcement, and the Town's Ocean Rescue; and take on added responsibilities concerning Cyber Security and Elder Affairs.

With an emphasis on keeping residents and their homes safe, this Department will focus on being more responsive in managing the needs of our community. These functions truly overlap with one another, with members of each of the divisions assisting with all aspects of safety and recovery to a certain degree. By combining all of these functions under one roof, this will allow the Town to effectively manage incidents and emergencies when they arise, and properly disseminate information to residents and staff alike.

This Department will include, but not be limited to, the following job functions:

- **LAW ENFORCEMENT**
- **MENTAL HEALTH**
- **HOTWIRE CONTRACT(S)**
- **PUBLIC SERVICE AIDES**
- **LIFEGUARDS**
- **ACCESS CONTROL**
- **ELDER AFFAIRS**
- **CYBER SECURITY**
- **CODE COMPLIANCE**
- **EVENT SECURITY**

This Department is responsible for \$5,075,773 of the Town's total budget revenues and expenditures for Fiscal Year 2023-2024.

DIVISION OF LAW ENFORCEMENT

LAW ENFORCEMENT DIVISION'S CREED

The Golden Beach Police Division is an accredited agency by The Commission for Florida Law Enforcement Accreditation, Inc., ("CFA"), maintaining the highest standards of professionalism. Accreditation is obtained through a certification process completed by an independent reviewing authority CFA which endorses that an entity has met specific requirements. The Golden Beach Police Division is committed to providing the highest level of service to its community, while maintaining the public's trust in its ability to keep them safe. This is accomplished by maximizing both internal and external resources to develop strong and effective community partnerships. Through a coordinated approach to comprehensive enforcement, community policing and a proactive vision for the organization, the Golden Beach Police Division will not only meet, but exceed, all public safety expectations from the community it serves.

FUNCTION

The Golden Beach Division of Police is a multi-service, community-oriented police agency. The division is committed to community involvement with concentration placed on the prevention of crime. The Chief of Police manages the day-to-day operations of the division, with the support of an Administrative Captain, Operations Lieutenant, three Sergeants, three Corporals, an Executive Assistant to the Chief and a Contractual Accreditation Manager.

The Golden Beach Police Division is responsible for enforcing Federal, State, County and local laws. The police division responds to requests for services within the community and outside of the Town of Golden Beach. Community Policing Services include: patrol services and local programs for the prevention of crime, conducting preliminary and follow up investigations, conducting traffic control activities and maintaining internal controls to insure fair, efficient and effective professional police services.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this division as they relate to the Town Council's Goals & Objectives.

- Maintain high quality and cost effective policing services commensurate with funding levels which may be adversely affected by mandated state legislative tax cuts;
- Ensure adequate levels of police staffing during events and activities; and
- Continue to review and make recommendations on enhanced and reorganized police department regulations to the Town Manager.

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023/2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- The Golden Beach Police Division will progressively continue to oversee the replacement and/or new installation of the PTZ/CCTV cameras and/or any other security measure in Town, which will include processing I/D cards for employees and residents.

- The GBPD will train other officers in regards to OSHA's rules and regulations.
- The GBPD will train additional officers in Code Enforcement/violations
- This coming year the GBPD will tactically train officers in active shooting situations at the range and at Norman S. Edelpcup elementary in Sunny Isles Beach.
- The Golden Beach Police Division will recommend training an officer to become our next K-9 Patrol Officer.
- Lease new vehicles to the Police Fleet and purchase new AEDs and Laser radars as well. If the lease agreement is not possible, 2 additional Tahoes should be purchased.
- The GBPD will initiate a ride along day so residents can experience what police officers encounter daily. This will include First Aid/CPR training.
- The division will implement a volunteer program where parents will be allowed to fingerprint and/or swab their children for safety reason. The division will keep a current information data base in case the information is needed for any possible investigation. **(Therefore the division will need the software to maintain not only a current list but samples of those juveniles tested.)**

New Initiatives for Fiscal Year 2023-2024	
Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Purchase of software and printer to electronically maintain a current I/D list for residents and staff. • The department will negotiate subcontracting an outside vendor to manage all police off-duty jobs. • The GBPD will study the need to initiate a Youth sport and activity program for Adolescent. • The GBPD will initiate a scenario and <u>simulator based</u> training for officers and volunteered residents.

SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- The GBPD purchased and replaced the old Glock 22 models for the Glock 45 model with the red dot laser.

- The GBPD hired a new Executive Assistance to the Chief, replacing Mrs. Sallam (Destiny) Abujarour who became a Certified Nurse while employed with the Town/Police.
- Detective Pete Vila was reassigned to the newly formed U.S Postal Service Task Force.
- The GBPD joined efforts with the Sunny Isle Beach Police Department to initiate a multi agency Auto Theft Task Force.
- Lt. Yovany Diaz was promoted to the rank of Captain, still overseeing the Administrative Division.
- In conjunction with the U.S Postal Services, GBPD used their Simulator to train officers and civilians with different "Shoot not Shoot scenarios"
- Sgt. Joseph Bautista received several awards/recognitions by the Town and Miami Dade Chief's association after being shot on duty.
- The GBPD is actively involved in the Security enhancement Camera project in the intercoastal, beach area and interior of the Town.
- The Field Operations Division addressed traffic, parking and quality of life issues with the assistance of the code enforcement unit. Implemented numerous traffic and high visibility initiatives. The Department maintained its proactive efforts in order to keep our community safe.
- Conducted full inventory of the Police Property/Evidence Rooms to ensure and confirm accountability and integrity of system. In cooperation with the Sweetwater Police Department, GBPD purged and expunged evidentiary items and/or other personal properties that was either from closed cases or unclaimed items.
- The GBPD resumed the "Meet and Greet" , Movie Nights, D/L renewal and Coast Guard Marine Classes initiatives that were suspended during Covid.
- The department successfully maintained the minimum mandatory training for all sworn members.
- Maintaining a constant partnership with other police agencies and businesses abroad in order to enhance our community policing and police practices.
- The Golden Beach Police Department addressed the lack of parking as it relates to the construction sites around Golden Beach to include the new Civic Center.
- The Golden Beach Police Department continued with progressive crime prevention initiatives in order to further reduce crime and stay as one of the safest communities in South Florida.
- The department successfully maintained the minimum mandatory training for all sworn members.
- As part of the Staff's continuous training efforts:
 - 1) The whole police division received the Stress Management and Mental Health Training.
 - 2) Capt. Diaz received his Associate's Degree in Criminal Justice from Broward Community College.
 - 3) Sgt. Soca attended the Juvenile Sexual Offender Training and the Instructor Technique Training (ITW)

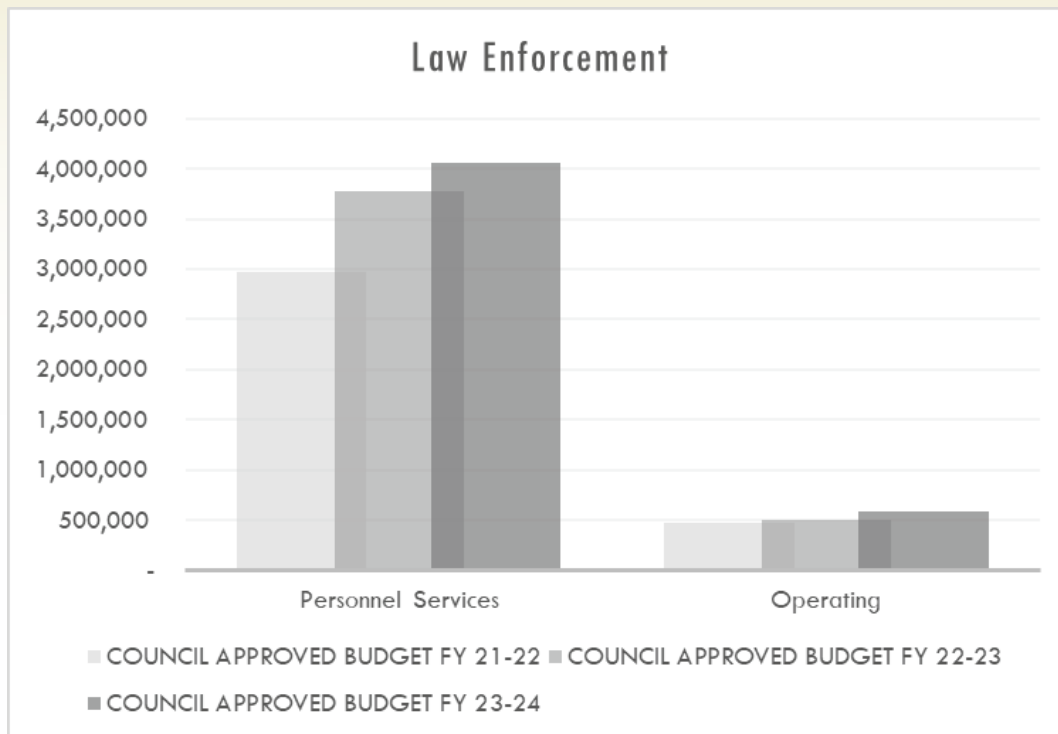


- 4) Officer Arguelles attended Instructor Technique workshop (ITW).
- 5) Ofc. D. Camacho attended the Interview & Interrogations and the Advanced Report Writing classes.
- 6) Ofc. M. Diaz attended OSHA certified and Advanced Report writing training courses.
- 7) Ofc. Gonzalez completed the Advanced Report writing and Rapid Deployment trainings.
- 8) Ofc. Larrea completed the Finger Print techniques and evaluations analysis class.
- 9) Ofc. Rivacoba completed the Writing Effective Reports and Rapid Deployment training exercises.
- 10) Officer Victores attended the Bicycle Patrol Basic Training, Instructor Tech Workshop (ITW), Interview and Interrogations, Introduction to General Investigations, Major Case Manager, and Auto theft investigations trainings.
- 11) Ofc. Suarez attended Taser Certified course.

**Law Enforcement
Personnel Summary Trend Analysis**

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Chief of Police	1	1	1
Executive Assistant to the Chief	1	1	1
Command Staff	2	2	2
Sergeant	3	3	3
Patrol Time Officer Full-	9	9	14
Patrol Officer Part-Time	6	6	7
Accreditation Manager	1	1	1
Detached Detectives	3	3	3
Code Enforcement Officer	1	1	1
Reserve Officer	2	2	4
Ocean Rescue Full-Time	1	1	1
Ocean Rescue Part-Time	2	2	2
Public Service Aide	3	4	6
Code Compliance Clerk	1	1	1

The staffing includes the following positions: Captain, Lieutenant, Investigations Unit, K-9, Marine Patrol, Motorcycle, and Detached Detectives.



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
521 - LAW ENFORCEMENT						
Personnel Services						
521110	Police Chief	123,069	123,069	126,146	152,975	161,389
521120	Salary - General Employees	109,818	109,818	150,801	121,325	103,000
521113	Salary - Administrative Division	86,987	91,336	93,620	110,000	116,050
521100	Salary - Operational Division	84,414	84,414	86,524	102,000	107,610
521121	Salary - Sergeant	214,633	223,120	216,277	272,632	283,431
521125	Salaries - Officers	693,714	668,612	802,392	1,039,467	1,145,927
5211251	Part-Time Officers	132,695	142,409	152,090	170,713	185,629
521130	Community Service Aids (CSA)	154,872	125,008	164,343	185,427	277,326
521140	Salaries - Overtime	30,000	30,000	45,000	45,000	55,000
521153	Salaries - State Incentive	17,100	18,240	18,240	18,240	18,240
521154	Salaries - Education Comp	12,600	10,250	10,250	10,250	10,250
521156	Longevity	12,500	13,500	10,550	19,700	15,150
521157	Uniform Allowance	18,800	18,800	18,800	18,800	18,800
521210	FICA Taxes	123,008	122,269	123,826	159,111	185,492
521220	Retirement Contribution- Town Pension	478,392	489,358	516,281	901,881	864,060
521230	Life, Health & Dental Insurance	343,966	343,966	371,483	368,195	415,491
521240	Worker's Compensation	50,780	50,693	55,529	68,772	79,445
521250	Unemployment Compensation	7,200	7,200	7,200	7,200	7,200
521261	RHS - Employer Match	-	-	-	-	15,200
Total Personnel Services		2,694,549	2,672,062	2,969,352	3,771,688	4,064,688



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
521 - LAW ENFORCEMENT			
	Personnel Services		
521110	Police Chief	Police Chief Salary	161,389
521120	Salary - General Employees	Executive Assistant to the Chief & Accreditation Manager	103,000
521113	Salary - Administrative Division	Salary	116,050
521100	Salary - Operational Division	Salary	107,610
521121	Salary - Sergeant	Three Full Time	283,431
521125	Salaries - Officers	As stipulated in the agreed to FOP Union Contract	1,145,927
5211251	Part-Time Officers	Part-Time Officers	185,629
521130	Community Service Aids (CSA)	Substation personnel	277,326
521140	Salaries - Overtime	Payments of time worked in excess of 40 hours; estimate includes court time, hurricanes & day to day	55,000
521153	Salaries - State Incentive	Incentive paid by state for continuing education/based on actual payment & a contingency for add'l incentives	18,240
521154	Salaries - Education Comp	Additional pay per contract dependent on highest degree earned/estimate based on actual + contingency	10,250
521156	Longevity	As per FOP contract, Recognition for years of service	15,150
521157	Uniform Allowance	Clothing Maintenance allowance \$200/qtr. per officer \$300/qtr. for detectives and 1 time annual shoe allowance of \$120 per Contract	18,800
521210	FICA Taxes	7.65% of compensation	185,492
521220	Retirement Contribution	Estimate Based on Funding at 25% of Payroll	864,060
521230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	415,491
521240	Worker's Compensation	Estimate based on category rates for police and officer x payroll	79,445
521250	Unemployment Compensation	Contingency estimate based on previous years' payout	7,200
521260	RHS - Employer Match	Retirement Health Savings - Mission Square	15,200
	Total Personnel Services		4,064,688

Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
521 - LAW ENFORCEMENT						
	Operating Expenses					
521316	Professional Services	15,000	15,000	15,150	15,302	30,000
521340	Contract Services	65,000	15,000	15,150	15,302	20,000
521343101	Contract Services-Interlink	-	50,000	50,500	51,005	-
521345	K-9 Expense	3,500	3,500	3,535	3,570	30,000
521400	Travel & Per Diem	10,000	5,000	5,050	5,101	10,000
521410	Communication Services	21,000	21,000	21,210	21,422	23,000
521420	Freight & Postage Services	200	200	202	204	250
521430	Utilities-Electric	4,000	4,000	4,080	4,162	4,245
521432	Utilities-Water	10,000	10,000	10,200	10,404	10,612
521440	Rentals & Leases	18,000	18,000	18,180	18,362	18,545
521462	Repairs & Maint - Bldg.	10,000	5,000	5,050	5,101	20,000
521463	Repairs & Maint - Vehicles	45,000	45,000	45,450	45,905	80,000
521464	Repairs & Maint - Equip	7,800	7,800	7,878	7,957	10,000
521469	Minor Tools & Equip	3,500	3,500	3,535	3,570	5,000
521470	Printing	4,500	4,500	4,545	4,590	2,500
521480	Public Relations/Events/Ads	19,000	19,000	19,190	19,382	15,000
521510	Office Supplies	2,000	2,000	2,020	2,040	3,000
521520	Operating Supplies	15,000	25,000	25,250	25,503	25,758
521521	Gas & Oil	80,000	80,000	82,400	100,000	108,000
521521100	Marine Patrol Fuel	8,500	8,500	8,755	12,000	12,960
521525	Uniforms	15,000	15,000	15,150	15,302	25,000
521540	Books, Pubs, Subs, Memberships	3,200	3,200	3,232	3,264	4,000
521550	Police Training	25,000	25,000	25,250	25,503	35,000
521640	Machinery & Equipment	205,000	85,000	85,850	86,709	90,000
	Total Operating Expenses	590,200	470,200	476,812	501,656	582,870
TOTAL LAW ENFORCEMENT- 521		3,284,749	3,142,262	3,446,164	4,273,344	4,647,558

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
521 - LAW ENFORCEMENT			
	Operating Expenses		
521316	Professional Services	Psychological & medical testing, background & internal investigations, and polygraphs	30,000
521340	Contract Services	GPS Service; Copy Machine (Maint/copies); New CAD System	20,000
521343101	Contract Services-Interlink Group		-
521345	K-9 Expense	K-9 medical & dental; food & supplies; vehicle insurance; membership for USPCA	30,000
521400	Travel & Per Diem	Employees attending conferences and other trainings in accordance with travel forms	10,000
521410	Communication Services	Wireless Phone Service and wireless cards	23,000
521420	Freight & Postage Services	Courier services & postage	250
521430	Utilities - Electric	Substation & Police Station	4,245
521432	Utilities - Water	Substation & Police Station	10,612
521440	Rentals & Leases	Copier; Vehicle Lease and Harley Davidson Motors	18,545
521462	Repairs & Maint - Bldg.	Misc. repairs at substation and Police Station	20,000
521463	Repairs & Maint - Vehicles	Repair and maintenance of all police vehicles and the marine patrol boat	80,000
521464	Repairs & Maint - Equipment	Equipment repair at substation, phones, radios, office equipment, and transponders	10,000
521469	Minor Tools & Equipment	Transmitter, cones, flex cuff, etc.	5,000
521470	Printing	Police Department forms and documents	2,500
521480	Public Relations/Events/Ads	Officer of the Quarter; Dade County Chiefs annual event	15,000
521510	Office Supplies	Paper, pens, etc.	3,000
521520	Operating Supplies	Medical supplies, drinking water, coffee	25,758
521521	Gas & Oil	Increased due to cost increase for Police Vehicles /Take Home Vehicles	108,000
521521100	Marine Patrol Fuel & Oil	New line item for better tracking of expenses (Marine Patrol Boat)	12,960
521525	Uniforms	Uniforms, new name embroidery, name badges, etc.	25,000
521540	Books, Pubs, Subs, Memberships	Reference books, IACP, FCOP, DCCP	4,000
521550	Police Training	Training classes for officers and staff	35,000
521640	Machinery & Equipment	One Beach Vehicle and One Vehicle	90,000
	Total Operating Expenses		582,870
<u>TOTAL LAW ENFORCEMENT - 521</u>			<u>4,647,558</u>

DIVISION OF CODE ENFORCEMENT

FUNCTION

The goal of the Code Enforcement Compliance Unit is to evaluate and enforce the Town's Ordinance. The Golden Beach Police Division is committed to improving the quality of life, through the adherence of the Town's Code within the Town of Golden Beach. The primary objective is to gain compliance by providing fair and equitable enforcement.

The responsibility of Code Enforcement will take place by the issuance of warnings and citations.

OBJECTIVES

- Responsible for ensuring that resident's homes are compliant with the Town's Code of Ordinances;
- Issue warnings when a noncompliance is detected;
- Providing reasonable timeframe for compliance to be attained (5 days for minor violations, 20 days for major violations);
- Issuing a violation when a property fails to comply;
- Follow through with the Special Magistrate process to ensure ultimate compliance with the Town's Code; and
- Coordinating with the Town Clerk to place a lien on the property and commence the process of a Special Magistrate Hearing

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023/2024 and are relevant to the Unit's objectives, providing the necessary guidelines that will be utilized by this Unit to assess the effectiveness and quality of the services it provides.

- Focus efforts on quality of life issues for a healthier and safer environment;
- Making it safe for our residents to recreate by ensuring lighting, sidewalks, and hazardous conditions are addressed immediately.
- Have monthly, neighborhood-wide, disposal of sanitation debris, removed by Public Works, which will help with minimizing any wildlife or rodent populations.
- Weekly inspection of construction sites and their adherence to the Construction codes which will minimize the construction worker's exposure to hazardous conditions while on the work site.
- Address any dilapidated or unsightly homes with enforcement action to encourage repair, ensuring older homes are kept up and maintained.



- Enforcement of excess signage, lack of lawn care, loose dogs as well as the lack of curbing of the animals, construction prohibited on weekends, any hazards to the public, street lighting inspections which will continue to inhibit criminal activity.
- Conduct Seawall inspections quarterly for integrity and maintained in a fashion that emphasizes safety, Marine Patrol will assist with these efforts. Will improve the address system on the seawalls (locators) assign to each house in the waterways.
- Follow short term, transient vacation rentals enforcement and increase the fine to improve on compliance.
- Code enforcement staff will train patrol officers in Code Enforcement Compliance.

New Initiatives for Fiscal Year 2023-2024

Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Purchase a new software platform that will streamline the code enforcement process to increase efficiency and adequacy • Add an additional civilian full-time position to the department to assist with enforcement efforts. • Increase weekend code enforcement efforts • Use new software platform to create an all-encompassing digital filing cabinet to archive all code-related matters by address and area in Town.

SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Staff members attended Stormwater Management Training
- One Public Works Department employee was cross-trained in Code Enforcement to fill gaps as needed.
- One former beach attendant employee was promoted to work for both the Code Enforcement Division and the Residential Construction Division. This employee went out on the road two days a week ensuring work sites and homes were compliant with the Town's code.



- Three employees received OSHA training.
- A Marked Patrol Vehicle will be designated as a Code/Police Enforcement Officer.
- Staff members participated in a seminar related to the Sea Turtle conservation and/or violations.
- Staff members participated in the annual "Police Meet and Greet" event at the South Park where Code Violations and regulations were discussed.
- Staff members have been assigned to perform compliance detection activities and one other staff member was assigned to perform administrative tasks related to maintaining the individual case files.
- Continue to collect unpaid fees for outstanding citation cases (this is an ongoing annual initiative).

YEAR-TO-DATE STATISTICAL REPORT FROM JANUARY 1, 2023 TO JULY 24, 2023:

PARTIAL COMPLIANCE CASES:

- Number of Cases COMPLIED with Violations issuances (closed but unpaid)= 231
Total amount unpaid= \$901,700.00

PARTIAL COMPLIANCE CASES:

- Number of cases not complied and not paid= 43
Total amount unpaid= \$803,550.00

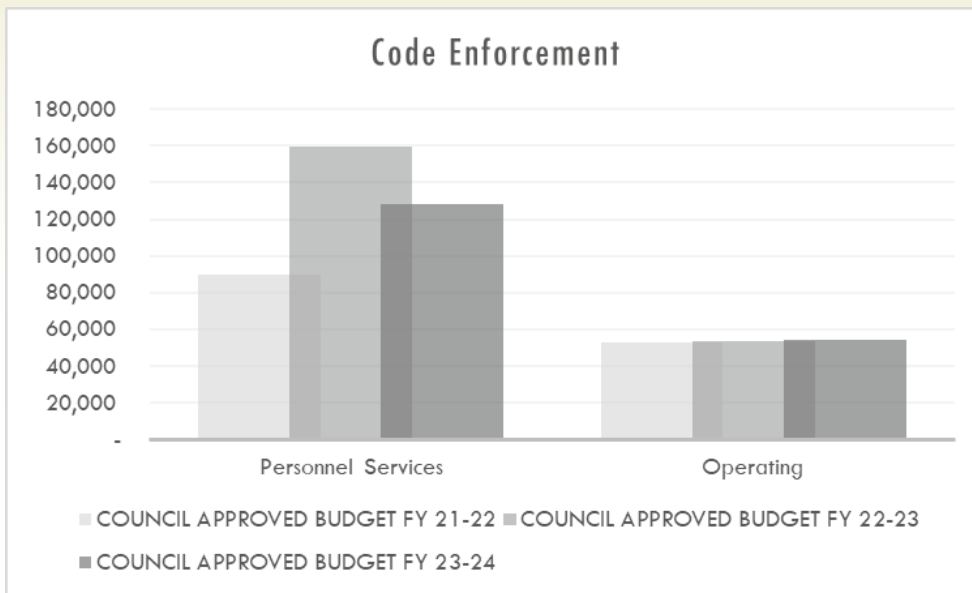
TOTAL CASES GENERATED YEAR-TO-DATE= 262

TOTAL CLOSED CASES YEAR-TO-DATE= 177

TOTAL AMOUNT COLLECTED YEAR-TO-DATE= \$67,625.00

**Code Enforcement
Personnel Summary Trend Analysis**

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Code Compliance Clerk	1	1	1
Code Compliance Officer (Civilian)	0	0	1



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
521 - DIVISION OF CODE ENFORCEMENT						
Personnel Services						
5211262	Salary - Code Compliance	49,526	49,526	50,764	95,756	70,088
5211402	Salaries - Overtime	-	7,400	7,400	7,400	7,400
5212102	FICA Taxes	3,789	3,789	3,883	7,325	5,254
5212302	Retirement Contribution- Town Pension	14,858	14,858	15,229	22,429	18,349
5212302	Life, Health & Dental Insurance	11,557	11,557	12,482	25,866	26,887
5212402	Worker's Compensation	187	186	191	361	264
Total Personnel Services		79,916	87,316	89,949	159,137	128,243
ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 19-20	PROPOSED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
521 - DIVISION OF CODE ENFORCEMENT						
Operating Expenses						
5214702	Printing and Binding	590	590	596	602	608
5215102	Office Supplies	-	500	505	510	515
5213162	Professional Services	-	49,920	50,419	50,923	51,433
5216402	Machinery & Equipment	-	1,500	1,515	1,530	1,545
Total Operating Expenses		590	52,510	53,035	53,565	54,101
TOTAL DIVISION OF CODE ENFORCEMENT - 521		80,506	139,826	142,984	212,702	182,344

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
521 - DIVISION OF CODE ENFORCEMENT			
Personnel Services			
5211262	Salary - Code Compliance	Code Compliance under the Police Department	70,088
5211402	Salaries - Overtime	Overtime	7,400
5212102	FICA Taxes	7.65% of Salary	5,254
5212302	Retirement Contribution- Town Pension	30% of Salary	18,349
5212302	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	26,887
5212402	Worker's Compensation	Estimate based on category rates for code officer x payroll	264
Total Personnel Services			128,243
Operating Expenses			
5214702		Printing supplies	608
5215102		Office supplies	515
5213162		Professional Services to assist in Code Violation department	51,433
5216402		Machinery & Equipment	1,545
Total Operating Expenses			54,101
TOTAL DIVISION OF CODE ENFORCEMENT - 521			182,344





LAW ENFORCEMENT TRUST FUND

OBJECTIVES

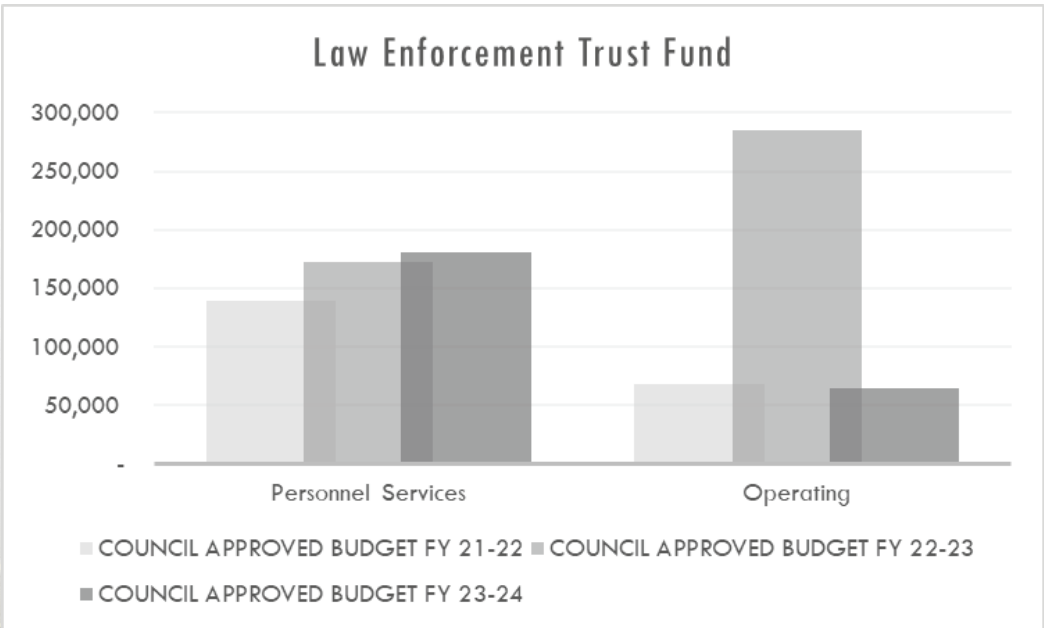
The Law Enforcement Trust Fund manages all forfeiture assets from the Police Department. Florida Statute 932.701 through 932.707 authorizes municipalities to seize assets, including cash, personal property and real property used in violation of the Florida Contraband Forfeiture Act. Under the FCFA, proceeds of forfeited funds in an agency's law enforcement trust must be used for police related services. This is a special revenue fund used to account for specific revenues that are legally restricted to expenditure for particular purpose. Oversight of this fund is primarily the function of the Police Department.

Under no circumstance may funds be used for normal operating expenses, Section 932.7055, Florida Statutes, 2006.

The Town has pledged \$1.7-million to the Civic Center Complex; as funds are received they are allocated to this obligation.

Future projects anticipated with these dollars include:

- Proximity Detectors along all of the Town's Waterways
- Additional intracoastal and ocean cameras
- Additional cameras throughout the Town
- Development of a Training Bureau for the Police Development
- Possible funding for the creation of the Town's Wellness Center





Budget Revenues

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
FUND 120	<u>LAW ENFORCEMENT TRUST FUND</u>					
351100	JUDGEMENTS AND FINES	-	-	-	-	-
355100	FEDERAL FINES & FORFEITS	200,000	100,000	88,147	88,147	100,000
355911	FEDERAL FINES & FORFEITS (SFMLTF)	20,000	16,634	100,000	133,979	126,871
356911	STATE FINES & FORFEITS	10,000	80,000	15,000	15,000	15,000
361100	INTEREST ON INVESTMENTS	4,000	3,000	4,000	4,000	4,000
361113	INTEREST INCOME	100	20	-	-	-
369900	MISC. REVENUES	-	-	-	216,000	-
381200	TRANSFER FROM FUND BALANCE	13,932	50,000	-	-	-
<u>120 LAW ENFORCEMENT TRUST FUND TOTALS</u>		<u>248,032</u>	<u>249,654</u>	<u>207,147</u>	<u>457,126</u>	<u>245,871</u>

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
FUND 120	<u>LAW ENFORCEMENT TRUST FUND</u>		
351100	JUDGEMENTS AND FINES		-
355100	FEDERAL FINES & FORFEITS	Federal Forfeits	100,000
355911	FEDERAL FINES & FORFEITS (SFMLTF)	Federal Forfeits	126,871
356911	STATE FINES & FORFEITS	State Forfeitures	15,000
361100	INTEREST ON INVESTMENTS	Interest on investments	4,000
361113	INTEREST INCOME		-
369900	MISC. REVENUES		-
381200	TRANSFER FROM FUND BALANCE		-
	<u>120 LAW ENFORCEMENT TRUST FUND TOTALS</u>		245,871



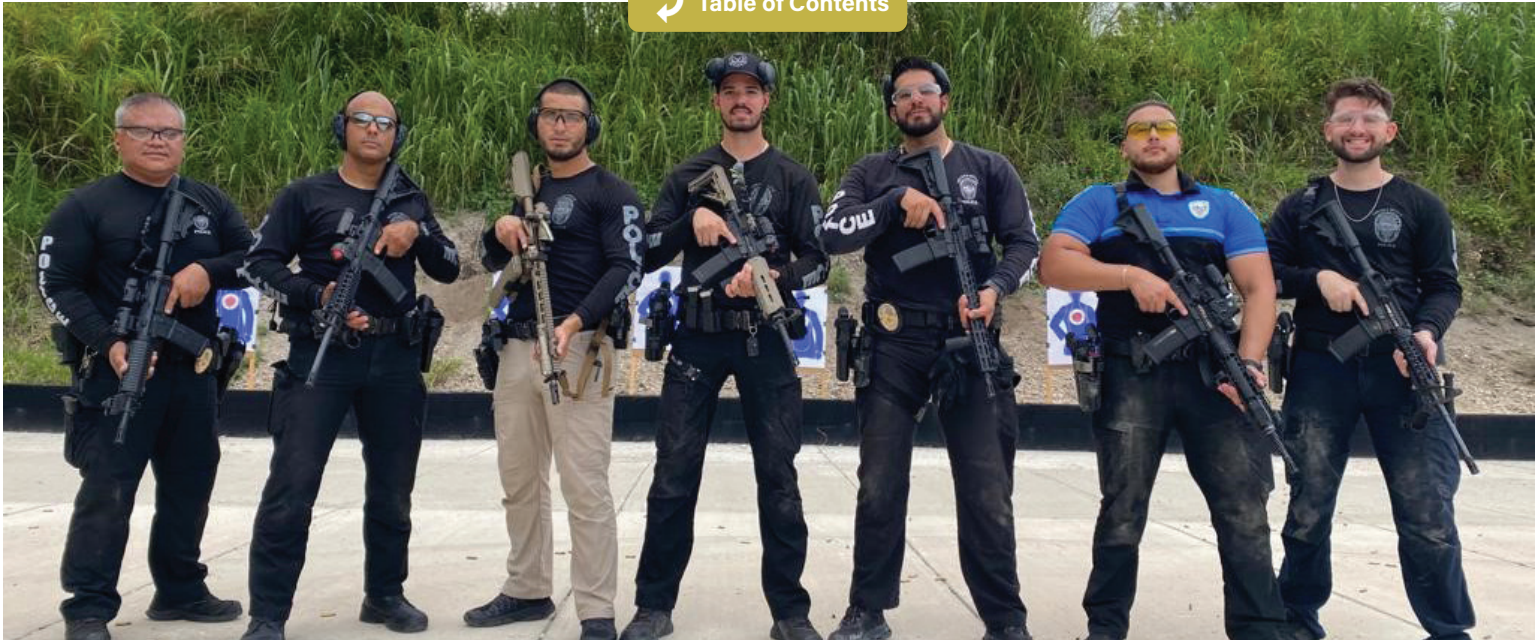
Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
MISCELLANEOUS FUNDS						
120 - LAW ENFORCEMENT TRUST FUND						
OPERATING EXPENSES						
521125	Specialty Unit Salaries	118,384	124,689	92,239	118,364	120,823
521140	Over Time	15,000	15,000	15,000	15,000	15,000
521210	FICA	9,056	9,623	7,056	9,055	9,243
521230	Life, Health & Dental Insurance	28,603	28,603	21,569	25,861	31,671
521240	Workers Comp	3,990	4,239	3,108	3,989	4,072
521310	GF521 - Contract Salaries	-	-	-	-	-
	Total Personnel Expenses	175,032	182,154	138,972	172,269	180,809
521640	Machinery & Equipment	1,040	2,500	2,525	2,550	-
521316	Professional Services	-	-	-	216,000	-
521490	Other Current Charges	10,000	5,000	5,050	5,101	5,062
521520	Operating Supplies	-	-	-	-	-
521550	Police Training	1,960	-	-	1,206	-
521581	Inter-Fund Transfer	60,000	60,000	60,600	60,000	60,000
	Restricted Reserves	-	-	-	-	-
	Total Operating Expenses	73,000	67,500	68,175	284,857	65,062
TOTAL LAW ENFORCEMENT TRUST FUND - 120		248,032	249,654	207,147	457,126	245,871



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
120 - LAW ENFORCEMENT TRUST FUND			
OPERATING EXPENSES			
521125	Specialty Unit Salaries	Police Officers for Specialty Units (includes all associated liabilities)	120,823
521414	Overtime	one and a half times the hourly rate	15,000
521210	FICA	7.65% of Salary	9,243
521230	Life, Health & Dental Insurance	Health, Vision, Dental, Short Term, Long Term and other insurances	31,671
521240	Workers Comp	Code 7720	4,072
521310	Contract Salaries		-
Total Personnel Expenses			180,809
521640	Machinery & Equipment		-
521316	Professional Svcs		-
521590	Other Current Charges & Obligations	Expenses associated with police activates	5,062
521520	Operating Supplies		-
521550	Police Training		-
521581	Inter-Fund Transfer	Due to General Fund	60,000
521582	Restricted Reserves		-
Total Operating Expenses			65,062
TOTAL LAW ENFORCEMENT TRUST FUND- 120			245,871



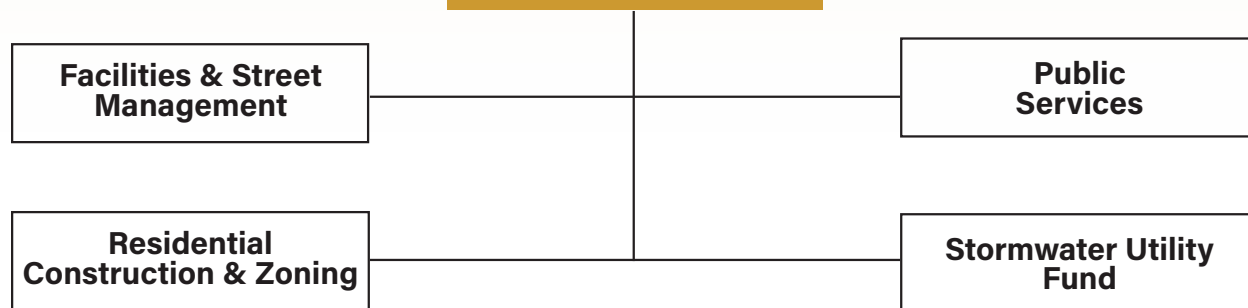






The background of the entire page is a dense, artistic illustration of banana leaves. The leaves are rendered in a variety of shades, including deep blues, dark greys, and vibrant yellows, creating a rich, textured effect. The leaves are layered and overlap, giving a sense of depth and movement. A thin, gold-colored rectangular border is centered on the page, framing the title text.

OPERATIONS MANAGEMENT



The Operations Management Department has been created as a new program that will oversee both residential development and Town development. The Assistant Town Manager will spearhead this Department, comprised of the newly created Residential Construction Division (formerly Building & Zoning), Public Services Division (formerly Public Works), and Roads & Streets Division.

The guiding principle of this department is to provide faster and more direct services to residents. The re-alignment of positions and responsibilities led to redefinition of the current department structure, to provide a more streamlined approach to service. By specifying in clearer terms the Department functions, this provides a better picture of just how each division works. This is why within Operations Management we have reclassified various departments. In particular, the Building & Zoning Division has been reclassified as the Residential Construction Division – in line with the Town’s Charter. The Public Works Division has also been reclassified as the Public Services Division, in charge of all aspects of Stormwater Maintenance, and Trash and Debris maintenance. In addition, the CIP Division has been reclassified to fall under Roads & Streets, giving that section added responsibilities of maintaining facilities, service contracts, and seawalls. This Department will fall under the direction of the Assistant Town Manager, who will also be responsible for updates to the Town’s Comprehensive Plan.

This Department will include, but not be limited to, the following job functions:

- **RESIDENTIAL CONSTRUCTION AND ZONING**
- **PUBLIC SERVICES**
- **FACILITIES & STREETS MAINTENANCE**
- **SEAWALLS**
- **STORMWATER**
- **SERVICE CONTRACTS**
- **COMPREHENSIVE PLANS**

This Department is responsible for \$4,587,096 of the Town’s total budget revenues and expenditures for Fiscal Year 2023-2024.

DIVISION OF RESIDENTIAL CONSTRUCTION & ZONING

The Town operates under The Florida Building Code, Miami Dade County Code and the Code of Ordinances established by the Town of Golden Beach, Town Council.

The State of Florida first mandated statewide building codes during the 1970s, at the beginning of the modern construction boom. The first law required all municipalities and counties to adopt and enforce one of the four state-recognized model codes known as the "state minimum building codes." During the early 1990s, a series of natural disasters led to a comprehensive review of the State building code system. The consequences of the building code systems' failures were devastation to lives and economies, and a statewide property insurance crisis. The response was a reform of the State building construction regulatory system that placed emphasis on uniformity and accountability.

The 1998 Florida Legislature amended Chapter 553, Florida Statutes, entitled "Building Construction Standards", to create a single Statewide building code that is enforced by all local governments. As of March 1, 2002, the Florida Building Code supersedes all local building codes, and it is developed and maintained by the Florida Building Commission. The Florida Building Code is updated every three years and may be amended annually to incorporate interpretations and clarifications.

Residential Construction is separated into two (2) sections Construction and Zoning

The Construction section is responsible for administering the various provisions of the Florida Building Code, including accepting permit applications, reviewing and approving construction plans in accordance with the provisions of the Florida Building Code, inspecting construction to ensure compliance with the approved plans, and issuing violations for those projects where construction was done without or not in compliance with the approved permits.

The Town currently utilizes the latest edition of the Florida Building Code which includes Plumbing, Mechanical, Gas, Structural, Florida Energy, Florida Accessibility (ADA) and the National Electric Code, and just as the number of codes have changed over the years, so have the functions of the Division. The building department is responsible for the issuance of building, electrical, mechanical, plumbing, landscaping, and other miscellaneous permits, building inspections, contractor licensing oversight, garage and real estate sign permitting.

All Building Plans are routed through the Building Division in coordination with engineering, electrical, plumbing, mechanical, structural, landscaping and zoning reviewers. The division is always available to answer questions and work with residents, contractors, architects, and engineers on a daily basis. A dedicated staff of State and National Certified Building Officials and Inspectors, plans examiners, and support personnel accomplishes this goal.

It is the Division's goal to continually evolve and find new ways to innovate its processes. The Division notes that the efficient issuance of permits, inspections, and Certificates of Occupancy or Completion, is critical in nurturing the local economy.

This year, we will focus our efforts to streamline and reduce the bureaucracy within the Division - our goal is to make our process easy to understand and quick in receiving your permits.



The Zoning section is responsible for administering the various provisions of the Florida Building Code, including accepting permit applications, reviewing and approving construction plans in accordance with the provisions of the Florida Building Code, inspecting construction to ensure compliance with the approved plans, and issuing violations for those projects where construction was done without or not in compliance with the approved permits.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this division as they relate to the Town Council's Goals and Objectives.

- It is the vision of the Division to provide excellent customer service by providing state of the art, cutting-edge technology that will enable the Town to provide e-government services to its citizens and as a result become paperless. On-line permit applications, electronic permits forms, electronic payments, concurrent electronic plan review, real-time inspection results and inspection routes will be made possible by the technological advances of our time. The Division recognizes this need and is currently working toward this goal in the very near future.
- Provide continued construction regulation services to the community maintaining the service levels established by the Division of Professional Regulation for the State of Florida and Miami Dade County Office of Neighborhood Compliance and the Office of Economic Resources Management.
- Increase the quality of service to residents and construction trade representatives by increasing staff training and by utilizing contracted professional services to augment the in-house divisional staff.
- Take steps to ensure that the Zoning Services continues to make progress in terms of operating more efficiently through updates and clarification of the Town's Code of Ordinances

GOALS FOR F/Y 2023-2024

The following goals were developed for Fiscal Year 2023-2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides

- Continuing to simplify and streamline all Building Division processes
- Update all Division Standard Operating Procedures.
- Review the Town's Code of Ordinance and update accordingly.
- Offer Staff training from outside educational programs that will enhance staff's technical abilities and personal development.



New Initiatives for Fiscal Year 2023-2024

Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Implementation of Digital Permitting Software • Streamline the forms process to incorporate into the Digital Software • Implementation of a two-day schedule for each permit discipline, where inspectors will be in-house and available for any questions regarding permitting • Hire a full-time Building Official

SIGNIFICANT PRIOR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Provided customer service to counter customers and walk-in customers.
- Responded to more than 1,500 emails and phone calls.
- 760 applications for permits, and contractor registrations were received and processed.
- 26 Building Advisory Board applications with Variance requests were processed through the department.
- 176 contractor registrations were processed through the department in this fiscal year.
- 2 permits for Demolition of existing Homes were issued.
- 1 request for a Waiver of Plat was received and approved
- There are 5 new residential projects that have been submitted and approved by the Building Advisory Board for construction in the backlog
- Permits, reviewed, approved, and issued 202 Bldg., 90 Elect, 110 plumbing, 17 Public Works, 20 Landscaping, 55 Shop Drawings, 33 Mechanical, 10 Equipment Storage, 176 Contractor Registrations, 3 Real Estate Signs, and 6 Exterior Paint Color approvals.
- Processed 1155 inspection requests and emailed results to each contractor.
- Building, Electrical, Plumbing, Mechanical and Landscaping combined performed 1155 building inspections to date.
- Limited permit submittals for the On-line system were process through the Building Department for the past year



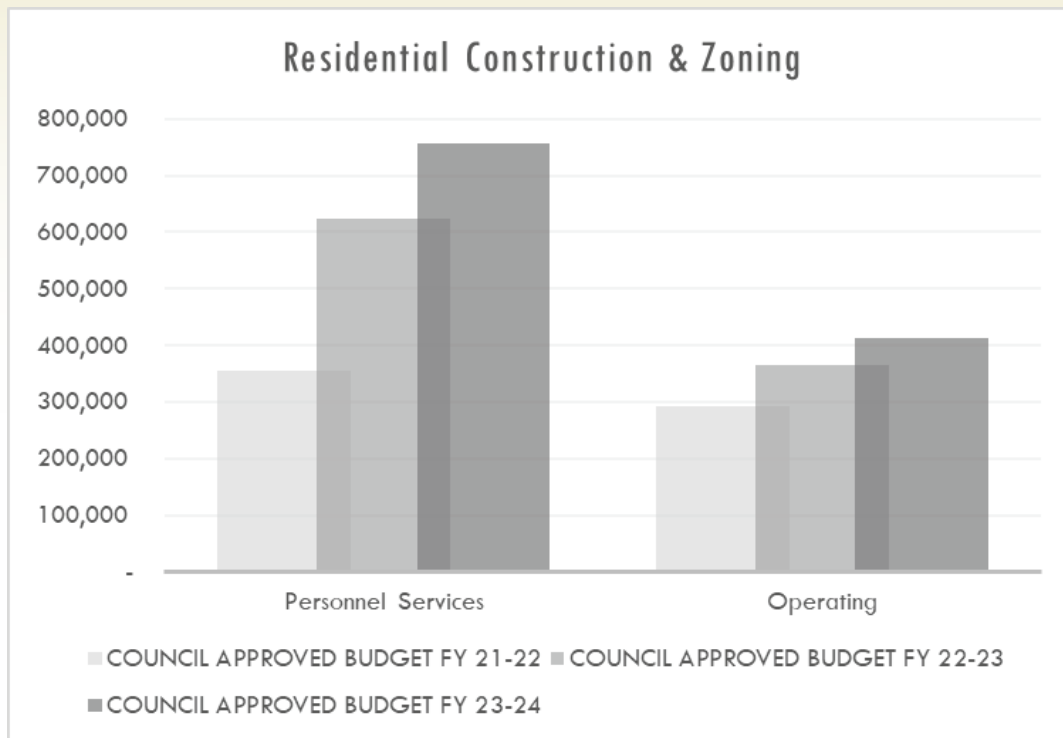
- 5 Certificates of Occupancy/Completions were issued in this fiscal year.
- Continually updating and streamlining building forms for public access.
- Processed Zoning reviews and Variance Requests for both the Building Advisory Board and Council, inclusive of resolution preparation, and public notification, offsetting legal fee expenses.
- Preparation of the Building Advisory Board Agenda and minutes for distribution to Board Members
- Coordination of The Building Advisory Board Zoom meetings.
- Review of the current Zoning code for Ordinance changes.
- Coordinated the 2022 NPDES report with Craig A. Smith
- Continue with Code Enforcement for construction site, water intrusion property and seawall and dock issues.
- Issuance of Lien request letters.
- Recruited a new Building Inspector.
- Tracking of Seawall Engineering reports at Property Title Transfer

ONGOING PROJECTS:

- Recruitment of a full time Building Official.
- Update Building and Zoning related Forms.
- Condense permit files and plans; sending plans out to Laserfiche for scanning
- Boxing permit files for storage at the Iron mountain facility.
- Update Zoning Codes.

Residential Construction and Zoning Dept. Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Building Official	1	1	1
Residential Construction and Zoning Dir.	1	1	1
Building Inspector	1	1	1
Chief Mechanical Inspector	1	1	1
Chief Plumbing Inspector	1	1	1
Chief Electrical Inspector	1	1	1
Structural Plans Examiner	1	2	2
Landscape Architect	1	1	1
Zoning Reviewer	1	1	1
Permit Clerk	1	1	1
Residential Construction and Zoning Mgr.	0	0	1
Residential Construction Projects Coordinator	1	1	1



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
524 - RESIDENTIAL CONSTRUCTION & ZONING						
Personnel Services						
524110	Assitant Town Manager				120,000	132,930
524100	Building Director				80,000	84,400
524110	Building Official	59,148	59,148	60,626	60,000	72,000
524120	Salary - General Employees	163,109	178,872	186,214	129,894	166,416
524140	Salaries - Overtime	2,500	2,500	2,500	2,500	2,500
524156	Longevity					1,000
524210	FICA Taxes	14,936	16,142	16,765	29,903	36,991
524220	Retirement Contribution- Town Pension	39,333	53,662	55,864	125,411	168,996
524230	Life, Health & Dental Insurance	29,783	29,783	32,166	74,924	88,885
524240	Worker's Compensation	1,894	1,894	2,013	2,264	2,960
Total Personnel Services		310,703	342,001	356,148	624,896	757,078

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
524 - RESIDENTIAL CONSTRUCTION & ZONING			
	Personnel Services		
524110	Assitant Town Manager	Assistant Town Manager	132,930
524100	Building Director	Building Director	84,400
524110	Building Official	Building Official	72,000
524120	Salary - General Employees	Permit Clerk & Building Project Coordinator	166,416
524140	Salaries - Overtime	Special Projects	2,500
524156	Longevity	Longevity Pay	1,000
524210	FICA Taxes	7.65% of compensation	36,991
524220	Retirement Contribution	Estimate set by actuary based on 34% of Payroll	168,996
524230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	88,885
524240	Worker's Compensation	Estimate based on category rates x payroll	2,960
Total Personnel Services			757,078

Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
524 - RESIDENTIAL CONSTRUCTION & ZONING						
	Operating Expenses					
524316	Contract Services- Landscape Review	33,000	33,000	33,660	45,333	50,920
524340	Contract Services - Computer	20,000	20,000	20,400	20,808	25,536
524341	Contract Services - Planner	55,000	55,000	56,100	57,222	63,225
524345	Building Inpspetor	33,000	33,000	33,660	40,333	45,745
524345100	Structrual Plans Examiner	28,000	28,000	28,560	49,131	54,851
524346	Consulting/Engineering Svcs	2,000	2,000	2,040	12,081	16,504
524347	Chief Plumbing Inspector	32,000	32,000	32,640	40,293	45,703
524348	Chief Mechanical Inspector	20,000	20,000	20,400	28,808	33,816
524349	Chief Electrical Inspector	35,000	35,000	35,700	40,414	45,828
524400	Travel & Per Diem	2,500	2,500	2,525	2,550	2,576
524410	Communication Services	1,500	1,500	1,515	1,530	1,545
524420	Freight & Postage Services	5,500	5,500	5,555	5,611	5,667
524470	Printing & Binding	7,000	7,000	7,070	7,141	7,212
524510	Office Supplies	2,000	2,000	2,020	2,040	2,061
524520	Operating Supplies	4,500	4,500	4,545	4,590	4,682
524540	Books, Pubs, Subs, Memberships	1,000	1,000	1,010	1,020	1,030
524640	Machinery & Equipment	5,500	5,500	5,555	5,611	5,667
	Total Operating Expenses	287,500	287,500	292,955	364,516	412,568
TOTAL RESIDENTIAL CONSTRUCTION & ZONING- 524		598,203	629,501	649,103	989,412	1,169,646

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
524 - RESIDENTIAL CONSTRUCTION & ZONING			
Operating Expenses			
524316-14-005	Contract Services-Landscape Review	Landscape Architect (O'Leary)	50,920
524340	Contract Services	EnerGov Maintenance fee, Printer Service, Sweeping Services 3rd party review of building process	25,536
524341	Contract Services-Planner	Code Review	63,225
524345	Building Inspector	Structural Inspector \$45/hr. for a minimum 5 hours	45,745
524345100	Structural Plans Examiner	Structural Inspector \$45/hr. for a minimum 5 hours	54,851
524346	Consulting/Engineering Svcs	Engineering and Consulting for Town related projects	16,504
524347	Chief Plumbing Inspector	Minimum \$650 monthly for 75% of permit fees collected	45,703
524348	Chief Mechanical Inspector	Minimum \$750 monthly or 75% of permit fees collected (rarely makes minimum)	33,816
524349	Chief Electrical Inspector	Performs electrical plan review, approves plans and permits - Performs Inspections - State Licensed.	45,828
524400	Travel & Per Diem	Travel expenses for seminars; fuel stipend	2,576
524410	Communication Services	Phone & internet services	1,545
524420	Freight & Postage Services	Postage variance, Special Master Courier Service FedEx	5,667
524470	Printing & Binding	Imaging and Microfilming	7,212
524510	Office Supplies	Paper, pens, etc.	2,061
524520	Operating Supplies	Software; coffee, water, Zee medical, etc.	4,682
524540	Books, Pubs, Subs, Memberships	Continuing education seminars and Membership Fees	1,030
524640	Machinery & Equipment	Machinery & Equipment; iPads for Inspectors	5,667
Total Operating Expenses			412,568
TOTAL RESIDENTIAL CONSTRUCTION & ZONING- 524			1,169,646



DEPARTMENT OF PUBLIC SERVICES

FUNCTION

The Department of Public Services is responsible for the planning, building, managing and the maintenance of proper levels of infrastructure. The Division is also responsible for water quality, wastewater treatment, solid waste services, and beautification projects to support the community's well-being and growth. The Division is responsible for the safe, reliable, competitive, cost-effective and environmentally friendly operations of all divisions. The Public Service Division functions under the direction of the Public Services Director.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this division as they relate to the Town Council's Goals and Objectives.

- Maintain public grounds and buildings (such as that of the Town's Beach Pavilion and designated park areas).
- Ensure adequate cleaning of Public-Right-Of-Way.
- Perform adequate safety oversight
- Review existing infrastructure and make recommendations to the Town Manager as to possible future capital improvement needs.
- Clear roads and right-of-ways following storm events.
- Daily Maintenance and upkeep of the Town's facilities, including the Town's roads, beach, parks and tennis courts.

GOALS FOR F/Y 2023-2024

The following initiatives were developed for Fiscal Year 2023-2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Employ two contract employees on trash days (Mondays and Thursdays) to assist with the increased volume of waste throughout Town. With the increased resident population in Town, the volume of waste materials coming from the homes has increased immensely.
- Developmental trainings and workshops for all public works employees
- Once a month cleaning of all garbage cans for residents and in the parks
- Provide 7 days a week litter removal to the Town's common areas
- Provide quarterly pressure cleaning of all Town bridges
- Pruning and cutting of all empty lots throughout town as needed
- Sanitize all park equipment weekly
- Provide more open service to all residents within Town guidelines, especially to the Town's elderly residents



- Sand blast Ocean Blvd. (A1A) as needed
- Provide document destruction and removal services to residents once yearly
- Provide painting and renovations as needed to the parks and open spaces throughout Town.
- Provide assistance, as needed, to residents who are away on vacation.
- PROVIDE HELP WITH MOSQUITO ERADICATION

New Initiatives for Fiscal Year 2023-2024	
Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Training of all Staff Members to achieve NPDES Certification • Training for one full-time employee to be certified in Mosquito Eradication Measures • Training of Two Staff Members to be knowledgeable in iguana control methods • More training in customer relations for all staff members, via regular trainings in how to properly address and communicate with Town residents and visitors.

SIGNIFICANT PRIOR ACCOMPLISHMENT

The following accomplishments were attained during Fiscal Year 2022-2023 and are relevant to the objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Removed all of the hedges and old fencing from Massini and Terracina Avenues in preparation of the installation of the new walls at both locations
- Camera poles near Massini Avenue wall removed and replaced by department staff
- Purchase all new tools such as power saws and new blowers to help with upkeep of the town
- Have weekly meetings with all public works staff to keep them up to date of all town requirements and expectations
- Setup and cleanup after all town events
- Paint curbs as needed throughout entire town
- Monthly checks of all generators to make sure all are in working order just in case of emergency



- Weekly checks of all dog stations throughout town.
- Change all unreadable road ways signs throughout town
- Pressure clean all sidewalks and walkway throughout the town
- Clean all beach equipment every month, beach chairs, umbrella etc.
- De-weed entire sidewalk on A1A
- Clean the town with street sweeper on a weekly basis
- Repaint all park benches
- Made new drainage system to keep basketball free of flooding
- Assisted with TV cameras by helping to dig trenches for camera lines
- Repair all cracks in sidewalks on golden beach drive
- Pressure clean all curbs and gutters throughout the entire Town.
- Trim away shrubbery from posted roadway signs in Town.
- Refurbish and remove all broken equipment in Tweddle Park, the tennis courts, volleyball courts, and basketball courts.
- Repair all parking spaces throughout Town with the help of an outside entity
- Bought hurricane equipment
- Refurbishing of Tennis and Pickleball Courts
- Made all necessary arrangements in case of any natural disasters, making sure that all of the equipment is in working order and having an open dialogue with departmental supervisors to assess their needs.
- Completed major pre-hurricane cleanup, prior to the beginning of hurricane season.
- REMOVE AND REPLACE ALL FADED STREET SIGNS
- REPAINT ALL TOWN STREET SIGNS POLES
- ASSIST WITH INSTALLATION OF CAMERA POLES THROUGH OUT TOWN
- REPAINTING OF ALL THREE BRIDGES

ONGOING PROJECTS

- Rake the beach sand Mondays, Wednesdays, and Fridays
- Clean the bathrooms at the beach pavilion daily
- Clean all walkways daily
- Clean up areas along seawall on the west end of The Strand
- Wash and clean all garbage cans throughout Town
- Put all recycling cans to the curves of residents homes every Wednesdays
- Pressure clean the sidewalk on A1A
- Trim all coconut trees in Town
- Clean drainage runoffs on the Intercoastal waterways

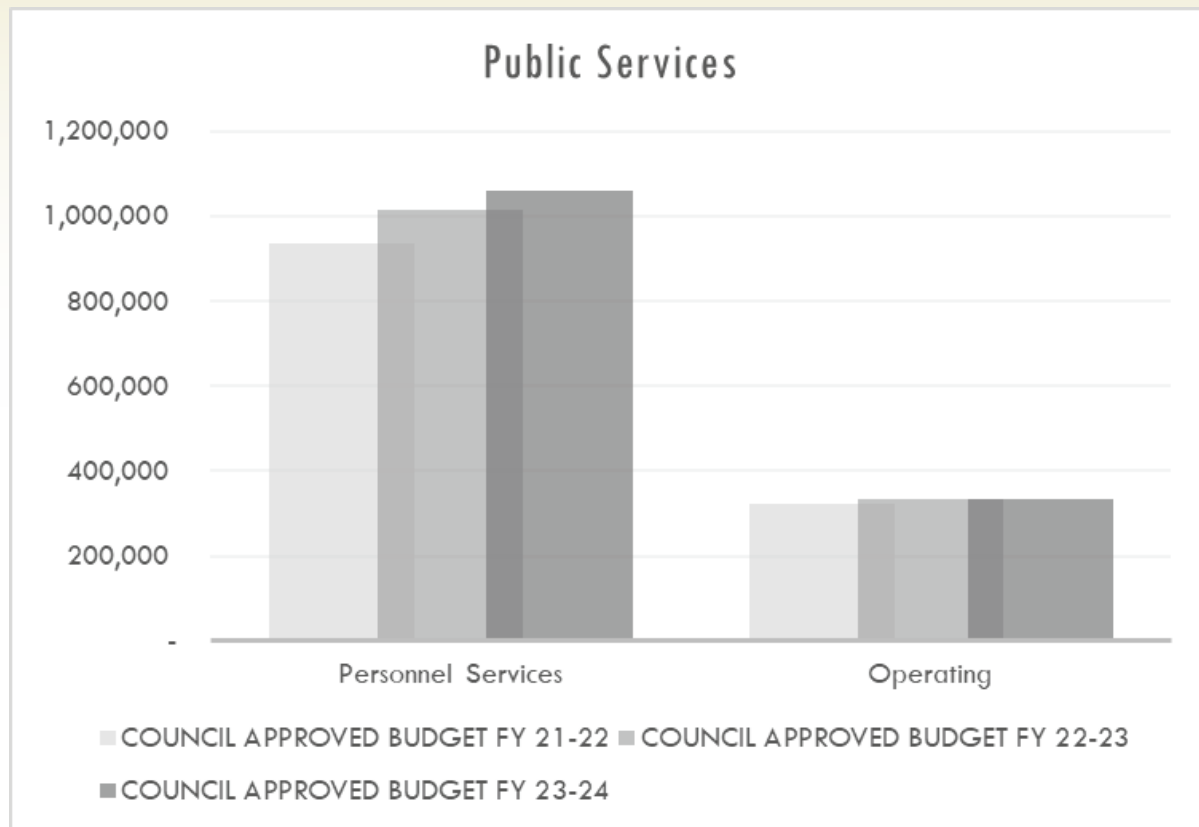


- Replace all pedestrian signs as needed
- Repaint all curbs throughout Town
- ANNUAL UP KEEP OF NEW TOWN HALL GROUNDS
- REMOVAL OF HEDGES ON MASSINI
- REPAINTING OF ALL BLACK FENCING THROUGHOUT TOWN
- DAILY DEBRUSHING OF ALL SIGNS
- Start the Two pumps in North and South Park monthly
- Inspect drains daily
- Garbage pick-up on Mondays and Thursdays
- Repainting of all light poles that are fading
- Change all broken “no trespassing signs” along the beach as needed
- Help keep coconut trees free of coconuts daily
- Refurbish all parks equipment as needed
- Clean and deodorize all drainage as needed
- Maintain new sanitizer stations
- Install signs throughout Town (street signs) as needed
- Repair all broken sidewalks
- Clean all dog stations weekly (garbage cans)
- PRESSURE CLEAN RUBBER FLOORING AT TWEEDLE PARK TOT AREA
- TRIMMING AND DEBRUSHING OF EUREKA PALMS AT THE SOUTH ENTRANCE
- TRIM HANGING COCONUT LIMBS AS NEEDED
- CONTINUED PRESSURE CLEANING OF CURVES AS NEEDED

Public Services Division

Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Public Services Director	1	1	1
Maintenance Director/Asst. Director	1/1	1/1	1/1
Fleet Mechanic	1	0	0
Crew Leader	1	2	2
Municipal Service Worker (Full-time)	6	7	6
Municipal Service Worker (Part-time)	1	2	1



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
539 - PUBLIC SERVICES						
Personnel Services						
539110	Public Works Director	64,800	66,744	68,413	72,175	88,805
5391121	Asst. Public Works Director	63,654	63,654	65,245	68,834	72,620
539120	Salary - General Employees	368,855	306,975	375,961	416,531	416,064
539140	Salaries - Overtime	20,000	20,000	20,000	20,000	20,000
539156	Longevity	4,000	4,000	4,000	2,600	3,300
539210	FICA Taxes	38,044	33,459	38,986	42,576	44,430
539220	Retirement Contribution- Town Pension	136,517	124,891	146,407	175,938	190,149
539230	Life, Health & Dental Insurance	143,576	143,576	155,062	147,744	152,694
539240	Worker's Compensation	62,393	53,667	63,114	69,404	72,999
Total Personnel Services		901,838	816,966	937,188	1,015,802	1,061,062

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
539 - PUBLIC SERVICES			
	Personnel Services		
539110	Public Works Director	Salary	88,805
5391121	Asst. Public Works Director	Salary	72,620
539120	Salary - General Employees	Employee salaries and Incentive Pay for CDL driver's licenses (\$50 a pay period) 5% crew leader incentive	416,064
539140	Salaries - Overtime	Time worked in excess of 40 hours	20,000
539156	Longevity	Longevity Pay	3,300
539210	FICA Taxes	7.65% of compensation	44,430
539220	Retirement Contribution	Estimate set by actuary based on 34% of Payroll	190,149
539230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	152,694
539240	Worker's Compensation	Estimate based on category rates x payroll	72,999
	Total Personnel Services		1,061,062



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
539 - PUBLIC SERVICES						
	Operating Expenses					
539340	Contract Services	40,000	30,000	30,300	34,275	40,000
539400	Travel & Per Diem	3,000	3,000	3,030	3,060	4,000
539410	Communication Services	1,500	1,500	1,515	1,530	1,545
539430	Utilities - Electric	40,000	30,000	30,900	31,827	32,464
539432	Utilities - Water	35,000	35,000	36,050	37,132	37,874
539434	Utilities - Waste Disposal	60,000	70,000	72,100	74,263	75,748
539437	Utilities - Recycling	28,000	-	-	-	-
539440	Rentals & Leases	5,000	5,000	5,050	5,101	5,152
539462	Repairs & Maint - Bldg.	5,000	5,000	5,050	5,101	5,152
539463	Repairs & Maint - Vehicles	18,000	18,000	18,180	18,362	18,545
539464	Repairs & Maint - Equipment	2,000	2,000	2,020	2,040	2,061
539467	Landscaping & Maintenance	10,000	10,000	10,100	10,201	10,303
539470	Printing & Binding	1,000	1,000	1,010	1,020	1,030
539510	Office Supplies	500	500	505	510	515
539520	Operating Supplies	20,000	20,000	20,200	20,402	20,810
539521	Gas & Oil	25,000	25,000	25,250	25,503	27,543
539525	Uniforms-Shoes	-	2,248	2,270	2,293	2,316
539640	Machinery & Equipment	15,000	70,000	60,000	60,000	50,000
539711	Principal-2015 Garbage Truck Lease	54,212	100	-	-	-
539721	Interest-2015 Garbage Truck Lease	6,594	100	-	-	-
	Total Operating Expenses	369,806	328,448	323,530	332,619	335,058
TOTAL PUBLIC SERVICES - 539		1,271,644	1,145,414	1,260,718	1,348,421	1,396,119



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
539 - PUBLIC SERVICES			
	Operating Expenses		
539340	Contract Services	Uniform Service cleaning & Contract Labor for Trash Days	40,000
539400	Travel & Per Diem	Travel & Per Diem Public Works Director and Facilities & General Maintenance Director; Seminars (APWA)	4,000
539410	Communication Services	Wireless phone expenses of Public Works Director and Facilities & General Maintenance Director	1,545
539430	Utilities - Electric	Pump Stations, Sprinklers, etc.	32,464
539432	Utilities - Water	Sprinklers	37,874
539434	Utilities - Waste Disposal	Solid waste disposal fees	75,748
539437	Utilities - Recycling		-
539440	Rentals & Leases	Leases and Misc. Rentals	5,152
539462	Repairs & Maint - Bldg.	Repairs To Town Facilities	5,152
539463	Repairs & Maint - Vehicles	Garbage Truck, Trash Truck, Tractor & Public Works Trucks, Fleet Maintenance	18,545
539464	Repairs & Maint - Equip	Lawnmowers, sprinkler repair, maintenance of gardening equipment	2,061
539467	Landscaping & Maintenance	Plants, Sod, Mulch etc.	10,303
539470	Printing & Binding	Door Hangers & Flyers	1,030
539510	Office Supplies	Paper, pens, etc.	515
539520	Operating Supplies	Medical, cleaning supplies, maintenance supplies, minor tools & equip., safety shoes, safety vests, goggles, keys, landscaping tools, fire extinguishers, etc.	20,810
539521	Fuel & Oil	Public Works Fleet & Two take home vehicles	27,543
539525	Uniforms-Shoes	Safety Shoes	2,316
539640	Machinery & Equipment	New Backhoe and Replace Pick-Up Truck	50,000
539711	Principal-2015 Garbage Truck Lease		-
539721	Interest-2015 Garbage Truck Lease		-
	Total Operating Expenses		335,058
<u>TOTAL PUBLIC SERVICES - 539</u>			<u>1,396,119</u>

DIVISION OF FACILITIES AND STREET MAINTENANCE

FUNCTION

The Division of Facilities and Streets Maintenance is responsible for the maintenance of roads, sidewalks, curbs, gutters, bridges, and other public areas and facilities, beautification projects, and road storm water management. The Facilities and Streets Maintenance Division functions under the direction of the Facilities and General Maintenance Director.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this division as they relate to the Town Council's Goals and Objectives.

- Continue to come up with innovative ways to add value to the Town by embarking on new and fresh infrastructure projects, while maintaining the ones we have already completed. (During the last 15 years the Town has invested combined capital expenditures over close to \$65-million).
- To repair and maintain all of the Town's streets.
- Administer and supervise various infrastructure and facility improvement projects.
- Maintain all signage throughout Town, making sure it is both accurate and relevant.
- Maintain specific public grounds and buildings.
- Inspect bridges.
- Inspect sidewalks, curbs and gutters.

GOALS FOR F/Y 2023-2024

The following initiatives were developed for Fiscal Year 2023/2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Completion of the Civic Center Complex Masterplan Project including the New Town Hall building, Tweddle Park Improvements, Additional Parking and amenities.
- Will complete the installation of dedicated fiber to each home, providing 1-gig of Internet and Cable service to each residence, making Golden Beach the first Town/City in the Country to provide this service.
- Installation of Proximity Detectors and Cameras on the Intercoastal and Ocean Boulevard.
- Finalize new town-wide security enhancements, including the replacement of all out-of-date security cameras.
- Will break ground on the Sewer Service Force main Replacement from Navona Avenue to Sunny Isles, which will lead to the raising and repaving of Golden Beach Drive at no additional cost to residents.



- Submissions to FDEP office of resiliency for additional funding for town infrastructure projects and planning.
- Repairs to Loggia Beach Park including replacement of furnishings.
- Complete review off all seawall conditions throughout town.
- Resiliency planning to increase the crown of the road on Golden Beach Drive
- Implementation of the right-of-way landscape hazard mediation program
- Ongoing Strategies and recommended implementations from the town Resiliency Team; developing ordinances that will assist in combating sea level rise and tidal flooding.
- We will continue to explore new ways to enhance and beautify the towns' fountains and feature walls.
- Will provide assistance on the Sewer Service Force main Replacement from Navona Avenue to Sunny Isles, which will lead to the raising and repaving of Golden Beach Drive at no additional cost to residents.
- Pressure clean sidewalks and gutters on both Golden Beach Drive and A1A.
- Maintain all street signs.
- Monitor town-wide landscaping.
- Performing on-going daily Town-wide maintenance, as needed.

New Initiatives for Fiscal Year 2023-2024

Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Development of construction documents for the redeveloped Tweddle Park amenities and Wellness Center. • Renovation of the Auxiliary Building • Construction of restrooms at North and South Parks • Creation of the Golden Beach Guidebook relating to emergency protocols when responding to infrastructure incidences and repairs.

SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS

The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- New transformers installed at Center Island supplying power to the Pump Station.
- Milling and resurfacing of South Island.
- Seal coated the asphalt on North Island.
- Beach shower repairs and replacement to ADA compliant fixtures.
- A1A Bus Shelter trash receptacle installations.
- Hotwire communications completed the 'backbone' installation to provide bulk internet and managed Wi-Fi services to the residents of the Town.
- Awarded the Contract for the retro-fit of pump station 1 at Tweddle Park to Craig A. Smith & Associates via resolution 2861.23
- Completed the repair to the South Park Pump station electrical panel.
- Completed construction of the 10'-0" privacy wall along Massini Avenue and the eastern end of Terracina Avenue.
- Approved the amendment to the Hotwire contract to include a town wide security upgrade via resolution 2852.22
- Implemented advanced Audio Visual upgrades to the Civic Center via Resolution 2863.23
- Installed new aluminum fencing at street ends that abut Ocean Blvd.
- Electrical & plumbing repairs to Beach Pavilion due to saltwater erosion.
- Installation of a drainage well to provide better drainage at the beach showers.
- Installation of curbing along planters at the beach pavilion.
- The Beach pavilion historic building was repainted.
- New dry well installed in planting areas at the beach to assist storm drainage.
- New landscape at the east lot.
- Received an approved agreement for \$500,000 grant to assist in the retrofit of the Pump Station at Tweddle Park.
- Site plan approval of the proposed re-imagined Tweddle Park amenities and Wellness Center Building by rRsolution 2848.22
- Implemented interior design upgrades by Perkins+Will to the Civic Center
- Approved contract with Compass Furniture Solutions for furnishing the Civic Center Building via Resolution 2851.22
- Completed the Sandblasting of Ocean Blvd. curbs and gutters as a part of the town's beautification project
- rformed median maintenance, including almost 1,200 linear feet of curbs and gutter replacements totaling over \$310,000.
- Assisted with the completion of the Center Island Pump Station Project, as needed.



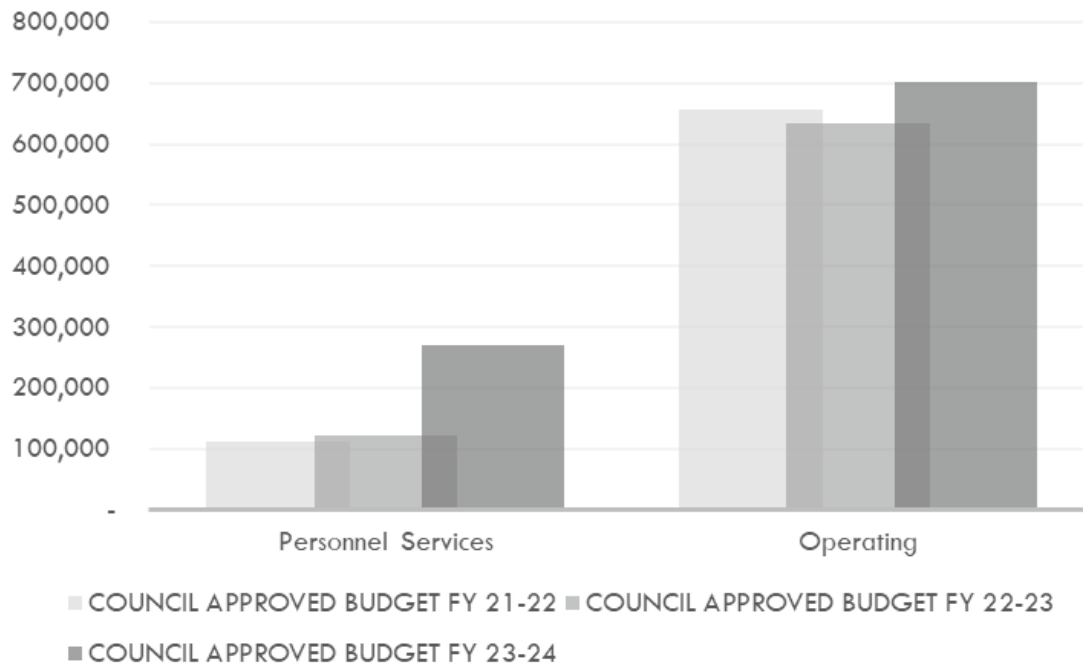
- Replaced any and all damaged signs throughout Town
- Milling and resurfacing of all of Golden Beach Drive and Islands to provide safer travel conditions for motors and pedestrians
- Seal coat West Lot and Beach Pavilion parking lot.
- Replace the garbage truck parking area with sand to improve drainage.
- Review, research and revise more cost effective lighting on A1A.
- Maintained all Public Works vehicles including garbage trucks and pick-up trucks.
- Cleaned streets, sidewalks, curbs, and drains.
- Maintained town-wide streetlights.
- Painted town-wide curbs and fixtures.
- Maintained supply of gas and oil for all Public Works vehicles.
- Maintained Town pumps and storm water stations.
- Maintained Town-wide mailboxes.
- Provided building maintenance.
- Responsible for purchasing tools and rental equipment.
- Installed new drainage around tennis courts.
- Installed new dog park.
- Maintained all parks and open spaces.
- Installed various signs throughout Town.
- Maintained fountain at Singer Park.

Facilities & Street Maintenance Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Facilities & Streets Maintenance Dir.	1	1	1
Facilities & Streets Municipal Service Worker	1	1	1



Facilities & Streets Maintenance



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
541 -FACILITIES & STREET MAINTENANCE						
	Operating Expenses					
541112	Facilities & General Maintenance Director	66,368	66,368	68,027	71,769	156,645
541156	Longevity	-	-	-	-	1,000
541210	FICA Taxes	5,077	5,077	5,204	5,551	12,060
541220	Retirement Contribution- Town Pension	19,910	19,910	20,408	24,673	58,329
541230	Life, Health & Dental Insurance	11,668	11,668	12,601	13,061	35,754
541240	Worker's Compensation	6,424	6,425	6,585	6,585	7,267
	Total Personnel Services	109,448	109,448	112,825	121,639	271,055



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
541 -FACILITIES & STREET MAINTENANCE			
	Personnel Services		
541112	Facilities & General Maintenance Director	Salary	156,645
541156	Longevity	Longevity Pay	1,000
541210	FICA Taxes	7.65% of salary	12,060
541220	Retirement Contribution	Estimate based on 34% of Payroll	58,329
541230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	35,754
541240	Worker's Compensation	Estimate based on category rates x payroll	7,267
Total Personnel Services			271,055



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
541 - FACILITIES & STREET MAINTENANCE						
Operating Expenses						
541340	Contract Services	-	-	-	-	-
541344	Contract Svcs - Median Maintenance	285,000	285,000	290,700	332,096	309,347
541344-13-002	Contract Svcs - Median Maintenance-Substation	-	-	-	-	27,498
541344-18-002	Contract Svcs - Median Maintenance-Stand Entrance	-	-	-	-	6,874
541344-18-005	Contract Svcs - A1A Corridor	-	20,000	20,000	20,000	20,700
541430	Utilities - Electric	99,782	99,782	102,775	105,859	107,976
541430-10-012	Utilities - Electric-Ocean Blvd	-	-	-	-	-
541430-10-014	Utilities - Electric- Center Island	-	-	-	-	-
541432	Utilities - Water	63,000	63,000	64,890	66,837	68,173
541461	Repair & Maintenance - Lights & Poles	15,000	25,200	25,452	25,707	25,964
541465	Repair & Maintenance - Streets	80,000	70,000	150,000	80,000	100,000
541466	Repair & Maintenance - Fountains	3,200	3,200	3,296	3,395	5,000
541467	Landscape & Maintenance	-	-	-	-	30,000
541520	Operating Supplies	-	-	-	-	-
541521	Roads & Streets- Fuel	-	-	-	-	-
541640	Machinery & Equipment	-	-	-	-	-
Total Operating Expenses		545,982	566,182	657,113	633,893	701,532
TOTAL FACILITIES & STREET MAINTENANCE - 541		655,431	675,630	769,938	755,532	972,587



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
Operating Expenses			
541340	Contract Services		-
541344	Contract Srvs - Median Maintenance	Median Maintenance	309,347
541344-13-002	Contract Srvs - Median Maintenance-Substation	Median Maintenance-Substation	27,498
541344-18-002	Contract Srvs - Median Maintenance-Stand Ent	Median Maintenance-Stand	6,874
541344-18-005	Contract Srvs - A1A Corridor	Enhancements as part of the A1A Corridor Beautification project	20,700
541430	Utilities - Electric	Power to the street sprinkler timers & Lights	107,976
541432	Utilities - Water	Water use greenway and medians	68,173
541461	Repair & Maintenance - Lights & Poles	Street Signs, Light Poles	25,964
541465	Repair & Maintenance - Streets	South Island Drive Milling Resurfacing	100,000
541466	Repair & Maintenance - Fountains	Strand & A1A	5,000
541467	Landscape & Maintenance	Landscape & Maintenance	30,000
541520	Operating Supplies		-
541521	Roads & Streets-Fuel		-
541640	Machinery & Equipment		-
Total Operating Expenses			701,532
TOTAL FACILITIES & STREETS MAINTENANCE - 541			972,587



STORMWATER UTILITY FUND

FUNCTION

The Stormwater Utility Fund is a proprietary fund used to account for those operations that are financed and operated in a manner similar to private business enterprises. The Stormwater Utility is supported by user fees, which are to be used only for the management, maintenance and improvement of the Town's Stormwater system maintained by the Town of Golden Beach.

The money collected by Golden Beach from the Stormwater utility fee goes into a separate Stormwater Utility Fund for maintenance of existing catch basins, Stormwater drains and canal system.

The fund is also required to meet the debt service of outstanding debt carried by the fund, which as of September 30, 2022 totals \$1,572,974.

This is a proprietary fund, which focuses on the determination of operating income, changes in net assets, financial position and cash flows. Oversight of this fund is primarily the function of the Town Manager with the assistance of third party contracts.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this department as they relate to the Town Council's Goals and Objectives.

As a relatively low-lying town situated between the Intracoastal Waterway and the Atlantic Ocean, Golden Beach has been significantly prone to tidal flooding. In addition, its existing Stormwater infrastructure is old, limited and undersized compared to modern collection and disposal systems. These two factors combine to make standing, brackish water a commonplace occurrence even in normal rainfalls and creates flooding in more severe weather conditions.

Our Stormwater System, completed in 2012, is designed to effectively control flooding problems due to rainfall runoff as well as flooding due to tidal surges. It calls for constructing systems of inlets and culverts to collect and direct Stormwater runoff to pumping stations, which in turn will discharge Stormwater into the Intracoastal Waterway. As a result of negotiations with Federal, state and local requirements, the system also addresses pre-treatment of Stormwater drainage to reduce pollutants before outflow to the Intracoastal. In lieu of a well system, which is difficult to remove and repair, sediment boxes have been and will continue to be installed. These boxes are designed to collect Stormwater, capture sediments, and allow clean waters to discharge.

The current Stormwater Utility Fee is \$50 per Equivalent Residential Unit (ERU).

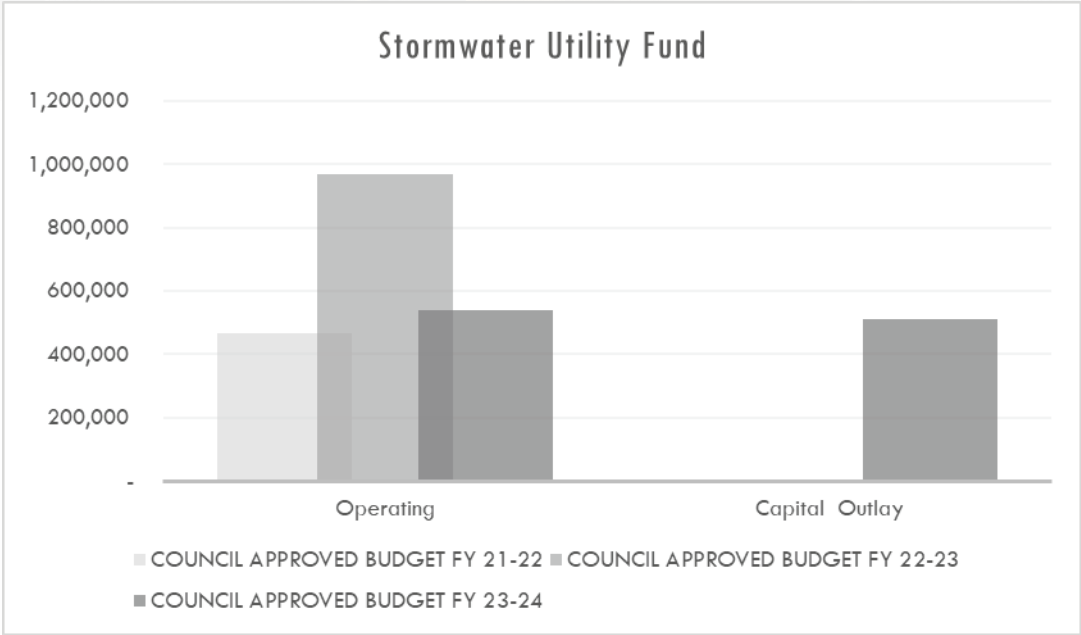
In Fiscal Year 2022/2023 the Town approved a contract with Craig A. Smith & Associates via Resolution 2861.23 to perform engineering services for the Retrofit of the Tweddle Park Stormwater Pump Station. The total fiscal impact of this project is approximately \$800,000, part of which is covered under the \$500,000 matching state grant the Town received to assist with the renovation costs associated with this project. The engineering services provided by Craig A. Smith accounted for \$128,060.00 of the total project cost.

NEW INITIATIVES FOR F/Y 2023-2024

- Finalize the retrofit of Pump Station #1 located in Tweddle Park.
- Take delivery of the three portable pumps that the Town purchased

LONG-TERM LIABILITIES

\$2,610,713 is a receivable from the Stormwater Fund; the Town Council will need to determine the manner in which these funds are re-paid to the General Fund. The Administration would support increasing the Stormwater fee gradually; the Town Council is evaluating this recommendation.





Budget Revenues

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
FUND 410	STORMWATER UTILITY FUND					
329200	STORMWATER UTILITY FEES	237,600	237,600	237,600	237,600	237,600
312410	NEW LOCAL OPTION GAS TAX	10,623	8,943	9,852	10,044	10,044
323100	ELECTRICITY - FRANCHISE	100,000	100,000	100,000	100,000	150,000
314100	UTILITY TAX - ELECTRIC	120,000	120,000	120,000	120,000	150,000
331500	FEMA - FEDERAL GRANT	-	-	-	-	-
334350	STATE GRANT-SEWER/WASTEWATER	-	-	-	500,000	500,000
361100	INTEREST ON INVESTMENTS	1,000	1,000	1,000	1,000	1,000
361113	INTEREST INCOME	100	100	100	100	100
381121	STORMWATER FUND BALANCE	-	-	-	-	-
389300	S.F.W.M.D. GRANT PROCEEDS	-	-	-	-	-
334361	STATE REVOLVING LOAN	-	951,614	-	-	-
381230	STORMWATER FUND BALANCE	-	-	-	-	-
410	STORMWATER UTILITY FUND TOTALS	469,323	1,419,257	468,552	968,744	1,048,744



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
FUND 410	STORMWATER UTILITY FUND		
329200	STORMWATER UTILITY FEES	\$50 Per ERU (Equivalent Residential Unit) per month approved by Resolution 2323.13	237,600
312410	NEW LOCAL OPTION GAS TAX	Estimate provided by State of Florida Dept of Revenue	10,044
323100	ELECTRIC - FRANCHISE FEE	Municipal Franchise fee on sale of electric power. Based on our share which is 6% of 90% of net revenue less license fee.	150,000
314100	UTILITY TAX-ELECTRIC	Estimate based on avg monthly revenue x 12 months adjusted for possible changes in fuel charges by FPL	150,000
331500	FEMA-FEDERAL GRANT		-
335350	STATE GRANT-SEWER/WASTEWATER	State Grant Award	500,000
361100	INTEREST ON INVESTMENTS	Interest	1,000
361113	INTEREST INCOME	Interest	100
381200	STORMWATER FUND BALANCE		-
389300	SFWMD GRANT PROCEEDS		-
389300	STATE REVOLVING LOAN		-
381230	CAPITAL FUND RESERVES		-
<u>410 STORMWATER UTILITY FUND TOTALS</u>			1,048,744

Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
410 - STORMWATER UTILITY FUND						
	Operating Expenses					
538313	Engineering Fees	15,146	15,146	15,000	15,000	74,000
538313-17-001	Engineering Fees - Center Island Pump	-	94,100	-	-	30,000
538343	Administration Fees - NMB W & S	8,000	8,000	8,000	8,000	8,000
538460	Repairs & Maintenance	12,000	12,000	20,000	20,000	70,000
538496	NPDES Stormwater Permit	5,000	5,000	5,000	5,000	5,000
538590	Depreciation Expenses	53,461	53,461	53,461	53,461	53,461
538537	Stormwater Administrative Charges	200,000	150,000	150,000	-	-
538634-17-001	Stormwater Construction-Center Island Pump	-	857,002	-	-	-
538634-22-004	Stormwater Renovations & Repairs-Tweedle Pump	-	-	-	500,000	510,000
538719	Principle Pmt Stormwater Project	135,002	183,834	183,834	183,834	183,834
538726	Interest Pmt Stormwater Project	26,958	26,958	26,958	26,958	26,958
538930	Contingency	-	-	-	-	87,491
538910	Stormwater Reserves	-	-	-	149,421	-
538911	Intergovernmental Transfers/SW to GF	13,756	13,756	6,299	7,070	-
	Total Operating Expenses	469,323	1,419,257	468,552	968,744	1,048,744
STORMWATER UTILITY FUND - 410		469,323	1,419,257	468,552	968,744	1,048,744



Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
410 - STORMWATER UTILITY FUND			
OPERATING EXPENSES			
538313	Engineering Fees	Engineering	74,000
538313-17-001	Engineering Fees - Center Island Pump	Engineering	30,000
538343	Administration Fees - NMB W & S	NMB Fees	8,000
538460	Repairs & Maintenance	Repairs & Maintenance	70,000
538496	NPDES Stormwater Permit	County	5,000
538590	Depreciation Expenses	Based on Year End Audit	53,461
538520	Operating Supplies		-
538537	Stormwater Administrative Charges		-
538634-22-004	Stormwater Renovations & Repairs-Tweedle P; Stormwater Renovations & Repairs-Tweedle Pump		510,000
538719	Principle Pmt Stormwater Project	SRF SW82103S Loan & SRF SW13110	183,834
538726	Interest Pmt Stormwater Project	SRF Loan	26,958
538930	Contingency	Contingency	87,491
538910	Fund Balance In Reserve		-
538911	Intergovernmental Transfer-SW to GF		-
Total Operating Expenses			1,048,744
<u>STORMWATER UTILITY FUND - 410</u>			<u>1,048,744</u>

The background of the page is a dense, artistic illustration of banana leaves. The leaves are rendered in a variety of shades, including deep navy blue, charcoal grey, and a vibrant golden-yellow. The leaves are layered and overlap, creating a sense of depth and texture. A thin, gold-colored rectangular frame is centered on the page, enclosing the title text.

FISCAL HEALTH



The Fiscal Health Department has been created as a new program that will integrate all aspects of the finance, budgeting and money management of the Town. The purpose of this super department is to create a stronger more detailed manner by which to protect the Town's investments and reduce the Town's risk. The Finance Division falls under this category as well as the Town Debt & Debt Service Fund.

Housing all of the Town's monetary obligations under one umbrella will create a stronger checks and balances system, increasing efficiency and accountability. The concentration of this area will be cash flow in and out of the Town and management of outstanding liabilities and obligations, in addition to coming up with new innovative ways for the Town to invest and save and plan for future monetary security.

This Department falls under the direction of the Director of Finance and will include, but not be limited to, the following job functions:

- **ACCOUNTS PAYABLE**
- **BANK REQUISITIONS**
- **CASH MANAGEMENT**
- **INVESTMENTS**
- **PENSION LIAISON**
- **RISK MANAGEMENT & INSURANCE**
- **FLEET MANAGEMENT**
- **ASSET MANAGEMENT**
- **PROCUREMENT/STORES**
- **IT AND SOFTWARE**
- **LICENSING**

This Department is responsible for \$1,739,819 of the Town's total budget revenues and expenditures for Fiscal Year 2023-2024.

DIVISION OF FINANCE

FUNCTION

The Finance Division seeks the most effective use of the Town Funds; developing, analyzing and presenting information about our Town finances to town departments, the public, bond rating agencies, and other interested parties. It also works with the Town Manager, financial advisors, underwriters and bond counsel to prepare and implement the Town's financing strategies. The Finance Department provides financial management and procedural support to the Mayor, Town Council, Town Manager and all Town Departments. The Finance Division is responsible for fairly and accurately reporting the financial position of the Town in accordance with Generally Accepted Accounting Principles (GAAP).

The major duties and responsibilities of the Division are:

- Managing the Town's financial cycle of billing, receipting, disbursements, recording and reporting.
- Managing the Town Investments, debt, treasury and financing functions.
- Managing the Town's Risk Management.

The Finance Director is responsible for all services and duties in the Finance Division. The Finance Director reports directly to the Town Manager and is supported by an Assistant to the Finance Director.

The duties and responsibilities of the Finance Director include:

- Consults with the Town Manager regarding financial policies.
- Invests funds pursuant to local, state, and federal laws.
- Supervises the planning, organizing and maintenance of central accounting systems, including general ledger, posting of revenues and expenditures, accounting controls, annual operating and capital budgets, investments, and bonded debt program.
- Monitors cash flow and directs receipts, deposits, and investments of all Town monies, together with records thereof.
- Directs preparation of the periodic financial statements, including statements of position, operations, budget-to-actual reports, and other reports.
- Oversees all procurement duties that include materials, goods and services.
- Oversees the maintenance of capital asset inventory and depreciation schedules.
- Assists the Town Manager and all Department Heads in preparation of the annual operating and long-range capital budgets.
- Directs preparation of revenues, expenditures, debt, costs and other statements, and monitors expenditures and budget condition.
- Oversees the administration of accounts payable, payroll and accounts receivable.



- Coordinates with independent auditors on the annual Town audit.
- Coordinates pension and insurance programs with Human Resources.
- Consults with, advises legislative and administrative officials on the financial condition of the Town, and makes recommendations for specific courses of action.
- Coordinates management and accounting informational needs; establishes accounting technology priorities and follows up.

OBJECTIVES

The following objectives were developed to provide a description of the anticipated accomplishments for this department as they relate to the Town Council's Goals and Objectives.

- Provide accurate and timely budget and financial reports on a monthly basis to the Town Manager.
- Ensure adequate accounting of expenditures for costs associated with the Implementation and Construction of the Town's Capital Improvement Program
- Process payroll and associated Federal and State reports.
- Process accounts payable, accounts receivable and reconciliation of all accounts.
- Assist the Town Manager in the preparation of the Annual Operating and Capital Budget.
- Collect and monitor revenues.
- Coordinate and assist the independent auditors in the preparation of the Comprehensive Annual Financial Report and Single Audit.
- Coordinate the investment of the Town's idle cash as provided by the Town's newly enacted Investment Policy.
- Process and account for grants and submit timely reports as required.
- Manage and account for Town debt.
- Maintain the capital assets program in compliance with GASB 34.
- File continuing financial disclosures to Municipal Securities Rulemaking Board (MSRB) through the Electronic Municipal Market Access (EMMA)
- Manage all aspect of the Town Risk Management with accordance with Town Insurance.

GOALS FOR F/Y 2023-2024

The following initiatives were developed for Fiscal Year 2023-2024 and are relevant to the office's objectives, providing the necessary guidelines that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Continue to implement new simplified methods of providing seamless support to all divisions.
- The division continues to implement a virtual program to allow all staff to view the history of vendors for verification of payment with minimal face-to-face contact.
- The division continues to improve the scanning program and keep with the going green initiative.



- The division seeks to procure and implement a program to meet the needs of our environment today that will require more security to work with our new norm of less face to face contact i.e. zoom staff meetings & more centralized location of virtual files.

New Initiatives for Fiscal Year 2023-2024	
Town Council Budget Impact	Increased Communication and Transparency – Maximize Avenues of Communicating information to residents already in place while researching new innovative ways to add additional layers of reaching residents; and provide ease of access to Town records and archives.
Division Goal	Expand current use of technological tools to maximize the delivery of exceptional service to Residents
New Initiative	• Procure and implement a new Accounting Software that meets the Town’s needs or explore possibly outsourcing accounts payable. • Procure and implement a new and updated fixed asset program. • Procure and implement a system to track all Employee Pension related files. • Seeking new software to facilitate the new GASB 87 lease requirements.

SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS

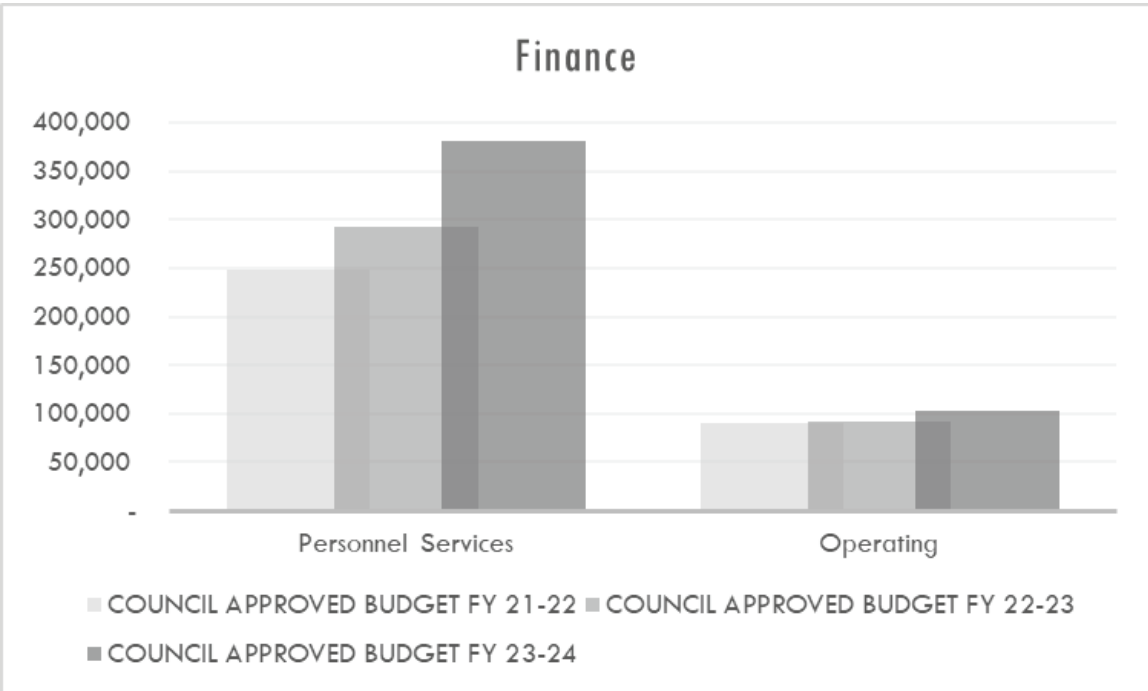
The following accomplishments were attained during Fiscal Year 2022/2023 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Completed early filing of the Fiscal Year 2021/2022 Annual Financial Report with the State of Florida Department of Finance.
- Completed the timely filing of the Fiscal Year 2021/2022 Annual Audit Report to the Florida Audit Report with the State of Florida Auditor General's Office.
- The department seeks to implement a new Payroll Outsourcing company and migrate all accounting related records.
- Completed and filed the quarterly & annual reports to certify compliance with Miami-Dade County for the CITT (Citizens' Independent Transportation Trust).
- Completed the timely filing of the FDOT (Florida Department of Transportation) quarterly reports as required by the Turf and Landscape Agreement.
- Completed and improved on the initiative to go green with all accounting reports and invoices now scanned and available on the accounting software and Finance Drive.
- Completed and improved the auto fill forms to facilitate the vendor enrollment process.
- Accomplished a major step forward on the go "green" initiative by setting up all major vendors to submit invoices and statements via email to the Finance@goldenbeach.us email.

- Accomplished closing out several projects through FEMA.
- Continued to use the new codes and scan files for COVID-19 expenses tracking to facilitate the FEMA and County reports & grants.
- Continued with much success on the implementation of the new Builder’s Bond logs for tracking and storing.
- The division successfully negotiated with FDOT to increase allocation to the Town.
- Continued with much success the use and improved options with the Finance@goldenbeach.us email for better tracking of invoices and all items relating to the Finance Department.
- The division procured and updated desktops, monitors & scanners to facilitate the need to work remotely.
- The division implemented the new budget program –Cleargov

Finance
Personnel Summary Trend Analysis

	F/Y 21-22	F/Y 22-23	F/Y 23-24
Director of Finance	1	1	1
Accountant	1	1	1
Part-time Staff Member	0	1	1



Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
513 - FINANCE DEPT						
	Personnel Services					
513110	Finance Director	90,833	90,833	93,104	115,000	127,391
513120	Salary - General Employees	63,595	-	-	-	116,600
513121	Salary - Contract Employee	-	36,400	75,963	82,089	-
513140	Overtime	2,000	2,000	2,000	2,000	1,000
513156	Longevity	-	-	-	-	1,000
513210	FICA	11,814	9,735	12,934	12,019	18,742
513220	Retirement Contribution- Town Pension	46,328	27,250	27,931	43,503	75,255
513230	Life, Health & Dental Insurance	34,057	33,545	36,229	37,167	39,286
513240	Workers Compensation	582	480	637	589	920
513250	Unemployment	-	-	-	-	-
	Total Personnel Services	249,210	200,243	248,798	292,367	380,194
	Operating Expenses					
513310	Professional Services	15,000	20,000	20,200	20,402	20,606
513320	Accounting & Auditing	50,000	50,000	50,500	51,005	61,515
513400	Travel & Per Diem	3,500	2,100	2,121	2,142	2,164
513410	Communication Services	1,500	1,500	1,515	1,530	1,545
513420	Freight & Postage Services	500	500	505	510	515
513470	Printing & Binding	-	4,350	4,394	4,437	4,482
513510	Office Supplies	1,600	1,600	1,616	1,632	1,648
513520	Operating Supplies	4,500	4,500	4,545	4,590	4,682
513540	Books, Pub, Subscrip, Memberships	2,000	2,000	2,020	2,040	2,061
513640	Machinery & Equipment	3,500	3,500	3,535	3,570	3,606
	Total Operating Expenses	82,100	90,050	90,951	91,860	102,825
TOTAL FINANCE DEPARTMENT - 513		331,310	290,293	339,749	384,227	483,018

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
513 - FINANCE DEPT			
	Personnel Services		
513110	Finance Director	Finance Director Salary-1st of 2 steps to align salary	127,391
513120	Salary - General Employee	Full Time and Part Time Staff	116,600
513121	Salary - Contract Employee		-
513140	Overtime	Payment for time worked in excess of 40 hours per week	1,000
513156	Longevity	Longevity Pay	1,000
513210	FICA	7.65% of Salary	18,742
513220	Retirement	Town Pension Plan	75,255
513230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	39,286
513240	Workers Compensation	Code 8010 (gross salary multiplied by current rate of .00377)	920
513250	Unemployment		-
	Total Personnel Services		380,194
	Operating Expenses		
513310	Professional Services	Payroll Services	20,606
513320	Accounting & Auditing	Audit & and Single Audit	61,515
513400	Travel & Per Diem	Travel costs, per diem, meals, conferences, and travel expenses; fuel stipend	2,164
513410	Communication Services	Cell Phone, Wireless Card, FedEx	1,545
513420	Freight & Postage Services	Postage, and courier charges	515
513470	Printing & Binding	Operating & Capital Budget Books	4,482
513510	Office Supplies	Copy paper and file folders	1,648
513520	Operating Supplies	Printer Supplies and updates for accounting software and technical support	4,682
513540	Books, Pub, Subscripts, Memberships	Seminars & Training, FGFOA, GFOA, SFGFO&CCA	2,061
513640	Machinery & Equipment	As needed for upgrades	3,606
	Total Operating Expenses		102,825
TOTAL FINANCE DEPARTMENT - 513			483,018

TOWN DEBT & DEBT SERVICE FUND

The Debt Service Fund tracks the Town's long-term debt, with the exception of any debt carried by the Storm Water Utility.

The Debt Service Fund is used to accumulate resources and distributed principal, interest and bond related issuance costs on long-term debt payable by the Town of Golden Beach.

The Town's Current Long Term Debt is the balance of the following:

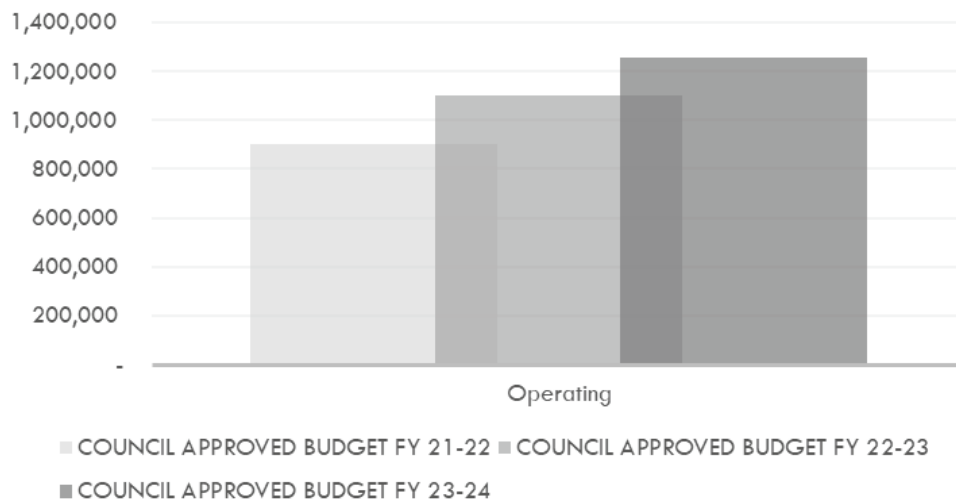
1. General Obligation Refunding Bonds, Series 2016 – Previously, the Town issued \$12,390,000 of General Obligation Refunding Bonds, Series 2016, maturing January 1, 2038, with interest rates ranging from 3.00% to 5.00%. The Bonds refunding the Town's then outstanding Special Assessment General Obligation Bonds, Series 2008. As of September 30, 2022, the total outstanding balance is \$10,670,000.
2. Capital Improvement Revenue Note, Series 2019 – In Fiscal Year 2020, the Town issued a Capital Improvement Revenue Note, Series 2019 in the amount of up to \$4,000,000 for the purpose of financing the costs of construction, installation and furnishing of a new civic center complex masterplan. The Note shall mature on December 1, 2039. As of August 9, 2023, the total outstanding balance is \$3,777,777.78.
3. Department of Environmental Protection, State Revolving Fund Loan – the Town previously entered into a revolving loan agreement with the State of Florida Department of Environmental Protection. As of August 9, 2023, the total outstanding balance is \$470,316.92. Additionally, in July 2020, the Town entered into a revolving loan agreement with the State of Florida Department of Environmental Protection to borrow \$951,414 for the construction of the Town's stormwater facilities, especially a Center Island drainage system. The loan will be secured by the net revenues of the Town's Stormwater Utility Fees based upon authorization of the Town Council. As of September 30, 2022 the Town drew \$303,525 of this amount. As of August 9, 2023, the total outstanding balance is \$922,420.50.
4. On August 23, 2022 the Residents of the Town of Golden Beach overwhelming voted in favor of a \$7-million General Obligation Bond to construct a state-of-the-art Wellness Center, Re-imagined Tweddle Park, enhancements to the Town's historic beach pavilion, and updates to A1A. The Town broke ground on the Re-Imagined Tweddle Park at the end of Fiscal Year 202-2023. The residents of the Town voted on the following G.O. Bond question on the August 23, 2022 Election Ballot. The Town's total debt across all funds is: **\$22,840,515.20.**

THE G.O. BOND QUESTION:

Shall the Town issue general obligation bonds not exceeding \$7-million in one or more series maturing not later than thirty years from their issuance dates, bearing interest not exceeding the maximum allowable by law, payable from ad valorem taxes levied by the Town for the construction of a wellness center, and one or more of the following: improvements to park(s), lighting, the beach pavilion, signage and fountains?



Debt Service Fund



BOND DEBT SERVICE

Town of Golden Beach, Florida
General Obligation Refunding Bonds, Series 2016 (FINAL)
FINAL VERIFIED NUMBERS 11/29/2016, 2:43PM EASTERN

Period Ending	Principal	Coupon	Interest	Debt Service
09/30/2017			274,439.69	274,439.69
09/30/2018	190,000	4.000%	495,181.26	685,181.26
09/30/2019	195,000	4.000%	487,481.26	682,481.26
09/30/2020	430,000	4.000%	474,981.26	904,981.26
09/30/2021	445,000	4.000%	457,481.26	902,481.26
09/30/2022	460,000	4.000%	439,381.26	899,381.26
09/30/2023	485,000	5.000%	418,056.26	903,056.26
09/30/2024	510,000	5.000%	393,181.26	903,181.26
09/30/2025	535,000	5.000%	367,056.26	902,056.26
09/30/2026	560,000	5.000%	339,681.26	899,681.26
09/30/2027	585,000	5.000%	311,056.26	896,056.26
09/30/2028	610,000	3.000%	287,281.26	897,281.26
09/30/2029	625,000	3.125%	268,365.63	893,365.63
09/30/2030	650,000	3.375%	247,631.25	897,631.25
09/30/2031	670,000	3.500%	224,937.50	894,937.50
09/30/2032	690,000	3.625%	200,706.25	890,706.25
09/30/2033	720,000	3.750%	174,700.00	894,700.00
09/30/2034	745,000	4.000%	146,300.00	891,300.00
09/30/2035	775,000	4.000%	115,900.00	890,900.00
09/30/2036	805,000	4.000%	84,300.00	889,300.00
09/30/2037	835,000	4.000%	51,500.00	886,500.00
09/30/2038	870,000	4.000%	17,400.00	887,400.00
	12,390,000		6,276,999.18	18,666,999.18



BOND DEBT SERVICE

Town of Golden Beach, Florida

General Obligation Bonds, Series 2022

Dated Date 10/21/2022
 Delivery Date 10/21/2022

Period Ending	Principal	Coupon	Interest	Debt Service
09/30/2023			157,163.89	157,163.89
09/30/2024			353,618.76	353,618.76
09/30/2025			353,618.76	353,618.76
09/30/2026			353,618.76	353,618.76
09/30/2027			353,618.76	353,618.76
09/30/2028			353,618.76	353,618.76
09/30/2029			353,618.76	353,618.76
09/30/2030			353,618.76	353,618.76
09/30/2031			353,618.76	353,618.76
09/30/2032			353,618.76	353,618.76
09/30/2033			353,618.76	353,618.76
09/30/2034			353,618.76	353,618.76
09/30/2035			353,618.76	353,618.76
09/30/2036			353,618.76	353,618.76
09/30/2037			353,618.76	353,618.76
09/30/2038			353,618.76	353,618.76
09/30/2039	360,000	4.250%	353,618.76	713,618.76
09/30/2040	375,000	4.250%	338,318.76	713,318.76
09/30/2041	395,000	4.375%	322,381.26	717,381.26
09/30/2042	410,000	4.500%	305,100.00	715,100.00
09/30/2043	430,000	5.250%	286,650.00	716,650.00
09/30/2044	450,000	5.250%	264,075.00	714,075.00
09/30/2045	475,000	5.250%	240,450.00	715,450.00
09/30/2046	500,000	5.250%	215,512.50	715,512.50
09/30/2047	525,000	5.250%	189,262.50	714,262.50
09/30/2048	555,000	5.250%	161,700.00	716,700.00
09/30/2049	585,000	5.250%	132,562.50	717,562.50
09/30/2050	615,000	5.250%	101,850.00	716,850.00
09/30/2051	645,000	5.250%	69,562.50	714,562.50
09/30/2052	680,000	5.250%	35,700.00	715,700.00
	7,000,000		8,478,189.07	15,478,189.07

AGGREGATE DEBT SERVICE

Town of Golden Beach, Florida

General Obligation Bonds, Series 2022

Period Ending	General Obligation Bonds, Series 2022	Series 2016	Aggregate Debt Service
09/30/2023	157,163.89	903,056.26	1,060,220.15
09/30/2024	353,618.76	903,181.26	1,256,800.02
09/30/2025	353,618.76	902,056.26	1,255,675.02
09/30/2026	353,618.76	899,681.26	1,253,300.02
09/30/2027	353,618.76	896,056.26	1,249,675.02
09/30/2028	353,618.76	897,281.26	1,250,900.02
09/30/2029	353,618.76	893,365.63	1,246,984.39
09/30/2030	353,618.76	897,631.25	1,251,250.01
09/30/2031	353,618.76	894,937.50	1,248,556.26
09/30/2032	353,618.76	890,706.25	1,244,325.01
09/30/2033	353,618.76	894,700.00	1,248,318.76
09/30/2034	353,618.76	891,300.00	1,244,918.76
09/30/2035	353,618.76	890,900.00	1,244,518.76
09/30/2036	353,618.76	889,300.00	1,242,918.76
09/30/2037	353,618.76	886,500.00	1,240,118.76
09/30/2038	353,618.76	887,400.00	1,241,018.76
09/30/2039	713,618.76		713,618.76
09/30/2040	713,318.76		713,318.76
09/30/2041	717,381.26		717,381.26
09/30/2042	715,100.00		715,100.00
09/30/2043	716,650.00		716,650.00
09/30/2044	714,075.00		714,075.00
09/30/2045	715,450.00		715,450.00
09/30/2046	715,512.50		715,512.50
09/30/2047	714,262.50		714,262.50
09/30/2048	716,700.00		716,700.00
09/30/2049	717,562.50		717,562.50
09/30/2050	716,850.00		716,850.00
09/30/2051	714,562.50		714,562.50
09/30/2052	715,700.00		715,700.00
	15,478,189.07	14,318,053.19	29,796,242.26

Budget Revenues

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
FUND 210	DEBT SERVICE FUND					
311101	VOTED DEBT SERVICE (ADVALOREM)	904,981	703,703	299,454	903,056	1,256,800
389195	TRANSFER FROM S/A II	-	-	-	-	-
381200	TRANSFER FROM GENERAL FUND	-	-	-	200,000	-
381210	LETF FUNDS	-	-	-	-	-
381220	FUND-330 CAPITAL FUND	-	-	-	-	-
381230	TRANSFER FROM 210 FUND (Fund Balance)	-	198,779	599,928	-	-
210 DEBT SERVICE FUND TOTALS		904,981	902,482	899,382	1,103,056	1,256,800

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
FUND 210	DEBT SERVICE FUND		
311101	VOTED DEBT SERVICE	Current Year Gross Taxable Value 1,656,778,376 X Proposed Millage Rate of .7985 We are to budget only 95% of the ad valorem	1,256,800
389195	TRANSFER FROM S/A II		-
381200	TRANSFER FROM GENERAL FUND		-
381210	LETF FUNDS		-
381220	FUND-330 CAPITAL FUND		-
381220	TRANSFER FROM GENERAL FUND		-
	210 DEBT SERVICE FUND TOTALS		1,256,800

Budget Appropriations Worksheets

ACCOUNT NO.	ACCOUNT DESCRIPTION	COUNCIL APPROVED BUDGET FY 19-20	COUNCIL APPROVED BUDGET FY 20-21	COUNCIL APPROVED BUDGET FY 21-22	COUNCIL APPROVED BUDGET FY 22-23	COUNCIL APPROVED BUDGET FY 23-24
210 - DEBT SERVICE FUND						
	Operating Expenses					
519710	General Obligation Bond Payment-Principal	430,000	445,000	460,000	485,000	510,000
519720	General Obligation Bond Payment-Interest	474,981	457,482	439,382	418,056	746,800
519910	Reserved for Issuance of New Debt	-	-	-	200,000	-
	Total Operating Expenses	904,981	902,482	899,382	1,103,056	1,256,800
TOTAL DEBT SERVICE FUND - 210		904,981	902,482	899,382	1,103,056	1,256,800

Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
210 - DEBT SERVICE FUND			
OPERATING EXPENSES			
519710	General Obligation Bond Payment-Principal	Debt Service for the \$12.39 General Obligation Bond Refunding	510,000
519720	General Obligation Bond Payment-Interest	Debt Service for the \$12.39 General Obligation Bond Refunding	746,800
519910	Reserved for Issuance of New Debt		-
Total Operating Expenses			1,256,800
TOTAL DEBT SERVICE FUND - 210			1,256,800



GLOSSARY OF KEY TERMS

Accrual Basis of Accounting:	A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.
Ad Valorem Taxes (Property Tax):	Taxes paid on the fair market value of land, building and business inventory and equipment. Used to fund general operations and debt service. Also see "Millage Rate".
Appropriation:	Money allocated by the Town Council for a specific purpose.
Assessed Valuation:	The just or fair market value of land, buildings, and business inventory and equipment as determined on an annual basis by the Property Appraiser in accordance with State law.
Bond Funds (General Obligation):	Proceeds from the sale of bonds for use in capital improvements project construction.
Budget:	A balanced fiscal plan of programs, services, and construction projects funded within available revenues, bounded within a specific period of time, usually twelve months. A balanced budget is a fiscal plan in which the sum of estimated net revenues and appropriated fund balances is equal to appropriations. Florida State Statute 166.241 (2) requires that the amount available from taxation and other sources, including amounts carried over from prior fiscal years, must equal the total appropriations for expenditures and reserves.
Debt Service:	Scheduled payment of principal and interest on outstanding bonds.
Defeased (Defeasance):	A provision that voids a bond or loan when the borrower sets aside cash or bonds sufficient enough to service the borrower's debt.
EMMA:	Electronic Municipal Market Access. The program the Town employs to file financial disclosures for bond holders as required by the Municipal Securities Rulemaking Board (MSRB).
Fiscal Year:	The fiscal year for the Town of Golden Beach begins on October 1 st and ends on September 30 th .
Fund:	A group of appropriations treated as an entity to meet legal requirements.



Fund Balance:	The equity or net worth of a general or trust fund resulting from the residual or excess earnings over expenditures from the operations of the agency. These funds, similar to retained earnings of proprietary funds, may be appropriated directly to operating expenditures in order to support the fund.
GFOA:	Government Finance Officers Association is the professional association of state/provincial and local finance officers in the United States and Canada, and has served the public finance profession since 1906. Members are dedicated to the sound management of governmental financial resources.
Homestead Exemption:	Every U.S. citizen or legal resident that has legal or equitable title to real property in the State of Florida and who resides thereon and in good faith makes it their permanent home as of January 1 st , is entitled to this exemption of \$25,000 on the assessed value of a home.
Local Government ½ Cent Sales Tax:	The value of ½ cent of the State sales tax, which is returned to the county of collection and shared by the county and its constituent cities on the basis of population.
Millage Rate:	One mill equals \$1.00 of tax for each \$1,000 of property value. The millage rate is the total number of mills of tax assessed against this value, establishing a reserve for early payment, delinquencies and equalization.
MSRB:	The Municipal Securities Rulemaking Board requires that the Town file through EMMA the financial disclosures for bond holders.
Obligations:	Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.
Operating Budget:	The Town's financial plan which outlines proposed expenditures for the coming fiscal year and estimates the revenues which will be used to finance them.
Operating Expenditures:	All costs associated with the general operation of a given department. These costs include Professional Services, Repair/ Maintenance Supplies, Office Supplies, Memberships, etc.
Operating Revenue:	Funds that the government receives as income to pay for ongoing operations. It includes taxes, fees from specific services, interest earning, and grant revenues. Operating revenues are used to pay for day to day services.



Prior Year Encumbrances:

Outstanding obligations to purchase goods and/or services which existed at fiscal year-end, reserved in fund balance or retained earnings of all applicable funds, and re-appropriated at the beginning of the consecutive fiscal year.

Property Taxes:

Taxes paid on the assessed or "just" value of land, buildings, business inventory or equipment.

Revenue:

Income derived from taxes, fees, and charges. In the broader sense, "revenue" refers to all government income, regardless of source, used to fund services.

Rolled-Back Millage Rate:

That millage rate which will provide the same property tax levy as was levied during the previous fiscal year, exclusive of levies on new construction, additions to structures, deletions and property added due to geographic boundary changes.

State Revenue Sharing:

Funds distributed by formula to local governments with few or no limits on the purposes for which funds may be used.

YTD:

Year to date.



All Staff Directory by Department

Executive Management

Alexander Diaz	Town Manager	AlexDiaz@goldenbeach.us
	Executive Assistant to Town Manager	
	Office Support Staff	
Stephen Helfman	Town Attorney	SHelfman@wsh-law.com

Community Engagement

Lisette Perez	Town Clerk/HR Director	Lperez@goldenbeach.us
Elena Cheung	HR Generalist/Assistant to Town Clerk	Echeung@goldenbeach.us
Michael Glidden	Resident Services Director	Mglidden@goldenbeach.us
Jisel Krepp	Resident Services Assistant	Jkrepp@goldenbeach.us
Kaitlyn Dziedzic	Resident Services Support Staff	Kdziedzic@goldenbeach.us
Marie Talley	Community Development Specialist	MTalley@goldenbeach.us
Amber Schwabenbauer	Parks & Recreation Attendant	amber.schwabenbauer@gmail.com
Isaiah Martinez	Parks & Recreation Attendant	
Erick Velazquez	Parks & Recreation Attendant	erick.vg@outlook.com
Cem Topaclioglu	Recreation Staff Member	cemtopaclioglu@hotmail.com

Fiscal Health

Maria Camacho	Finance Director	Mcamacho@goldenbeach.us
Ingrid Gooden	Senior Accountant	Auditor@goldenbeach.us
Gabriela McKoy	Fiscal Health Support Staff	GMcKoy@goldenbeach.us

Operations Management

Linda Epperson	Assistant Town Manager	Lepperson@goldenbeach.us
Hanner Ardila	Operations Management Support Staff	Hardila@goldenbeach.us
	Residential Construction Director	
Maikersie Voltaire	Residential Construction Manager	Mvoltaire@goldenbeach.us
Monica Diaz	Residential Construction Special Projects	MonicaDiaz@goldenbeach.us
Kirk McKoy	Public Services Director	KMckoy@goldenbeach.us
Armando Perez Morales	Municipal Service Worker	urdarm61@yahoo.es
Brian Phillips	Municipal Service Worker	brianphillips226@gmail.com
Derek Cardoza	Municipal Service Worker	Dcardoza@goldenbeach.us
Jerome Scott	Municipal Service Worker	scottjerome1522@gmail.com
Johnny Lucien	Municipal Service Worker	johnnylucien61@yahoo.com
Keniel Jackson	Municipal Service Worker	keniel.jackson@yahoo.com
Lloyd Ruddison	Municipal Service Worker	
Lourdes Velasquez	Custodian	velasquezlourdes14@gmail.com
Reynaldo Mundle	Municipal Service Worker	outanbad4@gmail.com
Vianny Velasques Herrera	Custodian	
Lissett Rovira	Facilities & Streets Maintenance Director	Lrovira@goldenbeach.us
Nohuberto Garcia Torres	Facilities & Streets Maintenance Manager	Ngarcia@goldenbeach.us
	Building Official	
	Building Inspector	
	Chief Mechanical Inspector	
	Chief Plumbing Inspector	
	Chief Electrical Inspector	
	Structural Plans Examiner	
	Landscape Architect	
	Zoning Reviewer	



Public Safety

Rodolfo Herbello	Chief of Police	Rherbello@goldenbeach.us
Patricia Bocio	Executive Assistant to the Chief	PBocio@goldenbeach.us
Yovanny Diaz	Police Captain	Ydiaz@goldenbeach.us
Leila Perez	Police Lieutenant	LeilaPerez@goldenbeach.us
Daniel Avila	Police Sergeant	Davila@goldenbeach.us
Joseph Bautista	Police Sergeant	Jbautista@goldenbeach.us
Julio Soca	Police Sergeant	Jsoca@goldenbeach.us
Alejandro Victores	Police Officer	Avictores@goldenbeach.us
Daniel Larrea	Police Officer	DLarrea@goldenbeach.us
Dylan Camacho	Police Officer	Dcamacho@goldenbeach.us
Edsel Carrasco	Police Officer	Ecarrasco@goldenbeach.us
Guillermo Gonzalez	Police Officer	Ggonzalez@goldenbeach.us
James Camacho	Police Officer	Jcamacho@goldenbeach.us
Jose Arguelles	Police Officer	Jarguelles@goldenbeach.us
Jose Trujillo	Police Officer	Jtrujillo@goldenbeach.us
Miguel Diaz	Police/Code Enforcement Officer	Mdiaz@goldenbeach.us
Oscar Suarez	Police Officer	Osuaraz@goldenbeach.us
Robin Weiner	Police Officer	Rweiner@goldenbeach.us
Brandon Jackson	Public Service Aide	Substation1@goldenbeach.us
Juan Garfias	Public Service Aide	Substation4@goldenbeach.us
Karen Toussaint	Public Service Aide	karentoussaint89@yahoo.com
Ryan Kramer	Public Service Aide	Substation2@goldenbeach.us
Steven Gonzalez	Public Service Aide	gonzalezsteven682@gmail.com
Dave Carrazana	Detached Detective	Dcarrazana@goldenbeach.us
Gary Dooling	Detached Detective	Gdooling@goldenbeach.us
Pedro Vila	Detached Detective	Pvila@goldenbeach.us
Carlos Balasino	Part-Time Police Officer	Cbalasino@goldenbeach.us
Lay Rivacoba	Part-Time Police Officer	Lrivacoba@goldenbeach.us
Robert Perez	Part-Time Police Officer	Rperez@goldenbeach.us
Todd Benedict	Part-Time Police Officer	Tbenedict@goldenbeach.us
Chad Turnipseed	Lifeguard	Cturnipseed@goldenbeach.us
John Fialkowski	Lifeguard	Jfialkowski@goldenbeach.us
Silvia Drobiarz	Code Compliance Clerk	Sdrobiarz@goldenbeach.us





2023-2024 BUDGET
ALWAYS FOCUSED ON YOU.



TOWN OF GOLDEN BEACH, FLORIDA
1 GOLDEN BEACH DRIVE
GOLDEN BEACH, FL 33160