



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

September 13, 2021 | 5:01 PM

FIRST BUDGET PUBLIC HEARING

ADOPTING THE TENTATIVE MILLAGE RATE AND TENTATIVE BUDGET FOR FISCAL YEAR 2021-2022

MAYOR DEBORAH L. TARRANT
VICE MAYOR IRENE KIRDAHY
COMMISSIONER VICKY FEAMAN
COMMISSIONER BARBARA BALDASARRE
COMMISSIONER JANE REISER

TOWN MANAGER WILLIAM 'MAC'SERDA, ICMA-CM
TOWN ATTORNEY DONALD J. DOODY, ESQ
TOWN CLERK SHERRY D. HENDERSON, CMC

YOU ARE HEREBY NOTIFIED that the **FIRST Budget Hearing for Fiscal Year 2021/2022** will be held **Monday, September 13, 2021 at 5:01 P.M.** A quorum of the Town Commission will be physically present at the Budget Hearing. The public can attend in person. However, for health and public safety during the Covid-19 Pandemic, the meeting will also utilize communications media technology to allow the public to participate via Zoom video conference. **LIVE ZOOM Meeting number: 880 8622 1958 Passcode: 012948**

A. PROVIDING PUBLIC COMMENT

Persons desiring to provide public comment may do so by one of the methods listed below. Please be sure to include your name and address for the record. Your comments will be limited to three minutes per person.

VIA EMAIL -

Public comments and documents may be submitted via email to TownClerk@TownofHillsboroBeach.com. Comments will be read aloud to the Commission and public and incorporated into the record. Emails will be accepted up until the end of the Public Comment portion of the Meeting.

LIVE ZOOM PARTICIPATION - If attending via Zoom online, at the appropriate public comment period, click "raise hand" on the bottom of the "participants" tab, and your audio will be unmuted when you are recognized.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLGIANCE

The Town of Hillsboro Beach will conduct the First Budget Public Hearing on the proposed Millage Rate and Tentative Budget for Fiscal Year 2021-2022 in the following manner:

I. PUBLIC HEARINGS

A. Resolution No. 2021-42

Consideration to Approve and Adopt the Tentative Millage for General Operations for Fiscal Year 2021-2022

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH ADOPTING A TENTATIVE MILLAGE RATE OF ____ FOR GENERAL OPERATING BUDGET PURPOSES FOR FISCAL YEAR 2021-2022; PROVIDING FOR THE ESTABLISHMENT OF AND SETTING FORTH THE DATE, TIME AND PLACE OF THE PUBLIC HEARING TO FORMALLY ADOPT THE FISCAL YEAR 2021-2022 MILLAGE RATE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- a. Staff Presentation
- b. Open Public Hearing
- c. Close Public Hearing
- d. Commission Discussion
- e. Motion to Adopt Tentative Millage Rate
- f. Motion to Adopt Resolution

B. Resolution No. 2021-43

Consideration to Approve and Adopt the Tentative Budget for Fiscal Year 2021-2022

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; DETERMINING THE AMOUNT OF APPLICABLE FUNDS ON HAND; ESTIMATING RECEIPTS AND EXPENDITURES FOR ALL FUNDS, EXHIBIT "A"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- a. Staff Presentation
- b. Open Public Hearing
- c. Close Public Hearing
- d. Commission Discussion
- e. Motion to Adopt Resolution

II. ANNOUNCE FINAL BUDGET PUBLIC HEARING

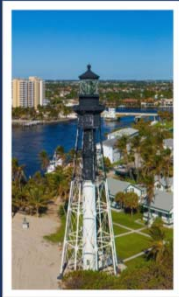
- A. The SECOND and FINAL Budget Public Hearing will be held Thursday, September 23, 2021 at 5:01 P.M.**
(Zoom Virtual Meeting ID: 870 3532 1540 Passcode: 387693)

III. PUBLIC COMMENT

IV. ADJOURNMENT



TOWN OF HILLSBORO BEACH



FY 2022 BUDGET 1ST PUBLIC HEARING

Meeting Date: September 13, 2021

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Property Taxes / Millage Rate



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PROPERTY TAX / MILLAGE RATE OVERVIEW

- General Fund – FY2021 budget based on millage rate of 3.50 mils.
 - 4.38% higher than Roll back rate of 3.3530 mils.
- FY 2022 Taxable Values – 1,537,126,077
 - 6.58% higher than Current Year Total.

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PROPERTY TAX - ROLLED-BACK RATE ANALYSIS

(\$ Millions)

Tax Base Analysis

FY 2021 Tax Base

FY 2022 Tax Base

Growth - Enhanced Market Value

FY 2022 Tax Base - Before New Additions

Growth - New Additions To Tax Base

FY 2022 Tax Base - Total

Taxable Base	% Growth
1,442.2	
63.2	4.38%
1,505.4	
31.7	2.20%
1,537.1	6.58%

Property Tax Analysis

FY 2021 Millage Rate & FY 2021 Final Tax Base

FY 2022 Tax Base Before New Additions

FY 2022 Rolled Back Rate & FY 2022 Tax Base

Millage Rate	Tax Base	Prop Tax
3.5000	1,442.2	5.048
		↑
3.3530	1,505.4	5.048
		↓

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Budget Overview – All Funds



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BUDGET OVERVIEW – TOTAL FUNDING

	FY 2021			FY 2022		
	Budget	Forecast	Fav / (Unfav)	Budget	Incr. Over Budget	% Incr. Budget
Revenue						
General Fund	\$5,385	\$5,535	\$150	\$5,731	\$346	6%
Special Revenue Fund	410	544	134	588	178	44%
Debt Service Fund - Bridge Loan	-	372	372	-	-	N/A
General Fund - Capital Projects	60	149	89	3,500	3,440	5782%
Water Fund	1,462	1,395	(67)	1,463	2	0%
Water Debt Service Fund	347	347	-	347	-	0%
Water Fund - Capital Projects	-	-	-	464	464	0%
Total Revenue	\$7,663	\$8,341	\$678	\$12,092	\$4,430	58%
Loan Proceeds	640	-	(640)	1,678	1,038	162%
Transfer In	1,112	872	(240)	715	(397)	(36%)
Use of / (Add To) Fund Balance	1,042	3,068	2,026	61	(981)	(94%)
Total Funding	\$10,457	\$12,281	\$1,825	\$14,546	\$4,089	39%

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BUDGET OVERVIEW – TOTAL EXPENDITURE/EXPENSES

Expenditures/Expenses	FY 2021			FY 2022		
	Budget	Forecast	Fav / (Unfav)	Budget	Incr. Over Budget	% Incr. Budget
General Fund	\$5,831	\$5,099	\$732	\$5,641	(\$190)	(3%)
Special Revenue Funds	448	506	(58)	613	165	37%
Debt Service Fund - Bridge Loan	388	3,673	(3,285)	-	(388)	(100%)
General Fund – CIP	218	339	(121)	4,752	4,534	2080%
Water Fund	934	817	117	888	(46)	(5%)
Water Debt Service Fund	811	811	-	811	-	0%
Water Fund - CIP	714	164	550	1,125	412	58%
Total Expense	9,344	11,409	(2,065)	13,831	4,486	48%
Transfer Out	1,112	872	240	715	(397)	(36%)
Total Expenditures/Expenses	\$10,457	\$12,281	(\$1,825)	\$14,546	\$4,089	39%

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BUDGET ASSUMPTIONS

- The FY 2022 budget was developed using the FY 2021 Service Levels as a starting point.
- The General Fund and Water Fund budgets were balanced without needing to use reserves.
- The General Fund includes a contingency of \$188,179 which is available for Possible Additional Initiatives or Retention.
- General Fund Millage Rate – Budget includes 3.50 Mills (same as current year)
- Staffing Plan
 - Police Department - Added 2 new marine Reserve (P/T) positions - \$35,546. Additional positions required to operate boat during weekend, holiday, and weekday hours.
 - Water Department – Removed 1 P/T position - \$25,059.
- Compensation
 - Step Increase – \$14,894
 - COLA Increases – \$97,081 (Includes Wages & Benefits). The April 2021 Consumer Price Index (Fort Lauderdale/Miami) as published in May was 4.1%. Per Police agreement, a cap of 3% was included in the budget.
 - FRS Net Increase – \$31,600
 - Health Premiums – 15% – \$64,180 (Rate Increase Estimated)
 - Life, Vision & Dental Premiums – 10% – \$2,779 (Rate Increase Estimated)
 - Workers Comp Premiums – Small Year-over-Year increase - \$1,835

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BUDGET ASSUMPTIONS (CONTINUED)

- **Contract Increases**
 - Fire Rescue (\$82,769), Solid Waste (\$13,187), Finance (\$2,697).
- **Insurance Premiums – 15% contingency or \$17,284 for GL/Property/Liability, Flood, Pollution and Auto insurances.**
- **Beach Management**
 - Elimination of Beach Attorney budget - \$500,000.
 - Addition of Engineering budget for Deerfield Joint Project - \$55,000.
- **General Fund Capital Improvement Program (CIP) increased from \$218,000 in FY 2021 to \$4,742,470 in FY 2022.**
 - \$40,000 for (1) Police Vehicle / \$15,000 for Underground Utility Project
 - \$60,000 for Town Hall Renovation Projects.
 - \$4,565,000 for Hurricane Dorian Beach Mitigation Project (75% FEMA funding).
 - Annual Budget for Project-related Beach Management - \$72,470 (100% FEMA funding).
- **Water Fund Capital Improvement Program (CIP) decreased from \$713,500 in FY 2021 to \$1,125,000 in FY 2022.**
 - \$40,000 for Utility Truck.
 - \$120,000 for Well Rehabilitation / \$390,000 for Storage Reservoir.
 - \$450,000 for A1A Design & Relocation Project (American Rescue Plan Grant)
 - \$30,000 for Mobile Home Repairs (Partial funded by Insurance Reimbursement)
 - \$30,000 for Perimeter Fence Rehab / \$65,000 for Repairs & Renewal Projects.

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STAFFING SUMMARY

Department/Fund	FY 2020		FY 2021		FY 2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Commission	–	5	–	5	–	5
Manager	1	–	1	–	1	–
Clerk	2	–	2	–	2	–
Police	19	3	19	3	19	5
Facility Services	1	–	1	–	1	–
Total General Fund	23	8	23	8	23	10
Water Fund	5	1	5	1	5	–
Total Staffing	28	9	28	9	28	10

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GENERAL FUND - OVERVIEW

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr / (Decr) Budget	% Incr vs. Budget
Revenue / Transfer In	\$5,435	\$5,585	150	\$5,781	\$346	6%
Use of Fund Balance	981	(231)	(1,212)	-	(981)	(100%)
Total Funding	6,416	5,354	(1,062)	5,781	(635)	(10%)
Expenditures – (Ex Cont., Trf. Out)	5,674	5,099	574	5,453	(221)	(4%)
Contingency	157	0	157	188	31	19%
Transfer Out	585	255	330	140	(445)	(76%)
Total Expenditures	6,416	5,354	1,062	5,781	(635)	(10%)
Opening Fund Balance	3085	3,085	-	3,316	231	8%
Add to (Use of) Fund Balance	(981)	231	1,212	-	981	(100%)
Closing Fund Balance	\$2,104	\$3,316	\$1,212	\$3,316	\$1,212	58%
Closing Bal As % Expend	33%	62%	29%	57%	25%	N/A

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GENERAL FUND - FUNDING

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr / (Decr) Budget	% Incr. vs. Budget
Property Tax (Net)	\$4,885	\$4,889	\$4	\$5,187	\$302	6%
FPL Franchise	230	228	(2)	230	-	0%
Local Comm. Tax	30	36	6	36	6	20%
State Rev Sharing	24	41	17	43	19	79%
Half Cent Sales Tax	125	127	2	127	2	2%
Net Interest	33	38	5	30	(3)	(9%)
Other	58	176	118	78	20	34%
Total Revenue	5,385	5,535	150	5,731	346	6%
Transfer In	50	50	-	50	-	0%
Use of (Add to) Fund Balance	981	(231)	(1,212)	-	(981)	(100%)
Total Funding	\$6,416	\$5,354	(\$1,062)	\$5,781	(\$635)	10%

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GENERAL FUND – EXPENDITURES BY DEPARTMENT

(\$ 000)	FY 2021			FY 2022			Notes
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr. vs. Budget	
Commission	\$47	\$37	\$10	\$47	\$ -	1%	Increase in election costs
Town Manager	320	307	13	321	1	0%	Payroll Increase; Reduction Vacation Payout
Town Clerk	259	207	51	270	11	4%	Payroll Increase
Police	2,952	2,910	42	3,116	164	6%	Payroll increases; 2 new P/T positions; Boat - R&M
Facility Services	218	202	16	228	10	5%	Increase for Repairs; Change in Health Coverage
Finance	117	118	(0)	120	3	2%	Annual Contract Increase
Fire Rescue	833	833	0	916	83	10%	Annual Contract Increase; Capital Contribution
Solid Waste	335	325	10	348	13	4%	Annual Contract Increase
Beach Management	587	155	432	81	(506)	(86%)	Removal of Beach Attorney Budget
Donations	6	6	-	6	-	0%	No change in budget
Contingency	157	-	157	188	31	19%	Incr. in contingency / reserve for future projects
Transfer Out	585	255	330	140	(445)	(76%)	Bridge loan was paid off
Total Expenditures	\$6,416	\$5,354	\$1,062	\$5,781	(\$635)	(10%)	

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GENERAL FUND - PERSONNEL COST (YOY BRIDGE)

FY 2021 Budget		\$3,236,476
<u>Payroll Changes</u>		
Two (2) new Reserve (P/T) positions	35,546	
Health Insurance Premiums (15%)	64,180	
Life/Vision/Dental Premiums (10%)	2,388	
Florida Retirement System	28,346	
Step Increase	11,815	
COLA Increase	84,721	
Increase in Town Manager Health Insurance Premiums	6,142	
Increase for Dispatcher Supervisor Position	3,473	
Increase in OT for Task Force	9,000	
Year over year change in premiums / employee adjustments	(86,743)	
Reduction in Vacation Payout	(16,203)	
All other wage adjustments / staffing changes compared to budget	(446)	
Total Changes	142,219	142,219
FY 2022 Budget		\$3,378,695

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SPECIAL REVENUE FUND – COMMUNITY BUS

(\$0)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr vs. Budget
Local Opt Gas Tax	\$35,971	\$28,798	(\$7,173)	\$30,750	(\$5,221)	(15%)
County Trans Grant	81,900	70,600	(11,300)	81,900	-	0%
Total Funding	117,871	99,397	(18,474)	112,650	(5,221)	(4%)
Bus Contract	81,900	70,600	11,300	81,900	-	0%
Roadways - R&M	-	1,000	(1,000)	10,000	10,000	N/A
Reserve for Future Use	35,971	-	35,971	20,750	(15,221)	(42%)
Total Expenditures	117,871	71,600	46,271	\$112,650	(5,221)	(4%)
Opening Fund Balance	30,696	30,696	-	58,494	27,797	91%
Add to (Use of) Fund Balance	35,971	27,797	(8,174)	20,750	(15,221)	(42%)
Closing Fund Balance	\$66,667	\$58,494	(\$8,174)	\$79,244	\$12,576	19%

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SPECIAL REVENUE FUND – MARINE LAW ENFORCEMENT GRANT

(\$0)	FY 2021			FY 2022		
	Budget	Fcst	Fav/ (Unfav)	Budget	Incr / (Decr)	% Incr vs. Fcst
Grant	\$30,336	\$27,103	(\$3,233)	\$30,336	\$-	0%
Total Funding	\$30,336	\$27,103	(\$3,233)	\$30,336	\$-	0%
Police Expense	\$30,336	\$27,103	\$3,233	\$30,336	\$-	0%
Total Expenditures	\$30,336	\$27,103	\$3,233	\$30,336	\$-	0%

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SPECIAL REVENUE FUND – BUILDING PERMITS

(\$0)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr vs. Budget
Building Permit Fees	\$250,000	\$376,935	\$126,935	\$400,000	\$150,000	60%
Building Administrative Fees	-	4,886	4,886	5,000	5,000	N/A
Total Funding	250,000	381,821	131,821	405,000	155,000	62%
Prof Serv. - Bldg. Permits – RMA	30,000	20,975	9,025	40,000	10,000	33%
Prof Serv. - Bldg. Permits - CG&A	212,500	319,876	(107,376)	340,000	127,500	60%
Credit Card Processing Fees	7,500	14,985	(7,485)	25,000	17,500	233%
Total Expenditures	250,000	355,836	(105,836)	405,000	155,000	62%
Opening Fund Balance	-	-	-	25,985	25,985	N/A
Use of (Add to) Fund Balance	-	25,985	25,985	-	-	N/A
Closing Fund Balance	\$-	\$25,985	\$25,985	\$25,985	\$25,985	N/A

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SPECIAL REVENUE FUND –PLANNING & ZONING, CODE ENFORCEMENT

(\$0)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr vs. Budget
Planning & Zoning Fees	\$10,000	\$23,614	\$13,614	\$25,000	\$15,000	150%
Fire Fees	1,500	11,657	10,157	15,000	13,500	900%
Transfer in from General Fund	38,500	16,139	(22,361)	25,000	(13,500)	(35%)
Total Funding	50,000	51,411	1,411	65,000	15,000	30%
Prof Serv. - Gen Admin – RMA	15,000	10,329	4,671	15,000	-	0%
Prof Serv. - Site Planning – RMA	10,000	13,329	(3,329)	15,000	5,000	50%
Prof Serv. - Eng. (Other)	10,000	11,425	(1,425)	15,000	5,000	50%
Code Compliance	15,000	16,329	(1,329)	20,000	5,000	33%
Total Expenditures	\$50,000	\$51,411	(\$1,411)	\$65,000	\$15,000	30%

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GENERAL FUND - CAPITAL IMPROVEMENT PROGRAM

Beach Renourishment

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./ (Decr.) Budget	% Incr. vs. Budget
Grant Revenue	\$60	\$65	\$5	\$3,500	\$3,440	5,782%
Loans	-	-	-	1,138	1,138	N/A
Total Funding	60	65	5	4,638	4,578	7,694%
Engineering - FY2020 Monitoring	55	55	-	57	3	4.6%
Engineering - Quarterly Reporting	5	5	-	10	5	100.0%
Beach Tilling / Scarp Removal	-	5	(5)	5	5	N/A
Engineering - FY2022 Project	-	-	-	365	365	N/A
Construction - FY2022 Project	-	-	-	4,200	4,200	N/A
Total Expenses	\$60	\$65	(\$5)	\$4,638	\$4,578	7,694%

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GENERAL FUND - CAPITAL IMPROVEMENT PROGRAM

Miscellaneous

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr.) Budget	% Incr. vs. Budget
Grant Revenue	\$-	\$61	\$61	\$-	\$-	N/A
Insurance Reimbursement	-	22	22	-	-	N/A
Transfer from General Fund	159	160	2	115	(44)	(27%)
Total Funding	159	244	86	115	(44)	(27%)
Underground Utility Project	35	20	15	15	(20)	(57%)
Police Car	66	98	(32)	40	(26)	(39%)
Police Equipment	-	68	(68)	-	-	N/A
Town Hall Renovations	50	50	-	60	10	20%
Chamber Modifications	8	8	-	0	(8)	(100%)
Total Expenses	\$159	\$244	(\$86)	\$115	(\$44)	(27%)

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WATER FUND - OPERATIONS

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr.) Budget	% Incr. vs. Budget
Revenue	\$1,462	\$1,395	(\$67)	\$1,463	2	0%
Use / (Add) Bal	-	40	40	-	-	N/A
Total Funding	1,462	1,435	(27)	1,463	2	0%
Expenses (excluding transfers)	934	817	117	888	(46)	(5%)
Transfer Out	527	617	(90)	575	48	9%
Total Expenses	1,462	1,435	27	1,463	2	0%
Fund Bal. – Open	1,765	1,765	-	1,725	(40)	(2%)
Add to (Use of) Fund Bal.	-	(40)	(40)	-	-	N/A
Fund Bal – Close	\$1,765	\$1,725	(40)	\$1,725	(\$40)	(2%)
Closing Balance % Expenses	120.8%	120.2%	(1%)	118%	(3%)	N/A

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WATER FUND - DEBT SERVICE

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr.) Budget	% Incr. vs. Budget
Water Surcharge	\$347	\$347	\$-	\$347	\$-	0%
Trf In – Water Fund	404	404	-	404	-	0%
Use (Add) Fund Bal	61	61	-	61	-	0%
Total Funding	811	811	-	811	-	0%
Debt Service – Water Main	407	407	-	407	-	0%
Debt Service – Plant	404	404	-	404	-	0%
Total Debt Service	811	811	-	811	-	4%
Fund Bal - Open	939	939	-	878	(61)	(6%)
Add to (Use of) Fund Bal.	(61)	(61)	-	(61)	-	N/A
Fund Bal - Close	\$878	\$878	\$-	\$817	(\$61)	(7%)

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WATER FUND - DEBT SERVICE SCHEDULE

	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	Beyond
Water Plant									
Principal	324,180	331,877	339,957	348,233	356,712	365,396	374,292	383,405	562,733
Interest	79,816	72,119	64,039	55,763	47,284	38,600	29,704	20,591	562,733
Total	403,996	403,996	403,996	403,996	403,996	403,996	403,996	403,996	1,125,465
Water Distribution System									
Principal	341,078	337,235	341,214	345,240	349,314	353,436	357,607	361,826	3,504,587
Interest	66,372	70,215	66,236	62,210	58,136	54,014	49,843	45,624	212,899
Total	407,450	407,450	407,450	407,450	407,450	407,450	407,450	407,450	3,717,486
Combined Debt Service									
Principal	665,258	669,111	681,171	693,474	706,026	718,832	731,899	745,231	4,067,320
Interest	146,188	142,335	130,275	117,972	105,420	92,614	79,547	66,215	775,632
Total	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 4,842,952

	Water Plant	Water Distribution
Loan Source:	FDEP SRF	FDEP SRF
Original Principal Amount:	\$6,400,664	\$7,306,728
Total Principal Remaining:	\$3,386,785	\$6,291,537
Total Payments Remaining:	\$4,367,433	\$6,977,086
Interest %:	2.42% / 2.00%	1.08% / 1.18%
Duration of Loan:	20 Years	20 Years
Last Payment Date:	September 15, 2030	November 15, 2038

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WATER FUND - CAPITAL IMPROVEMENT PROGRAM

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr) Budget	% Incr. vs. Budget
Grant Revenue	\$ -	\$ -	\$ -	\$450	\$450	N/A
Misc. Revenue	-	-	-	14	14	N/A
Loans	640	-	(640)	540	(100)	(16%)
Trf In - Water Fund (Op)	74	164	90	121	47	64%
Total Funding	714	164	(550)	1,125	411	58%
Well Rehabilitation	120	-	120	120	-	0%
Storage Tank	350	-	350	390	40	11%
Repair & Renewal	65	65	-	65	-	0%
Mobile Home Repairs	-	-	-	30	30	N/A
Truck	-	-	-	40	40	N/A
Roof - Pump House	60	60	-	-	(60)	(100%)
Perimeter Fence	10	-	10	30	20	200%
Water Tower Rehab	100	-	100	-	(100)	(100%)
A1A Design / Relocation	-	30	(30)	450	450	N/A
Beach Tank Repainting	9	9	-	-	(9)	(100%)
Total Expenses	\$714	\$164	\$550	\$1,125	\$411	58%

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RESOLUTION NO. 2021-42

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH ADOPTING A TENTATIVE MILLAGE RATE OF _____ FOR GENERAL OPERATING BUDGET PURPOSES FOR FISCAL YEAR 2021-2022; PROVIDING FOR THE ESTABLISHMENT OF AND SETTING FORTH THE DATE, TIME AND PLACE OF THE PUBLIC HEARING TO FORMALLY ADOPT THE FY 2021-2022 MILLAGE RATE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Florida Statute 200.065 (TRIM) it is the responsibility of the municipality's governing body to hold a public hearing on the Town's tentative budget and tentative millage rate and to re-compute and adopt the proposed millage rate.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA.

Section 1: That the foregoing "WHEREAS" clause is hereby ratified and confirmed as being true and correct and is hereby made a specific part of this Resolution upon adoption hereof.

Section 2: The Town Commission hereby adopts a proposed millage rate of _____ for General Fund budget purposes for Fiscal Year 2021-2022, which represents a _____% increase over the rolled-back rate of _____ mills.

Section 3: The Town Commission of the Town of Hillsboro Beach hereby sets September 23, 2021 at 5:01 P.M. at Town Hall Commission Chambers, as the date, time and place of the Public Hearing to set the final millage rate.

Section 4: That if any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way effecting the validity of the other provisions of this Resolution.

Section 5: That all Resolutions or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

Section 6: That this Resolution shall be effective immediately upon adoption.

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PASSED AND ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida, this_____ day of September 2021.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC, Town Clerk

**RESOLUTION NO. 2021-42
RECORD OF TOWN COMMISSION VOTE:**

	<u>YES</u>	<u>NO</u>
MAYOR DEBORAH L. TARRANT	☐	☐
VICE MAYOR IRENE KIRDAHY	☐	☐
COMMISSIONER VICKY FEAMAN	☐	☐
COMMISSIONER BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐

RESOLUTION NO. 2021-43

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; DETERMINING THE AMOUNT OF APPLICABLE FUNDS ON HAND; ESTIMATING RECEIPTS AND EXPENDITURES FOR ALL FUNDS, EXHIBIT "A"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Budget Estimates, in conformity with the Town Charter requirements have been filed with the Town Clerk and have been open for inspection by the public, and.

WHEREAS, a Public Hearing has been held pursuant to notice published in a newspaper circulated in the Town; and

WHEREAS, the Town Commission of the Town of Hillsboro Beach, Florida met on this 13th day of September 2021, to hold a public hearing for the purpose of considering any objections or comments by all interested parties on the Town's Tentative Budget for the operation and maintenance of the Town of Hillsboro Beach for Fiscal Year 2021-2022, which year runs from October 1, 2021 through September 30, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA.

Section 1: Each "WHEREAS" clause set forth above is true and correct and herein incorporated by this reference.

Section 2: That the tentative budget of the Town of Hillsboro Beach, Florida, for the fiscal year beginning October 1, 2021, and ending September 30, 2022, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the Town of Hillsboro Beach, Florida. A copy of the tentative budget is attached hereto as Exhibit "A".

Section 3: The tentative budget advertisement in conformance with Florida Statute 200.065 shall be published in one issue of a newspaper published in Broward County, Florida, and at the same time the public will be notified of a public hearing to be held on **September 23, 2021 at 5:01 P.M.** at Town Hall Commission Chambers for the purpose of hearing objections or criticisms of the tentative budget and millage. This meeting is for the purpose of setting a Final Tax Levy and Final Budget.

Section 4: The provisions of this resolution shall not be deemed to be a limitation on the powers granted to the Town Commission by the Town Charter, related to the fiscal management of the Town's funds.

Section 5: From time to time, the Town Commission may transfer funds from one fund, account or department to another as the necessity for the same may occur without being required to amend the terms and provisions of this resolution.

Section 6: All resolutions or parts of resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

Section 7: If any section, sentence, clause or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

Section 8: This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida, this ____ day of September 2021.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC, Town Clerk

RESOLUTION NO. 2021-43
RECORD OF TOWN COMMISSION VOTE:

	<u>YES</u>	<u>NO</u>
MAYOR DEBORAH L. TARRANT	☐	☐
VICE MAYOR IRENE KIRDAHY	☐	☐
COMMISSIONER VICKY FEAMAN	☐	☐
COMMISSIONER BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐

Town of Hillsboro Beach

Florida's **Magnificent** Mile

ANNUAL BUDGET

FISCAL YEAR 2022



TOWN OF HILLSBORO BEACH

Vision

To protect our coastal town's beauty and natural resources and provide a tranquil, safe and peaceful community for all residents.

Mission

To maximize community safety, continually exceed residents' expectations and always provide friendly, cost-effective, forward-looking and responsive service to all residents and other users of Town services.

Public Officials

Deb Tarrant

Mayor

Irene Kirdahy

Vice Mayor

Vicky Feaman

Commissioner / Treasurer

Barbara Baldassarre

Commissioner

Jane Reiser

Commissioner

Administrative Staff

Mac Serda, Town Manager

Jay Szesnat, Police Chief

Sherry D. Henderson, Town Clerk

D. J. Doody, Town Attorney

Elliott Garay, Water Plant Superintendent

Inframark Financial Services

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Date: June 25, 2021

To: Honorable Mayor and Town Commission

From: Mac Serda, Town Manager

Subject: Fiscal Year 2022 Annual Town Budget

In accordance with Article IV, Section 5(5.c) of the Town's Charter, it is with great pleasure that I present the Town's Proposed Budget and Capital Plan for Fiscal Year 2022, which begins on October 1, 2021 and ends on September 30, 2022. Included in this budget book are financial tables, graphs and documentation in regard to missions, accomplishments, and goals to incentivize continuing improvement. This information provides a review of the Town's historical financial experience, plus a look forward to the challenges and opportunities that we are likely to face as we continue to move the Town along the path established by the Mayor and Commission. Together, the graphs, tables and documents are assembled to communicate the recommended priorities and focus of the Town's staff and financial resources.

Many of the enhancements first introduced back in the 2019 budget were continued in the 2022 budget; always with the goal of making the document easier to read, complying with charter requirements, providing a greater level of detail and organizing the data into sections that assist the reader with analyzing the financial results of the various Town operations.

To begin with, the same fund and department structure was maintained in the 2022 budget. As a brief review, below are the recent funds created and included in this budget:

- Special Revenue Fund: includes items where the funding is dedicated to a specific type of activity. This includes the Community Bus program (funded by grants and Local Option Gas Tax revenue) and Permitting, Planning & Zoning and Code Compliance activity (funded by Permit and Planning & Zoning fees).
- FEMA Loan Fund: used to account for the annual payment of the principal and interest for the loan obtained by the Town to pay for the 2020 beach nourishment. This fund will not have a budget for FY 2022.
- General Fund - Capital Improvement Program (CIP): includes all General Fund capital expenditures and is used to plan capital requirements five years into the future. Capital projects are defined as items greater than \$1,000 with a useful life greater than one year.
- Water Debt Service Fund: used to account for the annual payment of the principal and interest for the loans obtained by the Town to pay for the water plant expansion and water main replacement projects.
- Water Fund - Capital Improvement Program (CIP): includes all Water Fund capital expenditures and is used to plan capital requirements five years into the future.

From a financial perspective, the Town remains very strong, even with the expenditures incurred for the beach litigation. As discussed elsewhere, even though Town finances are reported in eleven funds, nine are ancillary funds primarily dependent on the General Fund and Water Fund for funding. Consequently, the General Fund and the Water Fund are the best indicators of the Town's overall financial health.

The General Fund can be summarized in the following table:

(\$000)	FY 2021			FY 2022		
	Adopted Budget	Forecast	Var	Proposed Budget	Change (2)	% Chg. (2)
Revenue ⁽¹⁾ / Transfer In	5,435	5,585	150	5,781	346	6%
Use of Fund Balance	<u>981</u>	<u>-231</u>	<u>-1,212</u>	<u>0</u>	<u>-981</u>	<u>-100%</u>
Total Funding	6,416	5,354	-1,062	5,781	-635	-10%
Expenditures – (Excl. Contingency)	6,258	5,354	905	5,593	-666	-11%
Contingency	<u>157</u>	<u>0</u>	<u>157</u>	<u>188</u>	<u>31</u>	<u>19%</u>
Total Expenditure	6,416	5,354	1,062	5,781	-635	-10%
Opening Fund Balance	3,085	3,085	0	3,316	231	7%
Use of Fund Balance	<u>-981</u>	<u>231</u>	<u>1,212</u>	<u>0</u>	<u>981</u>	<u>-100%</u>
Closing Fund Balance	2,104	3,316	1,212	3,316	1,212	58%
Closing Fund Balance As % Of Expenditure	33%	62%	29%	57%	25%	NA

(1) FY 2022 revenue based on a millage rate of 3.50.

(2) FY 2022 proposed budget compared to FY 2021 adopted budget.

Based on the above table, the following are pertinent observations:

Revenue / Transfer In – The FY 2022 budget is expected to increase by 6% compared to this year primarily due to a 4.38% growth in the tax base with a tax (millage) rate of 3.5000 mills.

Use of Fund Balance – The fund is not expected to use fund balance in FY 2021 due to settlement of the beach litigation and lower than budgeted capital spending. The General fund is not budgeted to use fund balance in FY 2022.

Expenditures – (Excluding Contingency) – The FY 2022 budget is significantly lower than FY 2021 primarily due to the settlement of the beach litigation. These decreases will be offset by an increase in the Fire contract as well personnel costs.

Contingency – A contingency amount of \$188,179 is available in FY 2022 for Commission consideration. This amount can be used for initiatives not currently reflected in the proposed budget.

Closing Fund Balance – Primarily due to the completion of the beach litigation as well as lower than anticipated capital spending, the fund balance is forecasted to increase in FY 2021. By the end of FY 2022, the fund balance is expected to be 57% of the FY 2022 expenditures. A percentage of 25% (equivalent to three months of operation) is considered to be healthy.

The Water Fund can be summarized as follows:

(\$000)	FY 2021			FY 2022		
	Adopted Budget	Forecast	Var	Proposed Budget	Change ⁽¹⁾	% Chg. ⁽¹⁾
Revenue / Transfer In	1,462	1,395	-67	1,463	2	0%
Use of Fund Balance	<u>0</u>	<u>40</u>	<u>40</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Total Funding	1,462	1,435	-27	1,463	2	0%
Total Expenses	1,462	1,435	27	1,463	-2	0%
Opening Fund Balance	1,765	1,765	NA	1,725	-40	-2%
Use of Fund Balance	<u>0</u>	<u>-40</u>	<u>-40</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Closing Fund Balance	1,765	1,725	-40	1,725	-40	-2%
Closing Balance As % of Expenses	121%	120%	-1%	118%	-3%	NA

(1) FY 2022 proposed budget compared to FY 2021 adopted budget.

Based on the above table, the following observations are relevant:

Revenue / Transfer In – Lower water usage anticipated in FY 2021. An increase in water usage is included in next year's budget. This increase is offset by the expiration of the Sprint cell tower lease in April 2022.

Use of Fund Balance – FY 2021 is forecasted to utilize \$40K in fund balance to complete capital projects. The Water fund is not expected to use fund balance in FY 2022, but this assumes the water usage rebounds back to pre-pandemic levels.

Expenses – FY 2021 is forecasted below budget due to the unspent contingency line. The FY 2022 budget does not include a line for contingency expenses.

Closing Fund Balance – Between FY2021 and FY 2022, the balance is expected to decrease by approximately \$40,000 due to anticipated capital spending. At that point the closing fund balance will be 118% of the FY 2022 Water Fund expenses when a percentage of 25% is considered to be healthy.

The budget book provides additional details in regard to the FY 2021 forecasted results and the proposed FY 2022 recommended budget.

FY 2021 Highlights

This past year was a challenging one with the pandemic requiring the entire Town to re-think and adjust our day-to-day activities. In spite of these challenges, the following is a summary of some of the accomplishments in response to your direction.

- Maintained workforce and continued service levels during pandemic, while experiencing staffing issues with exposed and positive-testing workforce.
- Transitioned to virtual and then hybrid meetings.

- Worked with the Department of Health to create a vaccination site at Town Hall.
- Coordinated with Deerfield the selection of engineer for joint beach project and currently working on a nourishment project that includes Boca Raton, Deerfield.
- Qualified Town for FEMA funding for next beach nourishment project due to Hurricane Dorian damages. Currently securing FEMA funding (75%) for FY2022 (~\$4.2M estimated project cost). Currently assisting in funding obligation for beach and hazard mitigation funds.
- Pursuing FEMA approval for \$4.2 million (50% cost share) for hazard mitigation and beach management project.
- \$983,036 DEP grant award for beach nourishment related to Hurricane Irma. This grant is expected to fund the Town's share of the beach nourishment project completed in 2020. Currently processing reimbursement for Town.
- Introduction of a pre-construction process for large projects, to inform contractors of specific local community standards and requirements such as cleaning road shoulder, staff parking and deliveries, and construction hours.
- Website enhancements to increase user awareness of the permitting process.
- Expanded ACH Vendor Payments.
- Revised and continued enhancement of Financial Presentation.
- Initiated Process for online Lobbyist Registration Portal to meet compliance with County requirements.
- Added additional community shredding/HHW events for residents to safely purge/destroy sensitive records and discard paint and solvents.
- Enhanced Bocce Ball courts with new amenities: mats, trashcans, recycle bins, flowers.
- Extended faster Wi-Fi throughout Town Hall.
- Completed three (3) Community Blood Drives.
- Maintained & updated contact database for Condo Property Managers and Board Presidents for monthly Condo Forum.
- Developed Town Reference Guide for Newly Elected Officials.
- Audited Town Website quarterly for State regulatory and ADA compliance.
- Implementing online automated Public Records Request management software by year-end to simplify and track public records requests.
- Implemented a new policy requiring police officers to intervene when unnecessary force is deployed.
- Created a marine task force with the Broward Sheriff's, Florida Fish and Wildlife and Lighthouse Point's, Pompano Beach to address vessel speeding, noise and wake violations.
- Deployed the P25 radio communication system for the Police Department that provides interconnectivity to other departments.

- Revised and enhanced Crosswalk/Pedestrian/Cyclist/Motorist Safety and Enforcement Program.
- Implemented new uniformed computers, with up-to-date devices, several software programs and CJIS Criminal Justice Information Systems databases.
- Deployed body cameras and in-car videos to all patrol cars and officers.
- Replacing all sodium chloride feeders with new units that are easier and cheaper to maintain and operate.

These projects, changes and enhancements were undertaken with a focus of continuing to provide quality service to our residents while prudently spending Town resources, in accordance with the Commission-approved Vision and Mission statements, laying the groundwork for further improvement as the Town moves forward.

Looking Forward to FY 2022

Nothing will be more important than the continued effort to protect the Town's beach. Moving forward with the joint beach project with the City of Deerfield Beach will be an important project for FY2022.

Similar to this year, FY 2022 will focus on several key capital projects and construction. Staff will be continuing their efforts to fully digitize and store all records offsite to provide usable space within the planning room, and improvements to the surrounding parking lot are being developed. In addition, the focus will be to complete the renovations to Town Hall.

A few other key projects for FY 2022 include the beach nourishment project, FDOT's A1A design, and water utility projects that will continue to preserve the Town's water supply. For the beach, the Town is earnestly working on the pre-construction design for a 64,000 cubic yard joint beach re-nourishment project. Our coastal engineers will be working on the design plans, obtaining the necessary permits and managing the bid process for our next nourishment with Deerfield. The current funding provides for FEMA to contribute 75%; however, we hope the State will agree to participate with 12.5% funding and the Town matching with 12.5%. As always, staff and our consultants will be investigating and researching alternative funding sources for future beach projects.

Working with our contracted engineer, we will be advocating for the best possible design for A1A, one that raises the road, protects against the effects of king tides and intense rainfall, and safely maintains traffic flow. Our water utility, with its newly replaced distribution system, is looking to expand its finished water tank to provide additional capacity, and to install variable frequency drives that allow for a mixture of raw water from different wells while reducing chemical and electricity costs. In addition to the previously mentioned projects, the goal in FY 2022 is to complete the easement acquisition phase of the underground utility project. Staff will also continue the focus on internal processes, policy review, technology upgrades to key systems and other critical updates of the Town to ensure that the Town continues to adopt best practices.

Finally, as in other years, we have included in this budget book goals for each department for the new budget year. We look forward to hearing feedback from the Commission and community as we work towards providing superior service to our residents.

I would like to thank the entire finance department. This budget book would not be possible without the expertise and tireless efforts of Stephen Bloom and the entire Inframark Team. Thanks are also owed to the entire Town Staff: Chief Szesnat, Elliott Garay, and Sherry Henderson, and our contracted strategic

partners: Waste Pro, BSO Fire Department, Moffatt & Nichol; Calvin, Giordano & Associates, and Redevelopment Management & Associates.

Particular thanks to the Mayor, Vice Mayor and Commissioners for your unwavering leadership, guidance and cooperation in planning and providing the direction for our great Town. It is a pleasure and a gift to be able to be of assistance in your efforts toward moving the Town toward excellence.

A handwritten signature in blue ink, reading "William M. Serda". The signature is written in a cursive, flowing style.

Respectfully submitted,

William Serda

Budget Calendar

Key Dates	Activity / Tasks
April 19	Budget worksheets provided to Department Heads
May 25	Review Budget worksheets with Town Manager and Department Heads
May 31	Receipt of Estimated Assessable Property Values
June 1 – 9:00 AM	Preliminary budget discussion to establish budget priorities
June 16	Preliminary budget submitted to Town Manager
July 1	Property Appraiser certifies the taxable values
July 6 - 9:00 AM	Town Commission discusses preliminary budget and adopts Proposed Millage Rate
August 3	County School Board Budget Hearing #1
August 4	Deadline for submitting DR 420 to Property Appraiser & Tax Collector a) Include Proposed Millage Rate b) the current rollback rate c) The date, time, and meeting place of the Tentative Budget Hearing
September 9	County Budget Hearing #1
September 13 - 5:01 PM	Town of Hillsboro Beach 1st Budget & Millage Rate Hearing (date pending approval)
September 14	County School Board Budget Hearing #2
September 15	Certify non-ad valorem assessment roll to tax collector
September 20	Publish Budget Summary in Local Newspaper
September 21 – 5:01 PM	County Budget Hearing #2
September 23 - 5:01 PM	Town of Hillsboro Beach 2nd and Final Budget Hearing (date pending approval)
September 26	Remit Adopted Millage Rate to Property Appraiser & Tax Collector
October 1	Submit all Tax Documents to Florida Department of Revenue

** Per Florida Statutes, the hearing dates scheduled by the county commission and school board shall not be utilized by any other taxing authority within the county for its public hearings.

Funds Overview

General Fund

- Purpose – This fund provides funding for most ongoing operational activities within the Town other than the Water Department. There is a minimum of “one-off” activities in this fund, allowing for reasonably predictable year-to-year change. Additionally, this fund provides funding to various other funds requiring additional funding as described below.
- Funding Sources – Funding is from taxes, assessments, permits, distributions from other governmental organizations and other miscellaneous sources. Revenue received in this fund isn’t restricted as to how it can be spent, although in other than the most extraordinary circumstances, the General Fund won’t provide funding to activities related to the Water Department.

Special Revenue Funds

- Purpose – Funds focus on those activities for which revenue has been received and can only be spent for specific purposes. This fund matches revenues received to the expenditures for which they were intended. Failure to make the necessary expenditure within a defined period may result in the forfeiture of the revenue.
- Funding Sources – Funding is normally from grants. In many instances the grant is insufficient to cover the expenditure, e.g., a 50-50 match, necessitating an “internal transfer” from the General Fund to fully fund the expenditure.

Debt Service Fund

- Purpose – Debt service funds are established to ensure focus on long-term debt obligations requiring annual funding.
- Funding Sources – Funding is derived from an assessment on the annual property tax bill. This assessment is intended to meet the annual funding requirement. However, an “internal fund transfer” from the General Fund may be occasionally required due to the timing of the assessment funding.

General Fund - Capital Improvement Program (CIP)

- Purpose – This fund allows focus on significant capital investments to be made in various projects and other capital requirements over the next five years. A long-term outlook ensures requirements are identified in a timely way and, since capital expenditures can be large, permits for the necessary planning to ensure funding will be available when the project is to be undertaken.
- Funding Sources – Funding can be derived in part through grants, e.g., FEMA funding of the beach re-nourishment project and loans. However, even if a grant is available in conjunction with a project, it usually won’t cover all costs and an “internal fund transfer” will then be required from the General Fund to fully fund capital expenditures.

Funds Overview

Water Fund - Operations

- Purpose – This fund provides funding for most ongoing operational activities within the Water Department. There is a minimum of “one-off” activities in this fund, allowing for reasonably predictable year-to-year change. Additionally, this fund provides funding to various other Water Department-related funds requiring additional funding as described below. Finally, there also is an “internal fund transfer”, currently \$50,000 per year, to the General Fund as payment for Commission oversight and the financial and other management services provided by General Fund departments.
- Funding Sources – This fund is funded fully from water service fees and other minor miscellaneous revenue sources.

Water Fund - Debt Service

- Purpose – Water debt service funds are established to ensure focus on long-term debt obligations related to the Water Department requiring annual funding.
- Funding Sources – Funding is available in part through a surcharge on the monthly water bill. All remaining required funding occurs from “internal fund transfers” from the Water Fund.

Water Fund - Capital Improvement Program (CIP)

- Purpose – This fund allows focus on capital investments to be made in various projects and other capital requirements over the next five years related to the water department. A long-term outlook ensures requirements are identified in a timely way and, since capital expenditures can be large, permits for the necessary planning to ensure funding will be available when the project is to be undertaken.
- Funding Sources – Funding can be derived in part through grants and loans. However, to the extent that grants and loans may be insufficient, an “internal fund transfer” will be required from the Water Fund to fully fund capital expenditures.

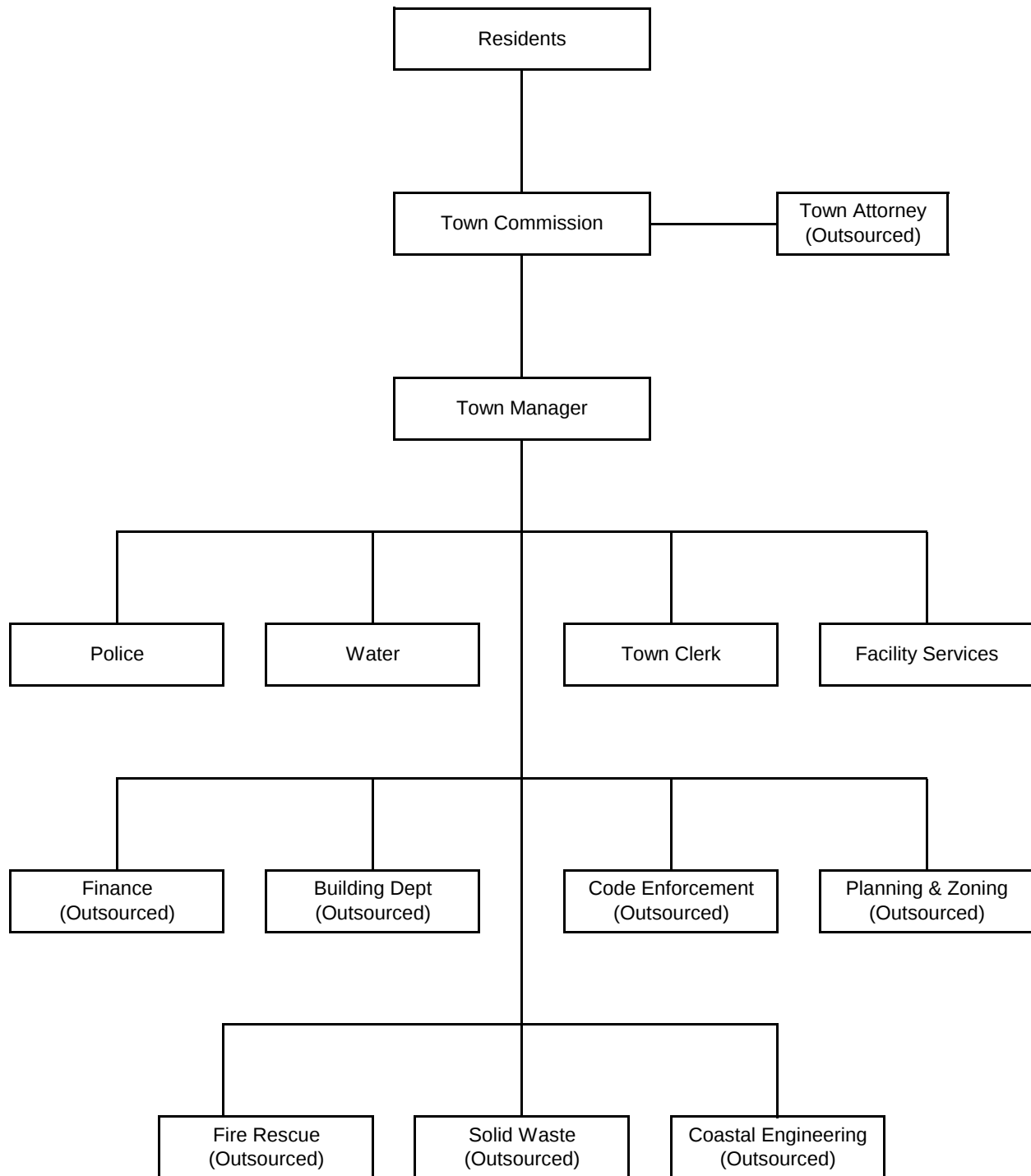
Budget Assumptions

- o The FY 2022 budget was developed using the FY 2021 service levels as the starting point.
- o The FY 2022 budget includes a contingency amount of \$188,179 in the General Fund, which is available for additional initiatives or future projects.
- o Property Taxes
 - A millage rate of 3.50 was used to budget the property taxes for FY 2022. This is the same rate used in FY 2021.
 - That millage rate is 4.38% higher than the rollback rate of 3.3530.
- o Staffing Plan
 - (2) Marine Reserve part-time (P/T) positions were added to the Police Department. The total annual cost of the new positions will be \$35,546.
 - The additional positions are required to operate the boat during weekend, holiday, and weekday hours.
 - (1) P/T position was removed from the Water Department. The annual cost of the positions was \$25,059.
- o Compensation
 - Payroll includes Step increases totaling \$14,894 and COLA increases totaling \$97,081. These totals include both wages & the related cost for benefits.
 - The April 2021 Consumer Price Index (Fort Lauderdale/Miami) as published in May was 4.1%. Per the Police agreement, a cap of 3% was included in the budget for COLA.
 - The net budgeted increase for the Florida Retirement System (FRS) is \$31,600.
 - Special Risk (Police) contribution rate increased by 5.9%.
 - Regular Employees contribution rate increased by 8.2%.
 - Town Manager contribution rate increased by 6.3%.
 - DROP contribution rate increased by 8.0%.
 - Health Insurance Premiums budgeted with an estimated 15% increase or \$64,180 compared to the current forecasted premiums.
 - This increase was offset by lower current year premiums and employee coverage adjustments which totaled \$86,549.
 - The result was a \$22,563 net decrease in the year-over-year budget.
 - Life, Vision & Dental Premiums budgeted with an estimated increase of 10% or \$2,779.
 - Workers Compensation Premiums budgeted with a small year-over-year increase of \$1,835.

Budget Assumptions

- o Contract Increases
 - Fire Rescue (\$82,769), Solid Waste (\$13,187) and Finance (\$2,697)
- o Insurance Premiums budgeted with a 15% increase or \$17,284 for General Liability, Property Liability, Flood, Pollution and Auto Insurances.
- o Beach Management
 - Removed Beach Attorney budget line - \$500,000.
 - Added Engineering budget line for Deerfield Joint Project - \$55,000.
- o General Fund Capital Improvement Program (CIP) increased from \$218,000 in FY 2021 to \$4,742,470 in FY 2022.
 - \$40,000 for (1) Police Vehicle.
 - \$15,000 for Underground Utility Project
 - \$60,000 for Town Hall Renovation Projects.
 - \$4,565,000 for Hurricane Dorian Beach Mitigation Project (75% FEMA funding).
 - Annual Budget for Project-related Beach Management - \$72,470 (100% FEMA funding).
- o Water Fund Capital Improvement Program (CIP) decreased from \$713,500 in FY 2021 to \$1,125,000 in FY 2022.
 - \$40,000 for Utility Truck.
 - \$120,000 for Well Rehabilitation
 - \$390,000 for Storage Reservoir.
 - \$450,000 for A1A Design & Relocation Project (American Rescue Plan Grant)
 - \$30,000 for Mobile Home Repairs (Partial funded by Insurance Reimbursement)
 - \$30,000 for Perimeter Fence Rehab
 - \$65,000 for Repairs & Renewal Projects.

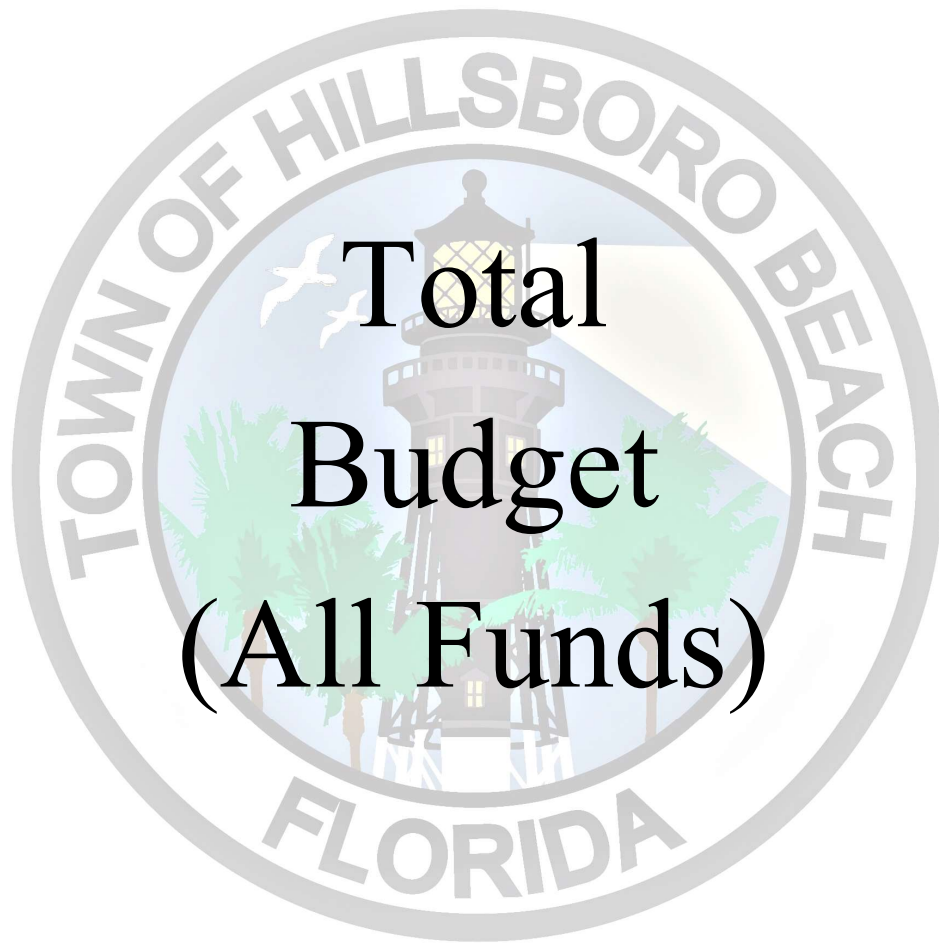
Organizational Chart



Staffing Summary

	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
<u>GENERAL FUND</u>										
Town Commission	–	5	–	5	–	5	–	5	–	5
Town Manager	2	–	1	–	1	–	1	–	1	–
Town Clerk	1	–	2	–	2	–	2	–	2	–
Police	19	1	19	3	19	3	19	3	19	5
Facility Services	1	–	1	–	1	–	1	–	1	–
Total General Fund	23	6	23	8	23	8	23	8	23	10
<u>ENTERPRISE FUND</u>										
Water	5	1	5	1	5	1	5	1	5	0
Total Enterprise Fund	5	1	5	1	5	1	5	1	5	0
Total Team Count	28	7	28	9	28	9	28	9	28	10

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Total Budget (All Funds)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Total Budget

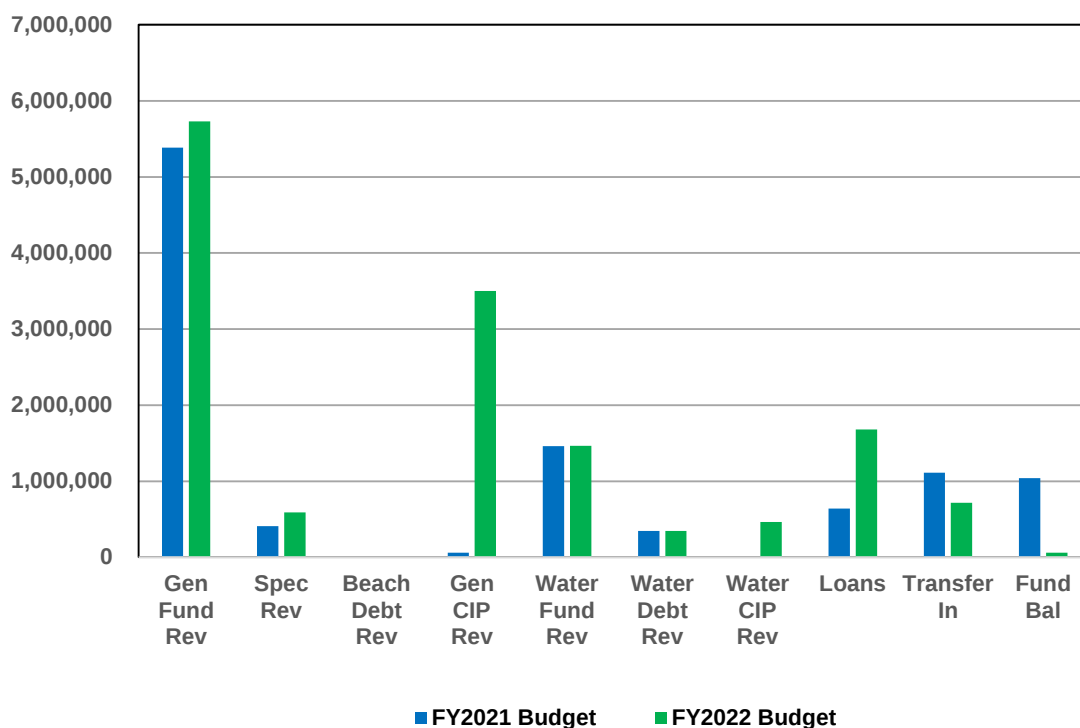
	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Total Revenue - (Excl. Grants)	\$ 7,490,826	\$ 8,178,210	\$ 687,384	\$ 8,480,072	\$ 989,246	13.2%
Grants	171,736	162,672	(9,064)	3,612,206	3,440,470	2003.3%
Loan Proceeds	640,000	-	(640,000)	1,677,500	1,037,500	N/A
Transfer In	1,112,448	872,188	(240,260)	715,342	(397,106)	-35.7%
Total Fund Bal. Use / (Addition)	1,041,763	3,068,229	2,026,466	60,750	(981,013)	-94.2%
Total Funding	\$ 10,456,773	\$ 12,281,299	\$ 1,824,526	\$ 14,545,870	\$ 4,089,097	39.1%
<u>EXPENDITURES/EXPENSES</u>						
Personnel Expenses	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%
Operating Expenses	3,253,841	2,786,311	467,530	3,002,602	(251,239)	-7.7%
Debt Service Expenses	1,199,398	4,484,406	(3,285,008)	811,446	(387,952)	-32.3%
Capital Expenditures	931,500	502,323	429,177	5,877,470	4,945,970	531.0%
Transfers Out	1,112,448	872,188	240,260	715,342	(397,106)	-35.7%
Total Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expenditures/Expenses	\$ 10,456,773	\$ 12,281,299	\$ (1,824,526)	\$ 14,545,870	\$ 4,089,097	39.1%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Source Of Funds

	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue						
General Fund	\$ 5,384,928	\$ 5,534,530	\$ 149,602	\$ 5,730,689	\$ 345,761	6.4%
Special Revenue Funds	409,707	543,592	133,885	587,986	178,279	43.5%
Debt Service Fund - (Bridge Loan)	-	372,471	372,471	-	-	N/A
General Fund - Capital Projects	59,500	148,654	89,154	3,499,970	3,440,470	5782.3%
Water Fund	1,461,727	1,394,936	(66,791)	1,463,279	1,552	0.1%
Water Debt Service Fund	346,700	346,700	-	346,700	-	0.0%
Water Fund - Capital Projects	-	-	-	463,654	463,654	N/A
Total Revenue	7,662,562	8,340,882	678,320	12,092,278	4,429,716	57.8%
Loan Proceeds	640,000	-	(640,000)	1,677,500	1,037,500	162.1%
Transfer In	1,112,448	872,188	(240,260)	715,342	(397,106)	-35.7%
Use of / (Add To) Fund Balance	1,041,763	3,068,229	2,026,466	60,750	(981,013)	-94.2%
Total Funding	\$ 10,456,773	\$ 12,281,299	\$ 1,824,526	\$ 14,545,870	\$ 4,089,097	39.1%

FY 2021 Budget vs. FY 2022 Budget

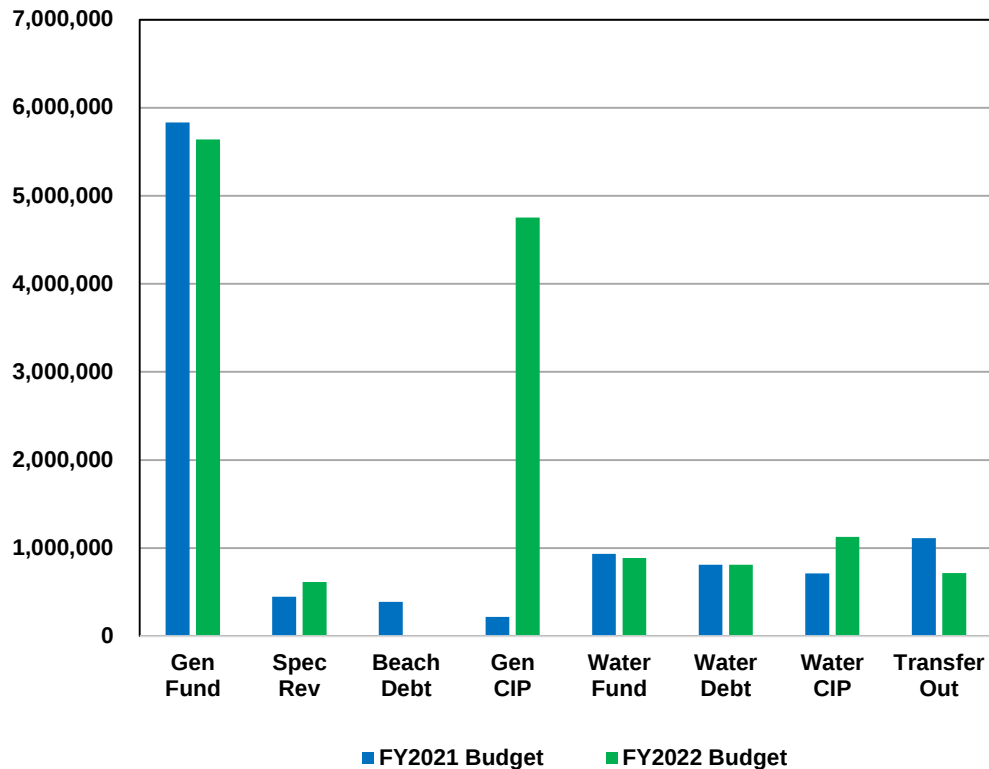


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Total Expenditures/Expenses By Fund

<u>Expenditures/Expenses</u>	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
General Fund	\$ 5,830,989	\$ 5,099,091	\$ 731,898	\$ 5,640,689	\$ (190,300)	-3.3%
Special Revenue Funds	448,207	505,949	(57,742)	612,986	164,779	36.8%
Debt Service Funds	387,952	3,672,960	(3,285,008)	-	(387,952)	-100.0%
General Fund - CIP	218,000	338,823	(120,823)	4,752,470	4,534,470	2080.0%
Water Fund	934,231	817,342	116,889	887,937	(46,294)	-5.0%
Water Debt Service Fund	811,446	811,446	-	811,446	-	0.0%
Water Fund - CIP	713,500	163,500	550,000	1,125,000	411,500	57.7%
Total Expense	9,344,325	11,409,111	(2,064,787)	13,830,528	4,486,204	48.0%
Transfer Out	1,112,448	872,188	240,260	715,342	(397,106)	-35.7%
Total Expenditures/Expenses	\$ 10,456,773	\$ 12,281,299	\$ (1,824,526)	\$ 14,545,870	\$ 4,089,097	39.1%

FY2021 Budget vs. FY2022 Budget

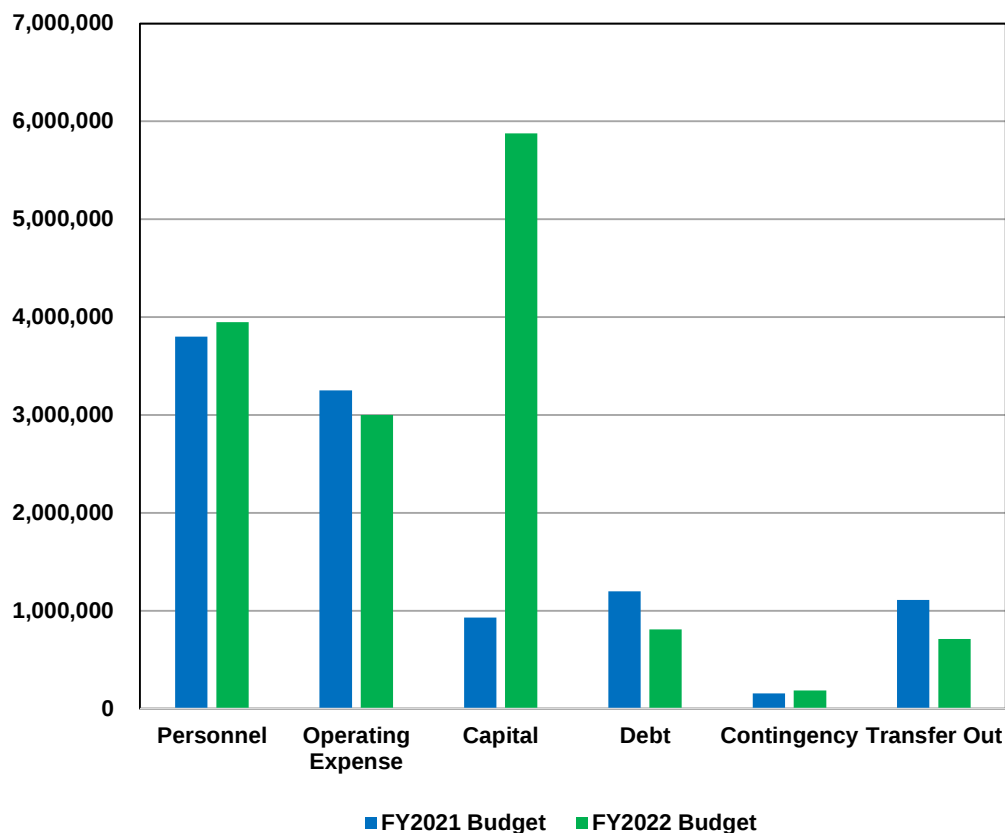


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Total Expenditures By Category

<u>Expenditures/Expenses</u>	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personnel	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%
Operating Expense	3,253,841	2,786,311	467,530	3,002,602	(251,239)	-7.7%
Capital	931,500	502,323	429,177	5,877,470	4,945,970	531.0%
Debt Service	1,199,398	4,484,406	(3,285,008)	811,446	(387,952)	-32.3%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expense	9,344,325	11,409,111	(2,064,787)	13,830,528	4,486,204	48.0%
Transfer Out	1,112,448	872,188	240,260	715,342	(397,106)	-35.7%
Total Expenditures/Expenses	\$ 10,456,773	\$ 12,281,299	\$ (1,824,526)	\$ 14,545,870	\$ 4,089,097	39.1%

FY2021 Budget vs. FY2022 Budget



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Personnel Expense Summary

Description	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
DEPARTMENT						
Commission	\$ 31,003	\$ 31,003	\$ -	\$ 31,003	\$ -	0.0%
Town Manager	230,221	224,491	5,730	231,189	968	0.4%
Town Clerk	172,850	111,099	61,751	183,961	11,111	6.4%
Police	2,702,664	2,654,718	47,946	2,837,201	134,537	5.0%
Facility Services	99,738	85,169	14,569	95,341	(4,397)	-4.4%
Total General Fund	3,236,476	3,106,481	129,996	3,378,695	142,219	4.4%
Water	535,294	502,489	32,805	541,801	6,507	1.2%
Marine Law Enforcement Grant	30,336	27,103	3,233	30,336	-	0.0%
Total	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%

Description	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
EXPENSE TYPE						
Commission Stipend	\$ 28,800	\$ 28,800	\$ -	\$ 28,800	\$ -	0.0%
Salaries	2,232,231	2,170,875	61,355	2,338,688	106,457	4.8%
Car Allowance	6,500	6,000	500	6,000	(500)	-7.7%
Paid Holidays	50,201	32,600	17,601	50,683	482	1.0%
Overtime	71,000	79,524	(8,524)	80,000	9,000	12.7%
Vacation Leave Cash Out	33,099	23,254	9,845	21,243	(11,856)	-35.8%
Sick Leave Cash Out	40,941	33,210	7,732	40,941	(0)	0.0%
Employee Award	-	5,600	(5,600)	-	-	N/A
Incentive Pay	17,270	14,900	2,370	17,030	(240)	-1.4%
Salary & Wages	2,480,042	2,394,763	85,279	2,583,385	103,343	4.2%
FICA	186,240	183,824	2,416	194,146	7,906	4.2%
Florida Retirement System	468,923	463,556	5,367	519,806	50,883	10.9%
401(A) Plan	-	-	-	-	-	N/A
Health and Life Insurance	606,291	539,063	67,227	591,129	(15,162)	-2.5%
Tuition Reimbursement	2,250	2,250	-	2,250	-	0.0%
AD&D	739	670	69	737	(2)	-0.3%
Workers' Comp Insurance	55,371	51,582	3,789	57,128	1,757	3.2%
Unemployment Compensation	2,250	363	1,887	2,250	-	0.0%
Total Benefits	1,322,065	1,241,309	80,755	1,367,446	45,382	3.4%
Total Compensation	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%



Property Tax Revenue

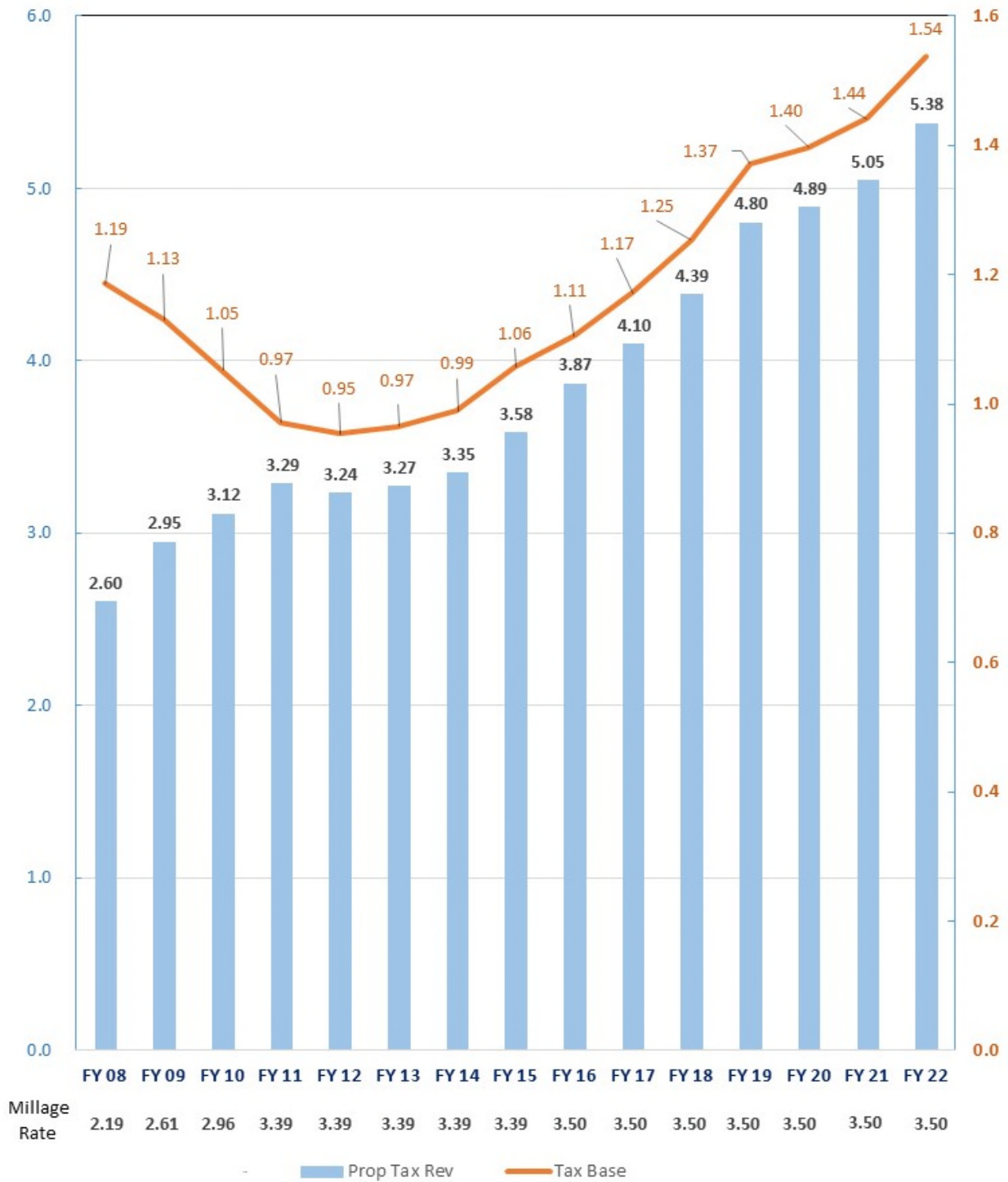
Property Tax Base Detail

	Vacant Property	Single Family Res	Town- houses	Condos & Co-ops	Other	Total Real Property	Personal Property	Total Taxable Values
<u>FY 2021</u>								
Number	25	47	88	2,078	50	2,288		
Homesteaded	0	31	34	695	0	760		
Homesteaded %	0.0%	66.0%	38.6%	33.4%	0.0%	33.2%		
Market Value (\$M)	\$122.0	\$555.4	\$62.3	\$882.9	\$76.2	\$1,698.8		
Taxable Value (\$M)	\$118.1	\$454.5	\$51.2	\$746.2	\$63.4	\$1,433.5	\$8.8	\$1,442.2
% Of Tot Tax Val	8.2%	31.7%	3.6%	52.1%	4.4%	100.0%		
Average Mkt Val (\$)	\$4,880,510	\$11,818,036	\$708,429	\$424,877	\$1,523,054	\$742,504		
Average Tax Val (\$)	\$4,723,688	\$9,669,285	\$582,250	\$359,113	\$1,268,737	\$626,512		
% Taxable To Market	96.8%	81.8%	82.2%	84.5%	83.3%	84.4%		
<u>FY 2022</u>								
Number	25	47	88	2,078	50	2,288		
Homesteaded	1	32	31	690	0	754		
Homesteaded %	4.0%	68.1%	35.2%	33.2%	0.0%	33.0%		
Market Value (\$M)	\$160.1	\$625.1	\$61.7	\$905.8	\$73.2	\$1,825.9		
Taxable Value (\$M)	\$158.3	\$484.0	\$53.1	\$771.7	\$61.9	\$1,529.0	\$8.1	\$1,537.1
% Of Tot Tax Val	10.4%	31.7%	3.5%	50.5%	4.0%	100.0%		
Average Mkt Val (\$)	\$6,405,948	\$13,300,949	\$700,579	\$435,877	\$1,464,783	\$798,049		
Average Tax Val (\$)	\$6,330,967	\$10,298,557	\$603,671	\$371,357	\$1,237,454	\$668,262		
% Taxable To Market	98.8%	77.4%	86.2%	85.2%	84.5%	83.7%		
<u>CHANGE</u>								
Number	0	0	0	0	0	0		
Homesteaded	1	1	(3)	(5)	0	(6)		
Market Value (\$M)	\$38.1	\$69.7	(\$0.7)	\$22.9	(\$2.9)	\$127.1		
Year Over Year Growth	31.3%	12.5%	-1.1%	2.6%	-3.8%	7.5%		
Taxable Value (\$M)	\$40.2	\$29.6	\$1.9	\$25.4	(\$1.6)	\$95.5	(\$0.6)	\$94.9
Year Over Year Growth	34.0%	6.5%	3.7%	3.4%	-2.5%	6.7%		
Average Mkt Val (\$)	\$1,525,438	\$1,482,912	(\$7,850)	\$10,999	(\$58,270)	\$55,544		
Year Over Year Growth	31.3%	12.5%	-1.1%	2.6%	-3.8%	7.5%		
Average Tax Val (\$)	\$1,607,279	\$629,272	\$21,421	\$12,244	(\$31,283)	\$41,749		
Year Over Year Growth	34.0%	6.5%	3.7%	3.4%	-2.5%	6.7%	-7.4%	6.6%

Prop Tax (\$M)

Property Tax & Tax Base (FY2008 to Present)

Tax Base (\$B)



Rolled-Back Rate Analysis

(\$ Millions)

Tax Base Analysis

FY 2021 Tax Base

(As Adjusted through May 24, 2021)

FY 2022 Tax Base

Growth - Enhanced Market Value

FY 2022 Tax Base - Before New Additions

Growth - New Additions To Tax Base

FY 2022 Tax Base - Total

Taxable Base	% Growth
1,442.2	
63.2	4.38%
1,505.4	
31.7	2.20%
1,537.1	6.58%

Property Tax Analysis

FY 2021 Millage Rate & FY 2021 Final Tax Base

FY 2022 Tax Base Before New Additions

FY 2022 Rolled Back Rate & FY 2022 Tax Base
Before New Additions (Same Prop Tax Rev)

Millage Rate	Tax Base	Property Tax Revenue (Tax Base X Rate)
3.5000	1,442.2	5.048
		↑↓
3.3530	1,505.4	5.048

Impact of Potential FY 2022 Millage Rates Homestead vs. Non-Homestead Properties

	Market Value \$400,000		Market Value \$1,000,000		Market Value \$5,000,000	
	H-Stead	N-H-Stead	H-Stead	N-H-Stead	H-Stead	N-H-Stead
FY 2021						
Market Value	400,000	400,000	1,000,000	1,000,000	5,000,000	5,000,000
SOH % Of Market Value	86.4%	NA	86.4%	NA	86.4%	NA
SOH Value	345,579	400,000	863,947	1,000,000	4,319,737	5,000,000
Exemptions	50,000	NA	50,000	NA	50,000	NA
Taxable Value	295,579	400,000	813,947	1,000,000	4,269,737	5,000,000
Millage Rate	3.5000	3.5000	3.5000	3.5000	3.5000	3.5000
Property Tax	\$1,035	\$1,400	\$2,849	\$3,500	\$14,944	\$17,500
FY 2022						
Market Value Growth %	6.1%	6.1%	6.1%	6.1%	6.1%	6.1%
Market Value	424,486	424,486	1,061,214	1,061,214	5,306,070	5,306,070
SOH % Of Market Value	85.0%	NA	85.0%	NA	85.0%	NA
SOH Value	360,653	424,486	901,632	1,061,214	4,508,162	5,306,070
Exemptions	50,000	NA	50,000	NA	50,000	NA
Taxable Value	310,653	424,486	851,632	1,061,214	4,458,162	5,306,070
Taxable Value % Increase	5.1%	6.1%	4.6%	6.1%	4.4%	6.1%
Millage Rate = 3.3530 Mills (Rolled-Back Rate)						
Millage Rate (Rolled-Back Rate)	3.3530	3.3530	3.3530	3.3530	3.3530	3.3530
Millage Rate % Reduction	-4.2%	-4.2%	-4.2%	-4.2%	-4.2%	-4.2%
Property Tax	\$1,042	\$1,423	\$2,856	\$3,558	\$14,948	\$17,791
Property Tax Incr /(Decr)	\$7	\$23	\$7	\$58	\$4	\$291
Property Tax % Increase	0.7%	1.7%	0.2%	1.7%	0.0%	1.7%
Millage Rate = 3.5000 Mills (FY 22 Millage Rate)						
Property Tax	\$1,087	\$1,486	\$2,981	\$3,714	\$15,604	\$18,571
Property Tax Incr /(Decr)	\$53	\$86	\$132	\$214	\$659	\$1,071
Property Tax % Increase	5.1%	6.1%	4.6%	6.1%	4.4%	6.1%

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General Fund

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Summary

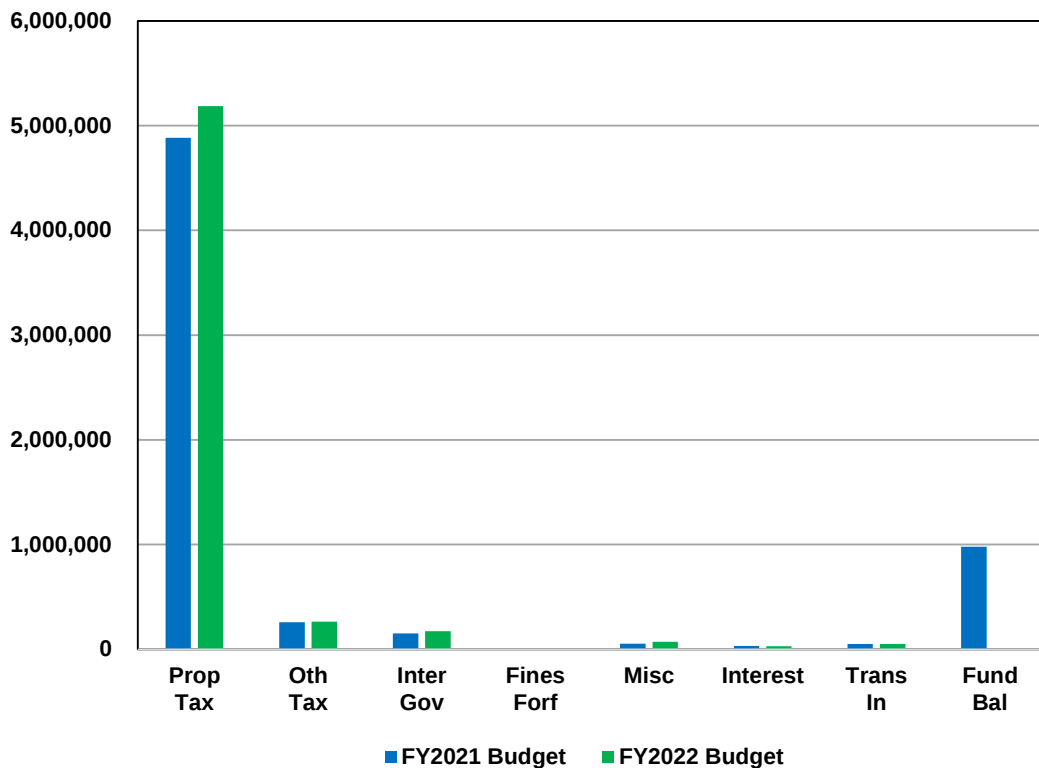
	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Total Revenue	\$ 5,384,928	\$ 5,534,530	\$ 149,602	\$ 5,730,689	\$ 345,761	6.4%
Transfer In	50,000	50,000	-	50,000	-	0.0%
Use of / (Add To) Fund Balance	981,013	(230,747)	(1,211,760)	-	(981,013)	-100.0%
Total Funding	6,415,941	5,353,783	(1,062,158)	5,780,689	(635,252)	-9.9%
<u>EXPENDITURES</u>						
Personnel Expense	3,236,476	3,106,481	129,996	3,378,695	142,219	4.4%
Operating Expense - Excl. Cont.	2,437,033	1,992,610	444,422	2,073,815	(363,218)	-14.9%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Transfers Out	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Expenditures	6,415,941	5,353,783	1,062,158	5,780,689	(635,252)	-9.9%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	3,085,186	3,085,186	-	3,315,933	230,747	7.5%
(Use) / Add To Fund Balance	(981,013)	230,747	1,211,760	-	981,013	-100.0%
Closing Balance	\$ 2,104,173	\$ 3,315,933	\$ 1,211,760	\$ 3,315,933	\$ 1,211,760	57.6%
Closing Bal % Of Total Exp	32.8%	61.9%	29.1%	57.4%	24.6%	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Source Of Funds

FUNDING	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue						
Property Tax	\$ 4,884,842	\$ 4,889,462	\$ 4,620	\$ 5,186,503	\$ 301,661	6.2%
Other Local Taxes	260,000	263,730	3,730	266,000	6,000	2.3%
Intergovernment Revenue	151,536	268,576	117,040	172,536	21,000	13.9%
Fines & Forfeitures	2,550	4,453	1,903	2,550	-	0.0%
Miscellaneous Revenue	53,000	69,917	16,917	73,000	20,000	37.7%
Interest Income	33,000	38,392	5,392	30,100	(2,900)	-8.8%
Total Revenue	5,384,928	5,534,530	149,602	5,730,689	345,761	6.4%
Transfer In	50,000	50,000	-	50,000	-	0.0%
Use (Add To) Fund Balance	981,013	(230,747)	(1,211,760)	-	(981,013)	-100.0%
Total Funding	\$ 6,415,941	\$ 5,353,783	\$ (1,062,158)	\$ 5,780,689	\$ (635,252)	-9.9%

FY2021 Budget vs. FY2022 Budget



Town of Hillsboro Beach
Fiscal Year 2022 Budget

General Fund - Revenue Details

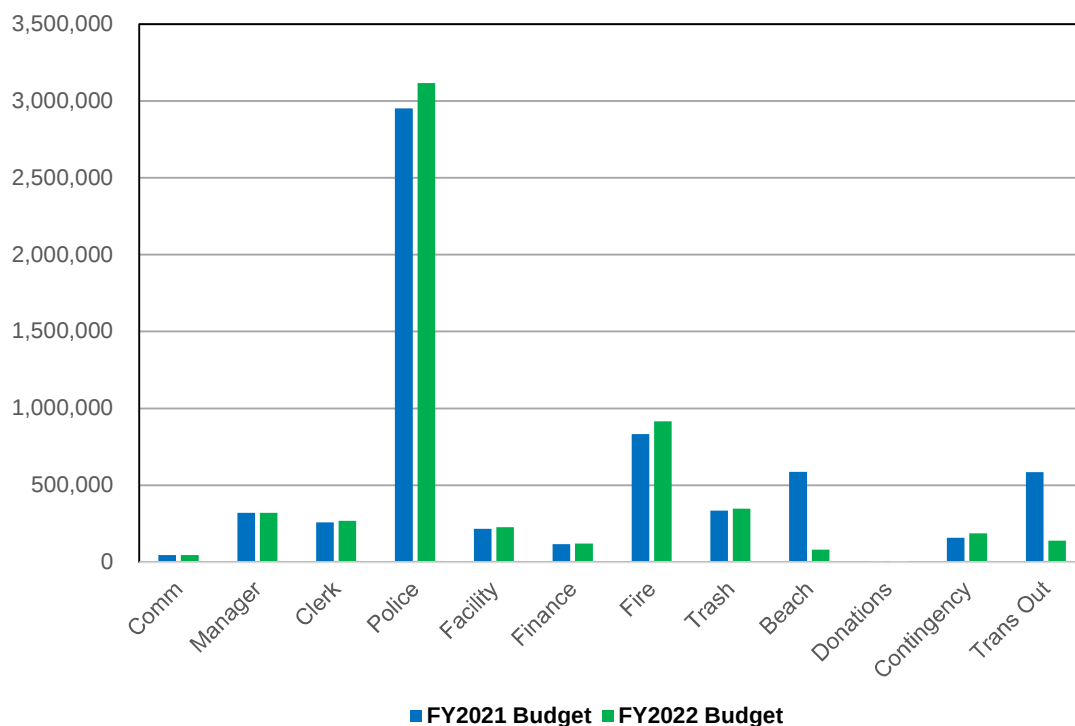
Description	FY 2020	FY 2021			FY 2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Property Tax							
Tax Receipts - Current Year	\$ 4,859,033	\$ 5,066,779	\$ 5,066,779	\$ -	\$ 5,379,868	\$ 313,089	6.2%
Tax Receipts - Discounts	(167,266)	(184,937)	(178,110)	6,827	(196,365)	(11,428)	6.2%
Tax Receipts - Delinquent	7,885	3,000	793	(2,207)	3,000	-	0.0%
Total - Property Tax	4,699,652	4,884,842	4,889,462	4,620	5,186,503	301,661	6.2%
Other Local Taxes							
FPL Franchise	223,730	230,000	227,819	(2,181)	230,000	-	0.0%
Local Communications Tax	40,148	30,000	35,912	5,912	36,000	6,000	20.0%
Total - Other Local Taxes	263,878	260,000	263,730	3,730	266,000	6,000	2.3%
Intergovernmental Revenues							
Occupational Licenses	2,071	1,900	1,900	-	1,900	-	0.0%
Federal Grants	-	-	20,923	20,923	-	-	N/A
FDLE - JAG Grant	2,613	-	2,170	2,170	-	-	N/A
State Revenue Sharing	43,876	24,000	41,479	17,479	43,000	19,000	79.2%
Alcoholic Beverage License	636	636	636	0	636	-	0.0%
Half-Cent Sales Tax	117,240	125,000	127,061	2,061	127,000	2,000	1.6%
Recycling Revenue	2,800	-	74,406	74,406	-	-	N/A
Total - Intergov. Revenue	169,236	151,536	268,576	117,040	172,536	21,000	13.9%
Fines & Forfeitures							
Fines	2,712	2,500	4,378	1,878	2,500	-	0.0%
Seizures and Forfeitures	-	50	75	25	50	-	0.0%
Total - Fines & Forfeitures	2,712	2,550	4,453	1,903	2,550	-	0.0%
Miscellaneous Revenue							
Miscellaneous	4,278	3,000	2,919	(81)	3,000	-	0.0%
Misc. - Police reimbursement	31,779	35,000	42,498	7,498	50,000	15,000	42.9%
Rental Revenue	12,682	-	-	-	-	-	N/A
Lien Search Fee	16,000	15,000	24,500	9,500	20,000	5,000	33.3%
Sale of Surplus Equipment	6,591	-	-	-	-	-	N/A
Total - Misc. Revenue	71,330	53,000	69,917	16,917	73,000	20,000	37.7%
Interest Income							
Interest Income	73,556	65,000	51,785	(13,215)	35,000	(30,000)	-46.2%
Net Incr (Decr) In FMV-Invest	24,504	(35,000)	(13,514)	21,486	(5,000)	30,000	-85.7%
Interest Income - Tax Collector	2,942	3,000	121	(2,879)	100	(2,900)	-96.7%
Total - Interest Income	101,002	33,000	38,392	5,392	30,100	(2,900)	-8.8%
Total Revenue	5,307,809	5,384,928	5,534,530	149,602	5,730,689	345,761	6.4%
Non-Operating Revenues							
Transfer In							
Water Fund	50,000	50,000	50,000	-	50,000	-	0.0%
Beach Assessments	8,906	-	-	-	-	-	N/A
Transfer In	58,906	50,000	50,000	-	50,000	-	0.0%
Use / (Add't) Fund Balance	-	981,013	(230,747)	(1,211,760)	-	(981,013)	-100.0%
Total Funding	\$ 5,366,716	\$ 6,415,941	\$ 5,353,783	\$(1,062,158)	\$ 5,780,689	\$ (635,252)	-9.9%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Total Expenditures By Department

EXPENDITURES	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Expense						
Town Commission	\$ 46,603	\$ 36,759	\$ 9,844	\$ 46,903	\$ 300	0.6%
Town Manager	319,821	306,612	13,209	320,789	968	0.3%
Town Clerk	258,582	207,372	51,210	269,693	11,111	4.3%
Police	2,952,458	2,910,248	42,209	3,116,020	163,562	5.5%
Facility Services	217,518	201,856	15,662	227,926	10,407	4.8%
Finance	117,480	117,546	(65)	120,177	2,697	2.3%
Fire Rescue	833,021	833,021	-	915,790	82,769	9.9%
Solid Waste	334,682	324,560	10,122	347,869	13,187	3.9%
Beaches	587,000	154,773	432,227	81,000	(506,000)	-86.2%
Charitable Donations	6,344	6,344	-	6,344	-	0.0%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expense	5,830,989	5,099,091	731,898	5,640,689	(190,300)	-3.3%
Transfer Out	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Expenditures	\$ 6,415,941	\$ 5,353,783	\$ 1,062,158	\$ 5,780,689	\$ (635,252)	-9.9%

FY2020 Budget vs. FY2021 Budget

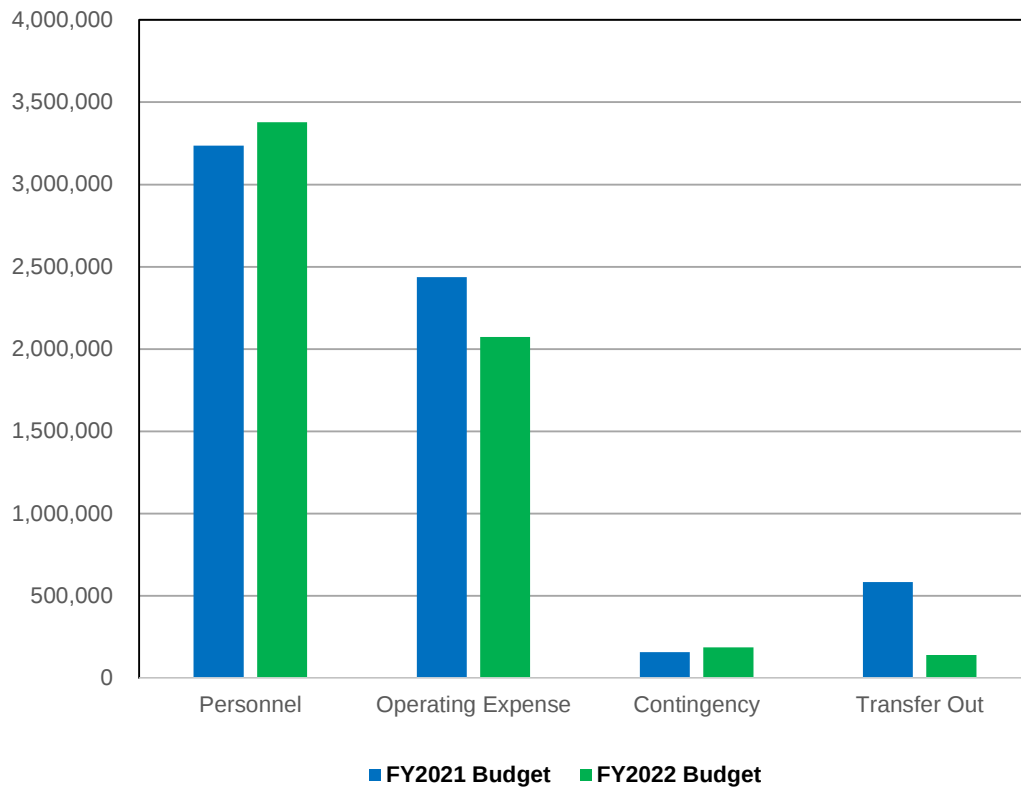


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Total Expenditures By Category

<u>EXPENDITURES</u>	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Expense						
Personnel	\$ 3,236,476	\$ 3,106,481	\$ 129,996	\$ 3,378,695	\$ 142,219	4.4%
Operating Expense	2,437,033	1,992,610	444,422	2,073,815	(363,218)	-14.9%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expense	5,830,989	5,099,091	731,898	5,640,689	(190,300)	-3.3%
Transfer Out	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Expenditures	\$ 6,415,941	\$ 5,353,783	\$ 1,062,158	\$ 5,780,689	\$ (635,252)	-9.9%

FY2021 Budget vs. FY2022 Budget



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Personnel Expense Summary

Description	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Commission	\$ 31,003	\$ 31,003	\$ -	\$ 31,003	\$ -	0.0%
Town Manager	230,221	224,491	5,730	231,189	968	0.4%
Town Clerk	172,850	111,099	61,751	183,961	11,111	6.4%
Police	2,702,664	2,654,718	47,946	2,837,201	134,537	5.0%
Facility Services	99,738	85,169	14,569	95,341	(4,397)	-4.4%
Total Personnel Expense	3,236,476	3,106,481	129,996	3,378,695	142,219	4.4%

Description	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>EXPENSE TYPE</u>						
Commission Stipend	28,800	28,800	-	28,800	-	0.0%
Salaries	1,887,234	1,846,872	40,362	1,990,066	102,832	5.4%
Car Allowance	6,500	6,000	500	6,000	(500)	-7.7%
Paid Holidays	50,201	32,600	17,601	50,683	482	1.0%
Overtime	46,000	55,949	(9,949)	55,000	9,000	19.6%
Vacation Leave Cash Out	17,912	4,599	13,313	6,056	(11,856)	-66.2%
Sick Leave Cash Out	32,876	28,592	4,284	32,876	-	0.0%
Employee Award	-	4,600	(4,600)	-	-	N/A
Incentive Pay	17,270	14,900	2,370	17,030	(240)	-1.4%
Transfer To Special Revenue	(30,336)	(27,103)	(3,233)	(30,336)	-	0.0%
Salary & Wages	2,056,457	1,995,809	60,648	2,156,175	99,718	4.8%
FICA	157,318	154,555	2,763	164,947	7,629	4.8%
Florida Retirement System	429,598	429,105	493	476,864	47,266	11.0%
Health and Life Insurance	544,109	480,085	64,023	530,076	(14,032)	-2.6%
Tuition Reimbursement	2,250	2,250	-	2,250	-	0.0%
AD&D	739	670	69	737	(2)	-0.3%
Workers' Comp Insurance	44,255	43,644	611	45,896	1,640	3.7%
Unemployment Compensation	1,750	363	1,387	1,750	-	0.0%
Total Benefits	1,180,020	1,110,672	69,348	1,222,520	42,501	3.6%
Total Compensation	\$ 3,236,476	\$ 3,106,481	\$ 129,996	\$ 3,378,695	\$ 142,219	4.4%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Commission Department

Mission

To serve the residents of the community by fulfilling duties as the legislative body through developing policies designed to successfully conduct municipal government, perform municipal functions and render municipal services.

Major Issues

- o Ensure development orders preserve Town's peacefulness and harmonious appearance while preparing for the future of sea level rise and other threats.
- o Ensure transparency.
- o Residential and roadway safety.
- o Protection and preservation of the Town beach.
- o Customer service excellence.
- o Resilient and well-maintained infrastructure.
- o Maintenance of an attractive and tranquil residential community.

Current Year Highlights

- o Enhanced monthly Condo Forum with Commissioner Baldassarre, with an emphasis on guest speakers.
- o Hired engineer to advocate for the Town's interests regarding A1A redesign.
- o Expanded vacation rental regulations to condos.
- o Contracted with new professional planner to assist with developer's discussion.
- o Began easement acquisition for burying utilities.
- o Updated seawall ordinance to comply with County standards.
- o Enhanced restrictions for illegal dumping down private storm drains.
- o Instituted enclosure requirement for all waste/recycling containers permanently located along A1A.
- o Provided new cameras and radios for police department.

Next Year Goals

- o Continued policy direction for organizational performance.
- o Adoption of an annual budget balancing community needs with fiscal constraints.

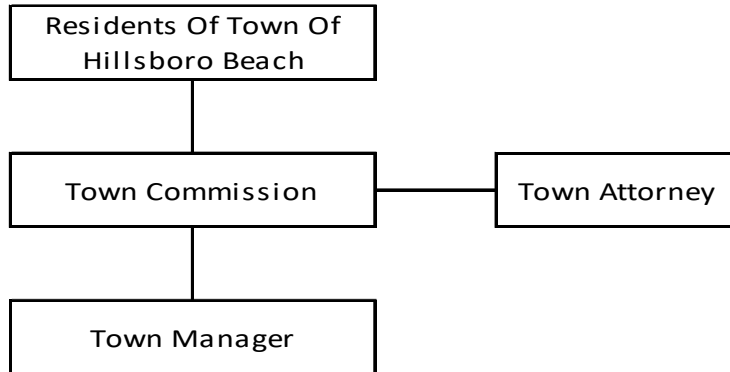
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Commission Department

Positions

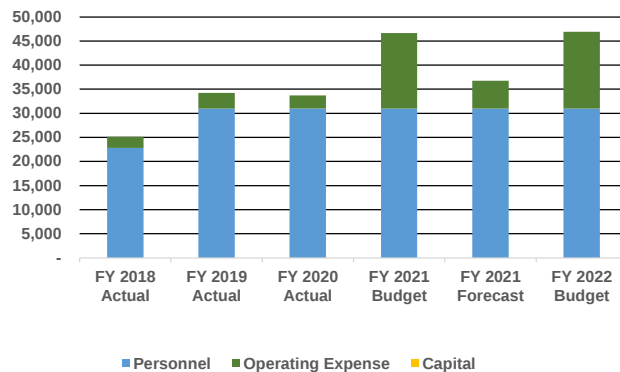
Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Mayor	1	1	1	1	1
Vice Mayor	1	1	1	1	1
Commissioner – Treasurer	1	1	1	1	1
Commissioner	2	2	2	2	2
Total	5	5	5	5	5

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$22,808	\$31,003	\$31,003	\$31,003	\$31,003	\$31,003
Operating Expense	2,323	3,225	2,708	15,600	5,756	15,900
Capital	-	-	-	-	-	-
Total	\$25,131	\$34,228	\$33,711	\$46,603	36,759	\$46,903



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Commission Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Mayor/Commission Stipend	\$ 28,800	\$ 28,800	\$ 28,800	\$ -	\$ 28,800	\$ -	0.0%
FICA	2,203	2,203	2,203	-	2,203	-	0.0%
Total Personal Services	31,003	31,003	31,003	-	31,003	-	0.0%
Operating Expenses							
Election Fees	108	3,600	406	3,194	3,900	300	8.3%
Conferences/Seminars	300	6,000	3,000	3,000	6,000	-	0.0%
BLC Annual Event	-	2,500	-	2,500	2,500	-	0.0%
Mayor/Commission Expense	2,300	3,500	2,350	1,150	3,500	-	0.0%
Total Operating Expenses	2,708	15,600	5,756	9,844	15,900	300	1.9%
Total Commission	\$ 33,711	\$ 46,603	\$ 36,759	\$ 9,844	\$ 46,903	\$ 300	0.6%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Mission

Provide overall leadership and strategic management direction to the organization in support of Town Commission policies and offer public policy recommendations for Town Commission consideration.

Major Issues

- o Ensure fiscal integrity.
- o Enhance residential and roadway safety.
- o Defend Town's interest during the redesign of A1A.
- o Chart path of Commission's vision as it relates to hotel and new development.
- o Preservation of the Town beach.
- o Ensure customer service excellence.
- o Resilient and well-maintained infrastructure.
- o Maintenance of an attractive and tranquil residential community, including marine issues.
- o Effective and efficient governmental operations.
- o Execute items from utility's capital project plan.

Current Year Highlights

- o Coordinated with Deerfield the selection of engineer for joint beach project.
- o Continued operations through Covid pandemic, including:
 - o Maintained workforce and continued service levels during pandemic, while experiencing staffing issues with exposed, and positive-testing workforce.
 - o Revised employee sick policy to modernize with industry standards for pandemic.
 - o Deployed branded masks to residents.
 - o Transitioned to virtual and then hybrid meetings.
 - o Installed partitions and a PTZ digital camera in Commission Chambers for virtual meetings.
- o Successfully orchestrated reimbursement for all Covid-related expenses.
- o Worked with the Department of Health to create a vaccination site at Town Hall.
- o Successfully maintained a full inventory of deployed vessel exclusion buoys for the year, replacing only 5 for the year as soon as needed.
- o Completed an additional network security assessment as part of our annual audit, which was included in existing audit fee.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Current Year Highlights (continued)

- o Without using general fund dollars, purchased and installed:
 - o In-car video in all patrol cars
 - o Deployed body cameras on all patrol officers
 - o Purchased two new motors for police boat.
 - o Updated all police radios with new, updated P-25 radios; the industry standard for inter-connectivity among agencies.

Next Year Goals

- o Conduct successful national and municipal elections.
- o Continue to provide an environment that timely responds to developers and maintains the Town's interests at the heart of all discussions.
- o Maintain an active Code Compliance presence.
- o Continue focus on roadway safety.
- o Coordinate next Beach re-nourishment project.
- o Examine funding alternatives for future beach projects.
- o Continue to expand and enhance Town Events.
- o Finalize easement acquisition phase of FPL underground utility project.
- o Continue security training to increase awareness of phishing concerns.
- o Begin FEMA funded Beach Mitigation Study and Beach Management Plan.

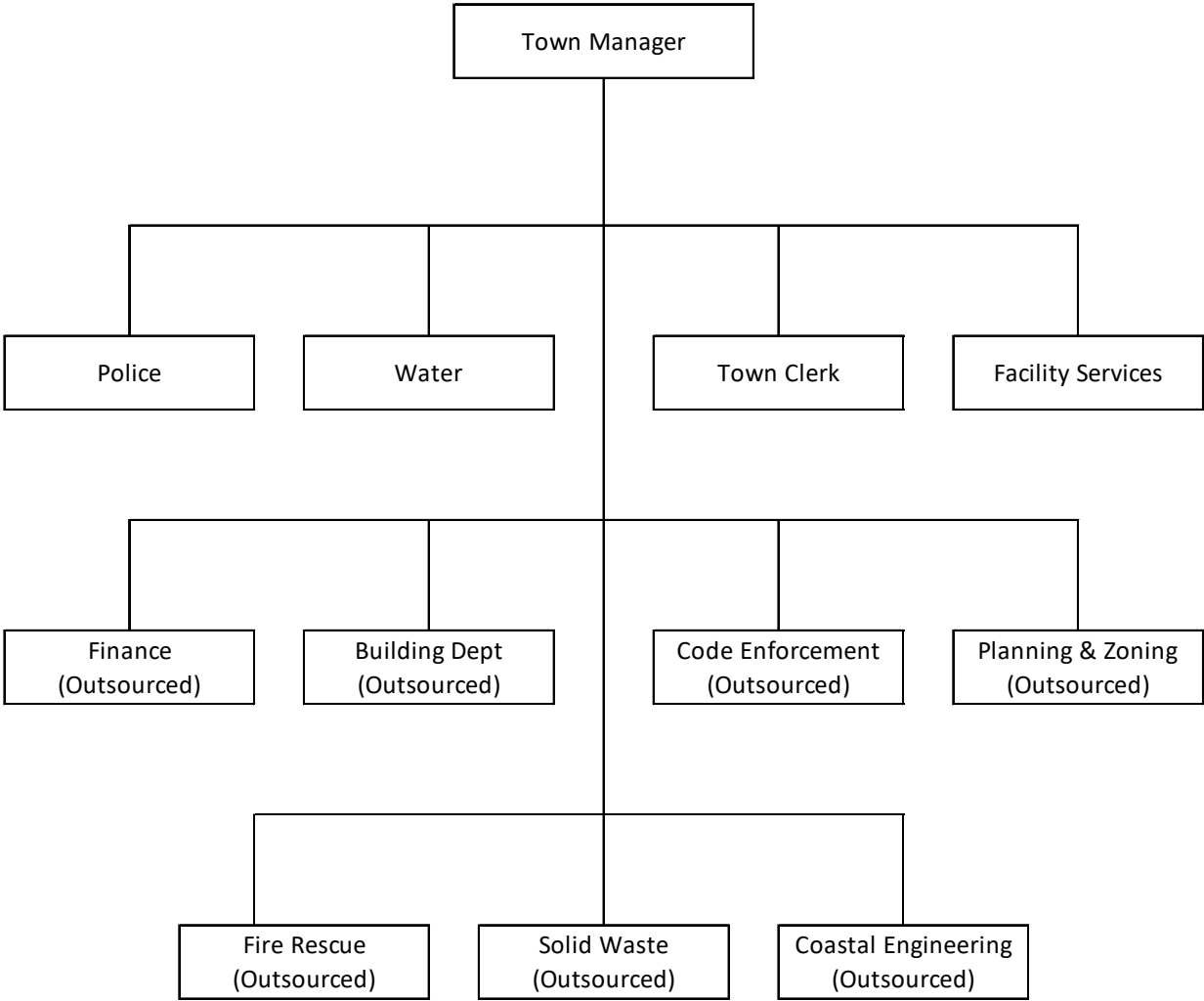
Positions

Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Town Manager	1	1	1	1	1
Executive Assistant	1	–	–	–	–
Total	2	1	1	1	1

Town of Hillsboro Beach
Fiscal Year 2022 Budget

General Fund - Town Manager Department

Organizational Chart

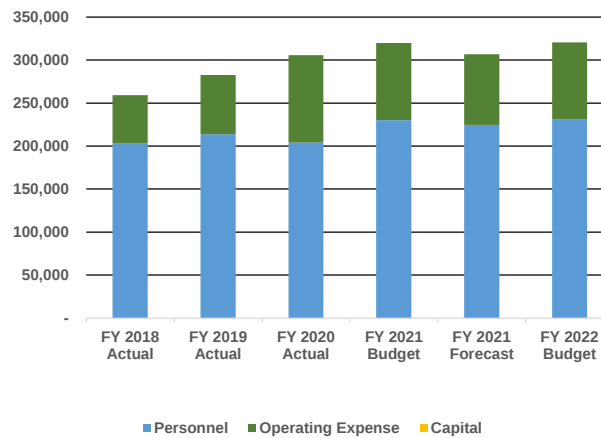


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Five-Year History Summary

	Historical Data			FY 2021		FY2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$203,489	\$213,780	\$204,216	\$230,221	\$224,491	\$231,189
Operating Expense	55,865	68,897	101,528	89,600	82,121	89,600
Capital	—	—	—	—	—	—
Total	\$259,354	\$282,677	\$305,744	\$319,821	\$306,612	\$320,789



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 134,392	\$ 139,514	\$ 139,514	\$ -	\$ 143,699	\$ 4,185	3.0%
Vacation Leave Cash Out	-	11,856	4,599	7,257	-	(11,856)	-100.0%
Car Allowance	6,000	6,500	6,000	500	6,000	(500)	-7.7%
FICA	10,574	12,077	10,937	1,140	11,452	(625)	-5.2%
Florida Retirement System	35,950	41,309	38,908	2,401	41,687	378	0.9%
Health and Life Insurance	17,077	18,252	24,381	(6,130)	27,630	9,379	51.4%
Workers' Comp Insurance	222	213	152	61	220	6	3.0%
Unemployment Compensation	-	500	-	500	500	-	0.0%
	204,216	230,221	224,491	5,730	231,189	968	0.4%
Operating Expenses							
Town Attorney	91,565	75,000	71,806	3,194	75,000	-	0.0%
Prof. Services - IT Services	7,512	9,100	6,843	2,257	9,100	-	0.0%
Contracts - Other Services	1,875	-	-	-	-	-	N/A
Miscellaneous	-	1,000	973	27	1,000	-	0.0%
Computer Expenses/Supplies	220	1,000	500	500	1,000	-	0.0%
Training Expenses	356	3,500	2,000	1,500	3,500	-	0.0%
Total Operating Expenses	101,528	89,600	82,121	7,479	89,600	-	0.0%
Total Town Manager	\$ 305,744	\$ 319,821	\$ 306,612	\$ 13,209	\$ 320,789	\$ 968	0.3%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Mission

Preserve access to official public records; coordinate and administer Town elections; prepare and distribute Town Commission agendas; provide public information, certify and distribute ordinances and resolutions, publish legal notices and enhance community outreach through implementation and continuous improvement of new Town website.

Major Issues

- o Significant backlog of documents which needed to be organized, digitized, stored off site or some instances destroyed in accordance with State record retention requirements.
- o Implementation of a lobbyist registration portal on Town website for accountability and transparency.

Current Year Highlights

- o Initiated Process for online Lobbyist Registration Portal to meet compliance with County requirements.
- o Initiated Employee Intranet to provide a private, secure online network where employees can communicate, collaborate, manage tasks/events, provide central repository for Workplace Safety, Open Enrollment and Community Events.
- o Completed community shredding event for residents to safely purge/destroy sensitive records.
- o Completed three (3) Community Blood Drives.
- o Completed Phase II of off-site scanning of government records for off-site storage solution with the storage of 75 boxes and scanning & storage of 10 boxes of building plans and permits.
- o Doubled the number of email subscribers from prior year and enhanced e-newsletters with relevant information to keep residents informed on Town news.
- o Updated Town website & Email Marketing System major projects to include A1A redesign, Covid-19 updates & resources.
- o Maintained & updated database for Condo Property Managers and Board Presidents for monthly Condo Forum.
- o Developed Town Reference Guide for Newly Elected Officials.
- o Initiated Tracking System for contract agreements to include expiration date.
- o Created Tracking Log for invoice payment.
- o Audited Town Website quarterly for State regulatory and ADA compliance.
- o Audited Town legislative documents and contract agreements annually.
- o Implementing automated Lien Search processing system by year-end, for quicker responses to facilitate faster closings on homes.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Current Year Highlights (continued)

- o Implementing online automated Public Records Request management software by year-end. Simplified process provides management of the public records request from intake to delivery, streamline the process for efficiency and accountability, provides two (2) public records request portals to better serve the public - general requests and police department.
- o Implement MuniDocs by Municode– public document archival tool by year-end, provides an outlet to make public records easily accessible.
- o Achieve Master Municipal Clerk designation by year-end.

Next Year Goals

- o Improve the effectiveness of the Town's forms – simplify the process to receive, review and process forms at Town Hall more efficiently.
- o Propose online payment options for various Town services – such as variance applications and public records requests.
- o Increase knowledge base on Florida Retirement System.
- o Develop process for online Vendor Registration.
- o Further Develop the online Lobbyist Registration portal to include contact tracking log and reporting as required by Broward County.
- o Maintain reporting system for Town Community Shuttle for Broward County.
- o Further develop the Tracking System for Contract Agreements.
- o Create Open Government page on Town Website, further promote transparency and accessibility for public records.
- o Install free update for electronic agenda management software and train staff and engage participants. Provide officials a personal, secure location to review and take notes on meeting content.
- o Simplify the process on Town Website for sign-up Notifications for NIXLE, Email Alerts, and Town News.
- o Host shredding events to purge Town records pursuant to state law.
- o Implement Phase III of Planning Room (Water Utility Records) and sort records for scanning and destruction in accordance to records retention requirements.
- o Continue off-site scanning and storage of all government records.

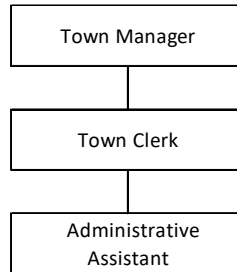
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Positions

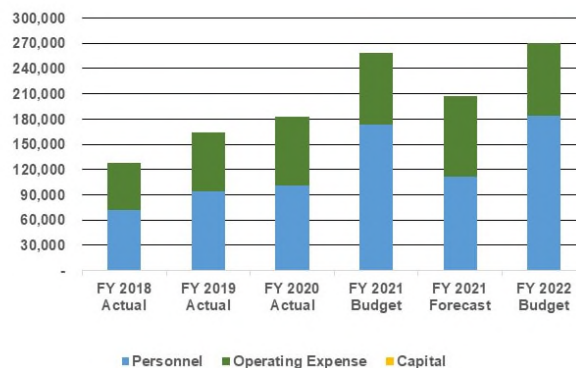
Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Town Clerk	1	1	1	1	1
Administrative Assistant	–	1	1	1	1
Total – Full-Time	1	2	2	2	2
Administrative Assistant	–	–	–	–	–
Total – Part-Time	–	–	–	–	–
Total	1	2	2	2	2

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$71,906	\$94,274	\$101,175	\$172,850	\$111,099	\$183,961
Operating Expense	56,077	69,520	81,750	85,732	96,273	85,732
Capital	–	–	–	–	–	–
Total	\$127,983	\$163,794	\$182,925	\$258,582	\$207,372	\$269,693



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 73,535	\$ 117,426	\$ 78,066	\$ 39,360	\$ 126,652	\$ 9,226	7.9%
Vacation Leave Cash Out	920	2,301	-	2,301	2,301	-	0.0%
Employee Award	-	-	200	(200)	-	-	N/A
FICA	5,663	9,159	5,969	3,190	9,865	706	7.7%
Florida Retirement System	6,681	11,973	7,751	4,222	13,953	1,980	16.5%
Health and Life Insurance	14,184	31,562	18,985	12,577	30,747	(815)	-2.6%
Workers' Comp Insurance	192	180	129	51	194	14	7.7%
Unemployment Compensation	-	250	-	250	250	-	0.0%
Total Personal Services	101,175	172,850	111,099	61,751	183,961	11,111	6.4%
Operating Expenses							
Coding Ordinances	3,504	3,000	3,000	-	3,000	-	0.0%
Prof. Services - Digitize Records	4,625	10,000	10,000	-	10,000	-	0.0%
Temporary Labor	15,657	-	19,152	(19,152)	-	-	N/A
Contracts - Other Services	8,219	4,000	4,000	-	4,000	-	0.0%
Contracts - Minutes Preparation	-	3,000	3,343	(343)	3,000	-	0.0%
Software Maint / Support	8,635	16,065	16,065	-	16,065	-	0.0%
Postage	2,308	2,500	1,541	959	2,500	-	0.0%
Copier	6,046	6,100	4,394	1,706	6,100	-	0.0%
Advertising	7,635	10,000	10,000	-	10,000	-	0.0%
Office Supplies	3,592	5,900	1,461	4,439	5,900	-	0.0%
Website Support	4,967	4,967	4,967	-	4,967	-	0.0%
Subscriptions and Memberships	4,385	5,700	5,700	-	5,700	-	0.0%
Office Equipment	633	1,000	1,000	-	1,000	-	0.0%
Training Expenses	1,497	3,500	1,650	1,850	3,500	-	0.0%
Resident Mailings	10,047	10,000	10,000	-	10,000	-	0.0%
Total Operating Expenses	81,750	85,732	96,273	(10,541)	85,732	-	0.0%
Total Town Clerk	\$ 182,925	\$ 258,582	\$ 207,372	\$ 51,210	\$ 269,693	\$ 11,111	4.3%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Mission

Dedicated to professional police services and committed to your protection.

What We Do

The Hillsboro Beach Police Department provides 24/7 Police services for the Town to all emergency and non-emergency calls. Continuous patrols of the Town occur as crime prevention measures and include activities such as traffic enforcement, safety and education, as well as community policing efforts. The Police Department conducts follow-up and investigations into crimes that occur and proactively works on crime prevention.

The Police Department consistently strives to develop our level of service through continuous training in preparation for all natural or manmade situations.

What We Produce

The Police Department's primary focus is the deterrence and prevention of crime through:

- o High visibility patrols to deter criminal activity,
- o Traffic education and enforcement activities,
- o Investigations into crimes that are committed,
- o And crime prevention and education provided to residents.

Measurables

The Police Department routinely measures, records and analyzes the following:

- o All Police calls for service and response times,
- o Criminal activity is tracked and analyzed for trends and patterns,
- o Officer self-initiated activity – arrests, traffic/vessel safety, field interrogations, security checks and trespassing and other service or quality of life issues.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Current Year Highlights

- o Completed mandatory ongoing Firearm/Use of Force/Defensive Tactic De-Escalation Training.
- o Concentrated efforts on marine safety in the ICW.
- o Deployed two Marine Safety Operations.
- o Created a task group with the Broward Sheriff's, Florida Fish and Wildlife and Lighthouse Point's marine units.
- o Deployed the P25 radio communication system for the Police Department.
- o Focused efforts on buoys and swim zone violations.
- o Post-Traumatic Stress Awareness and De-escalation Training.
- o Incorporate National Incident Management (NIMS) Training for all Police members, currently working on Town employees.
- o Revised and enhanced our Crosswalk/Pedestrian/Cyclist/ Motorist Safety Program.
- o Deployed three Hybrid Police vehicles for the Town.
- o Implemented new uniformed computers, with up-to-date devices, several software programs and CJIS Criminal Justice Information Systems databases.
- o Deployed in-car and body camera capabilities.
- o Participated in Broward County virtual Web EOC exercises.

Next Year Goals

- o Begin developing a plan for an emergency operations center located at the Water Department facility property.
- o Continue efforts with educating boaters in best boating safe practices.
- o Implement a training facility for the Hillsboro Beach Police Department to improve decision making and reality-based training for officers.
- o Implementing and educate a comprehensive fraud awareness program.
- o Continue efforts with motor vehicle, pedestrian and cyclist safety.
- o Implement a Wellness program for our Town.
- o Create a Communication Supervisor position to work on Communication training, create a social media platform and keep us up to date with FCIC, local workgroups, necessary equipment and CJIS to better serve our community.

Town of Hillsboro Beach

Fiscal Year 2022 Budget

General Fund - Police Department

Goals for Next 2-3 Years

- o Maintain a “Good Standing” CFA-Commission for Florida Accreditation status.
- o Develop a plan for an emergency operations center located at the Water Department facility property.
- o Continue education and training concerning mental health response, in cooperation and partnership with Broward County Behavioral Health.
- o Aggressive maritime law enforcement presence. Explore into a second vessel option.
- o Support compliance in enforcing Town's ordinances.
- o Continue efforts to discourage trespassing.
- o Update department training programs and policy manuals.
- o Active, visible traffic control to minimize speeding, enhance safety and keep our roadways clear of debris, vehicles and obstructions.
- o Increase use of social media (ie: Twitter, Facebook) to communicate with residents.

Positions

Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Full-Time					
Chief	1	1	1	1	1
Deputy Chief	1	1	1	1	1
Lieutenant	1	1	1	1	1
Sergeant	3	4	4	4	4
Officer / Lead Investigator	8	7	7	7	7
Officer – Detached	1	1	1	1	1
Communication Specialist	4	4	4	4	4
Total Full-Time	19	19	19	19	19
Part-Time / Other					
Accreditation Manager	1	1	1	1	1
Officer – Marine (P/T)	–	2	2	2	4
Total Part-Time / Other	1	3	3	3	5
Total	20	22	22	22	24

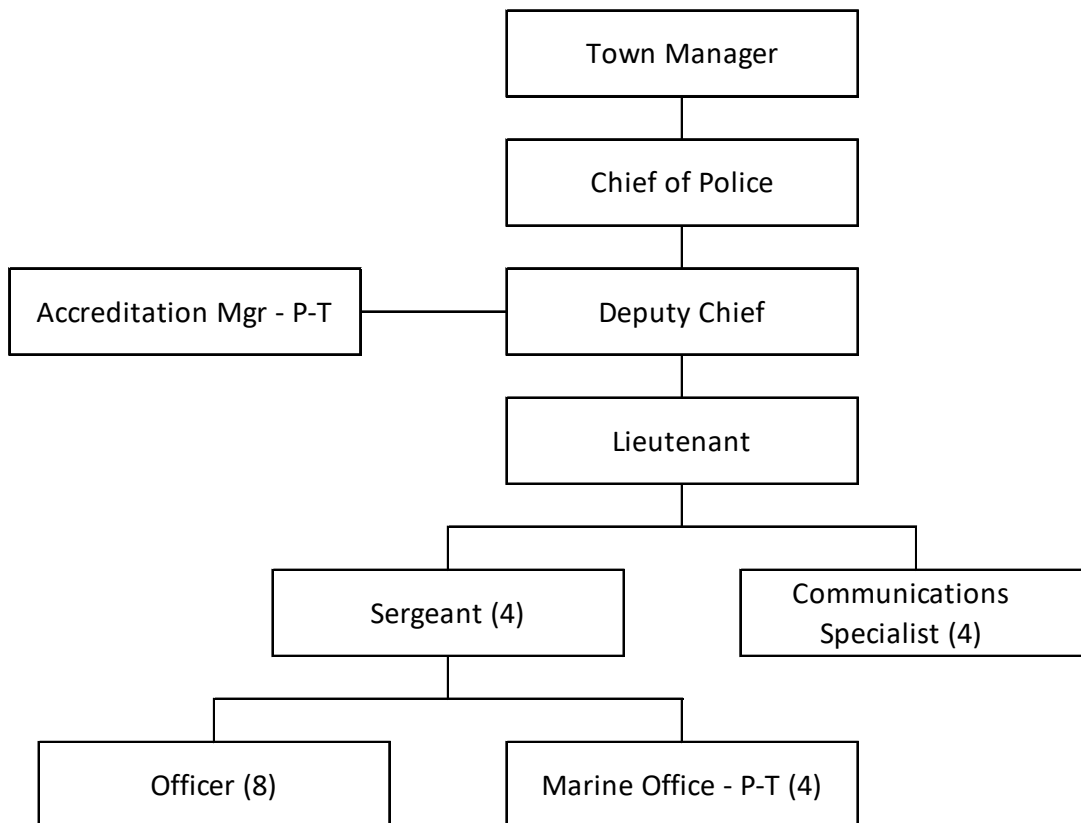
Town of Hillsboro Beach

Fiscal Year 2022 Budget
General Fund - Police Department

Organizational Chart

The Police Department is staffed by;

- o 3 - Command Staff Officers
- o 11 - Police Patrol Officers
- o 4 - Part/Time Police Officers
- o 1 - Detached Police Officer
- o 4 - Civilian Communication Resource Specialist
- o 1 - Civilian Part/Time



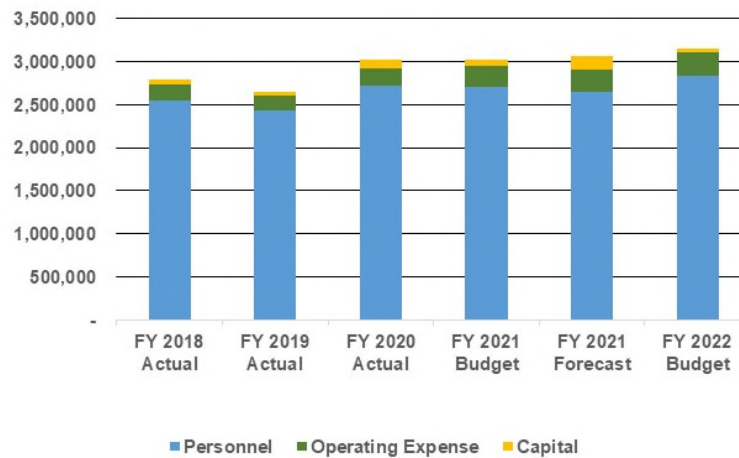
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$2,553,096	\$2,438,599	\$2,717,306	\$2,702,664	\$2,654,718	\$2,837,201
Operating Expense	180,143	174,374	200,196	249,793	258,487	278,819
Capital *	60,473	31,878	108,960	66,000	153,898	40,000
Total	\$2,793,712	\$2,644,851	\$3,026,193	\$3,018,457	\$3,067,104	\$3,156,020

* Capital reported in the General Fund - Capital Improvement Program section.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 1,558,602	\$ 1,581,476	\$ 1,580,448	\$ 1,029	\$ 1,669,441	\$ 87,965	5.6%
Offset- Marine Law Enfor. Grant	-	(30,336)	(27,103)	\$ (3,233)	\$ (30,336)	\$ -	0.0%
Paid Holidays	52,338	50,201	32,600	17,601	50,683	482	1.0%
Overtime	33,902	20,000	23,713	(3,713)	20,000	-	0.0%
Overtime - Task Force	23,851	26,000	32,235	(6,235)	35,000	9,000	34.6%
Sick Leave Cash Out	82,896	31,000	26,714	4,286	31,000	-	0.0%
Incentive	14,760	17,270	14,900	2,370	17,030	(240)	-1.4%
Employee Award	-	-	4,200	(4,200)	-	-	N/A
FICA	137,400	129,714	131,453	(1,738)	137,151	7,436	5.7%
Florida Retirement System	385,985	370,871	377,628	(6,756)	410,971	40,100	10.8%
Health and Life Insurance	389,808	460,326	412,504	47,821	448,553	(11,773)	-2.6%
Workers' Comp Insurance	37,092	42,153	42,143	10	43,722	1,569	3.7%
Tuition Reimbursement	-	2,250	2,250	-	2,250	-	0.0%
AD&D	672	739	670	69	737	(2)	-0.3%
Unemployment Compensation	-	1,000	363	637	1,000	-	0.0%
Total Personal Services	2,717,306	2,702,664	2,654,718	47,946	2,837,201	134,537	5.0%
Operating Expenses							
Contracts - Other Services	13,582	22,856	22,856	-	24,406	1,550	6.8%
Town Attorney	-	5,000	-	5,000	5,000	-	0.0%
Prof. Services - IT Services	3,983	5,000	5,000	-	5,000	-	0.0%
Telephone Service	6,977	4,100	2,612	1,488	4,100	-	0.0%
Mobile Phones	4,521	4,140	3,856	284	4,140	-	0.0%
Postage	95	500	162	338	500	-	0.0%
Electricity	8,627	8,500	7,700	800	8,500	-	0.0%
Liability & Property Insurance	20,163	23,188	23,438	(250)	26,954	3,766	16.2%
Building Repairs & Maintenance	3,410	5,000	5,000	-	7,000	2,000	40.0%
Radio Maintenance	132	2,100	2,100	-	2,100	-	0.0%
Auto Repairs & Maintenance	19,952	25,000	19,892	5,108	25,000	-	0.0%
Boat Repairs & Maintenance	19,147	30,000	40,743	(10,743)	50,000	20,000	66.7%
ATV Repairs & Maintenance	947	1,500	1,500	-	1,500	-	0.0%
Rental - Vehicles	8,932	9,500	10,263	(763)	15,000	5,500	57.9%
Vehicles - GPS	-	1,364	777	587	1,364	(0)	0.0%
Copier	2,970	3,000	2,382	618	3,000	-	0.0%
Miscellaneous Services	1,173	1,500	1,500	-	1,500	-	0.0%
Internet Service	6,676	6,550	6,325	225	6,550	-	0.0%
Physical Examinations	2,795	2,500	1,954	546	2,500	-	0.0%
Office Supplies	1,494	3,000	1,449	1,551	3,000	-	0.0%
Operating Supplies	12,840	10,000	3,846	6,154	10,000	-	0.0%
Fuel & Oil	30,456	32,000	24,942	7,058	28,000	(4,000)	-12.5%
Uniform Supplies	12,371	15,000	12,664	2,336	15,000	-	0.0%
Investigation Division	1,289	1,500	1,500	-	1,500	-	0.0%
Subscriptions & Memberships	2,507	1,995	1,995	-	2,205	210	10.5%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<i>Operating Expenses (continued)</i>							
Weapons & Gear (Lease)	1,056	-	-	-	-	-	N/A
Protective PPE	-	2,500	8,617	(6,117)	2,500	-	0.0%
Protective PPE (facilities)	-	2,500	26,391	(23,891)	2,500	-	0.0%
Education & Training	14,102	20,000	16,064	3,936	20,000	-	0.0%
<i>Total Operating Expenses</i>	200,196	249,793	255,530	(5,737)	278,819	29,026	11.6%
Total Police	\$ 2,917,502	\$ 2,952,458	\$ 2,910,248	\$ 42,209	\$ 3,116,020	\$ 163,562	5.5%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Facility Services Department

Mission

To provide responsive and cost-effective service in maintaining and preserving Town buildings, to provide reliable and cost-effective facility support services and to provide safe, clean, attractive and properly maintained facilities exceeding staff's and the public's expectations.

Major Issues

- o Complete exterior renovation of Town Hall.
- o Refresh interior of Commission Chambers.
- o Develop better plan-review area.
- o Improve functionality of Community Room and Planning Room.

Current Year Highlights

- o Added new TVs and laptop connections for visual presentations to be viewed from all seats in the chambers.
- o Transitioned Commission Meetings to virtual during pandemic.
- o Installed audio components and camera in Chambers to allow hybrid Commission Meetings with Commissioners present and public virtual.
- o Deployed partitions to separate seats along dais.
- o Deployed laptops/iPad to Commissioners as requested.
- o Updated outside bathroom with new tile and fixtures.
- o Enhanced Bocce Ball courts with new amenities: mats, trashcans, recycle bins, flowers.
- o Extended faster Wi-Fi throughout Town Hall.
- o Replace utility "pump house" roof in 4th Quarter of FY 2021
- o Implemented auction service for old fixed assets.

Next Year Goals

- o Complete renovation of Town Hall exterior.
- o Paint Commission Chambers.

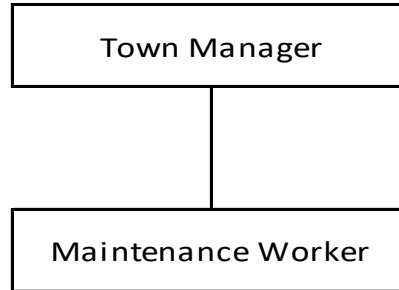
Positions

Position	FY 18	FY 19	FY 20	FY 21	FY 22
Maintenance Worker	1	1	1	1	1
Total	1	1	1	1	1

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Facility Services Department

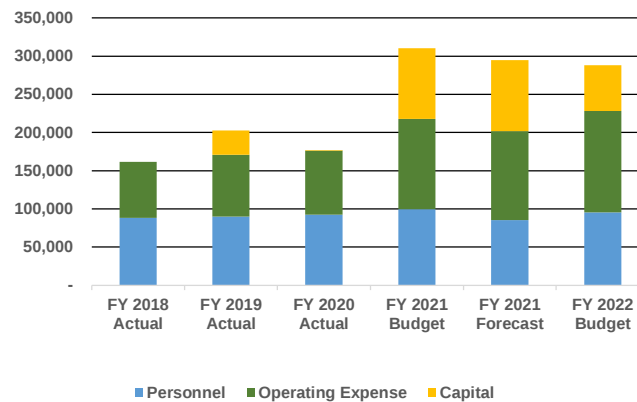
Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	\$88,429	\$90,007	\$92,633	\$99,738	\$85,169	\$95,341
Operating Expense	73,288	80,631	\$83,661	117,781	116,687	132,585
Total Before Capital	161,717	170,638	176,295	217,519	201,856	227,926
Capital *	—	32,172	995	92,500	92,500	60,000
Total	\$161,717	\$202,810	\$177,289	\$310,019	\$294,356	\$287,926

* Capital reported in the General Fund - Capital Improvement Program section.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Facility Services Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 49,870	\$ 48,818	\$ 48,844	\$ (27)	\$ 50,274	\$ 1,456	3.0%
Vacation Leave Cash Out	1,878	3,755	-	3,755	3,755	-	0.0%
Sick Leave Cash Out	2,089	1,876	1,878	(1)	1,876	-	0.0%
Employee Award	-	-	200	(200)	-	-	N/A
FICA	4,088	4,165	3,994	171	4,277	111	2.7%
Florida Retirement System	4,533	5,445	4,818	627	10,253	4,808	88.3%
Health and Life Insurance	27,673	33,969	24,214	9,755	23,146	(10,823)	-31.9%
Workers' Comp Insurance	2,502	1,709	1,220	489	1,760	51	3.0%
Total Personal Services	92,633	99,738	85,169	14,569	95,341	(4,397)	-4.4%
Operating Expenses							
Telephone Service	7,565	8,400	3,920	4,480	4,500	(3,900)	-46.4%
Utility - Water	6,501	7,050	7,033	17	7,050	-	0.0%
Electricity	4,017	4,000	3,549	451	4,000	-	0.0%
Utility - Sewer	751	900	679	221	900	-	0.0%
Internet Service	5,225	5,500	4,866	634	5,500	-	0.0%
Liability & Property Insurance	16,965	19,531	21,074	(1,543)	24,235	4,704	24.1%
Town Events	-	25,000	17,661	7,339	25,000	-	0.0%
Pest Control - Building/Grounds	1,153	1,200	1,158	42	1,200	-	0.0%
R&M - Equipment	1,555	10,000	5,826	4,174	10,000	-	0.0%
R&M - Grounds	589	2,000	1,920	80	2,000	-	0.0%
Landscape Maintenance	2,550	10,000	8,660	1,340	10,000	-	0.0%
Town Hall Maint/Repairs	4,902	8,000	12,608	(4,608)	20,000	12,000	150.0%
Generator Maint Contract	2,371	5,200	4,538	662	5,200	-	0.0%
R&M - Bocce Court	2,488	5,000	8,008	(3,008)	7,500	2,500	50.0%
Operating Supplies-General	7,263	4,000	3,056	944	3,500	(500)	-12.5%
Paint Town Hall	19,386	-	-	-	-	-	N/A
A/C Maintenance Contract	381	2,000	2,000	-	2,000	-	0.0%
Protective PPE	-	-	6,530	(6,530)	-	-	N/A
Protective PPE (Facilities)	-	-	3,602	(3,602)	-	-	N/A
Total Operating Expenses	83,661	117,781	116,687	1,093	132,585	14,804	12.6%
Total Facility Services	\$ 176,295	\$ 217,518	\$ 201,856	\$ 15,662	\$ 227,926	\$ 10,407	4.8%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Finance Department

Mission

Ethically provide oversight, fiscal management and outstanding customer service through accountability and transparency. Provide a variety of financial services to the Commission and Town staff, including accounts payable, accounts receivable, payroll, financial analysis, cash management, utility billing, and budget and financial reporting. Maintain Town accounts in accordance with Governmental Accounting Standards Board (GASB) guidance to satisfactorily meet annual audit requirements. Ensures Town remains in compliance with all covenant requirements and provide financial guidance on issues as needed.

Major Issues

- o Some Town financially-related processes require further automation.

Current Year Highlights

- o Revised and continued enhancement of Financial Presentation.
- o Complete review and update of Internal Control Policies and Procedures by fiscal year end.
- o Implemented ACH Vendor Payments.
- o Complete implementation of Key Financial Performance Indicators (KPIs) by year end.
- o Complete implementation of electronic meter reading by year end.
- o Complete revised collection policy by fiscal year end.

Next Year Goals

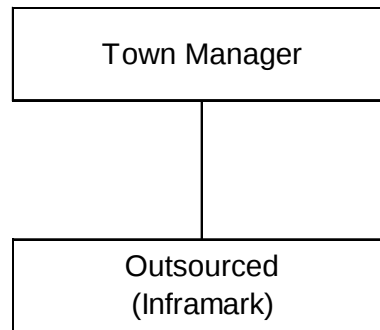
- o Implement Employee Accessibility Portal (Payroll)
- o Develop Online Utility Billing/Payments for Residents
- o Upgrade Financial Software

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

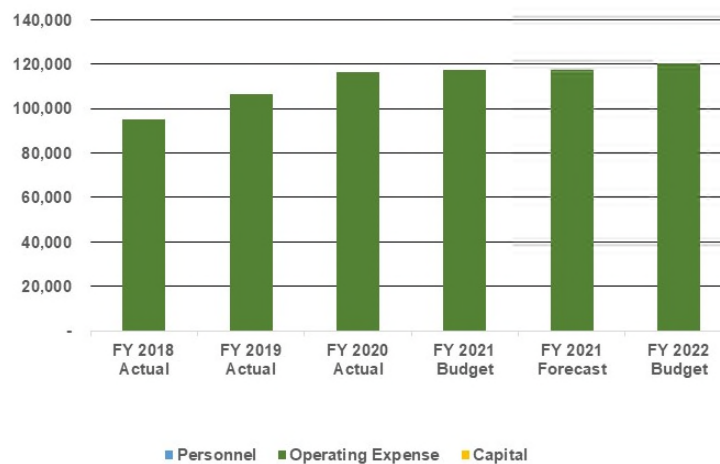
General Fund - Finance Department

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	—	—	—	—	—	—
Operating Expense	95,342	106,385	116,264	117,480	117,546	120,177
Capital	—	—	—	—	—	—
Total	\$95,302	\$106,385	\$116,264	\$117,480	\$117,546	\$120,177



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Fire Rescue Department

Mission

Provide an exceptional level of fire suppression, fire prevention, emergency medical services, educational programs and community services to Town residents through providing a professional, well-trained and well-equipped response in a timely manner to all calls for service in a committed effort to prevent loss of life and property and mitigate medical emergencies. The department will strive to motivate and empower all staff to provide exceptional customer service.

Major Issues

- o Monitoring road construction to ensure no adverse impact to response times.

Current Year Highlights

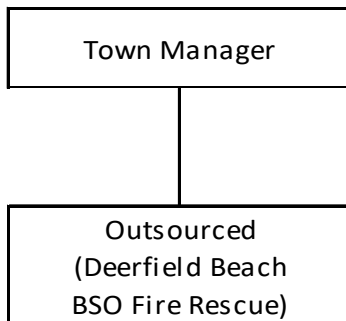
- o Responded to service calls and performed fire inspections.
- o 100% completion of annual fire hydrants testing.

Next Year Goals

- o Complete 100% of required fire plan reviews in a responsive and efficient manner.
- o Annual inspection of Town fire hydrants.
- o Continue educational programs through department Life Safety Educators.

Positions – (Outsourced)

Organizational Chart

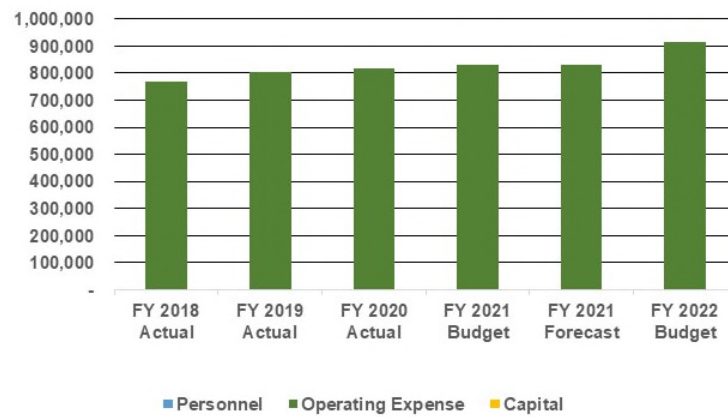


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Fire Rescue Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense	769,636	803,114	819,257	833,021	833,021	915,790
Capital	—	—	—	—	—	—
Total	\$769,636	\$803,114	\$819,257	\$833,021	\$833,021	\$915,790



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Solid Waste Department

Mission

Provide reliable, courteous and responsive solid waste customer service to the Town's residents while charging the Town a fair market rate.

Major Issues

- o Shortage of qualified drivers and mechanics is resulting in wage increases and profit issues.
- o Steel and parts shortages cause delays in dumpster repair and replacement, and truck repair.

Current Year Highlights

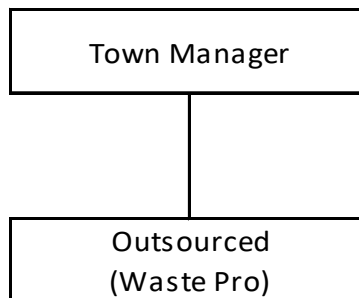
- o 2 calls for service in first 6 months in 2021.
- o Replaced/repaired 10 containers.
- o No days missed during pandemic.

Next Year Goals

- o Replace at least 10 dumpsters in 180 days.
- o Install and test new durable dumpster wheel design.
- o Continue high level of customer service excellence.
- o Continue program to refurbish solid waste containers.
- o Continue Community Recycling Program – and develop recycling educational material.
- o Provide monthly recycling tonnage.

Positions – (Outsourced)

Organizational Chart

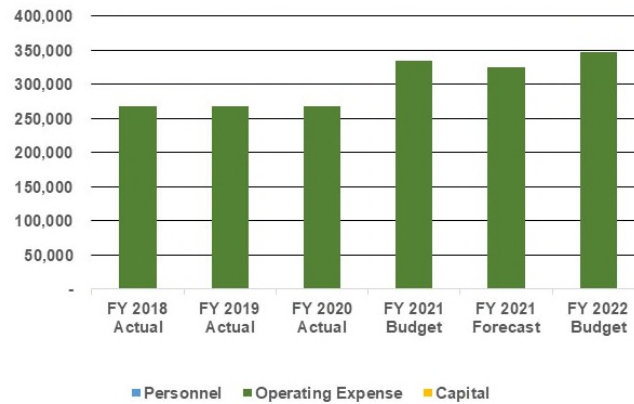


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Solid Waste Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	—	—	—	—	—	—
Operating Expense	\$268,214	\$268,214	\$268,214	\$334,682	\$324,560	\$347,869
Non-Operating Expense	—	—	—	—	—	—
Capital	—	—	—	—	—	—
Total	\$268,214	\$268,214	\$268,214	\$334,682	\$324,560	\$347,869



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund – Beach Management Department

Mission

Designing, permitting and overseeing construction for beach nourishment projects. Monitoring beach performance, including response to storms and advising on inlet management activities at both Boca and Hillsboro Inlets. Support Town in obtaining State and Federal funding for beach management projects. Promote communication on beach management issues and respond to resident concerns.

Major Issues

- o Ongoing significant storm events exacerbating man-made sand erosion issues.
- o Deerfield Beach coastal structures.
- o Boca Raton Inlet management.
- o Rising Sea level.
- o Securing beach management funding.
- o Develop long range beach management plan.

Current Year Highlights

- o Currently working with Town and Deerfield Beach on permitting and design for joint beach nourishment project.
- o Completed fully funded 2020 beach nourishment project. Currently assisting in reimbursement requests and annual monitoring requirements.
- o Qualified Town for FEMA funding for next beach nourishment project due to Hurricane Dorian damages. Currently securing FEMA funding (75%) for FY2021 (~\$4.2M estimated project cost). Currently assisting in funding obligation for beach and hazard mitigation funds.
- o \$983,036 DEP grant award for beach nourishment related to Hurricane Irma. This grant is expected to fund the Town's share of the beach nourishment project completed in 2020. Currently processing reimbursement for Town.
- o Provided FEMA support related to hurricanes Matthew Irma, and Dorian.
- o Conducted research modeling.
- o Initiated study of Intracoastal Waterway dredged sand as a potential source for future re-nourishment projects.
- o Completed swim zone buoy relocation permit modification, project design, and installation.
- o Successfully renewed FDEP beach management permit and Army Corps of Engineers truck haul environmental permits.
- o Consolidated beach permit modifications to streamline process.
- o Monitoring resiliency with respect to sea level rise and changes in County ordinance.
- o Advised Town on FDEP Beach Ranking criteria to better position Town's beach management strategy.
- o Advised Town in property acquisition to support access for future beach management projects.
- o Provided comments on behalf of Town for Strategic Beach Management Plan (SBMP) and the SAD SAND study.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund – Beach Management Department

Current Year Highlights (continued)

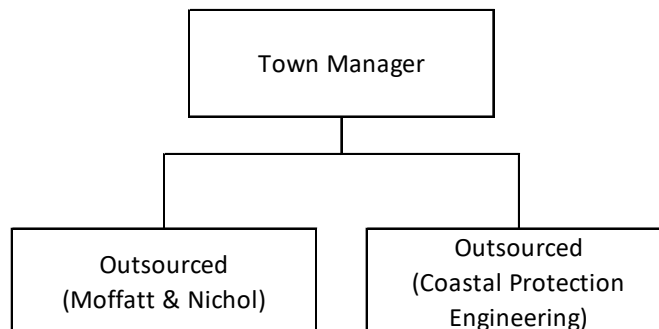
- o Met with USACE and FDEP representatives to promote the inlet-to-inlet strategy for beach management.

Next Year Goals

- o Assist in construction administration and post-construction monitoring for joint beach nourishment project with the Town and Deerfield Beach.
- o Conduct post-construction monitoring requirements related to the 2020 nourishment (Irma).
- o Design, obtain permits, and manage bidding process for new 64,000 cubic yard beach nourishment project (Hurricane Dorian), to be 75% FEMA funded.
- o Coordinating the FEMA beach re-nourishment and Mitigation Project through the Hurricane Dorian disaster declaration. Project to include feasibility study and update of the Town's beach management plan, and is anticipated to be 75% funded by FEMA, up to nourishment cost (\$4.2M).
- o Attend Commission meetings on a quarterly basis to provide updates on beach related projects.
- o Continue support of beach.
- o Assist in improving the Town's ranking for FDEP funding.
- o Review with Town beach-related resiliency planning.
- o Monitor neighboring projects for potential impacts on Town beach.

Positions – (Outsourced)

Organizational Chart



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

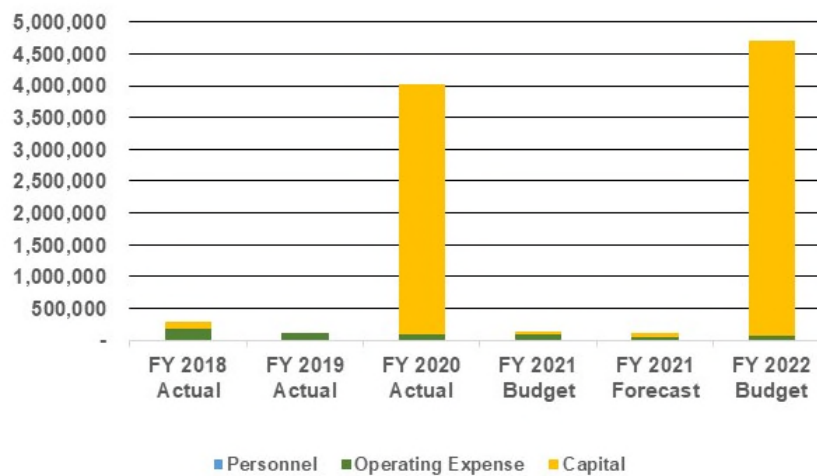
General Fund – Beach Management Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	–	–	–	–	–	–
Operating Expense *	\$187,932	\$111,565	\$96,361	\$87,000	\$51,000	\$81,000
Capital **	110,783	–	3,937,660	59,500	64,970	4,637,470
Total	\$298,715	\$111,565	\$4,034,021	\$146,500	\$115,970	\$4,718,470

* Excludes Beach Attorney Fees.

** Capital reported in General Fund - Capital Improvement Program section.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Other Departments

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Finance							
Audit Services	\$ 19,125	\$ 19,500	\$ 19,500	\$ -	\$ 19,500	\$ -	0.0%
Accounting/Financial Services	86,909	87,640	87,706	(65)	90,337	2,697	3.1%
Investment Services	10,090	10,340	10,340	-	10,340	-	0.0%
Bank Fees	140	-	-	-	-	-	N/A
Total Finance Expense	116,264	117,480	117,546	(65)	120,177	2,697	2.3%
Fire Rescue							
Fire Service Agreement	819,257	833,021	833,021	-	874,672	41,651	5.0%
Fire Service Agreement - Capital	-	-	-	-	41,118	41,118	N/A
Total Fire Expense	819,257	833,021	833,021	-	915,790	82,769	9.9%
Solid Waste Services							
Contract Services	268,214	334,682	324,560	10,122	347,869	13,187	3.9%
Total Solid Waste Expense	268,214	334,682	324,560	10,122	347,869	13,187	3.9%
Beach Management							
Eng - Monitoring - 2018 Project	36,095	-	-	-	-	-	N/A
Eng - FIND Sand Project	115	-	-	-	-	-	N/A
Eng - Deerfield Joint Project	-	-	45,000	(45,000)	55,000	55,000	N/A
Eng - Legal Matters	56,211	50,000	-	50,000	20,000	(30,000)	-60.0%
Eng - Other	-	15,000	-	15,000	-	(15,000)	-100.0%
Beach Attorney	602,025	500,000	103,773	396,227	-	(500,000)	-100.0%
Beach Salvage (Boat Removal)	250	2,000	1,000	1,000	1,000	(1,000)	-50.0%
Buoys	3,690	20,000	5,000	15,000	5,000	(15,000)	-75.0%
Total Beach Expense	698,385	587,000	154,773	432,227	81,000	(506,000)	-86.2%
Charitable Donations							
Lighthouse Preservation	2,500	2,500	2,500	-	2,500	-	0.0%
Area. Council on Aging Contrib.	4,060	3,844	3,844	-	3,844	-	0.0%
Total Charitable Donations	6,560	6,344	6,344	-	6,344	-	0.0%
Contingency	-	157,479	-	157,479	188,179	30,699	19.5%
Total Exp Before Transfer Out	1,908,681	2,036,006	1,436,243	599,763	1,659,358	(376,648)	-18.5%
Transfer Out							
To Debt Service - FEMA Loan	-	387,952	48,383	339,569	-	(387,952)	-100.0%
To P&Z / Code Compliance Fund	30,682	38,500	16,139	22,361	25,000	(13,500)	-35.1%
To General Fund CIP	645,590	158,500	190,170	(31,670)	115,000	(43,500)	-27.4%
Total Transfer Out	676,272	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Other Departments	\$ 2,584,953	\$ 2,620,958	\$ 1,690,935	\$ 930,024	\$ 1,799,358	\$ (821,600)	-31.3%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - FY2021 vs. FY2022 Budget

	FY 2021 Budget	Incr / (Decr)	FY 2022 Budget	Comments
<u>FUNDING</u>				
Revenue				
Property Tax	\$ 4,884,842	\$ 301,661	\$ 5,186,503	4.38% net increase in taxable values.
Misc. - Police reimbursement	35,000	15,000	50,000	Increase for task force activities (based on expenditures)
Other Revenue	465,086	29,100	494,186	Increase in intergovernmental revenue.
Interest Income	33,000	(2,900)	30,100	Decrease due to market conditions
Total Revenue	5,384,928	345,761	5,730,689	
Transfer In				
From Water Fund	50,000	-	50,000	No change from prior year.
Total Transfer In	50,000	-	50,000	
Use Of Fund Balance	981,013	(981,013)	-	Balanced budget without using fund balance
Total Funding	6,415,941	(635,252)	5,780,689	
<u>EXPENDITURES</u>				
Personnel Expenses	3,236,476	142,219	3,378,695	See next schedule for details
<u>Operating Expenses</u>				
Commission	15,600	300	15,900	Small increase in cost for municipal elections.
Town Manager	89,600	-	89,600	No change in operating budget
Town Clerk	85,732	-	85,732	No change in operating budget
<u>Police</u>				
Contracts - Other Services	22,856	1,550	24,406	Increase for various contracts / license renewals
Liability & Property Insur	23,188	3,766	26,954	Contingency for increase in premiums included in FY2022
Building R&M	5,000	2,000	7,000	Increase based on expected repairs.
Boat Repair	30,000	20,000	50,000	Increased due to historical spending
Rental - Vehicles	9,500	5,500	15,000	Increased budget line item for task force rentals
Fuel & Oil	32,000	(4,000)	28,000	Reduced budget based on historical spending
Subscriptions	1,995	210	2,205	Additional memberships
Total Police	249,793	29,026	278,819	

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - FY2021 vs. FY2022 Budget

	FY 2021 Budget	Incr / (Decr)	FY 2022 Budget	Comments
<u>Facility Services</u>				
Telephone Service	8,400	(3,900)	4,500	Reduced based on FY 2021 activity
Liability & Property Insur.	19,531	4,704	24,235	Contingency for increase in premiums included in FY2022
Town Hall Maint/Repairs	8,000	12,000	20,000	Increase based on expected repairs.
R&M - Bocce Court	5,000	2,500	7,500	Increase based on expected repairs.
Other	64,900	(500)	64,400	All other minor changes
Total Facility Services	117,781	14,804	132,585	
<u>Finance</u>				
Accounting Services	87,640	2,697	90,337	3% budgeted CPI increase per contract.
Total Finance	117,480	2,697	120,177	
Fire	833,021	82,769	915,790	Added capital contribution per contract and 5% CPI increase
Solid Waste Services	334,682	13,187	347,869	4% budgeted CPI increase per contract.
<u>Beach</u>				
Eng - Legal Matters	50,000	(30,000)	20,000	Reduction in proposed beach attorney expenses.
Eng - Deerfield Joint Proj.	-	55,000	55,000	New budget for Deerfield Joint Beach Project.
Eng - Other	15,000	(15,000)	-	Expense included in Capital Project Fund
Legal	500,000	(500,000)	-	Elimination of beach attorney expense
Buoys	20,000	(15,000)	5,000	Reduction in proposed expense
Beach Salvage	2,000	(1,000)	1,000	Reduction in proposed expense
Total Beach	587,000	(506,000)	81,000	
Charity	6,344	-	6,344	No year-over-year change
Contingency	157,479	30,699	188,179	Net increase in contingency
Total Operating Expenses	2,594,512	(332,518)	2,261,994	
<u>Transfer Out</u>				
To Debt Service - FEMA Loan	387,952	(387,952)	-	Bridge loan paid off in FY2021
To P&Z Fund	38,500	(13,500)	25,000	Funding for Planning, Zoning & Code Compliance activities.
To General Fund CIP	158,500	(43,500)	115,000	Increase in FY 2022 capital projects/purchases.
Total Transfer Out	584,952	(444,952)	140,000	
Total Operating Expenditure	3,179,465	(777,471)	2,401,994	
Total Expenditure	6,415,941	(635,252)	5,780,689	

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Compensation Comparison
(FY2021 vs FY2022)**

FY 2021 Budget			\$3,236,476
Compensation Changes			
<u>Position Changes</u>			
Added two (2) new Reserve (P/T) positions	35,546		
Subtotal	35,546		
<u>Rate Changes</u>			
Health (15%)	64,180		
Life/Vision/Dental (10%)	2,388		
FRS (Special Risk contribution rate increased by 5.9%; Regular rate increased by 8.2%, DROP increased by 8% and City Manager rate increased by 6.3%)	28,346		
Subtotal	94,914		
<u>Compensation Increases (Includes Benefits Impact)</u>			
Step Increase	11,815		
COLA Increase	84,721		
Subtotal	96,536		
<u>Other Changes</u>			
Increase in Town Manager Health Insurance Premiums	6,142		
Increase for Dispatcher Supervisor Position	3,473		
Increase in OT for Task Force	9,000		
Year over year change in premiums / employee adjustments	(86,743)		
Reduction in Vacation Payout	(16,203)		
All other wage adjustments / staffing changes compared to budget	(446)		
Subtotal	(84,777)		
Total Changes	142,219		142,219
FY 2022 Budget			\$3,378,695



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Transportation (Community Bus)

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Local Option Gas Tax	\$ 30,829	\$ 35,971	\$ 28,798	\$ (7,173)	30,750	\$ (5,221)	-14.5%
County Transportation Revenue	72,874	81,900	70,600	(11,300)	81,900	-	0.0%
Total Revenue	103,703	117,871	99,397	(18,474)	112,650	(5,221)	-4.4%
Transfer In From General Fund	-	-	-	-	-	-	N/A
Total Funding	103,703	117,871	99,397	(18,474)	112,650	(5,221)	-4.4%
Expenditure							
Contractual Services	73,006	81,900	70,600	11,300	81,900	-	0.0%
Roadways - R&M	-	-	1,000	(1,000)	10,000	10,000	N/A
Reserve for Future Use	-	35,971	-	35,971	20,750	(15,221)	-42.3%
Total Expenditure	73,006	117,871	71,600	46,271	112,650	(5,221)	-4.4%
Funding Over/(Under) Exp	30,696	-	27,798	27,798	-	-	N/A
AVAILABLE FUND BALANCE							
Opening Balance	-	30,696	30,696	-	58,494	27,798	90.6%
Addition To / (Use Of)	30,696	35,971	27,798	(8,173)	20,750	(15,221)	-42.3%
Closing Balance	\$ 30,696	\$ 66,667	\$ 58,494	\$ (8,173)	\$ 79,244	\$ 12,577	18.9%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Marine Law Enforcement Grant

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Grant Revenue	30,184	30,336	27,103	(3,233)	30,336	-	0.0%
Total Revenue	30,184	30,336	27,103	(3,233)	30,336	-	0.0%
Total Funding	30,184	30,336	27,103	(3,233)	30,336	-	0.0%
Expenditure							
Police Wages	30,184	30,336	27,103	3,233	30,336	-	0.0%
Total Expenditure	30,184	30,336	27,103	3,233	30,336	-	0.0%
Funding Over/(Under) Exp	-	-	-	-	-	-	N/A
<u>AVAILABLE FUND BALANCE</u>							
Opening Balance	-	-	-	-	-	-	N/A
Addition To / (Use Of)	-	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Building Department

Mission

To partner with the community to provide friendly and effective compliance with Florida Building Code and Town Ordinances by providing the highest level of professionalism and service to facilitate completion of projects through timely inspections and plan reviews & maintaining continual availability and open communication to enhance the customer experience.

Major Issues

- o Adjusting operations to service the dramatic increase in new Single Family Home construction.
- o Modifying plan review process to accommodate new large multi-family residential project.

Current Year Highlights

- o Implementation of processes and procedures to operate in the Covid-19 pandemic environment.
- o Expansion of online permitting.
- o Website enhancements to increase user awareness of the permitting process.
- o Integration of Drop Box for permitting into continuing operations.
- o Introduction of a pre-construction process for large projects, to inform contractors of specific local community standards and requirements.

Next Year Goals

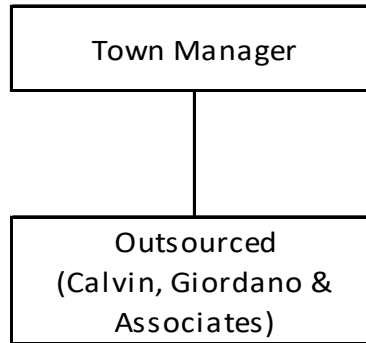
- o Implementation of complete online, digital plan review.
- o Expansion of Community Outreach and Education
- o Continuing staff training with emphasis on community specific needs and policies

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Building Department

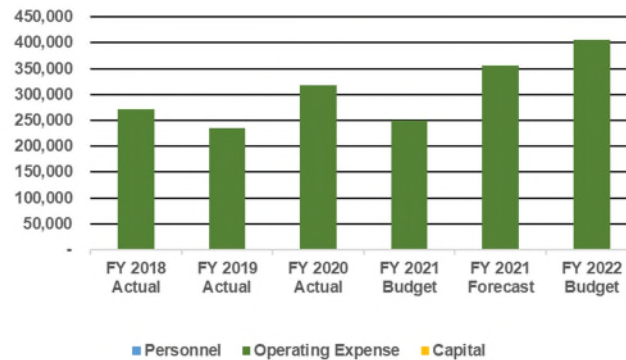
Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense *	272,036	234,784	318,547	250,000	355,836	405,000
Capital	—	—	—	—	—	—
Total	\$272,036	\$234,784	318,547	\$250,000	355,836	405,000

* Prior to February 12, 2018 all permitting revenue was Broward County pass-through revenue with Town having neither permitting revenue nor expense.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Building Permitting

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Building Permit Fees	\$ 316,322	\$ 250,000	\$ 376,935	\$ 126,935	\$ 400,000	\$ 150,000	60.0%
Building Administrative Fees	2,225	-	4,886	4,886	5,000	5,000	N/A
Total Revenue	318,547	250,000	381,821	131,821	405,000	155,000	62.0%
Transfer In From General Fund	-	-	-	-	-	-	N/A
Total Funding	318,547	250,000	381,821	131,821	405,000	155,000	62.0%
Expenditures							
Prof Serv - Bldg Permits - RMA	32,675	30,000	20,975	9,025	40,000	10,000	33.3%
Prof Serv - Bldg Permits - CG&A	270,835	212,500	319,876	(107,376)	340,000	127,500	60.0%
Credit Card Processing Fees	6,863	7,500	14,985	(7,485)	25,000	17,500	233.3%
Total Expend. before Transfers	310,373	250,000	355,836	(105,836)	405,000	155,000	62.0%
Transfer to General Fund	8,175	-	-	-	-	-	N/A
Total Expenditures	318,547	250,000	355,836	(105,836)	405,000	155,000	62.0%
Funding Over/(Under) Exp.	-	-	25,985	25,985	-	-	N/A
AVAILABLE FUND BALANCE							
Opening Balance	-	-	-	-	25,985	25,985	N/A
Addition To / (Use Of)	-	-	25,985	25,985	-	-	N/A
Closing Balance	\$ -	\$ -	\$ 25,985	\$ 25,985	\$ 25,985	\$ 25,985	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Planning & Zoning Department

Mission

To provide outstanding customer service while ensuring development is consistent with the Town's Comprehensive Plan and meets or exceeds the requirements of the Land Development Code.

Major Issues

- o Customer service delivery requires improvement.
- o Accuracy and clarity of information provided to zoning board.

Current Year Highlights

- o Fulfilled all functions required to carry out the planning processes in a timely manner.
- o Modified conditional use ordinance to address hotel and restaurant issues.
- o Implement new ordinance to require deposit from developers to pay for consultant's reviewing proposals and discussing new issues.
- o Contracted with new professional planner to assist with development proposals.

Next Year Goals

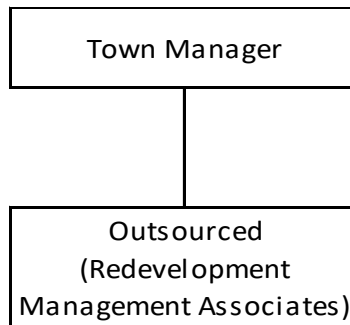
- o Increase emphasis on customer service.
- o Continue implementation of digital plan reviews for development applications.
- o Improve the development review process.
 - Updates to development application document and land development regulations – Create user-friendly graphics.
 - Updates to planning documents/maps graphics.
 - Improve website development process information.
 - Application process
 - Timing
 - Zoning districts
 - Land Development regulations diagrams
 - Definitions

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Planning & Zoning Department

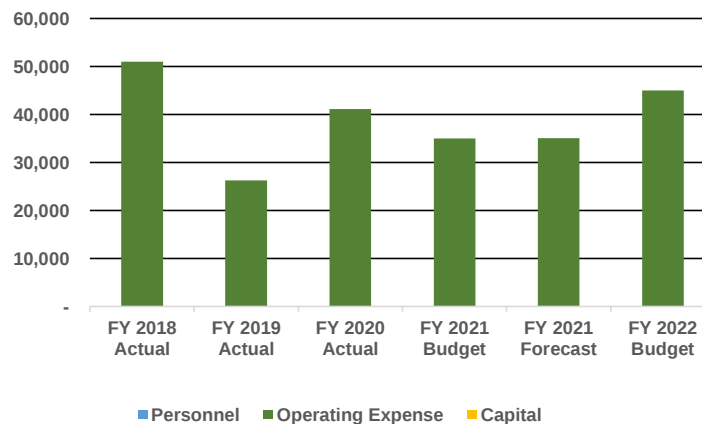
Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense *	\$50,975	\$26,276	\$41,115	\$35,000	\$35,082	\$45,000
Capital	—	—	—	—	—	—
Total	\$50,975	\$26,276	\$41,115	\$35,000	\$35,082	\$45,000

* Includes Permitting, Site Plan/Variance Reviews and General Support – Recovered Through Planning & Zoning / Fire Fees Revenue.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund – Code Enforcement Department

Mission

The mission of the Code Compliance Department is to enhance the beauty and prosperity of the community through education and awareness.

Major Issues

- o Artificial lighting regulations during sea turtle nesting season.
- o Roadway and private property flooding due to king tide / sea level rise.
- o Public Nuisance and Property maintenance issues (i.e. landscaping maintenance; overgrowth; beach and dune maintenance)
- o Work conducted without the benefits of permits.

Current Year Highlights

- o Proactive enforcement to curb flooding on roadway and private property during king tide events.
- o Vacation rental regulations extend to multi-family residences.
- o Trash cans in the path of bicycle and pedestrians.
- o 1205 Hillsboro Mile is now in compliance and the Town has a Final Order from the Special Magistrate allowing the town to abate and cost recovery to abate.

Next Year Goals

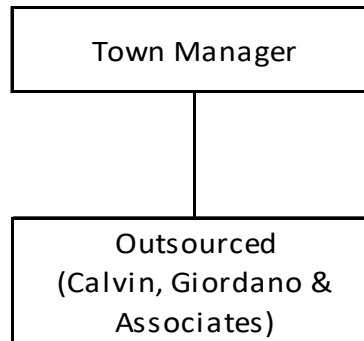
- o Parking along Intracoastal Waterway side of Hillsboro Mile.
- o Address landscaping growing into the bike path on the West side of A1A.
- o Move forward with all code cases for king tide flooding prevention presented and Final Order issued delayed by Army Corp of Engineer permitting process.
- o Address vacant homes that need exterior maintenance.
- o Address driveway, parking lots and parking areas that are in disrepair or lack of maintenance.

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

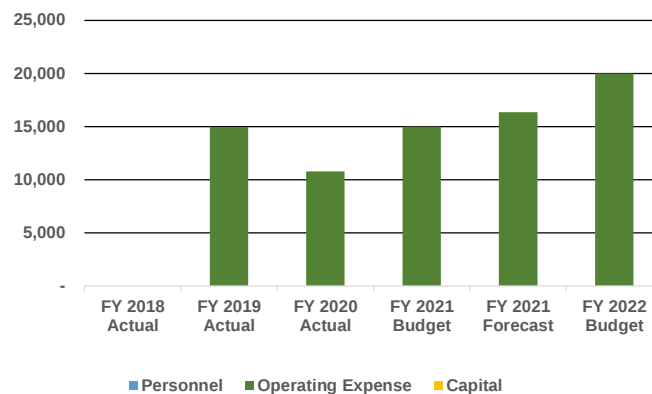
Special Revenue Fund – Code Enforcement Department

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense	—	14,945	10,754	15,000	16,329	20,000
Capital	—	—	—	—	—	—
Total	—	\$14,945	\$10,754	\$15,000	\$16,329	\$20,000



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Planning & Zoning / Code Compliance

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Planning & Zoning Fees	\$ 15,538	\$ 10,000	\$ 23,614	\$ 13,614	\$ 25,000	\$ 15,000	150.0%
Fire Fees	5,650	1,500	11,657	10,157	15,000	13,500	900.0%
Total Revenue	21,188	11,500	35,271	23,771	40,000	28,500	247.8%
Transfer In From General Fund	30,682	38,500	16,139	(22,361)	25,000	(13,500)	-35.1%
Total Funding	51,869	50,000	51,411	1,411	65,000	15,000	30.0%
Expenditures							
Prof Serv - Gen Admin - RMA	11,300	15,000	10,329	4,671	15,000	-	0.0%
Prof Serv - Site Plng - RMA	14,475	10,000	13,329	(3,329)	15,000	5,000	50.0%
Prof Serv - Eng (Other)	15,340	10,000	11,425	(1,425)	15,000	5,000	50.0%
Code Compliance	10,754	15,000	16,329	(1,329)	20,000	5,000	33.3%
Total Expenditures	51,869	50,000	51,411	(1,411)	65,000	15,000	30.0%
Funding Over/(Under) Exp	-	-	-	-	-	-	N/A
AVAILABLE FUND BALANCE							
Opening Balance	-	-	-	-	-	-	N/A
Addition To / (Use Of)	-	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

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Debt Service Fund

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Debt Service Fund - FEMA Loan

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>							
Revenue							
FEMA Grant	\$ 3,252,106	\$ -	\$ 372,471	\$ 372,471	\$ -	\$ -	N/A
Total Revenue	3,252,106	-	372,471	372,471	-	-	N/A
Transfer In from General Fund	-	387,952	48,383	(339,569)	-	(387,952)	-100.0%
Total Funding	3,252,106	387,952	420,854	32,902	-	(387,952)	-100.0%
<u>EXPENDITURES</u>							
Expenditures							
Principal Payment	-	333,628	3,621,979	(3,288,351)	-	(333,628)	-100.0%
Interest Payment	-	54,324	50,930	3,394	-	(54,324)	-100.0%
Bank Charges	-	-	50	(50)	-	-	NA
Total Expenditures	-	387,952	3,672,960	(3,285,008)	-	(387,952)	-100.0%
Funding Over/(Under) Exp	3,252,106	-	(3,252,106)	(3,252,106)	-	-	N/A
<u>AVAILABLE FUND BALANCE</u>							
Opening Balance	-	3,252,106	3,252,106	-	-	(3,252,106)	-100.0%
Addition To / (Use Of)	3,252,106	-	(3,252,106)	(3,252,106)	-	-	N/A
Closing Balance	\$ 3,252,106	\$ 3,252,106	\$ -	\$ (3,252,106)	\$ -	\$ (3,252,106)	-100.0%

The seal of the Town of Hillsboro Beach, Florida, is a circular emblem. It features a central illustration of a lighthouse with a yellow light, set against a blue sky and green palm trees. The words "TOWN OF HILLSBORO BEACH" are written in a circular path around the top, and "FLORIDA" is at the bottom.

General Fund - Capital Improvement Program

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ 59,500	\$ 148,654	\$ 89,154	\$ 3,499,970	\$ 3,440,470	5782%
Loans	-	-	-	1,137,500	1,137,500	N/A
Transfer In	158,500	190,170	31,670	115,000	(43,500)	-27%
Total Funding	218,000	338,823	120,823	4,752,470	4,534,470	2080%
<u>EXPENDITURES</u>						
Expense	218,000	338,823	(120,823)	4,752,470	4,534,470	2080.0%
Total Expenditures	\$ 218,000	\$ 338,823	\$ (120,823)	\$ 4,752,470	\$ 4,534,470	2080.0%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	-	-	-	-	-	N/A
(Use) / Add To Fund Balance	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Beach Renourishment							
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ 525	\$ 59,500	\$ 64,970	\$ 5,470	\$ 3,499,970	\$ 3,440,470	5782.3%
Total Revenue	525	59,500	64,970	5,470	3,499,970	3,440,470	5782.3%
Loans							
Bank Loan	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Loans	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Transfer From General Fund	257,992	-	-	-	-	-	N/A
Total Funding	3,832,496	59,500	64,970	5,470	4,637,470	4,577,970	7694.1%
<u>EXPENDITURES</u>							
Engineering - FY2020 Project	138,731	-	-	-	-	-	N/A
Construction - FY2020 Project	3,693,764	-	-	-	-	-	N/A
Engineering - FY2020 Monitoring	-	54,500	54,500	-	57,000	2,500	4.6%
Engineering - Qtrly Reporting	-	5,000	5,000	-	10,000	5,000	100.0%
Beach Tilling / Scarp Removal	-	-	5,470	(5,470)	5,470	5,470	N/A
Engineering - FY2022 Project	-	-	-	-	365,000	365,000	N/A
Construction - FY2022 Project	-	-	-	-	4,200,000	4,200,000	N/A
Total Expenditures	3,832,496	59,500	64,970	(5,470)	4,637,470	4,577,970	7694.1%
Funding Over/(Under) Expend.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Land Purchase							
FUNDING							
Transfer From General Fund	\$ 173,265	\$ -	\$ 29,717	\$ 29,717	\$ -	\$ -	N/A
Total Funding	173,265	-	29,717	29,717	-	-	N/A
Expenditures							
Town Attorney	154,226	-	1,085	(1,085)	-	-	N/A
Postage	1,474	-	-	-	-	-	N/A
Miscellaneous Services	3,165	-	28,632	(28,632)	-	-	N/A
Contracts - Other Services	14,400	-	-	-	-	-	N/A
Total Expenditures	173,265	-	29,717	(29,717)	-	-	N/A
Funding Over/(Under) Expend.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Miscellaneous							
FUNDING							
Revenue							
Grant Revenue	\$ -	\$ -	\$ 61,283	\$ 61,283	\$ -	\$ -	N/A
Insurance Reimbursement	-	-	22,401	22,401	-	-	N/A
Sale of General Capital Assets	7,200	-	-	-	-	-	N/A
Total Revenue	7,200	-	83,684	83,684	-	-	N/A
Transfer From General Fund	214,334	158,500	160,453	1,953	115,000	(43,500)	-27.4%
Total Funding	221,534	158,500	244,136	85,636	115,000	(43,500)	-27.4%
EXPENDITURES							
Underground Utility Project	995	35,000	20,000	15,000	15,000	(20,000)	-57.1%
Buoys Relocation	105,164	-	-	-	-	-	N/A
Police Car	108,690	66,000	98,414	(32,414)	40,000	(26,000)	-39.4%
Police Equipment	-	-	68,222	(68,222)	-	-	N/A
Town Hall Renovation	-	50,000	50,000	-	60,000	10,000	20.0%
Commission Chambers- MODS	-	7,500	7,500	-	-	(7,500)	-100.0%
Office Equipment	3,485	-	-	-	-	-	N/A
Total Expenditures	218,334	158,500	244,136	(85,636)	115,000	(43,500)	-27.4%
Funding Over/(Under) Expend.	\$ 3,200	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Total							
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ 525	\$ 59,500	\$ 126,253	\$ 66,753	\$ 3,499,970	\$ 3,440,470	5782.3%
Insurance Reimbursement	-	-	22,401	22,401	-	-	N/A
Sale of General Capital Assets	7,200	-	-	-	-	-	N/A
Total Revenue	7,725	59,500	148,654	89,154	3,499,970	3,440,470	5782.3%
Loans							
Beach Nourishment	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Loans	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Transfer In							
Beach Nourishment	257,992	-	-	-	-	-	N/A
Land Purchase	173,265	-	29,717	29,717	-	-	N/A
Miscellaneous	214,334	158,500	160,453	1,953	115,000	(43,500)	-27.4%
Total Transfer In	645,590	158,500	190,170	31,670	115,000	(43,500)	-27.4%
Total Funding	4,227,295	218,000	338,823	120,823	4,752,470	4,534,470	2080.0%
<u>EXPENDITURES</u>							
Expenditures							
Beach Nourishment	3,832,496	59,500	64,970	(5,470)	4,637,470	4,577,970	7694.1%
Land Purchase	173,265	-	29,717	(29,717)	-	-	N/A
Miscellaneous	218,334	158,500	244,136	(85,636)	115,000	(43,500)	-27.4%
Total Expenditures	4,224,095	218,000	338,823	(120,823)	4,752,470	4,534,470	2080.0%
Funding Over/(Under) Expend.	\$ 3,200	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

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Water Fund - Operations

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Water Department

Mission

To produce and deliver high quality water in an environmentally protective manner, preserve the integrity of the production and distribution facilities, provide highly responsive, cost-effective and friendly service in response to all customer issues, ensure accurate water usage billing reporting and ensure reliable potable water service for residential usage and firefighting purposes.

Major Issues

- o Contract with Underground Utility Service Contractor for future water main breaks.
- o Expansion of current clearwell reservoir located at water plant.
- o Addition of VFD's on well motors to lower energy consumption and improve treatment.

Current Year Highlights

- o Current years water loss is estimated at 4.36% vs acceptable national standard of 10%
- o Juan Rivera obtained a Class 'B' water treatment operator's license.
- o Garth Charles obtained a Class "B" water treatment operator's license.
- o The pump house's roof will be replaced by fiscal year end.
- o Chlorine pumps at water plant will be retrofitted with newer model pumps by fiscal year end.
- o New water main and hydrant valves were exercised throughout the distribution system.
- o Will have the electronic meter reading system completed by year end.

Next Year Goals

- o Complete the Variable Frequency Drives (VFDs) additions on well motors.
- o Initiate the clearwell expansion project.

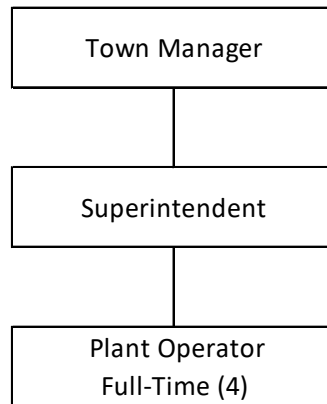
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Water Department

Positions

Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Full-Time					
Superintendent	1	1	1	1	1
Plant Operator	3	3	4	4	4
Technician – Level 3	1	1	0	0	0
Total – Full-Time	5	5	5	5	5
Part-Time					
Plant Operator	1	1	1	1	0
Total – Part-Time	1	1	1	1	0
Total	6	6	6	6	5

Organizational Chart



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

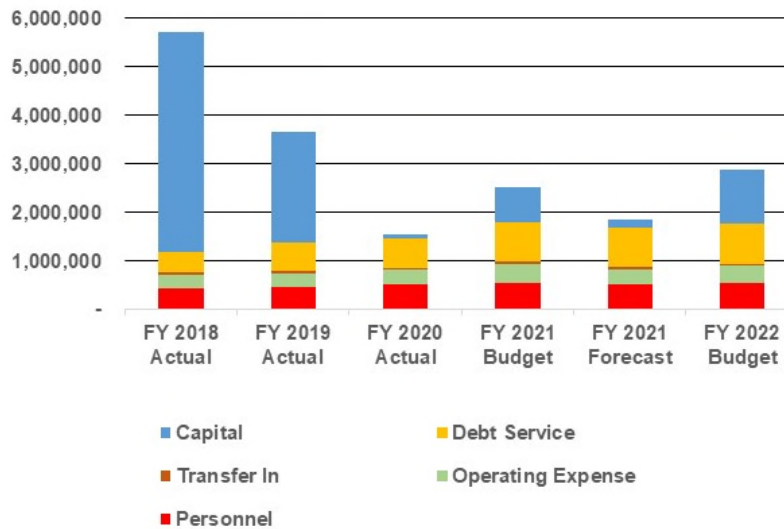
Water Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel Expenses	433,383	459,030	496,874	535,294	502,489	541,801
Operating Expenses	280,269	278,439	304,547	398,937	314,854	346,137
Transfers Out	50,000	50,000	50,000	50,000	50,000	50,000
Debt Service Expenses *	403,966	593,661	593,661	811,446	811,446	811,446
Total Before Capital	1,167,618	1,381,130	1,445,082	1,795,677	1,678,789	1,749,384
Capital **	4,544,321	2,258,369	87,310	713,500	163,500	1,125,000
Total	\$5,711,939	\$3,639,499	\$1,532,392	\$2,509,177	\$1,842,289	\$2,874,384

* Debt Service expenses recorded in separate Debt Service Fund.

** Capital recorded in Water Capital Improvement Program Fund.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Operations
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ 1,461,727	\$ 1,394,936	\$ (66,791)	\$ 1,463,279	\$ 1,552	0.1%
Use / (Add To) Fund Balance	-	39,902	39,902	-	-	N/A
Total Funding	1,461,727	1,434,838	(26,889)	1,463,279	1,552	0.1%
<u>EXPENDITURES</u>						
Personnel Expense	535,294	502,489	32,805	541,801	6,507	1.2%
Operating Expense	398,937	314,854	84,083	346,137	(52,800)	-13.2%
Transfer Out	527,496	617,496	(90,000)	575,342	47,846	9.1%
Total Expenditures	1,461,727	1,434,838	26,889	1,463,279	1,552	0.1%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	1,765,268	1,765,268	-	1,725,366	(39,902)	-2.3%
(Use) / Add To Fund Balance	-	(39,902)	(39,902)	-	-	N/A
Closing Balance	\$ 1,765,268	\$ 1,725,366	\$ (39,902)	\$ 1,725,366	\$ (39,902)	-2.3%
Closing Bal % Of Total Exp	120.8%	120.2%	-0.5%	117.9%	-2.9%	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Operations
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>							
Revenue							
Base Water Fees	\$ 471,924	\$ 472,000	\$471,492	\$ (508)	\$ 472,000	\$ -	0.0%
Usage Water Fees	898,604	854,480	798,844	(55,636)	885,502	31,022	3.6%
Water Service Revenue	1,370,528	1,326,480	1,270,336	(56,144)	1,357,502	31,022	2.3%
WATER MISCELLANEOUS							
Miscellaneous Revenues	3,550	5,500	5,182	(318)	5,500	-	0.0%
Sprint Spectrum Cell Tower	63,149	65,675	65,675	-	39,843	(25,832)	-39.3%
T-Mobile Cell Tower	32,351	33,072	33,110	38	34,434	1,362	4.1%
Hillsboro Inlet	5,900	6,000	6,000	-	6,000	-	0.0%
Interest	22,662	30,000	19,679	(10,321)	25,000	(5,000)	-16.7%
Net Incr / (Decr) In FMV-Invest	9,148	(5,000)	(5,045)	(45)	(5,000)	-	0.0%
Total Other Revenue	136,761	135,247	124,600	(10,647)	105,777	(29,470)	-21.8%
Total Revenue	1,507,289	1,461,727	1,394,936	(66,791)	1,463,279	1,552	0.1%
Use / (Add To) Net Assets	-	-	39,902	39,902	-	-	N/A
Total Funding	1,507,289	1,461,727	1,434,838	(26,889)	1,463,279	1,552	0.1%
<u>EXPENSES</u>							
Expense							
Personal Services							
Salaries	322,636	344,997	324,003	20,994	348,622	3,625	1.1%
Overtime	26,222	25,000	23,575	1,425	25,000	-	0.0%
Sick Leave Cash Out	7,081	8,065	4,618	3,447	8,065	(0)	0.0%
Vacation Leave Cash Out	14,798	15,187	18,655	(3,468)	15,188	1	0.0%
Employee Award	-	-	1,000	(1,000)	-	-	N/A
FICA	27,921	28,922	29,269	(347)	29,199	277	1.0%
Florida Retirement System	31,748	39,325	34,452	4,873	42,942	3,617	9.2%
Health and Life Insurance	49,992	62,182	58,978	3,204	61,053	(1,129)	-1.8%
Workers' Comp Insurance	16,476	11,116	7,938	3,178	11,233	117	1.0%
Unemployment Compensation	-	500	-	500	500	-	0.0%
Total Personal Services	496,874	535,294	502,489	32,805	541,801	6,507	1.2%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Operations
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Operating Expenses							
Audit Services	11,875	16,500	16,500	-	16,500	-	0.0%
Contracts - Other Services	-	750	750	-	750	-	0.0%
Postage	-	1,000	1,000	-	1,000	-	0.0%
Telephone Service	7,071	7,300	7,509	(209)	7,300	-	0.0%
Electricity	49,544	54,000	50,302	3,698	54,000	-	0.0%
Liability and Property Insurance	41,194	47,373	48,858	(1,485)	56,187	8,814	18.6%
Maint - Distribution System	3,927	7,500	4,471	3,029	7,500	-	0.0%
Maint - Bldgs / Grounds	13,144	15,000	15,080	(80)	15,000	-	0.0%
Maint - SCADA system	273	10,000	10,000	-	10,000	-	0.0%
Repair & Maint - Equip	24,560	32,000	32,000	-	32,000	-	0.0%
Tools and Equipment	631	1,000	1,747	(747)	1,000	-	0.0%
Advertising	-	1,000	1,000	-	1,000	-	0.0%
Licenses & Permits	3,406	5,400	5,400	-	5,400	-	0.0%
Office Supplies	1,398	1,500	1,500	-	1,500	-	0.0%
Computer Expense	5,530	6,000	6,000	-	6,000	-	0.0%
Uniform Supplies	6,724	5,500	6,147	(647)	6,000	500	9.1%
Fuel and Oil	3,486	5,000	3,759	1,241	5,000	-	0.0%
Generator Fuel (Diesel)	-	-	6,000	(6,000)	-	-	N/A
Sand Change	5,536	8,000	8,000	-	8,000	-	0.0%
Filter Sand Excavation	-	-	-	-	17,500	17,500	N/A
Chemicals - Water Treatment	82,505	85,000	80,661	4,339	85,000	-	0.0%
Lab Test Analysis & Supplies	4,474	12,500	7,669	4,831	9,000	(3,500)	-28.0%
Subscriptions and Memberships	468	500	500	-	500	-	0.0%
Water Conservation Program	200	3,000	-	3,000	-	(3,000)	-100.0%
Operational Evaluation	30,000	-	-	-	-	-	N/A
Water Sufficiency Evaluation	8,600	-	-	-	-	-	N/A
Contingency	-	73,114	-	73,114	-	(73,114)	-100.0%
Total Operating Expenses	304,547	398,937	314,854	84,083	346,137	(52,800)	-13.2%
Net Operating Income	801,421	934,231	817,342	(51,278)	887,937	(46,294)	-5.0%
Transfer Out							
To General Fund	50,000	50,000	50,000	-	50,000	-	0.0%
To Water Debt Service	403,996	403,996	403,996	-	403,996	-	0.0%
To Water CIP	87,310	73,500	163,500	(90,000)	121,346	47,846	65.1%
Total Transfer Out	541,306	527,496	617,496	(90,000)	575,342	47,846	9.1%
Total Expenses	1,342,726	1,461,727	1,434,838	26,889	1,463,279	1,552	0.1%
Funding Over/(Under) Exp	\$ 164,563	\$ -	\$ -	\$ (0)	\$ -	\$ -	N/A

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Water Fund - Debt Service

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Debt Service
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ 346,700	\$ 346,700	\$ -	\$ 346,700	\$ -	0.0%
Transfer In	403,996	403,996	-	403,996	-	0.0%
Use / (Add To) Fund Balance	60,750	60,750	-	60,750	-	0.0%
Total Funding	811,446	811,446	-	811,446	-	0.0%
<u>EXPENSES</u>						
Expense	811,446	811,446	-	811,446	-	0.0%
Total Expenses	811,446	811,446	-	811,446	-	0.0%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	939,045	939,045	-	878,295	(60,750)	-6.5%
(Use) / Add To Fund Balance	(60,750)	(60,750)	-	(60,750)	-	N/A
Closing Balance	\$ 878,295	\$ 878,295	\$ -	\$ 817,545	\$ (60,750)	-6.9%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Debt Service
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Water Plant Renovation Loan							
<u>FUNDING</u>							
Transfer From Water Fund	\$ 403,996	\$ 403,996	\$ 403,996	\$ -	\$ 403,996	\$ -	0.0%
Total Funding	403,996	403,996	403,996	-	403,996	-	0.0%
<u>EXPENSES</u>							
Principal Payments	308,771	324,180	324,180	-	331,877	7,697	2.4%
Interest Payments	95,225	79,816	79,816	-	72,119	(7,697)	-9.6%
Total Debt Service	403,996	403,996	403,996	-	403,996	-	0.0%
Funding Over/(Under) Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Water Main Renovation Loan							
<u>FUNDING</u>							
Revenue							
Water Surcharge	\$ 347,182	\$ 346,700	\$ 346,700	\$ -	\$ 346,700	\$ -	0.0%
Total Revenue	347,182	346,700	346,700	-	346,700	-	0.0%
Use Of / (Add To) Fund Balance	(157,517)	60,750	60,750	-	60,750	-	0.0%
Total Funding	189,665	407,450	407,450	-	407,450	-	0.0%
<u>EXPENSES</u>							
Principal Payments	162,102	333,941	333,941	-	337,235	3,293	1.0%
Interest Payments	27,563	73,509	73,509	-	70,215	(3,293)	-4.5%
Total Debt Service	189,665	407,450	407,450	-	407,450	-	0.0%
Funding Over/(Under) Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

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The seal of the Town of Hillsboro Beach, Florida, is a circular emblem. It features a central illustration of a lighthouse with a yellow light, set against a blue sky and green palm trees. The words "TOWN OF HILLSBORO BEACH" are written in a circular path around the top half of the seal, and "FLORIDA" is written along the bottom half. The seal is rendered in a light gray, semi-transparent style.

Water Fund - Capital Improvement Program

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Capital Improvement Program (CIP)
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ -	\$ -	\$ -	\$ 463,654	\$ 463,654	N/A
Loans	640,000	-	(640,000)	540,000	(100,000)	-15.6%
Transfer In	73,500	163,500	90,000	121,346	47,846	65.1%
Total Funding	713,500	163,500	(550,000)	1,125,000	411,500	57.7%
<u>EXPENSES</u>						
Expenses	713,500	163,500	550,000	1,125,000	411,500	57.7%
Total Expenses	713,500	163,500	550,000	1,125,000	411,500	57.7%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	-	-	-	-	-	N/A
(Use) / Add To Fund Balance	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	N/A
Insurance Reimbursement	-	-	-	-	13,654	13,654	N/A
Total Revenue	-	-	-	-	463,654	463,654	NA
Loans							
Plant Expansion	-	640,000	-	(640,000)	540,000	(100,000)	-15.6%
Loans	-	640,000	-	(640,000)	540,000	(100,000)	-15.6%
Transfer From Water Fund	87,310	73,500	163,500	90,000	121,346	47,846	65.1%
Total Funding	87,310	713,500	163,500	(550,000)	1,125,000	411,500	57.7%
<u>EXPENSES</u>							
Engineering Fees	27,182	-	-	-	-	-	N/A
Total Distribution Project	27,182	-	-	-	-	-	N/A
Well Rehabilitation	-	120,000	-	120,000	120,000	-	0.0%
Storage Tank	-	350,000	-	350,000	390,000	40,000	11.4%
Total Plant Project	-	470,000	-	470,000	510,000	40,000	8.5%
Repair & Renewal	32,684	65,000	65,000	-	65,000	-	0.0%
Mobile Home Repairs	-	-	-	-	30,000	30,000	N/A
Meters & Supplies	3,796	-	-	-	-	-	N/A
Truck	23,647	-	-	-	40,000	40,000	N/A
Roof - Pump House	-	60,000	60,000	-	-	(60,000)	-100.0%
Perimeter Fence	-	10,000	-	10,000	30,000	20,000	200.0%
Water Tower Rehab	-	100,000	-	100,000	-	(100,000)	-100.0%
AIA Design/Relocation	-	-	30,000	(30,000)	450,000	450,000	N/A
Beach Tank Repainting	-	8,500	8,500	-	-	(8,500)	-100.0%
Total Expenses	87,310	713,500	163,500	550,000	1,125,000	411,500	57.7%
Funding Over/(Under) Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

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The seal of Hillsboro Beach, Florida, is a circular emblem. It features a central lighthouse with a yellow light, surrounded by palm trees and a blue sky with white clouds. The words "HILLSBORO BEACH" are written in a semi-circle at the top, and "FLORIDA" is at the bottom. The word "TOWN" is partially visible on the left side.

General Fund - Capital Improvement Program (5 Years)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Five Year Capital Improvement Program (CIP)

Description	FY2021 Forecast	Five Year Plan					Total
		FY2022	FY2023	FY2024	FY2025	FY2026	
Funding							
Revenue							
Grant Revenue	\$ 126,253	\$3,499,970	\$ -	\$ -	\$ -	\$ -	\$ 3,499,970
Insurance Reimbursement	22,401	-	-	-	-	-	-
Total Revenue	148,654	3,499,970	-	-	-	-	3,499,970
Loans							
Bank Loan	-	1,137,500	6,000,000	2,020,000	80,000	-	9,237,500
Loans	-	1,137,500	6,000,000	2,020,000	80,000	-	9,237,500
Transfer From General Fund	190,170	115,000	65,000	-	-	-	180,000
Total Funding	338,823	4,752,470	6,065,000	2,020,000	80,000	-	12,917,470
Expenditures							
Beach							
Beach Engineering - Monitoring	54,500	57,000	-	-	-	-	57,000
Beach Engineering - Qtrly Reporting	5,000	10,000	-	-	-	-	10,000
Beach Tilling / Scarp Removal	5,470	5,470	-	-	-	-	5,470
Beach Engineering	-	365,000	-	-	-	-	365,000
Beach Nourishment	-	4,200,000	-	-	-	-	4,200,000
Total Beach	64,970	4,637,470	-	-	-	-	4,637,470
Other Projects / Purchases							
Underground Utility Project	20,000	15,000	6,000,000	2,020,000	80,000	-	8,115,000
Police Car	98,414	40,000	-	-	-	-	40,000
Police Equipment	68,222	-	-	-	-	-	-
Town Hall Renovation	50,000	60,000	-	-	-	-	60,000
Commission Chambers - Modifications	7,500	-	-	-	-	-	-
Land Purchase	29,717	-	-	-	-	-	-
Roof - Police Building	-	-	65,000	-	-	-	65,000
Total Other Projects / Purchases	273,853	115,000	6,065,000	2,020,000	80,000	-	8,280,000
Total Expenditures	\$ 338,823	\$4,752,470	\$6,065,000	\$2,020,000	\$ 80,000	\$ -	\$ 12,917,470

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: **Beach Engineering – FY2020 Monitoring**
Amount: \$57,000 (Engineering)
Fiscal Year: FY 2022
Description: Post-monitoring compliance - Irma

- Physical (annual)
- Biological (annual)

Funding Source: 100% reimbursable from FEMA.

Name: **Beach Engineering – Quarterly Reporting**
Amount: \$10,000 (Engineering)
Fiscal Year: FY 2022
Description: Quarterly Reporting (Matthew, Irma)
Funding Source: 100% reimbursable from FEMA.

Name: **Beach Tilling / Scarp Removal**
Amount: \$5,470
Fiscal Year: FY 2022
Description: Annual Tilling and Scarp Removal
Funding Source: 100% reimbursable from FEMA.

Name: **Beach Nourishment (Dorian)**
Amount: \$365,000 (Engineering)
Fiscal Year: FY 2022
Description: Dorian Beach Mitigation project.

Amount: \$4,200,000 (Construction)
Fiscal Year: FY 2022
Description: Dorian Beach Mitigation project.
Funding Source: 75% - FEMA / Bank Loan.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: **Underground Utility Project**
Amount: \$8,115,000
Fiscal Year: FY 2022 (\$15,000), FY 2023 (\$6,000,000), FY 2024 (\$2,020,000),
FY 2025 (\$80,000)
Description: Undergrounding of Overhead Utility Facilities
Funding Source: General Fund / Bank Loan

Name: **Police Car & Equipment**
Amount: \$40,000 (net after trade-in)
Fiscal Year: FY 2022
Description: One Police vehicles will be replaced.
Funding Source: General Fund

Name: **Police Building Roof**
Amount: \$65,000
Fiscal Year: FY 2023
Description: Replacement of tile roof on Police building (including Community Room
annex) to make it consistent with Town Hall and in response to cracked
tiles in current roof.
Funding Source: General Fund

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Water Fund - Capital Improvement Program (5 Years)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Water Fund - Five Year Capital Improvement Program (CIP)

Description	FY2021 Forecast	Five Year Plan					Total
		FY2022	FY2023	FY2024	FY2025	FY2026	
FUNDING							
Revenue							
Grant Revenue	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Insurance Reimbursement	-	13,654	-	-	-	-	13,654
Total Revenue	-	463,654	-	-	-	-	463,654
Loans							
State - Plant Expansion	-	540,000	30,000	530,000	30,000	30,000	1,160,000
Total Loans	-	540,000	30,000	530,000	30,000	30,000	1,160,000
Water Fund Transfer In	163,500	121,346	250,000	65,000	65,000	65,000	566,346
Total Funding	163,500	1,125,000	280,000	595,000	95,000	95,000	2,190,000
EXPENSES							
Well Rehab	-	120,000	-	-	-	-	120,000
Storage Reservoir	-	390,000	-	-	-	-	390,000
Total	-	510,000	-	-	-	-	510,000
Repair & Renewal	65,000	65,000	65,000	65,000	65,000	65,000	325,000
Mobile Home Repair	-	30,000	-	-	-	-	30,000
Truck	-	40,000	-	-	-	-	40,000
Roof - Pump House	60,000	-	-	-	-	-	-
Perimeter Fence Rehab	-	30,000	30,000	30,000	30,000	30,000	150,000
Beach Tank Repainting	8,500	-	-	-	-	-	-
Water Line Relocation	-	-	-	500,000	-	-	500,000
AIA Design/Relocation	30,000	450,000	-	-	-	-	450,000
New Office /Employee Room	-	-	185,000	-	-	-	185,000
Total Expenses	\$ 163,500	\$ 1,125,000	\$ 280,000	\$ 595,000	\$ 95,000	\$ 95,000	\$ 2,190,000

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: Well Rehabilitation
Amount: \$120,000
Fiscal Year: FY 2022
Description: Well #1 is currently in standby mode since its pumping capacity is insufficient to independently meet Town needs and currently can't be used in parallel with the other wells. A study will be done to evaluate the hydrogeological conditions to ensure the availability of a sufficient underground water supply and, assuming adequacy, the pumping infrastructure will be upgraded to permit Well #1 to operate in a standalone mode. Additionally, the pump motors for Wells #3 and #4 will be modified to permit parallel pumping operations. This will provide redundancy to Well #3 which currently is the primary source of water to the Town.
Funding Source: State Revolving Fund loan.

Name: Storage Reservoir – Finished Water
Amount: \$390,000
Fiscal Year: FY 2022
Description: The Chen Moore & Associates engineering report on the Town's water transmission and distribution system, completed in 2015, recommended an additional 260,000-gallon storage tank be incorporated into the Town's water system to further ensure sufficient firefighting capacity. The tank would be installed at the water plant.
Funding Source: State Revolving Fund loan.

Name: Repair & Renewal
Amount: \$65,000 per year – Five Years
Fiscal Year: FY 2022 – FY 2026
Description: Historically, certain requirements for repair and renewal activity become apparent during the course of each year. An approximate amount is included in the CIP budget to ensure sufficient funds are available to address emerging needs.
Funding Source: Water Fund

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: Mobile Home Repairs
Amount: \$30,000
Fiscal Year: FY 2022
Description: Repair and renewal of the mobile home at the Water Plant
Funding Source: Insurance Reimbursement and Water Fund

Name: Truck
Amount: \$40,000
Fiscal Year: FY 2022
Description: Replacement of F-150 with approximately 90,000 miles as of FY 2022.
Funding Source: Water Fund

Name: Perimeter Fence
Amount: FY 2022 – FY 2026: \$30,000 Per Year
Fiscal Year: FY 2022 – FY 2026
Description: Water plant security involves an inner fence immediately surrounding the water plant and an outer chain link fence, in excess of 4,000 feet, surrounding the 22-acre property. The outer perimeter fence has seriously deteriorated, has become significantly overgrown in various portions and requires major rehabilitation. To fully replace a 100-foot section, including clearing vegetation, has been determined to be in the range of \$7,500.
Funding Source: State Revolving Fund loan

Name: Water Line Relocation – NE 36th Street Bridge
Amount: \$500,000
Fiscal Year: FY 2024
Description: The Town's water transmission system includes a water main attached to the underside of a small bridge passing over a canal immediately east of the 2500 block of NE 36th Street in Lighthouse Point. The Town has been advised by Lighthouse Point this bridge is scheduled for replacement in FY 22 or FY 23, which will require relocating this water main.
Funding Source: State Revolving Fund loan

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: **A1A Design & Relocation Project**
Amount: \$450,000
Fiscal Year: FY 2023
Description: As part of the A1A project, the utility department will be expected to raise valves, relocate hydrants and possibly move/resolve conflicts in the water main.
Funding Source: Grant Revenue

Name: **New Office / Employee Room**
Amount: \$185,000
Fiscal Year: FY 2023
Description: Plant functions are currently spread out in various structures, including a trailer, none of which are strongly reinforced for hurricane conditions. The construction of a main structure for office, lab and staff support functions (eating, showering at the end of shifts, etc.) designed to withstand severe hurricane conditions is deemed to be important.
Funding Source: Water Fund

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Debt Service Schedule

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Debt Service Schedule

	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	Beyond
Water Plant									
Principal	324,180	331,877	339,957	348,233	356,712	365,396	374,292	383,405	562,733
Interest	79,816	72,119	64,039	55,763	47,284	38,600	29,704	20,591	562,733
Total	403,996	403,996	403,996	403,996	403,996	403,996	403,996	403,996	1,125,465
Water Distribution System									
Principal	341,078	337,235	341,214	345,240	349,314	353,436	357,607	361,826	3,504,587
Interest	66,372	70,215	66,236	62,210	58,136	54,014	49,843	45,624	212,899
Total	407,450	407,450	407,450	407,450	407,450	407,450	407,450	407,450	3,717,486
Combined Debt Service									
Principal	665,258	669,111	681,171	693,474	706,026	718,832	731,899	745,231	4,067,320
Interest	146,188	142,335	130,275	117,972	105,420	92,614	79,547	66,215	775,632
Total	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 4,842,952

Loan Source:

Original Principal Amount:

Total Principal Remaining:

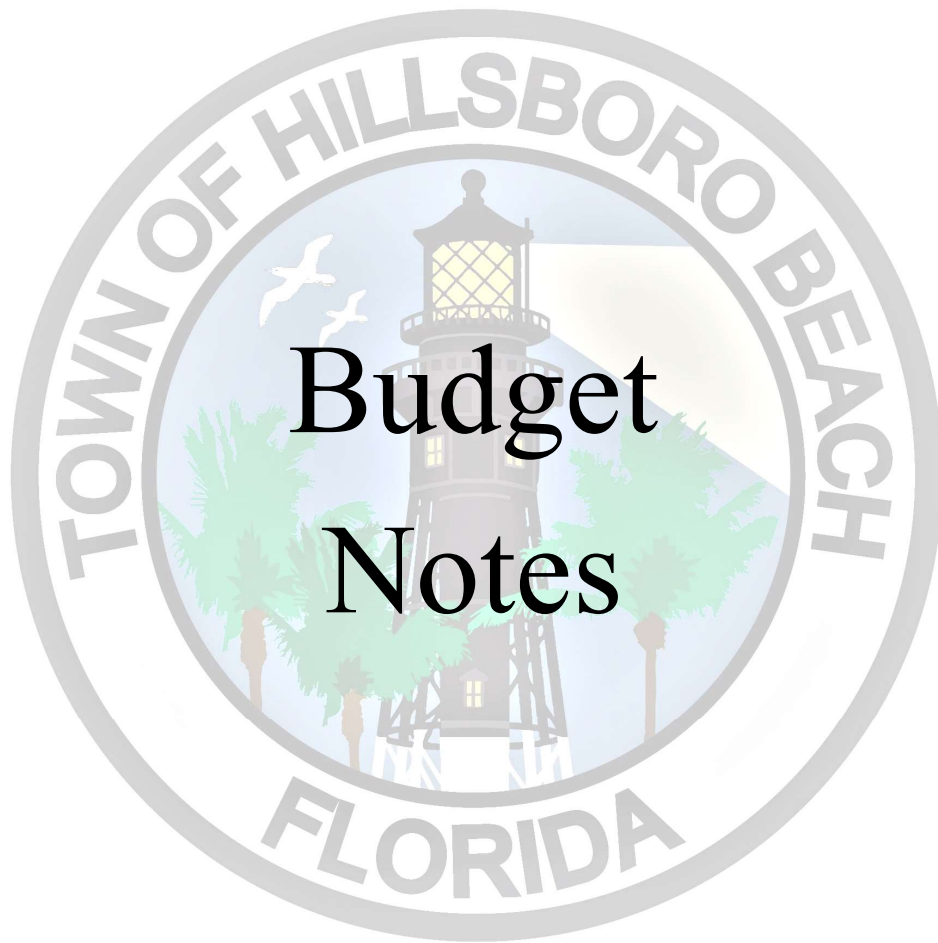
Total Payments Remaining:

Interest %:

Duration of Loan:

Last Payment Date:

Water Plant	Water Distribution
FDEP SRF	FDEP SRF
\$6,400,664	\$7,306,728
\$3,386,785	\$6,291,537
\$4,357,433	\$6,977,086
2.42% / 2.00%	1.08% / 1.18%
20 Years	20 Years
September 15, 2030	November 15, 2038



Budget Notes

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Funding Sources (Revenue)**

Account Name / Source Name	Description / Purpose	Budgeted Amount
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PROPERTY TAX

Tax Receipts - Current Year

Broward County Tax Collector	Property tax to be collected in current year	\$5,379,868
	Account Total:	\$5,379,868

Tax Receipts - Discounts

Broward County Tax Collector	Early payment discounts and Value Board Adjustment adjustments	(\$196,365)
	Account Total:	(\$196,365)

Tax Receipts - Delinquent

Broward County Tax Collector	Property tax collected from prior year tax bills	\$3,000
	Account Total:	\$3,000

OTHER LOCAL TAXES

FPL Franchise

FPL	Charge to FPL to operate in Town. Collected by FPL	\$230,000
	Account Total:	\$230,000

Local Communications Tax

State Dept of Revenue	Uniform tax on communications collected by State	\$36,000
	Account Total:	\$36,000

INTERGOVERNMENTAL REVENUES

Occupational Licenses

Broward County	County Occupational Licenses for Town hotel properties	\$1,900
	Account Total:	\$1,900

State Revenue Sharing

State Dept of Revenue	Town's share of State Revenue Sharing Trust for Municipalities	\$43,000
	Account Total:	\$43,000

Alcoholic Beverage License

State Dept of Revenue	Town's share of State Alcoholic License fees	\$636
	Account Total:	\$636

Half-Cent Sales Tax

State Dept of Revenue	Town's share of State Sales Tax	\$127,000
	Account Total:	\$127,000

FINES AND FORFEITURES

Fines

Broward County Courts	Town's share of local traffic ticket fines	\$2,500
	Account Total:	\$2,500

Seizures and Forfeitures

Various Agencies	Town's share of seizures resulting from criminal prosecutions	\$50
	Account Total:	\$50

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Funding Sources (Revenue)**

Account Name / Source Name	Description / Purpose	Budgeted Amount
MISCELLANEOUS REVENUE		
Miscellaneous Revenue		
Various	Various small charges, rebates and refunds	\$3,000
Account Total:		\$3,000
Miscellaneous Revenue - Police Reimbursement		
DEA	Reimbursement for Task Force expenses	\$50,000
Account Total:		\$50,000
Lien Search Fee		
Lien Search Firms	Town's fee to perform utility status and property lien searches	\$20,000
Account Total:		\$20,000
INTEREST INCOME		
Interest Income		
Investment Firms & Banks	Interest income from investment and bank accounts	\$35,000
Account Total:		\$35,000
Net Incr (Decr) In Fair Market Value Investments		
Investment Portfolio	Bookkeeping adjustment to reflect current market value of debt securities in investment portfolio resulting from rising interest rates	(\$5,000)
Account Total:		(\$5,000)
Interest Income - Property Tax Collector		
Broward County	Interest earned on collected property tax before distribution to Town	\$100
Account Total:		\$100
TRANSFER IN		
Water Fund - Operations		
Water Fund	Payment to General Fund for general and administrative services	\$50,000
Account Total:		\$50,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Compensation**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
COMPENSATION (COMMISSION, MANAGER, CLERK, POLICE & FACILITY SERVICES)		
Commission Stipend		
Payroll	Compensation for Commissioner services.	\$28,800
	Account Total:	\$28,800
Salaries		
Payroll	Base compensation for the regular work week.	\$1,990,066
	Account Total:	\$1,990,066
Car Allowance		
Payroll	Town Manager compensation for extensive use of personal vehicle to conduct Town business.	\$6,000
	Account Total:	\$6,000
Paid Holidays		
Payroll	Compensation to Police officers related to working on holidays	\$50,683
	Account Total:	\$50,683
Overtime		
Payroll	Compensation for non-exempt employees working in excess of normal work week	\$55,000
	Account Total:	\$55,000
Vacation Leave Cash Out		
Payroll	Payments for unused vacation time.	\$6,056
	Account Total:	\$6,056
Sick Leave		
Payroll	Payments for unused sick time.	\$32,876
	Account Total:	\$32,876
Incentive Pay		
Payroll	Payment to Police officers for education accomplishments	\$17,030
	Account Total:	\$17,030
Transfer To Marine Law Enforcement Fund		
Payroll	Transfer of Police compensation to Special Revenue Fund to offset matching Marine Law Enforcement Grant	(\$30,336)
	Account Total:	(\$30,336)
FICA		
IRS	Town Social Security and Medicare payments on employee compensation	\$164,947
	Account Total:	\$164,947
Florida Retirement System		
FRS	Pension plan payments to the Florida Retirement System	\$476,864
	Account Total:	476,864

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Compensation**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
COMPENSATION (COMMISSION, MANAGER, CLERK, POLICE & FACILITY SERVICES)		
Health and Life Insurance		
TBD	Payment for employee health and life insurance plans	\$530,076
Account Total:		\$530,076
Tuition Reimbursement		
TBD	Reimbursement for employees taking work-related college courses	\$2,250
Account Total:		\$2,250
Accidental Death & Dismemberment (AD&D)		
TBD	Insurance to cover work-related accidental death or dismemberment	\$737
Account Total:		\$737
Workers Compensation Insurance		
TBD	Insurance to cover work-related injuries, medical expense and lost income	\$45,896
Account Total:		\$45,896
Unemployment Compensation		
State of Florida	Payment to fund State unemployment compensation payments	\$1,750
Account Total:		\$1,750

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Commission Department**

Account Name / Vendor Name		Description / Purpose	Budgeted Amount
OPERATING EXPENSES			
Election Fees			
County Supervisor of Elections		Supervisory fees for conducting Town election	\$3,900
Account Total:			\$3,900
Conferences / Seminars			
Various		2 commissioners to attend Florida League of Cities	\$3,000
Various		2 commissioners to attend Broward Days in Tallahassee	\$3,000
Account Total:			\$6,000
Broward League of Cities - Annual Event			
Broward League of Cities		Sponsorship of annual event	\$2,500
Account Total:			\$2,500
Mayor / Commission Expense			
Various		Miscellaneous expenses for Commission.	\$3,500
Account Total:			\$3,500

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Manager Department**

Account Name / Vendor Name		Description / Purpose	Budgeted Amount
OPERATING EXPENSES			
Town Attorney			
Goren, Cherof, Doody & Ezrol, P.A.		Provide legal guidance in support of all Town activities	\$75,000
Account Total:			\$75,000
Professional Services - IT Services			
Node0		Monthly Fee	\$3,600
TBD		Other	\$5,500
Account Total:			\$9,100
Miscellaneous			
Various		Other	\$1,000
Account Total:			\$1,000
Computer Expenses / Supplies			
TBD		Supplies	\$1,000
Account Total:			\$1,000
Training Expense			
TBD		Town Manager conferences and seminars	\$3,500
Account Total:			\$3,500

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Clerk Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Coding Ordinances		
MuniCode	Inserting Town ordinances into Town Code of Ordinances	\$1,805
	Annual Renewal	\$1,195
	Account Total:	\$3,000
Professional Service - Digitizing records		
TBD	Scanning Town records	\$10,000
	Account Total:	\$10,000
Contracts - Other Services		
Infinisource	FBA Monthly Administration Fee (\$80/month)	\$960
Vital Records Control	Contracted Storage and Services (\$50/month)	\$600
TBD	All other	\$2,440
	Account Total:	\$4,000
Contracts - Minutes Preparation		
Prototype	Minutes preparation	\$3,000
	Account Total:	\$3,000
Software Maint / Support		
DCR Recording Software	DCR maintenance (\$94.17 / month)	\$1,130
NextRequest	Records Request Software	\$8,250
MuniCode	MuniDocs	\$350
Civic Clerk	Agenda Management System - Annual Renewal	\$3,240
Laserfiche	Annual maintenance	\$2,370
TBD	Electronic Candidate Campaign Finance Reporting	\$225
TBD	Other	\$500
	Account Total:	\$16,065
Postage		
USPS	Miscellaneous Town Hall mailings	\$2,500
	Account Total:	\$2,500
Copier		
Toshiba	Copier lease and usage charge	\$6,100
	Account Total:	\$6,100
Advertising		
Sun-Sentinel	September budget advertising	\$3,700
Sun-Sentinel	Municipal election	\$3,400
Sun-Sentinel	Other statutory requirements	\$2,900
	Account Total:	\$10,000
Office Supplies		
Office Depot / Other	Miscellaneous office supplies	\$4,400
	Promotional Giveaway Items	\$1,500
	Account Total:	\$5,900

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Clerk Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Website Support		
CivicPlus	Support of new Town website - third of four annual payments	\$4,967
Account Total:		\$4,967
Subscriptions and Memberships		
County Municipal Clerk Assoc	Membership fees	\$75
Florida Association of Clerks	Membership fees	\$75
Florida League of Cities	Membership fees	\$446
Florida League of Mayors	Membership fees	\$350
Florida Shore & Beach Assoc	Membership fees	\$502
FSBBPA Sponsor Agreement	Membership fees	\$1,000
International Institute of Muni Clerks	Membership fees	\$160
County League of Cities	Membership fees	\$203
County League of Mayors	Membership fees	\$500
FL City/County Management Assoc	Membership fees	\$350
County City Manager Assoc	Membership fees	\$150
International City/County Mgmt Assoc	Membership fees	\$1,040
Costco	Membership fees	\$120
TBD	Other	\$729
Account Total:		\$5,700
Office Equipment		
TBD	Furniture	\$1,000
Account Total:		\$1,000
Training Expense		
TBD	Conferences and seminars	\$3,500
Account Total:		\$3,500
Resident Mailings		
Custom Plastic Card Company	Quarterly newsletter	\$6,000
TBD	Resident guide (mailed out)	\$4,000
Account Total:		\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Police Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Contracts - Other Services		
Marlin Business	Voice Logging Equipment	\$2,376
Everbridge, Inc.	Nixle Engage	\$2,750
BIS Digital Recording	Digital Recording system maintenance	\$1,130
PowerDMS	Annual license - Online reporting, tracking and management system used for policies, report generation and instructions	\$3,500
USA Software	Annual license - Online report writing	\$6,000
NDI Technology	Annual license - License plate recognition	\$4,500
Dataworks Plus	Annual license - Air card related	\$200
Fire Master Protection	Fire extinguisher inspections	\$500
Insight Public Sector	Annual license - Air card related	\$100
Enforcement Electronics	Radar certification	\$400
United Fire & Security	Alarm testing	\$400
Slater	Fuel pump certification	\$400
PAC	Accreditation	\$150
TBD	Other	\$2,000
Account Total:		\$24,406
Town Attorney		
Goren, Cherof, Doody & Ezrol, P.A.	Labor and other legal issues.	\$5,000
Account Total:		\$5,000
Professional Services - IT Services		
Node0	Miscellaneous IT goods and services	\$5,000
Account Total:		\$5,000
Telephone Service		
AT&T	Monthly phone service	\$4,100
Account Total:		\$4,100
Mobile Phones		
Verizon Wireless	Cell phones, modems, vehicle computers	\$4,140
Account Total:		\$4,140
Postage		
Various	Miscellaneous mailing expense	\$500
Account Total:		\$500
Electricity		
Florida Power & Light	Police building electric service.	\$8,500
Account Total:		\$8,500
Liability and Property Insurance		
TBD	General property and liability	\$26,303
FMIT	Storage tank insurance	\$650
Account Total:		\$26,953

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Police Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Building Repairs & Maintenance		
Various	Police building various repairs and maintenance	\$7,000
	Account Total:	\$7,000
Radio Maintenance		
Motorola Solutions	Radio repair and maintenance	\$2,100
	Account Total:	\$2,100
Auto Repairs and Maintenance		
Various	Various vehicle repair and maintenance	\$25,000
	Account Total:	\$25,000
Boat Repairs and Maintenance		
Various	Various boat repair and maintenance	\$50,000
	Account Total:	\$50,000
ATV Repairs and Maintenance		
Various	Miscellaneous ATV repair and maintenance	\$1,500
	Account Total:	\$1,500
Rental - Vehicles		
Various	Task Force vehicle rentals	\$15,000
	Account Total:	\$15,000
Vehicles - GPS		
Verizon Connect NWF, Inc.	GPS for police vehicles	\$1,364
	Account Total:	\$1,364
Copier		
Toshiba	Copier expense	\$3,000
	Account Total:	\$3,000
Miscellaneous Services		
TBD	Miscellaneous minor services	\$1,500
	Account Total:	\$1,500
Internet Services		
Comcast	Internet service provider	\$4,800
Google	Website charges	\$1,750
	Account Total:	\$6,550
Physical Examinations		
Various	Officer physical examinations	\$2,500
	Account Total:	\$2,500
Office Supplies		
Office Depot	Miscellaneous office supplies	\$3,000
	Account Total:	\$3,000
Operating Supplies		
Various	Supplies related to policing activities	\$10,000
	Account Total:	\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Police Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Fuel & Oil		
Wright Express/Port Consolidated	Boat, vehicle and generator fuel	\$28,000
Account Total:		\$28,000
Uniform Supplies		
Gold Nugget/Red Uniform Tailor	Uniforms, vests, flashlights, belts, etc.	\$15,000
Account Total:		\$15,000
Investigation Division		
Various	Miscellaneous supplies	\$1,500
Account Total:		\$1,500
Subscriptions and Memberships		
FBI / NABI (National Academy)	Membership fees (3)	\$345
FL Police Chief Assoc.	Membership fees (3)	\$345
Int. Assoc of Police Chiefs	Membership fees (2)	\$400
FL Police Accreditation Coalition	Membership fees	\$150
County Chief of Police Assoc	Membership fees (3)	\$500
SE FL Crime Prevention Assoc.	Membership fees	\$50
Broward County	Hazard Material License Renewal	\$180
NIGPSEFL (Purchasing)	Annual Renewal	\$35
Other		\$200
Account Total:		\$2,205
Protective PPE		
TBD	Additional Personal Protective Equipment required for Police Officers	\$2,500
Account Total:		\$2,500
Protective PPE (facilities)		
TBD	Additional Material & Equipment required for Police building	\$2,500
Account Total:		\$2,500
Education& Training		
Various training sites	Various professional training opportunities	\$20,000
Account Total:		\$20,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Facility Services Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Telephone Services		
AT&T	Town Hall telephone service	\$4,500
Account Total:		\$4,500
Utility - Water		
Hillsboro Beach Water Dept	Water service for 1210 Hillsboro Beach	\$7,050
Account Total:		\$7,050
Electricity		
Florida Power & Light	Town Hall electrical service	\$4,000
Account Total:		\$4,000
Utility - Sewer		
Broward County Sewer Service	Sewer service for 1210 Hillsboro Beach	\$900
Account Total:		\$900
Internet Services		
Google	Website Charges	\$2,825
Comcast	Internet Service Provider	\$2,380
Various	Other	\$295
Account Total:		\$5,500
Liability and Property Insurance		
Jallad	Town Hall general liability and property insurance	\$22,751
FMIT	Storage tank insurance - Town Hall / Police building generator	\$1,484
Account Total:		\$24,235
Town Events		
TBD	Holiday decorations	\$20,000
TBD	Other Town Events	\$5,000
Account Total:		\$25,000
Pest Control - Building/Grounds		
Orkin	Preventative spraying, other.	\$1,200
Account Total:		\$1,200
Repair & Maintenance - Equipment		
Various	Lawn and other equipment maintenance and repair	\$10,000
Account Total:		\$10,000
Repair & Maintenance - Grounds		
Various	Irrigation, plantings, fertilizer	\$2,000
Account Total:		\$2,000
Landscape Maintenance		
Various	Tree trimming, etc.	\$10,000
Account Total:		\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Facility Services Department**

Account Name / Vendor Name		Budgeted Amount
OPERATING EXPENSES		
Town Hall Maintenance & Repair		
Various	Miscellaneous maintenance & repairs to Town Hall	\$20,000
Account Total:		\$20,000
Generator Maintenance Contract		
KW Power Systems	Quarterly Generator Maintenance	\$2,479
TBD	Service calls	\$2,721
Account Total:		\$5,200
Repair & Maintenance - Bocce Courts		
TBD	Court maintenance	\$7,500
Account Total:		\$7,500
Operating Supplies - General		
Various	Miscellaneous cleaning and maintenance supplies	\$3,500
Account Total:		\$3,500
Air Conditioning Maintenance Contract		
Palm Air	Maintenance contract and repairs	\$2,000
Account Total:		\$2,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Other Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
FINANCE		
Audit Services		
TBD	Standard Audit - 50%-50% Split	\$13,500
TBD	Federal Single Audit (FEMA project)	\$4,000
TBD	GASB 45 Report - 80%-20% Split	\$2,000
Account Total:		\$19,500
Accounting / Financial Services		
Inframark	Accounting, Financial and Assessment Services	\$90,337
Account Total:		\$90,337
Investment Services		
BB&T	Investment account - Custodial services	\$3,600
Cumberland Advisors, Inc.	Investment account - Investment management services	\$6,740
Account Total:		\$10,340
FIRE RESCUE		
Fire Service Agreement		
Deerfield Beach BSO	Annual service agreement	\$874,672
Account Total:		\$874,672
Fire Service Agreement - Capital		
Deerfield Beach BSO	Annual capital contribution per agreement	\$41,118
Account Total:		\$41,118
SOLID WASTE SERVICES		
Contract Services		
Waste Pro	Annual service agreement	\$347,869
Account Total:		\$347,869

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Other Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
BEACH MANAGEMENT		
Engineering - Legal Matters		
TBD	Technical support related to beach matters	\$55,000
Account Total:		\$55,000
Engineering - Legal Matters		
TBD	Technical support related to beach matters	\$20,000
Account Total:		\$20,000
Beach Salvage (Boat Removal)		
TBD	Removal of washed-up boats	\$1,000
Account Total:		\$1,000
Buoys		
TBD	Replacement of buoys lost in storms	\$5,000
Account Total:		\$5,000
CHARITABLE DONATIONS		
Lighthouse Preservation		
Lighthouse Preservation Society	Donation to support preservation of lighthouse station	\$2,500
Account Total:		\$2,500
Area Council on Aging		
Area Council on Aging	Donation to support area senior citizen services	\$3,844
Account Total:		\$3,844
CONTINGENCY		
Contingency		
TBD	To establish funding for unknown requirements and possible initiatives.	\$188,179
Account Total:		\$188,179
TRANSFERS OUT		
To Planning & Zoning / Code Enforcement Fund		
General Fund	To fund planning & code enforcement activities not funded by fees.	\$25,000
Account Total:		\$25,000
To General Fund - Capital Improvement Program (CIP)		
General Fund	To fund General Fund capital improvement projects.	\$115,000
Account Total:		\$115,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
Special Revenue Funds - Notes**

Account Name / Source / Vendor Name		Description / Purpose	Budgeted Amount
TRANSPORTATION (COMMUNITY BUS) - FUNDING			
Local Option Gas Tax			
FL Dept of Revenue		Town portion of State distributed fuel taxes	\$30,750
Account Total:			\$30,750
County Transportation Grant			
Broward County		Subsidy provided by Broward County Transit Department to support Community Bus program.	\$81,900
Account Total:			\$81,900
TRANSPORTATION (COMMUNITY BUS) - EXPENDITURES			
Contractual Services			
Limousines of South Florida		Fees for operating and maintaining Town Community Bus	\$81,900
Account Total:			\$81,900
Roadways - Repair and Maintenance			
TBD		Various repairs & maintenance expenses	\$10,000
Account Total:			\$10,000
Reserve for Future Use			
TBD		Reserve for future roadway expenditures	\$20,750
Account Total:			\$20,750
MARINE LAW ENFORCEMENT GRANT - FUNDING			
Marine Law Enforcement Grant			
Broward County		County grant to cover portion of Town marine law enforcement expense	\$30,336
Account Total:			\$30,336
MARINE LAW ENFORCEMENT GRANT - EXPENDITURE			
Police Wages			
Payroll		Police compensation qualified for marine law enforcement grant reimbursement	\$30,336
Account Total:			\$30,336

**Town of Hillsboro Beach
FY 2022 Budget Notes
Special Revenue Funds - Notes**

Account Name / Source / Vendor Name		Description / Purpose	Budgeted Amount
BUILDING PERMITTING - FUNDING			
Building Permit Fees			
Contractors		Fees received from contractors requiring permits for construction	\$400,000
Account Total:			\$400,000
Building Administrative Fees			
Contractors		Fee required to support permitting activities.	\$5,000
Account Total:			\$5,000
BUILDING PERMITTING - EXPENDITURES			
Professional Services - Building Permits - RMA			
Redevelopment Mgmt. Associates		RMA support of the permitting process	\$40,000
Account Total:			\$40,000
Professional Services - Building Permits - CG&A			
Calvin, Giordano & Associates		Permitting and plan review services. 85% of Building Permit Fees.	\$340,000
Account Total:			\$340,000
Credit Card Processing Fees			
Various		Fees on Credit Card Receipts.	\$25,000
Account Total:			\$25,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
Special Revenue Funds - Notes**

Account Name / Source / Vendor Name		Budgeted Amount
PLANNING & ZONING / CODE COMPLIANCE - FUNDING		
Planning & Zoning Fees		
Contractors	Fees related to site plan reviews, requests for variances, etc.	\$25,000
Account Total:		\$25,000
Fire Fees		
Contractors	Fees related to Fire Inspections.	\$15,000
Account Total:		\$15,000
Transfer in From General Fund		
General Fund	Transfer from General Fund to fund Planning & Zoning / Code Compliance costs.	\$25,000
Account Total:		\$25,000
PLANNING & ZONING / CODE COMPLIANCE - EXPENDITURES		
Professional Services - General Administration - RMA		
Redevelopment Mgmt. Associates	RMA activities unrelated to project specific permitting or planning and zoning issues	\$15,000
Account Total:		\$15,000
Professional Services - Site Planning - RMA		
Redevelopment Mgmt. Associates	Site plan reviews, requests for variances, etc.	\$15,000
Account Total:		\$15,000
Professional Services - Engineering Other		
Various	Comprehensive Plan, floodplain studies, etc.	\$15,000
Account Total:		\$15,000
Code Compliance		
Calvin, Giordano & Associates	Monitor Town properties to ensure compliance with Town Code	\$20,000
Account Total:		\$20,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Capital Improvement Program (CIP)**

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
SOURCES OF FUNDING		
Grant Revenue		
FEMA	Reimbursement for Beach Renourishment Project.	\$3,499,970
	Account Total:	\$3,499,970
Bank Loan		
TBD	Loan to fund Beach Renourishment project	\$1,137,500
	Account Total:	\$1,137,500
Transfer From General Fund		
General Fund	Funding for capital improvement projects	\$115,000
	Account Total:	\$115,000
CAPITAL EXPENDITURES		
Projects		
TBD	Project descriptions in General Fund Capital Improvement Program	
	Engineering - FY2020 Monitoring	\$57,000
	Engineering - Qtrly Reporting	\$10,000
	Beach Tilling / Scarp Removal	\$5,470
	Engineering - FY2022 Project	\$365,000
	Construction - FY2022 Project	\$4,200,000
	Underground Utility Project	\$15,000
	Police vehicle (1)	\$40,000
	Town Hall Renovations	\$60,000
	Account Total:	\$4,752,470

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Funding Sources (Revenue)**

Account Name / Source Name	Description / Purpose	Budgeted Amount
SOURCES OF FUNDING		
Base Water Fees		
Water Customers	Base availability fee charged to each water account	\$472,000
	Account Total:	\$472,000
Usage Water Fees		
Water Customers	Water fees based on water consumption	\$885,502
	Account Total:	\$885,502
Miscellaneous Revenue		
Water Customers	Late fees, change of ownership fees and other miscellaneous receipts	\$5,500
	Account Total:	\$5,500
Sprint Spectrum Cell Tower		
Sprint Spectrum	Lease of water tower for mobile phone equipment	\$39,843
	Account Total:	\$39,843
T-Mobile Cell Tower		
T-Mobile	Lease of water tower for mobile phone equipment	\$34,434
	Account Total:	\$34,434
Hillsboro Inlet		
Hillsboro Inlet District	Lease payment	\$6,000
	Account Total:	\$6,000
Interest Income		
Investment Portfolio	Interest income from investment and bank accounts	\$25,000
	Account Total:	\$25,000
Net Incr (Decr) In Fair Market Value Investments		
Investment Portfolio	Bookkeeping adjustment to reflect current market value of debt securities in investment portfolio resulting from rising interest rates. Debt securities in this portfolio aren't normally sold before maturity. Consequently these losses normal disappear at time bond matures.	(\$5,000)
	Account Total:	(\$5,000)

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Compensation**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
WATER FUND COMPENSATION		
Salaries		
Payroll	Base compensation for employee regular workweek services.	\$348,622
	Account Total:	\$348,622
Overtime		
Payroll	Compensation for non-exempt employees working in excess of normal work week.	\$25,000
	Account Total:	\$25,000
Sick Leave		
Payroll	Payments for unused sick time.	\$8,065
	Account Total:	\$8,065
Vacation Leave		
Payroll	Payments for unused vacation time.	\$15,188
	Account Total:	\$15,188
FICA		
IRS	Town Social Security and Medicare payments on employee compensation.	\$29,199
	Account Total:	\$29,199
Florida Retirement System		
FRS	Pension plan payments to the Florida Retirement System.	\$42,942
	Account Total:	\$42,942
Health and Life Insurance		
TBD	Payment for employee health and life insurance plans.	\$61,053
	Account Total:	\$61,053
Workers Compensation Insurance		
TBD	Insurance to cover work-related injuries medical expense and lost income.	\$11,233
	Account Total:	\$11,233
Unemployment Compensation		
State of Florida	Payment to fund State unemployment compensation payments.	\$500
	Account Total:	\$500

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Operations**

Account Name / Vendor Name		Description / Purpose	Budgeted Amount
OPERATING EXPENSES			
Audit Services			
TBD		Standard Audit - (50%-50% Split)	\$13,500
TBD		Single Audit - (Water Main Project)	\$2,000
TBD		GASB 45 Report - (80%-20% Split)	\$1,000
Account Total:			\$16,500
Contracts - Other Services			
TBD		Vehicle tracking services - Two vehicles	\$750
Account Total:			\$750
Postage			
USPS		Water bill postage	\$1,000
Account Total:			\$1,000
Telephone Services			
Verizon Wireless		Mobile phone service	\$1,020
Comcast		Phone & internet service (SCADA)	\$6,280
Account Total:			\$7,300
Electricity			
Florida Power & Light		Electricity - water plant and pump house	\$54,000
Account Total:			\$54,000
Liability and Property Insurance			
Jallad		General liability and property insurance	\$49,051
FMIT		B-1 Pollution / Remediation	\$1,232
FMIT		B-2 Storage tanks - water plant and pump house	\$1,265
Wright National		Flood insurance - lab and control center	\$4,639
Account Total:			\$56,187
Maintenance - Distribution System			
Various		Maintenance of water distribution system	\$7,500
Account Total:			\$7,500
Maintenance - Building / Grounds			
All Seasons Landscape		Landscaping Services	\$5,280
TBD		Miscellaneous maintenance items	\$9,720
Account Total:			\$15,000
Maintenance - SCADA system			
TBD		Annual maintenance of SCADA system	\$10,000
Account Total:			\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Operations**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Repair & Maintenance - Equipment		
TBD	Miscellaneous repair and maintenance items	\$32,000
Account Total:		\$32,000
Tools & Equipment		
TBD	Miscellaneous small tools used for maintenance and repairs	\$1,000
Account Total:		\$1,000
Advertising		
Sun-Sentinel	Possible advertising to fill staff vacancies	\$1,000
Account Total:		\$1,000
Licenses & Permits		
County Health Dept.	Water plant licenses	\$3,010
County Tax Collector	Mobile home (office) registration	\$104
County	Air pollution	\$180
State DEP	Emergency Generator	\$100
TBD	Pump station license renewal	\$320
TBD	WTP License Renewal	\$690
TBD	Other	\$996
Account Total:		\$5,400
Office Supplies		
Various	Miscellaneous paper and other office supplies	\$1,500
Account Total:		\$1,500
Computer Expense		
Tak Technology	Utility billing system	\$3,000
Various	Other	\$3,000
Account Total:		\$6,000
Uniforms Supplies		
G&K Services	Uniforms	\$5,000
Ritz Safety	Safety equipment	\$500
Various	Other	\$500
Account Total:		\$6,000
Fuel and Oil		
Various	Vehicle and generator fuel	\$5,000
Account Total:		\$5,000
Sand Change		
Standard Sand & Silica Co., Inc.	Sand required for use in water softening (spiractor) equipment	\$8,000
Account Total:		\$8,000
Filter Sand Excavation		
TBD	Sandpit removal every/8yrs, last was 2014	\$17,500
Account Total:		\$17,500

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Operations**

Account Name / Vendor Name		Description / Purpose	Budgeted Amount
OPERATING EXPENSES			
Chemical - Water Treatment			
Allied Universal Corp		CL2, Sodium Hypo disinfectant	\$10,000
Cameuse Lime & Stone		Calcium Hydroxide for water treatment	\$65,000
Hawkins Inc.		Phosphates and fluorides	\$10,000
Account Total:			\$85,000
Lab Test Analysis and Supplies			
Environmental Reagent Services		Lab chemicals and analysis	\$8,000
TBD		Other	\$1,000
Account Total:			\$9,000
Subscriptions and Memberships			
Florida Rural Water Association		Annual membership	\$200
TBD		Other	\$300
Account Total:			\$500

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Transfers Out**

Account Name /		Budgeted
Vendor Name	Description / Purpose	Amount
TRANSFERS OUT		
To General Fund		
Water Fund	Payment to General Fund for Administrative Services	\$50,000
Account Total:		\$50,000
To Water Fund - Debt Service		
Water Fund	Transfer of funds to the Water Debt Service fund to pay for principal and interest on the State loan which provided the funds for the water plant renovation project	\$403,996
Account Total:		\$403,996
To Water Fund - Capital Improvement Program (CIP)		
Water Fund	Transfer of funds to the Water CIP fund to cover capital projects not funded by other revenue sources.	\$121,346
Account Total:		\$121,346

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Debt Service**

Account Name / Source / Vendor	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Water Surcharge

Water Customers	Water bill surcharge to fund loan for water main project.	\$346,700
	Account Total:	\$346,700

Transfer From Water Fund - Operations

Water Fund	Transfer of funds to the Water Debt Service fund to pay for principal and interest on the State loan which provided the funds for the water plant renovation project.	\$403,996
	Account Total:	\$403,996

Use of / (Addition to) Fund Balance

Available Water Fund Reserves	Use of available water fund balance to provide additional funding for State (DEP Loan).	\$60,750
	Account Total:	\$60,750

DEBT SERVICE EXPENSES

Debt Service - Principal

State (DEP Loan)	Principal on plant expansion loan	331,877
State (DEP Loan)	Principal on water main project loan	337,235
	Account Total:	\$669,111

Debt Service - Interest

State (DEP Loan)	Interest on plant expansion loan	72,119
State (DEP Loan)	Interest on water main project loan	70,215
	Account Total:	\$142,335

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Capital Improvement Program (CIP)**

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Grant Revenue

American Rescue Plan Act	For AIA Design/Relocation Project	\$450,000
	Account Total:	\$450,000

Insurance Reimbursement

Jallad	For Mobile Home Repair/Replacement	\$13,654
	Account Total:	\$13,654

Loan

State (DEP Loan)	To cover additional plant improvements	
	For Well Rehabilitation Project	\$120,000
	For Storage Tank Project	\$390,000
	For Fence Rehabilitation Project	\$30,000
	Account Total:	\$540,000

Transfer From Water Fund - Operations

Water Fund	For Beach Tank Rehab	\$40,000
	For Mobile Home Repair/Replacement	\$16,346
	For Repair and Renewal	\$65,000
	Account Total:	\$121,346

CAPITAL EXPENSES

Projects

TBD	Descriptions in Water Fund CIP - Five Year Program section	
	Well rehabilitation project	\$120,000
	Storage tank project	\$390,000
	Fence Rehabilitation Project	\$30,000
	AIA Design/Relocation Project	\$450,000
	Mobile Home Repair/Replacement	\$30,000
	Truck (1)	\$40,000
	Repair and Renewal	\$65,000
	Account Total:	\$1,125,000

Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Five Year Capital Improvement Program (CIP)

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Grant Revenue

FEMA	Reimbursement for Beach Renourishment Project.	\$3,499,970
	Account Total:	\$3,499,970

Bank Loan

TBD	Loan to fund Beach Renourishment Project	\$1,137,500
	Loan to fund Underground Utility Project	\$8,100,000
	Account Total:	\$9,237,500

Transfer From General Fund

General Fund	Funding for capital improvement projects	\$180,000
	Account Total:	\$180,000

CAPITAL EXPENDITURES

Projects

TBD	Project descriptions in General Fund Capital Improvement Program (FY2022 - FY2026)	
	Engineering - FY2020 Monitoring	\$57,000
	Engineering - Qtrly Reporting	\$10,000
	Beach Tilling / Scarp Removal	\$5,470
	Engineering - FY2022 Project	\$365,000
	Construction - FY2022 Project	\$4,200,000
	Underground Utility Project	\$8,115,000
	Police vehicle (1)	\$40,000
	Town Hall Renovations	\$60,000
	Roof - Police Building	\$65,000
	Account Total:	\$12,917,470

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Five Year Capital Improvement Program (CIP)**

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Grant Revenue

American Rescue Plan Act	For AIA Design/Relocation Project	\$450,000
	Account Total:	\$450,000

Insurance Reimbursement

Jallad	For Mobile Home Repair/Replacement	\$13,654
	Account Total:	\$13,654

Loan

State DEP Loan	To cover additional infrastructure improvements	
	For Well Rehabilitation Project	\$120,000
	For Storage Tank Project	\$390,000
	For Water Line Relocation Project	\$500,000
	For Perimeter Fence Project	\$150,000
	Account Total:	\$1,160,000

Transfer From Water Fund - Operations

Water Fund	Transfer for projects not covered by Other Revenue Sources	\$566,346
	Account Total:	\$566,346

CAPITAL EXPENSES

Projects

TBD	Project descriptions in Water Fund Five Year CIP section	
	Well Rehabilitation Project	\$120,000
	Storage Tank Project	\$390,000
	Repair & Renewal	\$325,000
	Mobile Home Repair / Replacement	\$30,000
	Truck	\$40,000
	Perimeter Fence Rehabilitation	\$150,000
	Water Line Replacement	\$500,000
	AIA Design/Relocation	\$450,000
	New Office /Employee Room	\$185,000
	Account Total:	\$2,190,000