



FORWARD THINKING.  
**FUTURE FOCUSED.**

**PROPOSED**

2022-2023 BUDGET

*Golden*  
**BEACH**





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

# 2022-2023 ADOPTED OPERATING AND CAPITAL BUDGET

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“A TOWN OF EXCELLENCE”

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## **TOWN COUNCIL**

Mayor Glenn Singer

Vice Mayor Jaime Mendal

Council Member Bernard Einstein, Esq.

Council Member Judy Lusskin

Council Member Kenneth Bernstein, Esq.

## **TOWN MANAGER**

Alexander Diaz

## **FINANCE DIRECTOR**

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, 2021**

*Christopher P. Morill*

Executive Director



# MESSAGE FROM THE MAYOR



## **To the Honorable Town Council and my fellow Residents of Golden Beach:**

I would like to start off by thanking you for your continued trust in me and my fellow councilmembers to deliver on a vision of a Golden Beach that we can all be proud of now, and into the future.

As The Town has grown to an unprecedented value of \$1.4-billion, now more than ever it is time for us to continue to invest in our infrastructure and continue to increase and expand the way we provide the security needed to protect you, our residents, and your homes.

That is why this year we approved the most highly competitive contract for our Police Officers, to ensure that we have the most qualified and best trained police department in South Florida. In addition to that, we are working very vigorously to create a Town-wide CCTV camera system that will guarantee that every public area within the Town is monitored by closed-circuit television. By adding detectors on both the Ocean and on the Intracoastal, we will have a complete security net over Golden Beach.

**PROTECTING YOUR INVESTMENT AND PROTECTING YOUR FAMILY IS OUR #1 PRIORITY.**

We believe that sound health is as important as a reliable infrastructure. That is why this past summer we asked you to support a bond to ensure that we can build a Town Community/Wellness Center. Our vision for the Wellness Center is that it will become the gym of choice for our residents to workout in, a hub to come together and share ideas, and a venue to celebrate the wonderful accomplishments and milestones of our great Town.

Now is the time for the Administration to look towards the future to solidify Golden Beach as the most sought after community in the nation. What better way than with a state-of-the-art, first of its kind Community/Wellness Center that will promote well-being and community engagement.

The Town Council, myself and the Administration are committed to protecting and helping to grow the investment you made in Golden Beach when you chose to make this your home. It is my hope that this budget reflects the vision and goals that we have set forth. We are proud of all of the achievements we have attained this past year and we are proud of the employees that serve our community. We ask you to bear with us as we continue to deliver the many projects that we have highlighted in this budget and deliver on a Golden Beach that you can be honored to call home.

I want to thank you for your support, and I look forward to what the future holds.

*Glenn Singer*

Glenn Singer, Mayor

# GUIDE FOR READERS

**The Fiscal Year 2022-2023 Annual Operating Budget for the Town of Golden Beach, Florida is intended to serve four purposes:**

**1.**

## **The Budget as a Policy Guide**

As a policy document, the budget serves to inform the reader about the organization and its policies. The budget includes organization-wide financial and programmatic policies and goals that address long-term concerns and issues, as well as short-term financial and operational policies that guide the development of the budget for the upcoming year. This budget document details the services the Town will provide during the twelve-month period from October 1, 2022 through September 30, 2023. The Departmental budget sections provide accomplishments, goal and objectives, and performance measures for each Department.

**2.**

## **The Budget as a Financial Plan**

As a financial plan, the budget details the costs associated with providing municipal services and how the services will be funded. The General Fund section includes a summary and detailed description of all revenue and expenditures. The budget document explains the underlying assumptions for the revenue estimates and discusses significant revenue trends. In addition, there is a discussion of the Town's accounting structure and budgetary policies.

**3.**

## **The Budget as an Operations Guide**

As an operations guide, the budget details how Departments and the general fund are organized. The budget informs the reader of all the activities, services and functions carried out by each Department. In addition, the budget provides the performance measurements of organization-wide objectives to aid in monitoring the progress of the Town. Each Department budget section includes a description of the Department's scope work, mission, major accomplishments, goals and objectives, performance measurements, financial summary, budget highlights, and budget history.

**4.**

## **The Budget as a Communication Device**

As a communication device, the budget provides summary information to aid the reader in interpreting the document. Charts, graphs, tables and text are included in every section to consolidate the information as much as possible. The budget document includes a detailed table of contents and the Town Manger's Budget Message, which provides readers with a condensed analysis of the fiscal plans of the Town for the upcoming fiscal year.

# TOWN GOVERNMENT

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## TOWN COUNCIL

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**Mayor**  
Glenn Singer



**Vice Mayor**  
Jaime Mendal



**Councilmember**  
Bernard Einstein, Esq.



**Councilmember**  
Judy Lusskin



**Councilmember**  
Kenneth Bernstein, Esq.

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## CHARTER OFFICERS

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**Lissette Perez**  
Town Clerk



**Alexander Diaz**  
Town Manager



**Steve Helfman**  
Town Attorney

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## ADMINISTRATIVE PERSONNEL

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Linda Epperson, *Assistant Town Manager*

Maria D. Camacho, *Finance Director*

Lissette Perez, *Town Clerk/H.R. Director/Asst. to the Town Manager*

Dario Gonzalez, *Building Official*

Rodolfo Herbello, *Police Chief*

Kirk McKoy, *Public Works Director*

Ken Jones, *Facilities & General Maintenance Director*

Michael Glidden, *Resident Services Director*

Lissett Rovira, *Director of Capital Improvement Projects*



# TABLE OF CONTENTS

Guide for Readers .....	7
Town Government .....	8
Table of Contents .....	9
Introduction.....	10
A Brief History of the Town .....	12
Organizational Chart .....	14
Annual Budget Procedures .....	15
Budget and Accounting Basis .....	16
Budget Schedule.....	18
Core Values .....	20
A Year In Review .....	21
Budget Message from the Town Manager .....	27
Financial Outlook / Fund Balance Overview .....	37
Financial Policy .....	47
Summary of Funds.....	55
Consolidated Budget.....	56
Expenditures Budget Summary .....	58
General Fund Revenues.....	62
General Fund Appropriations.....	63
Revenue Projection Rationale.....	65
All Fund Revenue Budget Worksheets / Support Documents .....	69
Town Council .....	73
Office of the Town Manager.....	78
Office of the Town Clerk.....	89
Department of Finance .....	97
Town Attorney .....	104
General Government.....	107
Department of Police .....	111
Department of Building & Zoning .....	127
Department of Public Works.....	135
Department of Roads and Streets .....	142
Department of Parks & Recreation.....	147
Department of Resident Services.....	151
Law Enforcement Trust Fund.....	157
Debt Service Fund.....	161
Capital Improvement Projects Fund.....	164
Stormwater Utility Fund .....	179
Glossary of Key Terms.....	184

# 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 93 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 397 single family residences, (28 vacant lots) distributed as follows:

- 118 residences along the east and west sides of A1A (ocean side)
- 251 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.

An elected Mayor and four Council Members govern the Town of Golden Beach, with elections being held every two years. 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.

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 70 employees, we provide all the services of a larger community, such as: employing our own Police Department (community patrol division, detective bureau, K-9 division, and marine patrol unit), Building & Zoning Department, Public Works Department, Sanitation Division, 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.

93 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 \$60-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 \$1.438 billion.

In 2019, to commemorate the Town’s monumental 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 new multi-million dollar Civic Center project. The new state-of-the-art complex will amass approximately 12,000 sq. feet and will house Town Hall offices, all municipal government facilities, the police department, and include event and leisure spaces for Residents.

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

RESIDENTS



COUNCIL



Judy Lusskin,  
Councilmember

Kenneth Bernstein, Esq.  
Councilmember

Glenn Singer,  
Mayor

Jaime Mendal,  
Vice Mayor

Bernard Einstein, Esq.  
Councilmember



STAFF



Lissette Perez,  
Town Clerk/HR Director/Exec. Asst. to the TM

Alexander Diaz,  
Town Manager

Helfman Stephen Esq.  
Town Attorney



Linda Epperson,  
Assistant Town Manager

Rodolfo Herbello,  
Police Chief

Vacant,  
Building and  
Zoning Director

Lissett Rovira-Topacioglu,  
Capitol Improvement  
Projects Director

Sallam Abujarour,  
Exec. Assistant  
to Police Chief

Leila Perez,  
Police  
Lieutenant

Yovany Diaz,  
Police  
Lieutenant

Maria  
Camacho,  
Finance  
Director

Michael Glidden,  
Resident Services  
Director

Ken Jones,  
Facilities &  
Maintenance  
Director

Kirk Mckoy,  
Public Works  
Director

Dario Gonzalez,  
Building Official

Ingrid Gooden,  
Contract Staff  
Member

Jisel Krepp,  
Assistant  
to Resident  
Services Director

Nohuberto  
Garcia Torres,  
Facilities &  
Maintenance  
Manager

Vacant  
Accreditation  
Manager

Monica Diaz,  
Building Projects  
Coordinator

Marie Talley,  
Community  
Development  
Specialist

Miguel Diaz,  
Code  
Compliance

Maikersie Voltaire,  
Building Projects  
Coordinator

Silvia Dobriarez,  
Code Compliance  
Clerk

# 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.
- **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 probably 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:

- 1. Ten mills for county purposes.**
- 2. Ten mills for municipal purposes**
- 3. Ten mills for school purposes**
- 4. A millage fixed by law for a county furnishing municipal services.**
- 5. 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 2021-2022 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 2022-2023 Budget will be presented to the Town Council at its September 28, 2022 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	RESPONSIBIITY	TIME	DETAILS
Wednesday, June 1, 2022	Miami-Dade County Property Appraiser	N/A	Submitted Certification of Taxable Value
June 2022	Town Manager	N/A	Departmental budget review meetings begin.
June 2022	Town Manager	N/A	Preparation of budget document for presentation to Council.
Thursday, August 4, 2022	Finance Director	N/A	DR-420 Due to the Property Appraiser's Office.
Tuesday, August 30, 2022	Town Clerk	6:00 PM	Special Town Council Meeting
Tuesday, August 30, 2022	Town Clerk	6:00 PM	Special Town Council Meeting to Ratify the Maximum Proposed Millage.
Tuesday, August 30, 2022	Town Manager	6:00 PM	Town Manager's Proposed Budget is submitted to the Town Council. Adopt resolution setting proposed millage rate for 2022-2023 and setting public hearing dates. (TRIM Notice)
Tuesday, August 24, 2022	Miami-Dade County Property Appraiser	N/A	Notice of Proposed Tax Bill and Public Hearing Dates (TRIM Notice)
Tuesday, September 13, 2022	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 23, 2022	Town Clerk	N/A	Advertise final millage rate and final budget hearing.
Wednesday, September 28, 2022	Town Council Town Manager	6:00 PM	Special Town Council Meeting and Adoption of Final Millage & Final Budget.
Friday, September 30, 2022	Town Manager	5:00 PM	Deadline for returning final millage rate to Property Appraiser and Tax Collector.

# CORE VALUES

## **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 sources of recreation, excellent services and reasonable taxes. This will be achieved through a customer-focused government, Golden Beach's unique location, and embracing the following core values:

- Effectiveness
- Efficiency
- Accountability
- Diversity
- Inclusiveness
- Responsiveness

## **SERVICES, FUNCTIONS AND ACTIVITIES**

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.

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 7:00 p.m. The public is welcome to attend.

# A YEAR IN REVIEW FISCAL YEAR 2021-2022 INITIATIVES

It has been more than two years since the COVID-19 Pandemic impacted the world and the global marketplace. The pandemic did a number of things – halted the world economy, tested our resolve, brought us all together, while keeping us apart, and changed the way the world conducts business. This past year however, as the world re-opened and a “new normal” was established, our small, exclusive oceanfront community embarked on a rebirth. Golden Beach’s real estate market grew in such an unprecedented way, that we even received national notoriety with a feature in the Wallstreet Journal. This year, we solidified our standing as a premier residential community in which to visit, live, and raise a family. We continue to realize our mission of becoming a community that provides more customer-centric services with more beautiful and vibrant open spaces, at the epicenter of South Florida’s high society. We remain **Forward Thinking** in the way business is conducted, and **Future Focused** to meet the demands of the new Golden Beach.

In Fiscal Year 2021-2022 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 to the Walls at Massini Avenue and Terracina Avenue; and investments in the growth and financial stability of the individuals who work day in and day out to secure our Town at the forefront of luxury living in South Florida.

This year, the Town’s assessed values grew to a very healthy \$1.438 billion; the Town began the conversation to erect a community wellness center, and the Town signed the most competitive FOP Union Contract with the Police Department in all of Golden Beach’s history.

As we moved forward focused on the future, FY 2021/2022 provided the foundation and framework for the Town to continue to grow and meet the demands of tomorrow. Here is more of what FY 2021/2022 looked like:

- During the past year the Town Manager graduated from the Miami-Dade School of Justice Police Academy. The Manager spent countless hours after his Administrative shift was completed patrolling the streets of the Town as a Field Training Officer to attain the training hours needed to official become a Certified Law Enforcement Officer. The training and experience gained is invaluable to the Town. As a Certified Law Enforcement Officer, the Manager will now apply the knowledge gained to strengthen our security efforts and developing our Police Staff.
- The Town has now implemented increased training initiatives within the Police Department to foster growth and development of our officers. There is now a post-academy training initiative where more seasoned officers provide training to newly graduated officers. In addition, our more seasoned team also provide training to officers while they are in the academy as well. The real world situational knowledge imparted is extremely beneficial to new members of the department as they embark on their law enforcement careers.

- After awarding a contract to Hotwire Communications, Inc. to provide bulk internet managed in-home WiFi with dedicated fiber to each home in Town. In the 2021-2022 fiscal year we completed the installation of dedicated fiber to each home, providing 1-gig of Internet and Cable service to each residence, making Golden Beach the first municipal community in the nation to provide this service.
- The Town approved a Special Assessment to pay for the Town-Wide bulk internet and managed Wi-Fi services provided by Hotwire Communications to every home in Town. In the first year of the Hotwire contract, after extensive research and analysis, the Town decided that it would shoulder those costs on its own and not pass that burden on to the residents for that first year. The first year of the contract was paid for with General Fund dollars. The assessment will be in place for the next ten years and will include funding for an updated, state-of-the-art CCTV system in Town.
- Held a topping off ceremony for the new Civic Center on February 24, 2022. The COVID-19 safe ceremony was well attended and met with praise from the community.
- After a considerable amount of meetings, the Administration launched the General Obligation Bond informational campaign, to inform residents of the various aspects of the G.O. Bond project. The office of the Town Clerk worked in conjunction with the Town Manager and Resident Services department to roll out the General Obligation Bond informational campaign. The campaign included informational door hangers, an in-depth informational brochure, a landing page on the Town's website, informational videos, website updates, and elections coordination with the Miami-Dade County elections department. The G.O. Bond campaign includes a reimagined Tweddle Park and enhancements to the Town's open spaces/park areas, a state-of-the-art community wellness center, enhanced lighting on A1A, improved security and safety measures, and updates to the Town's historic beach pavilion.
- After breaking ground, the Administration began the initial construction phase of the Civic Center Complex Masterplan. Due to issues with supply, demand and escalating labor costs caused by the COVID-19 pandemic this fiscal year, Gerrits Construction, Inc. requested the addition of \$1.4-million to the original contract to the Town. Supply shortages also caused some delays in construction, delaying work on the inside of the building. The Administration is confident that we will still meet an early-2023 completion date.
- The Town approved via resolution a professional services contract between The Town of Golden Beach and Estrada Hinojosa & Company, Inc. To perform professional services that include, but not be limited to advising as to the financing alternatives and its elements for various capital improvement projects, assisting with analyzing the financial impact of the financing mechanisms, advising the Town and its staff of changes, proposed or enacted, in Federal and State laws and regulations which would affect the municipal bondmarket, etc.
- The Town commissioned renowned design firm Perkins & Will to provide invaluable design options and plans for the interior of the Civic Center Complex Masterplan. Perkins & Will put together a presentation for the Mayor and Council detailing all of the options to outfit the new building with state-of-the-art materials and features to add to the elegance and aesthetics of the building.
- The Town Manager created the Assistant Town Manager position, promoting Building & Zoning Director Linda Epperson to the position. The creation of this position ties into the Town's Long Range Financial Plans by creating an Attrition Training Program, where

employees that are preparing to retire/exit the workforce provide invaluable training and guidance for employees entering it. This provides the necessary overlap to ensure continuity of services and coverage.

- In Fiscal Year 2021-2022 the Capital Improvement Projects Department in conjunction with the Town Manager, applied for an unprecedented number of grants. Some were struck down by the Governor, despite all of the efforts of staff. The Town was however able to secure a \$500,000 grant for the Pump Station at Tweddle Park, a \$75,000 grant to assist with Town-wide vulnerability assessment focused on stormwater and sea level rise challenges, and a \$112,500 grant for three portable pumps to provide for extra flood relief for the most vulnerable areas of Town. The Town's attempt at securing a grant for the Wellness Center project was struck down as well as the grant for additional funds for the Landfall Team Bunker.
- Completed a comprehensive beautification project of the The Strand entrance to the Town. The aspects of the project included: curbs and gutters replacement, artificial turf installation, ballards replacement, and the seal coating of the asphalt. This enhancement helps to increase the aesthetic appeal of the Town and adds to the value of the homes.
- In June 2022, the Administration negotiated the most highly competitive FOP Union contract between the police officers and the Town in the history of Golden Beach.
- The Golden Beach Police Department went through the re-accreditation process and was recommended for re-accreditation for a fourth term as a Florida Accredited agency by the Commission for Law Enforcement Agency (CFA).
- The Finance Department completed a successful audit with zero findings and zero management concerns for the eighth year in a row. This fiscal year, the Administration took it a step further by conducting an in-depth audit of all of the Town's equipment, including cell phone's, Wi-Fi devices and all of the Town's vehicle fleet. This was done to ensure that of our fixed assets lists are up to date and complete. This is the first time such an in-depth review is conducted in four years. In addition, as part of this year's audit, the Administration has created new reserves within our Fund Balance to ensure that we are being responsible with future unforeseen demands that may be placed on our pension and health insurance costs, by allocating resources dedicated specifically to fund those two areas.
- The Town implemented the Paychex platform 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.
- The Town completed the temporary repairs to the Tweddle Park outfall, improving drainage at the tennis courts and surrounding areas. Water mitigation has been an important aspect of the Capital Projects in Town, to safeguard the welfare of residents and protect your investments.
- The Town was also awarded a \$75,000 grant from the State to assist in the Town-wide vulnerability assessment, specifically to prioritize resilience planning for stormwater and sea level rise challenges and changes.
- The Town approved via resolution the purchase of Mobile Architecture for Communications Handling (MACH) software to assist the town's police department with dispatch operations.

- The Police Department conducted a 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 were either from closed cases or unclaimed items.
- The Town is continuing to endeavor to rebuild and restructure the Public Works/Police Annex Facility to become the Town's new Auxiliary Services Facility, housing the Town's Emergency Operations Center. As part of the project, the Town submitted a grant application to the Florida Department of Economic Opportunity's Rebuild Florida Critical Facility Hardening Program, which was unfortunately struck down.
- The Town rolled out the Hotwire Communications, Inc. Town-Wide Fiber Internet Service installation to all of the homes in Town
- The construction on the Center Island Pump Station Project was completed.
- The Town approved via resolution a contract with Southeastern Engineering Contractors, Inc. for roadway improvements within North Parkway, including two catch basin adjustments; 102 linear feet of new curbs and gutters; 100 square feet of sidewalks; asphalt removal and installation; drainage improvements; and removal and re-installation of pavers.
- Installation of two new bus shelters on A1A with enhanced landscaping and security features was completed.
- The Town broke ground on the highly anticipated privacy walls along Massini Avenue and Terracina Avenue.
- The Resident Services Department for the first time ever, addressed Mental Health and Suicide Prevention in the Town Magazine as a collaborative effort with Residents.
- The Resident Services Department launched a Concierge-style in-home COVID-19 testing and vaccination services, also hosted and facilitated COVID-19 testing sessions and vaccine administration events at Town Hall and the Beach Pavilion.
- The Town Clerk's Department assisted residents with setting up their Vote-By-Mail ballots and provided information and assistance to residents inquiring about the General Obligation Bond and where and when they could cast their vote.
- The office of the Town Clerk implemented a digital copy of the Town of Golden Beach Election Candidate Qualifying Handbook in preparation for the Town's General Election on February 21, 2023.
- The Golden Beach Police Department hosted their first bi-annual Drivers license renewal event back since the COVID-19 pandemic.
- The Town appointed two new trustees to the Town Of Golden Beach Employees Pension Plan Board Of Trustee.
- The Golden Beach Police Department hosted their first annual meet and greet event with residents since the COVID-19 pandemic began. This event provides an opportunity for residents to engage and interact with our officers and learn about all of the positive community initiatives the department is working on.
- Sergeant Julio Soca of the Golden Beach Police Department had the honor of being featured on the Local 10 news for an article on police officers who have been shot in the line of duty and lived to tell their story.



- The Town approved a second amendment to the professional services agreement with Mainguy Environmental Care, Inc. via resolution to continue to perform landscape services throughout the Town.
- The Town Clerk's Department continued a town-wide archival records scanning project in an effort to have digital copies of all Town archives ready prior to the completion of the New Civic Center Complex.
- The Town Clerk's Department continued to make a number of revisions and updates to the Town's website including updating the Town Manager's page, Town Clerk's page, creating a Video Archives section and coordinating with the web designer to make additional section changes as needed.
- The Mayor and Town manager met with the City of Sunny Isles to discuss recent heavy traffic issues within the Town's limits. The meeting was met positively by the Administrators of Sunny Isles Beach and the Town was able to bring awareness to the increasing population issues and demands for safe and efficient travel amongst our neighboring communities.
- The Town successfully hosted its annual Bagels on the Beach event for the first time since the COVID-19 pandemic. Residents were able to meet with the Council and inquire on various aspects of Town including asking questions concerning the GO Bond.
- The Town continued weekly beach sampling to test the Town's waters for bacteria.
- The Human Resources Department completed its annual comprehensive insurance review, obtaining renewal figures from different firms to compare the Town's current insurance offerings with other available offerings to make sure that the Town is offering the most responsive and affordable insurance offerings to eligible employees.
- The Town maintained its Tree City USA designation in recognition of its lush landscaping and ample open spaces
- The budget as a business plan, outlining goals and measures that govern Town affairs, has attained the esteemed "Distinguished Budget Award" for the thirteenth year in a row.
- The Town Celebrated its 93rd anniversary with its annual cake cutting ceremony at the May council meeting as well as its annual Potluck Luau event at the beach pavilion.
- The Town Clerk's Department applied for the John Land Years of Service Award and behalf of Mayor Singer and Councilmember Einstein. Both were awarded the distinguished recognition.
- The Resident Services Department began hosting in person art classes and different events again since the COVID-19 pandemic.
- In April, the Police Department, Mayor, and Town Manager hosted its annual Police Beat Night. Where they met with residents and discussed important topics such as, water vessels safety concerns and laws, Code Enforcement concerns, crime prevention safety tips, and much more.
- The Town donated over 150 meals to the homeless community in the Miami Dade area.
- The Town Clerk's Department applied for the "E. Harris Drew" Municipal Official Lifetime Achievement Award on behalf of Councilwoman Lusskin.

- The Police Department once again held its back to school campaign seeing students off on the morning of the first day of school with lunch boxes filled with nutritious treats and other goodies.

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. We will continue to provide the high quality of service that the residents have come to expect while maintaining the highest level of efficiency and professionalism. Following our current path, we are well on our way to becoming the premier residential community in which to visit, live, and raise a family.



# A MESSAGE FROM THE TOWN MANAGER

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September 28, 2022



**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 2022-2023 OPERATING AND CAPITAL BUDGET

As we prepare for the 2022-2023 Fiscal Year it is important to stress that the Administration remains committed to our pledge of being Forward Thinking in the way business is conducted, and Future Focused to meet the demands of the new Golden Beach.

As such, in accordance with the requirements of Section 5.01(d) of the Charter of the Town of Golden Beach, it is my privilege to present the Residents, Mayor and Members of the Town Council with the Proposed Budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023.

This past year we made a commitment to our salaried employees, specifically to Police Officers and our Department Directors, that they would be receiving competitive salaries, comparable to that of our neighboring communities. As we continue to make investments into our community, we cannot lose sight that it is equally important to invest in the wages of our workforce. That is why this Budget provides for the largest investment to both our Police Officers and Department Directors. Investing in our workforce is just as important as investing in the infrastructure of the Town. In doing so, we recognize the commitment the Town's team has made to the community and the strides taken to ensure that we meet the Town's vision of making Golden Beach the premier community to work and live.

As your Manager, I too continue to invest in my professional development. As you are aware, I graduated from the Miami-Dade School of Justice Police Academy this past year. I have spent countless hours after my Manager duties for the day are over, (my days start in the early mornings hours), donning my police uniform, to join our men and women in blue to patrol the streets of the Town as a Field Training Officer. Once I complete my training hours I will officially become a Certified Law Enforcement Officer. The training and experience I have gained is invaluable to the Town; we have already applied the knowledge I have gained to strengthen our security efforts and develop our Police Staff.

The Fiscal Year 2023 Budget represents my sixteenth year presenting the budget as your Town Manager, and marks the single highest increase in our assessed values since I became your Manager. In 2007, when I presented my first Budget for your consideration, the Town's assessed values were \$600-million, today they are \$1.438-Billion.

With \$1,438,422,337 in total taxable assessed values, the Administration is recommending a combined millage rate of 8.4 mills for the seventh consecutive fiscal year.

As we prepared the Fiscal Year 2023 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.

This past year, while the world economy started to decline, the US economy entered a slow recession, which didn't leave Golden Beach unscathed, in particular the Civic Center Complex Project which came to a significant slowdown over the summer due to global supply chain issues. However, although we made little headway on the Civic Center, the Administration remained dedicated to exploring projects and programs to ensure that the Town continues to meet the expectations of our Residents. To that end, this past year we undertook one of the most aggressive and progressive project(s), that was voted on through a G.O. Bond referendum. The G.O. Bond campaign includes a reimagined Tweddle Park and enhancements to the Town's open spaces/park areas, a state-of-the-art community wellness center, enhanced lighting on A1A, improved security and safety measures, and updates to the Town's historic beach pavilion. During these last sixteen years, I have shown that we are not afraid of work, and we are committed to building and being the Best Town, for our Residents. In moving these projects forward, we are mindful of the impact's inflation, high oil and gasoline prices, ongoing supply chain disruptions, and persistent labor market shortages will have; the next 12-18 months will be critical to our progress.

In the last 15 years, Golden Beach has experienced some of the highest home appreciation rates of any community in the nation. Golden Beach real estate appreciated at one of the fastest rates in the State. A few highlights of recent Real Estate trends are: a home on Center Island which sold for \$6.5-million in December of 2021, resold for \$8.5-million in less than four months (April 2022); 3 homes on Ocean Boulevard were recently purchased for \$93-million; and we have all learned of the property on Ocean Boulevard, a roughly 1.5-acre estate, which came to market for \$100 million. These trends in our real state market are validation of our efforts to become the most sought-after single-family community, with world class amenities and service.

At the forefront of preparing our Budget(s) and Capital Plan we stay focused on our undertaking to: sustain a vibrant Town that builds a sense of community spirit and pride with a fiscally responsible government; maintain the highest quality municipal services and infrastructure; nurture a responsive and efficient staff; and foster innovative leaders who engage our residents.

### **ASSUMPTIONS OF REVENUES:**

This Budget calls for one-time revenues as follows:

- \$1,945,183.00 from the Fund Balance to fund Capital Projects (all from prior year's allocations)
- \$705,000.00 in the form of State Grants for the purchase of portable pumps, the renovation of Pump Station #1, and a Sustainability Study

## EXPENDITURE ASSUMPTIONS:

According to the US Bureau of Labor Statistic, the Consumer Price Index for All Urban Consumers (CPI-U) for Miami-Fort Lauderdale-West Palm Beach range between 9.8 to 10.6%. The proposed budget calls for a 5.5% Cost Of Living Adjustment to all General Employees, and the adjustment of all Police Officer salaries as called for in the recently adopted Fraternal Order of Police Contract.

- It sets aside \$200,000 as possible Debt Service for the issuance of a new General Obligation Bond
- It allocates \$720,000 for costs associated with the Civic Center Project
- It calls for the first of two increases in salaries for our Department Directors in an effort to ensure that they are receiving competitive salaries to that of our neighboring communities.
- It provides for the costs associated with the new integration of the expanded Closed Circuit Television Security Monitoring System (CCTV)
- It provides for \$80,000 for the milling and resurfacing of South Island Drive
- It calls for our Pension to be funded at a rate of 34% instead of the required 32%, which is a very responsible manner to fund the Pension
- It calls for a 15% increase to our prior year budgeted insurance budgets (Health, Dental, Vision, Life, Short/Long Term Disability)
- It calls for a 1% inflation to all line items
- It calls for a 3% increase for Utilities and Fuel
- It calls for a 3% increase to all contracts
- It calls for a 4% increase to insurance (non-employees)

We have adopted a new practice, which calls on the Administration to prepare a Long-Range Financial Plan (Forecast) that looks beyond the next fiscal year. This exercise in planning for the next five years, once more provides a Forward Thinking approach to financial matters, allowing us to be more Future Focused. 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 Manger's Message) beginning with the 2022-2023 Fiscal Year.

This summer, by your action we increased the scope and budget for the Civic Center in order to deliver a more elegant facility. We also commenced working on a re-imagined Tweddle Park and a new Wellness Center. After 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, with the County covering the expenses to install brand new asphalt, pavers, and geo-grid on Golden Beach Drive – a savings to the Town of over \$1.2-million.

I also wanted to make a special mention of Chief Herbello and all of the hard-work he has put in during his 10+ years with the Town's Police Department. During the summer months our Police Department, under his leadership, was recommended for re-accreditation as a Florida Accredited agency by the Commission for Law Enforcement Agency (CFA). Chief Herbello led the Department through their first successful accreditation in 2013, and under his tutelage and hands-on approach, the Agency was able to attain this prestigious recognition for the fourth time. Leadership like his is the reason why our officers continue to excel and grow both professionally and academically, returning to school to attain degrees ranging from Bachelor's to our very first Ph.D. candidate!

After a review of all departments and programs by the Office of the Town Manager in conjunction with Department Heads, I am confident that the Town's finances will have to be managed more aggressively as more demands are placed on our limited revenues. As your Manager, I have accepted the challenge to learn how to do more with less and become creative in how we deliver the level of service our Residents have come to expect.

The proposed Fiscal Year 2023 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. In addition, the proposed budget continues to review and analyze past, present and anticipated future financial conditions.

### **FORWARD THINKING:**

The following 10 projects will be our key deliverables next year.

- Delivery of the Civic Center Complex. It's important to note that we have added an additional \$800,000 in owner requested change orders to enhance the quality of the spaces that will be most utilized by our residents and their invited guests.
- Our resiliency/vulnerability study that was funded by a state grant.
- The renovation/retrofitting of Pump Station #1 inside of Tweddle Park, that was funded by a grant.
- The purchasing of portable pumps, to be deployed during wet weather events as funded by grant dollars.
- Town-wide security enhancements, as we begin the design, evaluation and deployment of

proximity sensors for all of Golden Beach. The goal is to create a dome over the jurisdictional boundaries of the Town and have “live” notifications when someone enters our Town.

- The successful deployment of the computer aided dispatch software for our Police Department and records management software throughout the Town
- The modernization of our software for the Building Department
- The reimagining and redesign of Tweddle Park
- The design of a Wellness Center whose internal programming and space adequately reflect/ serves the needs of our community. In our commitment to investing in the community, wellness will be at the forefront of our efforts. Providing a first of its kind, state of the art wellness center is the first step
- The full inspection of all Town seawalls and recommended mediation to those seawalls that are not compliant

All of these projects are being offered to our Residents without asking for a rate increase to our millage. We continue to deliver millions in investments while HOLDING our millage rate.

### **FUTURE FOCUSED:**

The following will be the key focus points driving our shift in focus to meet the demands of the residents of Golden Beach.

- Investments in our staff and infrastructure – Investing in the growth of our staff by instituting more cross training opportunities and opportunities for educational growth will create added growth possibilities for our staff and well as overlapping and coverage when needed. Continued investments in our infrastructure will help the Town come up with creative solutions to the inevitable future events such as the threat of sea level rise.
- Sustainability and Resiliency – Environmental challenges continue to be a pressing concern as we look to the future, which is why this past year we held our first Sustainability and Resiliency symposium. The cohort of Town consultants, engineers and professional staff laid out a plan of action to prepare the Town as a resilient community.

### **BUDGET APPROACH**

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.

We are committed to the following broad policy priorities as reflected throughout the recommended budget:

Organizational Excellence and Financial Stability

Commitment to the Physical and Mental Health of our Residents, Guests and Staff during these uncertain times

Ensuring Security and Safety for our Residents and their properties

Exceptional Oversight of all Capital Projects

Environmental Sustainability

Maintaining greater transparency and communication with our Residents


### **FORWARD THINKING AND FUTURE FOCUSED**

As we look ahead, I would be remiss if I did not take a moment to recognize the pivotal roles the investments both staff and residents have made to get Golden Beach to where it is – the premier place to live, work and raise a family. My sincerest appreciation is extended to the Mayor and Members of the Town Council for their continued guidance and support throughout the development of the proposed budget. I would like to thank the Residents of Golden Beach – your investment in calling Golden Beach home has led to increased feedback and engagement, which has provided invaluable input in how we move forward with our infrastructure projects. And last, but not least, my thanks go out to the staff who have committed their time and energy to providing service that is unparalleled. Our employees are hard-working, innovative and dedicated to making sure Golden Beach is at the forefront of luxury living in South Florida.

Through our collective efforts, we have made significant strides in building an organization that we can all be proud of. We continue to strive for excellence in how we serve the community, and the value we offer all of our stakeholders. Thank you for allowing me the opportunity to serve as your Town Manager. I look forward to continuing to lead our organization and working with all of you and our Town team on our priorities and goals this upcoming year and beyond.

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 Finance Director Maria Camacho for their efforts in completing this year's Operating and Capital budget.

Respectfully Submitted,

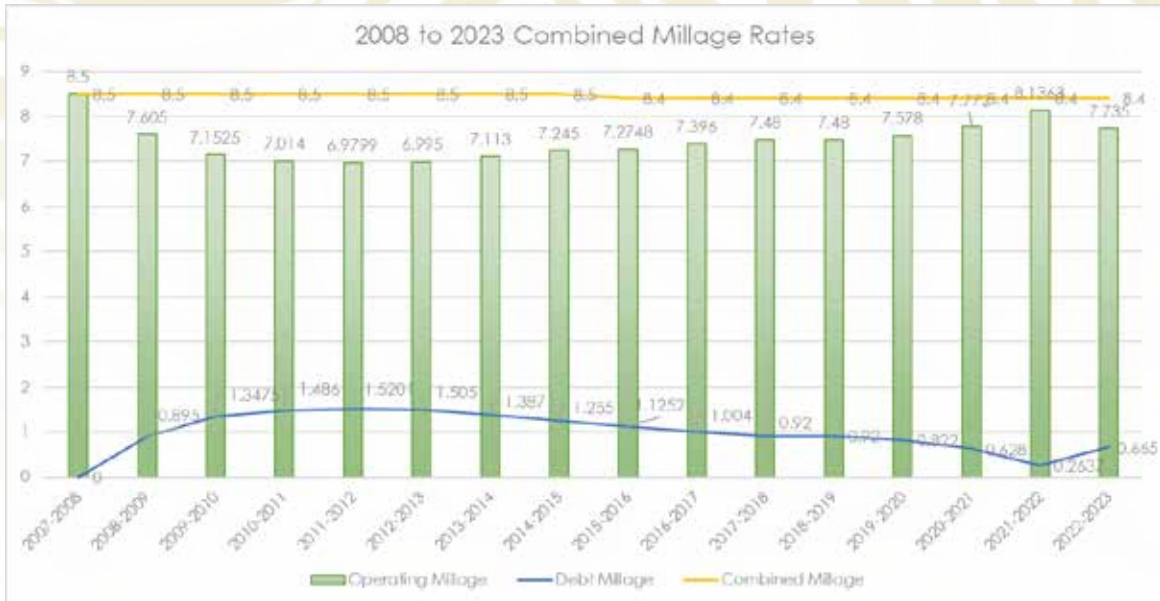


Alexander Diaz  
Town Manager



## THE TOWNS MILLAGE

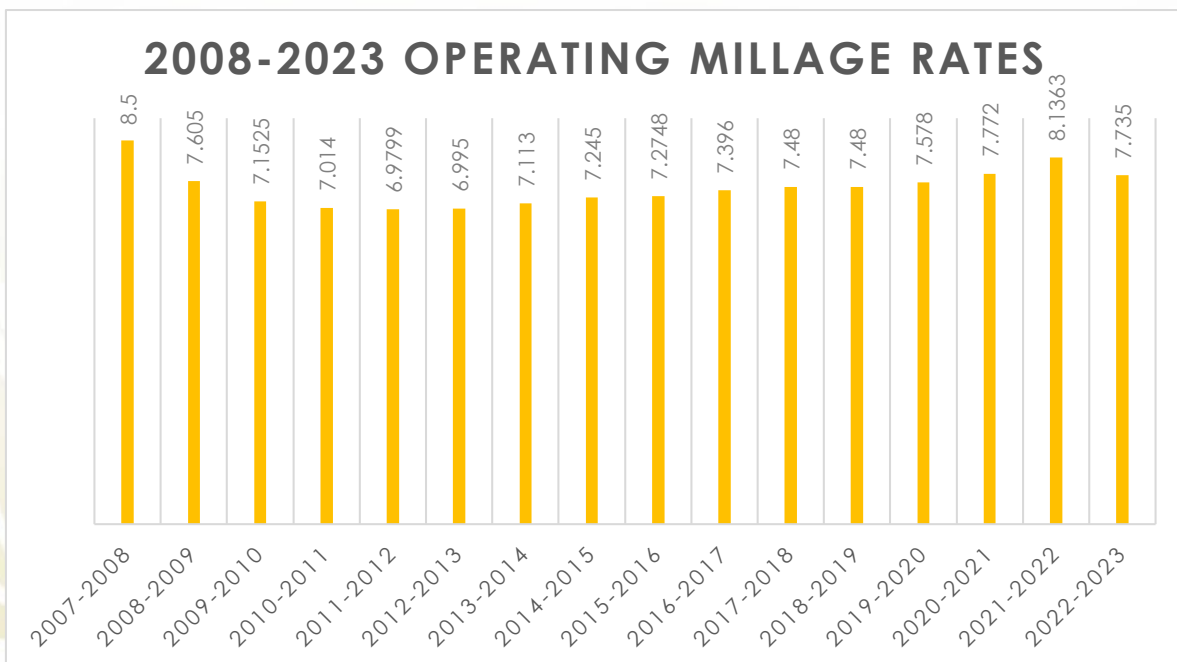
I recommend that the Town's combined millage rate remain unchanged. If the Council approves my recommendation, our combined millage rate will remain at 8.400 mills, the same as the previous year.



The 7.735 operating millage, which at 95% will generate \$10,569,887 for the General Fund Budget.

The Proposed Millage Rates for Fiscal Year 2022-2023 are:

General Operating	7.735 (8.1363 last year, 0.4013 decrease)
Voted Debt Service	.665 (.2637 last year, 0.4013 increase)
<b>Total</b>	<b>8.4000</b>



\*\* State law permits that we budget only 95%, thus, \$10,569,887 is available for budgeting purposes

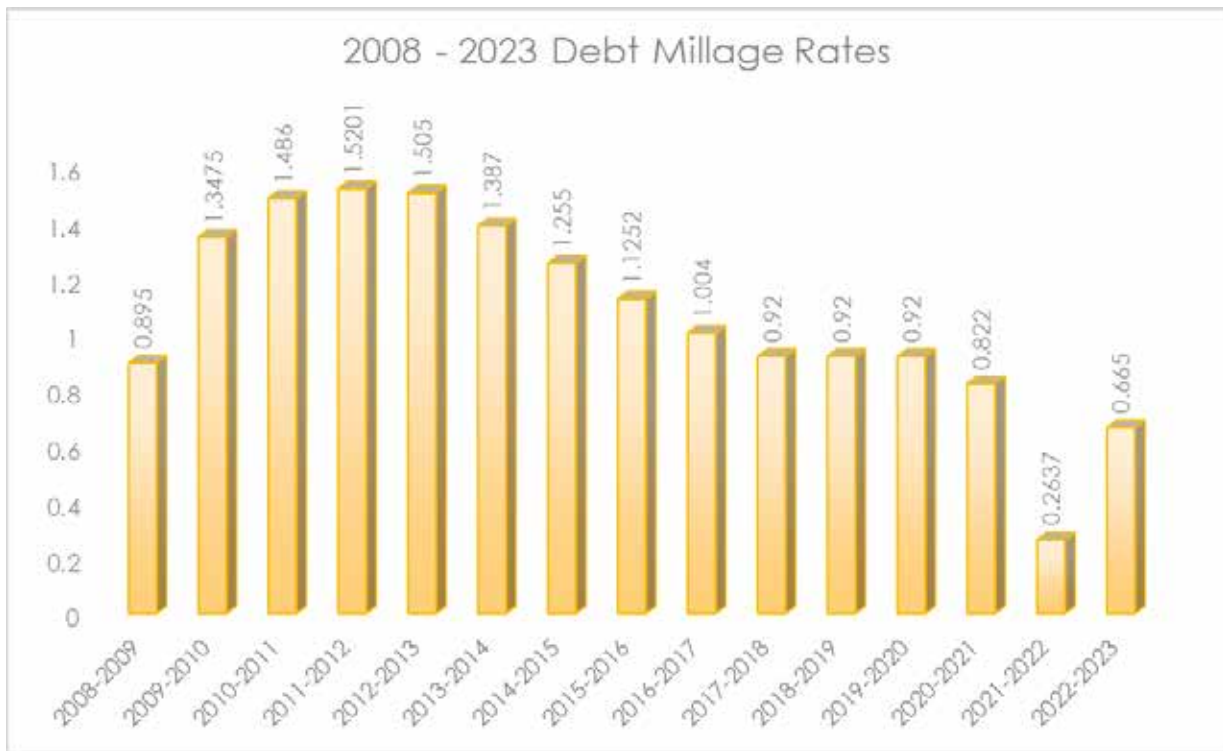
The Town's total taxable assessed value grew to \$1,438,422,337, and is the highest it has ever been. This is a strong indication that our community continues to be a highly sought after and solid investment for our residents.

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	7.248	\$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

#### GENERAL OBLIGATION DEBT SERVICE FUND

The .665 debt service millage, which at 95% will generate \$903,056 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	0.628	740,740
2021-2022	1,195,352,529	0.2637	899,382
2022-2023	1,438,422,337	0.665	903,056



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
- Wall at Massini Avenue and Terracina Avenue
- Proximity Detectors and Cameras on the Intercostal 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** – 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 2020-2021 Fiscal Year the Town's General Fund Balance, sat at a strong \$5,232,215.**

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:

\$2,331,316.00 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.

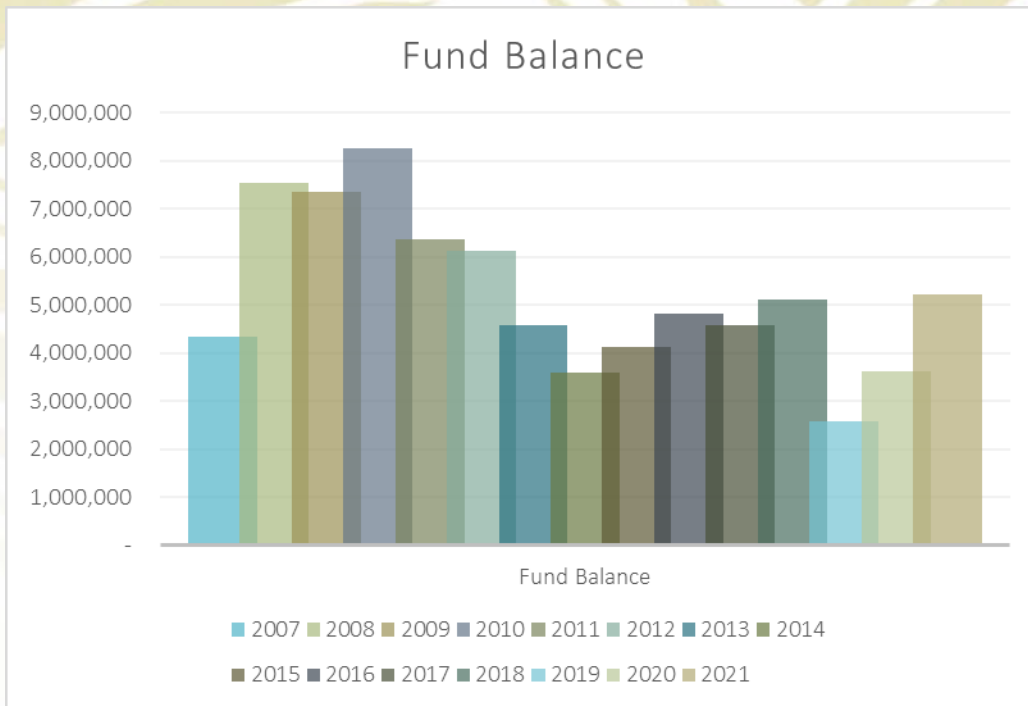
\$420,000.00 are restricted reserve for the Town's Building Department; these funds are available for years in which revenues for the Building Department are not sufficient to cover expenses.

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

\$1,014,891.00 are un-restricted and available for future allocations.

Bringing the audited Fund Balance grand total to:

\$5,232,215.00



**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.

<b>Fiscal Year</b>	<b>Fund Balance</b>
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

\*(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	\$2,331,316.00
Restricted for Building Department Reserve	\$330,000.00
Restricted for Capital Projects	\$1,120,250.00
Committed for Pension Plan Liability	\$210,581.00
Committed for Insurance Liability	\$135,177.00
Assigned for Building Department	\$90,000.00
Unassigned	\$1,014,891 .00
General Fund as stated in the FY' 2021 final audit	<b>\$5,232,215.00</b>
<u>FY' 2022 Budget Savings anticipated</u>	<u>\$700,000.00</u>

**Anticipated Fund Balance for the FY '2022 Audit** **\$5,932,215.00**

Allocated to the FY' 2023 General Fund Budget -\$650,000.00

Allocated to the FY' 2023 CIP Fund -\$1,945,183.00

**Proposed Fund Balance** **\$3,337,032.00**

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



## 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>2022-2023</i>	<i>2023-2024</i>	<i>2024-2025</i>	<i>2025-2026</i>	<i>2026-2027</i>
<b>General Fund</b>						
Beginning Udesignated Fund Balance		5,232,215	5,232,215	5,232,215	5,232,215	5,232,215
<b>Revenues</b>						
Ad Valorem Taxes (4%)	4%	10,569,887	10,992,682	11,432,390	11,889,685	12,365,273
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
<b>Total Revenues</b>		<b>13,109,230</b>	<b>13,584,653</b>	<b>14,078,350</b>	<b>14,591,034</b>	<b>15,123,448</b>
% Increase for revenues year to year			3.63%	3.63%	3.63%	3.63%
Total Revenues/Resources						
<b>Appropriations:</b>						
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
<b>Total Appropriations</b>		<b>13,109,230</b>	<b>13,584,653</b>	<b>14,078,350</b>	<b>14,591,034</b>	<b>15,123,448</b>
% Increase for expenditures year to year			3.63%	3.63%	3.63%	3.63%
Reserves:						
Total General Fund Reserves		5,232,215	5,232,215	5,232,215	5,232,215	5,232,214



## 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>2022-2023</i>	<i>2023-2024</i>	<i>2024-2025</i>	<i>2025-2026</i>	<i>2026-2027</i>
<b>Law Enforcement Trust Fund</b>					
Beginning Udesignated Fund Balance	-357,288	(357,288)	148,409	220,031	297,814
<b>Revenues</b>					
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
<b>Total Revenues</b>	<b>457,126</b>	<b>970,840</b>	<b>544,965</b>	<b>559,514</b>	<b>574,499</b>
% Increase for revenues year to year		31.96%	2.34%	2.36%	2.37%
<b>Appropriations:</b>					
Personel Services	3% 172,269	177,437	182,760	188,243	193,890
Operating Expenses	1% 284,857	287,706	290,583	293,488	296,423
<b>Total Appropriations</b>	<b>457,126</b>	<b>465,143</b>	<b>473,343</b>	<b>481,731</b>	<b>490,314</b>
% Increase for expenditures year to year		2.34%	2.35%	2.36%	2.37%
<b>Reserves:</b>					
Total Law Enforcement Fund Reserves	(357,288)	148,409	220,031	297,814	382,000
<b>Debt Service Fund</b>					
Beginning Udesignated Fund Balance	658,857	246,857	246,857	246,857	246,857
<b>Revenues</b>					
Voted Debt Service (Ad Valorem)	903,056	903,181	902,056	899,681	896,056
New Voted Debt Service	200,000	340,200	340,200	340,200	340,200
Transfer From Fund Balance					
<b>Total Revenues</b>	<b>1,103,056</b>	<b>1,243,381</b>	<b>1,242,256</b>	<b>1,239,881</b>	<b>1,236,256</b>
% Increase for revenues year to year		12.72%	-0.09%	-0.09%	-0.09%
<b>Appropriations:</b>					
Operating Expenses	1,103,056	1,243,381	1,242,256	1,239,881	1,236,256
<b>Total Appropriations</b>	<b>1,103,056</b>	<b>1,243,381</b>	<b>1,242,256</b>	<b>1,239,881</b>	<b>1,236,256</b>
% Increase for expenditures year to year		0.41%	0.01%	-0.12%	-0.26%
<b>Reserves:</b>					
Total Debt Service Fund Reserves		246,857	246,857	246,857	246,857

## 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>2022-2023</i>	<i>2023-2024</i>	<i>2024-2025</i>	<i>2025-2026</i>	<i>2026-2027</i>
<b>Capital Improvement Fund</b>					
Beginning Udesignated Fund Balance	(925,134)	(925,234)	(75,234)	74,766	224,766
<b>Revenues</b>					
State Grant Other Physical Enviroment	205,000				
G.O. Bond Proceeds		7,000,000			
Transfer From General Fund	720,000	400,000	400,000	400,000	400,000
City National Note	1,500,000				
Inter-Fund Tranfer (LETF)	1,505,948	250,000	250,000	250,000	250,000
Capital Fund Reserves	1,945,183	200,000			
<b>Total Revenues</b>	<b>5,876,131</b>	<b>7,850,000</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>
% Increase for revenues year to year		75%	8%	0%	0%
<b>Appropriations:</b>					
Capital Outlay	5,876,231	7,000,000	500,000	500,000	500,000
<b>Total Appropriations</b>	<b>5,876,231</b>	<b>7,000,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
% Increase for expenditures year to year		75%	7%	0%	0%
<b>Total Capital Improvement Fund Reserves</b>	<b>(925,234)</b>	<b>(75,234)</b>	<b>74,766</b>	<b>224,766</b>	<b>374,766</b>
<b>Stormwater Utility Fund</b>					
Beginning Udesignated Fund Balance	8,891,460	8,891,460	8,984,816	9,252,336	9,783,076
<b>Revenues</b>					
Stormwater Utility Fees	50%	237,600	356,400	534,600	801,900
New Local Option Gas Tax	2%	10,044	10,244.88	10,449.78	10,658.77
Franchise Fee-Electric	2%	100,000	102,000	104,040	106,121
Utility Tax-Electric	3%	120,000	123,600	127,308	131,127
Fema-Federal Grant		500,000			
Interest On Investments	1%	1,000	1,010	1,020	1,030
Interest Income	1%	100	101	102	103
Stormwater Fund Balance		-	-	-	-
S.F.W.M.D. Grant Proceeds		-	-	-	-
State Revolving Loan		-	-	-	-
<b>Total Revenues</b>		<b>968,744</b>	<b>593,356</b>	<b>777,520</b>	<b>1,050,940</b>
% Increase for revenues year to year		2.26%	2.26%	2.26%	2.26%
<b>Appropriations:</b>					
Operating	2%	468,744	500,000	510,000	520,200
Capital Outlay		500,000			
<b>Total Appropriations</b>		<b>968,744</b>	<b>500,000</b>	<b>510,000</b>	<b>520,200</b>
% Increase for expenditures year to year			2.00%	2.00%	2.00%
<b>Reserves:</b>					
<b>Total Capital Improvement Fund Reserves</b>		<b>8,891,460</b>	<b>8,984,816</b>	<b>9,252,336</b>	<b>9,783,076</b>

# ALL STAFF PERSONNEL SUMMARY TREND

## Authorized Positions

2022-2023

Positions by Department		Fiscal Year 20-21	Fiscal Year 21-22	Fiscal Year 22-23
<b>Executive Department</b>				
Full Time	Town Manager	1	1	1
	Assistant Town Manager	0	1	1
	Executive Assistant to Town Manager	0	0	0
	<b>Executive Office Total</b>	<b>1</b>	<b>2</b>	<b>2</b>
<b>Town Clerk Office</b>				
Full Time	Town Clerk/ HR Director/Exec. Asst. to Town Manager	1	1	1
	Executive Assistant to the Town Clerk	1	1	1
	<b>Town Clerk Office Total</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Finance Department</b>				
Full Time	Finance Director	1	1	1
Contracted	Staff Member	1	1	1
	Vacant	1	1	0
	<b>Finance Department Total</b>	<b>3</b>	<b>3</b>	<b>2</b>
<b>Building and Zoning Department</b>				
Full Time	Building Director	1	1	0
	Assistant to the Building Director	1	1	1
	Permit Clerk	1	1	1
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
	<b>Building and Zoning Total</b>	<b>11</b>	<b>11</b>	<b>10</b>
<b>Resident Services Department</b>				
Full Time	Resident Services Director	1	1	1
	Community Development Specialist	1	1	1
	Assistant to the Resident Services Director	1	1	1
	<b>Resident Services Department Total</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Capital Improvement</b>				
Full Time	Director of Capital Improvement Projects	1	1	1
	<b>Capital Improvement Department Total</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Public Works Department</b>				
Full Time	Public Works Director	1	1	1
	Facilities & Gen. Maint. Director	1	1	1
	Facilities Manager	1	1	1
	Fleet Mechanic	1	1	0
	Crew Leader	1	0	0

# ALL STAFF PERSONNEL SUMMARY TREND (CONT.)

	Municipal Service Worker	6	7	6
	Custodian	1	1	1
	Vacant Municipal Service Worker	1	1	2
Part Time	Municipal Service Worker	1	1	2
Contracted	Municipal Service Worker	1	1	1
<b>Public Works Department Total</b>		<b>13</b>	<b>13</b>	<b>13</b>

<b>Police Department</b>				
Full Time	Chief of Police	1	1	1
	Executive Assistant to the Chief	1	1	1
	Vacant Office Administration	0	0	0
	Administrative Lieutenant	1	1	1
	Operation Lieutenant	1	1	1
	Sergeant	3	3	3
	Corporal	3	2	2
	Patrol Officer	5	5	6
	*Investigations Unit	1	0	0
	K-9 Officer	1	0	0
	Marine Patrol Officer	1	1	1
	Motorcycle Division	1	1	0
	Accreditation Manager	1	1	1
	Ocean Rescue	1	1	1
	Beach Attendant	3	3	3
	Public Service Aide	3	3	4
	Police/Code Enforcement Officer	1	1	1
	Vacant Police Officer	0	1	1
Part Time	Patrol Officer	6	6	6
	Reserve Officer	2	2	2
	Ocean Rescue	2	2	2
	Beach Attendant	3	2	3
	Public Service Aide	1	1	1
Contracted	Beach Attendant	1	1	0
	Code Compliance Clerk	1	1	1
	Vacant Code Compliance	0	0	0
Detached Detectives	(SFMLTF, DEA & IRS)	3	3	3
<b>Police Department Total</b>		<b>47</b>	<b>44</b>	<b>45</b>

<b>Total Authorized Positions</b>					
		<b>Full Time:</b>	52	50	48
		<b>Part Time:</b>	14	13	15
		<b>Contracted:</b>	13	13	11

# ALL VEHICLES LIST

JNS TOWN OF GOLDEN BEACH VEHICLE FLEET								
Department	Vehicle	Year	Make	Model	Color	Tag	Identification Number	FC#/COMMENTS
Police	119	2003	Raleigh	26" Bicycle	Black	None	R92977067	
Police	120	2003	Raleigh	26" Bicycle	Black	None	R91277019	
Police	121	2003	Raleigh	26" Bicycle	Black	None		
Public Works	131	2005	Sterling	Garbage Truck - D	White	137887	2FZHATDC05AV07694	
Public Works	132	2005	Sterling	Trash Truck - D	White	234646	IFZACHC535AV07674	
Public Works	133	2000	International	Garbage Truck - D	White	234645	IHTSDAAN0YH261528	
Public Works	137	2002	Toro	328D Riding Mower	Red	None	30626-220000654	
Public Works	143	2017	Ford	F-150 4-door	White	CITY232879	1FTMF1C89HKE39382	PW
Public Works	144	2007	Ford	F250 4-door- 4-WD	White	XAO 761	1FTSW21568EB43272	
Public Works	148	2009	Ford	F-150 2-dr	White	XB9451	1FTRF128X9KB37284	Public Works
Police	154	2011	Chevrolet	Tahoe	White	XG3436	1GNLC2E01BR182466	Spare
Police	155	2011	Chevrolet	Tahoe	White	XG3434	1GNLC2E07BR182472	Rivacoba
Police	156	2011	Chevrolet	Tahoe	White	XG3435	1GNLC2E08BR182724	Spare K-9
Police	161	2011	Chevrolet	Tahoe	White	XG3429	1GNLC2E05BR226064	Spare
Police	162	2011	Chevrolet	Tahoe	White	XG3430	1GNLC2E00BR226084	Spare
Police	163	2011	Chevrolet	Tahoe	White	XG3437	1GNLC2E06BR227482	Spare
Public Works	165	2011	Ford	F-150 2dr	White	XA0003	1FTMF1CM0BFA15179	Public Works
Public Works	166	2011	Ford	F-150 2dr	White		Ordered 8-2-11 ?	Ken
Police	168	2012	Chevrolet	Tahoe	White	XG3433	1GNLC2E09CR164637	Balasino
Police	169	2012	Chevrolet	Tahoe	White	XG3432	1GNLC2E07CR164829	Spare
POLICE	173	2012	CHEVROLET	SILVERADO	Black	BARM72	1GC2KVC85CZ287093	Unmarked Diesel truck
Police	175	2013	Ford	Explorer XLT	Black	413YED	1FM5K7D81DGB21203	Unmarked/ Nohurberto PW
Police	177	2013	Specialized	Fat Tire Bike	Blk/Red	Small	WSBC602212151H	bike police
Police	178	2013	Specialized	Fat Tire Bike	Blk/Red	Medium	WSBC602092290H	bike police
Police	179	2013	Specialized	Fat Tire Bike	Blk/Red	Large	WSBC602095032H	bike police
Police	184	2015	Ameri-trail	30 Vessel Trailer	Aluminum	XD7079	4DJAB3220FA009121	MP vessel trailer
Police	185	2014	Contender	30ST Vessel	White	FL3433PV	JDJ04047H415	Marine Patrol Vessel
Police	186	2014	Vermac	Message Board	White	XA0764	2S9US2117ES132264	PD message board
Public Works	187	2015	Ford	F-150	White	XE0426	1FTMF1C8XFKD31057	PUBLIC WORKS
Public Works	188	2015	International	Garbage Trucks	White			Public Works
Public Works	189	2015	International	Garbage Trucks	White			Public Works

# ALL VEHICLES LIST (CONT.)

Police	190	1993	Inernational	Command Post	Black	141072	1HTSLPHM4PH503383	Command Post PD
Police	191	2016	Harley	Electra Glids	Black	J02687	1HD1FMM13GB656459	Motors
Police	192	2016	Harley	Electra Glids	Black	J02688	1HD1FMM19GB671077	Motors
Police	195	2017	Chevy	Silverado 1500	Black	HLJK92	3GCUKNEC9HG292766	Lt. Yovany Diaz
Police	198	2018	Chevy	Colorado	Black	XG2743	1GCGTEEN4J1167934	Jose Arquelles
Police	199	2019	Chevy	Tahoe	Black	KSVW38	1GNSCAKC7KR141652	Leila Perez
Police	200	2019	Chevy	Tahoe	Black	XG7770	1GNLCDECXKR123020	Sgt. Daniel Avila
Police	201	2019	Chevy	Tahoe	Black	XG6076	1GNLCDEC2KR125943	Oscar Suarez
Police	202	2019	Chevy	Tahoe	Black	XG7766	1GNLCDEC0KR123494	Victores
Police	203	2019	Chevy	Tahoe	Black	XG6077	1GNLCDEC7KR125890	Daniel Larrea
Police	204	2019	Chevy	Tahoe	Black	XH2353	1GNLCDEC1KR209784	Guillermo
Police	205	2019	Chevy	Tahoe	Black	XI1202	1GNLCDEC0KR152204	Carrasco
Police	206	2019	Chevy	Tahoe	Black	XH2352	1GNLCDEC6KR209540	Trujillo
Police	207	2019	Chevy	Tahoe	Black	XH2354	1GNLCDEC3KR210094	Sgt. Julio Soca
Police	210	2019	Chevy	Tahoe	Black	KSVW37	1GNSCAKCXKR145548	Admin/ Town Hall
Police	211	2019	Chevy	Tahoe	Black	XH2355	1GNLCDEC6KR209568	James Camaho
Police	212	2019	Chevy	Tahoe	Black	XH4161	1GNLCDEC0KR402119	Dylan
Police	213	2019	Chevy	Tahoe	Black	XH4160	1GNLCDEC0KR399528	Bautista
Police	214	2019	Chevy	Tahoe	Black	XH4163	1GNLCDEC9KR403964	Weiner
Police	215	2015	Infinity	QX60	White	LJHG86	5N1AL0MN3FC523419	Unmarked
Police	217	2020	Polaris	Ranger	Green		3NSTAE99XLN231362	Beach ATV
Public Works	218	2019	Club Car	Golf Cart	Black		A5CUBB2DVL092230	Nohumberto Golf Cart
Police	219		Club Car	Golf Cart	White		A5CUBB2A3JA904900	PSA Golf Cart
Police	220	2021	Chevy	Tahoe	Black	LDKX69	1GNSCMKD1MR334229	Chief Herbello
Public Works	221	2020	Multihog	street sweeper	white		UN9CV20H1LD015137	STREET SWEEPER / Public Works
Police	222	2021	TREK	bicycle	black			bike police
Police	223	2022	Polaris	Range	Black/Green		4XATAE999N8416833	Beach atv
Police	224	2022	Chevy	Tahoe	Black		1GNSCLED3NR191065	Miguel
Public Works	225	2022	Ford	F 150 4door	White	XI2198	1FTEW1CP1NFA18630	Kirk PW
Police	226	2021	Cannondale	bicycle electric	Grey		ISO 4210-2	bike police electric
Public Works	227	2022	Deere	Backhoe PW	Yellow			Backhoe PW

# 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 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	
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:
  - Land
  - Buildings
  - Improvements
  - Equipment
  - Infrastructure (roads, stormwater system, sidewalks)
  - 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:
  - 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.
  - 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.
  - 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>
  - The Town will use the straight line depreciation method.
  - There will be no depreciation on land or other assets with an indefinite life.
  - Construction in progress projects are not subject to depreciation until the project is completed.
  - 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.
  - The criteria determining whether an item is capitalized or expensed is whether the service life of the assets will be extended.
  - 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:
  - Land – indefinite
  - Buildings – 40 years
  - Improvements – 15 years

- Equipment:
    - Cars – 5 years
    - Trucks – 10 years
    - Equipment – 5 years
    - Computer Equipment – 3 years
  - 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:
  - Materials
  - Supplies
  - Equipment
  - Improvements
  - 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:
  - Employees
  - Vendors
  - Members of the public
  - Results of external or internal audits
  - Any other interested party

- Fraudulent activity or concerns may be reported to any of the following:
  - Finance Director
  - Town Attorney
  - Town Manager
  - Department Head
  - 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.
  - The Town's internal controls will be reviewed and recommendations made to strengthen fraud deterrent.
  - The annual audit will include an operational review of the internal controls of a department of the Town.
  - 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 IMPROVEMENT FUND**

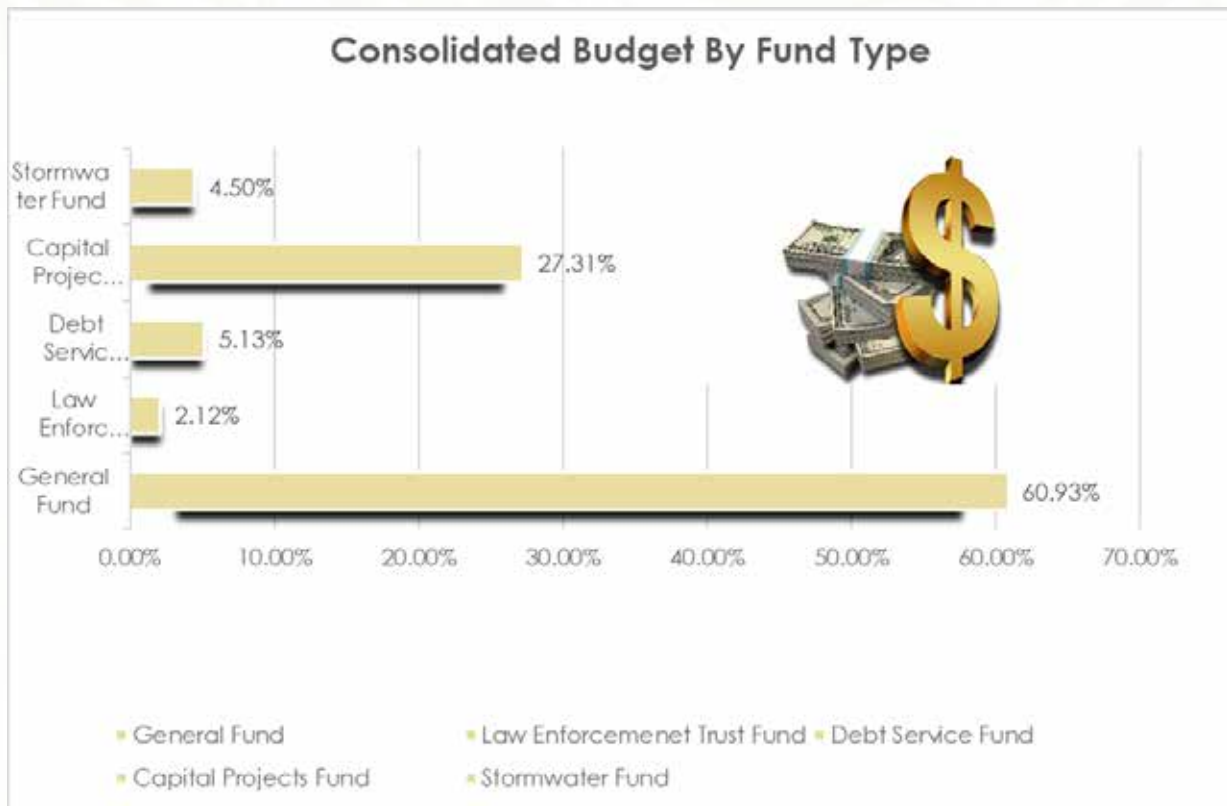
The Capital Improvement Fund was created to track all expenditures that relate to the Town's Capital Improvement Project.

## **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, Capital Improvement Project 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 Type	Amount	Percentage of Budget
General Fund	13,109,230	60.93%
Law Enforcement Trust Fund	457,126	2.12%
Debt Service Fund	1,103,056	5.13%
Capital Projects Fund	5,876,231	27.31%
Stormwater Fund	968,744	4.50%
<b>Total:</b>	<b>21,514,387</b>	<b>100.00%</b>



## Revenue Budget Summary

	<i>COUNCIL APPROVED BUDGET FY 20-21</i>	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>
<b>General Fund</b>			
Ad Valorem Taxes	8,708,879	8,713,233	10,569,887
Restricted	-	500,000	-
Other Taxes	154,500	156,500	192,048
Licenses and Permits	678,800	628,600	1,078,100
Franchise Fees	8,800	8,800	8,800
State Shared Revenue	19,026	21,000	27,255
Charges for Services	160,900	160,900	14,400
Assessment			347,547
State Grant- JPA	13,972	13,972	16,093
Fines & Forfeitures	40,600	40,600	50,600
Miscellaneous Revenues	132,264	94,500	94,500
Interfund Transfers	140,000	140,000	710,000
<b>Total General Fund</b>	<b>10,057,741</b>	<b>10,478,105</b>	<b>13,109,230</b>
	<i>COUNCIL APPROVED BUDGET FY 20-21</i>	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>
<b>Law Enforcement Trust Fund</b>			
Other Revenues	199,654	207,147	457,126
Transfer From Fund Balance	50,000	-	-
<b>Total Enforcement Trust Fund</b>	<b>249,654</b>	<b>207,147</b>	<b>457,126</b>
	<i>COUNCIL APPROVED BUDGET FY 20-21</i>	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>
<b>Debt Service Fund</b>			
Voted Debt Service (Ad Valorem)	703,703	299,454	903,056
Transfer From S/A II			-
Transfer From General Fund			200,000
LETF Funds			-
Fund 330 Capital Fund			-
Transfer From General Fund	198,779	599,928	-
<b>Total Debt Service Fund</b>	<b>902,482</b>	<b>899,382</b>	<b>1,103,056</b>



## Expenditures Budget Summary

<b>General Fund</b>	<i>COUNCIL APPROVED BUDGET FY 20-21</i>	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>
Legislative			
Personnel Services	90,746	98,005	106,447
Operating	50,550	51,056	51,566
	141,296	149,061	158,013
Executive			
Personnel Services	410,395	448,937	533,285
Operating	58,400	58,984	59,574
	468,795	507,921	592,859
Town Clerk			
Personnel Services	199,025	205,558	250,392
Operating	90,500	81,255	92,018
	289,525	286,813	342,410
Finance			
Personnel Services	200,243	248,798	292,367
Operating	90,050	90,951	91,860
	290,293	339,749	384,227
Legal			
Operating	209,500	179,500	179,500
	209,500	179,500	179,500
General Government			
Operating	1,071,400	1,447,616	1,621,769
Capital Outlay	650,000	1,000,000	720,000
	1,721,400	2,447,616	2,341,769
Public Safety			
Personnel Services	2,672,062	2,969,352	3,771,688
Operating	470,200	476,812	501,656
	3,142,262	3,446,164	4,273,344

## Expenditures Budget Summary

	<i>COUNCIL APPROVED BUDGET FY 20-21</i>	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>
Division of Code Compliance			
Personnel Services	159,137	89,949	159,137
Operating	53,565	53,035	53,565
	212,702	142,984	212,702
Building Department			
Personnel Services	342,001	356,148	624,896
Operating	287,500	292,955	364,516
	629,501	649,103	989,412
Public Works			
Personnel Services	816,966	937,188	1,015,802
Operating	328,448	323,530	333,843
	1,145,414	1,260,718	1,349,645
Roads and Street Facilities			
Personnel Services	109,448	112,825	121,639
Operating	566,182	657,113	633,893
	675,630	769,938	755,532
Recreation Department			
Personnel Services	314,513	383,524	396,951
Operating	492,000	583,150	626,449
	806,513	966,674	1,023,400
Resident Services			
Personnel Services	219,286	232,101	278,417
Operating	178,500	228,000	228,000
	397,786	460,101	506,417
<b>Total General Fund Expenditures</b>	<b>10,130,617</b>	<b>11,606,341</b>	<b>13,109,230</b>

## Expenditures Budget Summary

	<i>COUNCIL APPROVED BUDGET FY 20-21</i>	<i>COUNCIL APPROVED BUDGET FY 21-22</i>	<i>COUNCIL APPROVED BUDGET FY 22-23</i>
<b>All Other Funds:</b>			
<b>Law Enforcement Trust Fund</b>			
Personnel Services	182,154	138,972	172,269
Operating	67,500	68,175	284,857
	249,654	207,147	457,126
<b>Debt Service Fund</b>			
Operating	902,482	899,382	1,103,056
	902,482	899,382	1,103,056
<b>Capital Improvement Fund</b>			
Capital Outlay	6,027,996	6,237,446	5,876,231
	6,027,996	6,237,446	5,876,231
<b>Stromwater Utility Fund</b>			
Operating	562,255	468,552	968,744
Capital Outlay	857,002		
	1,419,257	468,552	968,744
<b>Total Budget All Funds:</b>	<b>18,730,006</b>	<b>19,418,868</b>	<b>21,514,387</b>

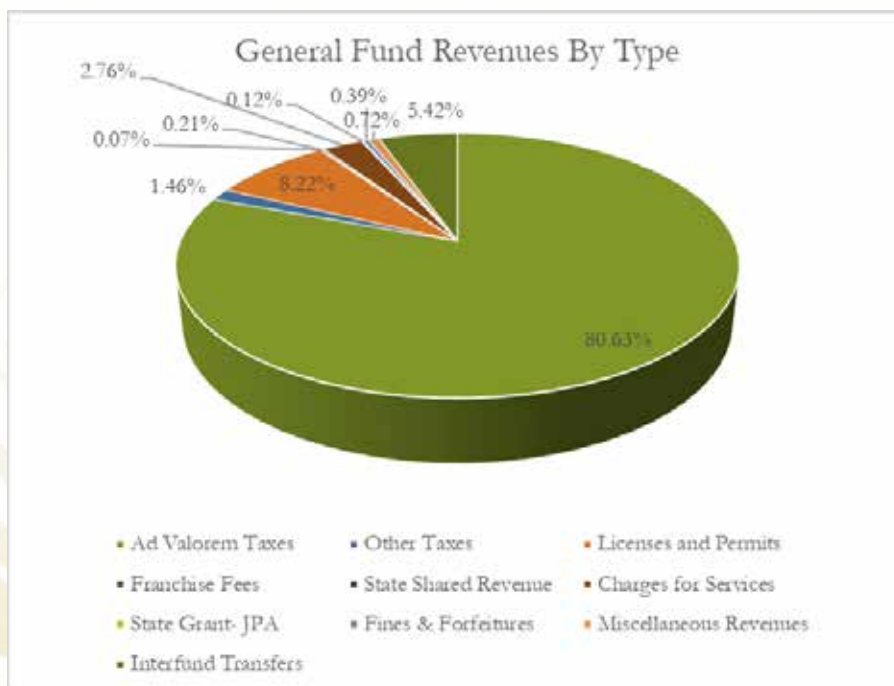




# GENERAL FUND REVENUES

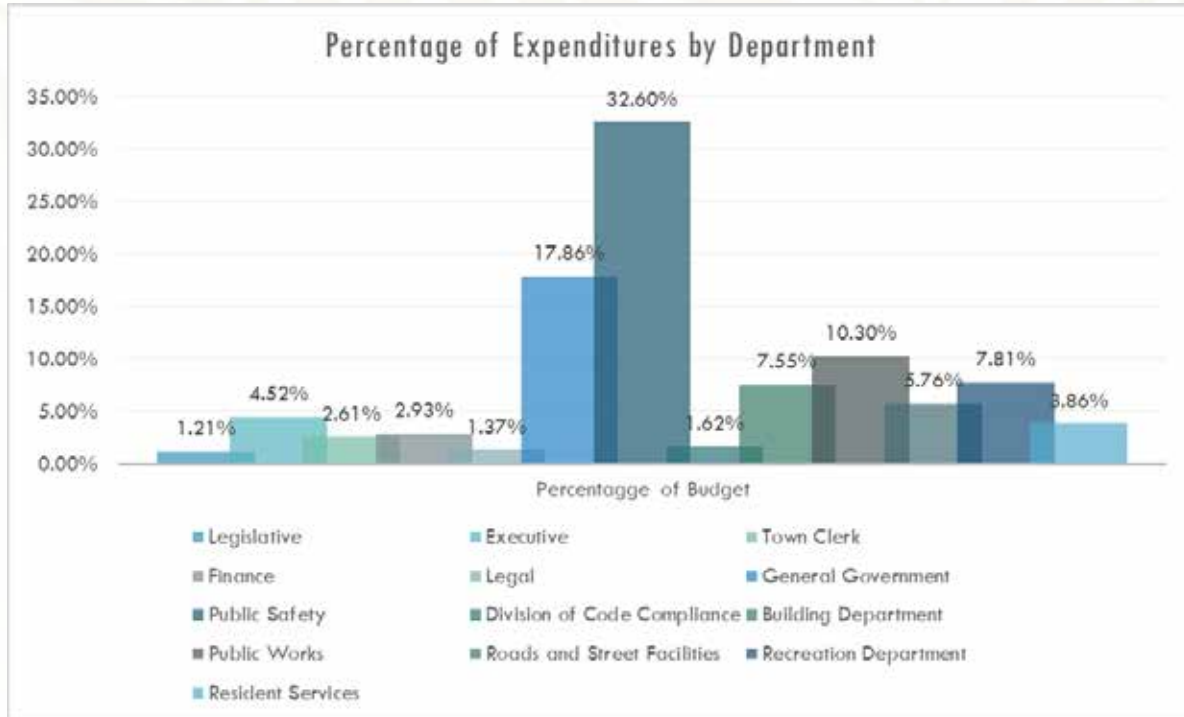
As a general policy, the Town's revenue estimates are budgeted conservatively to avoid possible shortfalls due to anticipated changes in the economy. The Fiscal Year 2022-2023 General Fund estimated revenue is \$13,109,230.

Revenue By Type	Amount	Percentage of Budget
Ad Valorem Taxes	10,569,887	80.63%
Other Taxes	192,048	1.46%
Licenses and Permits	1,078,100	8.22%
Franchise Fees	8,800	0.07%
State Shared Revenue	27,255	0.21%
Charges for Services	361,947	2.76%
State Grant- JPA	16,093	0.12%
Fines & Forfeitures	50,600	0.39%
Miscellaneous Revenues	94,500	0.72%
Interfund Transfers	710,000	5.42%
<b>Total:</b>	<b>13,109,230</b>	<b>100.00%</b>



# GENERAL FUND APPROPRIATIONS

The Fiscal Year 2022-2023 budget identifies a total of \$13,109,230 in revenues. Expenditures are projected to be \$13,109,230.



Department	Recommended Appropriations	Percentage of Budget
Legislative	158,013	1.21%
Executive	592,859	4.52%
Town Clerk	342,410	2.61%
Finance	384,227	2.93%
Legal	179,500	1.37%
General Government	2,341,769	17.86%
Public Safety	4,273,344	32.60%
Division of Code Compliance	212,702	1.62%
Building Department	989,412	7.55%
Public Works	1,349,645	10.30%
Roads and Street Facilities	755,532	5.76%
Recreation Department	1,023,400	7.81%
Resident Services	506,417	3.86%
<b>Total:</b>	<b>13,109,230</b>	<b>100.00%</b>





# 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 \$630,000. 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. 2765.21. 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 .0075 times 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 \$29,000 in revenues. These fees are set by the Administration per application.

The dumpster fee generated approximately \$20,400 in Fiscal Year 2021/2022. The Town's Contractor Registration fee generated approximately \$13,280.

# REVENUE PROJECTION

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 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 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 2022-23 has been estimated to be as follows: state sales tax, \$413.3 million or 79.9% and municipal fuel tax, \$104.1 million or 20.1%. Unincorporated Duval County population is estimated based on data from prior to the incorporation of the entire county. These estimates are based on data from the Revenue Estimating Conferences in and around January 2022 and do not include the impacts of bills passed during the 2022 Legislative Session. The Municipal Revenue Sharing estimates in the 2020 Local Government

Financial Information Handbook were 90.8% of the actual distributions. 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.

## **LOCAL GOVERNMENT HALF-CENT SALES TAX**

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. The Ordinary Distribution amounts are estimated for the local fiscal year from October 1 to September 30 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 2022-23 will not be eligible for State Fiscal Year 2023-24 or, if still eligible, will receive a different amount for the final three months of local Fiscal Year 2022-23. These estimates reflect the impact of Executive Order 18-158, which grants a fiscally constrained distribution to Putnam County, and Executive Order 21-149, which grants a fiscally constrained distribution to Highlands County. These estimates are based on data from the Revenue Estimating Conferences in and around January 2022 and do not include the impacts of bills passed during the 2022 Legislative Session. The Half-Cent estimates in the 2020 Local Government Financial Information Handbook were 96.2% of the actual distributions.

Beginning in FY 2022-23 and resulting from annually updated inmate population data, the counties of Franklin, Holmes, Madison, Taylor, and Washington no longer meet the requirements of Section 218,65(8)(a), F.S., and no longer qualify for the Supplemental Distribution.

## **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. The estimated distributions of the 1 to 6 cents local option fuel tax to the municipalities of Islamorada and Marathon in Monroe County reflect fixed dollar amounts deducted from the county government’s share. Revenue estimates are based on FY 2021-22 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. Indian River County’s interlocal agreement distributes proceeds based on 1/3 lane miles, 1/3 transportation expenditures, and 1/3 population. Manatee County has interlocal agreements with the municipalities to

distribute proceeds of both local option fuel taxes pursuant to the statutory default formula

## **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 \$20,000.

## **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 \$20,000 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.



# GENERAL FUND REVENUE BUDGET WORKSHEETS / SUPPORT DOCUMENTS

## 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
<b>FUND 001</b>	<b>GENERAL FUND</b>				
311100	CURRENT AD VALOREM TAX (GF)	8,112,315	8,708,879	8,835,210	10,569,887
311101	RESTRICTED	242,553	-	404,249	-
312100	LOCAL OPTION GAS TAX	27,638	23,811	25,843	26,406
312620	MIAMI-DADE NEW 1/2 C SALES TAX	35,000	41,290	40,043	53,981
323400	GAS - FRANCHISE	8,800	8,800	8,800	8,800
323500	CABLE - FRANCHISE	-	-	-	-
315100	COMMUNICATIONS SERVICES TAX	18,559	16,728	19,000	19,000
314400	UTILITY TAX - GAS	6,000	6,000	6,000	6,000
316100	LOCAL BUSINESS TAX (MUNICIPAL OCCUPATIONAL LICENSE)	1,000	1,000	1,000	1,000
322100	BUILDING PERMITS	380,000	390,000	467,774	630,000
322102	RE-INSPECTIONS	100	100	100	100
322103	BUILDING IMAGING FEE	4,400	4,400	4,400	4,400
322104	BUILDING STREET SWEEPING	8,000	8,000	8,000	8,000
322105	BUILDING DUMPSTER PERMIT	5,000	5,000	5,000	5,000
322106	BUILDING FEES - TRANSIENT	500	1,200	1,000	1,000
322200	BUILDING REGULATORY BOARD	8,000	9,500	9,500	9,500
322300	EDUCATIONAL FEE	100	100	100	100
322400	CONTRACTOR REGISTRATION FEE	10,000	10,000	10,000	10,000
322500	BUILDING MISCELLANEOUS	500	500	500	15,000
322900	PERMIT PROCESSING FEES	210,000	215,000	205,000	340,000
325100	ASSESSMENT			273,595	347,547
329100	FILM PERMITS	15,000	8,500	8,500	8,500
329200	CERTIFICATE OF OCCUPANCY	1,800	1,500	1,500	1,500
329300	BLDG. FEE MAINT. INFRASTRUCTURE	30,000	25,000	25,000	45,000
334200	STATE GRANT PROCEEDS	-	-	350,000	-
335120	STATE REVENUE SHARING	23,462	19,026	22,339	27,255

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>FUND 001</b>	<b>GENERAL FUND</b>		
311100	CURRENT AD VALOREM TAX (GF)	Current Year Gross Taxable Value 1,438,422,337 X Proposed Millage Rate of 7.735. We are to budget only 95% of the ad valorem	10,569,887
311101	RESTRICTED		-
312100	LOCAL OPTION GAS TAX	State Estimates	26,406
312620	MIAMI-DADE NEW 1/2 CENT SALES TAX	Miami Dade Co. estimates	53,981
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	19,000
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)	1,000
322100	BUILDING PERMITS	Provided by Building Department	630,000
322102	RE-INSPECTIONS	Estimate based on review of prior years' actual income - (provided by Building Department)	100
322103	BUILDING IMAGING FEE	Fee for copy of plans (provided by Building Department)	4,400
322104	BUILDING STREET SWEEPING	Fee charged to all permitting per 1,000 of value project .20	8,000
322105	BUILDING DUMPSTER PERMIT	Trash Hauling Fee (provided by Building Department)	5,000
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)	9,500
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.)	340,000
325100	ASSESSMENT	Resident Coommunication Assesment (\$80 X 12 X 362)	347,547
329100	FILM PERMITS	Estimate based on prior years actual revenues	8,500
329200	CERTIFICATE OF OCCUPANCY	\$200 per certificate for temporary & permanent	1,500
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		-
335120	STATE REVENUE SHARING	FL Dept. of Revenue Estimates	27,255

# 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
335180	HALF (1/2) CENT SALES TAX	75,712	63,171	71,417	83,161
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
334490	A1A REIMBURSEMENT	13,972	13,972	13,972	16,093
347900	RECREATION PROCEEDS	5,500	-	-	-
351100	FINES AND FORFEITURES	15,000	20,000	20,000	20,000
351101	LAW ENF. TRUST FUND (LETF)	100	100	100	100
354100	VIOLATION OF LOCAL ORDINANCES	25,000	20,000	20,000	30,000
354101	SPECIAL MAGISTRATE ADMIN. FEES	500	500	500	500
361100	INTEREST ON INVESTMENTS	12,000	13,500	13,500	13,500
361113	INTEREST INCOME	1,100	1,000	1,000	1,000
369900	MISCELLANEOUS REVENUES	50,000	117,764	80,000	80,000
369901	TAX LIEN LETTER INCOME	3,500	4,200	4,200	4,200
369903	PUBLIC RECORDS REQUESTS & PHOTOCOPIES	200	200	200	200
369904	PUBLIC RECORDS REQUESTS DOCUMENT IMAGINING RETRIEVAL	-	-	-	-
369905	TRANSPONDERS	-	-	-	-
381200	TRANSFER FROM FUND BALANCE	-	80,000	430,000	650,000
382120	TRANSFER FROM FUND-120	60,000	60,000	60,000	60,000
<b>001 GENERAL FUND TOTALS</b>		<b>9,618,811</b>	<b>10,057,741</b>	<b>11,606,342</b>	<b>13,109,230</b>

# Budget Support Information

<i>ACCOUNT NO.</i>	<i>ACCOUNT DESCRIPTION</i>	<i>DESCRIPTION OF ITEM AND JUSTIFICATION</i>	<i>APPROVED AMOUNT</i>
335180	HALF (1/2) CENT SALES TAX	FL Dept. of Revenue estimates	83,161
335490	MOTOR FUEL TAX REBATE	Fuel Tax Rebate	2,500
341100	STORMWATER FUND ADMIN. FEE	Administration Fee Charged to the Stormwater Fund-Fee Deleted Due to State Not Allowing until 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.	16,093
347900	RECREATION PROCEEDS		-
351100	FINES AND FORFEITURES	Distributed by County Court	20,000
351101	LAW ENFORCEMENT TRAINING TRUST FUND (LETF)	Distributed by County Court	100
354100	VIOLATION OF LOCAL ORDINANCES	Special Master Program violation exclude administration fees	30,000
354101	SPECIAL MAGISTRATE ADMIN. FEES	Administration Fee for Special Master Hearing	500
361100	INTEREST ON INVESTMENTS	Interest earned on funds held at State Board of Admin.	13,500
361113	INTEREST INCOME	Interest earned on funds at Northern Trust Bank.	1,000
369900	MISCELLANEOUS REVENUES	Newsletter Ads, Public Records and FEMA REIMB (\$70k)	80,000
369901	TAX LIEN LETTER INCOME	Lien requests to finance dept. & building dept.	4,200
369903	PUBLIC RECORDS REQUESTS & PHOTOCOPIES	Decreased due to verification of true revenue breakdown	200
369904	PUBLIC RECORDS REQUESTS FOR DOCUMENT IMAGING PHOTOCOPIES		-
369905	TRANSPONDERS		-
381200	TRANSFER FROM FUND BALANCE	Prior Year Funding Allocation	650,000
382120	TRANSFER FROM FUND - 120	Administrative Fee for managing fund	60,000
	<b><u>001 GENERAL FUND TOTALS</u></b>		<b>13,109,230</b>



# LEGISLATIVE/ TOWN COUNCIL



**Mayor**  
Glenn Singer



**Vice Mayor**  
Jaime Mendal



**Councilmember**  
Bernard Einstein, Esq.



**Councilmember**  
Kenneth Bernstein, Esq.



**Councilmember**  
Judy Lusskin

# 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, 2022.
- 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 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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 Masterplan
- Manage the implementation of the Wellness Center Complex and Tweddle Park renovations and enhancements
- 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

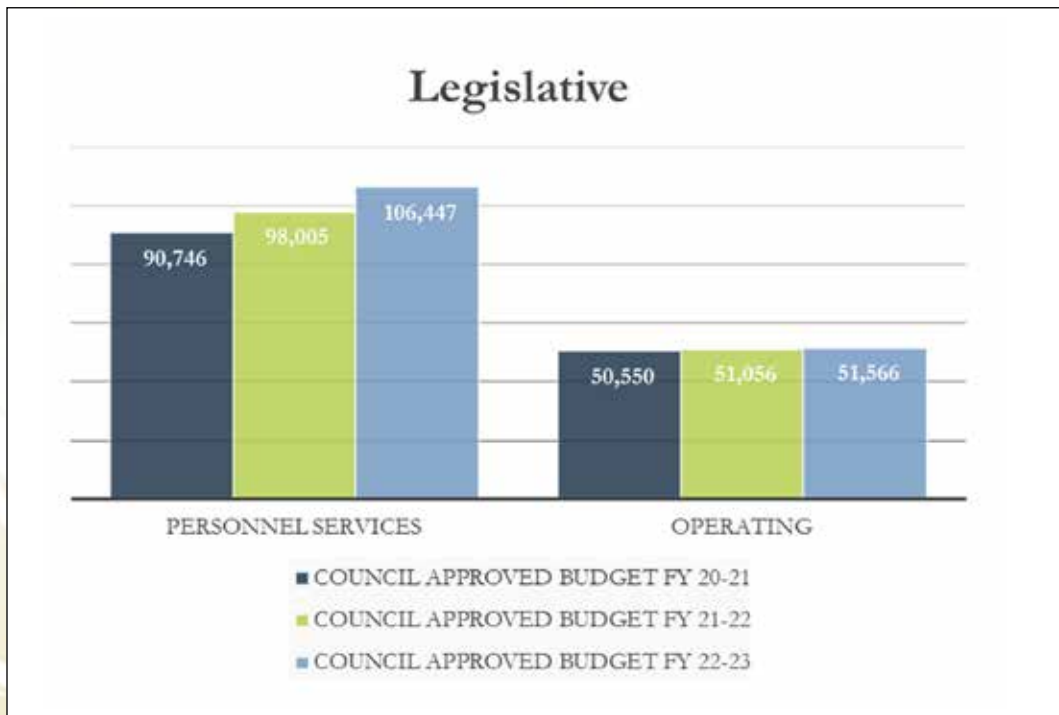
## **PRIOR YEAR ACCOMPLISHMENTS**

The following accomplishments were attained during Fiscal Year 2021/2022 and provide a guideline to move forward in Fiscal Year 2022/2023 for this office as they relate to the Town Manager's Goals and Objectives.

- A provided oversight for the installation and implementation of a Town-wide WiFi and Fiber Plan, provided by Hotwire Communications, Ltd.
- Approved, via Resolution, a Professional Services Contract between the Town and Estrada Hinojosa & Company, Inc. to provide financial management services for the G.O. Bond program.
- Celebrated the completion of the Civic Center structure construction with a topping off ceremony in February 2022.
- Approved, via Resolution, a proposal from Permacast Walls for the Construction of a Privacy Wall on Massini and Terracina Avenues.
- Approved, via Resolution, a contract with Southeastern Engineering Contractors, Inc. for Roadway Improvements within Town
- 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 renewal of a joint project agreement with the state of Florida department of transportation for turf and landscape maintenance
- Reinstated the in-person annual Potluck Luau event
- Approved, via Resolution, the general purpose financial statements and the single audit for Fiscal Year 2020/2021
- Held the food trucks program in the months of July and August

# Budget Appropriations Worksheet

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
<b>511 - LEGISLATIVE</b>					
<b>Personnel Services</b>					
511100	Council Compensation	5	5	5	5
511230	Council Insurance	89,616	90,741	98,000.00	106,442
	<b>Total Personnel Services</b>	<b>89,621</b>	<b>90,746</b>	<b>98,005</b>	<b>106,447</b>
<b>Operating Expenses</b>					
511400	Travel & Per Diem	7,600	2,500	2,525	2,550
511410	Communication Services	2,000	7,500	7,575	7,651
511420	Freight & Postage Services	500	500	505	510
511480	Public Relations/Events/Ads	25,000	20,000	20,200	20,402
511510	Office Supplies	500	1,050	1,061	1,071
511520	Operating Supplies	1,000	1,000	1,010	1,020
511528	Council Meeting Expenses	5,000	5,000	5,050	5,101
511540	Books, Pub, Subscrip, Memberships	2,500	2,500	2,525	2,550
511640	Machinery & Equipment	6,100	10,500	10,605	10,711
	<b>Total Operating Expenses</b>	<b>50,200</b>	<b>50,550</b>	<b>51,056</b>	<b>51,566</b>
<b>TOTAL LEGISLATIVE - 511</b>		<b>139,821</b>	<b>141,296</b>	<b>149,061</b>	<b>158,013</b>



# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>511 - LEGISLATIVE</b>			
<b>Personnel Services</b>			
511100	Council Compensation	Set by Town Charter	5
511230	Council Insurance	Insurance Authorized by Resolution #2290.13	106,442
<b>Total Personnel Services</b>			<b>106,447</b>
<b>Operating Expenses</b>			
511400	Travel & Per Diem	Travel costs, reimbursements for private vehicles, per diem, meals, and incidental travel expenses	2,550
511410	Communication Services	Teleconference - Wireless Phones Services and Data Plans	7,651
511420	Freight & Postage Services	FedEx w/council members, include special Mayor mailings i.e., surveys, notices, , etc.	510
511480	Public Relations/Events/Ads	Goodwill for Residents/Holiday Events	20,402
511510	Office Supplies	Office Supplies; Copy paper; File Folders; Pens; etc.	1,071
511520	Operating Supplies	User Licenses & Computer Software; etc.	1,020
511528	Council Meeting Expenses	Food & drinks for Council Meetings (includes additional meetings)	5,101
511540	Books, Pub. Subscrip, Memberships	Board Meeting FL League of Cities; City Attorneys Dues; FL League Annual Member.; FL Magazine Subscriptions; FSBPA Conference	2,550
511640	Machinery & Equipment	Equipment as needed for Town Council or Chambers	10,711
<b>Total Operating Expenses</b>			<b>51,566</b>
<b>TOTAL LEGISLATIVE - 511</b>			<b>158,013</b>



# EXECUTIVE/OFFICE OF THE TOWN MANAGER



**Town Manager**  
Alexander Diaz



**HR Director/Executive Assistant to Town Manager**  
Lissette Perez

# OFFICE OF THE 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

## **New Initiatives for F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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 oversight of the General Obligation Bond projects, consisting of the following:

- A complete re-design and re-location of Tweddle Park with added amenities
- Building a Community Wellness Center at the location of the previous Town Hall building
- 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
- 
- Will be completing the Sustainability Study and finish the updates to the Town's Code on Sustainability and Elevations.
- 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
- Develop Funding Strategy for the Town's Long Term Capital Projects which include:
  - Renovation of the Auxiliary Building
  - Proximity Detectors and Cameras on the Intercostal and Ocean
  - Increasing the crown of the road on Golden Beach Drive
- 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

### **Prior Year Accomplishments**

The following accomplishments were attained during Fiscal Year 2021/2022 and provide a guideline to move forward on Fiscal Year 2022/2023 for this office as they relate to the Town Manager's Goals and Objectives.

- After an extensive process to determine the Town's Fiber and Internet needs, we negotiated a contract with Hotwire communications to provide bulk internet & managed Wi-Fi services to the town and its residents.



- During the past year the Town Manager graduated from the Miami-Dade School of Justice Police Academy. The Manager spent countless hours after his Administrative shift was completed patrolling the streets of the Town as a Field Training Officer to attain the training hours needed to officially become a Certified Law Enforcement Officer. The training and experience gained is invaluable to the Town. As a Certified Law Enforcement Officer, the Manager will now apply the knowledge gained to strengthen our security efforts and developing our Police Staff.
- Negotiated the most highly competitive FOP Union contract between the police officers and the Town in the history of Golden Beach.
- The Town Manager created the Assistant Town Manager position, promoting Building & Zoning Director Linda Epperson to the position. The creation of this position ties into the Town's Long Range Financial Plans by creating an Attrition Training Program, where employees that are preparing to retire/exit the workforce provide invaluable training and guidance for employees entering it. This provides the necessary overlap to ensure continuity of services and coverage.
- The Town Manager negotiated 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 2021-2022 – 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:
  - The Town Hall Masterplan Complex, including the Emergency Operations Center/ Emergency Bunker
  - Managed Town's Hurricane Preparedness Response Efforts
- 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 2021/2022 Fiscal Year budget.
- Other accomplishments of this office are listed under the Assistant to the Town Manager/ Department of Human Resources umbrella.
- Continued oversight of all of the accomplishments of the other departments.

# EXEC. ASST. TO THE TOWN MANAGER/DEPARTMENT OF HUMAN RESOURCES

(UNDER THE OFFICE OF THE TOWN MANAGER)

## **FUNCTION**

The Human Resources Department provides timely and effective services in the personnel, labor relations, insurance, and safety areas to Town departments, employees, and residents. The Assistant to the Town Manager manages the Town Manager in his day-to-day functions.

## **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.

- 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.

## **New Initiatives for F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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.

- Fine tune the new payroll 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.
- Have Executive Assistant attain SHRM-CP certification
- Acquire new company to provide after-hours post-accident drug screens and check-ups for employees and officers
- Update job descriptions and look at creating salary ranges for certain job classifications
- Update all of the Town employee emergency contacts
- 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.
- 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.
- 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).

## **SIGNIFICANT PRIOR YEAR 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.

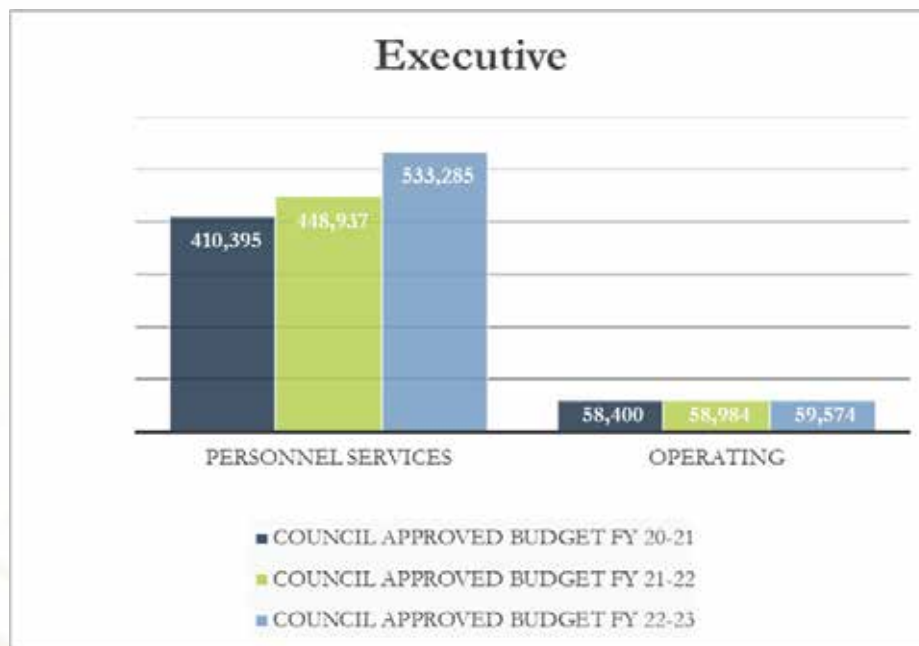
- Implemented Paychex platform as the Town's new payroll provider. The new system was met with positive feedback from staff who can easily make online requests for time off, view their electronic paystubs, and make simple changes to their employee profiles as needed. The new platform is more cost effective, less time consuming and is able to integrate with benefits enrollment and time management.
- Used the Paychex platform to post two job listings. Received online applications to the job listings and was able to move forward through the application process more seamless through the use of the onboarding tools new hire available on the platform.
- Completed continuing education courses to maintain SHRM-CP status with the Society for Human Resource Management
- Set up onboarding of new hires through the Town's new payroll platform. Employees are able to go through the entire onboarding process through the payroll system.
- Sat on the FOP negotiations team on behalf of the Town. Drafted all changes/revisions to the document that was presented and accepted by the Union members.
- 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 new health insurance broker (The Berenguer Group) 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 with three different brokers 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 Continue implementing COVID-19 policies and procedures (as needed) for the safety of employees, residents and visitors of Town Hall.
- Assisted with the successful settlement of a lawsuit by a former employee of the Town.
- 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.
- Served as liaison between the Town and several of the Town's vendors – such as the Town's A/C Company, electrician, and the Town's IT Company.
- 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 the return of the monthly employee luncheons, both on-site and off, and coordinate the return of 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 2022 Benefits Open Enrollment Session, with COVID-19 Safety Measures in Place
- 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.
- Managed safety committee, comprised of representatives from each of the Town’s departments, addressing safety issues within each department

## Office of the Town Manager Personnel Summary Trend Analysis

	F/Y 20-21	F/Y 21-22	F/Y 22-23
Town Manager	1	1	1
Asst. to Town Manager/HR Director	1	1	1



# Budget Appropriations Worksheet

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
<b>512 - EXECUTIVE</b>					
<b>Personnel Services</b>					
512110	Town Manager	203,710	213,896	235,285	261,082
512120	Salary - General Employees	64,972	64,972	74,507	78,605
512140	Overtime	1,000	1,000	1,000	1,000
512210	FICA	20,554	21,333	22,472	26,047
512220	Retirement Contribution- Town Pension	19,492	83,660	88,125	115,766
512230	Life, Health & Dental Insurance	24,482	24,482	26,440.56	49,504
512240	Workers Compensation	1,013	1,052	1,107	1,281
	<b>Total Personnel Services</b>	<b>396,337</b>	<b>410,395</b>	<b>448,937</b>	<b>533,285</b>
<b>Operating Expenses</b>					
512400	Travel & Per Diem	17,000	17,000	17,170	17,342
512410	Communication Services	4,600	5,100	5,151	5,203
512420	Freight & Postage Services	1,000	1,000	1,010	1,020
512460	Repairs & Maintenance	500	500	505	510
512470	Printing & Binding	10,000	10,000	10,100	10,201
512510	Office Supplies	2,500	2,500	2,525	2,550
512520	Operating Supplies	4,000	4,000	4,040	4,080
512528	Meetings Expenses - Food	3,100	3,100	3,131	3,162
512540	Books, Pub, Subscrip, Memberships	5,200	5,200	5,252	5,305
512550	Continuing Education	5,000	5,000	5,050	5,101
512640	Machinery & Equipment	5,000	5,000	5,050	5,101
	<b>Total Operating Expenses</b>	<b>57,900</b>	<b>58,400</b>	<b>58,984</b>	<b>59,574</b>
<b>TOTAL EXECUTIVE DEPARTMENT - 512</b>		<b>454,237</b>	<b>468,795</b>	<b>507,921</b>	<b>592,859</b>



# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>512 - EXECUTIVE</b>			
<b>Personnel Services</b>			
512110	Town Manager	Town Manager Salary (As required by contract)	261,082
512120	Salary - General Employees	Assistant to the Town Manager and Vacant Position	78,605
512140	Overtime	As needed for Special Projects	1,000
512210	FICA	7.65% of Salary	26,047
512220	Retirement	Town Pension Retirement Plan	115,766
512230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	49,504
512240	Workers Compensation	Code 8010 (gross salary multiplied by current rate of .00377)	1,281
<b>Total Personnel Services</b>			<b>533,285</b>
<b>Operating Expenses</b>			
512400	Travel & Per Diem	Travel costs, reimbursement for private vehicle (\$13,343 no change), 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 stationary, 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	4,080
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
<b>Total Operating Expenses</b>			<b>59,574</b>
<b>TOTAL EXECUTIVE DEPARTMENT - 512</b>			<b>592,859</b>





# OFFICE OF THE TOWN CLERK



**Town Clerk**  
Lissette Perez



**Executive Assistant to the Town Clerk**  
VACANT

# OFFICE OF THE TOWN CLERK

## **FUNCTION**

The Town Clerk is one of three Charter 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 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

## NEW INITIATIVES FOR F/Y 2022-2023

The following initiatives were developed for Fiscal Year 2022/2023 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

- Explore the new Laserfiche platform's user functionality and determine if there are opportunities available to enhance Town's public records request process.
- Elections Manual revisions – look at the Town's current elections book and make changes/ revisions as needed in preparation for the Town's 2023 General election.
- Hold the Town's 2023 General election in Town Hall on February 21, 2023.
- Assist with all RFP processes related to the new Civic Center Complex, including and RFP for audio/video services for the new Council Chambers.
- Explore integrating the Town's streaming system with zoom
- Better maintenance of website and archival items on the Town's website
- Enhanced functionality of the Town's video archiver on the website – possibly integrating it with the agenda or minutes to create timestamps that residents and guests alike can quickly click through to get to a specific point in the meetings.
- 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. (this is an ongoing project) – ongoing
- Complete Town Council Meeting minutes for special and budget meetings within 35 business days. (this is an ongoing project) – 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. (this is an ongoing project)
- Attend continuing education classes to obtain the Master Municipal Clerk (MMC) designation.
- Have Executive Assistant attend continuing education classes to obtain the Certified Municipal Clerk (CMC) 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

## **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.

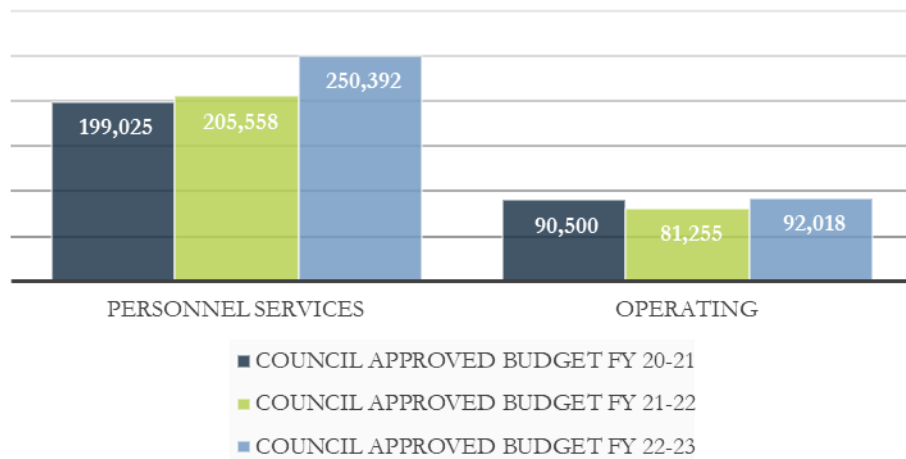
- Worked in conjunction with the Town Manager and Resident Services department to roll out the General Obligation Bond informational campaign. Worked on the door hangers, assisted with the informational brochure, coordinated the landing page, informational videos, website updates, and elections coordination with the Miami-Dade County elections department.
- Assisted residents with setting up their Vote-By-Mail ballots and provided information and assistance to residents inquiring about the General Obligation Bond and where and when they could cast their vote.
- Issued all Code Red Messages to the residents of the Town.
- In response to the COVID-19 Pandemic, managed 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.
- Applied for the John Land Years of Service Award and behalf of Mayor Singer and Councilmember Einstein. Both were awarded the distinguished recognition
- Applied for the “E. Harris Drew” Municipal Official Lifetime Achievement Award on behalf of Councilwoman Lusskin
- Assisted the police department with the re-accreditation process
- Coordinated the Town Council’s Holiday gifts
- Created an online Town Resolutions register for easier access to residents
- Completion of ADA compliance of Town’s website.
- Assisted the Residents Services Department with all resident events as needed
- Began 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 (ongoing project).
- Coordinated the purchase of new polos for the Town Council.
- Coordinated luncheons for all Town events (police meetings, Town Council meetings, trainings, etc.)
- Assisted the Police department with CSA coverage.
- Assisted with the COVID-19 testing
- Issued all personnel updates related to the Town’s safety and security measures concerning the COVID-19 Pandemic.
- Streamlined Paperless Public Records Request through the Town’s website without incurring any additional costs – also created 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 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.
- Began holding in-person council meetings, following proper COVID-19 safety protocols in June, 2021, however continued to offer zoom offerings for any resident or visitor who wished to continue to attend virtually.
- 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, creating a 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 updated with current information for residents as needed
- Assisted with the preparation of approximately 52 Resolutions and 3 Ordinances
- Ensuring 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
- Maintenance and updating of information on the Town's website
- 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 2021.
- 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.

## Office of the Town Clerk Personnel Summary Trend Analysis

	F/Y 20-21	F/Y 21-22	F/Y 22-23
Town Clerk	1	1	1
Executive Assistant to the Town Clerk	1	1	1

### Town Clerk



# Budget Appropriations Worksheet

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
<b>512 -TOWN CLERK</b>					
	<b>Personnel Services</b>				
512-113100	Town Clerk Salary	84,876	88,187	90,392	111,000
512-125100	Support Service Clerk	32,960	35,500	36,388	42,791
512-210100	FICA	9,014	9,462	9,699	11,803
512-220100	Retirement Contribution- Town Pension	35,351	37,106	38,034	52,459
512-230100	Life, Health & Dental Insurance	28,303	28,303	30,567.24	31,759
512-240100	Workers Compensation	444	467	478	580
	<b>Total Personnel Services</b>	<b>190,948</b>	<b>199,025</b>	<b>205,558</b>	<b>250,392</b>
	<b>Operating Expenses</b>				
512-340100	Professional Services	-	28,000	28,280	28,563
512-360100	Election Expenses	5,000	15,000	5,000	15,000
512-400100	Travel & Per Diem	1,500	1,500	1,515	1,530
512-410100	Communication Services	1,500	1,500	1,515	1,530
512-420100	Freight & Postage Services	1,000	1,800	1,818	1,836
512-440100	Off Site Storage	5,500	7,200	7,272	7,345
512-470100	Printing & Binding	3,500	3,500	3,535	3,570
512-480100	Public Relations	-	15,000	15,150	15,302
512-492100	Legal Advertising	10,000	10,000	10,100	10,201
512-510100	Office Supplies	2,000	2,000	2,020	2,040
512-520100	Operating Supplies	2,000	2,000	2,020	2,040
512-540100	Books, Pub, Subscrip, Memberships	800	800	808	816
512-640100	Machinery & Equipment	2,200	2,200	2,222	2,244
	<b>Total Operating Expenses</b>	<b>35,000</b>	<b>90,500</b>	<b>81,255</b>	<b>92,018</b>
<b>TOTAL TOWN CLERK - 512</b>		<b>225,948</b>	<b>289,525</b>	<b>286,813</b>	<b>342,410</b>

# Budget Support Information

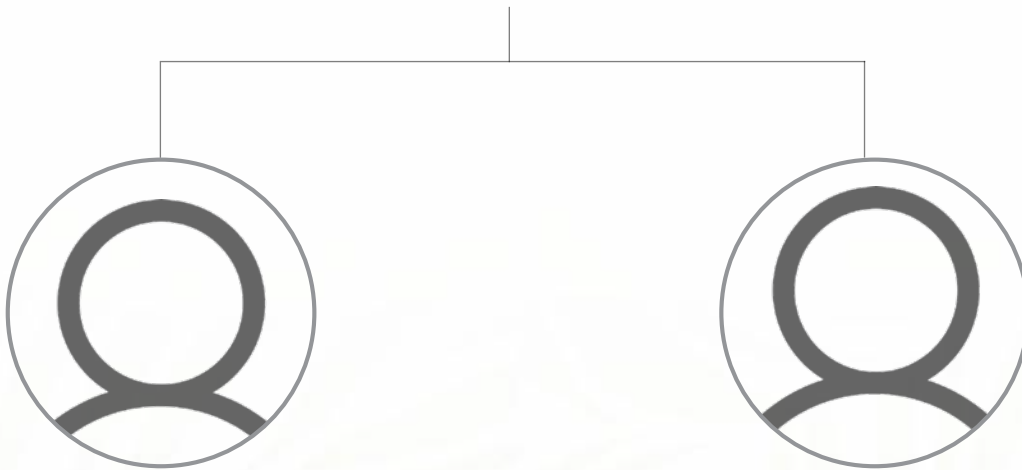
ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>512 - TOWN CLERK</b>			
<b>Personnel Services</b>			
512113100	Town Clerk Salary	Town Clerk salary - 1st of 2 steps to align salary	111,000
512-125100	Support Service Clerk	Full-Time assistant	42,791
512210100	FICA	7.65% of Salary	11,803
512220100	Retirement	Town Pension Retirement Plan	52,459
512230100	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	31,759
512240100	Workers Compensation	Code 8010 (gross salary multiplied by current rate of .00377)	580
<b>Total Personnel Services</b>			<b>250,392</b>
<b>Operating Expenses</b>			
512340100	Professional Services	Human Recourse services	28,563
512360100	Election Expenses	Costs associated with election and preparation with the County	15,000
512400100	Travel & Per Diem	FACC Conf. & Institute ; IIMC	1,530
512-410100	Communication Services	Cell Phone; air cards, Wi-Fi cards	1,530
512-420100	Freight & Postage Services	Courier Services Fed Ex etc.	1,836
512440100	Off Site Storage	Iron Mountain	7,345
512470100	Printing & Binding	Codification	3,570
512480100	Public Relations	Employee related programing and incentives	15,302
512492100	Legal Advertising	Community News; Legal Notices	10,201
512510100	Office Supplies	Index sheets, copy paper etc.	2,040
512520100	Operating Supplies	Videos and tapes, water, coffee, Zee medical supplies, code books, Sunshine manuals	2,040
512540100	Books, Pub, Subscrip, Memberships	FACC; IIMC; MDCCA and class registration fees	816
512640100	Machinery & Equipment	Replacements as recommended by staff	2,244
<b>Total Operating Expenses</b>			<b>92,018</b>
<b>TOTAL TOWN CLERK - 512</b>			<b>342,410</b>



# DEPARTMENT OF FINANCE



**Maria Camacho**  
Finance Director



**Ingrid Gooden**  
Contract Staff Member

File Clerk

# DEPARTMENT OF FINANCE

## FUNCTION

The Finance Department 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 Department is responsible for fairly and accurately reporting the financial position of the Town in accordance with Generally Accepted Accounting Principles.

The major duties and responsibilities of the Department 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 Department. The Finance Director reports directly to the Town Manager and is supported by a contracted 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.

## **NEW INITIATIVES FOR F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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 department seeks to implement a Purchasing Cards option for all Departments.
- The department seeks to procure and implement a new Accounting Software that meets the Town's needs or explore possibly outsourcing accounts payable.
- The department seeks to procure and implement a new and updated fixed asset program.
- The department seeks to procure and implement a system to track all Employee Pension related files.
- Continue to implement new simplified methods of providing seamless support to all departments.
- The department 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 department continues to improve the scanning program and keep with the going green initiative.
- The department seeks to implement a new budget program –Cleargov
- The department seeks new software to facilitate the new GASB 87 lease requirements.
- The department 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.

## **SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS**

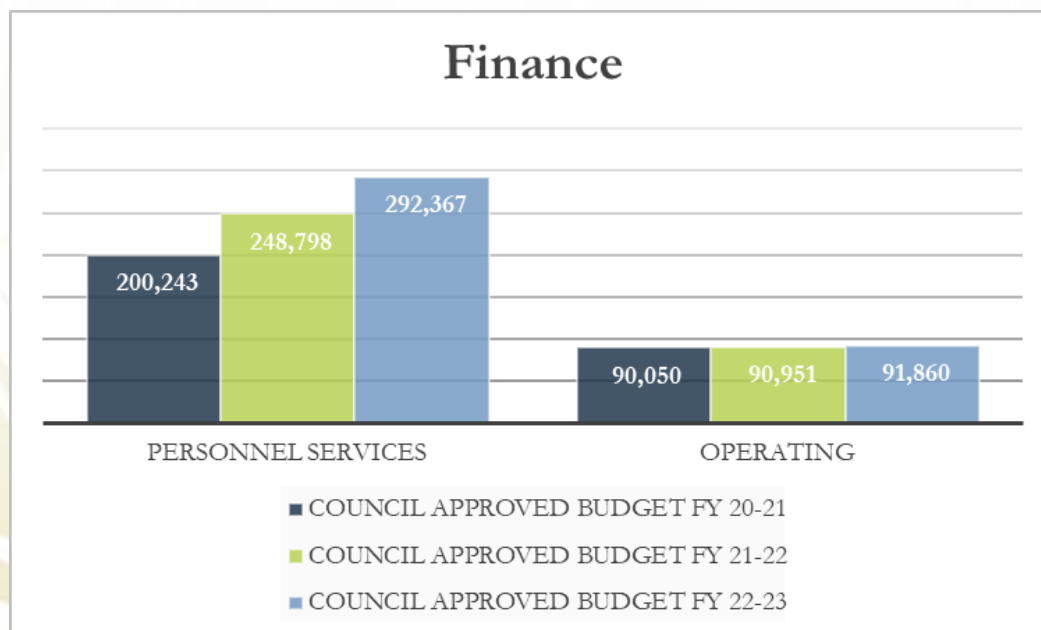
The following accomplishments were attained during Fiscal Year 2020/2021 and are relevant to the office's objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Completed early filing of the Fiscal Year 2020/2021 Annual Financial Report with the State of Florida Department of Finance.
- Completed the timely filing of the Fiscal Year 2020-2021 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 department 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 department procured and updated desktops, monitors & scanners to facilitate the need to work remotely.

## Finance Department Personnel Summary Trend Analysis

	F/Y 20-21	F/Y 21-22	F/Y 22-23
<b>Finance Director</b>	1	1	1
<b>Accountant &amp; Asst. to the Finance Dir.</b>	.5	0	0
<b>Part-Time Staffer</b>	1	.5	0
<b>Contracted Staff Member</b>	1	1	1



# Budget Appropriations Worksheet

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
<b>513 - FINANCE DEPT</b>					
<b>Personnel Services</b>					
513110	Finance Director	90,833	90,833	93,104	115,000
513120	Salary - General Employee	63,595	-	-	-
513121	Salary - Contract Employee		36,400	75,963	82,089
513140	Overtime	2,000	2,000	2,000	2,000
513210	FICA	11,814	9,735	12,934	12,019
513220	Retirement Contribution- Town Pension	46,328	27,250	27,931	43,503
513230	Life, Health & Dental Insurance	34,057	33,545	36,229.00	37,167
513240	Workers Compensation	582	480	637	589
513250	Unemployment	-	-	-	-
	<b>Total Personnel Services</b>	<b>249,210</b>	<b>200,243</b>	<b>248,798</b>	<b>292,367</b>
<b>Operating Expenses</b>					
513310	Professional Services	15,000	20,000	20,200	20,402
513320	Accounting & Auditing	50,000	50,000	50,500	51,005
513400	Travel & Per Diem	3,500	2,100	2,121	2,142
513410	Communication Services	1,500	1,500	1,515	1,530
513420	Freight & Postage Services	500	500	505	510
513470	Printing & Binding		4,350	4,394	4,437
513510	Office Supplies	1,600	1,600	1,616	1,632
513520	Operating Supplies	4,500	4,500	4,545	4,590
513540	Books, Pub, Subscrip, Memberships	2,000	2,000	2,020	2,040
513640	Machinery & Equipment	3,500	3,500	3,535	3,570
	<b>Total Operating Expenses</b>	<b>82,100</b>	<b>90,050</b>	<b>90,951</b>	<b>91,860</b>
<b>TOTAL FINANCE DEPARTMENT - 513</b>		<b>331,310</b>	<b>290,293</b>	<b>339,749</b>	<b>384,227</b>

# Budget Support Information

<b>ACCOUNT NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>DESCRIPTION OF ITEM AND JUSTIFICATION</b>	<b>APPROVED AMOUNT</b>
<b>513 - FINANCE DEPT</b>			
<b>Personnel Services</b>			
513110	Finance Director	Finance Director Salary-1st of 2 steps to align salary	115,000
513120	Salary - General Employee		-
513121	Salary - Contract Employee	Contract Employees	82,089
513140	Overtime	Payment for time worked in excess of 40 hours per week	2,000
513210	FICA	7.65% of Salary	12,019
513220	Retirement	Town Pension Plan	43,503
513230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	37,167
513240	Workers Compensation	Code 8010 (gross salary multiplied by current rate of .00377)	589
513250	Unemployment		-
<b>Total Personnel Services</b>			<b>292,367</b>
<b>Operating Expenses</b>			
513310	Professional Services	Payroll Services	20,402
513320	Accounting & Auditing	Audit & and Single Audit	51,005
513400	Travel & Per Diem	Travel costs, per diem, meals, conferences, and travel expenses	2,142
513410	Communication Services	Cell Phone, Wireless Card, FedEx	1,530
513420	Freight & Postage Services	Postage, and courier charges	510
513470	Printing & Binding	Operating & Capital Budget Books	4,437
513510	Office Supplies	Copy paper and file folders	1,632
513520	Operating Supplies	Printer Supplies and updates for accounting software and technical support	4,590
513540	Books, Pub, Subscripts, Memberships	Seminars & Training, FGFOA, GFOA, SFGFO&CCA	2,040
513640	Machinery & Equipment	As needed for upgrades	3,570
<b>Total Operating Expenses</b>			<b>91,860</b>
<b><u>TOTAL FINANCE DEPARTMENT - 513</u></b>			<b><u>384,227</u></b>

# TOWN ATTORNEY



**Stephen Helfman, Esq.**  
Town Attorney  
Law Offices of Weiss, Serota & Helfman



# TOWN ATTORNEY

## FUNCTION

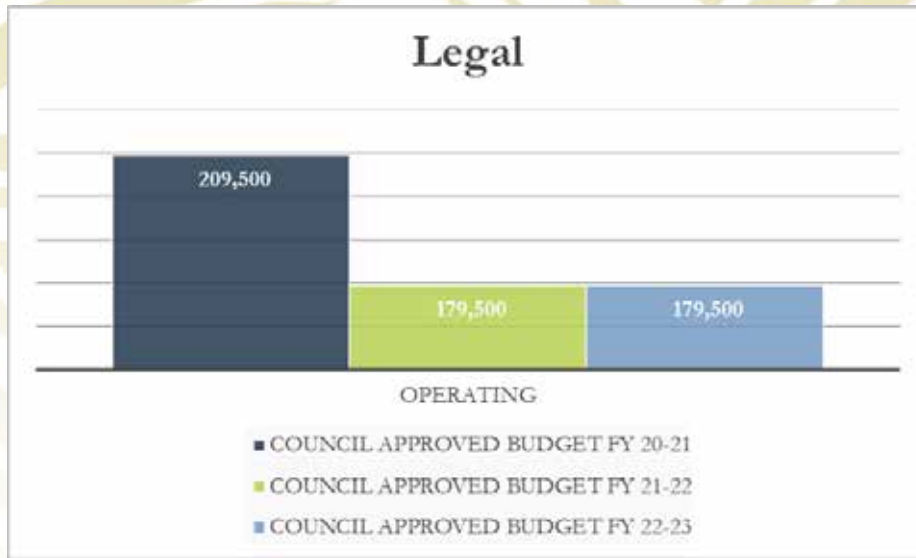
The Town Attorney is a Charter Official, appointed by the Town Council. The Town Attorney provides legal support and opinions to the Town Council, Town Manager, Department Directors and advisory boards, on all legal issues affecting the Town. The Office of the Town Attorney may assist the Town Clerk 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 Worksheet

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
<b>514 - LEGAL</b>					
	<b>Operating Expenses</b>				
514310	Town Attorney	120,000	130,000	130,000	130,000
514311	Special Council - Code Enforcement	8,500	8,500	8,500	8,500
514312	Special Council	80,000	70,000	40,000	40,000
514330	Legal Cost	1,000	1,000	1,000	1,000
	<b>Total Operating Expenses</b>	<b>209,500</b>	<b>209,500</b>	<b>179,500</b>	<b>179,500</b>
<b>TOTAL LEGAL DEPARTMENT - 514</b>		<b>209,500</b>	<b>209,500</b>	<b>179,500</b>	<b>179,500</b>

## Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>514 - LEGAL</b>			
	<b>Operating Expenses</b>		
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
	<b>Total Operating Expenses</b>		
<b>TOTAL LEGAL DEPARTMENT - 514</b>			<b>179,500</b>

# 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 contract and professional services

## **Objective**

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.

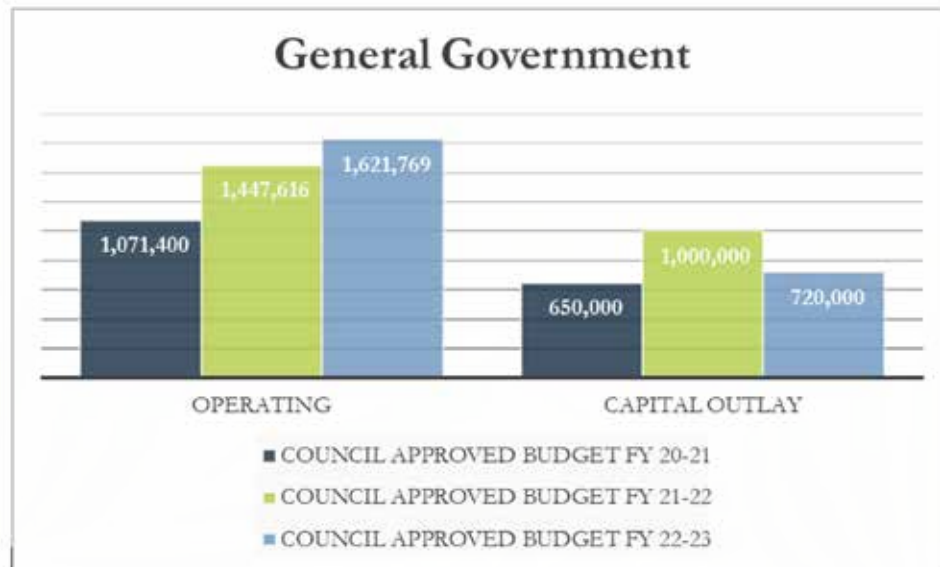
- Provide for the daily management of Town Projects.
- Ensure proper Representation during the State Legislative Process
- Ensure a healthy reserve for unforeseen expenditures and unforeseen events.
- Provides for general utility costs
- Provide and Ensure a secure computer network for the Town
- Provide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

## **Significant Prior Accomplishments**

The following accomplishments were attained during Fiscal Year 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.

- Launched the General Obligation Bond informational campaign, to inform residents of the various aspects of the G.O. Bond project.
- Approved a Special Assessment to pay for the Town-Wide bulk internet and managed Wi-Fi services provided by Hotwire Communications to every home in Town
- Performed electrical repairs to the beach pavilion.
- Held a topping off ceremony to commemorate the completion of the Civic Center structure on February 24, 2022.
- Rolled out the Hotwire Communications, Inc. Town-Wide Fiber Internet Service installation to all of the homes in Town.
- Negotiated the most highly competitive FOP Union contract between the police officers and the Town in the history of Golden Beach.

- Completed a number of Capital Projects including:
  - Veteran’s Memorial at The Strand Boat Dock
  - Center Island Pump Station
  - Installation of Trash bins in the two new bus shelters on A1A
  - Completion of the Tweddle Park Outfall Repair
- CITT Audit Findings (mitigated damages to the Town’s funding)
- 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 Worksheet

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
<b>519 - GENERAL GOVERNMENT</b>					
<b>Operating Expenses</b>					
519310	Professional Services	85,000	85,000	85,850	86,709
519340	Contract Services	7,800	17,000	17,510	18,035
5193411	Town Wide Security Solutions				
519341	Contract Services - Exterminator	40,000	40,000	41,200	42,436
519343	Contract Services - Computers	40,000	40,000	40,400	40,804
519344	Contract Services - Landscaping	33,000	33,000	33,000	36,960
519345	Contract Services- Town Wide Cameras			45,240	45,240
519410	Communication Services	30,000	30,000	30,300	30,603
519411	Communication Services - Residents			273,595	194,400
519420	Freight & Postage Services	9,000	9,000	9,090	9,181
519430	Utilities - Electric	25,000	25,000	25,750	26,523
519432	Utilities - Water	2,900	2,900	2,987	3,077
519440	Rentals & Leases	7,000	7,000	7,070	7,141
519450	Insurance	215,000	225,000	234,000	243,360
519462	Repair & Maintenance - Buildings	20,000	20,000	20,200	20,402
519464	Repair, Replacement & Maintenance	10,000	10,000	10,100	10,201
519468	Beautification	25,000	35,000	35,350	35,704
519469	Minor Tools & Equipment	200	200	202	204
519469-013-09-005	Repair & Maintenance - Mailboxes	-	15,000	15,150	15,302
519480	Public Relations	40,000	50,000	50,000	50,000
519484	Town of GB Website	15,000	15,000	15,150	15,302
519490 13003	Donations	15,000	15,000	15,000	15,000
519490	Other Current Charges & Obligations	-	50,000	50,000	50,000
519520	Operating Supplies	-	30,000	30,000	30,000
519550	Continuing Education	32,500	32,500	32,825	33,153
519630	Town Facilities Renovations	25,000	10,000	30,000	30,000
519581	Contingency	235,000	274,800	297,647	332,035
519581	Capital Project Fund (CPF)	100,000	650,000	1,000,000	720,000
519910	Restricted (GF-Growth) CPF TRANSFER	242,553	-	-	-
519632410	Transfer to Stormwater	-	-	-	-
519933	Transfer to Debt Service	-	-	-	200,000
	<b>Total Operating Expenses</b>	<b>1,254,953</b>	<b>1,721,400</b>	<b>2,447,616</b>	<b>2,341,769</b>
<b>TOTAL GENERAL GOVERNMENT - 519</b>		<b>1,254,953</b>	<b>1,721,400</b>	<b>2,447,616</b>	<b>2,341,769</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>519 - GENERAL GOVERNMENT</b>			
<b>Operating Expenses</b>			
519310	Professional Services	Legislative Services and Professional Services as needed for Town Objectives	86,709
519340	Contract Services	General Needs-	18,035
5193411	Town Wide Security Solutions		-
519341	Contract Services - Exterminator	Extermination; Termite; Increased Mosquito Control; Pest control	42,436
519343	Contract Services - Computers	Increase Costs Due to Increase in Tech. and Lisc. Requirements	40,804
519344	Contract Services - Landscaping	Non-Park and Non-A-1-A	36,960
519345	Contract Services- Town Wide Cameras	Town Wide Cameras	45,240
519410	Communication Services	Phone - Internet Service	30,603
519411	Communication Services - Residents	Obligations To Inform Residents: Constant Contact	194,400
519420	Freight & Postage Services	Postage	9,181
519430	Utilities - Electric	FPL costs	26,523
519432	Utilities - Water	NMB water costs	3,077
519440	Rentals & Leases	Copier in Town Hall, postage machine and the water cooler	7,141
519450	Insurance	Florida League of Cities (FMIT) Increased coverage	243,360
519462	Repair & Maintenance - Buildings	AC Maintenance, and other service Building Related	20,402
519464	Repairs & Maint - Equip	Server System License Maintenance for Town Facilities	10,201
519468	Beautification	Smaller Projects and Holiday Lights	35,704
519469	Minor Tools & Equipment	Miscellaneous small tools	204
519469013	Repair & Maintenance - Mailboxes (project code #09-005)	Repair and Maintain all Town Residence Mail Boxes	15,302
519480	Public Relations	Resident public relation material	50,000
519484	Town of GB Website	Web page maintenance; Licenses: ADA Audit	15,302
519490	Donations (project code #13-003)	Donation requests will be brought to Town Council as received	15,000
519490	Other Current Charges & Obligations	Miscellaneous Expenditures for unforeseen events	50,000
519520	Operating Supplies	Personnel Protection Equipment (All Dept. and to include residents)	30,000
519550	Continuing Education	Reimbursement for employee continuing education at an accredited school	33,153
519925	Town Facilities Renovations	Minor Town facilities renovations	30,000
519581	Contingency	Dedicated for Non-Budgeted Projects or Emergencies	332,035
519581	Capital Project Fund (CPF)	Dedicated to Fund Capital Projects	720,000
519910	Restricted (GF-Growth) CPF TRANSFER		-
519932410	Transfer to Stormwater		-
519933	Transfer to Debt Service	Issuance of New Debt	200,000
<b>Total Operating Expenses</b>			<b>2,341,769</b>
<b>TOTAL GENERAL GOVERNMENT - 519</b>			<b>2,341,769</b>

# DEPARTMENT OF POLICE



**Chief of Police  
Rudy Herbello**

**Executive Assistant**

**Operation Lieutenant**

**Administrative Lieutenant**

**Evidence/Property**



# GOLDEN BEACH DEPARTMENT OF POLICE GOALS & OBJECTIVES 2022-2023

## **POLICE DEPARTMENT'S CREED**

The Golden Beach Police Department 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 Department 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 Department will not only meet, but exceed, all public safety expectations from the community it serves.

## **FUNCTION**

The Golden Beach Department of Police is a multi-service, community-oriented police agency. The department 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 department, with the support of an Administrative Lieutenant, Operations Lieutenant, three Sergeants, three Corporals, an Executive Assistant to the Chief and an Accreditation Manager.

The Golden Beach Police Department is responsible for enforcing Federal, State, County and local laws. The police department 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 department 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.

### **NEW INITIATIVES FOR F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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 Department will continue our progressive crime prevention initiatives in order to further reduce crime and stay as one of the safest communities in South Florida.
- The Golden Beach Police Department will recommend training an officer to become our next K-9 Patrol Officer.
- The Golden Beach Police Department will also recommend the hiring and training of additional part-time police officers.
- The Golden Beach Police Department will continue to address the lack of parking as it relates to the construction of the new Civic Center and it will provide input for the Town's development of traffic and parking solutions.
- Due to the COVID pandemic, the Community Relations Unit had suspended the "Meet and Greet" workshops, which provided a positive community initiatives through maximizing police/citizen engagement and interaction. These events will again be scheduled throughout the coming year.
- The Police Department will maintain the minimum mandatory training for all sworn officers, which will include additional simunition (non-lethal ammunition) and tactical training as well.
- The Staff and supervisors will continue the implementation of specialized police operational assignments and duties for the various areas of the department as needed.
- The Golden Beach Police Department will remain proactive, alert and vigilant, in order to deter crimes inside the Town. The criminal investigations detective will also continue to attend monthly criminal investigations meetings with neighboring agencies in order to keep all police officers abreast of the latest, accessible intelligence information.
- The Golden Beach Police Department will establish an Aerial Detail, and will purchase a drone that will assist the police department, in order to have an aerial view during a perimeter search or a rescue operation, and/or Code Enforcement, safety concerns.
- The Department will purchase a new marine patrol vessel to enhance the operations of the unit.

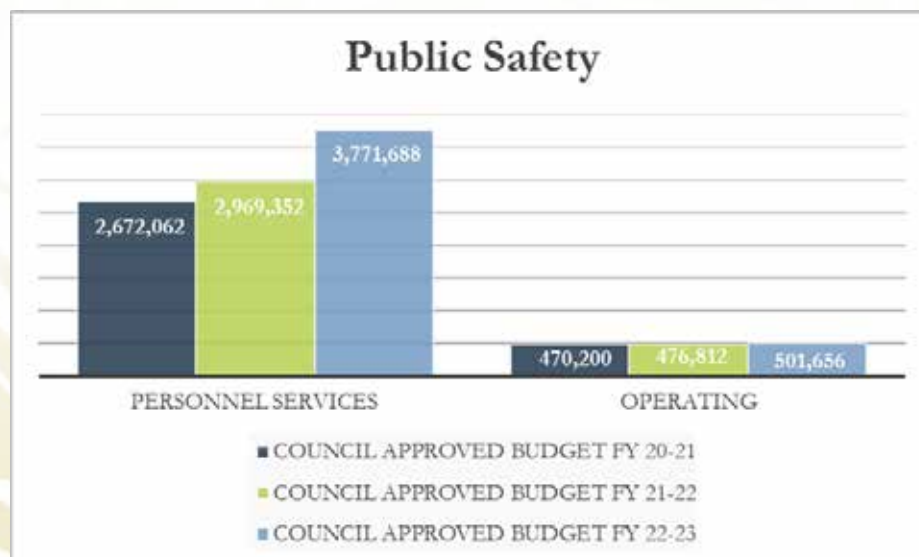
- The Golden Beach Police Department will continue its pro-active Code Enforcement approach in order to make sure residents, visitors and vendors abide by the established rules.
- The Golden Beach Police Department will continue its rigid adherences to the Commission for Law Enforcement Accreditation (CFA) process.
- Additional Officers will participate and train as Bicycle Police Officers so they can patrol the interior of the Town.
- The Department purchased one ATV and one UTV Polaris Ranger Side-by-Side's in order to assist officer's patrol of the beach area/houses.

### **SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS (2021-2022)**

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.

- The Golden Beach Police Department purchased additional ballistic helmets, bullet proof vests and other protective gear for officers.
- The Golden Beach Police Department was recommended for re-accreditation for a fourth term as a Florida Accredited agency by the Commission for Law Enforcement Agency (CFA).
- Two Town civilian employees became certified police officers, completing their probationary training phases and were assigned to their respective shifts.
- The Golden Beach Police Department hired two additional full time officers and one part time officer. (One Full Time Officer retired)
- The Golden Beach Police Department hired one Public Service Aide and assigned him to the Substation/Communications.
- The Field Operations Division addressed traffic, parking and quality of life issues with the assistance of the code enforcement unit.
- The Golden Beach Police Department will continue its proactive enforcement of all COVID-19 Emergency Orders by the State, County and Town's mandates.
- 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 were either from closed cases or unclaimed items.
- Purchased a new Tahoe for the Chief.

- The department successfully maintained the minimum mandatory training for all sworn members.
- The GBPDP continued its participation with the organized crime task forces.
- Conducted the annual update of emergency contact information for all residents.
- Maintained a constant partnership with other police agencies and businesses abroad in order to enhance our community policing and police practices.
- Continued supervisory training for all supervisory personnel.
- The Golden Beach Police Department continued with progressive crime prevention initiatives in order to further reduce crime and remain one of the safest communities in South Florida.
- In anticipation for the CFA Accreditation On-Site Assessment, the Rules and Regulations, as well as the Standard Operating Procedures were reviewed, amended and at times new rules implemented, to adhere to the CFA Standards.
- As part of the Staff's continuous training efforts:
  1. Lt. Diaz and Sergeant Avila attended Driver Improvement Instructors School.
  2. Officer Arguelles attended the Field Training Officer School.
  3. Four GBPDP Officers attended the tactical Rifle Certified School at Florida International University.
  4. Four GBPDP Officers attended the advanced Marine Patrol certified training.
  5. Sgt. Joseph Bautista attended the Taser certified school in order to facilitate the in-house officers training.
  6. Sgt. Julio Soca attended the Law Enforcement Executive Development Training Class (LEEDA)



## Police Department Personnel Summary Trend Analysis

	F/Y 20-21	F/Y 21-22	F/Y 22-23
Chief of Police	1	1	1
Administrative Lieutenant	1	1	1
Operations Lieutenant	1	1	1
Sergeant	3	3	3
Patrol Officer Full-Time	9	6	6
Patrol Officer Part-Time	6	6	6
*Investigations Unit	1	0	0
K-9 Officer	1	0	0
Marine Patrol Officer (Full-Time)	1	1	1
Motorcycle Division	3	4	0
*Detached Detectives (SFMLTF, DEA & IRS)	3	3	3
Executive Assistant/Police Records	1	1	1
Accreditation Manager	1	1	1
Ocean Rescue Full-Time	1	1	1
Ocean Rescue Part-Time	2	2	2
Beach Attendant Full-Time	2	2	3
Beach Attendant Part-Time	3	3	2
Public Service Aide	5	4	4
Police/Code Enforcement Officer	1	1	1
Code Compliance Clerk	1	1	1

# Budget Appropriations Worksheet

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
<b>521 - POLICE DEPARTMENT</b>					
<b>Personnel Services</b>					
521110	Police Chief	123,069	123,069	126,146	152,975
521120	Salary - General Employees	109,818	109,818	150,801	121,325
521113	Salary - Administrative Division	86,987	91,336	93,620	110,000
521100	Salary - Operational Division	84,414	84,414	86,524	102,000
521121	Salary - Sergeant	214,633	223,120	216,277	272,632
521125	Salaries - Officers	693,714	668,612	802,392	1,039,467
5211251	Part-Time Officers	132,695	142,409	152,090	170,713
521130	Community Service Aids (CSA)	154,872	125,008	164,343	185,427
521140	Salaries - Overtime	30,000	30,000	45,000	45,000
521153	Salaries - State Incentive	17,100	18,240	18,240	18,240
521154	Salaries - Education Comp	12,600	10,250	10,250	10,250
521156	Longevity	12,500	13,500	10,550	19,700
521157	Uniform Allowance	18,800	18,800	18,800	18,800
521210	FICA Taxes	123,008	122,269	123,826	159,111
521220	Retirement Contribution- Town Pension	478,392	489,358	516,281	901,881
521230	Life, Health & Dental Insurance	343,966	343,966	371,483	368,195
521240	Worker's Compensation	50,780	50,693	55,529	68,772
521250	Unemployment Compensation	7,200	7,200	7,200	7,200
<b>Total Personnel Services</b>		<b>2,694,549</b>	<b>2,672,062</b>	<b>2,969,352</b>	<b>3,771,688</b>



# Budget Appropriations Worksheet

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
<b>521 - POLICE DEPARTMENT</b>					
<b>Operating Expenses</b>					
521316	Professional Services	15,000	15,000	15,150	15,302
521340	Contract Services	65,000	15,000	15,150	15,302
521343101	Contract Services-Interlink		50,000	50,500	51,005
521345	K-9 Expense	3,500	3,500	3,535	3,570
521400	Travel & Per Diem	10,000	5,000	5,050	5,101
521410	Communication Services	21,000	21,000	21,210	21,422
521420	Freight & Postage Services	200	200	202	204
521430	Utilities-Electric	4,000	4,000	4,080	4,162
521432	Utilities-Water	10,000	10,000	10,200	10,404
521440	Rentals & Leases	18,000	18,000	18,180	18,362
521462	Repairs & Maint - Bldg.	10,000	5,000	5,050	5,101
521463	Repairs & Maint - Vehicles	45,000	45,000	45,450	45,905
521464	Repairs & Maint - Equip	7,800	7,800	7,878	7,957
521469	Minor Tools & Equip	3,500	3,500	3,535	3,570
521470	Printing	4,500	4,500	4,545	4,590
521480	Public Relations/Events/Ads	19,000	19,000	19,190	19,382
521510	Office Supplies	2,000	2,000	2,020	2,040
521520	Operating Supplies	15,000	25,000	25,250	25,503
521521	Gas & Oil	80,000	80,000	82,400	100,000
521521100	Marine Patrol Fuel	8,500	8,500	8,755	12,000
521525	Uniforms	15,000	15,000	15,150	15,302
521540	Books, Pubs, Subs, Memberships	3,200	3,200	3,232	3,264
521550	Police Training	25,000	25,000	25,250	25,503
521640	Machinery & Equipment	205,000	85,000	85,850	86,709
<b>Total Operating Expenses</b>		<b>590,200</b>	<b>470,200</b>	<b>476,812</b>	<b>501,656</b>
<b>TOTAL POLICE DEPARTMENT - 521</b>		<b>3,284,749</b>	<b>3,142,262</b>	<b>3,446,164</b>	<b>4,273,344</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>521 - POLICE DEPARTMENT</b>			
<b>Personnel Services</b>			
521110	Police Chief	Police Chief Salary	152,975
521120	Salary - General Employees	Executive Assistant to the Chief & Accreditation Manager	121,325
521113	Salary - Administrative Division	Salary	110,000
521100	Salary - Operational Division	Salary	102,000
521121	Salary - Sergeant	Three Full Time	272,632
521125	Salaries - Officers	As stipulated in the agreed to FOP Union Contract	1,039,467
5211251	Part-Time Officers	Part-Time Officers	170,713
521130	Community Service Aids (CSA)	Substation personnel	185,427
521140	Salaries - Overtime	Payments of time worked in excess of 40 hours; estimate includes court time, hurricanes & day to day	45,000
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	19,700
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	159,111
521220	Retirement Contribution	Estimate Based on Funding at 25% of Payroll	901,881
521230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	368,195
521240	Worker's Compensation	Estimate based on category rates for police and officer x payroll	68,772
521250	Unemployment Compensation	Contingency estimate based on previous years' payout	7,200
<b>Total Personnel Services</b>			<b>3,771,688</b>



# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>521 - POLICE DEPARTMENT</b>			
<b>Operating Expenses</b>			
521316	Professional Services	Psychological & medical testing, background & internal investigations, and polygraphs	15,302
521340	Contract Services	GPS Service; Copy Machine (Maint/copies); New CAD System	15,302
521343101	Contract Services-Interlink Group	Yearly Maintenance Contract for CCTV Cameras	51,005
521345	K-9 Expense	K-9 medical & dental; food & supplies; vehicle insurance; membership for USPCA	3,570
521400	Travel & Per Diem	Employees attending conferences and other trainings in accordance with travel forms	5,101
521410	Communication Services	Wireless Phone Service and wireless cards	21,422
521420	Freight & Postage Services	Courier services & postage	204
521430	Utilities - Electric	Substation & Police Station	4,162
521432	Utilities - Water	Substation & Police Station	10,404
521440	Rentals & Leases	Copier; Vehicle Lease and Harley Davidson Motors	18,362
521462	Repairs & Maint - Bldg.	Misc. repairs at substation and Police Station	5,101
521463	Repairs & Maint - Vehicles	Repair and maintenance of all police vehicles and the marine patrol boat	45,905
521464	Repairs & Maint - Equipment	Equipment repair at substation, phones, radios, office equipment, and transponders	7,957
521469	Minor Tools & Equipment	Transmitter, cones, flex cuff, etc.	3,570
521470	Printing	Police Department forms and documents	4,590
521480	Public Relations/Events/Ads	Officer of the Quarter; Dade County Chiefs annual event	19,382
521510	Office Supplies	Paper, pens, etc.	2,040
521520	Operating Supplies	Medical supplies, drinking water, coffee	25,503
521521	Gas & Oil	Increased due to cost increase for Police Vehicles /Take Home Vehicles	100,000
521521100	Marine Patrol Fuel & Oil	New line item for better tracking of expenses (Marine Patrol Boat)	12,000
521525	Uniforms	Uniforms, new name embroidery, name badges, etc.	15,302
521540	Books, Pubs, Subs, Memberships	Reference books, IACP; FCOP; DCCP	3,264
521550	Police Training	Training classes for officers and staff	25,503
521640	Machinery & Equipment	One Beach Vehicle and One Vehicle	86,709
<b>Total Operating Expenses</b>			<b>501,656</b>
<b>TOTAL LAW ENFORCEMENT - 521</b>			<b>4,273,344</b>



# DIVISION OF CODE COMPLIANCE

(UNDER THE POLICE DEPARTMENT)

**2022-2023**

## **FUNCTION**

The goal of the Code Enforcement Compliance Unit is to evaluate and enforce the Town's Ordinance. The Golden Beach Police Department 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

## **NEW INITIATIVES FOR F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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.

- Add an additional civilian part-time position to the department.
- Increase weekend code enforcement efforts
- 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, that 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.
- A Marked Patrol Vehicle will be designated as a Code/Police Enforcement Officer.

## **SIGNIFICANT PRIOR YEAR 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.

- 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.
- Code Enforcement files that are currently active were moved over to this division and closed files were sent to Iron Mountain for storage and archiving purposes.
- All code enforcement active files received a new number from the new numbering system, and the new number was issued as a new code compliance case.
- Staff members have been assigned to perform compliance detection activities and another staff member 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, 2022 TO MAY 31, 2022:**

**PARTIAL COMPLIANCE CASES:**

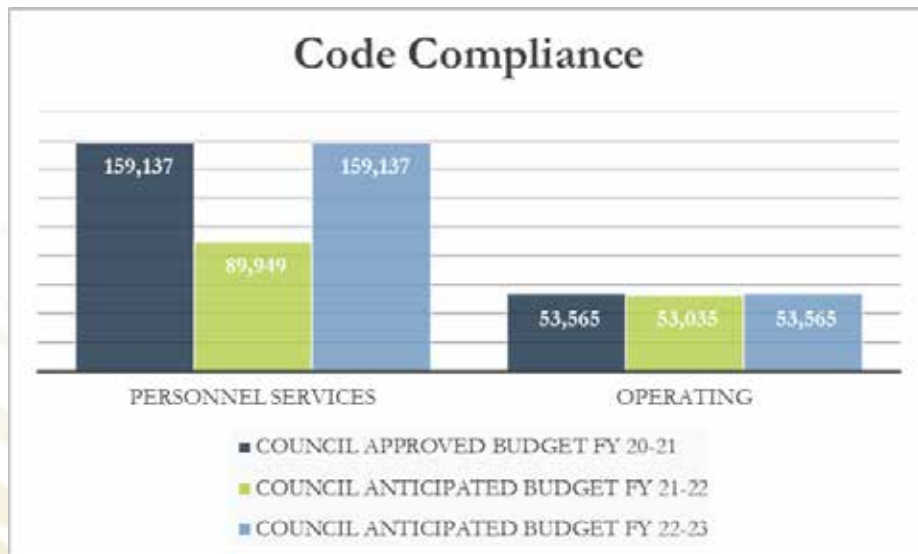
- Number of Cases COMPLIED with Violations issuances (closed but unpaid)= 155
- Total amount unpaid= \$362,175.00

**TOTAL CASES GENERATED YEAR-TO-DATE = 247**

**TOTAL CLOSED CASES YEAR-TO-DATE = 198**

**TOTAL AMOUNT COLLECTED YEAR-TO-DATE = 40,625.00**

<b>Division of Code Compliance Personnel Summary Trend Analysis</b>			
	<b>F/Y 20-21</b>	<b>F/Y 21-22</b>	<b>F/Y 22-23</b>
<b>Code Compliance Clerk</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Contracted Staff Member</b>	<b>1</b>	<b>1</b>	<b>1</b>



# Budget Appropriations Worksheet

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
<b>521 - DIVISION OF CODE COMPLIANCE</b>					
<b>Personnel Services</b>					
5211262	Salary - Code Compliance	49,526	49,526	50,764	95,756
5211402	Salaries - Overtime	-	7,400	7,400	7,400
5212102	FICA Taxes	3,789	3,789	3,883	7,325
5212302	Retirement Contribution- Town Pension	14,858	14,858	15,229	22,429
5212302	Life, Health & Dental Insurance	11,557	11,557	12,482	25,866
5212402	Worker's Compensation	187	186	191	361
<b>Total Personnel Services</b>		<b>79,916</b>	<b>87,316</b>	<b>89,949</b>	<b>159,137</b>
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
<b>521 - DIVISION OF CODE COMPLIANCE</b>					
<b>Operating Expenses</b>					
5214702	Printing and Binding	590	590	596	602
5215102	Office Supplies	-	500	505	510
5213162	Professional Services	-	49,920	50,419	50,923
5216402	Machinery & Equipment	-	1,500	1,515	1,530
<b>Total Operating Expenses</b>		<b>590</b>	<b>52,510</b>	<b>53,035</b>	<b>53,565</b>
<b>TOTAL CODE COMPLIANCE - 521</b>		<b>80,506</b>	<b>139,826</b>	<b>142,984</b>	<b>212,702</b>



# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>521 - DIVISION OF CODE COMPLIANCE</b>			
<b>Personnel Services</b>			
5211262	Salary - Code Compliance	Code Compliance under the Police Department	95,756
5211402	Salaries - Overtime	Overtime	7,400
5212102	FICA Taxes	7.65% of Salary	7,325
5212302	Retirement Contribution- Town Pension	30% of Salary	22,429
5212302	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	25,866
5212402	Worker's Compensation	Estimate based on category rates for code officer x payroll	361
<b>Total Personnel Services</b>			<b>159,137</b>
<b>Operating Expenses</b>			
5214702		Printing supplies	602
5215102		Office supplies	510
5213162		Professional Services to assist in Code Violation department	50,923
5216402		Machinery & Equipment	1,530
<b>Total Operating Expenses</b>			<b>53,565</b>
<b>TOTAL CODE COMPLIANCE - 521</b>			<b>212,702</b>





# COMMUNITY DEVELOPMENT DIVISION

The Community Development Division has been created as a new program that will oversee both residential development and Town development. The position of Assistant Town Manager for Community Development has been created as part of our new Attrition Training Program. It allows employees that we know are in their final years with the Town to help share their wisdom and experience with their new potential replacements. Whenever that employee determines they will end their employment with the Town and the training is complete, the program will be phased out. It is not the intent of this Administration to always have an Assistant Town Manager, or to have duplicate positions.

The creation of this department allows for overlapping positions to work in tandem where the incoming supervisor will gain invaluable training and experience by shadowing the incumbent director. While the new Director will have their own responsibilities and duties to perform, at the same time they will work with the long-standing Director to assist and learn from him/her. For instance, The Capital Improvement Projects Director was brought in as part of the Attrition Program for the replacement of the Facilities & General Maintenance Director position.

These positions have been created as part of our Attrition Training Program and part of our sustainability planning to ensure the continuity of all branches of government within the Town of Golden Beach. With sustainability in mind, the Administration is taking into account the fiduciary responsibilities it has to the Town. Which is precisely why as employees' end their employment with the Town and the new Director steps in to their new hybrid supervisory role, positions will be eliminated to ensure that the Town does not incur unnecessary expenses by employing additional, unnecessary management positions.

## **NEW INITIATIVES FOR F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022-2023 and 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.

- Train the Capital Improvement Director to manager the duties of the Facilities and General Maintenance Director.

## **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.

- Promotion of the Building Director to the Assistant Town Manager of Community Development Position.
- Designation of Assistant Town Manager's oversight of the Building & Zoning Department and the Capital Improvement Projects Department. For more information on the significant accomplishments for Fiscal Year 2021-2022, please refer to the Building & Zoning and the CIP Fund sections of the book.

# COMMUNITY DEVELOPMENT DIVISION



Linda Epperson  
Assistant Town Manager

## CAPITAL IMPROVEMENT DEPARTMENT

## BUILDING & ZONING DEPARTMENT



Lissett Rovira  
Capital Improvements  
Director



Vacant  
Building  
Director



Dario Gonzalez  
Building Official  
Plans Review,  
Building Review



Chuck Evers  
Building Insp.



Emmanuel Agbenohevi  
Building Insp.



John Lindgren  
Chief Plumbing  
Insp.



Enrique Guzman  
Chief Electrical  
Insp.



Jan Pierre Perez  
Chief Mechanical  
Insp.



Vacant  
Structural Plan  
Examiner



Monica Diaz  
Building Projects  
Coordinator



Maikersie Voltaire  
Permit Clerk



Chris Gratz  
Planning and  
Zoning  
Zoning &  
Code Review  
Comprehensive  
Planning



O'Leary Richards  
Design  
Associates, Inc.  
Landscape  
Architect



# DEPARTMENT OF BUILDING & ZONING

The The Town of Golden Beach Building Division adopted its first code in 1929 and since then the department has adopted new codes as they become available as required by law. 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 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 Department. The building department is responsible for the issuance of building, electrical, mechanical, plumbing, landscaping, and other miscellaneous permits, building inspections, Land Development Zoning review, contractor licensing oversight, garage and real estate sign permitting, and processing of applications to the Building Advisory Board for project approval and applications for variance approval by the Town Council.

All Building Plans are routed through the Building Division in coordination with engineering, electrical, plumbing, mechanical, structural, landscaping and zoning reviewers. The department 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.

The Zoning Division is charged with the oversight of all inquiries pertaining to Zoning, including but not limited to, property plat and zoning information, Comprehensive Plan amendments, variance requests, site plan reviews, and land development regulations.

## **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 continued construction regulation services to the community maintaining the service levels established by the Department 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 departmental staff.
- Take steps to ensure that the Zoning Services Department continues to make progress in terms of operating more efficiently through updates and clarification of the Town's Code of Ordinances

## **New Initiatives for F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022-2023 and 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.

- Hiring of full time Building Official.
- Hiring of a new full-time Building Director.
- Offer periodic workshops to enhance Community education on the permitting process.
- Purchase and implement new Permitting Software.
- Create a Digital permit application system.
- Implementation of a two-day schedule for each permit discipline, where the inspectors will be in-house and available for any questions regarding permitting.
- Offer Staff training from outside educational programs that will enhance staff's technical abilities and personal development.

## **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.

- Provided customer service to counter customers and walk-in customers – an average of 15 clients per day.
- The department responded to more than 1,000 emails and phone calls.
- Further enhanced the on-line permitting system for submittals to the Building Department.
- Implemented acceptance of on-line payment for permits and associated fees.
- Preparation of Zoning related Ordinance changes.
- Catalogued and sent out plans for scanning to MCCI
- 855 applications for permits, and contractor registrations were received.
- 23 Building Advisory Board applications with Variance requests were processed through the department.
- 225 contractor registrations were through the department in this fiscal year.
- 5 permits for Demolition of existing Homes were issued.
- 1 request for a Waiver of Plat was received and approved
- There are 9 new residential projects that have been submitted and approved by the Building Advisory Board for construction in the backlog
- Permits, reviewed, approved, and issued: 259 Bldg., 102 Elect, 116 plumbing, 34 Public Works, 18 Landscaping, 29 Shop Drawings, 39 Mechanical, 23 Equipment Storage, 225 Contractor Registrations, 3 Real Estate Signs, and 7 Exterior Paint Color approvals.
- Processed 1200 inspection requests and emailed results to each contractor.
- Building, Electrical, Plumbing, Mechanical and Landscaping combined performed 1200 building inspections to date.

- 7 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.
- Prepared Building Advisory Board Agenda and minutes for distribution to Board Members
- Reviewed current Zoning code for Ordinance changes.
- Coordination of The Building Advisory Board Zoom meetings.
- Supplied information and Coordinated 2021 NPDES report with Craig A. Smith
- Continued with Code Enforcement for construction site, water intrusion property and seawall and dock issues.
- Issuance of Lien request letters.
- Recruited a new Chief Electrical Inspector
- Tracking of Seawall Engineering reports at Property Title Transfer
- 

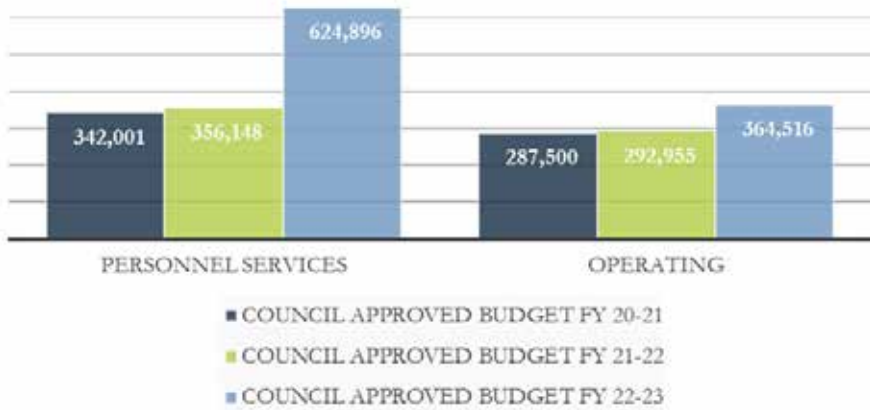
**Ongoing projects:**

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

**Building and Zoning Department  
Personnel Summary Trend Analysis**

	F/Y 20-21	F/Y 21-22	F/Y 22-23
<b>Building Official</b>	1	1	1
<b>Building Director</b>	1	1	1
<b>Building Inspector</b>	1	1	1
<b>Chief Mechanical Inspector</b>	1	1	1
<b>Chief Plumbing Inspector</b>	1	1	1
<b>Chief Electrical Inspector</b>	1	1	1
<b>Structural Plans Examiner</b>	1	1	1
<b>Landscape Architect</b>	1	1	1
<b>Zoning Reviewer</b>	1	1	1
<b>Permit Clerk</b>	1	1	1
<b>Building Projects Coordinator</b>	1	1	1

## Building & Zoning



# Budget Appropriations Worksheet

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
<b>524 - BUILDING DEPARTMENT</b>					
<b>Personnel Services</b>					
524110	Assitant Town Manager				120,000
524100	Building Director				80,000
524110	Building Official	59,148	59,148	60,626	60,000
524120	Salary - General Employees	163,109	178,872	186,214	129,894
524140	Salaries - Overtime	2,500	2,500	2,500	2,500
524210	FICA Taxes	14,936	16,142	16,765	29,903
524220	Retirement Contribution- Town Pension	39,333	53,662	55,864	125,411
524230	Life, Health & Dental Insurance	29,783	29,783	32,166	74,924
524240	Worker's Compensation	1,894	1,894	2,013	2,264
	<b>Total Personnel Services</b>	<b>310,703</b>	<b>342,001</b>	<b>356,148</b>	<b>624,896</b>

# Budget Appropriations Worksheet

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
<b>524 - BUILDING DEPARTMENT</b>					
<b>Operating Expenses</b>					
524316	Contract Services- Landscape Review	33,000	33,000	33,660	45,333
524340	Contract Services - Computer	20,000	20,000	20,400	20,808
524341	Contract Services - Planner	55,000	55,000	56,100	57,222
524345	Building Inspetor	33,000	33,000	33,660	40,333
524345100	Structrual Plans Examiner	28,000	28,000	28,560	49,131
524346	Consulting/Engineering Svcs	2,000	2,000	2,040	12,081
524347	Chief Plumbing Inspector	32,000	32,000	32,640	40,293
524348	Chief Mechanical Inspector	20,000	20,000	20,400	28,808
524349	Chief Electrical Inspector	35,000	35,000	35,700	40,414
524400	Travel & Per Diem	2,500	2,500	2,525	2,550
524410	Communication Services	1,500	1,500	1,515	1,530
524420	Freight & Postage Services	5,500	5,500	5,555	5,611
524470	Printing & Binding	7,000	7,000	7,070	7,141
524510	Office Supplies	2,000	2,000	2,020	2,040
524520	Operating Supplies	4,500	4,500	4,545	4,590
524540	Books, Pubs, Subs, Memberships	1,000	1,000	1,010	1,020
524640	Machinery & Equipment	5,500	5,500	5,555	5,611
524931	Contingency - Bldg. Dept.	-	-	-	-
	<b>Total Operating Expenses</b>	<b>287,500</b>	<b>287,500</b>	<b>292,955</b>	<b>364,516</b>
<b>TOTAL BUILDING DEPARTMENT- 524</b>		<b>598,203</b>	<b>629,501</b>	<b>649,103</b>	<b>989,412</b>



# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>524 - BUILDING DEPARTMENT</b>			
<b>Personnel Services</b>			
524110	Assitant Town Manager	Assistant Town Manager	120,000
524100	Building Director	Building Director	80,000
524110	Building Official	Building Official	60,000
524120	Salary - General Employees	Permit Clerk & Building Project Coordinator	129,894
524140	Salaries - Overtime	Special Projects	2,500
524210	FICA Taxes	7.65% of compensation	29,903
524220	Retirement Contribution	Estimate set by actuary based on 34% of Payroll	125,411
524230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	74,924
524240	Worker's Compensation	Estimate based on category rates x payroll	2,264
<b>Total Personnel Services</b>			<b>624,896</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>524 - BUILDING DEPARTMENT</b>			
<b>Operating Expenses</b>			
524316-14-005	Contract Services-Landscape Review	Landscape Architect (O'Leary)	45,333
524340	Contract Services	EnerGov Maintenance fee, Printer Service, Sweeping Services 3rd party review of building process	20,808
524341	Contract Services-Planner	Code Review	57,222
524345	Building Inspector	Structural Inspector \$45/hr. for a minimum 5 hours	40,333
524345100	Structural Plans Examiner	Structural Inspector \$45/hr. for a minimum 5 hours	49,131
524346	Consulting/Engineering Svcs	Engineering and Consulting for Town related projects	12,081
524347	Chief Plumbing Inspector	Minimum \$650 monthly for 75% of permit fees collected	40,293
524348	Chief Mechanical Inspector	Minimum \$750 monthly or 75% of permit fees collected (rarely makes minimum)	28,808
524349	Chief Electrical Inspector	Performs electrical plan review, approves plans and permits - Performs Inspections - State Licensed.	40,414
524400	Travel & Per Diem	Travel expenses for seminars	2,550
524410	Communication Services	Phone & internet services	1,530
524420	Freight & Postage Services	Postage variance, Special Master Courier Service FedEx	5,611
524470	Printing & Binding	Imaging and Microfilming	7,141
524510	Office Supplies	Paper, pens, etc.	2,040
524520	Operating Supplies	Software; coffee, water, Zee medical, etc.	4,590
524540	Books, Pubs, Subs, Memberships	Continuing education seminars and Membership Fees	1,020
524640	Machinery & Equipment	Machinery & Equipment; iPads for Inspectors	5,611
524931	Contingency - Bldg. Dept.		-
<b>Total Operating Expenses</b>			<b>364,516</b>
<b>TOTAL BUILDING DEPARTMENT- 524</b>			<b>989,412</b>

# DEPARTMENT OF PUBLIC WORKS



Kirk McKoy  
**Director of Public Works**



Lourdes Velazquez  
**Custodian**



Vacant  
**Fleet Mechanic**



Vacant  
**Crew Leader**



Brian Phillips  
**Municipal Service Worker**



Vivian Austin (Contracted)  
**Municipal Service Worker**



Keniel Jackson  
**Municipal Service Worker**



Johnny Lucien  
**Municipal Service Worker**



Joe Scott (Pt. Time)  
**Municipal Service Worker**



Derek Cardoza  
**Municipal Service Worker**



Lloyd Ruddison  
**Municipal Service Worker**



Jerome Scott (Pt. Time)  
**Municipal Service Worker**



Armando Perez-Morales  
**Municipal Service Worker**

# DEPARTMENT OF PUBLIC WORKS

## FUNCTION

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

## 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.

- 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.
- Quick and uninterrupted removal of garbage and trash from residence throughout Town on designated trash removal days.
- Monitor and comply with local, state and national environmental laws.

## NEW INITIATIVES FOR F/Y 2022-2023

The following initiatives were developed for Fiscal Year 2022-2023 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.

## SIGNIFICANT PRIOR ACCOMPLISHMENT

The following accomplishments were attained during Fiscal Year 2021-2022 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 from Massini Avenue in preparation of the installation of the new wall at Massini Avenue
- 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.

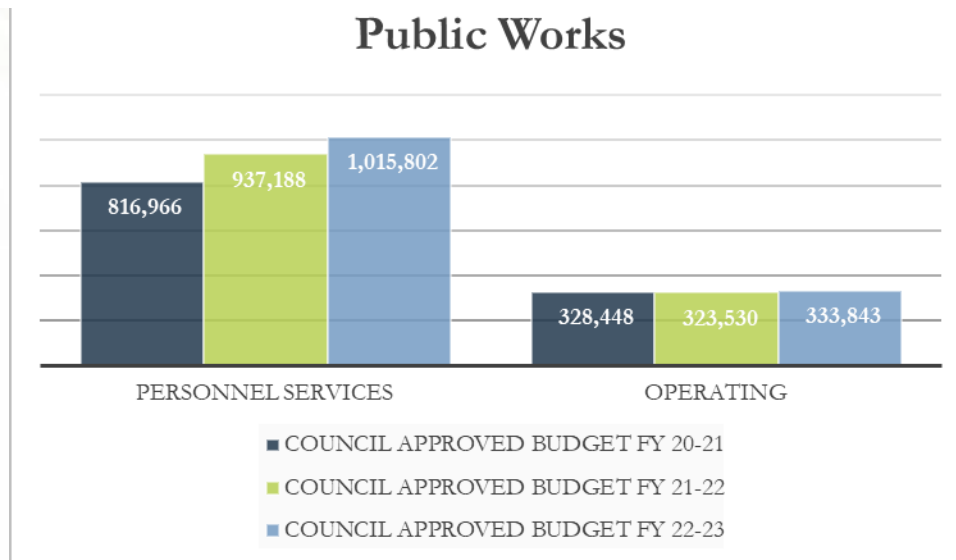
- Repair all parking spaces throughout Town with the help of an outside entity
- Bought hurricane equipment
- Refurbishing of Tennis and Pickleball Courts
- Made all necessary arrangements in case of any natural disasters, making sure that all of the equipment is in working order and having an open dialogue with departmental supervisors to assess their needs.
- Completed major pre-hurricane cleanup, prior to the beginning of hurricane season.

## **PUBLIC WORKS DEPARTMENT 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 curbs 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)

## Public Works Department Personnel Summary Trend Analysis

	F/Y 20-21	F/Y 21-22	F/Y 22-23
Public Works Director	1	1	1
Fleet Mechanic	1	1	1
Crew Leader	1	1	1
Municipal Service Worker (Full-time)	6	6	6
Municipal Service Worker (Part-time)	1	1	2



## Budget Appropriations Worksheet

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
<b>539 - PUBLIC WORKS</b>					
	<b>Personnel Services</b>				
539110	Public Works Director	64,800	66,744	68,413	72,175
5391121	Asst. Public Works Director	63,654	63,654	65,245	68,834
539120	Salary - General Employees	368,855	306,975	375,961	416,531
539140	Salaries - Overtime	20,000	20,000	20,000	20,000
539156	Longevity	4,000	4,000	4,000	2,600
539210	FICA Taxes	38,044	33,459	38,986	42,576
539220	Retirement Contribution- Town Pension	136,517	124,891	146,407	175,938
539230	Life, Health & Dental Insurance	143,576	143,576	155,062	147,744
539240	Worker's Compensation	62,393	53,667	63,114	69,404
	<b>Total Personnel Services</b>	<b>901,838</b>	<b>816,966</b>	<b>937,188</b>	<b>1,015,802</b>

# Budget Appropriations Worksheet

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
<b>539 - PUBLIC WORKS</b>					
<b>Operating Expenses</b>					
539340	Contract Services	40,000	30,000	30,300	34,275
539400	Travel & Per Diem	3,000	3,000	3,030	3,060
539410	Communication Services	1,500	1,500	1,515	1,530
539430	Utilities - Electric	40,000	30,000	30,900	31,827
539432	Utilities - Water	35,000	35,000	36,050	37,132
539434	Utilities - Waste Disposal	60,000	70,000	72,100	74,263
539437	Utilities - Recycling	28,000	-	-	-
539440	Rentals & Leases	5,000	5,000	5,050	5,101
539462	Repairs & Maint - Bldg.	5,000	5,000	5,050	5,101
539463	Repairs & Maint - Vehicles	18,000	18,000	18,180	18,362
539464	Repairs & Maint - Equipment	2,000	2,000	2,020	2,040
539467	Landscaping & Maintenance	10,000	10,000	10,100	11,425
539470	Printing & Binding	1,000	1,000	1,010	1,020
539510	Office Supplies	500	500	505	510
539520	Operating Supplies	20,000	20,000	20,200	20,402
539521	Gas & Oil	25,000	25,000	25,250	25,503
539525	Uniforms-Shoes	-	2,248	2,270	2,293
539640	Machinery & Equipment	15,000	70,000	60,000	60,000
539711	Principal-2015 Garbage Truck Lease	54,212	100	-	-
539721	Interest-2015 Garbage Truck Lease	6,594	100	-	-
<b>Total Operating Expenses</b>		<b>369,806</b>	<b>328,448</b>	<b>323,530</b>	<b>333,843</b>
<b>TOTAL PUBLIC WORKS - 539</b>		<b>1,271,644</b>	<b>1,145,414</b>	<b>1,260,718</b>	<b>1,349,645</b>

## Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>539 - PUBLIC WORKS</b>			
<b>Personnel Services</b>			
539110	Public Works Director	Salary	72,175
5391121	Asst. Public Works Director	Salary	68,834
539120	Salary - General Employees	Employee salaries and Incentive Pay for CDL driver's licenses (\$50 a pay period) 5% crew leader incentive	416,531
539140	Salaries - Overtime	Time worked in excess of 40 hours	20,000
539156	Longevity	Employees with 10 yrs. \$500; 15 yrs. \$800; 20 yrs. 1,000; Annual after the 10th year	2,600
539210	FICA Taxes	7.65% of compensation	42,576
539220	Retirement Contribution	Estimate set by actuary based on 34% of Payroll	175,938
539230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	147,744
539240	Worker's Compensation	Estimate based on category rates x payroll	69,404
<b>Total Personnel Services</b>			<b>1,015,802</b>

# Budget Support Information

<b>ACCOUNT NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>DESCRIPTION OF ITEM AND JUSTIFICATION</b>	<b>APPROVED AMOUNT</b>
<b>539 - PUBLIC WORKS</b>			
<b>Operating Expenses</b>			
539340	Contract Services	Uniform Service cleaning & Contract Labor for Trash Days	34,275
539400	Travel & Per Diem	Travel & Per Diem Public Works Director and Facilities & General Maintenance Director; Seminars (APWA)	3,060
539410	Communication Services	Wireless phone expenses of Public Works Director and Facilities & General Maintenance Director	1,530
539430	Utilities - Electric	Pump Stations, Sprinklers, etc.	31,827
539432	Utilities - Water	Sprinklers	37,132
539434	Utilities - Waste Disposal	Solid waste disposal fees	74,263
539437	Utilities - Recycling	Recycling now Waste to Energy	-
539440	Rentals & Leases	Leases and Misc. Rentals	5,101
539462	Repairs & Maint - Bldg.	Repairs To Town Facilities	5,101
539463	Repairs & Maint - Vehicles	Garbage Truck, Trash Truck, Tractor & Public Works Trucks, Fleet Maintenance	18,362
539464	Repairs & Maint - Equip	Lawnmowers, sprinkler repair, maintenance of gardening equipment	2,040
539467	Landscaping & Maintenance	Plants, Sod, Mulch etc.	11,425
539470	Printing & Binding	Door Hangers & Flyers	1,020
539510	Office Supplies	Paper, pens, etc.	510
539520	Operating Supplies	Medical, cleaning supplies, maintenance supplies, minor tools & equip., safety shoes, safety vests, goggles, keys, landscaping tools, fire extinguishers, etc.	20,402
539521	Fuel & Oil	Public Works Fleet & Two take home vehicles	25,503
539525	Uniforms-Shoes	Safety Shoes	2,293
539640	Machinery & Equipment	New Backhoe and Replace Pick-Up Truck	60,000
539711	Principal-2015 Garbage Truck Lease	Leases Paid Off in FY' 2020	-
539721	Interest-2015 Garbage Truck Lease	Leases Paid Off in FY' 2020	-
<b>Total Operating Expenses</b>			<b>333,843</b>
<b><u>TOTAL PUBLIC WORKS - 539</u></b>			<b><u>1,349,645</u></b>

# DEPARTMENT OF ROADS AND STREETS



Ken Jones  
**Facilities & Gen.  
Maintenance Director**



Vacant  
**Roads & Streets Municipal  
Service Worker**



Nohuberto Garcia  
**Facilities / General Maintenance  
Manager**

# DEPARTMENT OF ROADS AND STREETS

## **FUNCTION**

The Roads and Streets Department 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 Roads and Streets Department 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 department as they relate to the Town Council's Goals and Objectives.

- 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.

## **INITIATIVES FOR F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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.

- 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.

## **SIGNIFICANT PRIOR YEAR 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.

- Performed 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.

## Department of Roads and Streets Personnel Summary Trend Analysis

	F/Y 20-21	F/Y 21-22	F/Y 22-23
Facilities/General Maintenance Dir.	1	1	1
Facilities/General Maintenance Mgr.	1	1	1
Municipal Service Worker	1	1	1





# Budget Appropriations Worksheet

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
<b>541 - ROAD AND STREET FACILITIES</b>					
<b>Operating Expenses</b>					
541112	Facilities & General Maintenance Director	66,368	66,368	68,027	71,769
541210	FICA Taxes	5,077	5,077	5,204	5,551
541220	Retirement Contribution- Town Pension	19,910	19,910	20,408	24,673
541230	Life, Health & Dental Insurance	11,668	11,668	12,601	13,061
541240	Worker's Compensation	6,424	6,425	6,585	6,585
	<b>Total Personnel Services</b>	<b>109,448</b>	<b>109,448</b>	<b>112,825</b>	<b>121,639</b>

# Budget Appropriations Worksheet

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
<b>541 - ROAD AND STREET FACILITIES</b>					
<b>Operating Expenses</b>					
541340	Contract Services	-	-	-	-
541344	Contract Svcs - Median Maintenance	285,000	285,000	290,700	332,096
541344-18-005	Contract Svcs - A1A Corridor	-	20,000	20,000	20,000
541430	Utilities - Electric	99,782	99,782	102,775.46	105,859
541432	Utilities - Water	63,000	63,000	64,890	66,837
541461	Repair & Maintenance - Lights & Poles	15,000	25,200	25,452	25,707
541465	Repair & Maintenance - Streets	80,000	70,000	150,000	80,000
541466	Repair & Maintenance - Fountains	3,200	3,200	3,296	3,395
541467	Landscape & Maintenance	-	-	-	-
541520	Operating Supplies	-	-	-	-
541521	Roads & Streets- Fuel	-	-	-	-
541640	Machinery & Equipment	-	-	-	-
	<b>Total Operating Expenses</b>	<b>545,982</b>	<b>566,182</b>	<b>657,113</b>	<b>633,893</b>
<b>TOTAL ROADS &amp; STREETS - 541</b>		<b>655,431</b>	<b>675,630</b>	<b>769,938</b>	<b>755,532</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>541 - ROAD AND STREET FACILITIES</b>			
<b>Personnel Services</b>			
541112	Facilities & General Maintenance Director	Salary	71,769
541210	FICA Taxes	7.65% of salary	5,551
541220	Retirement Contribution	Estimate based on 34% of Payroll	24,673
541230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	13,061
541240	Worker's Compensation	Estimate based on category rates x payroll	6,585
<b>Total Personnel Services</b>			<b>121,639</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>Operating Expenses</b>			
541340	Contract Services		-
541344	Contract Svcs - Median Maintenance	Median Maintenance, Fertilization	332,096
541344-18-005	Contract Svcs - A1A Corridor	Enhancements as part of the A1A Corridor Beautification project	20,000
541430	Utilities - Electric	Power to the street sprinkler timers & Lights	105,859
541432	Utilities - Water	Water use greenway and medians	66,837
541461	Repair & Maintenance - Lights & Poles	Street Signs, Light Poles	25,707
541465	Repair & Maintenance - Streets	South Island Drive Milling Resurfacing	80,000
541466	Repair & Maintenance - Fountains	Strand & A1A	3,395
541467	Landscape & Maintenance		-
541520	Operating Supplies		-
541521	Roads & Streets-Fuel		-
541640	Machinery & Equipment		-
<b>Total Operating Expenses</b>			<b>633,893</b>
<b>TOTAL ROADS &amp; STREETS - 541</b>			<b>755,532</b>

# DEPARTMENT OF PARKS AND RECREATION

## **FUNCTION**

The Parks and Recreation Department 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 Department 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 department as they relate to the Town Council's Goals and Objectives.

- Supervise and coordinate any and 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.
- Plan, organize and administer 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.

## **NEW INITIATIVES FOR F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022/2023 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 resort-like amenities such as free refreshments at the beach.
- 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.

**SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS**

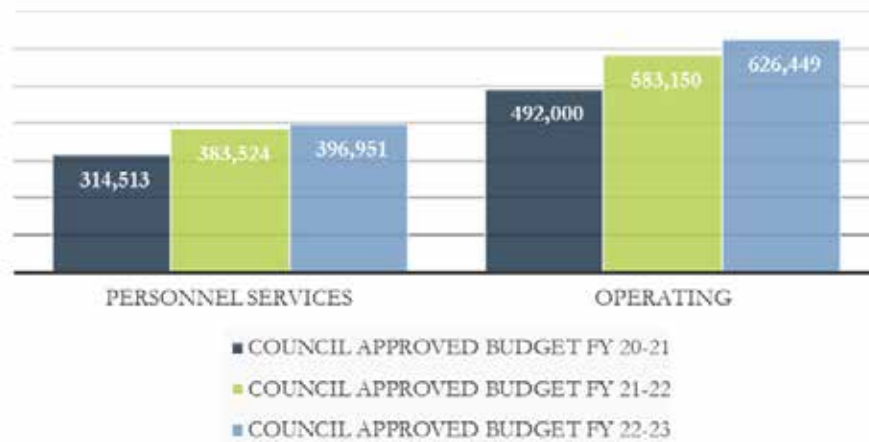
The following accomplishments were attained during Fiscal Year 2021/2022 and are relevant to the office’s objectives, providing the performance measurements that will be utilized by this office to assess the effectiveness and quality of the services it provides.

- Promotion of a new lifeguard, after the retirement of the Town’s fulltime lifeguard.
- The Tweddle Park Outfall repair was completed, improving drainage at the tennis courts and surrounding areas
- Hosted a pickle ball instructional clinic and a number of tennis clinics
- Golden Beach Youth Leadership Group began meeting in-person again
- Rolled out alternative virtual social programing 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.
- Maintain 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

**Department of Parks and Recreation  
Personnel Summary Trend Analysis**

	F/Y 20-21	F/Y 21-22	F/Y 22-23
<b>Full-time Ocean Rescue</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Part-time Ocean Rescue</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Full-time Beach Attendants</b>	<b>2</b>	<b>3</b>	<b>3</b>
<b>Part-time Beach Attendants</b>	<b>3</b>	<b>2</b>	<b>3</b>
<b>Contracted Beach Attendant</b>	<b>1</b>	<b>1</b>	<b>0</b>

## Recreation Department



### Budget Appropriations Worksheets FY 2022-2023

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
<b>572 - RECREATION DEPARTMENT</b>					
<b>Personnel Services</b>					
572120	FT Lifeguard	48,321	48,318	49,526	43,888
572136	PT Lifeguard	60,552	60,189	62,339	58,798
572125100	Beach Attendants	98,712	100,870	145,631	156,900
572210	FICA Taxes	15,880	16,066	19,699	22,010
572140	Salaries-Overtime	2,000	2,000	2,000	2,000
572220	Retirement Contribution- Town Pension	44,742	44,816	58,851	55,584
572230	Life, Health & Dental Insurance	36,139	36,360	39,269	51,984
572240	Worker's Compensation	5,881	5,894	6,209	5,787
	<b>Total Personnel Services</b>	<b>312,227</b>	<b>314,513</b>	<b>383,524</b>	<b>396,951</b>
<b>Operating Expenses</b>					
572340	Park Maintenance	250,000	250,000	257,500	297,052
572430	Utilities - Electric	15,000	15,000	15,450	15,914
572432	Utilities - Water	85,000	85,000	87,550	90,177
572462	Repairs & Maint-Bldg.	12,000	12,000	20,000	20,000
572464	Repairs & Maint-Equip	10,000	10,000	80,000	80,000
572480	Pub Relations/Events/Ad	50,000	50,000	50,000	50,000
572481	Teens Committee/Movie Nights	-	5,000	7,000	7,000
572490	Other Current Charges & Obligations	-	40,000	40,400	40,804
572520	Operating Supplies	5,000	5,000	5,050	5,101
572640	Machinery & Equipment	20,000	20,000	20,200	20,402
	<b>Total Operating Expenses</b>	<b>447,000</b>	<b>492,000</b>	<b>583,150</b>	<b>626,449</b>
<b>TOTAL RECREATION DEPARTMENT - 572</b>		<b>759,227</b>	<b>806,513</b>	<b>966,674</b>	<b>1,023,400</b>

# Budget Support Information

<b>ACCOUNT NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>DESCRIPTION OF ITEM AND JUSTIFICATION</b>	<b>APPROVED AMOUNT</b>
<b>Personnel Services</b>			
572120	Salaries - General Employees	Full time lifeguard	43,888
572136	Salaries - Part-Time Employees	Weekend lifeguard	58,798
572125100	Beach Attendants	Two full time beach attendants and part-time beach attendants	156,900
572210	FICA Taxes	7.65% of compensation	22,010
572140	Salaries - Overtime	Special Events	2,000
572220	Retirement Contribution	Estimate set by actuary based on 34% of Payroll	55,584
572230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	51,984
572240	Worker's Compensation	Estimate based on category rates x payroll	5,787
<b>Total Personnel Services</b>			<b>396,951</b>
<b>Operating Expenses</b>			
572344	Park Maintenance	Landscape Contract	297,052
572430	Utilities - Electric	Park and Beach Pavilion	15,914
572432	Utilities - Water	Park, beach pavilion, & park sprinklers	90,177
572462	Repairs & Maint - Bldg.	Repair and maintenance of Tweedle Park and beach pavilion	20,000
572464	Repairs & Maint - Equipment	Park & Beach repairs	80,000
572480	Pub Relations/Events/Ad	Activates at Beach & Youth Activates	50,000
572481	Teens Committee	G.B. Youth Leadership Group expenses	7,000
572490	Other Current Charges & Obligations	Town wellness programs	40,804
572520	Operating Supplies	Medical & sanitary supplies, replacement of recreation equipment, and paper for flyers	5,101
572640	Machinery & Equipment	Trash cans, dog litter equipment	20,402
<b>Total Operating Expenses</b>			<b>626,449</b>
<b><u>TOTAL RECREATION DEPARTMENT - 572</u></b>			<b><u>1,023,400</u></b>

# DEPARTMENT OF RESIDENT SERVICES



Michael Glidden  
**Director of Resident Services**



Jisel Krepp  
**Assistant to Director of  
Resident Services**



Marie Talley  
**Community Development  
Specialist**

# DEPARTMENT OF RESIDENT SERVICES

## **Function**

The Resident Services Department 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 department 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.

## **New Initiatives for F/Y 2022-2023**

The following initiatives were developed for Fiscal Year 2022-2023 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.

- Rework/Revise and Produce New Edition of Resident Guide Book, including digital version.
- Continue to Rework/Revise Website for improved functionality and user experience. Including changes to Event Permitting and Reservations.
- Research and Develop programming options for New Civic Center.



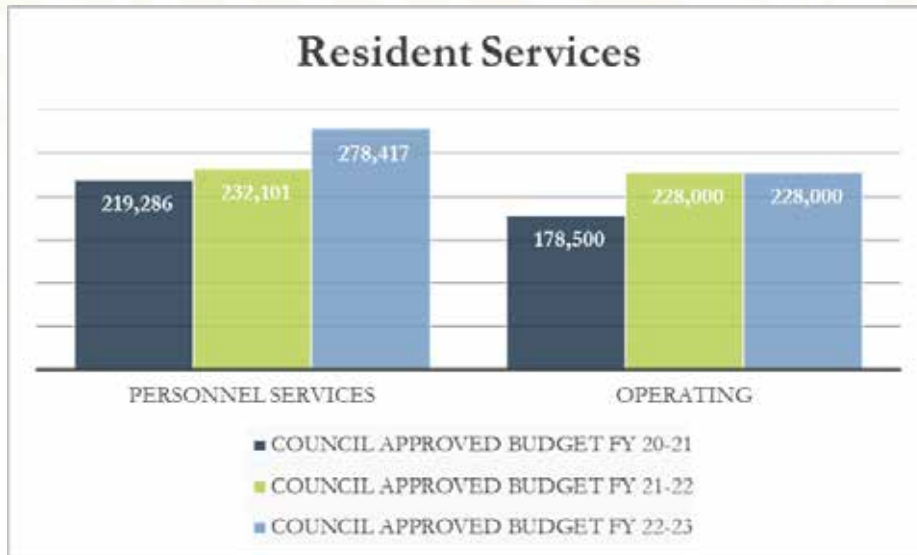
- Streamline Resident Services Calendar to focus on peak-performing offerings and phase out lesser-performing activities/events.
- Offer Informational Series Workshops for Residents: Utilizing Florida Native Plants, Energy Efficiency.
- Speaker Systems for ambient music/audio capabilities inside Beach Pavilion.

### **Significant Prior Accomplishments**

- 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 GO Bond effort, including composing copy for the informational brochure/promotional material.
- Revised and Reworked Rules and Regulations for Town Parks and Facilities, adjusting for clarity and for inclusion of new policies.
- Introduced New Programming, including Pickle Ball instructional clinics.
- Worked directly with Hotwire Communication to roll out the new town-wide Fiber Internet service, including providing project updates and serving as a liaison for Resident questions/concerns.
- Launched Concierge-style in-home COVID-19 testing and vaccination services, also hosted and facilitated COVID-19 testing sessions and vaccine administration events at Town Hall and the Beach Pavilion.
- Participated in “Florida City Week” with a Youth Virtual Town Hall Q&A and civic-pride driven photo initiative.
- Produced an initial study to improve functionality and organization of the Town’s website. Initiated results of the study with Webmaster.
- Hosted alternative social programming including ZOOM-based art classes during COVID-19 peaks.
- For the first time ever, addressed Mental Health and Suicide Prevention in the Town Magazine as a collaborative effort with Residents.
- Resumed in-person events including Halloween, New Year’s Eve, Tea Party, Potluck Luau, Family Art Class and Food Truck Events.
- Resumed community-outreach activities including Blood Drives (2), Shoe Drive (1) and Golden Beach Youth Leadership Group Meetings (ongoing).
- Successfully case managed (closed) 47 cases from October 1 to July 1\* (\*at time of Budget Message writing).

## Dept. of Resident Services Personnel Summary Trend Analysis

	F/Y 20-21	F/Y 21-22	F/Y 22-23
Resident Services Director	1	1	1
Community Development Specialist	1	1	1
Assistant to the Resident Services Dir.	1	1	1



# Budget Appropriations Worksheet

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
<b>574 - RESIDENT SERVICES</b>					
<b>Personnel Services</b>					
574110	Resident Services Director	60,646	60,646	62,163	72,000
574120	Salary - General Employees	75,539	76,889	82,950	91,680
574210	FICA Taxes	10,418	10,521	11,101	12,583
574220	Retirement Contribution- Town Pension	31,215	41,261	43,534	55,923
572230	Life, Health & Dental Insurance	29,450	29,450	31,806	45,614
513240	Worker's Compensation	514	519	547	617
<b>Total Personnel Services</b>		<b>207,783</b>	<b>219,286</b>	<b>232,101</b>	<b>278,417</b>
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
<b>574 - RESIDENT SERVICES</b>					
<b>Operating Expenses</b>					
574480	Town Newsletter	-	24,000	28,000	28,000
574480	Resident Relations-Promotions	-	39,000	39,000	39,000
574480	Special Event- Halloween 05-408	38,000	18,000	38,000	38,000
574480	Special Event- Food Trucks 00-401	12,000	12,000	15,000	15,000
574480	Special Event-New Year's Party 00-411	60,000	50,000	60,000	60,000
574480	Special Event-Valentine's Day 00-414	10,000	10,000	10,000	10,000
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
574480	Special Event-Veteran's Day 00-409	5,000	5,000	7,500	7,500
574480	Special Event-4th of July Day 08-996	2,500	2,500	3,000	3,000
574480	Special Event-Town Anniv. 14-001	5,000	5,000	10,000	10,000
<b>Total Operating Expenses</b>		<b>145,500</b>	<b>178,500</b>	<b>228,000</b>	<b>228,000</b>
<b>TOTAL RESIDENT SERVICES DEPARTMENT - 574</b>		<b>353,283</b>	<b>397,786</b>	<b>460,101</b>	<b>506,417</b>



# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>Personnel Services</b>			
574110	Resident Services Director	Resident Services Director	72,000
574120	Salary - General Employees	Assistant to the Resident Service Director and Resident Service Specialist moved from Town Manager's Dept.	91,680
574210	FICA Taxes	7.65% of salary	12,583
574220	Retirement Contribution- Town Pension	Estimate set by actuary based on 34% of Payroll	55,923
572230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	45,614
513240	Worker's Compensation	Insurance Premium based on Classification	617
<b>Total Personnel Services</b>			<b>278,417</b>
ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>574 - RESIDENT SERVICES</b>			
574470	Town Newsletter	Town News letter printing and expenses	28,000
574480	Resident Relations-Promotions	Welcome Home Program	39,000
574480	Special Event- Halloween 05-408	Costs Associated with Event	38,000
574480	Special Event-Food Trucks-00-401	Costs Associated with Event	15,000
574480	Special Event-New Year's Party 00-411	Costs Associated with Event	60,000
574480	Special Event-Valentine's Day 00-414	Costs Associated with Event	10,000
574480	Special Event-Pot Luck 00-405	Costs Associated with Event	10,000
574480	Special Event-Memorial Day 04-406	Costs Associated with Event	7,500
574480	Special Event-Veteran's Day 00-409	Costs Associated with Event	7,500
574480	Special Event-4th of July Day 08-996	Costs Associated with Event	3,000
574480	Special Event-Town Anniv. 14-001	Costs Associated with Event	10,000
<b>Total Operating Expenses</b>			<b>228,000</b>
<b>TOTAL RESIDENT SERVICES DEPARTMENT - 574</b>			<b>506,417</b>



# LAW ENFORCEMENT TRUST FUND

## Function

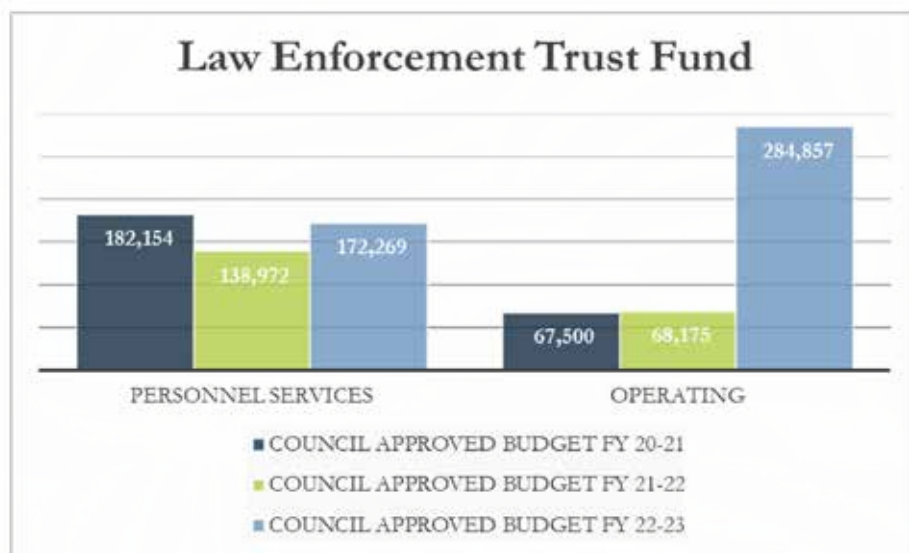
The Law Enforcement Trust Fund manages all forfeiture assets from the Police Department. Florida Statute 932.701 through 932.707 authorizes municipalities to seize assets, including cash, personal property and real property used in violation of the Florida Contraband Forfeiture Act. Under the FCFA, proceeds 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
<b>FUND 120</b>	<b>LAW ENFORCEMENT TRUST FUND</b>				
351100	JUDGEMENTS AND FINES	-	-	-	-
355100	FEDERAL FINES & FORFEITS	200,000	100,000	88,147	88,147
355911	FEDERAL FINES & FORFEITS (SFMLTF)	20,000	16,634	100,000	133,979
356911	STATE FINES & FORFEITS	10,000	80,000	15,000	15,000
361100	INTEREST ON INVESTMENTS	4,000	3,000	4,000	4,000
361113	INTEREST INCOME	100	20	-	-
369900	MISC. REVENUES	-	-	-	216,000
381200	TRANSFER FROM FUND BALANCE	13,932	50,000	-	-
	<b>120 LAW ENFORCEMENT FUND TOTALS</b>	<b>248,032</b>	<b>249,654</b>	<b>207,147</b>	<b>457,126</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>FUND 120</b>	<b>LAW ENFORCEMENT</b>		
351100	JUDGEMENTS AND FINES		-
355100	FEDERAL FINES & FORFEITS	Federal Forfeits	88,147
355911	FEDERAL FINES & FORFEITS (SFMLTF)	Federal Forfeits	133,979
356911	STATE FINES & FORFEITS	State Forfeitures	15,000
361100	INTEREST ON INVESTMENTS	Interest on investments	4,000
361113	INTEREST INCOME	Interest	-
369900	MISC. REVENUES	Other Miscellaneous Revenues	216,000
381200	TRANSFER FROM FUND BALANCE	LETF Reserves	-
	<b>120 LAW ENFORCEMENT FUND TOTALS</b>		<b>457,126</b>

# Budget Appropriations Worksheet

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
<b>MISCELLANEOUS FUNDS</b>					
<b>120 - LAW ENFORCEMENT TRUST FUND</b>					
<b>OPERATING EXPENSES</b>					
521125	Specialty Unit Salaries	118,384	124,689	92,239	118,364
521140	Over Time	15,000	15,000	15,000	15,000
521210	FICA	9,056	9,623	7,056	9,055
521230	Life, Health & Dental Insurance	28,603	28,603	21,569	25,861
521240	Workers Comp	3,990	4,239	3,108	3,989
521310	GF521 - Contract Salaries	-	-	-	-
	<b>Total Personnel Expenses</b>	<b>175,032</b>	<b>182,154</b>	<b>138,972</b>	<b>172,269</b>
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
521520	Operating Supplies	-	-	-	-
521550	Police Training	1,960	-	-	1,206
521581	Inter-Fund Transfer	60,000	60,000	60,600	60,000
	Restricted Reserves	-	-	-	-
	<b>Total Operating Expenses</b>	<b>73,000</b>	<b>67,500</b>	<b>68,175</b>	<b>284,857</b>
<b>TOTAL LAW ENFORCEMENT TRUST FUND - 120</b>		<b>248,032</b>	<b>249,654</b>	<b>207,147</b>	<b>457,126</b>



# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>120 - LAW ENFORCEMENT FUND</b>			
<b>OPERATING EXPENSES</b>			
521125	Specialty Unit Salaries	Police Officers for Specialty Units (includes all associated liabilities)	118,364
521414	Overtime	one and a half times the hourly rate	15,000
521210	FICA	7.65% of Salary	9,055
521230	Life, Health & Dental Insurance	Health, Vision, Dental, Short Term, Long Term and other insurances	25,861
521240	Workers Comp	Code 7720	3,989
521310	Contract Salaries		-
<b>Total Personnel Expenses</b>			<b>172,269</b>
521640	Machinery & Equipment	Equipment for Dethatched Officers	2,550
521316	Professional Svcs		216,000
521590	Other Current Charges & Obligations	Expenses associated with police activates	5,101
521520	Operating Supplies		-
521550	Police Training		1,206
521581	Inter-Fund Transfer	Due to General Fund	60,000
521582	Restricted Reserves		-
<b>Total Operating Expenses</b>			<b>284,857</b>
<b>TOTAL LAW ENFORCEMENT - 120</b>			<b>457,126</b>





# 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:

- General Obligation Refunding Bonds, Series 2016

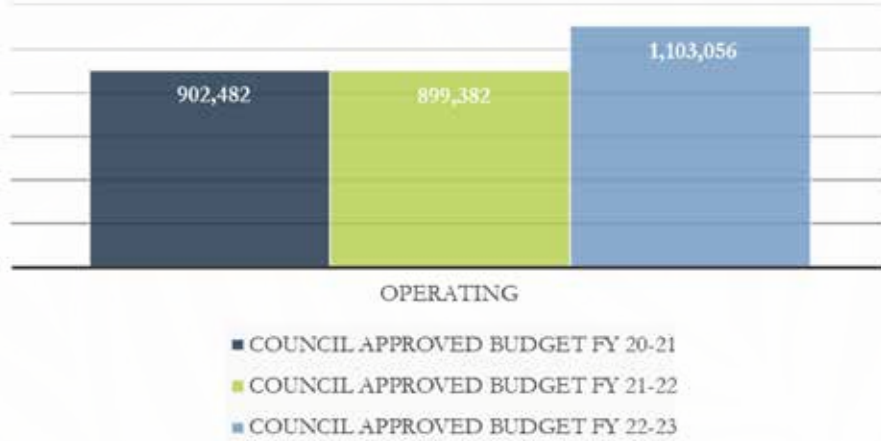
BOND DEBT SERVICE				
Town of Golden Beach, Florida				
General Obligation Refunding Bonds, Series 2016 (FINAL)				
FINAL VERIFIED NUMBERS 11/29/2016, 2:43PM EASTERN				
Period Ending	Principal	Coupon	Interest	Debt Service
09/30/2017			274,439.69	274,439.69
09/30/2018	190,000	4.000%	495,181.26	685,181.26
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

The Town has also allocated \$200,000.00 in anticipation of the issuance of a new General Obligation Bond of no more than \$7-million. The residents of the Town voted on the following G.O. Bond question on the August 23, 2022 Election Ballot.

## 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



## 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
<b>FUND 210</b>	<b>DEBT SERVICE FUND</b>				
311101	VOTED DEBT SERVICE (ADVALOREM)	904,981	703,703	299,454	903,056
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	-
<b>210 DEBT SERVICE FUND TOTALS</b>		<b>904,981</b>	<b>902,482</b>	<b>899,382</b>	<b>1,103,056</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>FUND 210</b>	<b>DEBT SERVICE FUND</b>		
311101	VOTED DEBT SERVICE	Current Year Gross Taxable Value 1,438,422,337 X Proposed Millage Rate of .665. We are to budget only 95% of the ad valorem	903,056
389195	TRANSFER FROM S/A II		-
381200	TRANSFER FROM GENERAL FUND	Allocated for possible new debt issuance	200,000
381210	LETF FUNDS		-
381220	FUND-330 CAPITAL FUND		-
381220	TRANSFER FROM GENERAL FUND		-
<b>210 DEBT SERVICE FUND TOTALS</b>			<b>1,103,056</b>

# Budget Appropriations Worksheet

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
<b>210 - DEBT SERVICE FUND</b>					
	<b>Operating Expenses</b>				
519710	General Obligation Bond Payment-Principal	430,000	445,000	460,000	485,000
519720	General Obligation Bond Payment-Interest	474,981	457,482	439,382	418,056
519910	Reserved for Issuance of New Debt	-	-	-	200,000
	<b>Total Operating Expenses</b>	<b>904,981</b>	<b>902,482</b>	<b>899,382</b>	<b>1,103,056</b>
<b>TOTAL DEBT SERVICE - 210</b>		<b>904,981</b>	<b>902,482</b>	<b>899,382</b>	<b>1,103,056</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>210 - DEBT SERVICE FUND</b>			
	<b>OPERATING EXPENSES</b>		
519710	General Obligation Bond Payment-Principal	Debt Service for the \$12.39 General Obligation Bond Refunding	485,000
519720	General Obligation Bond Payment-Interest	Debt Service for the \$12.39 General Obligation Bond Refunding	418,056
519910	Reserved for Issuance of New Debt	Restricted for New Debt on Future Projects	200,000
	<b>Total Operating Expenses</b>		<b>1,103,056</b>
<b>TOTAL DEBT SERVICE - 210</b>			<b>1,103,056</b>

# CAPITAL IMPROVEMENT PROJECT FUND

## **Function**

This section provides for a brief overview of the capital improvement projects that are scheduled to take place during Fiscal Year 2022-2023 as well as a breakdown of those Capital Improvement Projects that are 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.

In Fiscal Year 2022-2023 the Capital Improvement Project Fund is going to carry the City National Bank debt while still in the construction phase of the Civic Center Complex Masterplan. \$220,000 have been allocated from the Debt Service Fund towards that account. Once the construction has been completed, that debt will be transferred to the Debt Service Fund and paid for out of the Debt Service Fund.

## **Objectives**

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

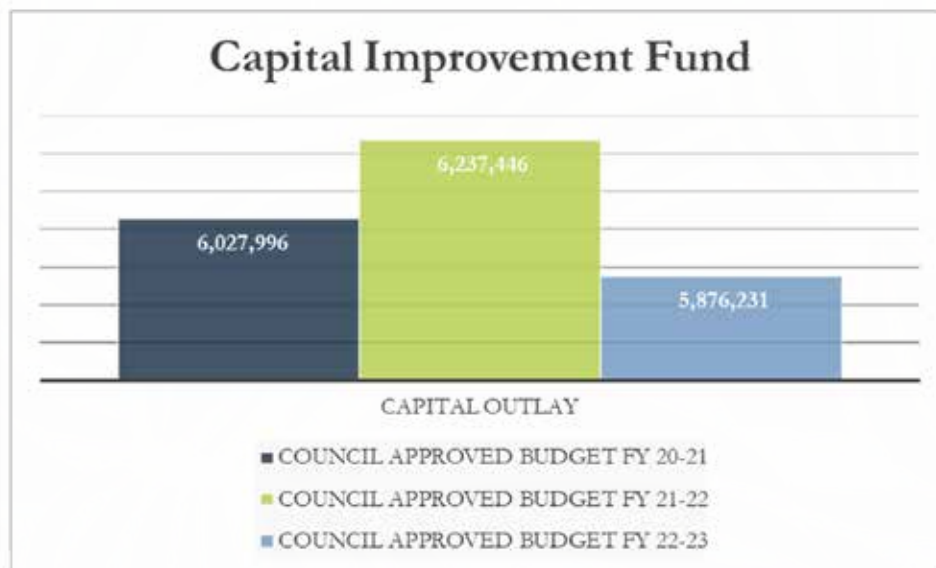
During the last fifteen years the Town has invested combined capital expenditures over \$53-million. We continue to come up with new ways to add value to the Town by embarking on innovative and fresh infrastructure projects while maintaining the ones we have already completed.

Each year the Town Council formulates and formally adopts Goals, Objectives and Policies that must meet State Level of Service Guidelines and are intended to guide all further planning, improvements and developments. The Golden Beach Capital Improvement Plan is based on these formally adopted Goals, Objectives and Policies.

## **Significant Prior Accomplishments**

As we look forward to our new goals and projects, it is important to acknowledge the progress the Town's CIP plan/program has achieved in Fiscal Year 2021-2022.

- Groundbreaking of the new Civic Center was held on October 20, 2020.
- Center Island Pump Station Project completed.
- Milling and resurfacing of Center Island
- Beach shower repair and replacement to ADA compliant fixtures.
- Commencement of the Tweddle Park Outfall Repair, which was awarded to Southeastern Engineering Contractors via Resolution 2749.21.
- A1A Bus Shelter Installations completed.
- Successfully negotiated a contract with Hotwire communications to provide bulk internet and managed Wi-Fi services to the residents of the Town.
- Awarded the Request for Proposal for Disaster Recovery Services to Custom Tree Care via Resolution 2746.21.
- Completed the repair to the Outfall valve on South Parkway.
- Complete assessment and repair of all FPL transformers within the town's limits.
- Testing and preparation for the installation of an 8'-0" privacy wall along Massini Avenue and the eastern end of Terracina Avenue.
- Assessment of the town-wide security system to find ways to improve security at the interior and perimeter of town.
- Celebrated the completion of the Civic Center structure on February 24, 2022.
- Veteran's Memorial at The Strand Boat Dock completed alongside the completion of the Center Island Pump Station.
- Electrical repairs to Beach Pavilion due to saltwater erosion.
- Installation of a drainage well to provide better drainage at the beach showers.
- Completed repair to Seawall at Center Island.
- Awarded a \$500,000 grant to assist in the retrofit of the Pump Station at Tweddle Park.
- Awarded a \$75,000 grant to assist in the town-wide vulnerability assessment; establishing prioritization in resilience planning for storm water and sea level rise challenges.
- Creation of a comprehensive design for the proposed redeveloped Tweddle Park amenities and Wellness Center Building.



# 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
<b>FUND 330</b>	<b>CAPITAL IMPROVEMENT FUND</b>				
334390	STATE GRANT-OTHER PHYSICAL ENVIRONMENT				205,000
381200	TRANSFER FROM GENERAL FUND	100,000	650,000	1,000,000	720,000
361113	INTEREST INCOME	-	-	-	100
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
381200	INTER-FUND TRANSFER (LETF)	-	600,000	717,446	1,505,948
381230	CAPITAL FUND BALANCE	-	520,550	1,170,000	1,945,183
<b>330 CAPITAL IMPROVEMENT FUND</b>		<b>992,553</b>	<b>5,798,799</b>	<b>6,237,446</b>	<b>5,876,231</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>FUND 330</b>	<b>CAPITAL IMPROVEMENT FUND</b>		
334390	STATE GRANT-OTHER PHYSICAL ENVIRONMENT	FDEP GRANTS	205,000
381200	TRANSFER FROM GENERAL FUND	Transfer from General Fund	720,000
361113	INTEREST INCOME	Interest revenue	100
369110	RESTRICTED (GF) CPF TRANSFER		-
331400	TRANSPORTATION TRUST		-
384111	2019 SERIES-CITY NATIONAL BANK	Note 2019 Series with City National Bank	1,500,000
381200	INTER-FUND TRANSFER (LETF)	Funds allocated from Forfeit Funds	1,505,948
381230	GENERAL FUND RESERVES	These are non-loan funds set aside in the FY' 21 & 22 budget	1,945,183
	<b>330 CAPITAL IMPROVEMENT FUND TOTALS</b>		<b>5,876,231</b>

# Budget Appropriations Worksheet

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
<b>330 - CAPITAL IMPROVEMENT PROJECTS</b>					
<b>Personnel Services</b>					
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
	<b>Total Personnel Expenses</b>		<b>104,953</b>	<b>107,268</b>	<b>121,597</b>
<b>330 - CAPITAL IMPROVEMENT PROJECTS</b>					
<b>Operating Expenses</b>					
<b>Administrative/Operating Costs - Project 02-006</b>					
519342	General Fund - Admin Reimbursement	35,000	70,000	70,000	70,000
519314	Professional Services	-	70,000	80,000	80,000
519520	Operating Supplies	-	-	-	-
519710	CIP-Principal				200,000
519720	CIP -Interest				20,000
519910	Restricted (GF) CPF Transfer	242,553	-	-	-
<b>Civic Center Complex-13-006</b>					
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
<b>Town Wellness Center/Tweedle Park- 20-005</b>					
519313	Engineering Fees				
519314	Professional Services		10,000		
519634	Construction				
519630	Contingency				
<b>Portable Pumps- 22-001</b>					
519313	Engineering Fees				20,000
519314	Professional Services				10,000
519634	Construction				100,000
519630	Contingency				

# Budget Appropriations Worksheet

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
<b>330 - CAPITAL IMPROVEMENT PROJECTS</b>					
<b>Operating Expenses</b>					
<b>Vulnerability &amp; Seawall Study-22-002</b>					
519313	Engineering Fees				70,000
519314	Professional Services				5,000
519634	Construction				
519630	Contingency				
<b>Lighing on A1A-22-003</b>					
519313	Engineering Fees				
519314	Professional Services				
519634	Construction				
519630	Contingency				
<b>Auxiliary Service Facility - 20-006</b>					
519313	Engineering Fees				
519314	Professional Services		5,000		
519634	Construction				
519630	Contingency				
<b>Total Operating Expenses</b>		<b>763,356</b>	<b>6,027,996</b>	<b>6,130,178</b>	<b>5,754,634</b>
<b>CAPITAL IMPROVEMENT PROJECTS - 330</b>		<b>763,356</b>	<b>6,027,996</b>	<b>6,237,446</b>	<b>5,876,231</b>





# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>330 - CAPITAL IMPROVEMENT PROJECTS</b>			
<b>Personnel Services</b>			
519120	Salary - Project Manager	Project Manager	72,452
519210	FICA Taxes	7.65% of salary	5,543
519220	Retirement Contribution- Town Pension	Estimate set by actuary based on 34% of Payroll	24,634
519230	Life, Health & Dental Insurance	Full cost of employee premium and half of family premium	18,695
519240	Worker's Compensation	Estimate set by actuary based on 34% of Payroll	273
<b>Total Personnel Expenses</b>			121,597
<b>330 - CAPITAL IMPROVEMENT PROJECTS</b>			
<b>OPERATING EXPENSES</b>			
<b>Administrative / Operating Costs-Project 02-006</b>			
519342	General Fund - Admin Reimbursement	Compensation for the Town Managers Bonus, 457-Contribution, Town Fuel Card, Car Wash, other Administrative Costs associated with Administration of the CIP.	70,000
519314	Professional Services	Contracts for various objectives	80,000
519520	Operating Supplies		-
519710	CIP-Principal	City National Bank Note	200,000
519720	CIP -Interest	City National Bank Note	20,000
519910	Restricted (GF) CPF Transfer		-
<b>Civic Center Complex-13-006</b>			
519313	Engineering Fees		-
519314	Professional Services		-
519634	Construction	Construction in Progress	4,679,634
519640	Machinery & Equipment	Furniture	400,000
519630	Contingency	Town driven requests or changes	100,000
<b>Town Wellness Center/Tweedle Park- 20-005</b>			
519313	Engineering Fees		-
519314	Professional Services		-
519634	Construction		-
519630	Contingency		-
<b>Portable Pumps- 22-001</b>			
519313	Engineering Fees	Engineering Services	20,000
519314	Professional Services	Professional Services	10,000
519634	Construction	Construction	100,000
519630	Contingency		-

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>330 - CAPITAL IMPROVEMENT PROJECTS</b>			
<b>OPERATING EXPENSES</b>			
<b>Vulnerability &amp; Seawall Study-22-002</b>			
519313	Engineering Fees	Engineering Services	70,000
519314	Professional Services	Professional Services	5,000
519634	Construction		-
519630	Contingency		-
<b>Lighting on A1A-22-003</b>			
519313	Engineering Fees		-
519314	Owners Representative		-
519634	Construction		-
519630	Contingency		-
<b>Auxiliary Service Facility - 20-006</b>			
519313	Engineering Fees		-
519314	Owners Representative		-
519634	Construction		-
<b>Total Operating Expenses</b>			<b>5,754,634</b>
<b>TOTAL CAPITAL IMPROVEMNET FUND- 330</b>			<b>5,876,231</b>



Capital Improvement Plan Revenue Summary	FY13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY19-20	FY20-21	FY21-22	FY22-23	Funds To Date	Anticipated Funding	FINAL REVENUE APPROVAL
SRF Loan Stormwater	0	0	0	0	0	0	0	951,614	424,609		1,216,296		1,216,296
SRF Loan Stormwater SW13110	0	0	0	0	0	0	0				1,376,223		1,376,223
State Stormwater Grant	0	0	0	0	0	0	0				1,100,000		1,100,000
State Water Grant	0	0	0	0	0	0	0			205,000	405,000		405,000
Miami-Dade G.O. Bond	0	0	0	0	0	0	0				160,000		160,000
State FDOT JPA	0	0	0	0	0	0	0				690,000		690,000
2008 General Obligation Bond	0	0	0	0	0	0	0				14,305,683		14,305,683
2008 General Obligation Bond-													
Underwriters Fee	0	0	0	0	0	0	0				194,317		194,317
FEMA Grant 1st Award	125,023	0	0	0	0	0	0				5,969,800		5,969,800
FEMA Grant 2nd Award (Seawall)	0	0	0	0	0	0	0				648,326		648,326
FEMA Administrative Reimbursement	0	0	0	0	0	0	0				83,310		83,310
FPL Added Work Reimb.	0	0	0	0	0	0	0				317,602		317,602
FDOT LAP AGREEMENT	2,820,395	0	0	0	0	0	0				5,939,750		5,939,750
LETF PROJECT FUNDS	0	0	0	0	103,560	0	0				3,080,751		3,080,750.75
Miami-Dade County PTP (Bridges)	0	0	0	0	0	0	0				300,000		300,000
Miami-Dade County CITT	0	0	0	0	0	0	0	78,249			78,249		78,249
Stormwater Settlement	0	0	0	0	0	0	0				375,000		375,000
Prior Year Deduction(s) from fund Balance	0	0	0	0	0	0	0				3,274,889		3,274,889
Bridge Loan Northern Trust	0	0	0	0	0	0	0				2,500,000		2,500,000
State Inland Grant	0	0	0	0	0	0	0				29,735		29,735
State DOE Grant	0	0	0	0	100,000	0	0				100,000		100,000
General Fund Balance Allocation (CIP)	0	91,700	170,000	500,000	1,066,370	629,014	100,000				7,292,267		7,292,267
General Fund Balance Allocation (Bridges)	1,024,385	0	0	0	0	0	242,554				3,487,039		3,487,039
General Fund Allocation (FY2022)	0	0	0	0	0	0	0				1,000,000		1,000,000
Note Series 2019- City National Bank	0	0	0	0	0	0	650,000				5,500,000		5,500,000
<b>5,876,231</b>												<b>59,424,237</b>	<b>59,424,237</b>



**Capital Improvement Plan Projects Summary**

Capital Improvement Plan Projects Summary	Actual Costs										Actual Costs as of 08/2022 FY		Proposed Budget		Project Costs	
	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	21-22	FY22-23	Anticipated Total	Project Costs	Anticipated Total	Project Costs	(Actual or Anticipated)	
<b>Administrative / Operating Costs-Project 02-006</b>																
General Fund- Admin Reimbursement	19,800	9,476	9,178	7,215	7,994	8,290	7,700	18,358	70,000	70,000	448,284	300,130	70,000	448,284	2,235,961	
Project Manager	0	0	0	0	0	0	0	11,787	80,000	80,000	91,787	80,000	80,000	91,787	131,750	
Professional Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	191,396	
Bond Counsel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	373,396	
Disclosure Counsel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,596	
Owners Representative	0	272	0	0	0	0	0	0	0	0	0	0	0	0	118,593	
Financial Consultants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	45,902	
Survey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	200,000	
Public Relations	3,500	0	0	0	0	0	0	0	0	200,000	200,000	0	200,000	200,000	98,458	
CP-Principal	0	0	0	0	0	0	0	0	0	20,000	20,000	0	20,000	20,000	197,669	
CP-Interest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Restricted (GF) CPF Transfer Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Civic Center Complex and Town Hall Program Project 13-006</b>																
Engineering Fees	658	2,138	7,383	0	21,230	9,502	31,307	16,504	41	48,204	79,261	48,204	127,276	127,276	127,276	
Professional Services	0	0	0	0	0	0	34,347	35,223	7,349	7,349	12,536	12,536	12,536	12,536	12,536	
Rentals & Leases	0	0	0	0	0	0	0	5,187	4,940	2,703	7,643	7,643	7,643	7,643	7,643	
Operating Expenses	0	0	0	0	0	0	233,358	776,566	1,500,692	4,679,634	7,190,250	4,679,634	4,679,634	4,679,634	4,679,634	
Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Park Improvements and Site Work	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Furniture, Fixtures and Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Contingency	0	0	0	0	0	0	0	3,518	0	100,000	103,518	100,000	100,000	100,000	103,518	
<b>Well at Massini Avenue Project 20-003</b>																
Engineering Fees	0	0	0	0	0	0	0	8,500	1,397	9,897	9,897	80,000	80,000	80,000	80,000	
Permit Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

**Capital Projects Plan Un-Funded Projects Summary**

Capital Projects Plan Un-Funded Projects Summary	Anticipated Total	Project Costs	(Actual or Anticipated)
Engineering Fees	9,897	80,000	80,000
Permit Fees	0	0	0
Construction	97,553	420,000	420,000
Contingency	0	0	0



<b>Long-Term Un-Funded Capital Wish List</b>					
<b>Auxiliary Service Facility Project 20-006</b>					
Engineering Fees	1,200				400,000
Permit Fees	0			62,800	
Construction	10,000				
Contingency	0	5,000			325,000
<b>Re-Design of Tvesdale Park</b>					
Engineering Fees	0				1,800,000
Permit Fees	0			288,000	
Construction	0				
Contingency	0			1,512,000	
<b>Proximity Detectors &amp; Cameras on Intercoastal &amp; Ocean</b>					
Engineering Fees	0				1,200,000
Permit Fees	0			192,000	
Construction	0				
Contingency	0			1,008,000	
<b>Golden Beach Drive- Increase Crown of the Road</b>					
Engineering Fees	0				1,600,000
Permit Fees	0			256,000	
Construction	0				
Contingency	0			1,344,000	
<b>Beach Pavilion Modernization</b>					
Engineering Fees	0				500,000
Permit Fees	0			80,000	
Construction	0				
Contingency	0			420,000	
<b>A1A Light Replacement</b>					
Engineering Fees	0				180,000
Professional Fees	0				
Construction	0			180,000	
Contingency	0				
<b>TOTAL Long-Term Un-Funded Capital Wish List</b>					
					<b>5,680,000</b>

Capital Improvement Plan Projects Summary	Actual Costs FY 13-14	Actual Costs FY 14-15	Actual Costs FY 15-16	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 of 08/2022 FY 21-22	Proposed Budget FY22-23	Anticipated Total	Projected Project Costs	Project Costs (Actual)
<b>Completed Projects since 2007</b>													
<b>Veterans Memorial Park Project 20-004</b>													
Engineering Fees			1,395					0	1,170		2,565	18,605	286,553
Permit Fees													
Construction								0	20,345		20,345	245,038	
Contingency													
<b>Town Wellness Center Project 20-005</b>													
Engineering Fees			1,200					0			1,200	158,800	1,000,000
Permit Fees													
Construction								0					
Contingency													
<b>A1A Transit Shelters Project 20-002</b>													
Engineering Fees			11,773					7,802	2,201		21,776		
Professional Services								27,189	5,760		32,949		
Construction								117,070	67,591		184,661		
Contingency													
<b>Center Island Pump Station Project 17-001</b>													
Engineering Fees								123,594	339,321		462,914		1,324,218
Additional Engineering Fees									495		495		
Construction								764,649	96,155		860,804		
Contingency													
<b>Canal Maintenance Project 14-004</b>													
Engineering Fees			63,225		42,938		14,428	36,535			220,246		
Owners Representative							45,246				71,146		
Construction							332,908	40,000			372,908		
Contingency							0						
<b>Strand Entrance Project 18-002</b>													
Engineering Fees								0	15,090		15,090		174,164
Permit Fees													
Construction									121,094		121,094		
Contingency													
General Fund Maintenance									37,981		37,981		
<b>Mill and Resurface Town Wide</b>													
Engineering Fees													410,741
Permit Fees													
Construction							241,363	169,378			410,741		
Contingency													

Capital Improvement Plan Projects Summary	Actual Costs as of 08/2022 FY										Proposed Budget FY22-23	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)	
	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	21-22	FY22-23					
<b>AIA Corridor Project 18-005</b>															63,724
Engineering Fees															0
Professional Services										21,671	42,053				63,724
Construction										0					0
Contingency										0					0
<b>Town Wide Street Lighting 10-010</b>															297,312
Engineering Fees															123,902
Professional Services	2,038	1,800	13,950	41,102	28,699	11,834									80,715
Construction	0	0	0	16,700	34,733	10,773									92,161
Contingency	0	0	0	0	92,161	0				534					534
<b>Beach Pavilion Restrooms-Project 13-005/10-007</b>															654,870
Engineering Fees	10,341	2,300	0	5,000	1,000	0									18,641
Owners Representative	1,900	0	0	9,528	0	0									11,428
Professional Services	29,599	35,159	6,700	28,275	9,127	33,781									37,403
Construction	6,000	0	0	476,160	0	0									581,399
Contingency				0	0	0				6,000					6,000
<b>Police Sub Station Guard House-Project 13-002</b>															398,813
Engineering Fees	10,341	2,300	2,200	4,500	0	0									19,341
Owners Representative	1,900	0	0	5,933	22,872	0									30,705
Construction	29,599	35,159	0	278,009	0	0									342,767
Furniture & Equipment				0	0	0									0
Contingency	6,000	0	0	0	0	0				6,000					6,000
<b>Digital CCTV Project 18-001</b>															103,560
Engineering Fees															0
Permit Fees															0
Construction															103,560
Contingency															0
<b>Historic Beach Pavilion- Project 18-003</b>															188,313
Engineering Fees															0
Permit Fees															0
Construction															188,313
Contingency															0

Capital Improvement Plan Projects Summary	Actual Costs FY 13-14	Actual Costs FY 14-15	Actual Costs FY 15-16	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 as of 08/2022 FY 21-22	Proposed Budget FY22-23	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)
<b>Center Island Bridge Replacement Program</b>													5,694,704
Administrative	5,000	0	0	0	0	0	0	0	0	0	12,328	0	12,328
Professional Services	0	0	0	0	0	0	0	0	0	0	53,075	0	53,075
Engineering Fees	0	0	0	0	0	0	0	0	0	0	376,636	0	376,636
Owners Representative	14,600	0	0	0	0	0	0	0	0	0	65,700	0	65,700
CEI	0	0	0	0	0	0	0	0	0	0	296,467	0	296,467
Permit Fees	0	0	0	0	0	0	0	0	0	0	36,785	0	36,785
Construction	1,425,252	0	0	0	0	0	0	0	0	0	3,603,713	0	3,603,713
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0
Loan Principal & Interest	983,041	0	0	0	0	0	0	0	0	0	1,250,000	0	1,250,000
<b>North Island Bridge Replacement Program</b>													5,694,704
Administrative	5,000	0	0	0	0	0	0	0	0	0	12,328	0	12,328
Professional Services	0	0	0	0	0	0	0	0	0	0	53,075	0	53,075
Engineering Fees	0	0	0	0	0	0	0	0	0	0	376,636	0	376,636
Owners Representative	14,600	0	0	0	0	0	0	0	0	0	65,700	0	65,700
CEI	0	0	0	0	0	0	0	0	0	0	296,467	0	296,467
Permit Fees	0	0	0	0	0	0	0	0	0	0	36,785	0	36,785
Construction	1,425,252	0	0	0	0	0	0	0	0	0	3,603,713	0	3,603,713
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0
Loan Principal & Interest	983,041	0	0	0	0	0	0	0	0	0	1,250,000	0	1,250,000
<b>Lots on A-1-A</b>													456,800
Principal	100,000	0	0	0	0	0	0	0	0	0	310,000	0	310,000
Interest	13,400	0	0	0	0	0	0	0	0	0	146,800	0	146,800
<b>Golden Beach Drive Streetscapes-Project 08-001</b>													2,524,679
Engineering Fees	0	0	0	0	0	0	0	0	0	0	875,967	0	875,967
Owners Rep	0	0	0	0	0	0	0	0	0	0	33,000	0	33,000
MOT-Police	0	0	0	0	0	0	0	0	0	0	3,480	0	3,480
Professional Services	0	0	0	0	0	0	0	0	0	0	9,000	0	9,000
Landscaping	0	0	0	0	0	0	0	0	0	0	405,978	0	405,978
Operating Supplies	0	0	0	0	0	0	0	0	0	0	68	0	68
Construction	0	0	0	0	0	0	0	0	0	0	1,505,186	0	1,505,186
GEO Technical	0	0	0	0	0	0	0	0	0	0	92,000	0	92,000
Survey	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Town-Wide Undergrounding Utilities-Project 08-002</b>													6,331,897
Engineering Fees	0	0	0	0	0	0	0	0	0	0	325,464	0	325,464
Owners Representative	0	0	0	0	0	0	0	0	0	0	93,051	0	93,051
FPL Costs Shares	0	0	0	0	0	0	0	0	0	0	1,453,521	0	1,453,521
AT&T Costs Shares	0	0	0	0	0	0	0	0	0	0	1,032,637	0	1,032,637
Atlantic Broadband Costs Shares	0	0	0	0	0	0	0	0	0	0	180,901	0	180,901
Construction (SEC)	0	0	0	0	0	0	0	0	0	0	2,679,665	0	2,679,665
Construction (non-SEC)	0	0	0	0	0	0	0	0	0	0	354,283	0	354,283
Added Work FPL	0	0	0	0	0	0	0	0	0	0	0	0	0
Service To Homes	0	0	0	0	0	0	0	0	0	0	212,376	0	212,376



Capital Improvement Plan Projects Summary	Actual Costs					Actual Costs as of 08/2022 FY		Proposed Budget FY22-23	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)
	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20				
<b>Stormwater/Replacement Program 08-999</b>											
Engineering Fees									1,480,999		10,498,312
Survey									50,025		
Permit Fees									89,207		
Construction									8,878,082		
Contingency									0		
<b>Police Boat Dock 05-002</b>									0		159,119
Engineering Fees											
Permitting									3,863		
Professional Service									1,006		
Owners Representative									17,213		
Construction									122,037		
Contingency									15,000		
<b>Water Main replacement 07-994</b>									474,568		2,423,350
Engineering Fees											
Survey									36,572		
Permit fees									5,775		
Construction									1,906,434		
<b>Ocean Boulevard Median Improvements-Project 08-003</b>									525,782		3,680,038
Engineering Fees (CM-C3TS)											
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		
<b>S,C,N Island Curb and Gutters Program-10-003 &amp; 10-008</b>									15,528		190,963
Engineering Fees											
Construction									169,063		
Contingency									6,373		
<b>N &amp; S Parkways and Valley East of GBD-10-009 &amp; 10-011</b>									49,983		633,292
Engineering Fees											
Construction									583,309		
Contingency									0		
<b>North Park Improvements Program 09-003</b>									41,970		325,746
Engineering Fees											
Owners Representative									24,512		
Construction									245,097		
Machinery & Equipment									14,167		
Contingency									0		

Capital Improvement Plan Projects Summary	Actual Costs FY 13-14	Actual Costs FY 14-15	Actual Costs FY 15-16	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 as of 08/2022 FY 21-22	Proposed Budget FY22-23	Anticipated Total	Projected Project Costs	Project Costs (Actual or Anticipated)
<b>South Park Improvement Program 09-004</b>													
Engineering Fees											50,019		396,434
Owners Representative											71,854		
Construction											261,434		
Machinery & Equipment											13,127		
Contingency											0		
<b>Town Wide Mailboxes 09-005</b>													
Professional Services			35,902								38,839		335,116
Operating Supplies											48,022		
Construction											248,255		
<b>Singer Park and Massini Improvements 10-006</b>													
Engineering Fees											9,926		152,021
Owners Representative											2,308		
Construction											139,787		
Contingency											0		
<b>Town Wide CCTV Project 11-016</b>													
Engineering Fees											0		665,627
Professional Services			27,002		16,992						49,758		
Owners Representative											32,969		
Construction											3,350		
Machinery & Equipment											579,550		
Contingency											0		
<b>Total Operating Expenses</b>	<b>5,090,862</b>	<b>88,604</b>	<b>165,540</b>	<b>181,353</b>	<b>1,469,661</b>	<b>784,747</b>	<b>615,040</b>	<b>1,997,152</b>	<b>2,448,244</b>	<b>55,381,403</b>	<b>62,705,197</b>		

# 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, 2021 totals \$1,417,663.

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 2020/2021 the Town submitted a State Revolving Fund (SRF) Loan Request and entered into a loan agreement with the Florida Department of Environmental Protection (FDEP) to finance the Center Island Pump Station Project. The Loan is for an amount not to exceed

\$951,994. The repayment is a semi-annual payment of \$24,416 or \$48,832 annually. The project was completed in February of 2022.

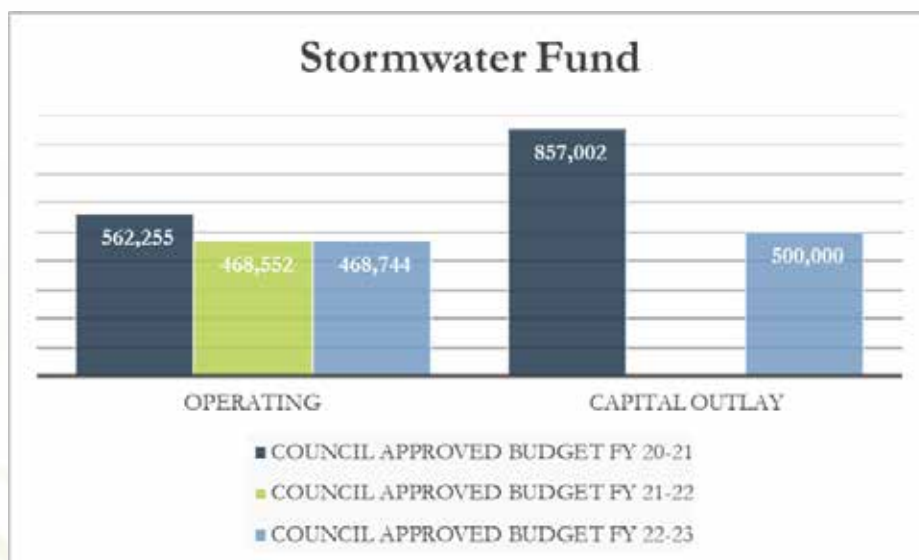
In Fiscal Year 2020/2021 the Town approved a contract with Southeastern Engineering Contractors, Inc. via Resolution 2749.21 for the Tweddle Park Stormwater Outfall Fittings Replacement. The fiscal impact of this project is an amount not to exceed \$78,500.00. These funds initially came from the Contingency Fund and are due to the General Fund from the Stormwater Fund. The project was completed in Fiscal Year 2021/2022.

### **New Initiatives for F/Y 2022-2023**

- Retrofit Pump Station #1 located in Tweddle Park. The Town received a matching grant from the state of \$500,000 to assist with the renovation costs associated with this.
- Purchasing portable pumps
- Increase the Stormwater Utility Fee. At the behest of the State of Florida the Administration will bring an item for the Town Council's consideration to increase the Stormwater Utility Fee in Fiscal Year 2022-2023.

### **Long-Term Liabilities**

\$2,331,316 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
<b>FUND 410</b>	<b>STORMWATER UTILITY FUND</b>				
324210	STORMWATER UTILITY FEES	237,600	237,600	237,600	237,600
312410	NEW LOCAL OPTION GAS TAX	10,623	8,943	9,852	10,044
323100	ELECTRICITY - FRANCHISE	100,000	100,000	100,000	100,000
314100	UTILITY TAX - ELECTRIC	120,000	120,000	120,000	120,000
331500	FEMA - FEDERAL GRANT	-	-	-	-
334350	STATE GRANT-SEWER/WASTEWATER				500,000
361100	INTEREST ON INVESTMENTS	1,000	1,000	1,000	1,000
361113	INTEREST INCOME	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	-	-	-	-

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>FUND 410</b>	<b>STORMWATER UTILITY FUND</b>		
324210	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.	100,000
314100	UTILITY TAX-ELECTRIC	Estimate based on avg monthly revenue x 12 months adjusted for possible changes in fuel charges by FPL	120,000
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		-
<b><u>410 STORMWATER UTILITY FUND TOTALS</u></b>			<b>968,744</b>

# Budget Appropriations Worksheet

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
<b>410 - STORMWATER UTILITY FUND</b>					
	<b>Operating Expenses</b>				
538313	Engineering Fees	15,146	15,146	15,000	15,000
538313-17-001	Engineering Fees - Center Island Pump	-	94,100	-	-
538313-05-003	Engineering Fees Phase 1	-	-	-	-
538314	Professional Services	-	-	-	-
538316	Survey	-	-	-	-
538330	Legal Costs	-	-	-	-
538342	Administration & Planning	-	-	-	-
538343	Administration Fees - NMB W & S	8,000	8,000	8,000	8,000
538460	Repairs & Maintenance	12,000	12,000	20,000	20,000
538496	NPDES Stormwater Permit	5,000	5,000	5,000	5,000
538590	Depreciation Expenses	53,461	53,461	53,461	53,461
538520	Operating Supplies				
538537	Stormwater Administrative Charges	200,000	150,000	150,000	
538634-17-001	Stormwater Construction-Center Island Pump	-	857,002	-	-
538634-10-003	Added Valley Gutter Work Town Wide	-	-	-	-
538634	Seawall at Bridges	-	-	-	-
538634-22-004	Stormwater Renovations & Repairs-Tweedle Pump				500,000
538719	Principle Pmt Stormwater Project	135,002	183,834	183,834	183,834
538726	Interest Pmt Stormwater Project	26,958	26,958	26,958	26,958
538930	Contingency	-	-	-	-
538910	Stormwater Reserves	-	-	-	149,421
538911	Intergovernmental Transfers/SW to GF	13,756	13,756	6,299	7,070
	<b>Total Operating Expenses</b>	<b>469,323</b>	<b>1,419,257</b>	<b>468,552</b>	<b>968,744</b>
	<b>STORMWATER UTILITY FUND - 410</b>	<b>469,323</b>	<b>1,419,257</b>	<b>468,552</b>	<b>968,744</b>

# Budget Support Information

ACCOUNT NO.	ACCOUNT DESCRIPTION	DESCRIPTION OF ITEM AND JUSTIFICATION	APPROVED AMOUNT
<b>410 - STORMWATER UTILITY FUND</b>			
<b>OPERATING EXPENSES</b>			
538313	Engineering Fees	Engineering	15,000
538313-17-001	Engineering Fees - Center Island Pump		-
538313-05-003	Engineering Fees - Phase 1		-
538314	Professional Services		-
538316	Survey		-
538330	Legal Costs		-
538342	Administration & Planning		-
538343	Administration Fees - NMB W & S	Processing Fee	8,000
538460	Repairs & Maintenance	Outfall and Drain Cleanings (Semi-Annual)Annual Maint & New 3yr exercise of system	20,000
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	Stormwater Construction		-
538634-08-999	Added Valley Gutter Work Town wide		-
538634	Seawall At Bridges		-
538634	Stormwater Renovations & Repairs-Tweedle Pt Project # 22-004		500,000
538719	Principle Pmt Stormwater Project	SRF SW82103S Loan & SRF SW13110	183,834
538726	Interest Pmt Stormwater Project	SRF Loan	26,958
538930	Contingency		-
538910	Fund Balance In Reserve	Fund Balance reserves	149,421
538911	Intergovernmental Transfer-SW to GF	Due to the General Fund repayment plan (\$ Owed - \$ this line= balance)	7,070
<b>Total Operating Expenses</b>			<b>968,744</b>
			<b><u>STORMWATER UTILITY FUND - 410</u></b>
			<b>968,744</b>

# GLOSSARY OF KEY TERMS

<b>Accrual Basis of Accounting:</b>	A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.
<b>Ad Valorem Taxes (Property Tax):</b>	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”.
<b>Appropriation:</b>	Money allocated by the Town Council for a specific purpose.
<b>Assessed Valuation:</b>	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.
<b>Bond Funds (General Obligation):</b>	Proceeds from the sale of bonds for use in capital improvements project construction.
<b>Budget:</b>	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.
<b>Debt Service:</b>	Scheduled payment of principal and interest on outstanding bonds.
<b>Defeased (Defeasance):</b>	A provision that voids a bond or loan when the borrower sets aside cash or bonds sufficient enough to service the borrower’s debt.
<b>EMMA:</b>	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).
<b>Fiscal Year:</b>	The fiscal year for the Town of Golden Beach begins on October 1 <sup>st</sup> and ends on September 30 <sup>th</sup> .



<b>Fund:</b>	A group of appropriations treated as an entity to meet legal requirements.
<b>Fund Balance:</b>	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.
<b>GFOA:</b>	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.
<b>Homestead Exemption:</b>	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 <sup>st</sup> , is entitled to this exemption of \$25,000 on the assessed value of a home.
<b>Local Government ½ Cent Sales Tax:</b>	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.
<b>Millage Rate:</b>	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.
<b>MSRB:</b>	The Municipal Securities Rulemaking Board requires that the Town file through EMMA the financial disclosures for bond holders.
<b>Obligations:</b>	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.
<b>Operating Budget:</b>	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.
<b>Operating Expenditures:</b>	All costs associated with the general operation of a given department. These costs include Professional Services, Repair/Maintenance Supplies, Office Supplies, Memberships, etc.
<b>Operating Revenue:</b>	Funds that the government receives as income to pay for on-going operations. It includes taxes, fees from specific services, interest earning, and grant revenues. Operating revenues are used to pay for day to day services.
<b>Prior Year Encumbrances:</b>	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.









FORWARD THINKING.  
**FUTURE FOCUSED.**

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

2022-2023 ADOPTED  
OPERATING AND  
CAPITAL BUDGET

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"A TOWN OF EXCELLENCE"

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