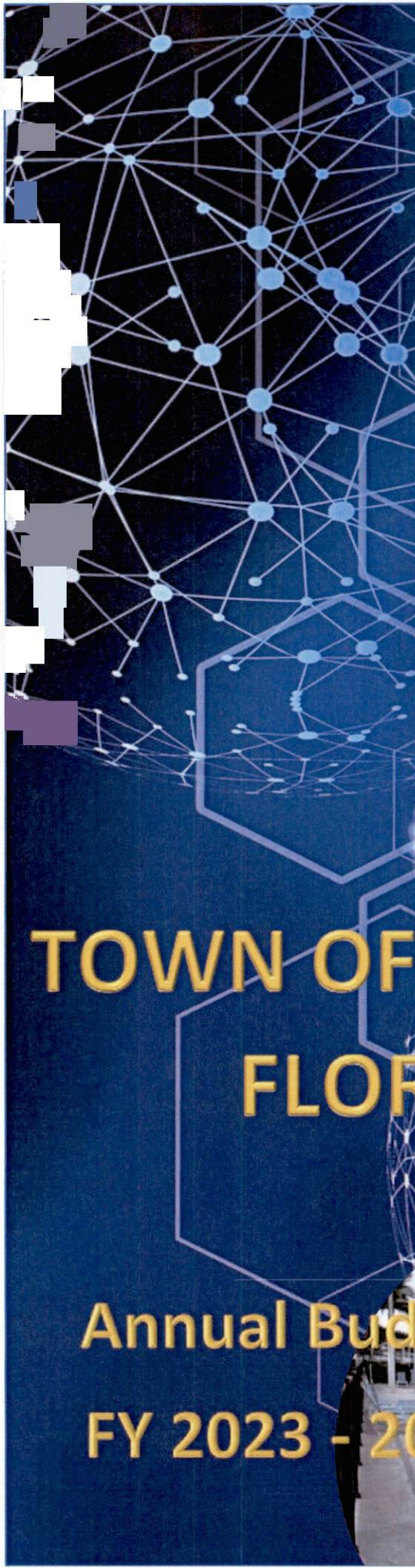




# TOWN OF MEDLEY, FLORIDA

Annual Budget  
FY 2023 - 2024







# TOWN OF MEDLEY, FLORIDA

## TOWN COUNCIL



ROBERTO MARTELL  
MAYOR



EDGAR AYALA  
VICE-MAYOR



LIZELH RODRIGUEZ  
COUNCILWOMAN



IVAN PACHECO  
COUNCILMAN



KARINA PACHECO  
COUNCILWOMAN

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## MAYOR'S MESSAGE



August 16<sup>th</sup>, 2023

To the Town Council and Citizens of the Town of Medley, Florida:

As authorized by Florida Statutes Section 200.165 and Article IV, Sections 2 and 3 of the Town Charter, we are pleased to present for Town Council review and public comment the Preliminary Fiscal Year (FY) 2023-2024 Proposed Operating and Capital Budget. The budget stresses financial viability and sustainability while continuing to invest in public safety and critical infrastructure and puts tax dollars to work at improving the quality of life in Medley. With a sound fiscal approach, we have prepared a Preliminary Proposed Budget that provides for short-term and long-term strategic goals. We look forward to working collaboratively with our Town Council, Department Heads, and the people in formulating a final budget that continues our collective goals of promoting the health, safety and prosperity of our residents and businesses.

Respectfully submitted,



Mayor Roberto Martell





GENERAL FUND REVENUES,  
EXPENDITURES, AND FINANCIAL TRENDS

## GENERAL FUND REVENUES

Ad Valorem tax revenues is the General Fund largest source of revenue and represent 50% of the total General fund revenues. Ad valorem tax revenue is based on both real and personal property assessments for property located within the boundaries of the Town. The assessed taxable values for 2023 is \$5,192,600,352, which is subject to appeals, is 62.3% higher than last year's Final Gross Taxable Value of \$3,198,104,616. The increase is due primarily to the Annexed area and due to growth in taxable property values.

Intergovernmental revenues, which account for 3% of total revenues, include the Town's allocation of state communications services taxes, state and county sales taxes, state and county local option gas taxes, county transportation surtax, and state revenue sharing proceeds. The amounts budgeted are based on estimates provided by the Florida Department of Revenue and Miami-Dade County.

The largest amount of intergovernmental revenue received is from the Communications Services Tax (CST). CST combines state and local communications services taxes consolidating the Franchise Fees for Telecommunications, Franchise Fees for Cable Television, and the Utility Tax for Telecommunications. The tax is applied to all communications service bills issued to customers on or after October 1, 2001. The reason this revenue source has decreased in recent years is due to competition in the wireless market, decreased demand for telephone and cable, and changes by the State legislature.

In 2002, the County approved a half-percent sales surtax to fund transit and transportation projects. The County distributes a portion of amounts collected to the municipalities based on population. Because certain shared revenues are based on residential population, the Town does not receive amounts which are remotely comparable with municipalities of similar size.

The category of revenue recognizes Charges for Town Services which accounts for approximately \$561,981.70 of the Town's General Fund revenues. The category includes revenue for administrative charges to all enterprise and special funds for services provided to the operations from administrative departments.

Franchise Fees includes revenue generated from electric sales by Florida Power & Light (FPL) and by Florida City Gas to customers within the Town's municipal boundaries. The fees are established by the franchise agreement between the Town and the Utility. The 2023-2024 budgeted amount is estimated at a 3% increase over 2022-2023 projections.

Utility Taxes includes Electric utility taxes and Gas Utility Tax which is derived from a 10% tax levied on each customer's electric bill from Florida Power & Light and gas bill from several providers of natural and propane gas companies.

Host Fee accounts for 9% of total revenues. The Medley Landfill is owned and operated by Waste Management, Inc. Waste Management pays a host fee to the Town based on a development agreement between the Town and Waste Management, Inc. In recent years the landfill has expanded accounting for the increase in revenues.



Local Business Taxes is a business tax receipt, formerly known as an Occupation License, is a tax assessment required for any business performing services or selling goods, advertising goods for sale, or advertising the performance of services for a fee. It is expected that Business Tax receipts will generate \$450,000 based on the invoiced amounts for the FY 2023-2024. The budgeted amount is 104.5% more than FY 2022-2023 due to the addition of the businesses in the Annexed area. This amount includes a share of the County's Business Tax Receipts.

Pressure Vessel Fees is a fee of \$150 charged per pressure vessel. Miami-Dade County Code Compliance Department requires that the Town inspect all pressure vessels within the Town's municipal boundaries. The budgeted revenues are estimated based on current revenues.

Alarm Registration Fees – The Town requires registration of business burglar alarm systems and a payment of an annual fee. Budgeted revenues are based on a \$50 fee for new registrations and \$35 renewal fee.

Mobile Home Fees is an intergovernmental revenue and are proceed the Town receives from an annual license tax levied on all mobile home licenses and park trailers. The State and the Town levy the tax receives a portion of that amount. The revenue estimated is based on current levels.

The Alcoholic Beverage License Tax represents a portion of the annual state license tax levied on manufacturers, distributors, vendors, brokers, sales agents, and importers of alcoholic beverages collected within the municipality. This is also an intergovernmental revenue.

Police Revenues includes false alarm billings and reimbursement of HITDA expenses such as vehicle rentals and the overtime for the officers assigned to the HITDA task force. In addition, the Town bills for private off-duty work performed by its officers including a 20% surcharge to cover additional costs incurred such as vehicle expense, payroll taxes and workers compensation.

Judgement and Fines are revenues from traffic citations issued by the police officers for infractions which occur within the Town's boundaries. Miami-Dade Clerk's office collect the monies and distribute to the Town. Red Light Camera citations are also included in this revenue.

Interest Earnings are earning from investments of surplus funds. The Town has a conservative investment policy. Funds may only be invested in direct obligations of the United States Government, its agencies, or instrumentalities to the payment of which the full faith and credit of the government of the United States is pledged, local government surplus funds trust funds, and collateralized or insured certificates of deposit and other evidence of deposits in financial institutions, including money market and public funds checking accounts.

Most of the Town's investments are certificates of deposits, money market, and public funds checking accounts with regional and national financial institutions. A portion is also invested in local government surplus funds trust funds. Investment interest rates have increased substantially. The Town have since contracted all institutions to make sure all are accounts are receiving the better interest rates.

Lakeside Rentals is a Retirement Park operated by the Town and is operated at a age- and income-restricted mobile home park. There are 83 mobile home tenants paying either \$125, \$225 or \$450 per month in land rent, depending on the date of their lease. On September 8, 2021, mobile home land rents

for new tenants-existing tenants were grandfathered in under the old rent structure of \$125 or \$225, will pay \$450 per month.

Other Miscellaneous Revenues include lien letter fees, insurance proceeds, auction proceeds of surplus assets, certain employee reimbursement, and other.

### **FORFEITURE REVENUE FUND**

Federal and State Agencies allocate these monies which can only be spent on non-budgeted police department enhancements and cannot be budgeted. The Forfeiture Fund is a special revenue fund. A budget is not prepared for this fund.

### **BUILDING FUND REVENUE**

Building Permits must be issued to any individual or business that performs construction work within the corporate limits of the Town. The building permit revenues include fees issued for building, radon, code compliance, structural, mechanical, electrical, plumbing, roofing, paving and drainage, and miscellaneous other permits. The fees are based on a percentage of the job cost in accordance with the rate structure established by the Town Ordinance. The objective of the fee is to offset the cost of providing the related service. Revenues can only be used to support the costs of running the department. Historically, permit fees are difficult to estimate and can vary significantly from year to year. Permit fee revenue is usually a good indicator of economic health.



## GENERAL FUND EXPENDITURES

General Fund expenditure for the fiscal year 2023/24 budget is estimated at \$32,179,264, an increase of approximately \$10M from the 2022/23 budget.

Personnel cost reflect a net decrease of 1.63% across all operations in comparison to the fiscal year 2022/23 budget. These costs include the contractually negotiated union increases for the fiscal year 2023/24 as well as all other benefits including pension, medical, and workers compensation costs. Also included are the estimated general wage for all employees not included in approved union contracts and the cost associated with the adjustment of minimum wages to \$15/hours as well as contingency funds budgeted to respond to contract negotiations for the PBA union employees. The budget for personnel costs is approximately 70% of total General Fund expenditures.

## EXECUTIVE SUMMARY

### Taxable Values

Taxable property values for 2023 have increased by approximately 62% from \$3.2 billion to \$5.1 billion, including new construction and annexation. The bulk of the increase is related to new construction and annexation totaling \$1,443,774,310.

### Town of Medley Taxable Values

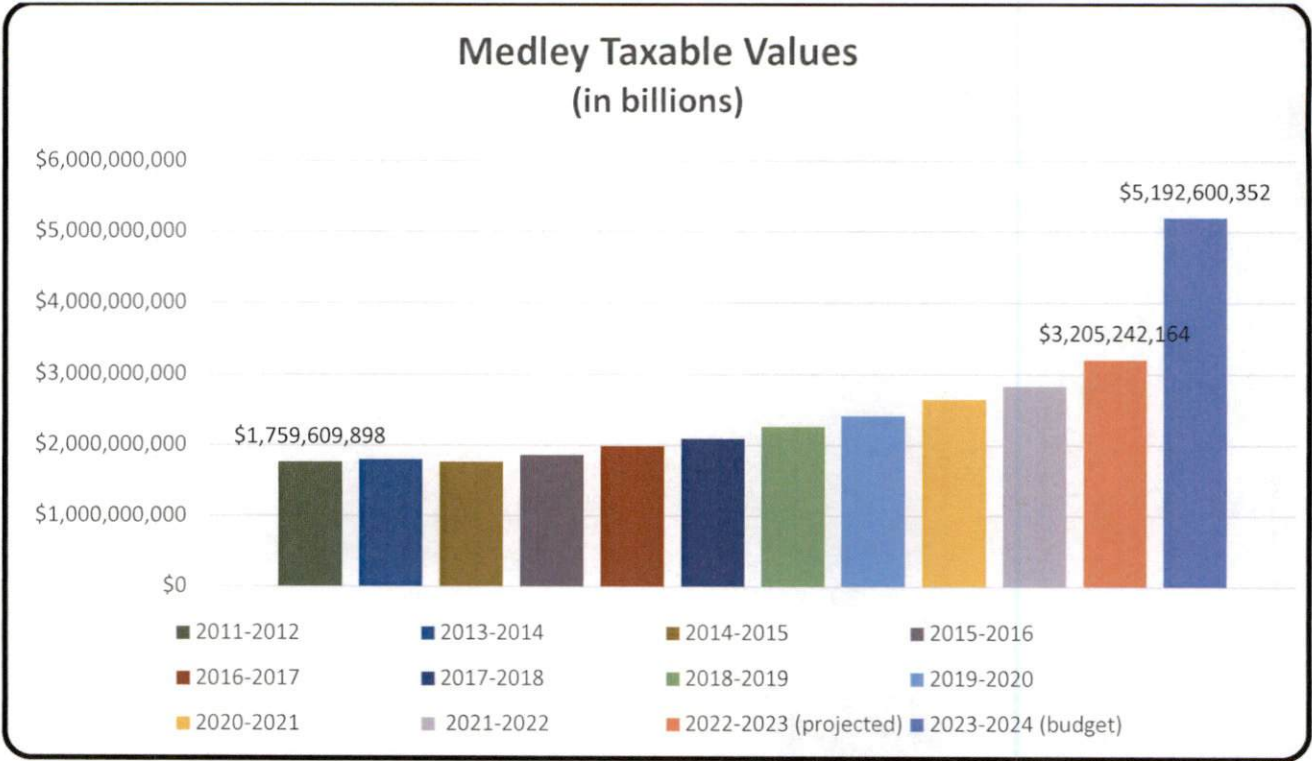
2023 Taxable Value	\$ 5,192,600,352	
2022 Taxable Value	<u>3,205,242,164</u>	
<b>Net Increase</b>	<b>\$ 1,987,358,188</b>	<b>62.0%</b>

#### Analysis of Taxable Value Increase:

Increase in Current Values	\$ 543,583,878	
New Construction and Annexations	<u>1,443,774,310</u>	
<b>Total Increase in Taxable Value</b>	<b>\$ 1,987,358,188</b>	

Table 1

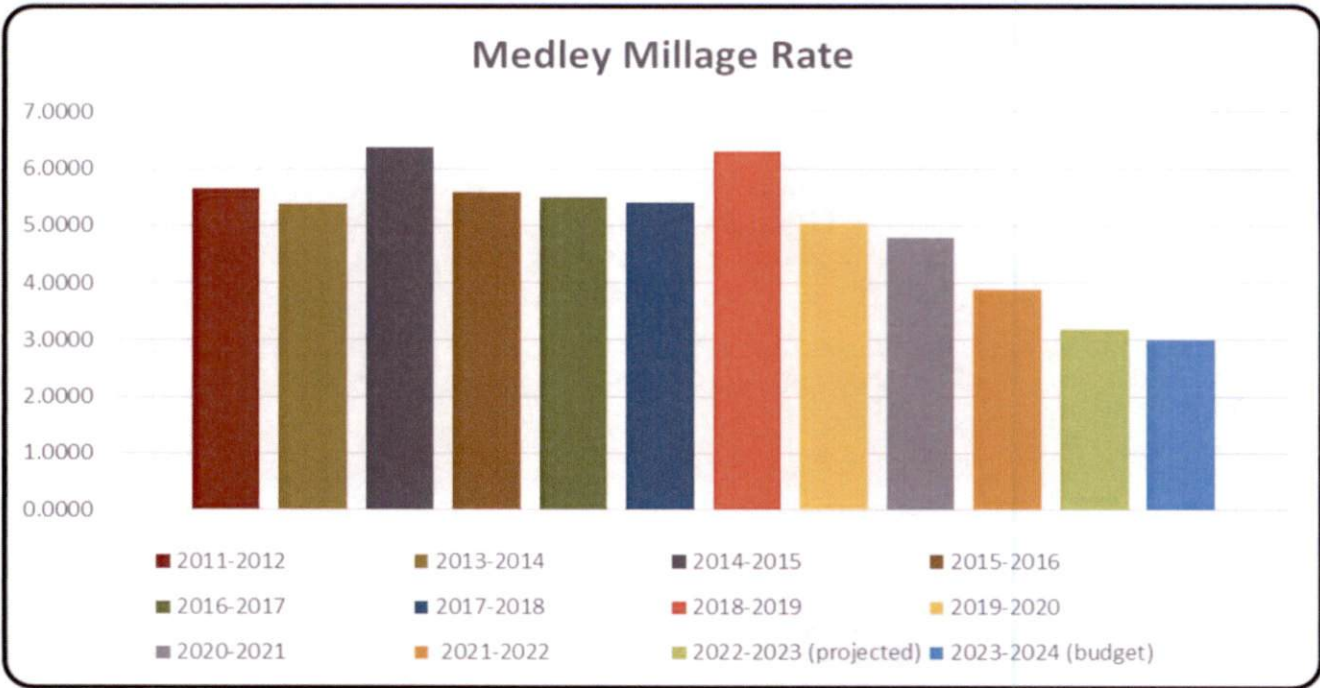
Fiscal Year	Operating Millage Rate	Gross Taxable Values Per DR-420	Final Gross Assessed Values	Budgeted Ad Valorem Revenues	Total Collections
2023-2024 (budget)	3.0000	\$5,192,600,352		\$14,798,911	
2022-2023 (projected)	3.2000	\$3,205,242,164	\$3,198,104,616	\$9,743,936	\$9,812,523
2021-2022	3.9000	\$2,833,900,262	\$2,790,391,921	\$10,249,600	\$10,419,822
2020-2021	4.8000	\$2,648,409,817	\$2,587,968,530	\$11,726,749	\$12,202,333
2019-2020	5.0500	\$2,419,004,278	\$2,350,367,510	\$11,605,173	\$11,536,559
2018-2019	6.3000	\$2,263,979,563	\$2,229,833,474	\$13,549,918	\$13,545,489
2017-2018	5.4000	\$2,093,417,657	\$2,072,398,518	\$10,339,233	\$10,845,954
2016-2017	5.5000	\$1,986,106,744	\$1,930,678,807	\$9,977,408	\$9,939,329
2015-2016	5.5791	\$1,862,288,597	\$1,799,733,285	\$9,520,400	\$9,550,304
2014-2015	6.3800	\$1,762,783,339	\$1,626,278,259	\$10,684,230	\$10,202,596
2013-2014	5.3800	\$1,797,187,544	\$1,646,039,270	\$9,185,426	\$8,600,612



**Town Millage Rate**

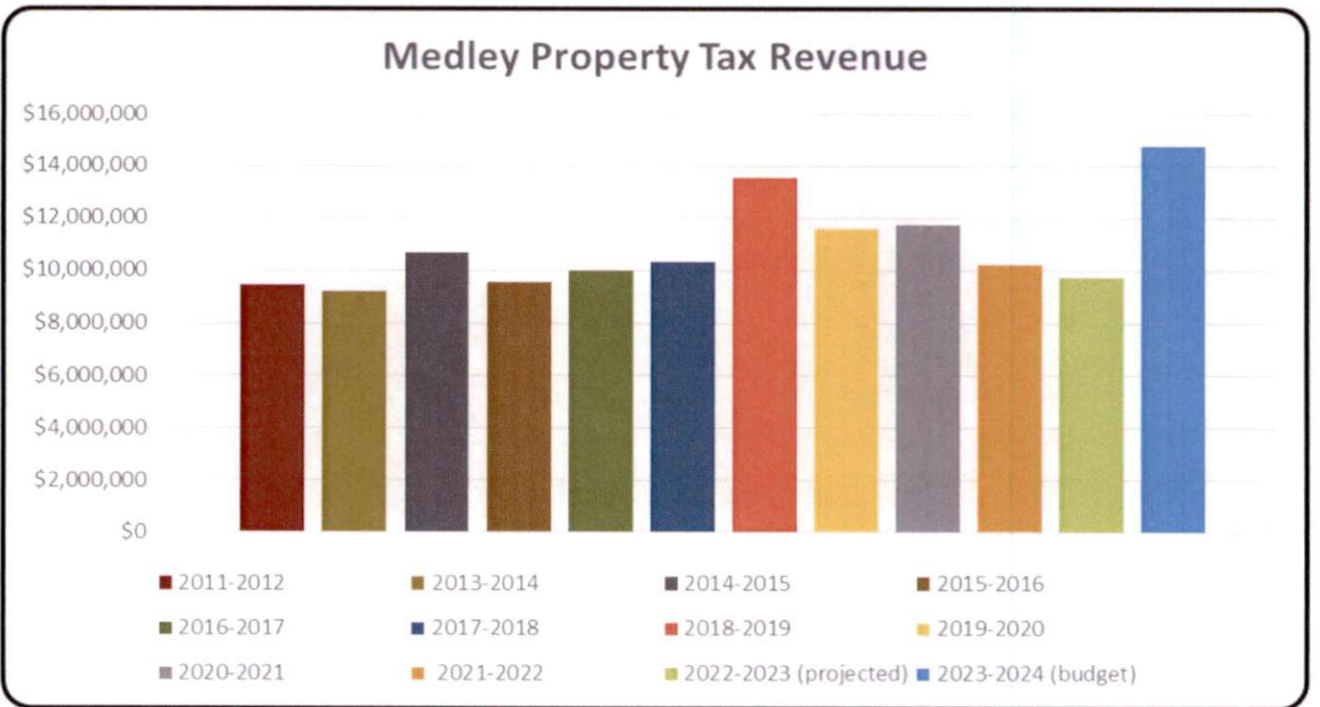
The Table below provides twelve years of history of the Town’s millage rate. The millage rate of 3.0000 mills is proposed for the fiscal year 2023/2024, this rate is 0.2000 mills lower than the rate in the current year.





**Property Tax Revenue**

The property tax millage rate of 3.0000 mills will generate approximately \$15.5 million in fiscal year 2023/24. Property tax revenue that supports General Fund operations are budgeted at \$14.7 million, which is an increase of \$5.05 million, from 2022/23 budget.



**Intergovernmental Revenue**

The largest amount of intergovernmental revenue received is from the Communications Services Tax (CST). CST combines state and local communications services taxes consolidating the Franchise Fees for Telecommunications, Franchise Fees for Cable Television, and the Utility Tax for Telecommunications. The tax is applied to all communications service bills issued to customers on or after October 1, 2001. The reason this revenue source has decreased in recent years is due to competition in the wireless market, decreased demand for telephone and cable, and changes by the State legislature. These revenues have remained stable over the past ten-years. Inflationary pressure has increased these revenue sources.

In 2002, the County approved a half-percent sales surtax to fund transit and transportation projects. The County distributes a portion of amounts collected to the municipalities based on population. Because certain shared revenues are based on residential population, the Town does not receive amounts which are remotely comparable with municipalities of similar size.

Table 2

Fiscal Year	Sales Taxes	Local Option Gas Taxes	Revenue Sharing	Transportation Surtaxes	Communications Services Taxes	Total
2023-2024 (budget)	\$106,529	\$90,000	\$31,000	\$55,000	\$578,900	\$861,429
2022-2023 (projected)	\$101,456	\$89,748	\$28,850	\$54,204	\$550,138	\$824,396
2021-2022	\$99,962	\$80,420	\$27,851	\$59,900	\$521,394	\$789,527
2020-2021	\$74,646	\$78,815	\$22,530	\$39,545	\$547,254	\$762,790
2019-2020	\$53,200	\$76,107	\$19,532	\$30,512	\$499,160	\$678,511
2018-2019	\$66,138	\$87,118	\$21,071	\$35,089	\$485,936	\$695,352
2017-2018	\$65,736	\$85,105	\$20,781	\$34,243	\$479,006	\$684,871
2016-2017	\$63,954	\$86,907	\$20,409	\$33,789	\$464,068	\$669,127
2015-2016	\$65,646	\$83,723	\$19,992	\$31,766	\$522,641	\$723,768
2014-2015	\$64,612	\$84,461	\$19,850	\$33,695	\$554,544	\$757,162
2013-2014	\$61,345	\$80,765	\$20,047	\$31,442	\$610,204	\$803,803

**Franchise Fees and Utility Taxes**

The electric franchise fee revenue is generated from electric sales by Florida Power & Light (FPL) within the Town’s municipal boundaries. The fees are established by the franchise agreement between the Town and the Utility. The 2023-2024 budgeted amount is estimated based on input from FPL.

The franchise fee revenue for gas is generated from gas sales by Florida City Gas to customers within the municipal boundaries of the Town. The fees are established by the franchise agreement between the Town and the Utility. The 2023-2024 budgeted amount is estimated based on a five-year average.



The Electric Utility Tax is derived from a 10% tax levied within the Town’s boundaries on each customer’s electric bill from Florida Power & Light. The 2023-2024 budgeted amount is estimated based on input from FPL.

The Gas Utility Tax is derived from a 10% tax levied on each customer’s gas bill from several providers of natural and propane gas companies. The 2023-2024 budgeted amount is estimated based on a five-year average.

Fees and taxes paid by customers on the purchase of gas and electric are reflected on Table 3 follow:

Table 3

Fiscal Year	Franchise Fees Electricity	Utility Taxes Electricity	Franchise Fees Gas	Utility Taxes Gas	Total
2023-2024 (budget)	\$1,875,792	\$1,700,000	\$83,248	\$157,000	\$3,816,040
2022-2023 (projected)	\$1,640,000	\$1,520,536	\$75,000	\$156,000	\$3,391,536
2021-2022	\$1,773,631	\$1,537,046	\$73,316	\$171,213	\$3,555,206
2020-2021	\$1,487,817	\$1,374,965	\$61,968	\$132,810	\$3,057,560
2019-2020	\$1,069,620	\$1,352,587	\$56,924	\$104,235	\$2,583,366
2018-2019	\$1,144,562	\$1,377,608	\$62,847	\$132,542	\$2,717,559
2017-2018	\$970,265	\$1,355,436	\$64,913	\$109,067	\$2,499,681
2016-2017	\$948,886	\$1,318,943	\$76,312	\$91,049	\$2,435,190
2015-2016	\$938,015	\$1,277,204	\$43,118	\$96,741	\$2,355,078
2014-2015	\$951,582	\$1,242,097	\$41,623	\$92,250	\$2,327,552

**Host Fee**

The Medley Landfill, which accounts for 9% of total revenues, is owned and operated by Waste Management, Inc. Waste Management pays a host fee to the Town based on a development agreement between the Town and Waste Management, Inc. In recent years, the landfill has expanded, accounting for the increase in revenues.



Table 4

Fiscal Year	Host Fee
2023-2024 (budget)	\$2,250,000
2022-2023 (projected)	\$2,155,714
2021-2022	\$2,077,235
2020-2021	\$2,129,295
2019-2020	\$1,941,399
2018-2019	\$1,667,198
2017-2018	\$2,079,969
2016-2017	\$1,713,340
2015-2016	\$1,694,508
2014-2015	\$1,309,946
2013-2014	\$1,133,034

**Change in Full-time Equivalents (FTE)**

Total full-time equivalent (FTE) positions for 2023/24 are budget at 124 FTEs for all Town operations which includes 9 new FTEs. The budget also includes 26 PTEs. Total number of positions included in the budget is 150.

The approved budget includes the addition of the following nine FTEs identified by department:

Police Department – four Police Officers and one Sergeant to address the increasing demands due to the annexation.

Executive Office – fill the vacant Receptionist position.

Finance Department – one Accountant to provide support for grants management from award to reporting to close out and compliance.

Capital Improvement Project (CIP) – convert the parttime Administrative Assistant to a full-time position. The department has several projects in progress, from design to construction.

Hot meal Program – one full time Van Helper to replace staff.

**Employee Wages**

The current Federation of Public Employees (FPE) union contract was renegotiated for period of three (3) years expiring September 30, 2025, and approved by Town Council on March 6<sup>th</sup>, 2023. The budget includes approved 4% increase for union employees with an annual salary of \$58,000 and under, and 3% increase for union employees whose annual salary exceeds \$58,000.

Effective October 1, 2022, all employee making less than \$15/hour had their hourly wages increased to \$15.00/hour and was also given a 4% increase.

The current contract for the PBA union will expire on September 30, 2023.

For all employees not included in approved union contracts, the general wage increases as reflected in the FBE contract are included in the approved budget.

### **Town Pension Costs**

The actuary report for the Employee's Pension Plan as of January 1, 2023, indicates that a minimum required Town contribution of \$990,000 is required for fiscal year 2023/24.

The actuary report for the Police Officers' Retirement System indicates that the Town' minimum required contribution for the fiscal year 2023/24 is 13.8% of the annual payroll. The required contribution from the combination of Town and State sources for fiscal year 2023/24 is 20.4% of the actual payroll realized in the year. The Town must make a one-time adjustment to account for the actual monies received from the State.

### **Medical Benefit Costs**

In fiscal year 2023/24, the cost of medical care for employees is budgeted at \$2.8 million across all Town operations, this includes an estimated 5% contract increase. The medical care for the General Fund is estimated at \$2.3 million. Revenues from payroll deductions are budgeted to offset this expense.

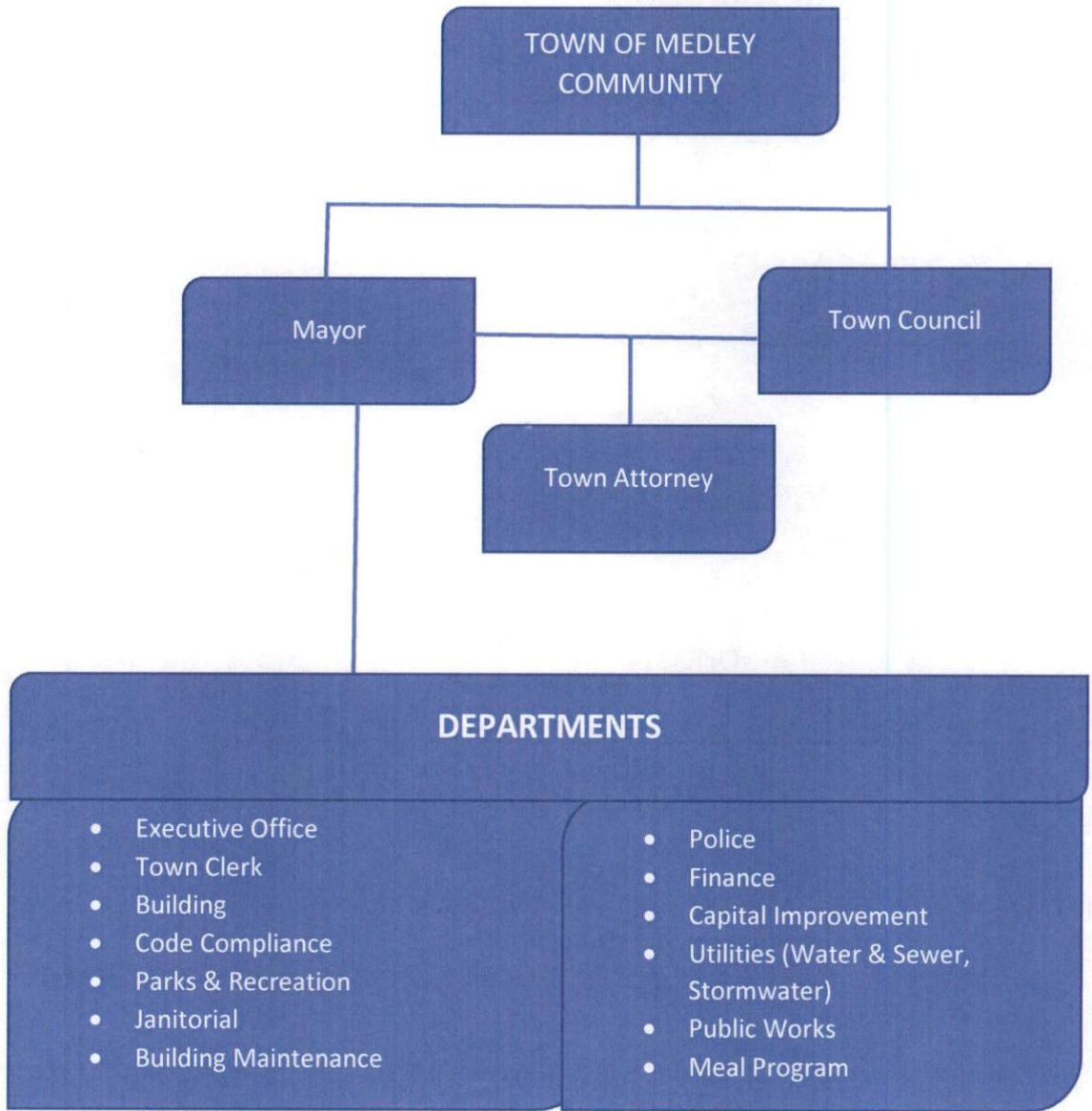
### **Property and Liability Insurance**

The Town's budget for property and liability risks for fiscal year 2023/24 is estimated at \$1.5 million and is allocated to each town departments.

### **Worker's Compensation**

The Town budget for worker's compensation in fiscal year 2023/24 is estimated at \$250K. an increase of 3%

# TOWN OF MEDLEY ORGANIZATIONAL CHART







## TOWN HISTORY

## COMMUNITY PROFILE

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The Town of Medley was incorporated in 1949 and now occupies eight square miles in northwest Miami-Dade County. The Town is primarily an industrial community with 1,100 residents and 1,800 businesses which, when adding workers and visitors together, bring the daytime weekday population to approximately 60,000.

On April 5<sup>th</sup>, 2023, the Town entered an Annexation Interlocal Agreement with Miami-Dade County. The conclusion of a 20-year process. With the Annexed area the Town added 1400 business and approximately 30,000 workers and visitors. This brings the Town total number of businesses to 3,200 and a daytime weekday workers and visitors population to approximately 90,000.

Medley has a Utilities and a Stormwater Department which provides and maintains water and sewer services and stormwater drains to Town residents and businesses. Its Public Works Department is dedicated to the improvement of the appearance and quality of this primarily industrial community. Public Works Department is also responsible for the maintenance of the Town's Parks, roads, collection, and removal of solid waste in addition to other duties.

The Town also has a building & zoning inspector, plumbing inspector, electrical inspector, and a Code Compliance Department which work in conjunction to enforce state-mandated codes including Uniform Building, Plumbing, Mechanical, Fire and National Electrical Codes, as well as Town of Medley Ordinances and State of Florida statutes.

The Town's outstanding Police Department consists of 40 sworn Police Officers and 10 civilians. The mission of the Medley Police Department is to work in partnership with the community to protect life and property, solve problems, and enhance the quality of life for all our citizens.

The Town of Medley is conveniently located and accessible to all types of transportation resources. The Miami International Airport is three miles southeast and the Opa-locka Airport/ Metro-Dade General Aviation facility is six miles northeast. Nearby major roadways are the Homestead extension of the Florida Turnpike, the Palmetto Expressway, U.S. Route 27, and the Northwest 74th Street connector to and from Hialeah. In addition, the Town of Medley houses the Metro Rail Palmetto Station located at 7701 N.W. 79 Avenue as part of the Miami-Dade Transit system, which supplements the Miami-Dade Bus system. The FEC railroad freight line plays a vital role in the business community by servicing many Medley businesses along its tracks. The Town of Medley attracts both small and large businesses. Sysco Foods Services of South Florida alone occupies approximately 550,000 square feet of industrial space on its own campus.

**Other businesses and industries located in Medley are:**

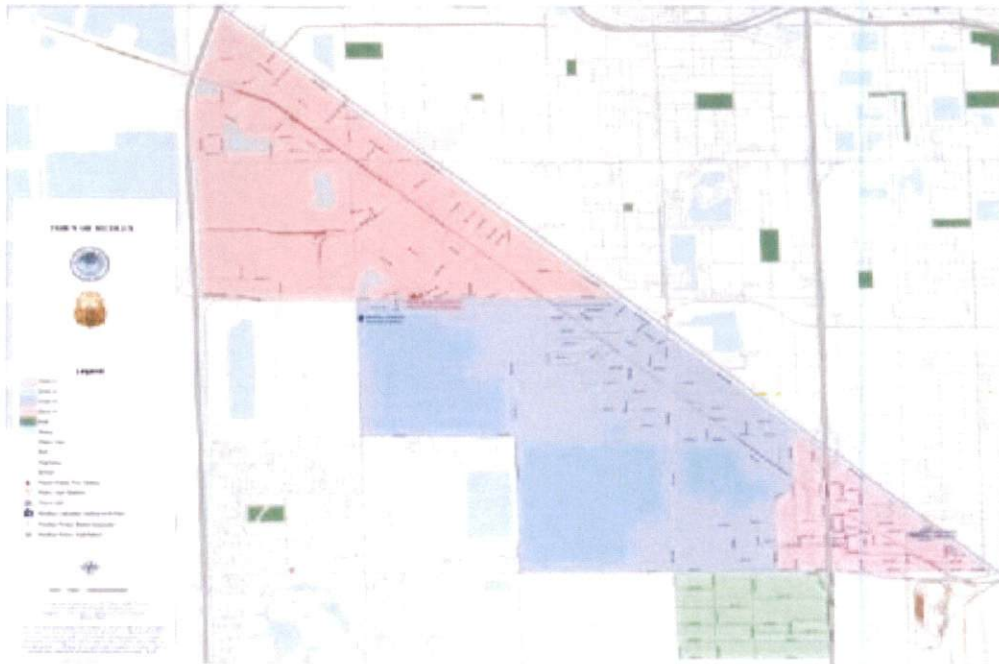
- The Southern corporate office of Florida East Coast Railroad and the FEC warehouse complex called Beacon Station.
- Urbietta Oil Company which has been recognized as one of the fastest growing privately owned Hispanic businesses in the United States.
- TA Associates/Gateway Properties, which has more than 350 warehouses in Medley.
- U.S. Cold Storage.
- Imagina has programming and production studios World-renowned Imagina has completed a state-of-the-art production facility on N.W. 74th Street.
- Preferred Freezer Corp.
- Federal Express
- AAR Corp.
- Seaboard Marine
- B/E Aerospace
- Prologis Real Estate Investment Trust.
- Medley is home to U.S. Foundry, and the Titan America/Tarmac building products entity as well as SuperMix and Super Block, which also serve the construction industry.
- Lincoln Property Company with over 36 acres of land which includes 670,000 square feet of industrial warehousing.
- Lowell Dunn Companies.
- Gamma Delta operating as Lakeview Industrial Park.
- Pelmad Industrial Park.
- Cemex building material complex.
- Sysco



## MAP OF MEDLEY- PRIOR



## MAP OF MEDLEY - INCLUDES ANNEXED AREAS



## Policy – Budget and Finance

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**Accounting Procedures** – It is the policy of the Town Council to establish and maintain a standard of accounting practices on a basis consistent with Generally Accepted Accounting Procedures (GAAP), and the Governmental Accounting Standards Board (GASB), and the standard practices of the Government Finance Officers Association of the United States and Canada (GFOA). The Town will also comply with the rules of the Auditor General and the Uniform Accounting System as required by the State of Florida.

Governmental, Special Revenue and Fiduciary Funds utilize the modified accrual basis of accounting under which revenues and related assets are recorded when measurable and available to finance operations during the year. Proprietary Funds use the accrual basis of accounting which recognizes revenues when earned and expenses when incurred. All appropriations lapse at year-end.

**Balanced Budget** – It is the policy of the Town Council to adopt a balanced budget for all funds. The Town will avoid budget and accounting practices that balance the budget at the expense of future budgets. The Town will also avoid budgeting any unrealized investment gains due to the Town's practice of holding investments until maturity.

**Budgetary Position Control** - It is a policy of the Town Council that the total number of permanent full-time and part-time positions (full-time equivalents) approved in the annual operating budget may not be exceeded without prior approval by Town Council.

**Capital Improvement Budget and Capital Improvement Plan** – It is the policy of the Town Council to adopt a five-year Capital Improvement Plan and budget with summarizes the project scope, estimated cost estimates by project, method of financing, and anticipated operating costs of each project. It is the intention of the Town Council that appropriations for capital projects continue until completion of the project.

**Governmental funds** - The Town of Medley uses four Governmental Funds: The General Fund and three Special Revenue Funds. The General Fund is the primary governmental reporting unit and accounts for traditional governmental services such as Public Safety, Public Works, Culture and Recreation, Social Services, Code Compliance, and administrative functions. Revenues such as property taxes, utility taxes, and franchise fees are recorded in the General Fund. By state statute, the General Fund is the only fund for which a budget is required. However, the Town also prepares budgets for its Building Fund and Proprietary Funds, or Enterprise Funds as described below.

Fund balance is any excess of assets over liabilities for a fund. A negative fund balance is sometimes called a deficit.

The Town incorporates governmental debt service, governmental capital projects, and transportation as separate line items in the General Fund budget. Debt service accounts for the payments of principal and interest of long-term debt. Fund accounting considers debt service principal payments as a use of resources and is therefore an expenditure. Proceeds from debt is considered and accounted for as a source of funds. Capital outlay accounts for all governmental expenditures for capital purchases. This includes purchases of vehicles, road & bridge improvements, building improvements, other



infrastructure improvements, and single item purchases greater than \$5,000 in cost with a useful life of over 2 years. The General Fund does not capitalize these items and there is no depreciation recorded.

Transportation accounts for the expenditures used from restricted revenues from the Citizens' Independent Transportation Trust (CITT), which is a County 0.5% sales tax surcharge.

**Special Revenue Funds** - include the Town of Medley Foundation, Inc., the Building Fund, and the Law Enforcement Trust Fund.

- The Town of Medley Foundation, Inc. was established by the Town Council which sits as the Foundation's Board of Directors. The Foundation receives donations from individuals and businesses for the benefit of the Town's residents as determined by the Board of Directors. The Foundation does not prepare an annual budget.
- The Law Enforcement Trust Fund is used to account for the resources accumulated from the sale of forfeited property and other public safety fines. All proceeds are to be used for law enforcement purposes only. A budget is not prepared for this fund as by its definition use of funds are to be for unbudgeted, nonoperating type expenditures.
- Although these special revenues funds do not prepare budgets, they are included as part of the Town's year-end audited financial statements.
- A budget has been prepared for the Building Fund which by law can only generate revenues to cover its expenses.

**Proprietary funds** - The Town adopts budgets for its two proprietary or enterprise type funds. The Town uses Enterprise Funds to account for its Water and Wastewater Utility Fund and its Stormwater Utility Fund. Each fund reports as a separate entity.

- It is the policy that all Enterprise Fund operations shall be self-supporting and shall pay administrative and other appropriate service charges to General Fund Operations for support.
- The proprietary funds use the full accrual basis for both budgeting and financial accounting, which is like a private-sector business.
- Proprietary funds derive their revenue from user fees and charges rather than by taxes. Expenditures incurred in the proprietary funds for capital projects are capitalized and depreciated over their useful lives. By contrast, there is no depreciation expenditure in the General Fund. Debt service is also recorded differently.
- In the General Fund, debt issued is a source of funds and repayments are a use of funds. In proprietary funds, debt service proceeds increase debt liability and repayments decrease the liability and increase interest expense.

**Fiduciary funds** - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are used to report assets held in a trust for others which cannot be used to support the Town's own programs.

- The Town has two Fiduciary Funds: The Town of Medley Police Pension Plan & the Town of Medley General Employees' Pension Plan.



- The Town's contributions to the Plans are determined each year by an actuary. Budgets for the two fiduciary funds are not presented in the Town's budget.



## **BUDGET GUIDE**

## GOVERNMENTAL ORGANIZATION

The Town of Medley, Florida (the Town) was incorporated in 1949 under Chapter 165 of the Florida Statutes. The Town operates under a Council form of government. The Town's Governing Body consists of a five-member voting Town Council comprised of the mayor and four Council members. The Mayor serving as the Chief Executive Officer of the Town.

As authorized by its charter the following services: public safety, highways and streets, sanitation, health and social services, culture and recreation, public works, improvements, planning and zoning, water and sewer utilities, stormwater utilities and general administrative services.

The Town complies with accounting principles generally accepted in the United States of America. The Town's reporting entity applies all relevant Government Accounting Standard Board ("GASB") pronouncements.

## BUDGET PROCESS

### **Truth In Millage (TRIM)**

The annual budget procedures follow the requirements of Florida Statute Chapter 200.65 known as TRIM (Truth in Millage). On July 1 of each year, the Town receives the Certification of Taxable Value (Form DR-420) from the Property Appraiser's Office stating the taxable value for the Town of Medley. During the month of July, the Town holds a budget workshop(s) where the budget is discussed in detail and a preliminary millage rate is set by the Town Council. Within 35 days from the day of certification of the DR-420, the preliminary millage is reported to the State and Property Appraiser. The Property Appraiser mails the Notice of Proposed Taxes to all property owners with the proposed millage rate within 55 days after the certification date. In September two public hearings are held to inform the public and receive their comments. At these hearings, a final millage rate and budget is adopted by ordinance by the Town Council. The final millage rate cannot exceed the preliminary rate previously adopted except by re-notifying all affected property owners by mail.

Except for capital projects, there are no encumbrances outstanding at year-end. All outstanding purchase orders are canceled, and appropriations lapse at that time.

Although not required by law, budgets are prepared for the Town's two enterprise funds: Water/Sewer Utility and Stormwater Utility.

The appropriated budget is prepared by fund, function, and department. The government's department heads may make transfers of appropriations within their department. Transfers of appropriations between departments require the approval of the Town Council. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the fund level.



## **Capital Budget Process**

The Town Engineer and various department directors submit plans, which are incorporated as part of the five-year capital improvement program. The source of funding is identified five years before the actual expenditures are made. There may be capital projects which are incorporated as part of the five-year program which do not have an identifiable funding source as of this time.

Capital expenditures are an integral part of the annual budget and follow the same approval process as the operating budget. Over the last several years an emphasis has been placed on capital improvements as the Town's infrastructure needs are many.

## **Public Participation**

Public participation in the budget process is encouraged. Two public hearings, required by state law, are held in September for the adoption of the budget ordinances. These mandated public hearings for ordinance adoption complete the process of public participation in the budget process.

**Town of Medley  
Department/Fund Structure**

<b>Department</b>	<b>General Fund</b>	<b>Special Fund</b>	<b>Enterprise Fund</b>
Town Council	<b>X</b>		
Administrative/Executive/Legal	<b>X</b>		
Town Clerk	<b>X</b>		
Finance	<b>X</b>		
Building Maintenance	<b>X</b>		
General Services	<b>X</b>		
CIP	<b>X</b>		
Code Compliance	<b>X</b>		
Building		<b>X</b>	
Police	<b>X</b>		
Parks & Recreation	<b>X</b>	<b>X</b>	
Human Services	<b>X</b>	<b>X</b>	
Public Works	<b>X</b>		
Water & Sewer			<b>X</b>
Stormwater			<b>X</b>

**BUDGET SUMMARY**  
**PROPOSED OPERATING BUDGET REVENUE AND EXPENDITURE**  
**GOVERNMENT WIDE**

ESTIMATED REVENUES:	MILLAGE PER \$1000	SPECIAL REVENUE			TOTAL ALL FUNDS
		GENERAL FUND	FUND	UTILITY FUNDS	
Ad Valorem Taxes	3.0000	14,798,911			14,798,911
Intergovernmental Revenue		1,037,140			1,037,140
Franchise Fees		2,080,000			2,080,000
Utility Taxes		1,970,000			1,970,000
Host Fee - Landfill		2,250,000			2,250,000
Business Tax Receipts		450,000			450,000
Other Fees		338,000			338,000
Grants		4,751,000			4,751,000
Police Revenue		550,000			550,000
Judgements, Fines, and Citations		2,175,000			2,175,000
Miscellaneous		605,500			605,500
Lakeside Rent		206,000			206,000
Special Assessment Districts		351,531			351,531
Special Revenue Fund		54,200			54,200
Charges for Services		-	3,294,000	11,639,249	14,933,249
<b>TOTAL SOURCES</b>		<b>31,617,282</b>	<b>3,294,000</b>	<b>11,639,249</b>	<b>46,550,531</b>
Transfers In		561,982			561,982
Fund Balances/Reserves/Net Assets		22,147,037	1,945,710	14,447,419	38,540,166
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>		<b>54,326,301</b>	<b>5,239,710</b>	<b>26,086,668</b>	<b>85,652,679</b>
<b>EXPENDITURES:</b>					
General Government Services		4,239,393	1,988,760		6,228,153
Public Safety		9,489,266			9,489,266
Code Compliance		420,288			420,288
Physical Environment		1,645,232		7,482,762	9,127,994
Transportation		54,200			54,200
Capital Improvement & Economic Devel		267,205			267,205
Human Services		1,816,101			1,816,101
Lakeside Real Estate		237,419			237,419
Culture and Recreation		1,149,882			1,149,882
Debt Service		723,761		420,212	1,143,973
Capital Outlay		11,421,738		3,270,255	14,691,993
Miami-Dade Mitigation Fee		517,266			517,266
<b>Total Expenditures</b>		<b>31,981,751</b>	<b>1,988,760</b>	<b>11,173,229</b>	<b>45,143,740</b>
Transfers Out			136,532	425,450	561,982
Fund Balance/Reserves/Net Assets		22,344,550	3,114,418	14,487,989	39,946,957
<b>TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES &amp; BALANCES</b>		<b>54,326,301</b>	<b>5,239,710</b>	<b>26,086,668</b>	<b>85,652,679</b>



**PERSONNEL SERVICES – GOVERNMENT WIDE**

Fiscal Year	Salaries and Wages	Medical Insurance	Retirement Benefits	Total
2023-2024 (budget)	\$9,527,522	\$2,847,376	\$2,376,891	\$14,751,789
2022-2023 (projected)	\$9,740,532	\$2,711,787	\$2,263,706	\$14,716,025
2021-2022	\$9,712,194	\$2,733,454	\$2,579,532	\$15,025,180
2020-2021	\$9,502,045	\$2,654,632	\$2,094,630	\$14,251,307
2019-2020	\$9,356,775	\$2,656,170	\$2,740,891	\$14,753,836
2018-2019	\$8,671,859	\$2,442,683	\$2,123,944	\$13,238,487
2017-2018	\$8,321,599	\$2,211,281	\$2,266,959	\$12,799,840
2016-2017	\$7,856,935	\$2,181,011	\$2,107,582	\$12,421,820
2015-2016	\$7,491,395	\$1,889,350	\$2,367,888	\$11,725,101
2014-2015	\$7,095,658	\$1,678,152	\$2,147,727	\$10,921,537
2013-2014	\$6,873,101	\$1,681,823	\$2,196,505	\$10,751,429

Personnel services includes employee salaries and wages, medical insurance, and retirement benefits. Eighty-Five (85) percent of the Town’s full-time employees are unionized. The increase in salaries and wages represent the negotiated wage increase per applicable union contracts. The FY 2023-2024 budget contemplates a five (5) percent increase in medical insurance costs. Pension costs are based on actuarial calculations. GASB adjustments are budgeted for the enterprise funds only.

The Town has consistently exceeded the required Annual Required Contribution.

**CAPITAL OUTLAY – GOVERNMENT WIDE**

Fiscal Year	General		Totals
	Fund	Enterprise	
2023-2024 (budget)	\$11,568,700	\$3,270,255	\$14,838,955
2022-2023 (projected)	\$1,389,720	\$3,184,700	\$4,574,420
2021-2022	\$3,366,910	\$3,463,323	\$6,830,233
2020-2021	\$3,378,777	\$621,599	\$4,000,376
2019-2020	\$4,208,766	\$1,671,536	\$5,880,302
2018-2019	\$2,101,149	\$2,609,005	\$4,710,154
2017-2018	\$2,374,855	\$3,498,117	\$5,872,972
2016-2017	\$2,052,483	\$4,221,517	\$6,274,000
2015-2016	\$2,000,796	\$1,605,971	\$3,606,767
2014-2015	\$500,209	\$1,980,436	\$2,480,646
2013-2014	\$781,315	\$1,265,438	\$2,046,753

The total capital project budget for General Fund is \$11,568,700 of which \$4,751,000 will be covered by grant funding.

**GENERAL FUND**  
**STATEMENT OF REVENUES AND EXPENDITURES**

ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL	PROJECTED	PROPOSED
	FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
<b>Beginning Unrestricted Fund Balance</b>	\$ 15,488,625	\$ 16,667,814	\$ 22,024,706	\$ 17,472,275	\$ 17,472,275	\$ 22,147,037
<b>Revenues</b>						
Ad Valorem Taxes	10,249,600	10,419,822	9,743,936	9,888,180	10,101,000	14,798,911
Intergovernmental Revenue	739,243	425,067	810,199	599,875	719,850	1,037,140
Special Revenue Fund	42,251	59,900	54,204	43,702	52,442	54,200
Franchise Fess	1,357,551	1,846,947	1,700,000	1,321,372	1,585,646	2,080,000
Utility Taxes	1,400,000	1,708,259	1,650,000	1,395,979	1,675,175	1,970,000
Host Fee-Landfill	1,941,399	2,077,235	1,950,000	1,796,428	2,155,714	2,250,000
Business Tax Receipts	210,000	233,044	220,000	280,365	336,438	450,000
Other Fees	132,565	333,829	371,790	279,797	335,756	338,000
Building Permits	1,708,076	3,521,114	see special revenue fund	see special revenue fund	see special revenue fund	see special revenue fund
Impact Fees	-	-	-	-	-	-
Grants	843,000	712,444	672,000	23,882	28,658	4,751,000
Police Revenue	550,310	636,001	328,338	430,551	516,661	550,000
Judgements, Fines, and Citations	1,032,738	1,912,751	1,725,000	1,348,449	1,618,139	2,175,000
Miscellaneous	75,000	155,917	112,000	659,450	791,340	605,500
Lakeside Rent	194,770	168,235	205,000	161,310	193,572	206,000
Special Assessment Districts	234,813	351,559	351,559	351,531	421,837	351,531
Sale of Surplus Property	-	-	-	5,714,565	5,714,565	-
Transfers In	-	-	-	-	-	561,982
Debt Proceeds	-	9,546,800	-	-	-	-
<b>Total Budgeted Revenues</b>	<b>20,711,316</b>	<b>34,108,925</b>	<b>19,894,026</b>	<b>24,295,436</b>	<b>26,246,794</b>	<b>32,179,264</b>
Transfers from closed enterprise funds	-	-	-	-	-	-
Transfer (to) from Special Fund (Building Fund)	-	-	(2,000,000)	(2,000,000)	(2,000,000)	-
<b>Total Available Resources</b>	<b>36,199,941</b>	<b>50,776,739</b>	<b>41,918,732</b>	<b>41,767,711</b>	<b>43,719,069</b>	<b>54,326,300</b>
<b>Departmental Expenditures</b>						
General Administration	3,977,971	4,192,985	3,550,242	2,576,773	3,092,128	4,239,393
Public Safety	8,552,761	9,130,525	8,767,309	6,963,697	8,356,437	9,489,266
Gun Range	243,348	214,609	-	49,569	49,569	CLOSED
Code Compliance	444,814	383,944	313,487	270,811	324,973	420,288
Physical Environment	2,006,863	1,651,061	1,716,922	1,437,147	1,724,576	1,645,232
Capital Improvement & Economic Devel	270,794	285,251	186,834	145,027	174,032	267,205
Lakeside Real Estate	387,038	333,466	264,650	177,703	213,243	237,419
Senior Human Services	2,036,920	1,801,394	1,803,795	1,433,234	1,719,880	1,816,101
Culture and Recreation	1,232,459	1,100,183	1,142,217	896,283	1,075,540	1,149,882
Special Transportation	42,200	59,900	54,000	43,702	52,442	54,200
Debt Service	1,702,500	10,276,944	776,400	616,011	739,213	723,761
Capital Outlay	5,769,000	2,522,492	1,318,170	-	-	11,421,738
Land Acquired (per deal)	-	-	-	2,050,000	2,050,000	-
Operating Transfer-Building Special Revenue Fund	-	-	2,000,000	2,000,000	2,000,000	-
Miami-Dade Mitigation Fee - Annexed Area	-	-	-	-	-	517,266
<b>Total Expenditures</b>	<b>27,973,169</b>	<b>33,304,463</b>	<b>21,894,026</b>	<b>18,659,955</b>	<b>21,572,033</b>	<b>31,981,751</b>
<b>Source (Use) of Funds</b>	<b>\$ (7,261,853)</b>	<b>\$ 804,461</b>	<b>\$ -</b>	<b>\$ 5,635,481</b>	<b>\$ 4,674,761</b>	<b>\$ 197,513</b>
<b>Ending Unrestricted Fund Balance</b>	<b>\$ 8,226,772</b>	<b>\$ 17,472,275</b>	<b>\$ 20,024,706</b>	<b>\$ 23,107,756</b>	<b>\$ 22,147,037</b>	<b>\$ 22,344,549</b>



**BUILDING SPECIAL FUND**  
**STATEMENT OF REVENUES AND EXPENDITURES**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET FY	ACTUAL FY	BUDGETED FY	ACTUAL	PROJECTED	PROPOSED
		2021-2022	2021-2022	2022-2023	JULY 31, 2023	FY 2022-2023	FY 2023-2024
<b>UNASSIGNED FUND BALANCE</b>							1,945,710
<b>REVENUES:</b>							
101-00000-321200	CHANGE OF CONTRACTOR			-	2,775	3,330	2,000
101-00000-322000	BUILDING PERMITS			1,100,000	2,169,271	2,603,126	2,500,000
101-00000-322001	BUILDING PERMITS-RADON			46,000	66,878	80,254	95,000
101-00000-322002	BUILDING PERMITS-CODE COMPLIANCE			45,000	29,458	35,350	50,000
101-00000-322004	BUILDING PERMITS-MISCELLANEOUS			10,000	25,130	30,155	25,000
101-00000-322005	BUILDING PERMITS-MECHANICAL			30,000	46,848	56,218	47,000
101-00000-322006	BUILDING PERMITS-ELECTRICAL			85,000	80,934	97,121	95,000
101-00000-322007	BUILDING PERMITS-PLUMBING			20,000	15,891	19,069	20,000
101-00000-322008	BUILDING PERMITS-ROOFING			42,000	113,262	135,914	60,000
101-00000-322009	BUILDING PERMITS-PAVING & DRAINAGE			22,000	58,342	70,011	48,000
101-00000-322011	BUILDING PERMITS-SIGN			2,000	-	-	-
101-00000-322012	BUILDING PERMITS-FENCE			2,000	-	-	-
101-00000-322014	EDUCATION FEES FOR BUILDING DEPT			-	3	3	-
101-00000-329115	TECHNOLOGY FEE			-	342,564	411,077	350,000
101-00000-341300	ADMINISTRATIVE SERVICE FEES			-	1,325	1,767	2,000
<b>Total Transfers In and Revenues</b>				<b>1,404,000</b>	<b>2,952,683</b>	<b>3,543,396</b>	<b>3,294,000</b>
101-00000-381000	OPERATING TRANSFER FROM THE GENERAL FUND			2,000,000	2,000,000	2,000,000	-
<b>TOTAL REVENUES</b>				<b>3,404,000</b>	<b>4,952,683</b>	<b>5,543,396</b>	<b>3,294,000</b>
<b>EXPENDITURES:</b>							
101-51500-411000	BUILDING OFFICIAL WAGES				70,611	84,733	124,100
101-51500-412000	BUILDING & ZONING WAGES			\$ 381,937	189,655	227,586	241,908
101-51500-412007	ALLOCATED SALARIES			51,500	58,008	69,609	136,532
101-51500-421000	PAYROLL TAXES			29,218	23,704	28,445	27,849
101-51500-422300	401A TOWN CONTRIBUTIONS			28,645	18,319	21,983	27,303
101-51500-422400	DEFINED BENEFIT PLAN			105,000	-	-	105,000
101-51500-423000	MEDICAL & LIFE INSURANCE			94,000	70,396	84,476	94,000
101-51500-423300	DISABILITY INSURANCE			5,000	2,328	2,794	5,000
101-51500-423400	LONG-TERM CARE INSURANCE			4,000	3,005	3,606	4,000
101-51500-431000	PROFESSIONAL FEES			393,190	464,899	557,879	905,000
101-51500-431100	COMPUTER CONSULTING			25,000	30,704	36,845	35,000
101-51500-431400	PRE-EMPLOYMENT			-	65	65	100
101-51500-434007	STATE & COUNTY FEES			85,000	59,120	70,944	85,000
101-51500-442000	UNIFORMS			4,800	1,890	2,268	2,500
101-51500-443000	UTILITIES			3,000	12,843	15,412	13,500
101-51500-445000	INSURANCE			35,000	20,417	24,500	35,000
101-51500-446000	REPAIRS & MAINTENANCE			2,000	5,882	7,059	8,000
101-51500-449000	MISCELLANEOUS			1,000	-	-	-
101-51500-449002	EDUCATION REIMBURSEMENTS			2,500	-	-	-
101-51500-450000	VEHICLE MAINTENANCE			1,000	299	359	1,000
101-51500-450100	GASOLINE			2,000	138	166	500
101-51500-451000	OFFICE EXPENSES			80,000	22,548	27,057	50,000
101-51500-452000	OPERATING SUPPLIES			1,000	6,696	8,036	8,000
101-51500-454000	DUES, SUBSCRIPTIONS & TRAINING			12,500	1,652	1,983	5,000
101-51500-461000	NEW VEHICLE			56,000	-	-	56,000
101-51500-464000	NEW PERMITTING SOFTWARE			55,000	51,747	62,097	155,000
<b>TOTAL EXPENDITURES</b>				<b>1,458,290</b>	<b>1,114,926</b>	<b>1,337,899</b>	<b>2,125,292</b>
<b>NET INCOME</b>							<b>1,168,708</b>
<b>Source/(Use) of Fund Equity</b>				54,290	-	-	-
<b>ENDING FUND BALANCE</b>				<b>1,945,710</b>	<b>1,837,756</b>	<b>2,205,497</b>	<b>3,114,418</b>

## WATER & SEWER FUND STATEMENT OF REVENUES AND EXPENDITURES

Water and Sewer Utilities		BUDGET	ACTUAL	BUDGETED	ACTUAL	PROJECTED	PROPOSED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31, 2023	FY 2022-2023	FY 2023-2024
<b>FUND EQUITY (Unrestricted Net Assets)</b>							6,625,840
<b>REVENUES</b>							
010-00000-334900	GRANT REVENUE-FDOT & ARPA	920,000	500,000	222,127	-	-	-
010-00000-325105-SW0285	PELMAD DISTRICT		410,515	-	47,014	56,417	410,000
010-00000-325110	SANDERSON DISTRICT						
010-00000-325115	CURTIS DISTRICT						
010-00000-343300	UTILITY USER FEES-ADJUSTMENTS		-		(1,327)	(1,592)	-
010-00000-343301	RESIDENTIAL WATER FEES	47,645	39,846	41,000	36,974	44,369	45,000
010-00000-343302	RESIDENTIAL SEWER FEES	76,209	48,774	49,000	42,559	51,071	53,000
010-00000-343303	COMMERCIAL WATER FEES	2,727,296	3,307,011	3,180,000	2,529,236	3,035,083	3,180,000
010-00000-343304	COMMERCIAL SEWER FEES	3,045,555	3,345,502	3,400,000	2,821,548	3,385,858	3,550,000
010-00000-343305	LATE FEES	82,196	83,516	100,000	102,598	123,118	105,000
010-00000-343307	FIRE SPRINKLER BILLINGS	18,325	19,355	19,355	24,000	28,800	25,000
010-00000-343600	WATER & SEWER OTHER		100		-	-	-
010-00000-343601	JOINT USER FEES-PENNSUCO		118,425		-	-	-
010-00000-343602	INSTALLATION & CONNECTION FEES	92,000	84,145	115,000	65,160	78,192	90,000
010-00000-343603	SEWER SYSTEM MISCELLANEOUS CHARGES	19,000	14,400	14,400	70,246	84,295	70,000
010-00000-361000	INTEREST EARNINGS	10,000	37,191	16,000	250,843	301,012	50,000
010-00000-369000	MISCELLANEOUS		39,550		4,693	5,632	3,000
010-00000-369100	GAIN/LOSS ON EQUIPMENT SALE		10,100		-	-	-
<b>TOTAL BUDGETED REVENUES</b>		<b>7,038,226</b>	<b>8,058,429</b>	<b>7,159,882</b>	<b>5,993,544</b>	<b>7,192,253</b>	<b>7,581,000</b>
Fund Reserves		-	-	-	-	-	-
<b>TOTAL REVENUES</b>		<b>7,038,226</b>	<b>8,058,429</b>	<b>7,159,882</b>	<b>5,993,544</b>	<b>7,192,253</b>	<b>7,581,000</b>
<b>EXPENDITURES:</b>							
010-53600-411000	DIRECTORS WAGES	122,350	132,909	83,700	71,667	86,000	127,545
010-53600-412000	TECHNICAL STAFF WAGES	553,099	490,586	463,086	385,748	462,897	443,903
010-53600-412001	ADMINISTRATIVE STAFF WAGES	61,463	70,231	72,500	60,511	72,614	114,763
010-53600-412005	SALARIES & WAGES CAPITAL PROJECTS		17,113		15,260	18,312	-
010-53600-412006	SALARIES & WAGES FINANCE		19,792		54,978	65,974	-
010-53600-412007	WAGES ALLOCATED FROM GENERAL FUND	291,792	184,824	192,500	27,783	33,339	198,275
010-53600-412009	SALARIES & WAGES EXECUTIVE		21,876		57,090	68,508	-
010-53600-421000	PAYROLL TAXES	78,696	67,800	62,102	49,418	59,302	50,700
010-53600-422300	401A TOWN CONTRIBUTIONS	80,401	66,006	60,884	48,973	58,768	65,000
010-53600-422400	DEFINED BENEFIT PLAN	219,476	325,775	246,219	-	-	270,000
010-53600-422900	OPEB EXPENSE FOR RETIREES		50,031		-	-	-
010-53600-423000	MEDICAL & LIFE INSURANCE	115,211	230,654	297,044	234,780	281,736	315,000
010-53600-429000	OPEB EXPENSE FOR RETIREES		347,496		-	-	-
010-53600-423300	DISABILITY INSURANCE	7,444	7,030	7,300	6,290	7,548	83,000
010-53600-423400	LONG-TERM CARE INSURANCE	6,840	7,058	7,100	7,011	8,413	8,000
010-53600-431000	PROFESSIONAL FEES	265,000	396,381	400,000	639,425	767,310	750,000
010-53600-431100	COMPUTER CONSULTING	8,500	4,014	8,500	883	1,060	8,500
010-53600-431400	PRE-EMPLOYMENT		130	1,000	130	156	1,000
010-53600-432000	AUDITING	20,000	10,300	20,000	11,667	14,000	25,000
010-53600-438000	WATER PURCHASED	763,822	743,798	885,000	793,955	952,746	950,000
010-53600-439000	SEWER TREATED	2,086,975	1,099,034	1,400,000	1,315,686	1,578,824	1,600,000
010-53600-442000	UNIFORMS	9,300	7,957	8,500	4,825	5,790	8,500
010-53600-443000	UTILITIES	100,000	68,066	85,000	101,056	121,267	120,000
010-53600-445000	INSURANCE	113,000	116,654	115,000	67,083	80,500	115,000
010-53600-446000	REPAIRS & MAINTENANCE	10,000	5,379	5,000	11,345	13,614	15,000
010-53600-446010	WATER MAINTENANCE AND REPAIRS	177,000	129,098	175,000	236,874	284,249	300,000
010-53600-446020	SEWER MAINTENANCE AND REPAIRS	300,000	154,056	410,000	515,786	618,943	570,000
010-53600-449000	MISCELLANEOUS		2,072	1,000	-	-	1,000
010-53600-449002	EMPLOYEE EDUCATIONAL REIMBURSEMENT		7,617	2,000	1,488	1,786	2,000
010-53600-449010	FEC LICENSES	17,433	18,973	19,000	-	-	19,000
010-53600-449015	BAD DEBTS	24,234	14,674	18,000	-	-	18,000
010-53600-450000	VEHICLE MAINTENANCE	27,000	29,266	25,000	19,554	23,465	25,000
010-53600-450100	GASOLINE	26,000	17,524	22,000	19,952	23,942	28,000
010-53600-450200	HEAVY EQUIPMENT REPAIRS	12,000	12,419	16,000	17,718	21,262	60,000
010-53600-451000	OFFICE SUPPLIES	38,000	25,360	22,000	33,947	40,736	40,000
010-53600-452000	OPERATING SUPPLIES	15,000	17,468	14,000	15,232	18,278	19,000
010-53600-452001	SAFETY EQUIPMENT OPERATING SUPP		-	-	829	995	1,200
010-53600-452010	WATER METERS, PIPS AND OTHER SUPPLIES	87,000	2,369	30,000	820	984	30,000
010-53600-453000	ROAD MATERIALS	20,000	11,774	15,000	9,139	10,967	15,000
010-53600-454000	DUES, SUBSCRIPTIONS & TRAINING	9,500	21,534	20,000	9,885	11,862	20,000
010-53600-455000	SMALL EQUIPMENT	2,000	234	2,000	4,006	4,807	5,000
	CAPITAL OUTLAY	-	-	-	-	-	1,016,627
010-53600-459000	DEPRECIATION	800,000	665,404	812,832	-	-	-
010-53600-472000	PRINCIPAL & INTEREST EXPENSE	17,231	17,231	17,231	13,877	16,652	141,988
<b>TOTAL EXPENSES</b>		<b>6,833,263</b>	<b>5,290,470</b>	<b>6,041,498</b>	<b>4,864,670</b>	<b>5,837,604</b>	<b>7,581,000</b>
<b>Source/(Use) of Fund Equity</b>		<b>\$ 204,963</b>	<b>\$ 2,767,959</b>	<b>\$ 1,118,384</b>	<b>\$ 1,128,875</b>	<b>\$ 1,354,650</b>	<b>-</b>
<b>ENDING FUND EQUITY (Unrestricted Net Assets)</b>							<b>\$ 6,625,840</b>



## STORMWATER UTILITY FUND STATEMENT OF REVENUES AND EXPENDITURES

Stormwater Utilities – Operations							
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL	PROJECTED	PROPOSED
		FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
<b>FUND EQUITY (Unrestricted Net Assets)</b>							7,821,579
<b>REVENUES</b>							
030-00000-334900	GRANTS-PROJECT-0121	\$ 412,000	\$ -	\$ 412,000	\$ 150,000	180,000	\$ -
030-00000-334900	GRANTS-PROJECT-0107	500,000	-	200,000	-	-	-
030-00000-334900	GRANTS-PROJECT-0130		\$ -	125,000	-	-	-
030-00000-334900	GRANTS-VULNERABILITY ASSESSMENT		\$ -	174,600	-	-	-
030-00000-343300	UTILITY USER FEES	2,725,801	2,620,313	2,619,623	2,735,005	3,282,007	3,740,242
030-00000-361000	INTEREST EARNINGS	10,000	32,307	15,000	173,340	208,007	208,007
030-00000-361999	UNREALIZED INTEREST INCOME		-	-	4,046	4,855	-
030-00000-369000	MISCELLANEOUS		5,039	-	2,190	2,628	-
030-00000-325100-SW-0115	DISTRICT 01-79A	19,568	768,400	-	117,489	140,987	-
030-00000-325110	SANDERSON DISTRICT		-	-	-	-	-
030-00000-325115	CURTIS DISTRICT		-	-	-	-	-
030-00000-325105-SW-0285	DISTRICT 09-PELAMD	101,458	-	-	90,893	109,072	110,000
	<b>TOTAL REVENUES</b>	<b>3,768,827</b>	<b>3,426,059</b>	<b>3,546,223</b>	<b>3,272,964</b>	<b>3,927,557</b>	<b>4,058,249</b>
<b>EXPENSES</b>							
030-53800-412000	TECHNICAL STAFF WAGES	201,520	190,847	198,386	159,198	191,038	198,381
030-53800-412001	ADMIN WAGES		5,438	-	4,706	5,647	-
030-53800-412005	CAPITAL PROJECTS WAGES		29,947	-	24,947	29,936	-
030-53800-412006	FINANCE WAGES		14,045	-	40,143	48,171	-
030-53800-412007	WAGES ALLOCATED FROM GENERAL FUND	312,252	233,457	220,558	66,156	79,388	227,175
030-53800-412009	EXECUTIVE WAGES		13,929	-	39,270	47,124	-
030-53800-421000	PAYROLL TAXES	39,304	35,150	32,049	24,580	29,496	32,555
030-53800-422300	401A TOWN CONTRIBUTIONS	37,096	33,156	31,421	26,150	31,379	31,917
030-53800-422400	DEFINED BENEFIT PLAN	103,864	154,669	124,015	-	-	127,000
030-53800-422900	OPEB	42,546	19,717	-	-	-	-
030-53800-423000	MEDICAL & LIFE INSURANCE	130,195	90,909	114,000	94,252	113,102	120,000
030-53800-423300	DISABILITY INSURANCE	3,119	3,081	3,200	2,556	3,068	3,600
030-53800-423400	LONG-TERM CARE INSURANCE	5,729	4,948	5,500	4,981	5,978	6,000
030-53800-431000	PROFESSIONAL	125,000	229,381	275,000	130,031	156,038	276,200
030-53800-431100	COMPUTER CONSULTING	2,000	214	2,000	883	1,060	2,000
030-53800-431400	PRE-EMPLOYMENT		80	-	-	-	-
030-53800-432000	AUDITING	9,000	5,150	10,000	5,833	7,000	10,000
030-53800-442000	UNIFORMS	3,200	768	1,200	1,240	1,488	1,500
030-53800-443000	UTILITIES	12,000	12,160	12,000	9,958	11,949	12,000
030-53800-444000	RENTALS	2,300	-	-	-	-	-
030-53800-445000	INSURANCE	55,000	58,902	58,000	33,833	40,600	60,000
030-53800-446000	REPAIRS & MAINTENANCE	6,400	7,946	5,000	10,540	12,647	12,000
030-53800-446040	DRAINAGE SYSTEM R & M	24,000	19,810	167,949	-	-	167,000
030-53800-446050	CANAL MAINTENANCE	35,000	22,068	35,000	-	-	35,000
030-53800-449000	MISCELLANEOUS	-	-	-	-	-	-
030-53800-449015	BAD DEBTS	10,000	(17,237)	-	-	-	-
030-53800-450000	VEHICLE MAINTENANCE	12,000	16,797	10,000	7,036	8,443	12,000
030-53800-450100	GASOLINE	6,000	9,702	11,000	9,755	11,706	11,000
030-53800-450200	HEAVY EQUIPMENT REPAIRS	50,000	60,670	65,000	88,986	106,783	82,000
030-53800-451000	OFFICE SUPPLIES	6,000	1,790	4,500	2,694	3,233	4,500
030-53800-452000	OPERATING SUPPLIES	3,000	9,734	7,200	7,923	9,508	9,500
030-53800-453000	ROAD MATERIALS AND SUPPLIES	-	1,202	-	1,470	1,764	1,500
030-53800-454000	DUES, SUBSCRIPTIONS & TRAINING	3,000	2,122	3,000	475	570	3,000
030-53800-455000	SMALL EQUIPMENT	1,000	129	-	429	515	40,000
030-53800-459000	DEPRECIATION	550,000	491,155	550,000	-	-	-
030-53800-471000	DEBT SERVICE-MIAMI DADE BONDS	14,000	14,200	14,000	14,204	17,045	17,045
030-53800-472000	DEBT SERVICE-INTEREST	38,089	38,089	38,089	18,004	21,605	32,473
	DEBT PRINCIPAL REPAYMENT		-	-	-	-	141,948
	MIAMI DADE ANNEXED		-	-	-	-	86,758
	CAPITAL PROJECTS OUTLAY		-	-	-	-	2,253,628
	<b>TOTAL EXPENSES</b>	<b>1,842,614</b>	<b>1,814,125</b>	<b>1,998,067</b>	<b>830,234</b>	<b>996,281</b>	<b>4,017,679</b>
	<b>Source/(Use) of Fund Equity</b>	<b>\$ 1,926,213</b>	<b>\$ 1,611,934</b>	<b>\$ 1,548,156</b>	<b>\$ 2,442,730</b>	<b>\$ 2,931,276</b>	<b>\$ 40,570</b>
	<b>ENDING FUND EQUITY (Unrestricted Net Assets)</b>			<b>9,471,238</b>	<b>10,264,309</b>	<b>10,826,271</b>	<b>7,862,149</b>





**GENERAL FUND**

## GENERAL FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGETED	ACTUAL	PROJECTED	PROPOSED
		FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
	<b>AD VALOREM TAXES</b>						
	AD VALOREM TAXES DR-420	10,499,600		9,743,936			
	LESS VALUE ADJUSTMENTS	(250,000)					
001-00000-311000	AD VALOREM TAXES-CURRENT		10,293,731		9,812,523	9,812,523	14,798,911
001-00000-311100	AD VALOREM TAXES-DELINQUENT		126,090		75,656	75,656	-
	<b>TOTAL AD VALOREM TAXES</b>	<b>10,249,600</b>	<b>10,419,822</b>	<b>9,743,936</b>	<b>9,888,180</b>	<b>9,888,180</b>	<b>14,798,911</b>
	<b>INTERGOVERNMENTAL REVENUES</b>						
001-00000-312000	LOCAL OPTION SALES TAXES	67,530	99,962	91,173	76,092	91,310	103,289
001-00000-312100	LOCAL OPTION GAS TAXES	81,603	80,420	89,748	69,031	82,837	93,139
001-00000-312200	LOCAL OPTION SALES SURTAX	-	-	-	-	-	224,677
001-00000-335120	STATE REVEUE SHARING	22,543	27,851	29,511	21,251	25,501	34,177
001-00000-315000	COMMUNICATION SERVICE TAXES	547,167	521,394	578,986	412,604	495,124	558,858
001-00000-335140	MOBILE HOME LICENSES	4,400	4,998	4,781	4,232	5,079	5,000
001-00000-335150	ALCOHOLIC BEVERAGE LICENSES	16,000	13,384	16,000	16,665	19,999	18,000
	<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>739,243</b>	<b>748,010</b>	<b>810,199</b>	<b>599,875</b>	<b>719,850</b>	<b>1,037,140</b>
001-00000-312400	<b>LOCAL OPTION TRANSPORTATION SURTAX</b>	<b>42,251</b>	<b>59,900</b>	<b>54,204</b>	<b>43,702</b>	<b>52,442</b>	<b>54,200</b>
	<b>FRANCHISE FEES</b>						
001-00000-323100	FRANCHISE FEE-ELECTRIC-FPL	1,300,000	1,773,631	1,640,000	1,258,936	1,510,723	2,000,000
001-00000-323400	FRANCHISE FEES-GAS-FPL	58,000	73,316	60,000	62,436	74,923	80,000
	<b>TOTAL FRANCHISE FEES</b>	<b>1,358,000</b>	<b>1,846,947</b>	<b>1,700,000</b>	<b>1,321,372</b>	<b>1,585,646</b>	<b>2,080,000</b>
	<b>UTILITY TAXES</b>						
001-00000-314100	UTILITY TAXES ELECTRIC-FPL	1,300,000	1,537,046	1,481,000	1,267,113	1,520,536	1,800,000
001-00000-314400	UTILITY TAXES GAS-VARIOUS	100,000	171,213	169,000	128,866	154,640	170,000
	<b>TOTAL UTILITY TAXES</b>	<b>1,400,000</b>	<b>1,708,259</b>	<b>1,650,000</b>	<b>1,395,979</b>	<b>1,675,175</b>	<b>1,970,000</b>
001-00000-323700	<b>LANDFILL HOST FEES-WASTE MANAGEMENT</b>	<b>1,941,399</b>	<b>2,077,235</b>	<b>1,950,000</b>	<b>1,796,428</b>	<b>2,155,714</b>	<b>2,250,000</b>
001-00000-321000	<b>BUSINESS TAX RECEIPTS</b>	<b>210,000</b>	<b>233,044</b>	<b>220,000</b>	<b>280,365</b>	<b>336,438</b>	<b>450,000</b>
	<b>OTHER FEES</b>						
001-00000-321001	CERTIFICATE OF USE	13,000	22,836	25,000	15,305	18,366	35,000
001-00000-321100	PRESSURE VESSEL FEES	31,000	37,226	35,000	68,775	82,530	50,000
001-00000-321200	CHANGE OF CONTRACTOR	1,125	1,530	990	-	-	-
001-00000-321300	ALARM REGISTRATION	30,000	28,540	28,963	26,441	31,729	35,000
001-00000-322015	ENGINEERING FEES		4,500	9,000	-	-	-
001-00000-322013	PLAN REVIEWS		1,043	2,086	-	-	-
001-00000-322300	COST RECOVERY		6,188	6,188	-	-	-
001-00000-329000	OTHER LICENSES, FEES & PERMITS	35,000	44,905	51,366	42,201	50,641	55,000
001-00000-329100	RIGHT OF WAY FEES	18,000	27,255	25,470	27,090	32,508	35,000
001-00000-329105	LOBBYIST FEES	1,740	2,200	2,640	2,100	2,520	3,000
001-00000-329110	ZONING LETTER		10,815	8,540	49,965	59,958	50,000
001-00000-329115	TECHNOLOGY & EDUCATION FEES	-	197,308	171,547	47,770	57,325	75,000
001-00000-341300	ADMINISTRATIVE FEES	2,700	3,363	5,000	-	-	-
001-00000-354100	ADMINISTRATIVE FEES CODE COMPLIANCE	-	6,875	-	150	180	-
	<b>TOTAL OTHER FEES</b>	<b>132,565</b>	<b>394,582</b>	<b>371,790</b>	<b>279,797</b>	<b>335,756</b>	<b>338,000</b>
	<b>BUILDING PERMITS</b>						
001-00000-322000	BUILDING PERMITS	1,121,852	3,012,376				
001-00000-322001	BUILDING PERMITS-RADON	46,813	79,124				
001-00000-322002	BUILDING PERMITS-CODE COMPLIANCE	39,519	83,783				
001-00000-322004	BUILDING PERMITS-MISCELLANEOUS	27,139	22,296				
001-00000-322005	BUILDING PERMITS-MECHANICAL	75,476	39,733				
001-00000-322006	BUILDING PERMITS-ELECTRICAL	141,015	122,344				
001-00000-322007	BUILDING PERMITS-PLUMBING	41,790	25,660	SEE SPECIAL REVENUE FUND	SEE SPECIAL REVENUE FUND	SEE SPECIAL REVENUE FUND	SEE SPECIAL REVENUE FUND
001-00000-322008	BUILDING PERMITS-ROOFING	202,560	55,822				
001-00000-322009	BUILDING PERMITS-PAVING & DRAINAGE	9,307	78,718				
001-00000-322010	BUILDING PERMITS-IMAGING	-	214				
001-00000-322011	BUILDING PERMITS-SIGN	671	-				
001-00000-322012	BUILDING PERMITS-FENCE	-	-				
001-00000-322014	BUILDING PERMITS-EDUCATION	1,934	18,554				
	<b>TOTAL BUILDING PERMITS</b>	<b>1,708,076</b>	<b>3,538,626</b>				
001-00000-324320	<b>IMPACT FEES-MIAMI DADE COUNTY</b>						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGETED	ACTUAL	PROJECTED	PROPOSED
		FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
	<b>POLICE USER FEES</b>						
001-00000-342900	OFF DUTY REIMBURSEMENT	136,843	386,288	241,859	430,551	516,661	550,000
001-00000-342900	OTHER	11,362	-	8,328	-	-	-
001-00000-342900	FBI/IRS REIMBURSEMENTS	68,366	-	63,151	-	-	-
001-00000-342900	FALSE ALARMS	15,000	-	15,000	-	-	-
001-00000-342900	WORKERS COMPENSATION	85,000	-	-	-	-	-
001-00000-334901	FEMA-GUN RANGE	-	-	-	-	-	-
001-00000-362000	GUN RANGE USAGE	233,739	249,713	-	-	-	-
	<b>TOTAL POLICE USER FEES</b>	<b>550,310</b>	<b>636,001</b>	<b>328,338</b>	<b>430,551</b>	<b>516,661</b>	<b>550,000</b>
	<b>GRANT REVENUE</b>						
001-00000-334900	CDBG LAKESIDE COMMUNITY CENTER		680,752	200,000		-	-
001-00000-334900	FDOT TRANSPORTATION STUDY					-	-
001-00000-334900	MIAMI-DADE STUDY -0314	73,000				-	-
001-00000-334900	BULKHEAD WALL/TOBIE WILSON AREA	-					3,251,000
001-00000-334900	FEMA -COVID 19		-				-
001-00000-334900	MIAMI-DADE CARES ACT		-			-	-
001-00000-334900	FDOT SIDEWALK MP	80,000				-	-
001-00000-334900	DEO LAKESIDE SEAWALL LS 0304	690,000				-	-
001-00000-334900	NW 99 TERRACE FDOT GRANT			125,000			1,500,000
001-00000-334900	MEDLEY PALMETTO STATION PED WALKWAY			47,000			-
001-00000-334900	NWSRD NW116W-NW121W-FDOT			300,000			-
001-00000-334901	GRANT MONEY FROM FEMA		2,101				-
001-00000-334907	POLICE JAGD GRANTS		4,591				-
001-00000-334908	POLICE EXPLORER GRANT		25,000	-	23,882	23,882	-
	<b>TOTAL GRANT REVENUE</b>	<b>843,000</b>	<b>712,444</b>	<b>672,000</b>	<b>23,882</b>	<b>23,882</b>	<b>4,751,000</b>
	<b>JUDGEMENT AND FINES</b>						
001-00000-351000	JUDGEMENT AND FINES-TRAFFIC TICKETS	832,738	1,765,605	1,575,000	1,262,768	1,515,322	2,000,000
001-00000-359100	JUDGEMENT AND FINES-CODE COMPLIANCE	200,000	147,146	150,000	85,681	102,818	175,000
	<b>TOTAL JUDGEMENT AND FINES</b>	<b>1,032,738</b>	<b>1,912,751</b>	<b>1,725,000</b>	<b>1,348,449</b>	<b>1,618,139</b>	<b>2,175,000</b>
	<b>MISCELLANEOUS REVENUES</b>						
001-00000-361000	INTEREST INCOME	35,000	65,679	52,000	561,420	673,705	500,000
001-00000-361999	UNREALIZED INTEREST INCOME		-		1,014	1,216	1,500
001-00000-366001	DONATION FOR KIDS EVENTS		-		2,951	3,541	-
001-00000-366002	DONATION FOR SENIOR EVENTS		-		2,000	2,400	-
001-00000-366003	MYSC PROGRAM REGISTRATION FEES		-		100	120	-
001-00000-369000	MISCELLANEOUS	40,000	90,237	60,000	85,966	103,159	104,000
001-00000-369002	STREET NAMING				6,000	6,000	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>75,000</b>	<b>155,917</b>	<b>112,000</b>	<b>659,450</b>	<b>790,140</b>	<b>605,500</b>
001-00000-362001	<b>LAKESIDE RENT</b>	<b>194,770</b>	<b>202,060</b>	<b>205,000</b>	<b>161,310</b>	<b>193,572</b>	<b>206,000</b>
001-00000-369100	<b>SALE OF SURPLUS PROPERTY</b>				26,185	26,185	-
001-00000-369300	SALE OF LAND				5,688,380	5,688,380	-
	<b>TOTAL SURPLUS</b>				<b>5,714,565</b>	<b>5,714,565</b>	
001-00000-384000	<b>DEBT PROCEEDS</b>		<b>9,546,800</b>				
	<b>SPECIAL ASSESSMENT DISTRICTS-REVENUE</b>						
001-00000-325100	DISTRICT 01-79AVE	234,813	176,110	176,110	176,110	176,110	176,110
001-00000-325105	DISTRICT PELMAD		175,449	175,449	175,421	175,421	175,421
001-00000-325110	SANDERSON DISTRICT		-	-			-
001-00000-325115	CURTIS DISTRICT		-	-			-
	<b>TOTAL SPECIAL ASSESSMENT DISTRICTS-REVENUE</b>	<b>234,813</b>	<b>351,558</b>	<b>351,559</b>	<b>351,531</b>	<b>351,531</b>	<b>351,531</b>
	TRANSFERS IN						561,982
	<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 20,711,765</b>	<b>\$ 24,997,157</b>	<b>\$ 19,894,026</b>	<b>\$ 24,295,437</b>	<b>\$ 25,957,692</b>	<b>\$ 32,179,264</b>





**GENERAL FUND EXPENDITURE  
BY DEPARTMENT**

## **Town Council**

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### **Department Objective**

The Town Council is the legislative body that governs the Town and has a fiduciary responsibility to the citizens. The Town councilmembers also serves on the Town's Foundation Board.

**Town Council.** As set by the Town Charter, the Town Council consists of 5 members, the Mayor and 4 Councilmembers. These individuals serve in the capacity of elected officials for the voters of the Town and act as the legislative body of the municipality. Councilperson terms are for four years with two seats up for election every two years. There are no limits on the number of terms a Councilperson can serve. Regular Council meetings are held on the first Mondays of each month at 07:00PM. Special sessions are held as needed.

Benefits include full medical coverage, life insurance and pension. The Council's responsibilities include but not limited to approving the annual budget by ordinance; reviewing and adopting resolutions and ordinances; promote a diverse and strong local economy that attracts businesses and jobs; foster and maintain a strong sense of community, identity and of place, and set all Town policies and procedures.

### **Mayor**

The Mayor is a voting member of the Town Council and acts as the Chief Executive Officer of the Town. The mayor presides at the meetings of the Town Council and is recognized as the head of the Town government. The mayor is responsible for but not limited to implementing the policies and directives of the will of the majority of the Town Council, including adherence to all rules, regulations and policies, preparation, and submission of an annual budget, ensure the fiscal health of the Town, and to monitor all department activities. Terms are for four years. There are no limits on the number of terms the mayor can serve.

### **Budget Highlights**

- The Town Council program includes salaries for the four Councilmembers. The Council member's salaries have been increased by 3% in this budget.
- The budget includes the benefits, such as health insurance, pension, and operating expenditures.

**Town Council**

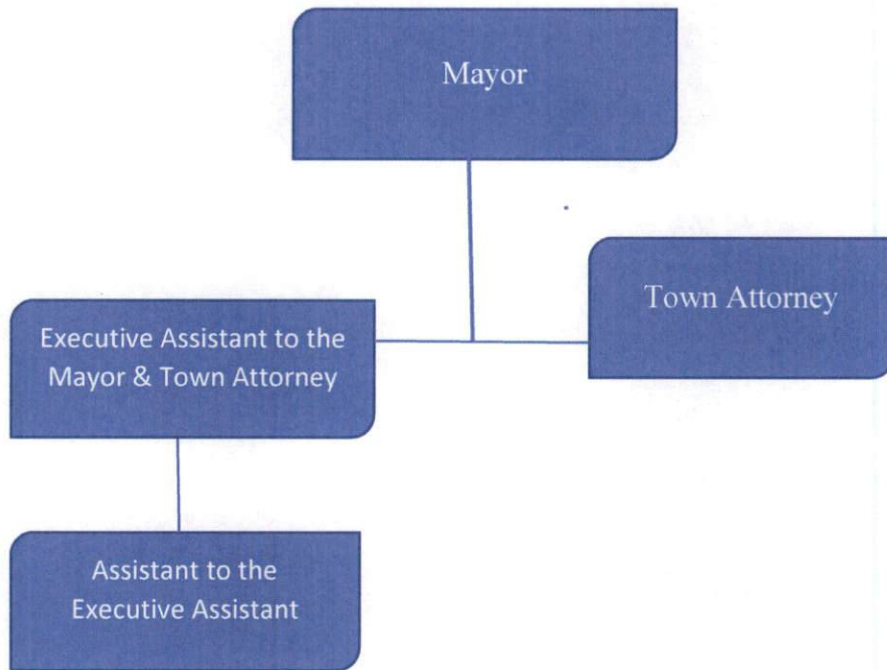
**Budget Summary**

ACCOUNT DSCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGETED FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
COUNCIL WAGES	284,070	225,595	288,486	195,323	234,387	241,518
PAYROLL TAXES	-	-	-	14,646	17,575	18,114
401A TOWN CONTRIBUTIONS	-	-	-	6,218	7,462	21,636
LIFE AND HEALTH INSURANCE		-	50,000	58,840	70,608	74,138
DISABILITY INSURANCE	-	-	-	-	-	500
UNIFORMS	-	-	-	984	1,181	2,000
UTILITIES & TELEPHONE	-	-	-	842	1,010	1,000
GASOLINE	-	-	-	14	17	20
OFFICE SUPPLIES & POSTAGE	-	-	-	1,559	1,871	2,000
DUE, SUBSCRIPTIONS & TRAINING	-	-	-	7,170	8,604	8,700
	\$ 284,070	\$ 225,595	\$ 338,486	\$ 285,597	\$ 342,716	\$ 369,626



**Executive Office**

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**Executive Office – 3 FTEs**

## Executive Office

---

### **Department Objective**

The objective of the Executive Office is to support the Town Council vision, mission and strategic direction and ensure that the Town of Medley provides the services and infrastructure necessary for high quality of life for its citizens and businesses.

The Mayor is a voting member of the Town Council and acts as the Chief Executive Officer of the Town. The Mayor is responsible for but not limited to implementing the policies and directives of the will of the majority of the Town Council, including adherence to all rules, regulations and policies, preparation, and submission of an annual budget, ensure the fiscal health of the Town, and to monitor all department activities.

### **Budget Highlight**

- The Executive Office includes the Mayor, Executive Assistant to the Executive Assistant to the Mayor/Town Attorney, Receptionist, and Administrative Assistant.
- Estimated time worked by these individuals for the Enterprise Funds and Special Building Fund are transferred.
- There have been no significant changes in the Executive Office.

## Executive Office

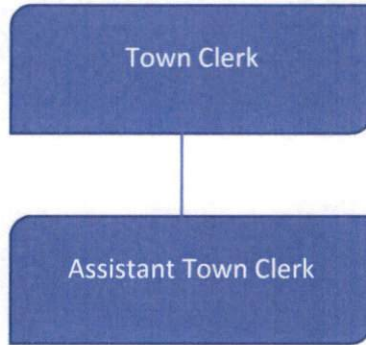
### Budget Summary

ACCOUNT DESCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGETED FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
EXECUTIVE OFFICE WAGES	468,051	366,718	377,917	141,190	169,427	230,872
RECEPTIONIST WAGES				7,197	7,197	-
EXECUTIVE OFFICE STAFF WAGES				65,877	79,053	125,405
PAYROLL TAXES				22,166	26,599	27,179
401A TOWN CONTRIBUTIONS				8,000	9,600	27,368
DEFINED BENEFIT PLAN						2,500
LIFE AND HEALTH INSURANCE			50,000	57,420	68,904	72,000
DISABILITY INSURANCE						2,500
LONG-TERM CARE INSURANCE						7,000
PROFESSIONAL FEES						261,000
COMPUTER CONSULTANT						-
PRE-EMPLOYMENT						-
PROGRAM			7,000			7,000
MEDICAL TRANSPORTATION			See Hot Meal Program Budget			6,000
UNIFORM			1,500			2,250
UTILITIES & TELEPHONES				1,325	1,590	1,650
EMPLOYEE EDUCATION ASSISTANCE				1,032	1,032	1,500
GASOLINE				152	183	200
OFFICE SUPPLIES & POSTAGE				15,231	18,277	20,000
OPERATING SUPPLIES				2,397	2,877	3,000
DUE, SUBSCRIPTIONS & TRAINING				5,553	6,663	7,000
	468,051	366,718	427,917	327,539	391,402	804,423



**Town Clerk**

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**Town Clerk - 2 FTEs**

## Town Clerk

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### **Department Objective**

The Town Clerk Department serves as the Corporate Secretary of the Town, the official Secretary of the Legislative body, the official records custodian of the Town, and the supervisor of elections. The objective is to receive, organize, maintain, preserve, and disseminate the Town current and historical knowledge.

The Town Clerk Department ensure that all public meetings are properly notice to the public and maintains an accurate record of all public hearings.

<b>Summary of Services Provided</b>
<b>Official Proceedings Management</b>
Process items presented to the Town Council for official action and follow-up. Prepares a written summary of official proceedings and actions taken by the Town Council and Board. Ordinance and resolutions are distributed under this function.
<b>Records Management</b>
Coordinates retention and destruction of official records. This function includes maintenance of the Town Code and distribution of supplements. Part of this program is to provide information to other departments, citizens, etc. by searching through town records. An integrated document management system captures official town documents, minutes, and agendas in an electronic format, establishes workflow for processing the agenda, and facilitate research of information.
<b>Liens</b>
Files liens and release of liens.
<b>Elections</b>
Establishes the election schedule for municipal elections and coordinates election activities with the supervisor of elections.
<b>Legislative/Lobbyist</b>
Coordinates the Town's legislative priorities and appropriation requests with federal and state lobbyists and tracks proposed legislation through both House and Senate.
<b>Insurances</b>
Responsible for Risk Management, Workman's Comp and Auto claims.
<b>Lakeside Retirement Community</b>
The Clerk is the operational manager for the Lakeside retirement community.

### **Budget Highlights**

- The Clerk's office is supported by two (2) full time positions.
- Each employee provides service for the Enterprise Funds and the Building Fund which are separately budgeted.

**Town Clerk**

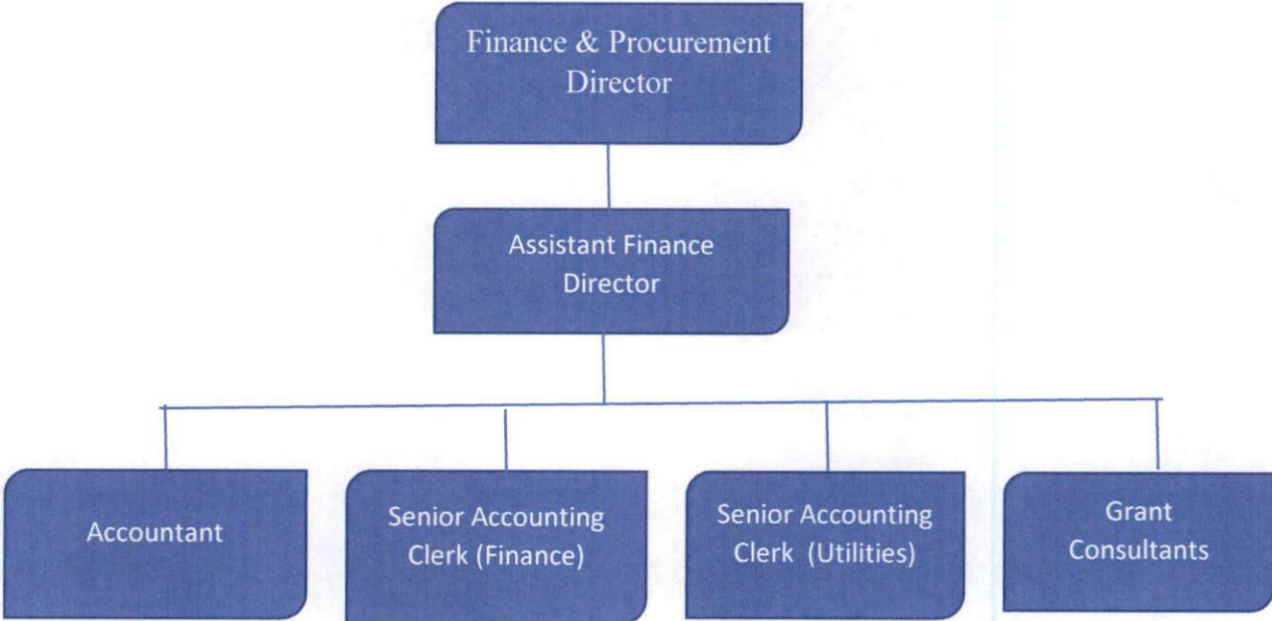
**Budget Summary**

ACCOUNT DSCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGETED FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
CLERK WAGES						168,310
PAYROLL TAXES						12,608
401A TOWN CONTRIBUTIONS						12,700
DEFINED BENEFIT PLAN						
MEDICAL & LIFE INSURANCE						10,000
DISABILITY INSURANCE						100
LONG-TERM CARE INSURANCE						2,000
PROFESSIONAL FEES					SEE EXECUTIVE OFFICE BUDGET	-
UNIFORM						1,000
UTILITIES & TELEPHONES						1,000
GASOLINE						150
OFFICE SUPPLIES & POSTAGE						2,000
OPERATING SUPPLIES						2,000
DUES, SUBSCRIPTIONS & TRAINING						8,000
			-			219,868



**Finance Department**

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**Finance – 5 FTEs**

## Finance Department

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### **Department Objective**

The objective of the Finance Department is to serve the Town of Medley with effective coordination of the fiscal management of the Town by efficiently providing timely, responsive, and comprehensive financial planning, support services and reporting to all Town departments, Town Executive Team, the Town Council, Citizens, Businesses, and Community Partners.

<b>Summary of Service Provided</b>
<p><b>Finance</b></p> <p><b><u>Administration</u></b> – Responsible for the effective coordination of all Town financial and accounting function to provide dependable, timely, and accurate financial information to the stakeholders of the organization including the Town Council, Town Management, Town Citizens, and Businesses, as well as outside customers. The Administration function is responsible for the daily management of the Town’s cash flow and invests the funds to maximize investment earnings within safety and liquidity parameters. The Administration function is also responsible for the oversight of the investments of the General Employees’ and Police’ Pension Funds.</p> <p>The Department sets financial policies for the overall management of the Town. Operating independently of changing circumstance and conditions, these polices assist the decision-making process of the Mayor and Town Council, and Administration. Send out invoices for False Alarm, and Miscellaneous invoices such as additional coverages for long term care. Red light camera administration.</p>
<p><b><u>Debt &amp; Specialized Accounting</u></b> – The Debt &amp; Specialized Accounting is responsible to coordinate and monitor the debt issued by the Town and provides Town management with accounting and financial analysis for special projects as needed.</p>
<p><b><u>Accounting</u></b> – Accounting is responsible for coordinating the maintenance and operation of the computerized financial records system, the maintenance of the official accounting records, asset management and filing of all non-payroll returns. The Accounting function is also responsible for the prompt and accurate payment of the Town’s financial obligations, the prompt and accurate recording of the monies the Town receives, and the coordination with departments in accounting for grants. The financial operations of the Town include accounts payable, accounts receivables, utility bills, audits, budgeting, capital projects accounting, cash management, collections, debt administration, financial analysis, financial reporting, preparation of applicable local, state, and federal reports, fixed asset reporting, payroll processing, revenue &amp; expenditure forecasting and monitoring and risk management.</p>
<p><b><u>Payroll</u></b> – Payroll is responsible for the administration of employee and pension payrolls, maintaining compliance with IRS, Social Security Administration, Worker’s Compensation, and Unemployment rules and regulations; working with Pension organization in getting employee pension entitlement calculations; and the processing of all garnishments, tax levies, and child support orders for Town employees and pensioners.</p>



## **Finance Department**

**Employee Benefits** – Coordinate employee open enrollment and is responsible for Employee Pension Plan, Money Purchase Pension Plan (401A), Deferred Compensation Plan (457K), financial/retirement planning, health, dental, vision, life and disability insurance programs, analyzing, evaluating negotiating benefit services and coverage with providers, vendors, and consultants; wellness initiatives aimed at improving the health of Town employees; meet the regulatory reporting requirements of the Affordable Care Act, oversee the Employee Navigator and BS&A Payroll software modules.

**Procurement** – Procurement is responsible for the centralized management of the procurement function in order to maximize the Town’s purchasing power. The program provides standard purchasing guidelines and ensures fair and equitable treatment of Town vendors. The program also administers the procurement card process.

### **Budget**

Offer accurate financial planning information to the Town’s management team, the Town Council, other Town departments, Town citizens and businesses in order to increase confidence in Town leadership and provide comprehensive budgeting data to all customers.

Budget prepares and presents the Town’s annual Operating and Capital Improvement Budget, as well as ensure the Town’s compliance with the State of Florida’s “Truth-in-Millage” (TRIM) act to inform how proposed changes may affect property owners’ property taxes.

### **Risk Management**

The Finance Department work closely with the Legal Office to protect the Town’s assets from risks of accidents or loss, and to assist employees in performing their jobs safely. The department monitors the Town’s general liability, auto liability, commercial property, and Workers’ Compensation insurance.

### **Grants Management**

Coordinate with the various departments and with the Town Grant Writers consultants. Provide information as needed per Grantor. Ensure that the grant requirements are met for procuring services and reporting purposes. Create policies for procurement, financial tracking of grant project related expenditures and revenues in the Town financial software, reconcile grant revenue and reimbursement request with Grantor financial system. Prepare the Schedule of Expenditures of Federal, State and Local Awards for financial auditor.



## Finance Department

### Budget Highlights

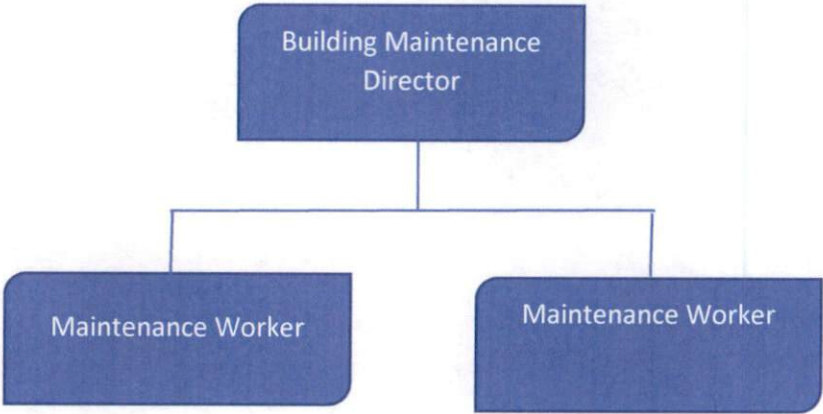
- The Finance Department is supported by 4 full time positions, one staff is exclusively for the Utility departments. The department seek to add 1 full time position to the 2023/24 budget.
- Each employee perform work for the Enterprise Funds and the Building Fund which are separately budgeted. Estimated time worked for these funds are allocated to those funds.
- Operating expenditure includes fees for external audit services, financial advisory services as needed, other post-employment benefits (OPEB) Actuary Report and consulting fees, and for disclosure monitoring consulting.

### Budget Summary

ACCOUNT DSCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGETED FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
FINANCE DEPT. WAGES	190,268	157,064	191,618	136,338	163,606	105,560
FINANCE DEPT. STAFF WAGES			-	27,403	32,883	193,899
PAYROLL TAXES			90,235	32,084	38,501	22,549
401A TOWN CONTRIBUTIONS			88,700	63,708	76,450	20,000
DEFINED BENEFIT PLAN			313,366	-	-	269,763
LIFE AND HEALTH INSURANCE			30,000	60,433	72,520	76,000
DISABILITY INSURANCE			6,500	6,145	7,373	1,700
LONG-TERM CARE INSURANCE			19,000	20,437	24,524	3,000
PROFESSIONAL FEES			230,000	469,088	562,906	30,000
COMPUTER CONSULTANT			60,000	59,504	71,405	136,500
AUDITING			62,223	86,500	86,500	95,000
UNIFORM			1,500	1,500	1,500	2,000
UTILITIES & TELEPHONES			125,000	98,462	118,155	125,000
INSURANCE			930,590	933,381	1,120,057	960,000
EMPLOYEE EDUCATION ASSISTANCE			5,000			-
GASOLINE			7,000	-	-	50
OFFICE SUPPLIES & POSTAGE			111,919			25,000
OPERATING SUPPLIES			25,000	25,273	30,328	25,000
DUE, SUBSCRIPTIONS & TRAINING			45,000	43,449	52,139	8,000
	190,268	157,064	2,342,651	2,063,705	2,458,846	2,099,021

**Building Maintenance Department**

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**Building Maintenance – 3 FTEs**

## Building Maintenance Department

### Department Objective

The Building Maintenance Department provides services and comprehensive maintenance programs for the Town-owned buildings and structures. The program provides the maintenance and repair of primary and secondary building components and system. Emphasis is placed on ensuring that all town-owned facilities remain hazard-free, in optimum working condition, and aesthetically pleasing.

### Budget Highlight

- The Building Maintenance Department is supported by three (3) full time position.
- Each employee provide service for the Enterprise Funds and the Building Fund which are separately budgeted.

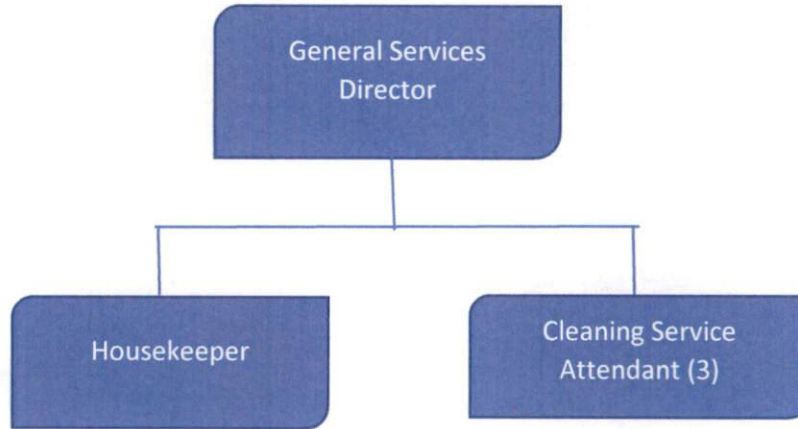
### Budget Summary

ACCOUNT DSCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGETED FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
BUILDING MAINTENANCE WAGES	163,323	128,492	160,649			155,946
PAYROLL TAXES						11,479
401A TOWN CONTRIBUTIONS						
DEFINED BENEFIT PLAN						
MEDICAL & LIFE INSURANCE			100,116			
DISABILITY INSURANCE						
LONG-TERM CARE INSURANCE						2,000
PROFESSIONAL FEES						-
REPAIRS & MAINTENANCE	125,000	73,092	87,710			92,000
UNIFORM						1,500
UTILITIES & TELEPHONES						1,000
VEHICLE MAINTENANCE	15,000	9,983	11,980			10,000
GASOLINE						2,000
OFFICE SUPPLIES & POSTAGE						500
OPERATING SUPPLIES						
	303,323	211,567	360,455	-	-	276,425



## General Service Department

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**General Services – 2 FTEs and 3PTEs**

## General Service Department

### Department Objective

The department support the custodial services of Town Hall and the Police Administration Building, the Public Working Administration Building, Parks and Recreational building, gym facilities with the emphasis on ensuring that these facilities remain in an optimum condition and are aesthetically pleasing.

### Budget Highlight

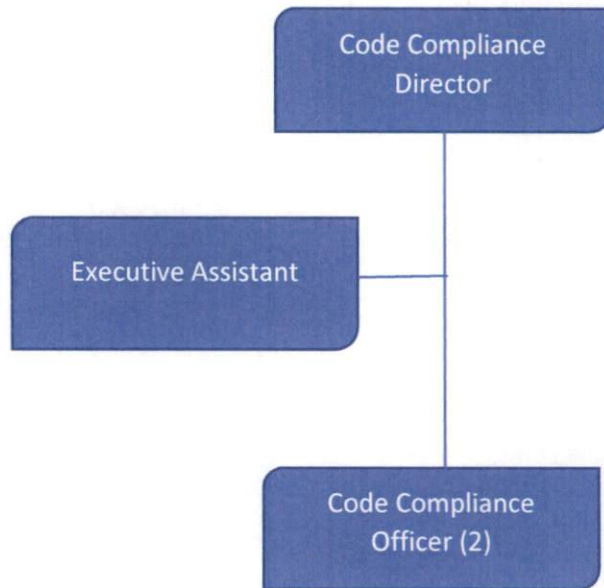
- The General Service Department is supported by two (2) full time positions and three (3) part-time positions.
- Each employee provides services for the Enterprise Funds and the Building Fund which are budgeted separately.

### Budget Summary

ACCOUNT DSCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGETED FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
GENERAL SERVICES WAGES			150,307			195,829
PAYROLL TAXES						14,813
401A TOWN CONTRIBUTIONS						14,687
DEFINED BENEFIT PLAN						-
MEDICAL & LIFE INSURANCE						45,000
DISABILITY INSURANCE						6,500
LONG-TERM CARE INSURANCE						5,000
HOMECARE SERVICES (CLEANING)						20,000
UNIFORMS						1,200
UTILITIES						5,000
VEHICLE MAINTENANCE						10,000
GASOLINE						7,000
OFFICE SUPPLIES						120,000
OPERATING SUPPLIES						25,000
	\$ 2,491,424	\$ 1,921,888	\$ 150,307			\$ 470,029

## Code Compliance Department

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**Code Compliance – 4 FTEs**



## Code Compliance Department

### Department Objective

The Code Compliance Department is responsible for attaining compliance with the various town codes. The department ensures that owners maintain properties in compliance with community standards established in the Code of Ordinances. The program is both compliant driven and proactive and focuses on various aspects of property maintenance such as overgrowth, yard parking, debris, etc. The Program strives to achieve voluntary compliance. Absent voluntary compliance, code inspectors initiate enforcement.

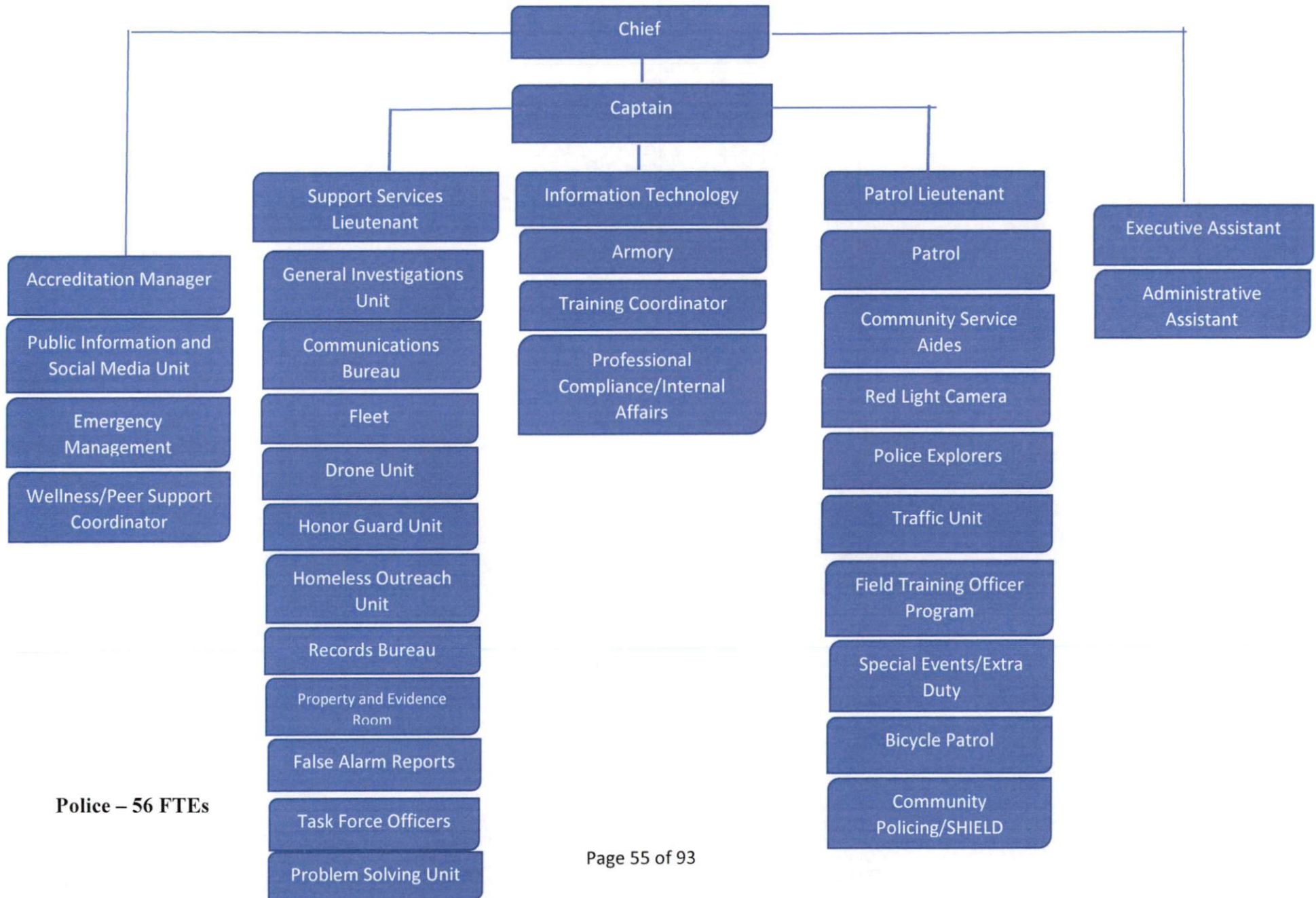
### Budget Highlight

- Code Compliance is currently supported by two (2) full time positions. The department seek to add two (2) additional position for the 2023-2024 budget year.
- Works in conjunction with the Building Department.

### Budget Summary

ACCOUNT DESCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGET FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
DEPT HEAD SALARY	-	-	-	66,178	79,414	97,698
CODE COMPLIANCE WAGES	172,767	110,717	139,745	39,746	47,696	140,000
PAYROLL TAXES	13,217	8,391	10,690	7,976	9,571	11,401
401A TOWN CONTRIBUTIONS	12,958	9,788	10,481	9,300	11,160	11,005
DEFINED BENEFIT PLAN	39,615	10,879	21,622	-	-	25,000
MEDICAL & LIFE INSURANCE	46,649	27,153	31,834	42,243	50,692	31,834
DISABILITY INSURANCE	1,510	820	1,014	1,251	1,501	1,200
LONG-TERM CARE INSURANCE	2,198	1,890	2,257	2,256	2,708	3,000
PROFESSIONAL FEES	135,000	142,234	80,000	85,971	103,165	80,000
COMPUTER CONSULTING	1,000	4,108	3,000	2,871	3,445	3,500
UNIFORMS	2,400	1,328	800	1,097	1,317	1,500
UTILITIES	3,200	2,144	3,000	946	1,135	3,000
REPAIRS & MAINTENANCE	-	-	-	306	368	-
MISCELLANEOUS	1,000	136	200	-	-	200
EMPLOYEE EDUCATION ASSISTANCE	4,400	-	-	1,024	1,229	-
VEHICLE MAINTENANCE	2,000	2,492	2,500	0	0	2,500
GASOLINE	1,400	745	1,200	444	533	2,500
OFFICE SUPPLIES	3,500	2,841	2,144	8,367	10,040	2,250
OPERATING SUPPLIES	-	25	-	832	999	700
DUES, SUBSCRIPTIONS & TRAINING	2,000	2,310	3,000	-	-	3,000
	\$ 444,814	\$ 328,001	\$ 313,487	\$ 270,811	\$ 324,973	\$ 420,288

# Police Department



Police – 56 FTEs



## Police Department

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### **Department Objective**

The objective of the Police Department is to consistently provide effective, professional, and dependable law enforcement services for every citizen, business, and visitor within the Town of Medley. The Police Department operates with a community policing philosophy that seeks to further the Town Council's Strategic Direction of providing cost effective municipal services that reinforce the Town of Medley's standing as a safe community for the Town's residents and visitors. The Police Department is accredited by the Commission for Florida Law Enforcement Accreditation (CFA). The Police Department continually prepares and trains for emergencies and disasters.

<b>Summary of Services Provided</b>
<b>Office of the Chief/Command Staff</b>
<b>Criminal Investigations</b> The General Investigation Unit for the Medley Police Department is a specialized division responsible for conducting in-depth investigations into a wide range of criminal activities. This unit plays a crucial role in gathering evidence, identifying suspects, and building cases to support prosecution. Detectives within the Medley Police Department's General Investigation Unit are trained to handle various types of cases, including Robberies, Fraud, Commercial/Residential Burglaries, Sexual Assaults, and other serious crimes. They work closely with other law enforcement agencies, forensic experts, and prosecutors to ensure a thorough and comprehensive investigation process. The primary goal of the unit is to bring offenders to justice and contribute to maintaining public safety and order in the community.
<b>Patrol</b> The Patrol Division is the foundation of the department's community policing philosophy, through direct and focused interaction with residents and business community. The Patrol Division is tasked with the deployment of uniform personnel to provide and efficient response to crime and quality of life issues.
<b>Support Services</b>
<b>Communications Section</b> The Communications Section supports the optimal use and timely response of employees and resources through the dispatch and coordination of department resources, oversees the Computer Aided Dispatch system that allow for measures of department performance, and is able to operate a reliable, interoperable radio system that allows for an efficient response during a disaster or emergency.

### **Budget Highlights**

- The Police Department is supported by 56 full time equivalent (FTEs) position. The department seek to add an additional 5 FTE position for the fiscal year 2023/2024.



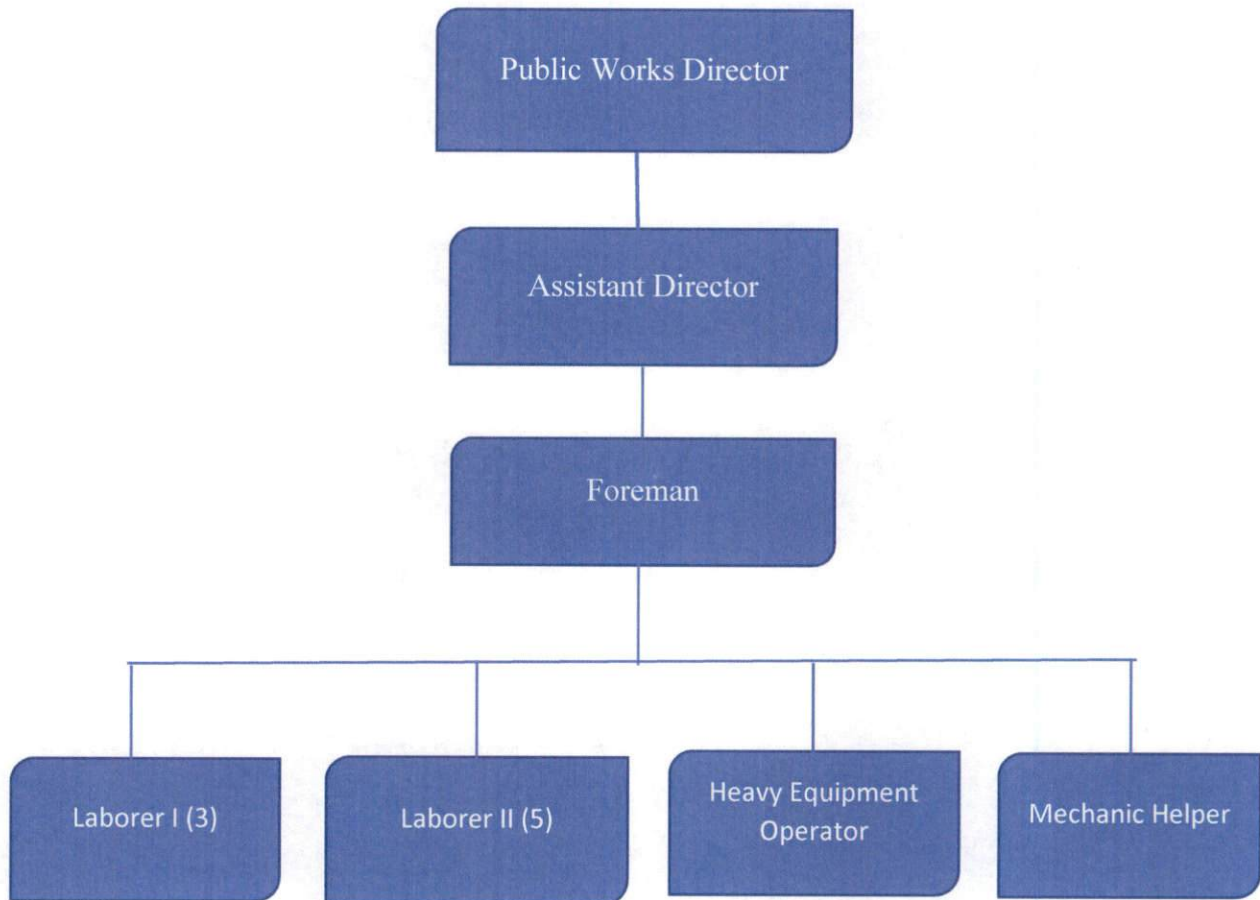
- Debt Service expenditures for the cost of the new patrol vehicles are estimated at \$86,400 for the fiscal year 2023/24. This a new line item.

**Budget Summary**

ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL	PROJECTED	PROPOSED FY
	FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31, 2023	FY 2022-2023	2023-2024
COMMAND STAFF WAGES	\$ 577,220	\$ 454,833	\$ 594,557	\$ 497,532	\$ 597,038	\$ 568,952
POLICE OFFICERS WAGES	3,121,130	2,589,122	3,411,419	2,909,823	3,491,787	3,592,715
COMM. OFFICERS WAGES	365,878	273,904	357,555	280,016	336,020	285,867
ADMINISTRATIVE WAGES	242,816	119,644	148,795	132,852	159,422	201,740
OFF DUTY PAY	-	-	216,888	324,714	389,656	225,000
GENERAL SERVICES PD			-	67,085	80,502	78,000
GENERAL SERVICES WAGES	69,894	52,170	74,988	-	66,416	-
SERVICE AIDES		27,166	52,380	44,668	53,602	61,743
PAYROLL TAXES	345,848	274,395	366,939	317,834	381,401	328,000
401A TOWN CONTRIBUTIONS	38,763	26,854	40,929	31,244	37,493	45,000
DEFINED BENEFIT PLAN	725,000	833,332	800,000	-	800,000	900,000
DEFINED BENEFIT PLAN-GENERAL	114,864	85,048	102,057	-	102,057	110,000
MEDICAL & LIFE INSURANCE	1,518,559	1,149,368	1,351,000	1,158,559	1,390,271	1,500,000
DISABILITY INSURANCE	31,991	28,267	34,938	34,858	41,829	36,000
LONG-TERM CARE INSURANCE	20,841	16,650	19,980	21,371	25,645	22,000
PROFESSIONAL FEES	510,000	436,603	410,000	356,678	428,013	475,584
COMPUTER CONSULTING	75,000	25,048	30,000	36,736	44,084	30,000
PRE-EMPLOYMENT & PHYSICALS	6,000	3,753	4,253	3,985	4,253	11,432
INVESTIGATIONS	5,000	1,273	3,000	655	786	-
INVESTIGATIONS-HIDTA	1,000	1,832	-	3,879	4,655	-
PROGRAM	20,000	4,563	9,000	6,145	7,374	8,400
EXPLORER PROGRAM	5,000	692	8,000	3,841	4,610	5,000
UNIFORMS	40,000	28,883	36,600	31,380	37,656	73,853
UTILITIES	129,000	110,170	120,000	109,037	130,844	131,920
RENTALS HIDTA	12,000	7,000	10,000	10,932	13,118	13,200
INSURANCE	10,000	26,338	22,000	14,113	16,935	15,000
REPAIRS & MAINTENANCE	12,000	14,191	15,000	17,731	21,277	15,000
MISCELLANEOUS	5,000	3,057	4,432	1,451	1,741	2,250
EDUCATIONAL ASSISTANCE	5,000	(2,721)	4,000	5,206	6,248	10,000
BAD DEBTS		750	-	50	50	-
VEHICLE MAINTENANCE	94,500	91,607	90,000	117,545	141,054	120,420
GASOLINE	95,000	126,333	151,600	134,025	160,830	148,464
OFFICE SUPPLIES	85,000	176,576	185,000	197,684	237,221	247,990
OFFICE SUPPLIES-COVID 19			-			-
OPERATING SUPPLIES	76,500	104,303	45,000	56,036	67,243	93,916
AMMUNITION AND TARGETS	10,000	2,774	10,000	14,985	17,982	15,170
DUES, SUBSCRIPTIONS & TRAINING	40,000	31,179	37,000	20,896	25,075	30,250
SMALL EQUIPMENT		101	-	151	151	-
VEHICLE PURCHASE & EQUIPMENT			-			86,400
	<b>\$ 8,408,804</b>	<b>\$ 7,125,059</b>	<b>\$ 8,767,310</b>	<b>\$ 6,963,697</b>	<b>\$ 9,324,340</b>	<b>\$ 9,489,266</b>

## Public Works Department

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**Public Works – 13 FTEs**

## Public Works Department

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### **Department Objective**

The Public Works Department's (PWD) mission is to provide a safe and an aesthetically pleasing infrastructure for the residents, business owners, and visitors of the Town of Medley. The PWD is responsible for the maintenance of the Public Right-of-Way, Town Roads, Facilities, Beautification Projects, maintenance of certain railroad crossing and residential recycling. Furthermore, the Department oversees traffic and transportation operations, fleet maintenance, and sustainability efforts. The Department is also responsible for performing and monitoring many other duties to achieve the goal of providing exceptional public service.

<b>Summary of Services Provided</b>
<b>Administration and Maintenance</b>
Centralize long term and short-term management of the Town's rights of way and infrastructure. The maintenance division is responsible for the maintenance of the public right-of-way (ROW), ensuring assets with the right of way are maintained in good working condition. Responsible for the maintenance and repair of the Town's paved streets, and for the replacement and construction of sidewalks, curbs, and gutters, to ensure safe and well-maintained right-of-ways for the citizens and visitors of Medley.

### **Budget Highlights**

- The budget includes 1 Department Head, 1 assistant director, 10 full-time Staff, and 2 assistant foremen.
- There is no significant change in the program.



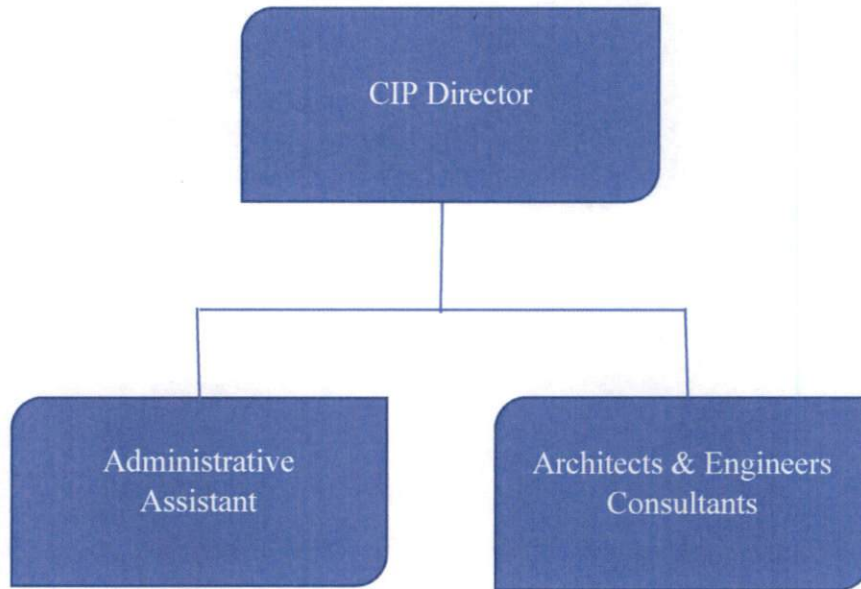
## Public Works Department

### Budget Summary

ACCOUNT DESCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGET BY 2022-2023	ACTUAL FY 2022-2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
PUBLIC WORKS DIRECTOR				154,209	185,051	102,123
PUBLIC WORKS WAGES	\$ 588,181	\$ 455,338	\$ 592,242	339,040	406,849	538,802
PUBLIC WORKS ALLOCATED WAGES	20,715	12,947	8,694	5,586	6,703	10,000
PAYROLL TAXES	46,581	34,816	45,972	37,110	44,532	47,807
401A TOWN CONTRIBUTIONS	45,667	38,802	45,070	45,425	54,510	48,000
DEFINED BENEFIT PLAN	142,727	126,325	151,591	-	-	175,000
MEDICAL & LIFE INSURANCE	198,222	192,298	230,298	194,672	233,607	250,000
DISABILITY INSURANCE	4,670	4,388	5,424	5,415	6,498	6,000
LONG-TERM CARE INSURANCE	10,700	9,744	11,693	11,976	14,372	15,000
PROFESSIONAL FEES		113	-	990	1,188	-
PROFESSIONAL FEES-SPECIAL ASSESSMENT DISTRICTS	75,000		-	-	-	-
COMPUTER CONSULTING			-	883	1,060	-
PRE-EMPLOYMENT		145	1,000	-	-	1,000
UNIFORMS	9,400	8,176	8,600	5,072	6,086	8,500
UTILITIES	75,000	64,315	77,000	67,185	80,623	80,000
RENTALS	1,000	120	1,000	-	-	1,000
INSURANCE		1,523	1,500	875	1,050	2,000
REPAIRS & MAINTENANCE	65,000	35,648	54,000	12,597	15,116	60,000
REPAIRS TO NW 121 WAY BRIDGE	455,000	3,532	145,000	-	-	-
REPAIRS TO NW 105 WAY BRIDGE		42,149	75,000	-	-	-
PARCEL B		81,615	-	-	-	-
MISCELLANEOUS	1,000		1,000	-	-	1,000
EMPLOYEE EDUCATION ASSISTANCE	5,000		-	-	-	2,500
VEHICLE MAINTENANCE	30,000	17,463	22,000	17,430	20,916	22,000
GASOLINE	18,000	25,852	45,000	17,701	21,241	45,000
HEAVY EQUIPMENT	3,000	5,411	4,000	821	985	5,000
OFFICE SUPPLIES	3,000	406	1,500	2,032	2,438	2,500
OPERATING SUPPLIES	10,000	19,362	10,500	11,416	13,699	12,000
SAFETY EQUIPMENT			-	1,330	1,596	2,500
ROAD MATERIALS AND SUPPLIES	65,000	36,747	40,000	63,784	76,541	72,000
RAILROAD CROSSINGS	110,000	52,736	104,839	52,535	63,042	105,000
DUES, SUBSCRIPTIONS & TRAINING	2,000	11,078	12,000	-	-	6,000
SMALL EQUIPMENT	7,000	7,202	6,500	8,960	10,752	8,500
RECYCLING FEES	15,000	11,543	15,500	15,056	13,852	16,000
	\$ 2,006,863	\$ 1,299,794	\$ 1,716,923	\$ 1,072,100	\$ 1,282,305	\$ 1,645,232

## Capital Improvement Department

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**CIP – 2 FTEs**

## **Capital Improvement Department**

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### **Department Objective**

Provide cost effective municipal and infrastructure services.

<b>Summary of Services Provided</b>
<b>Engineering</b> Manages the design, criteria, and construction phases of capital projects for all the Town departments. The CIP department oversees engineering, environmental, construction administration and architectural consultant contracts, landscape architecture, project bidding and construction contract award. The department also provides project management and inspection services. The department work with contracted Engineer's of Record for the project.
<b>Transportation</b> Is responsible for the planning, design, and operation of the Town's transportation network, including review of developments for the impact on adjacent street systems, coordination of street lighting, and traffic studies. The department coordinate with other agencies, such as FDOT, on transportation improvement and upgrades.
<b>Public Outreach Activities</b> As the Town representative on project, the department has assumed the responsibility of being the liaison to the residents and business community, communicating the importance and the necessity of projects and the impact that can be expected as the project progress.
<b>Financial Planning</b> The department work with contractors to ensure that the project does not exceed the approved cost without proper justification.
<b>Planning and Zoning</b> The department works closely with the Building Department for planning and zoning issues including maintaining community-wide policy and program planning as mandated by state and local laws.

### **Budget Highlights**

- The department consists of two (2) full time employees: a Department Director and an Administrative Aide.
- The department contract with engineering consultants for its daily engineering services.
- Estimated cost for hours worked for enterprise and building funds are allocated to those funds.



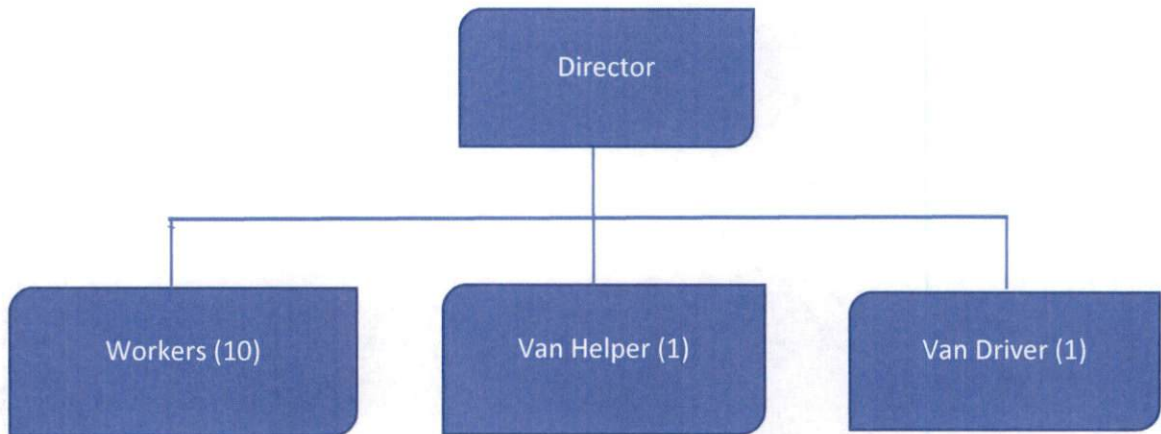
## Capital Improvement Department

### Budget Summary

ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL	PROJECTED	PROPOSED
	FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
DIRECTOR WAGES				54,458	65,349	113,800
DEPARTMENT WAGES	\$ 140,569	\$ 135,800	\$ 68,288	4,024	4,829	47,300
PATROLL TAXES	10,754	9,529	5,224	4,412	5,295	12,248
401A TOWN CONTRIBUTIONS	10,543	8,725	5,122	2,098	2,517	11,008
DEFINED BENEFIT PLAN	37,399	25,904	15,000	-	-	15,000
MEDICAL & LIFE INSURANCE	28,009	19,835	16,000	7,014	8,417	25,000
DISABILITY INSURANCE	967	614	500	269	323	1,000
LONG-TERM CARE INSURANCE	453	623	500	1,225	1,470	1,000
PROFESSIONAL FEES	5,000	2,655	52,000	57,162	68,594	26,000
COMPUTER CONSULTING	7,500	5,043	4,000	3,704	4,445	4,000
PRE-EMPLOYMENT		130	-	65	78	150
UNIFORMS	3,200	2,067	1,000	493	592	1,500
UTILITIES	1,000	489	1,000	734	880	1,000
REPAIRS & MAINTENANCE		138	200	365	438	200
MISCELLANEOUS	1,000	346	1,000	-	-	1,000
VEHICLE MAINTENANCE		1,375	1,000	287	344	1,000
OFFICE SUPPLIES	20,000	23,473	12,000	6,908	8,290	1,000
OPERATING SUPPLIES	1,400		1,000	1,387	1,665	4,000
DUES, SUBSCRIPTIONS & TRAINING	3,000	482	3,000	422	507	1,000
	\$ 270,794	\$ 237,228	\$ 186,834	\$ 145,027	\$ 174,032	\$ 267,205

## Hot Meal Program

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**Hot Meal – 7 FTEs & 6 PTEs**

## Hot Meal Program

### Department Objective

The objective of the Hot Meal Program is to ensure that all residents of the Town is provided with nutritional meals to improve and maintain the health and welfare of the residents.

### **Summary of Services Provided**

Provide free hot lunches to all residents over the age of 60, Monday through Friday. Provide weekend cold lunch for Medley residents 2 years of age and older. Schedule (free of cost) fitness classes, arts and crafts, bingo and domino night, music night, karaoke and other recreational activities for seniors.

### Budget Highlights

- The Hot Meal Department's staff includes 1 full-time Hot Meal Program Director, 4 full-time and 6 part-time Hot Meal Program Workers and Attendants, 1 full-time Hot Meal Van Driver, 2 full time and 1 part-time Hot Meal Van Helper. When needed, personnel from other departments also work in this department performing duties such as hot meal van driver.

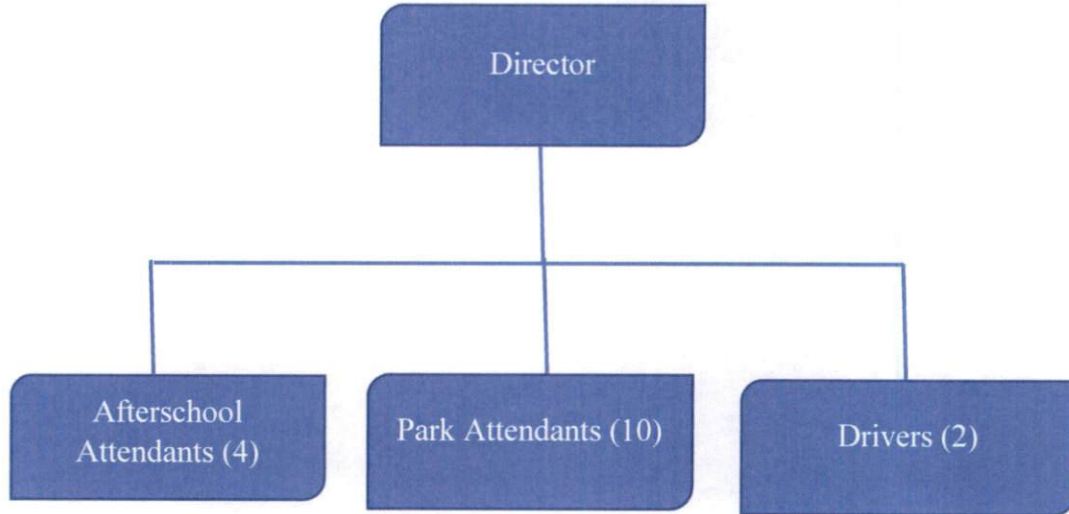
### Budget Summary

ACCOUNT DESCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGET FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
MEAL DIRECTOR WAGES				\$ 64,298	\$ 77,158	\$ 75,434
MEAL PROGRAM WAGES	\$ 413,489	\$ 294,720	\$ 346,940	\$ 230,785	276,942	\$ 293,612
MEAL PROGRAM DELIVERY WAGES	122,492	98,714	122,831	27,940	33,528	-
VAN HELPER WAGES				65,430	78,516	96,410
MEDICAL TRANSPORTATION WAGES	22,000			-	-	-
GENERAL SERVICE WAGES	22,264	26,323	34,019	26,767	32,121	-
PAYROLL TAXES	44,389	31,644	38,540	31,039	37,247	33,000
401A TOWN CONTRIBUTIONS	27,041	18,813	27,100	21,926	26,311	22,000
DEFINED BENEFIT PLAN	130,000	62,398	-	-	-	70,000
MEDICAL & LIFE INSURANCE	175,432	131,737	160,000	137,545	165,053	170,000
DISABILITY INSURANCE	2,530	3,111	4,000	2,620	3,144	5,000
LONG-TERM CARE INSURANCE	5,083	4,237	5,000	4,164	4,997	6,500
PROFESSIONAL FEES				-	-	-
PROGRAM EXPENSES-HOT MEALS	780,000	614,473	741,000	636,958	764,350	770,000
HOMECARE SERVICES	123,000	80,918	99,000	70,280	84,336	Allocated to Correct Dept.
MEDICAL TRANSPORTATION	12,000	9,292	-	-	-	Executive Budget
WEEKEND MEAL EXPENSE			SEE PARKS & RECREATION BUDGET			125,000
UNIFORMS	6,200	5,679	5,800	3,325	3,990	6,500
UTILITIES	30,000	19,037	25,000	6,692	8,030	20,000
INSURANCE				-	-	-
REPAIRS & MAINTENANCE	10,000	10,230	9,000	22,665	27,198	25,000
MISCELLANEOUS	1,000		-	23	27	500
VEHICLE MAINTENANCE	10,000	5,202	10,000	7,323	8,787	10,000
GASOLINE	9,000	4,353	9,000	3,769	4,523	5,000
OFFICE SUPPLIES	1,000	1,493	2,500	1,258	1,510	2,000
OFFICE SUPPLIES-COVID19				-	-	-
OPERATING SUPPLIES	90,000	72,358	75,204	68,427	82,113	80,145
OPERATING SUPPLIES-COVID19				-	-	-
	\$ 2,036,920	\$ 1,494,732	\$ 1,714,934	\$ 1,433,234	\$ 1,719,880	\$ 1,816,101



Parks and Recreation Department

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**Parks & Recreation – 3 FTEs & 14 PTEs**

## Parks and Recreation Department

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### **Department Objective**

The objective of the Parks and Recreation Department is to foster a healthy, vibrant and livable community in which we achieve economic, social, and environmental sustainability through parks and recreation activities to the residents and visitors of the Town.

<b>Summary of Services Provided</b>
<b>Recreation Programming</b>
The Town runs numerous programs for its residents including an afterschool and summer camp program for all children through high school age. Other programs include holiday events such as Halloween, Thanksgiving, Christmas, Easter, and July 4th parties.
The Town also provides an incentive to all High School Graduates; sponsors a youth club for ages 13 through 18; contributes to youth sports programs and through the Medley Foundation, provides up to \$8,400 in start-up grants to college students. The Town also provides school bus transportation to local schools.

### **Budget Highlights**

- The budget includes 1 full-time Park and Recreation Director, 5 part-time Park Attendants, 8 Afterschool Attendants (1 full-time supervisor), 1 Part-Time School Bus Driver (when needed 2 maintenance and janitorial employees also drive school buses), and 1 School Bus Helper.
  
- The pool has reopened and operated by a consultant that provide the Town with lifeguards and other pool related program and services.

## Parks and Recreation Department

### Budget Summary

ACCOUNT DSCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL	PROJECTED	PROPOSED
	FY 2021-2022	FY 2021-2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
DIRECTORS & SUPERVISOR WAGES	\$ 88,000	\$ 71,754	\$ 133,975	\$ 73,630	\$ 88,356	\$ 93,454
PARK ATTENDANT WAGES	106,800	90,134	102,914	68,165	81,798	126,028
AFTERSCHOOL/SUMMER CAMP WAGES	262,049	199,626	199,046	190,432	228,518	300,000
POOL WAGES	50,000		37,303	-	-	-
SCHOOL BUS WAGES	68,507	49,804	73,082	70,481	84,578	80,000
PAYROLL TAXES	37,283	31,188	41,793	30,618	36,742	45,100
401A TOWN CONTRIBUTIONS	10,726	7,963	11,379	10,456	12,547	13,000
DEFINED BENEFIT PLAN	8,561	27,832	33,399	-	-	36,000
MEDICAL & LIFE INSURANCE	179,017	133,923	171,625	141,198	169,438	190,000
DISABILITY INSURANCE	1,116	935	1,200	1,246	1,495	1,500
LONG-TERM CARE INSURANCE	498	412	500	1,100	1,321	1,000
PROFESSIONAL FEES		4,665	-	40,366	48,439	60,000
COMPUTER CONSULTING			-	883	1,060	-
PRE-EMPLOYMENT		160	-	-	-	-
NON AGE RESTRICTED OTHER PROGRAMS	15,000	8,133	10,000	5,867	7,040	10,000
CHILDREN EVENTS	10,000	4,207	8,000	802	963	2,000
THANKSGIVING EXPENSES	25,000	19,505	20,000	14,173	17,007	15,000
SPORT PROGRAMS	1,000	950	1,000	11,784	14,141	2,000
SUMMER CAMP PROGRAM	13,000	7,305	13,000	7,363	8,835	10,000
CHRISTMAS EXPENSES	45,000	15,390	20,000	11,682	14,019	15,000
AFTERSCHOOL PROGRAM EXPENSES	28,000	21,073	28,000	32,535	39,042	25,000
JULY 4 EXPENSES	10,000	8,510	10,000	3,150	3,780	5,000
EASTER EXPENSES	6,000	2,684	6,000	3,181	3,817	5,000
WEEKEND MEAL EXPENSES	127,000	104,474	127,000	103,836	124,603	SEE HOTMEAL PROGRAM
MYSC PROGRAM EXPENSES	10,000	3,494	5,000	1,950	2,340	5,000
HEMOCARE SERVICES (BATHING)		See Hot Meal (Senior Services)				30,000
UNIFORMS	5,200	4,456	4,800	3,325	3,990	4,800
UTILITITES	12,000	12,043	12,000	12,678	15,214	12,000
INSURANCE	1,702		1,700	992	1,190	2,000
REPAIRS & MAINTENANCE	45,000	42,911	25,000	23,613	28,336	20,000
MISCELLANEOUS	1,000	886	1,000	1,092	1,310	1,000
EMPLOYEE EDUCATION ASSISTANT	6,000	6,007	6,000	1,828	2,193	3,000
VEHICLE MAINTENANCE	20,000	10,182	12,000	7,200	8,640	10,000
GASOLINE	4,000	7,741	10,000	7,443	8,931	10,000
OFFICE SUPPLIES	4,000	7,137	7,000	3,309	3,971	6,000
OPERATING SUPPLIES	30,000	4,489	7,000	9,430	11,317	10,000
DUES, SUBSCRIPTIONS & TRAINING	1,000	1,386	1,500	291	349	1,000
SMALL EQUIPMENT				184	221	-
	\$ 1,232,459	\$ 911,359	\$ 1,142,216	\$ 896,283	\$ 1,075,540	\$ 1,149,882



## Lakeside Retirement Park

### Objectives

The Lakeside Retirement Park is to provide affordable housing to individuals 55 years and older with low income.

### Budget Highlights

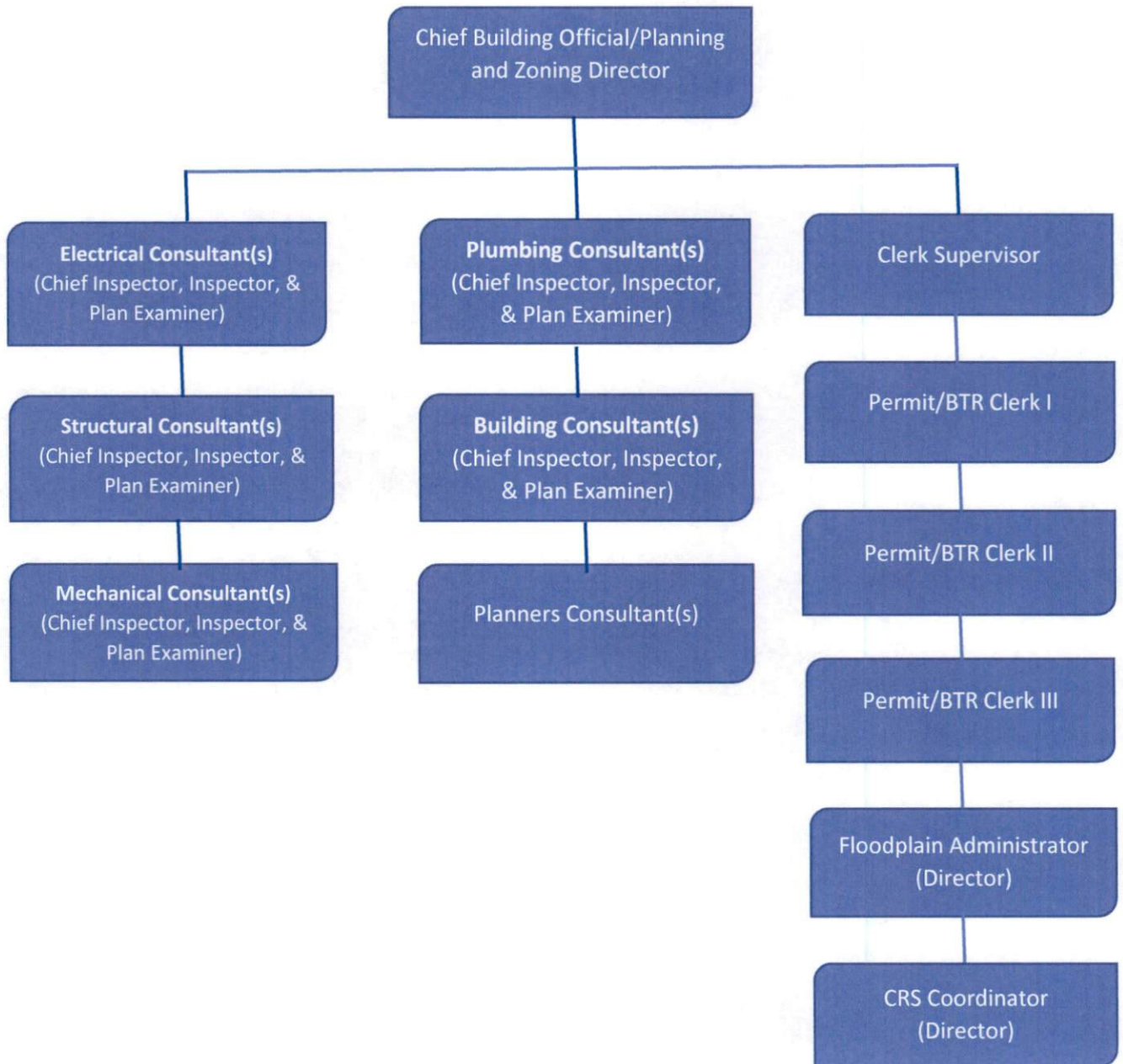
- The Town has a 20-year lease extension on the land.
- Each homeowner is required to pay a monthly land rent.
- The Town pays for the first 2,500 gallons of water and sewer used by the residents.

### Budget Summary

ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL	PROJECTED	PROPOSED
	FY 2021-2022	FY 2021- 2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
PAYROLL TAXES	\$ -	\$ -			\$ -	\$ -
LONG TERM CARE INSURANCE				45	54	0
PROFESSIONAL FEES	5,000	15,742	20,000	1,750	2,100	10,000
SECURITY GUARDS	146,941	109,478	-		-	
UTILITIES	29,685	15,188	16,000	29,991	35,989	30,000
RENT	141,281	118,083	145,519	121,266	145,519	145,519
INSURANCE	1,300		1,300	758	910	1,300
REPAIRS & MAINTENANCE	35,000	44,798	50,000	21,666	25,999	25,000
MISCELLANEOUS			1,000	-	-	500
REAL ESTATE TAXES	16,831		16,831	-	-	18,600
OFFICE EXPENSE	1,000	103	-	-	-	-
OPERATING SUPPLIES		2,423	-	1,257	1,509	1,500
ROAD MATERIALS AND SUPPLIES	10,000	10,359	14,000	970	1,164	5,000
	\$ 387,038	\$ 316,174	\$ 264,650	\$ 177,703	\$ 213,243	\$ 237,419

## Building Department Special Revenue Fund

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**Building – 5 FTEs**

## Building Department Special Revenue Fund

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### **Department Objective**

To facilitate the development of the town economy through diversifying the economic base, increasing economic opportunity, and fostering community engagement. The department goals and objective will be achieved by working with the town's citizens and business community to plan, build and maintain a vibrant and competitive Medley.

<b>Summary of Services Provided</b>
<b>Development Review</b>
Development Review is responsible for assisting residents, business owners, and design and construction professionals to comply with Town's development codes. This accomplished by building permit issuance.
<b>Construction Services</b>
The department is responsible for building plan review and inspection functions. The building plan review function involves the technical review of architectural and engineering plans for construction of buildings and structures in accordance with the Florida Building Code. The building inspection function ensures that construction is in accordance with the Florida Building Code which includes the building, structural, electrical, plumbing, and mechanical trades.
<b>Business Tax Receipts</b>
Responsible for the issuance of and enforcement of business tax receipts for businesses as provided for by the Florida Statutes and required Town ordinance. In addition, the department works with the Code Compliance to conduct sweeps for the purpose of locating and notifying businesses of the need to obtain the proper business tax receipt.

### **Budget Highlights**

- Building Department is supported by 5 full time equivalent positions which include a director, 1 supervisor, and 3 full-time clerks.
- Operating expenditures include funding the Town contracts all inspection work to an independent building inspection company and the town's migration to BS&A cloud.
- Beginning October 1, 2022, the operations of the Building Department were accounted for in a separate special revenue fund, Building Fund. This will continue for the new budget year.
- Transfers for fiscal year 2023/24 include \$136,532 to the General Fund.



## Building Department Special Revenue Fund

### Budget Summary

ACCOUNT DESCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	BUDGETED FY 2022-2023	ACTUAL JULY 31, 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024	
BUILDING OFFICIAL WAGES				70,611	84,733	124,100	
BUILDING & ZONING WAGES			\$ 381,937	189,655	227,586	241,908	
ALLOCATED SALARIES			51,500	58,008	69,609	136,532	
PAYROLL TAXES			29,218	23,704	28,445	27,849	
401A TOWN CONTRIBUTIONS			28,645	18,319	21,983	27,303	
DEFINED BENEFIT PLAN			105,000	-	-	105,000	
MEDICAL & LIFE INSURANCE			94,000	70,396	84,476	94,000	
DISABILITY INSURANCE			5,000	2,328	2,794	5,000	
LONG-TERM CARE INSURANCE			4,000	3,005	3,606	4,000	
PROFESSIONAL FEES			393,190	464,899	557,879	905,000	
COMPUTER CONSULTING			25,000	30,704	36,845	35,000	
PRE-EMPLOYMENT			-	65	65	100	
STATE & COUNTY FEES		See General Fund	85,000	59,120	70,944	85,000	
UNIFORMS			4,800	1,890	2,268	2,500	
UTILITIES			3,000	12,843	15,412	13,500	
INSURANCE			35,000	20,417	24,500	35,000	
REPAIRS & MAINTENANCE			2,000	5,882	7,059	8,000	
MISCELLANEOUS			1,000	-	-	-	
EDUCATION REIMBURSEMENTS			2,500	-	-	-	
VEHICLE MAINTENANCE			1,000	299	359	1,000	
GASOLINE			2,000	138	166	500	
OFFICE EXPENSES			80,000	22,548	27,057	50,000	
OPERATING SUPPLIES			1,000	6,696	8,036	8,000	
DUES, SUBSCRIPTIONS & TRAINING			12,500	1,652	1,983	5,000	
NEW VEHICLE			56,000	-	-	56,000	
NEW PERMITTING SOFTWARE			55,000	51,747	62,097	155,000	
TOTAL EXPENDITURES				1,458,290	1,114,926	1,337,899	2,125,292

## Other Expenditure Categories

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### Transportation Expenditures

The Town receives its share of taxes from the Citizens Independent Transportation Trust Fund. These revenues are restricted for use in transit and transportation expenditures. Transit and transportation expenditures include road maintenance, railroad crossing maintenance, acquisition of right-of-way, roadway improvements and expansion, shuttle bus transportation, etc. The amount of revenue received is approximately \$54,000 which covers a very small percentage of what is spent.

### Debt Service

The Town does not have a separate Debt Service Fund. Governmental Debt Service is accounted for in the General Fund. Debt service consists of the following:

- **TD Bank Capital Improvement Refunding Revenue Note Series 2021.** Monthly principal payments of \$51,700 plus interest at 1.72% per annum through December 2036, collateralized by non-ad valorem revenue.
- **Enterprise Lease Program.** The Town piggybacked on Sourcewell contract with Enterprise Fleet Management, Inc. The agreement gives the Town access to Fleet management services, Open-end leases, Maintenance management programs, Vehicle performance data reporting, Fleet planning technology, and License, title, and registration services.
- **Annexation Mitigation Payments** – Per the annexation agreement with Miami-Dade County, Medley agreed to pay four (4) mitigation payments to the County starting April 1<sup>st</sup>, 2024, with the first payment of \$517,243, second payment of \$532,784, third payment of \$548,767, and the fourth payment of \$565,231.

## **Major Capital Expenditures Funded by the General Fund**

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The Town's capital expenditures budget includes projects not completed during FY 2022-2023. In addition, major projects to be undertaken during the 2023-2024 fiscal year have been approved by the Town Council as part of the Town's Comprehensive Plan. Many of the below projects are multi-year and maybe in process through FY 2028.

### **Fund Balance**

Unreserved General Fund balance at the end of fiscal year 2024 is projected to be \$22.1M.





**ENTERPRISE FUNDS**  
**REVENUE, EXPENDITURE AND FINANCIAL TRENDS**

**WATER AND SEWER FUND**

**USER FEES**

The Town operates a water/wastewater utility system. Water is purchased and wastewater (sewer) is treated from/by Miami-Dade Water and Sewer (WASD) and resold to customers within our service area.

The Town has approximately 1,400 water/wastewater customers, approximately 150 waters only customers, and approximately five (5) wastewater only customers. Water/sewer charges are billed monthly based on meter readings. There is a minimum charge for those commercial customers who use less than 5,000 gallons in the month. User fees are set with the goal to recover 100% of the operating costs plus amounts sufficient to pay-off debt service and fund capital improvements. The Miami Dade Water & Sewer Department is proposing a 3.38% and 7.72% increase in wholesale water and sewer rates, respectively.

Shortly after FY 2023-year end, the Town will calculate its water/sewer true-up and may adjust its water and sewer rates accordingly. Any increase or decrease approved by the County Commission will be considered when adjusting our rates.

The current monthly water/wastewater (sewer) rates are as follows:

Table 6

Water Rates (Monthly)		
Residential	Minimum 0-2,500 gallons	\$ -
	Minimum 2,501-5000 gallons	\$ 5.23
	All over 5,000 gallons, per 1,000 gallons	\$ 2.24
Lakeside Community	Minimum first 2,500 gallons	\$ -
	Minimum 2,501-5000 gallons	\$ 5.23
	All over 5,000 gallons, per 1,000 gallons	\$ 2.24
Commercial	Minimum 0-5,000 gallons (per size of meter)	\$ 53.50
	5/8"-3/4"	\$ 53.50
	1"	\$ 54.50
	1.5"	\$ 55.50
	2"	\$ 56.50
	3"	\$ 57.50
	6"	\$ 59.50
	All over 5,000 gallons, per 1,000 gallons	\$ 9.34

**WATER AND SEWER FUND**

Table 7

Sewer Rates (Monthly)		
Residential	Minimum 0-2,500 gallons	\$ -
	Minimum 2,501-5000 gallons	\$ 8.91
	All over 5,000 gallons, per 1,000 gallons	\$ 3.17
Lakeside Community	Minimum base first 2,500 gallons	\$ -
	Minimum base for 2,501-5,000 gallons	\$ 8.91
	All over 5,000 gallons, per 1,000 gallons	\$ 3.17
Commercial	Minimum 0-5,000 gallons (per size of meter)	\$ 66.28
	5/8"-3/4"	\$ 76.51
	1"	\$ 77.51
	1.5"	\$ 78.51
	2"	\$ 79.51
	3"	\$ 80.51
	6"	\$ 82.51
	All over 5,000 gallons, per 1,000 gallons	\$16.79

On September 8, 2021, effective November 1, 2021, the Council removed the Lakeside Community rate structure. The new rate structure will be the same as the residential rates above.

Commercial sales make up 98% of total water and sewer sales. Table 8 summarized water/sewer revenues since fiscal year 2013.

Water/sewer other includes late fees, connection charges, fire sprinkler fees, and joint user fees.

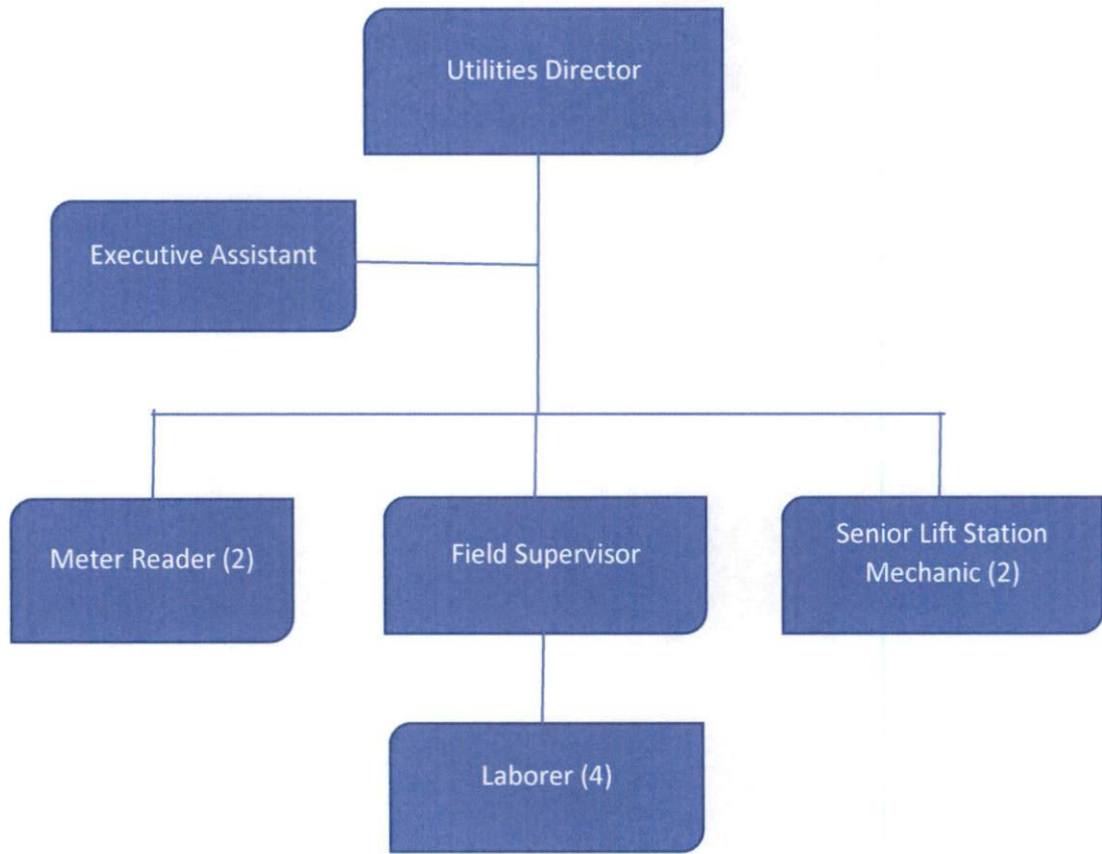
Table 8

Fiscal Year	Water/Sewer Sales	Water/Sewer Other	Contributed Capital	Assesment District	Grants
2023-2024 (budgett)	\$6,700,000	\$248,755	\$0	\$0	\$0
2022-2023 (projected)	\$6,516,380	\$267,755	\$0	\$0	\$222,127
2021-2022	\$6,741,132	\$406,781	\$0	\$410,515	\$500,000
2020-2021	\$5,930,222	\$222,469	\$0	\$0	\$0
2019-2020	\$5,279,199	\$238,153	\$0	\$0	\$0
2018-2019	\$5,355,279	\$156,160	\$203,600	\$0	\$3,330
2017-2018	\$5,324,753	\$219,936	\$0	\$0	\$0
2016-2017	\$5,137,943	\$191,718	\$189,879	\$0	\$0
2015-2016	\$4,972,433	\$261,775	\$255,000	\$0	\$90,790
2014-2015	\$5,070,680	\$768,020	\$0	\$0	\$2,076,878
2013-2014	\$5,183,932	\$486,200	\$15,365	\$0	\$140,961



**WATER AND SEWER FUND**

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**Water & Sewer – 11 FTEs**

## WATER AND SEWER FUND

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### **Department Objective**

The objective of the Water and Sewer Department is to provide water and wastewater management services to the citizens and businesses of the Town.

<b>Summary of Services Provided</b>
<b>Administration</b> The department is responsible for the administration, regulatory compliance, permitting, and intergovernmental relations regarding the Town's water and sewer programs. Responsibilities includes, but not limited to, the capital improvement plan, planning, and engineering support.
<b>Regulatory Compliance</b> The program monitors and address regulatory compliance with the appropriate agencies. Responsible for meeting compliance deadlines and enforcing environmental regulations.

### **Budget Highlights**

- The Water and Sewer Fund is a self-supporting enterprise operation established to fund all operating, maintenance, and improvements necessary.
- Water and Sewer Fund is supported by 15 full-time employees including the Department Director, Assistant Director, and Administrative Staff.
- Water and Sewer Fund reimburses the General Fund for administrative services such as Executive, Finance, Legal, Town Clerk and Capital Improvement departments functions.
- Certain water personnel salaries and wages are allocated to the stormwater department.
- Operating expenses include \$950,000 for water purchases from Miami-Dade County, a 7% increase in funding from prior year and \$1,600,000 for sewer processing, a 14.29% increase over the 2022/23 budget. The amounts projected are based on Miami-Dade Water and Sewer projections.

## WATER AND SEWER FUND

### Budget Summary

ACCOUNT DESCRIPTION	BUDGETED FY 2022-2023	ACTUAL JULY 31, 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
DIRECTORS WAGES	83,700	71,667	86,000	127,545
TECHNICAL STAFF WAGES	463,086	385,748	462,897	443,903
ADMINISTRATIVE STAFF WAGES	72,500	60,511	72,614	114,763
SALARIES & WAGES CAPITAL PROJECTS		15,260	18,312	-
SALARIES & WAGES FINANCE		54,978	65,974	-
WAGES ALLOCATED FROM GENERAL FUND	192,500	27,783	33,339	198,275
SALARIES & WAGES EXECUTIVE		57,090	68,508	-
PAYROLL TAXES	62,102	49,418	59,302	50,700
401A TOWN CONTRIBUTIONS	60,884	48,973	58,768	65,000
DEFINED BENEFIT PLAN	246,219	-	-	270,000
OPEB EXPENSE FOR RETIREES		-	-	-
MEDICAL & LIFE INSURANCE	297,044	234,780	281,736	315,000
OPEB EXPENSE FOR RETIREES		-	-	-
DISABILITY INSURANCE	7,300	6,290	7,548	83,000
LONG-TERM CARE INSURANCE	7,100	7,011	8,413	8,000
PROFESSIONAL FEES	400,000	639,425	767,310	750,000
COMPUTER CONSULTING	8,500	883	1,060	8,500
PRE-EMPLOYMENT	1,000	130	156	1,000
AUDITING	20,000	11,667	14,000	25,000
WATER PURCHASED	885,000	793,955	952,746	950,000
SEWER TREATED	1,400,000	1,315,686	1,578,824	1,600,000
UNIFORMS	8,500	4,825	5,790	8,500
UTILITIES	85,000	101,056	121,267	120,000
INSURANCE	115,000	67,083	80,500	115,000
REPAIRS & MAINTENANCE	5,000	11,345	13,614	15,000
WATER MAINTENANCE AND REPAIRS	175,000	236,874	284,249	300,000
SEWER MAINTENANCE AND REPAIRS	410,000	515,786	618,943	570,000
MISCELLANEOUS	1,000	-	-	1,000
EMPLOYEE EDUCATIONAL REIMBURSEMENT	2,000	1,488	1,786	2,000
FEC LICENSES	19,000	-	-	19,000
BAD DEBTS	18,000	-	-	18,000
VEHICLE MAINTENANCE	25,000	19,554	23,465	25,000
GASOLINE	22,000	19,952	23,942	28,000
HEAVY EQUIPMENT REPAIRS	16,000	17,718	21,262	60,000
OFFICE SUPPLIES	22,000	33,947	40,736	40,000
OPERATING SUPPLIES	14,000	15,232	18,278	19,000
SAFETY EQUIPMENT OPERATING SUPP	-	829	995	1,200
WATER METERS, PIPS AND OTHER SUPPLIES	30,000	820	984	30,000
ROAD MATERIALS	15,000	9,139	10,967	15,000
DUES, SUBSCRIPTIONS & TRAINING	20,000	9,885	11,862	20,000
SMALL EQUIPMENT	2,000	4,006	4,807	5,000
CAPITAL OUTLAY	-	-	-	1,016,627
DEPRECIATION	812,832	-	-	-
PRINCIPAL & INTEREST EXPENSE	17,231	13,877	16,652	141,988
<b>TOTAL EXPENSES</b>	<b>6,041,498</b>	<b>4,864,670</b>	<b>5,837,604</b>	<b>7,581,000</b>



## WATER AND SEWER FUND

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### **Debt Service**

Debt service consists of the following:

- SRF Phase I Loan is a loan under the Florida Department of Environmental Protection revolving credit line facility for wastewater/sewer repairs. These repairs were performed in FY 2002-2003. Interest of 2.70% per annum (Phase 1) and 2.80% per annum (Phase 2), payable in semi-annual principal and interest payments of \$43,025 on November 15 and May 15 through May 15, 2024, uncollateralized.
- SRF Phase III Loan is a loan under the Florida Department of Environmental Protection revolving credit line facility for wastewater/sewer repairs. These repairs were performed in FY 2009-2010. Interest of 2.05% per annum (Phase 1) and 2.54% per annum (Phase 2), payable in semi-annual principal and interest payments of \$28,218 on October 15 and April 15 through May 15, 2026, uncollateralized. Grant previously subsidizing 70% of debt service has been fully funded and \$1,825,760 of the loan balance has been paid off.

### **Capital Expenditures**

Detailed throughout this document. Total budgeted capital expenditures for the Water/Sewer Dept. are \$ 1,016,327.

## STORMWATER FUND

### USER FEES

The Town of Medley Stormwater Utility was established to plan, construct, operate, and maintain the stormwater management systems within the Town’s boundaries. The Stormwater Utility ensures that all drains and outlets are free and allows excess stormwater runoff to flow freely from the drainage system. Fees for services are set with the goal to recover 100% of the operating costs, plus amounts sufficient to pay-off debt service and fund capital improvements.

The property owners are billed a utility fee based on the Equivalent Residential Unit (ERU). The property’s ERU is the statistically estimated average of imperious area of residential developed properties per dwelling unit. For commercial properties, the ERU value is assigned based on one ERU per 1,487 square feet of imperious area. The stormwater utility fee is a monthly fee of \$4.00 per ERU for both commercial and residential properties.

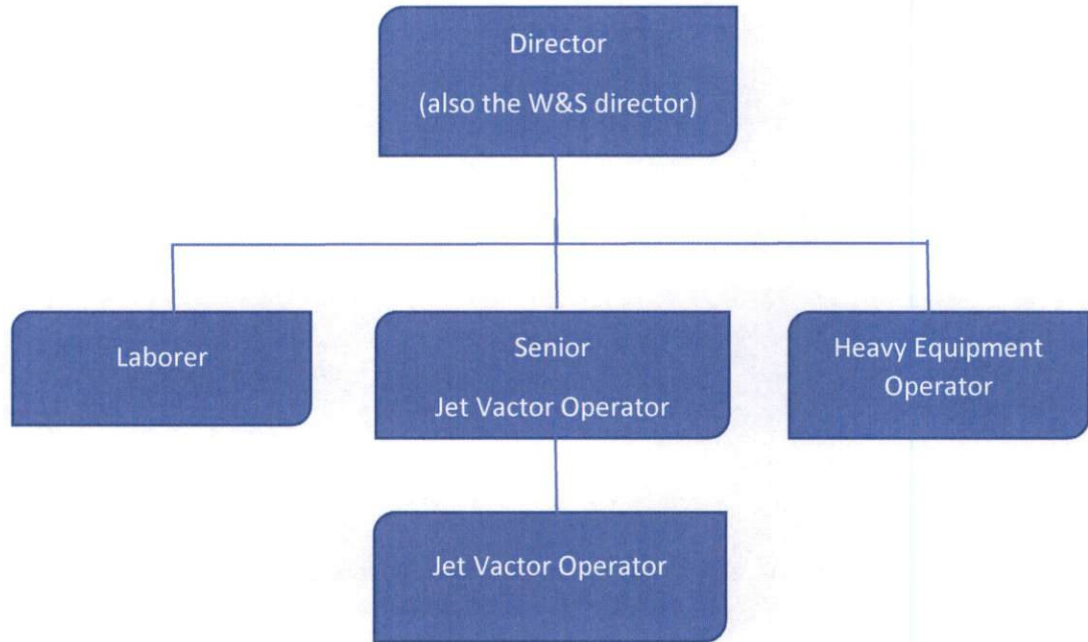
Beginning October 01, 2020, the Town Council amended its Stormwater Ordinance to provide for the use of the Uniform Method of Collection under 197.3632, Florida Statues. This allows the Town to change its collection method of Stormwater fees from direct billing to the uniform method whereby most property owners will be billed a non-ad valorem assessment on their property tax bills. The stormwater fees are being collected under Miami- Dade non-ad valorem districts 1651 and 1653.

Table 9

Fiscal Year	User Fee	Assesment District	Grants
2023-2024 (budget)	\$3,740,242	\$0	\$0
2022-2023 (projected)	\$2,685,513	\$109,072	\$1,237,000
2021-2022	\$2,620,313	\$768,400	\$0
2020-2021	\$2,614,928	\$929,468	\$0
2019-2020	\$2,842,254	\$0	\$0
2018-2019	\$2,337,507	\$0	\$0
2017-2018	\$2,098,663	\$0	\$150,000
2016-2017	\$2,162,115	\$0	\$133,979
2015-2016	\$2,233,933	\$0	\$0
2014-2015	\$2,515,173	\$0	\$0
2013-2014	\$1,870,960	\$0	\$0
2012-2013	\$1,915,485	\$0	\$0

**STORMWATER FUND**

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**STORMWATER – 4 FTEs**



## STORMWATER FUND

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### **Department Objective**

Stormwater department is responsible for maintenance and repair of the Town's Stormwater pipes, ditches, manholes, catch basins, and all other drainage structures. This includes a proactive street sweeping program to intercept pollutants from entering the Stormwater system.

### **Budget Highlight**

- The Stormwater Fund is a self-supporting enterprise operation.
- Payroll costs include 4 full-time employees working exclusively on drainage maintenance and operations. The Water & Sewer Director also serves as the Stormwater Director.
- Other employees budgeted include allocated payroll from the Executive, Finance, Legal, Building, and Water Departments. An estimated amount of their wages is allocated to stormwater operations; the amount allocated being based on estimated hours worked in the department.
- Professional Fees include legal, engineers, and National Pollutant Discharge Elimination System (NPDES) costs. Engineering costs directly associated with a major project are capitalized to the cost of the project.
- Drainage and Canal Maintenance includes normal routine maintenance of the drainage system and the shared cost to maintain the Russian Colony Canal.

## STORMWATER FUND

### Budget Summary

ACCOUNT DESCRIPTION	BUDGET	ACTUAL	PROJECTED	PROPOSED
	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
TECHNICAL STAFF WAGES	198,386	159,198	191,038	198,381
ADMIN WAGES	-	4,706	5,647	
CAPITAL PROJECTS WAGES	-	24,947	29,936	
FINANCE WAGES	-	40,143	48,171	
WAGES ALLOCATED FROM GENERAL FUND	220,558	66,156	79,388	227,175
EXECUTIVE WAGES	-	39,270	47,124	
PAYROLL TAXES	32,049	24,580	29,496	32,555
401A TOWN CONTRIBUTIONS	31,421	26,150	31,379	31,917
DEFINED BENEFIT PLAN	124,015	-	-	127,000
MEDICAL & LIFE INSURANCE	114,000	94,252	113,102	120,000
DISABILITY INSURANCE	3,200	2,556	3,068	3,600
LONG-TERM CARE INSURANCE	5,500	4,981	5,978	6,000
PROFESSIONAL	275,000	130,031	156,038	276,200
COMPUTER CONSULTING	2,000	883	1,060	2,000
AUDITING	10,000	5,833	7,000	10,000
UNIFORMS	1,200	1,240	1,488	1,500
UTILITIES	12,000	9,958	11,949	12,000
INSURANCE	58,000	33,833	40,600	60,000
REPAIRS & MAINTENANCE	5,000	10,540	12,647	12,000
DRAINAGE SYSTEM R & M	167,949	-	-	167,000
CANAL MAINTENANCE	35,000	-	-	35,000
VEHICLE MAINTENANCE	10,000	7,036	8,443	12,000
GASOLINE	11,000	9,755	11,706	11,000
HEAVY EQUIPMENT REPAIRS	65,000	88,986	106,783	82,000
OFFICE SUPPLIES	4,500	2,694	3,233	4,500
OPERATING SUPPLIES	7,200	7,923	9,508	9,500
ROAD MATERIALS AND SUPPLIES	-	1,470	1,764	1,500
DUES, SUBSCRIPTIONS & TRAINING	3,000	475	570	3,000
SMALL EQUIPMENT	-	429	515	40,000
DEPRECIATION	550,000	-	-	-
DEBT SERVICE-MIAMI DADE BONDS	14,000	14,204	17,045	17,045
DEBT SERVICE-INTEREST	38,089	18,004	21,605	32,473
DEBT PRINCIPAL REPAYMENT	-	-	-	141,948
MIAMI DADE ANNEXED	-	-	-	86,758
CAPITAL PROJECTS OUTLAY	-	-	-	2,253,628
<b>TOTAL EXPENSES</b>	<b>1,998,067</b>	<b>830,234</b>	<b>996,281</b>	<b>4,017,679</b>

## STORMWATER FUND

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### **Debt Service**

Debt service consists of the following:

- Revolving Fund Loan – Florida Department of Environmental Protection, interest of 1.95% per annum, payable in semi-annual principal and interest payments of \$90,019 on March 15 and September 15 through March 15, 2034, collateralized by stormwater user charges.
- Stormwater Utility Bond Debt Service – The Miami-Dade annexation agreement required that the Town pay the County the remaining stormwater utility debt service payments for the Annexed property in the amount of \$86,757 per year through to the end of year calendar 2029. Each payment must be made before or on March 1<sup>st</sup> of each year.

### **Capital Expenditures**

Detailed throughout this document. Total budgeted capital expenditures for the Stormwater Department are \$ 2,253,628.





**CAPITAL IMPROVEMENT PLAN**

In accordance with the Town policy, the five-year Capital Improvement Program has been reviewed and updated for the 2023/24 budget. The purpose of the Capital Improvement Program is to plan, improve life in Medley, and better manage growth in our community.

Capital Projects outlined in the budget and in the five (5) year capital plan are vital to the Town's growth and economic well-being.

The following pages describe the projects and show their projected timing and funding sources, as well as any additional operating costs.

## **Administration of the Capital Improvement Program**

### **Policies and Procedures**

Capital Projects are utilized to account for resources used in the acquisition and construction of capital facilities and fixed assets. The appropriation of annual funds to the Capital Improvement Program is included in the budget of the specific source of the funds. Individual project budgets for the Capital Improvement Program are approved on a multi-year program basis and do not lapse at year-end.

### **Responsibility**

It is the responsibility of the Capital Improvement Department director to anticipate the need for Capital improvement expenditures in advance of having to initiate projects. In term of the Enterprise Funds, it the responsibility of the utilities director to anticipate capital improvement needs of the department. It is also the responsibility of the directors to ensure that the long-range capital objectives interface with the Town's long-range plans.

## **Definitions**

**Capital Improvement Project:** A property acquisition, a major construction undertaking, or a major improvement to an existing facility or property, with a minimum useful life of at least three (3) years and a cost greater than \$25,000.

**Capital Improvement Program:** A comprehensive schedule of approved capital improvement projects indicating priority as to urgency of need and ability to finance. The program shall be for five-year period, the first year of which shall be adopted as the next fiscal year's capital budget. The program shall be revised annually and projected an additional year to allow for changed conditions and circumstances. Each fiscal year, the capital improvement program shall be submitted to the Town Council for approval.

**Ongoing Projects:** Ongoing projects do not automatically lose the previous year's budgeted amount, but are cumulative in nature, i.e., the previous fiscal year's remaining balance is added to the new approved budgeted amount.

**CAPITAL PROJECTS FIVE (5) YEAR PLAN**

Project #/Project Name	Funding Source	2023/24	2024/25	2025/26	2026/27	2027/28	Total
0113/NW 96th Street (87 Ave - NW SRD)	Grant Funding (FDEP)	-					-
	General Fund	100,000	100,000	100,000	100,000	100,000	500,000
This project provide funding for future upgrades and improvement to the road.							
0130/NW 99 Terrace Connector	Grant (FDOT)	-					-
	Grant (FDOT)- Pending	1,500,000					1,500,000
0156/NW 89th Ave (95 SFEC)	Grant	-					
	General Fund	200,000	800,000				
0121/NW 90th Stormwater LS #2	Grant	-					
	Stromwater Funds	2,153,628	-				
0214/Bulkhead Wall/Tobie Wilson Area	Grants	3,251,000					3,251,000
0500 (258)/TOM Recreational Building	General Fund	3,000,000	-	-			3,000,000
0292/Public Works Facility	General Fund	3,000,000					3,000,000
0296/NW 97 Ave Water & Sewer Utilities Connection To NW 109 Street & SRD	Water & Sewer						
	General Fund	73,850					73,850
0297/NW 97th Ave (114 W-109th Street)	General Fund	73,850					73,850
0361/Lakeview District Water Sewer (Meters)	Water & Sewer Fund	200,000					
0375/Wastewater Pump Station #1	Water & Sewer Fund	791,627					791,627
0505 Lakeside Community Center Repairs and Improvements Roof	General Fund	250,000	250,000	-	-	-	500,000
0285/Pelmad Industrial Park Drainage Improvements/NW 105th Way & NW 105th Circle	General Fund (District)	120,000	150,000	150,000			420,000
	Water & Sewer	25,000					25,000
	Stormwater	100,000					100,000
		General Fund Total		6,817,700			
		Water & Sewer Fund Total		1,016,627			
		Stormwater Total		2,253,628			
		Grants Total		4,751,000			
		<b>Total Capital Outlay</b>		<b>14,838,955</b>			



Capital Expenditures-General Fund

Capital Expenditures-General Fund			BUDGET FY	ACTUAL	PROPOSED	ACTUAL	PROJECTED	PROPOSED
CIP NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021-2022	FY 2021-2022	FY 2022-2023	JULY 31 2023	FY 2022-2023	FY 2023-2024
<b>Physical Environment-Public Works</b>								
	001-53900-464000	OTHER EQUIPMENT	\$	-	\$	-		\$
0101/0118	001-53900-465009	SRD MASTER PLAN		20,000				
0103	001-53900-465008	NW 106TH TERRACE						
0104	001-53900-465010	NW 87TH AVE ROW						
0105	001-53900-446000	NW 105TH WAY BRIDGE						
0107	001-53900-465107	SRD NW 116 WAY TO NW 121 WAY			1,000,000			-
0108	001-53900-465011	TRANSPORTATION STUDY						
0109	001-53900-465109	NW 69TH AVE IMPROVEMENTS						
0112	001-53900-465017	SRD SR 826 TO NW 72ND AVE IMPROV.	300,000					
0113	001-53900-465113	NW 96TH STREET NW87A-NWSRD			80,000			100,000
0116	001-53900-465021	NW 90 ST-SEGMENT 97A-87A						
0118	001-53900-465118	SRD NW 116 WAY TO NW 87A						
0119	001-53900-465024	SRD NW87A-SR826	35,000					
0121	001-53900-446000	NW 121 WAY BRIDGE						
0124	001-53900-465124	NW 89 AVE FEC TO SRD						
0130	001-53900-465130	NW 99 TERRACE CONNECTOR	600,000					
0131/0247	001-53900-465131	NW 118 WAY (FEC-SRD)						
0137	001-53900-465137	NW 77 COURT TO SRD						
0138	001-53900-465036	MULTIMODAL MOBILITY STUDY						
0143	001-53900-465034	NW 95 ST EXTENSION	150,000					
PW-0145		NW112CT AT NW132ST, N OF FEC						
0146	001-53900-465146	NW 82 AVENUE EXTENSION	25,000					
PW-0154		NW 93 AVENUE AND NW 107 TERR						
0155	001-53900-465155	NW 107 AVENUE EXTENSION	25,000					
0156	001-53900-465156	NW 89 AVE FROM NW 95 ST TO FEC	900,000					200,000
PW-0158		NW 127 STREET & NW 107 AVE						
0160	001-53900-465160	NW 107 AVE-NW 90ST TO NW 106ST	50,000					
PW-0161		NW 104 AVENUE BRIDGE CULVERT						
0209-01	001-53900-465039	NW 93 ST FROM NW 87 AVE TO FEC	200,000					
0212-01	001-53900-465212	NW 79 AVE TRAFFIC SIGNAL STUDY	50,000					
0220	001-53900-465220	NW 97 AVE -90S-106S						
PW-0237		NW 111 ST (97A-SRD) CONNECTOR						
0245-1	001-53900-465245	NW 90 ST AND NW 91 ST	35,000					
PW-0251		NW 93ST ROW PROJECT J3						
0252	001-53900-465252	NW 79 AVE METRO SITE PLANNING	35,000					
PW-0253		NW 100ST-97 TERRACE						
0284	001-53900-465284	NW 97TH AVE (114W-SRD)						
0285	001-53900-465285	PELMAD PHASE 2			36,000			120,000
0292-1	001-53900-465292	PUBLIC WORKS FACILITY			25,000			3,000,000
0296	001-53900-465296	NW 97 AVE WATER AND ROAD						73,850
0297	001-53900-465297	NW 97TH AVE (114W-109th)	500,000					73,850
0309	001-53900-465309	NW 82 AVE 91S-93S	25,000					
0314	001-53900-465314	MULTIMODAL MOBILITY STUDY	72,000					
0316	001-53900-465316	NW 80 ST & NW 77 CT 3R+D			30,000			
0343	001-53900-465343	TRANSPORTATION ALTERNATIVES	70,000		35,000			
0350	001-53900-465350	NW 93 ST & NW 89 AVE INTERSECTION	72,000					
0359	001-53900-465359	NW 90 ST -84 ROAD CONNECTOR						
0372	001-53900-465372	NW 84 AVE SEG 71S-74S	20,000					
0383-1	001-53900-465383	NW 83 AVE SEGMENT 85S-90S						
0386-1	001-53900-465386	NW 106 TERRR & NW 106 ST-NW116W	100,000					
0387-1	001-53900-465387	NW 87TH AVE ROW	35,000					
	001-53900-446000	PARCEL B COSTS		700,000				
0402	001-53900-465402	MEDLEY PALMETTO WALKWAY		65,000				
			4,084,000		1,206,000			3,567,700

CIP NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET FY 2021-2022	ACTUAL FY 2021-2022	PROPOSED FY 2022-2023	ACTUAL JULY 31 2023	PROJECTED FY 2022-2023	PROPOSED FY 2023-2024
<b>General Administration</b>								
0341	001-51300-463000	KITCHEN REMODELING	30,000		-			-
	001-51300-464000	FORKLIFT						
	001-51300-464000	NEW SERVER						
	001-51300-464000	ROOF AND WINDOW REPAIRS						
	001-51300-464000	AIR CONDITIONING	75,000					
	001-51300-464000	BUILDING CAMERAS	40,000					
	001-51300-464000	AUDIO VISUAL UPGRADES	55,000					
	001-51300-464000	NEW PHONE SYSTEM						
	001-51300-464000	PAPERLESS AGENDAS						
			200,000			-	-	-
<b>Public Safety</b>								
PS-0010	001-52100-461000	VEHICLE PURCHASE	35,000				-	
	001-52100-464000	BODY CAMERAS						
	001-52100-464000	BUILDING CAMERAS	40,000					
	001-52100-464000	SERVER						
	001-52100-464000	GYM EQUIPMENT						
			75,000		-		-	-
<b>Lakeside Real Estate</b>								
	001-56800-463000	WALL NW 107TH AVE	125,000					
	001-56800-463000	WALL ADJACENT TO PARCEL B						
0200	001-56800-463000	LAKESIDE COMMUNITY NIP	130,000					
0219	001-56800-463000	LAKESHORE RESTORATION SEG 1 AND 3						
0304/0204	001-56800-465001	LAKESHORE RESTORATION SEG 2	795,000					-
		LAKESIDE COMMUNITY CENTER -ROOF	-					250,000
			1,050,000		-	-	-	250,000
<b>Senior Social Services</b>								
	001-56900-461000	VEHICLE PURCHASE						
0229	001-56900-463000	REC CENTER IMPROVEMENTS			20,000			-
			-		20,000	-	-	-
<b>Parks Recreation and Culture</b>								
1301	001-57200-463000	DANNY MEEHAN PARK						
0214-2	001-57200-465001	MIAMI CANAL SEAWALL			42,170			-
0257	001-57200-463000	TWP WEST PARKING	35,000					-
0258/500-1	001-57200-465003	TWP COMMUNITY CENTER			50,000			3,000,000
0227	001-57200-465002	COMMUNITY POOL	325,000					
			360,000		92,170	-	-	3,000,000
			\$ 5,769,000		\$ 1,318,170	\$ -	\$ -	\$ 6,817,700

Water and Sewer Utilities- Capital Projects

Water and Sewer Utilities- Capital Projects		BUDGET FY	ACTUAL	PROPOSED FY	ACTUAL	PROJECTED	PROPOSED
CIP NUMBER	DESCRIPTION	2021-2022	FY 2021-2022	2022-2023	JULY 31 2023	FY 2021-2023	FY 2023-2024
	GENERATOR	\$ -		\$ -			\$ -
	BY-PASS PUMP			50,000			
	VAN						
0123	PUMP STATION ACQUISITION			50,000			-
0127	NW 74 AVE WATER DISTRICT IMPROVEMENTS						
0129	WWCS PS-500 RELOCATION	35,000					
WS-0143	NW 95 STREET EXTENSION 89A-87A						
0144	NW 74TH STREET WATER MAIN	1,170,000					
0210	NW 74TH ST WATER & SEWER STUDY AREA	50,000		-			
0247/0375	SEWER PUMP STATION 001-HARDENING	350,000		100,000			791,627
0256	SRD FORCE MAIN PS 400 NW 106ST						
0285	PELMAD PHASE 2			12,000			25,000
0292	PUBLIC WORKS FACILITY			25,000			
	NW 97 AVE WATER AND SEWER UTILITIES						
0296	CONNECTION FROM NW 109ST TO SRD	655,000		100,000			
0313	REPLACEMENT OF ACP WATER MAINS	100,000					
WS-0321	RIVERSIDE EAST WATER DIST SYSTEM						
0361	NEW WATER SEWER SERVICE AREA LAKEVIEW	350,000					200,000
0368	WASTEWATER MASTER METER P-42 RELOCATION	275,000					
0370	NW 107 AVE WATER & SEWER	35,000					
WS-0416-1	NW 78 ST & NW 77 ST WATER						
WS-0417-1	NW 82 ST WATER DIST SYSTEM						
		\$ 3,020,000		\$ 337,000	\$ -	\$ -	\$ 1,016,627



Stormwater Utilities- Capital Projects

CIP NUMBER	DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL JULY	PROJECTED	PROPOSED
		FY 2021-2022	FY 2021-2022	FY 2022-2023	31 2023	FY 2022-2023	FY 2023-2024
	NW 89TH AVE & NW 93RD ST	-		-			
0107	SRD WEST/NW 116W TO NW 121W	1,200,000		972,000			
0105	NW 97 AVE & NW 109 ST						
0111	NW 115 WAY/FEC TO SRD						
0113	NW 96 STREET FROM NW 87 AVE TO SRD	535,000		120,000			
0114	NW 116 WAY AND NW 106 TERRACE	425,000					-
0121	SW PUMP STATION NW 89 AVE & NW 90 S	790,000		600,000			2,153,628
0122	RUSSIAN COLONY CANAL	35,000					
0124	NW 89 AVE NORTH OF FEC	80,000					
0127	NW 74 AVE 3R+D IMPROV 79T-82S						
0128	NW 77ST DRAINAGE						
0130	NW 99 TERRACE CONNECTOR			-			
0131	NW 118 WAY FEC-SRD			150,000			
0156	NW 89 AVE 95th to FEC			80,000			-
0209	NW 93 ST SEGMENT 87A-FEC			-			
0218	CANAL C-6 BULKHEAD SEGMENT 3						
0285	PELMAD PHASE 2	800,000		36,000			100,000
0292	PUBLIC WORKS FACILITY			25,000			
0316	NW 80 STREET & NW 77 CT	584,000		70,000			
0342	NW 74 AVE SEGMENT 74S-METRO	100,000					
	RESILENCY PLANNING STORMWATER MASTER PLAN			174,600			
		\$ 4,549,000		\$ 2,227,600	\$ -	\$ -	\$ 2,253,628