A photograph of the Town of Ocean Ridge building, a white, single-story structure with a prominent portico supported by four white columns. The building has a dark grey shingled roof and a small dormer window with a decorative pediment. The entrance is centered under the portico. In the foreground, there is a landscaped area with a small pond, rocks, and various plants. The date "July 5, 2022" is overlaid on the image.

Town of Ocean Ridge

FY23 Proposed Budget

Version 2.0

July 5, 2022

Mayor Susan Hurlburt
Vice Mayor Kristine de Haseth
Commissioner Steve Coz
Commissioner Geoff Pugh
Commissioner Martin Wiescholek

**TOWN OF OCEAN RIDGE
TOWN COMMISSION SPECIAL MEETING
AGENDA**



**July 5, 2022
2:00 P.M.**

TOWN HALL – MEETING CHAMBERS

TOWN COMMISSION

Mayor Susan Hurlburt

Vice Mayor Kristine de Haseth
Commissioner Geoff Pugh

Commissioner Steve Coz
Commissioner Martin Wiescholek

ADMINISTRATION

Town Manager Tracey L. Stevens

Town Attorney Christy Goddeau
Police Chief Richard Jones

Town Clerk Karla M. Armstrong
Building Official Durrani Guy

RULES FOR PUBLIC PARTICIPATION

1. **PUBLIC COMMENT:** The public is encouraged to offer comments with the order of presentation being as follows: Town Staff, Public Comments, Commission discussion and official action. Town Commission meetings are business meetings of the Commission and the right to limit discussion rests with the Commission. **Generally, remarks by an individual will be limited to one time up to three minutes or less regarding any single item on the agenda.** The Mayor or presiding officer has discretion to adjust the amount of time allocated.
 - A. Public Hearings: Any citizen is entitled to speak on items under this section.
 - B. Public Comments: Any citizen is entitled to be heard concerning any matter within the scope of jurisdiction of the Commission under this section. The Commission may withhold comment or direct the Town Manager to take action on requests or comments. The Commission meetings are held for the purpose of discussing and establishing policy and to review such other issues that affect the general welfare of the Town and its residents. Where possible, individual grievances should first be taken up with the Town Staff.
 - C. Regular Agenda and First Reading Items: When extraordinary circumstances or reasons exist and at the discretion of the Commission, citizens may speak on any official agenda item under these sections.
2. **ADDRESSING THE COMMISSION:** At the appropriate time, please step up to the podium and state your name and address for the record. All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the Commission shall be barred by the presiding officer from speaking further, unless permission to continue or again address the Commission is granted by a majority vote of the Commission members present.

APPELLATE PROCEDURES

Please be advised that if a person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record includes the testimony and evidence upon which the appeal is based. The Town neither provides nor prepares such record. (F.S. Section 286.0105)

Persons who need an accommodation in order to attend or participate in this meeting should contact the Town Clerk at (561) 732-2635 at least 5 days prior to the meeting in order to request such assistance.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

ACTION ITEMS

1. Discussion of the Proposed FY23 Budget
2. Certification of Rolled Back Rate for Millage for FY23
3. Set Maximum Millage Rate for FY23

ADJOURNMENT

**NOTICE: THE PUBLIC MAY VIEW THE HARD COPY OF THE MEETING MATERIALS AT
TOWN HALL BEFORE OR DURING THE MEETING**

FISCAL YEAR 2023 BUDGET

October 1, 2022 - September 30, 2023

Proposed Budget; Version 2.0

Dated July 5, 2022



TOWN OF OCEAN RIDGE, FLORIDA

MAYOR

Susan Hurlburt

VICE MAYOR

Kristine de Haseth

COMMISSIONERS

Steve Coz

Geoff Pugh

Martin Wiescholek

TOWN MANAGER/FINANCE DIRECTOR

Tracey L. Stevens, MMC

TOWN ATTORNEY

Christy Goddeau

TOWN CLERK

Karla M. Armstrong

POLICE CHIEF

Richard J. Jones

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Office of the Town Manager

Meeting Date: July 5, 2022
Subject: Budget Presentation

Mayor & Commissioners:

I present to you Version 2.0 of the proposed fiscal year 2023 budget. The overall projected budget expenditures of \$10 million are calculated at a mil rate of 5.50 which is the same mil rate as last year, assuming a 97.5% collection rate for ad valorem taxes, and utilization of reserves in the amount of \$0 to balance the budget. Please keep in mind that there are several items in the budget that will need to be adjusted as rates are received such as insurance and retirement rates.

Changes in the budget since Version 1.0 based on Town Commission direction or new information received are as follows:

- Received the estimated property values from the Property Appraiser and updated the associated ad valorem revenue from \$6,403,915 to \$7,285,550 which is a difference of \$881,635.
- Decreased the need for revenue from the reserve fund to balance the budget from \$414,303 to \$0.
- Increased the contingency line item by \$434,454 based on direction from the Commission to offset the increase in ad valorem revenues borne from a rise in property valuations.
- Decreased the expenditure line item for an Arborist from \$9,500 to \$5,000 based on Commission direction.
- Increased the expenditure line item for Town functions from \$7,000 to \$15,000 based on Commission direction.
- Decreased the expenditure line item for Tyler Tech Time & Attendance Software Support from \$14,232 to \$4,610, as we dropped the advanced scheduling option.
- Added an expenditure line item in General Government Other Contractual Services for a Lobbyist in the amount of \$40,000 which is up for Commission discussion.
- Removed Capital Item #1 (Replace Drain Field at Town Hall) in the amount of \$40,000 based on Commission direction.
- Increased Capital Item #5a (Tropical Pump Station Infiltration & Backflow from \$50,000 to \$75,000 based on Commission direction.
- Increased Capital Item #6 (Pump Refurbishment) from \$25,000 to \$70,000 based on quotes received.
- Removed Capital Item #12 (Arm Gate at Town Hall) in the amount of \$10,000 based on staff recommendation and Commission direction.
- Added \$20,000 of grant revenue for Capital Item #12 (Dispatch Consoles).

The Town Engineer has provided an estimate of \$250,000 for an outfall pipe installation between 62 and 66 Harbour Drive North. The homeowner at 66 HDN has agreed to give the Town an easement for this installation; however, we are still waiting to hear back from the homeowner at 62 HDN. Installation may not be possible without an easement from both property owners, as we need at least 10 feet to be able to work in the area. The Town Commission will need to decide whether or not to fund this project in the FY23 proposed budget.

The Town Engineer also provided an estimated cost of \$250,000-\$350,000 for constructing a seawall at the Town's right-of-way on Hudson Avenue, and \$250,000-\$350,000 to raise the elevation of the seawall at Inlet Cay Drive. The seawall projects are in the capital improvements plan for FY24 unless the Town Commission would like to move those to the FY23 proposed budget.

Respectfully,

A handwritten signature in black ink, appearing to be 'Tracey L. Stevens'.

Tracey L. Stevens, MMC
Town Manager & Finance Director

Item #2 & 3

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Office of the Town Manager

Meeting Date: July 5, 2022
Subject: Certify Rolled Back Rate & Adopt Maximum Millage

Dear Mayor and Town Commissioners:

According to the State Department of Revenue Truth In Millage (TRIM) guidelines, each municipality must certify the rolled back rate and adopt a maximum millage rate within 35 days of the certification of value by the Property Appraiser (usually July 1). Once this rate is set, staff completes and certifies the necessary forms and submits them to the Department of Revenue. The Property Appraiser will mail the TRIM notice to all residents within 55 days of certification of value.

Please remember that once a maximum millage rate is set, the town cannot vote to exceed that rate, but can always vote to lower the millage rate during the budget process.

Suggested motions:

Certification of Rolled Back Rate for Millage for FY22/23

I move to certify the rolled back rate at 4.7698 per \$1,000 for FY22/23 and that the Certification of Taxable Value form be executed to reflect this for submission to the Property Appraiser and Tax Collector of Palm Beach County, and the State Department of Revenue.

Set Maximum Millage Rate for FY22/23

I move to establish the maximum millage rate for FY22/23 at _____ mills and that this be included on the Certification of Taxable Value form that is forwarded to the Property Appraiser and Tax Collector of Palm Beach County, and the State Department of Revenue.

Respectfully,



Tracey L. Stevens, MMC
Town Manager & Finance Director



TOWN OF OCEAN RIDGE

6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435

www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

FY23 Budget Message & Highlights Summary

First Public Hearing to be Held on September 6, 2022 @ 6 pm

Final Public Hearing & Budget Adoption to be Held on September 19, 2022 @ 6 pm

July 5, 2022

The Honorable Mayor and Members of the
Town Commission of the Town of Ocean Ridge, Florida

Commissioners:

In accordance with the requirements of State Statutes and Article IV, Section 4.04(e) of the Ocean Ridge Town Charter, the proposed budget for the fiscal year beginning October 1, 2022, and ending September 30, 2023, is submitted for your review, consideration, and action.

The budget preparation process is perhaps one of the most important activities of the Town and therefore receives the most careful consideration, thought and planning by each department. The primary objective of the Town Manager and staff in the preparation of this budget document is to present to the Town Commission a budget plan which is within the legal framework established by State Law and Town Charter & Code, and to address the operational and general needs of the community for the coming fiscal year. The work program for each department shows progress as well as increased efficiency.

This FY23 (2022-2023) Budget continues good management procedures and policies established under legislative direction and priorities of the Town Commission and set by Town Administration to move our workforce forward in shared visions to serve our residents with a high quality of life.

The assessment of budgetary needs is an ongoing process predicting long and short-term needs. Balancing competing needs makes up the bulk of the budget planning process. The Town Commission sets the direction, policies and priorities each year by majority legislative action. Necessities like debt service, personnel costs, insurance coverage and delivery of basic operational services take initial priority and are usually fixed amounts whether in-house, intergovernmental, or contractually. The Town strives to constantly address issues critical to improving the quality of life for our residents. As an organization, we seek the highest levels of service, most qualified personnel, and the best equipment that we can afford. Budgetary needs are constantly prioritized and choices are made within the framework of established policies and resources.

This fiscal year 2023 budget continues enhanced maintenance activity to our stormwater systems and critical drainage infrastructure projects prioritized by the Town Commission, along with a focus on maintenance of the Town Hall facility and equipment, while also



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

maintaining our landscape maintenance program and the Town's current level of service for Public Safety, Public Works, and Administration.

At the goal setting workshop in April, the Town Commission heard from the residents and staff and committed to funding other priority capital improvement projects such as the septic-to-sewer conversion planning process.

The majority of the town budget is semi-fixed for personnel and employment multipliers, contracts, intergovernmental obligations and other ongoing programs of the Town from past priorities, obligations and legislative direction, and details have been included in the narratives for each department.

The overall projected budget expenditures of \$10,051,631 have increased by 13.88% in FY23, and the driving forces of the increased expenditures are related to the Town's commitment to funding enhanced maintenance and drainage infrastructure projects that were deferred for many years, along with increases in insurance rates due to our experience ratings in workers' comp and general liability claims, contract increases such as Fire/EMS and solid waste, increases in salaries for our personnel based on the current union contract, and the basic rate of inflation and the increased cost to do business, along with the decision of the Town Commission to boost the contingency account. At a 5.50 mil rate which is the mil rate as voted by the Town Commission for the current budget, the FY23 budget proposes utilizing \$0 from the reserves to balance the budget, and instead places \$434,454 in contingency for emergency expenditures or increases in costs due to inflation. All unexpended funds identified as audited at the end of each fiscal year return to the Town reserve fund and can be appropriated for specific allowed purposes per Town Commission actions as budgeted.

In summary, the Town Commission will review and discuss the proposed budget presented by the Town Manager during several budget meetings and discuss Town priorities to incorporate into the tentative budget that will be presented to the public on September 6, 2022, and the final budget that will be presented to the public on September 19, 2022.

Respectfully Submitted,

Tracey L. Stevens, MMC
Town Manager & Finance Director



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

Management Response to Commission Budget Questions

July 5, 2022

The Honorable Mayor and Members of the
Town Commission of the Town of Ocean Ridge, Florida

Mayor & Commissioners:

The following narrative serves to answer questions by Commissioners during the budget process:

1Q: When will the Town's current debt be paid off?

1A: The Town's drainage loan will be paid off in 2025, and the Town Hall loan will be paid off in 2027.

2Q: Provide information on hiring a lobbyist.

2A: I spoke with the Town Manager of Highland Beach and they expended \$40,000 this year for a lobbyist. Unfortunately, the lobbyist was not successful in helping to secure the appropriations that were applied for. The Town Manager in Bay Harbor Islands reported that their lobbyist was successful in securing appropriations and grants for the Town. I am still waiting for information regarding costs for their lobbyist.

3Q: Provide a status report on iguana removal.

3A: Over the past year, our Iguana Control company has removed 899 iguanas from the Town.

4Q: What is the estimated cost of constructing a seawall at the end of Hudson Avenue, and to raise the Town's seawall on Inlet Cay Drive?

4A: \$250,000-\$350,000 each as estimated by the Town Engineer.

5Q: What is the estimated cost of adding natural gas pipelines throughout the Town?

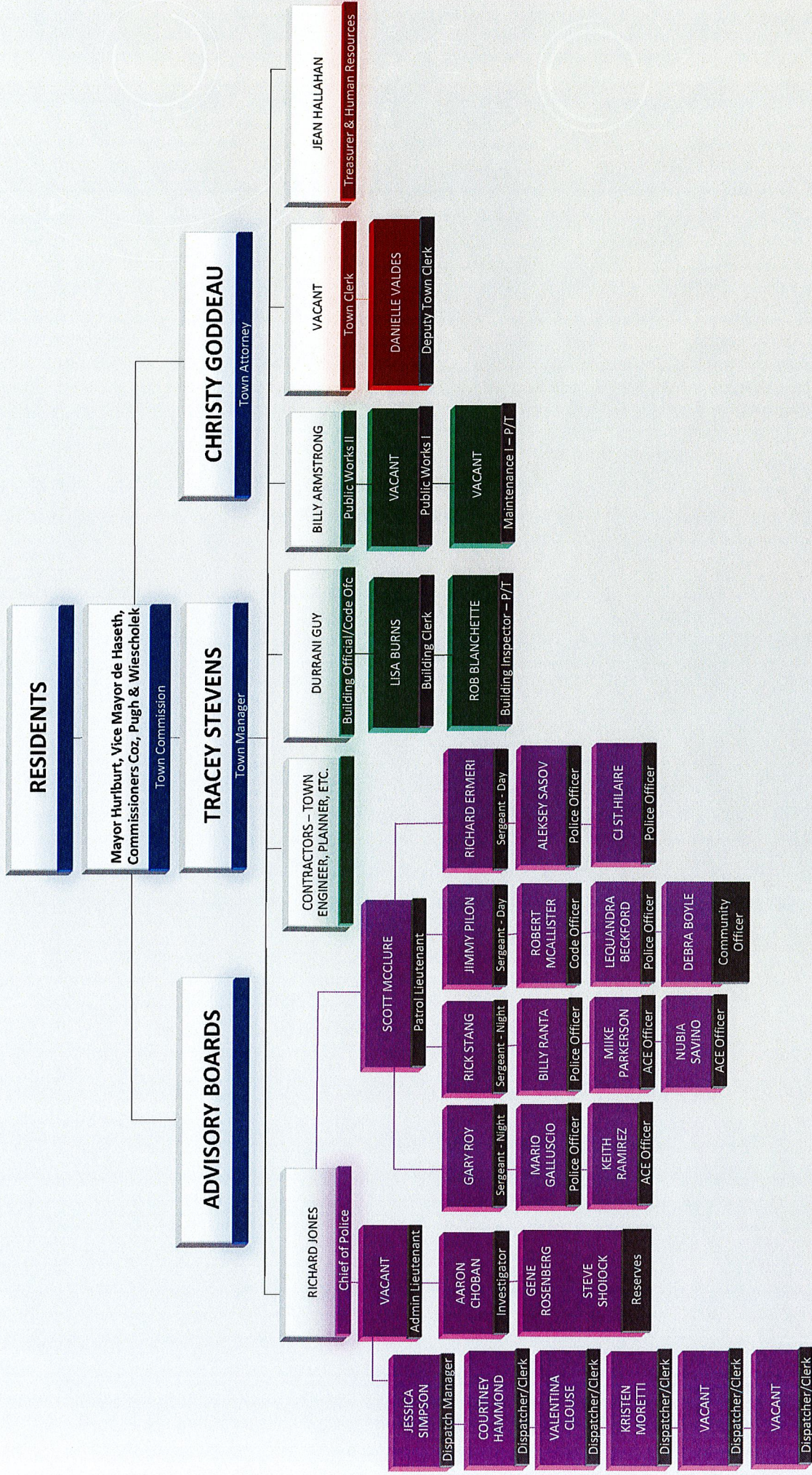
5A: Florida Public Utilities estimates that today's costs to provide a natural gas pipeline throughout the Town is one million dollars if the lines are installed in conjunction with septic to sewer conversion. This does not include the homeowner's costs to hook up to the system once installed.

6Q: What is the cost comparison of a full-time Maintenance position vs. a part-time maintenance position?

6A: At the current starting salary of \$39,500, a full-time maintenance worker would cost the Town approximately \$72,000 which encompasses salary plus taxes and benefits. At the proposed starting salary of \$43,500, a full-time maintenance worker would cost the town approximately \$76,500 which encompasses salary plus taxes and benefits. A part-time Maintenance worker will cost the Town approximately \$33,500 which encompasses salary plus taxes and benefits such as workers' comp insurance and retirement.

Respectfully Submitted,

Tracey L. Stevens, MMC
Town Manager & Finance Director



TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - REVENUE & EXPENDITURES

STATEMENT OF REVENUES & EXPENDITURES

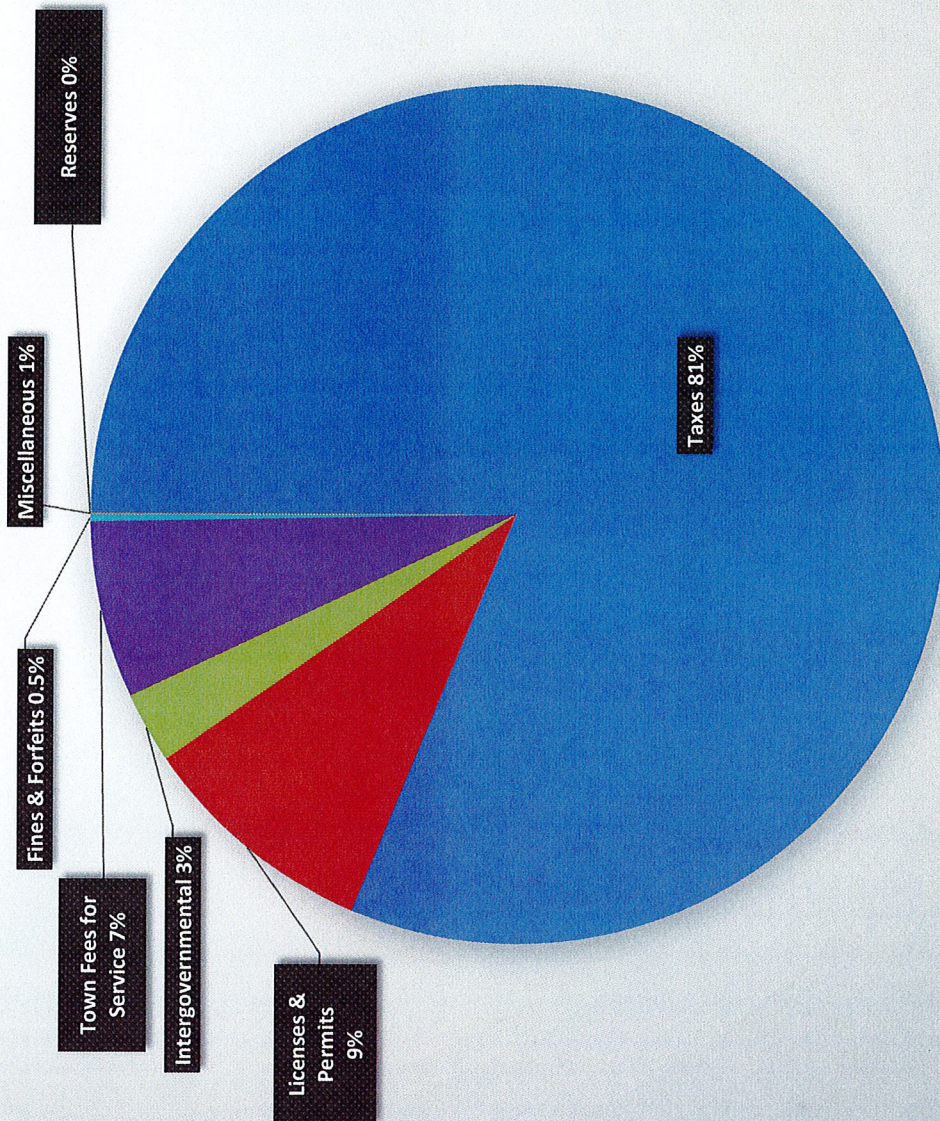
Department Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
<i>FY Millage Rate Applied:</i>								
	5.25 mills	5.35 mills	5.35 mills	5.35 mills	5.50 mills	5.50 mills		
Revenue								
Dept: 310.000 Taxes	5,536,291	5,970,061	6,214,184	6,513,224	6,969,610	8,143,550	16.84%	
Dept: 320.000 Licenses & Permits	269,490	671,953	628,877	1,134,751	605,200	905,600	49.64%	
Dept: 330.000 Intergovernmental Revenue	227,323	217,243	315,233	761,011	221,340	268,840	21.46%	ARPA received in FY21
Dept: 340.000 Charges For Services	375,867	386,346	631,272	707,329	649,500	669,191	3.03%	
Dept: 350.000 Fines & Forfeits	73,097	10,149	11,087	172,541	12,200	26,950	120.90%	
Dept: 360.000 Miscellaneous Revenues	23,664	39,575	100,224	34,245	32,500	32,500	0.00%	
Dept: 380.000 Insurance Proceeds	0	56,734	94,821	6,286	5,000	5,000	0.00%	
(Outside) Revenues Sub-Totals	6,505,733	7,352,060	7,995,698	9,329,389	8,495,350	10,051,631	18.32%	
Dept: 380.000 Reserves (Actual or Budgeted)	0	0	0	0	331,090	0	-100.00%	<< Balancing Line - Reserves
Total Revenues	6,505,733	7,352,060	7,995,698	9,329,389	8,826,440	10,051,631	13.88%	
Expenditures								
General Government								
511.101 Town Commission	23,078	23,682	34,960	41,989	46,760	51,412	9.95%	
512.102 Town Manager	139,634	142,190	181,758	189,325	211,358	223,550	5.77%	
513.103 Town Clerk & Treasurer	310,249	343,478	279,711	290,195	315,103	357,325	13.40%	
514.104 Legal Services	142,611	158,650	239,599	290,503	338,000	338,000	0.00%	
514.105 Appointed Boards	2,366	1,419	3,375	3,449	3,767	4,370	16.02%	
519.106 General Government Services	959,330	1,037,621	1,018,025	1,027,264	1,145,610	1,178,767	2.89%	
521.107 Law Enforcement & Fire Rescue	3,213,283	3,310,964	3,837,417	4,074,823	4,387,927	4,863,534	10.84%	
524.108 Building Department	157,500	157,500	400,604	490,839	536,124	675,001	25.90%	
534.111 Solid Waste & Recycling Services	244,362	249,853	275,557	283,831	290,851	302,500	4.01%	
539.112 Other Physical Environment	282,682	408,307	409,503	407,609	446,920	533,740	19.43%	
541.113 Public Works	250,136	252,667	243,708	291,614	358,520	407,976	13.79%	
580.114 Contingency	42,429	134,710	95,939	57,612	150,000	584,454	289.64%	
590.100 Transfers to Capital Projects	218,500	218,500	536,000	421,000	595,500	531,000	-10.83%	
Total Expenditures	5,986,160	6,439,541	7,556,157	7,870,053	8,826,440	10,051,631	13.88%	
Revenue Over Expenditure	465,730	912,519	735,908	1,459,336	0	0		
<i>Increase in Fund Balance from Last Year (Gen & Cap)</i>	160,050	687,129	627,625	1,172,636	n/a	n/a		
<i>Fund Balance as of 9/30 (Gen Operating & Capital)</i>	4,968,144	5,655,273	6,282,898	7,455,534	n/a	n/a		
<i>Reserves Budgeted</i>	25,683	153,265	296,367	706,421	331,090	0		
<i>Reserves Actually Used</i>	0	0	0	0	0	n/a		

TOWN OF OCEAN RIDGE

FY23 REVENUE SUMMARY BY REVENUE TYPE - VERSION 2.0

REVENUES	FY23
Taxes	\$ 8,143,550
Licenses & Permits	\$ 905,600
Intergovernmental Revenue	\$ 268,840
Charges For Services	\$ 669,191
Fines & Forfeits	\$ 26,950
Miscellaneous Revenues	\$ 5,000
Reserves	\$ -
Total Revenues	\$ 10,051,631

REVENUES BY TYPE FY23



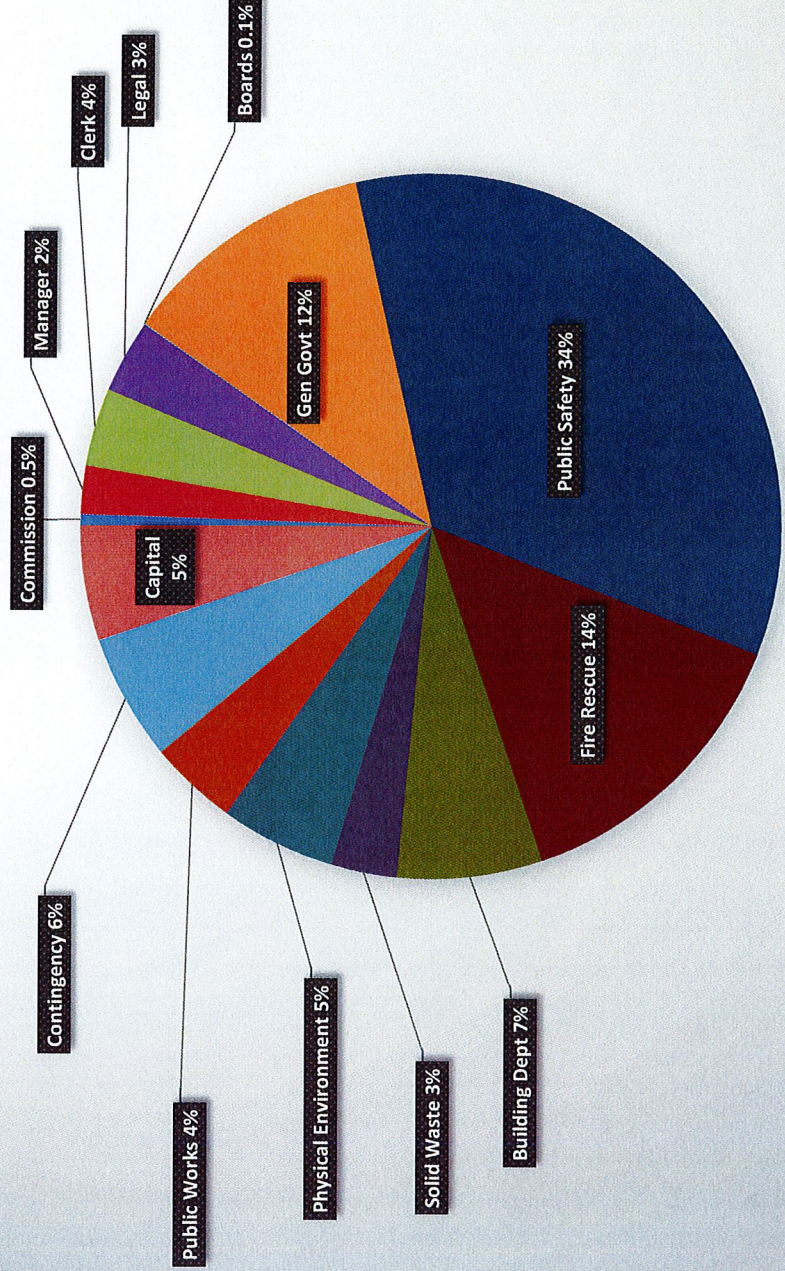
- Taxes
- Licenses & Permits
- Intergovernmental Revenue
- Charges For Services
- Fines & Forfeits
- Miscellaneous Revenues
- Reserves

TOWN OF OCEAN RIDGE

FY23 EXPENDITURE SUMMARY BY DEPARTMENT - VERSION 2.0

EXPENDITURES	FY23
Town Commission	\$ 51,412
Town Manager	\$ 223,550
Town Clerk & Treasurer	\$ 357,325
Legal Services	\$ 338,000
Appointed Boards	\$ 4,370
General Government Services	\$ 1,178,767
Law Enforcement	\$ 3,464,534
Fire Rescue	\$ 1,399,000
Building Department	\$ 675,001
Solid Waste & Recycling Services	\$ 302,500
Other Physical Environment	\$ 533,740
Public Works	\$ 407,976
Contingency	\$ 584,454
Capital Projects	\$ 531,000
Total Expenditures	\$ 10,051,631

EXPENDITURES BY DEPT FY23

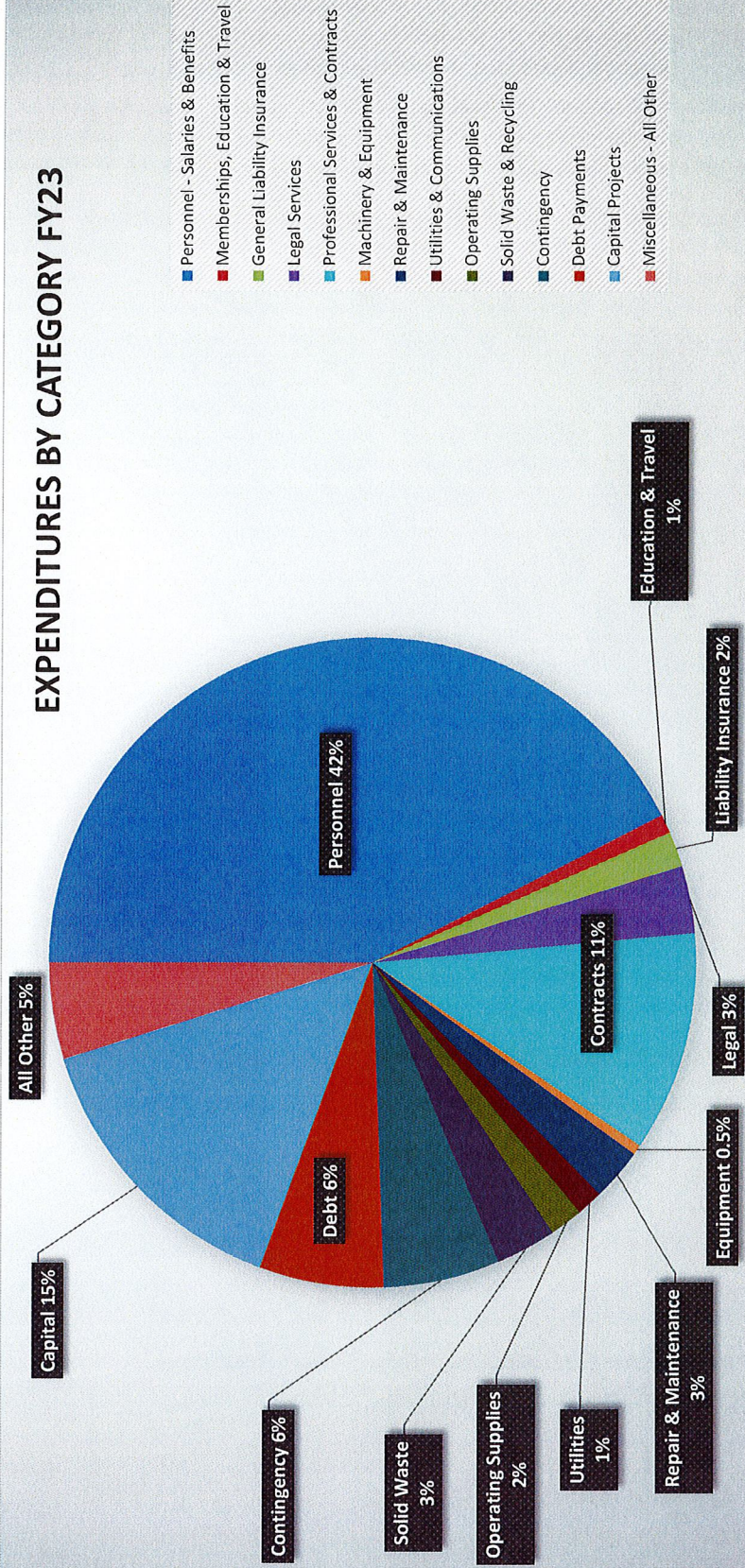


TOWN OF OCEAN RIDGE

FY23 EXPENDITURE SUMMARY BY MAJOR CATEGORY - VERSION 2.0

CATEGORY	FY22
Personnel - Salaries & Benefits	\$ 4,273,112
Memberships, Education & Travel	\$ 94,199
General Liability Insurance	\$ 175,070
Legal Services	\$ 338,000
Professional Services & Contracts	\$ 1,102,526
Machinery & Equipment	\$ 50,050
Repair & Maintenance	\$ 260,570
Utilities & Communications	\$ 130,790
Operating Supplies	\$ 167,904
Solid Waste & Recycling	\$ 302,500
Contingency	\$ 584,454
Debt Payments	\$ 623,000
Capital Projects	\$ 1,465,758
Miscellaneous - All Other	\$ 483,697
Total Expenditures	\$ 10,051,631

EXPENDITURES BY CATEGORY FY23





TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Revenues

General Fund revenues projected for the new fiscal year are on the Statement of Revenues showing the Town's various sources of income. Total anticipated general revenues of \$10,051,631 are anticipated utilizing a 5.50 millage rate (at 97.5% collection), along with other revenue sources. Due to an anticipated increase in property valuation this year, we will not need an internal transfer investment from fund balance reserves to balance the budget.

The Property Appraiser will certify the property values for this year as of July 1, 2022. The preliminary numbers released show a 18.26% increase in property values over last year's gross taxable property value, which is calculated at \$1,148,866,300. The preliminary property values for 2022 are projected at \$1,358,610,710.

Revenue from State, County and other taxing authorities and sources are estimates that may alter in a given fiscal year; however, tools exist in policy to adjust GL Funds as necessary as alterations arise.

General fund revenues have continued to have net growth and positive ad valorem valuation for the Town over the past several years; hence the net fund balance (or reserves of the Town) increased again in the last audited fiscal year (FY21). Trends are looking similar in the current fiscal year FY22 and into FY23, although we did recently utilize \$1,500,000 of our reserves for the acquisition of land to the Northwest of Town Hall, so the fund balance will decrease in FY22. Even though we are still experiencing the COVID-19 pandemic, property values have risen in our area as building activity has been astronomical. The fund balance of the Town increased by \$1,172,636 as of September 30, 2021 for a total fund balance of \$7,445,534, due in large part to the increased building activity. This represents both restricted and unrestricted fund balance, including the fund balance in the capital fund.

The FY23 Budget is initially calculated with a mil rate of 5.50 mils, which is the same mil rate as the current FY22 budget. However, this will be a discussion item of the Town Commission during the budget meetings since we anticipate an excess of revenues over expenditures.

The Town Commission will vote on the maximum mil rate at the July 5th Budget Meeting. The Commission's tentative budget will be presented to the public at the September 6th Budget Hearing with a proposed mil rate, and the final budget and mil rate will be adopted at the September 19th final budget hearing. The final mil rate shall not be increased from the tentative mil rate that will be set at the September 6th public hearing.

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - REVENUES

STATEMENT OF REVENUES

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Dept: 310.000 Taxes								
311.000 Ad Valorem Tax	5.25 mils	5.35 mils	5.35 mils	5.35 mils	5.50 mils	5.50 mils		
312.410 Local Option 6 Cent Gas Tax	4,754,905	5,152,556	5,425,863	5,676,607	6,157,610	7,285,550	18.32%	See Note 1 Below: Calc @ 97.5%
312.420 Second Local Option Fuel Tax	38,954	39,460	35,445	36,997	36,000	37,000	2.78%	
313.100 Electric Franchise Tax	18,040	18,305	16,298	16,847	17,000	17,500	2.94%	
314.100 Utility Service Tax (Electric)	168,538	174,952	176,585	195,529	190,000	196,000	3.16%	Signed New Franchise Agreement
314.800 Utility Service Tax (Propane)	258,809	277,401	273,415	276,829	270,000	290,000	7.41%	
314.900 Utility Service Tax (Water)	20,823	30,453	19,253	22,601	20,000	25,000	25.00%	
315.000 Communications Service Tax	101,464	96,121	98,916	99,486	97,000	100,000	3.09%	
319.100 Interest on Delinquent Taxes	44,288	42,575	40,588	40,103	40,000	41,000	2.50%	
335.200 Local Govt 1 Cent Sales Tax	2,636	5,159	1,617	1,154	2,000	1,500	-25.00%	
Sub Totals	127,833	133,080	126,202	147,071	140,000	150,000	7.14%	Restricted Rev - Infrastructure Surtax
Dept: 320.000 Licenses & Permits								
321.100 Prof. & Occupational Licenses	5,536,291	5,970,061	6,214,184	\$6,513,224	\$6,969,610	\$8,143,550	16.84%	
321.200 DPS Business Permit (Revs FL ST.)	948	2,368	770	1,348	900	1,300	44.44%	
321.300 Occupational Vehicle IDs	0	0	58	0	0	0	0.00%	
322.100 Building Permits	0	0	0	0	0	0	0.00%	
325.200 Special Assessments	265,361	666,638	623,774	1,129,438	600,000	900,000	50.00%	
329.100 Sign Permits	0	0	0	0	0	0	0.00%	
329.200 Alarm User Permits	490	385	330	220	300	300	0.00%	
329.500 Boats Permits	488	462	2,090	1,960	2,000	2,000	0.00%	Fee Increase
329.600 Rental Registrations	0	0	0	0	0	0	0.00%	
Sub Totals	2,205	2,100	1,855	1,785	2,000	2,000	0.00%	
Dept: 330.000 Intergovernmental Revenue								
331.100 FEMA Grant Monies	269,492	671,953	628,877	\$1,134,751	\$605,200	\$905,600	49.64%	
331.300 JAG Grant Monies	0	0	108,852	33,490	0	5,000	100.00%	
331.390 ARPA Grant Monies	0	0	2,591	2,388	0	22,500	100.00%	\$2,500 Regular, \$20,000 Dispatch Console
335.120 State Revenue Sharing Proceeds	0	0	0	489,835	0	0	0.00%	
335.150 Alcoholic Beverage Licenses	46,870	47,913	44,488	50,572	50,000	52,000	4.00%	
335.181 Local Gov. 1/2 Cent Sales Tax	140	140	140	140	140	140	0.00%	
Sub Totals	144,047	147,435	137,337	160,462	150,000	165,000	10.00%	

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - REVENUES

STATEMENT OF REVENUES

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
335.490 Rebate On Municipal Vehicles	880	2,874	1,718	2,956	1,700	2,500	47.06%	
335.900 St Light Maintenance Reimburse	11,534	11,881	12,237	12,604	12,000	13,000	8.33%	
338.000 PB County & Co. Wide Occ. License	7,529	6,366	6,769	6,881	6,000	7,000	16.67%	
338.100 Proportion 911 Call Taker Rev	0	0	0	0	0	0	0.00%	
338.300 PBC Solid Waste Recycle Program	638	391	0	551	250	550	120.00%	
338.400 911 DPS Related Reimbursements	15,685	243	0	599	250	600	140.00%	
338.500 PB County 1250 Monies	0	0	1,100	533	1,000	550	-45.00%	
338.600 Potable Water Revenue Sharing	0	0	0	0	0	0	0.00%	
Sub Totals	227,323	217,243	315,233	\$761,011	\$221,340	\$268,840	21.46%	
Dept: 340.000 Charges For Services								
341.200 Zoning Fees	2,400	17,100	24,900	49,730	18,000	30,000	66.67%	
341.400 Cert-Copying-Record Search-Etc.	2,696	2,920	3,729	6,067	3,000	5,000	66.67%	
341.900 Other Gen. Gov. Charges & Fees	12,757	7,892	12,282	11,608	9,000	11,000	22.22%	
342.100 Law Enforcement Service	0	0	183,080	190,900	190,000	196,691	3.52%	Briny Breezes Police Service Contract
342.300 Alarm Monitoring	48,432	43,767	41,800	38,566	43,000	40,000	-6.98%	
342.800 Special Detail Services	2,178	11,058	20,783	69,565	45,000	45,000	0.00%	
342.900 Other Public Safety Charges & Fees	563	566	1,696	625	1,500	1,500	0.00%	
343.400 Solid Waste & Recycling	306,841	303,044	343,001	340,268	340,000	340,000	0.00%	
343.900 Lot Mowing And Clearing	0	0	0	0	0	0	0.00%	
Sub Totals	375,867	386,346	631,272	\$707,329	\$649,500	\$669,191	3.03%	
Dept: 350.000 Fines & Forfeits								
351.100 Court Fines - Court Cases	5,824	3,001	1,377	1,713	3,000	1,700	-43.33%	
351.200 Confiscated Prop. Court Cases	0	0	0	0	0	0	0.00%	
351.300 Police Education \$2.00	862	413	184	250	200	250	25.00%	
354.000 Violations of Local Ordinances	66,411	6,735	9,526	170,578	9,000	25,000	177.78%	
Sub Totals	73,097	10,149	11,087	\$172,541	\$12,200	\$26,950	120.90%	
Dept: 360.000 Miscellaneous Revenues								
361.100 Interest Earned	15,167	36,797	90,681	24,870	20,000	25,000	25.00%	
361.300 Net Increase Fair Market Value	(4,668)	0	0	0	0	0	0.00%	
361.320 Interest Earned-PB Co. Tax Collector	381	1,102	2,603	6,048	1,500	5,000	233.33%	
361.390 Interest Other (Liens, Etc.)	11,021	1,099	294	2,534	500	1,500	200.00%	

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - REVENUES

STATEMENT OF REVENUES

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
364.410 Equipment-Sales & Compensation	765	0	4,425	340	0	500	0.00%	
366.600 Art Proceeds	0	0	0	0	0	0	0.00%	
366.900 Misc. Contrib. from Private Sources	999	577	2,221	454	10,500	500	-95.24%	
Sub Totals	23,664	39,575	100,224	\$34,245	\$32,500	\$32,500	0.00%	
Projected (Outside) Revenues Sub-Totals	6,505,733	7,295,326	7,900,876	\$9,323,103	\$8,490,350	\$10,046,631	18.33%	
Dept: 380.000 Non-Revenues/Other Sources (Internal)								
380.100 Fund Balance Unappropriated	0	0	0	0	331,090	0	-100.00%	Internal Funding Source - Reserves
388.200 Insurance Proceeds	25,683	56,734	94,821	6,286	5,000	5,000	0.00%	Offset to PD Vehicle Maintenance Exp.
Sub Totals	25,683	56,734	94,821	\$6,286	\$336,090	\$5,000	-98.51%	
Budget Revenues Grand Totals	6,531,416	7,352,060	7,995,698	\$9,329,389	\$8,826,440	\$10,051,631	13.88%	

Note 1: Ad Valorem Calculation = Taxable Value * Mil Rate / 1,000 * **97.5%**. The 2022 gross taxable value is projected at \$1,194,203,232 which is a projected increase of \$45,930,894 (or 4%) from the 2021 taxable value of \$1,148,272,338.



Code	Taxing Authorities	2021 Final Taxable Value	2022 Preliminary Taxable Value Before Net New Value*	Percent Change	Net New Value*	2022 Preliminary Taxable Value (Includes Net New Value)	Percent Change
02	Atlantis	603,304,478	667,992,252	10.72	4,820,961	672,813,213	11.52
04	Belle Glade	408,661,865	443,151,615	8.44	2,374,653	445,526,268	9.02
06	Boca Raton	27,069,459,926	30,401,896,023	12.31	583,875,439	30,985,771,462	14.47
08	Boynton Beach	6,935,204,311	7,971,110,415	14.94	108,766,921	8,079,877,336	16.51
09	Briny Breezes	65,797,477	74,747,863	13.60	-5,066	74,742,797	13.60
10	Cloud Lake	8,264,227	9,326,634	12.86	0	9,326,634	12.86
12	Delray Beach	12,501,909,398	14,151,127,356	13.19	272,211,420	14,423,338,776	15.37
12	Delray Beach Debt	12,511,877,086	14,161,439,605	13.18	272,211,420	14,433,651,025	15.36
14	Glenridge	20,488,515	24,247,033	18.34	8,000	24,255,033	18.38
18	Greenacres	2,256,476,709	2,534,208,699	12.31	6,771,053	2,540,979,752	12.61
20	Gulf Stream	1,258,974,039	1,407,505,089	11.80	15,336,022	1,422,841,111	13.02
22	Haverhill	115,921,309	130,405,232	12.49	530,676	130,935,908	12.95
24	Highland Beach	2,749,928,821	3,097,527,670	12.64	30,549,007	3,128,076,677	13.75
26	Hypoluxo	404,530,587	460,210,629	13.76	139,284	460,349,913	13.80
28	Juno Beach	1,739,813,748	1,931,391,533	11.01	3,313,432	1,934,704,965	11.20
30	Jupiter	12,473,066,062	13,972,441,537	12.02	136,278,045	14,108,719,582	13.11
32	Jupiter Inlet Colony	419,894,915	471,401,386	12.27	2,623,932	474,025,318	12.89
34	Lake Clark Shores	300,750,305	338,671,500	12.61	269,821	338,941,321	12.70
36	Lake Park	821,170,040	912,493,445	11.12	1,162,354	913,655,799	11.26
38	Lake Worth Beach	2,335,801,530	2,681,144,829	14.78	28,942,477	2,710,087,306	16.02
38	Lake Worth Beach Debt	2,336,511,807	2,682,014,691	14.79	28,942,477	2,710,957,168	16.03
40	Lantana	1,327,406,506	1,513,388,240	14.01	23,549,583	1,536,937,823	15.79
41	Loxahatchee Groves	386,834,400	434,742,696	12.38	9,112,290	443,854,986	14.74
42	Manalapan	1,493,266,374	1,905,839,638	27.63	7,870,522	1,913,710,160	28.16
44	Mangonia Park	249,251,581	273,619,024	9.78	88,864	273,707,888	9.81
46	Ocean Ridge	1,148,866,300	1,324,740,422	15.31	33,870,288	1,358,610,710	18.26
48	Pahokee	99,043,368	105,154,813	6.17	484,739	105,639,552	6.66
50	Palm Beach	21,655,226,677	25,249,442,530	16.60	319,673,089	25,569,115,619	18.07
52	Palm Beach Gardens	13,523,174,479	15,256,252,743	12.82	302,894,494	15,559,147,237	15.06
54	Palm Beach Shores	635,253,673	698,337,712	9.93	-383,486	697,954,226	9.87
54	Palm Beach Shores Debt	635,253,673	698,337,712	9.93	-383,486	697,954,226	9.87
56	Riviera Beach	6,341,405,184	7,097,327,832	11.92	80,247,896	7,177,575,728	13.19
58	South Bay	75,615,569	83,248,640	10.09	3,433,467	86,682,107	14.64
60	Tequesta	1,292,533,015	1,480,364,342	14.53	12,228,457	1,492,592,799	15.48
62	South Palm Beach	458,527,570	516,863,500	12.72	0	516,863,500	12.72
66	Village of Golf	205,509,892	241,317,351	17.42	11,107,529	252,424,880	22.83
68	North Palm Beach	2,623,444,861	2,952,270,308	12.53	13,141,802	2,965,412,110	13.04
70	Palm Springs	1,483,992,382	1,674,590,204	12.84	3,788,720	1,678,378,924	13.10
72	Royal Palm Beach	3,386,999,806	3,801,589,317	12.24	44,542,299	3,846,131,616	13.56
73	Wellington	9,233,149,052	10,342,618,647	12.02	65,418,663	10,408,037,310	12.72
74	West Palm Beach	15,557,425,812	17,914,604,149	15.15	419,884,880	18,334,489,029	17.85
74	West Palm Beach Debt	15,572,504,243	17,931,640,333	15.15	419,884,880	18,351,525,213	17.85
77	Westlake (New for 2017)	350,649,108	458,571,050	30.78	154,487,945	613,058,995	74.84
	All Cities	154,016,993,871	175,245,650,560	13.78	2,703,410,472	177,909,294,370	15.38
	WPB DDA	2,586,831,215	3,011,909,179	16.43	151,556,556	3,163,465,735	22.29
	Delray Beach DDA	1,301,597,175	1,478,270,892	13.57	64,789,627	1,543,060,519	18.55
	Palm Beach County	221,653,794,478	250,903,607,347	13.20	4,427,105,346	255,330,712,693	15.19
	Palm Beach County Debt	221,861,277,911	251,107,279,755	13.18	4,427,105,346	255,534,385,101	15.18
	Library	117,492,506,624	131,909,310,055	12.27	2,502,282,516	134,411,592,571	14.40
	Library Debt	117,492,506,624	131,909,310,055	12.27	2,502,282,516	134,411,592,571	14.40
	Fire/Rescue	90,327,025,850	101,403,485,452	12.26	2,063,224,493	103,466,709,945	14.55
	Jupiter Fire/Rescue	12,473,066,062	13,981,413,293	12.09	136,297,991	14,117,711,284	13.19
	School Board	234,429,746,291	282,777,879,873	20.62	4,494,776,058	287,272,655,931	22.54
	SFWMD	222,189,771,859	251,443,338,678	13.17	4,428,786,557	255,872,125,235	15.16
	F.I.N.D.	222,189,771,859	251,443,338,678	13.17	4,428,786,557	255,872,125,235	15.16
	Children's Services	222,189,771,859	251,443,338,678	13.17	4,428,786,557	255,872,125,235	15.16
	Health Care District	222,189,771,859	251,443,338,678	13.17	4,428,786,557	255,872,125,235	15.16
	Port of Palm Beach	81,525,654,055	92,438,662,834	13.39	1,546,307,211	93,984,970,045	15.28
	Jupiter Inlet District	26,428,893,880	29,763,530,901	12.62	572,614,266	30,336,145,167	14.78
	Boca Beach & Park	31,214,744,451	36,096,025,925	15.64	549,236,583	36,645,262,508	17.40

* Net New Value includes new construction, additions, annexations, and deletions (2022 DR489Prel)

PostVAB Taxable Value March 30, 2022 (DR403)

MIL RATE VARIATIONS - FY23 BUDGET VERSION 2.0

FY19 Gross Taxable Value:	\$995,384,463	% Valuation Increase
FY20 Gross Taxable Value:	\$1,058,318,124	6.32%
FY21 Gross Taxable Value:	\$1,100,856,776	4.02%
FY22 Gross Taxable Value:	\$1,148,866,300	4.36%
FY23 Gross Taxable Value (Estimated):	\$1,358,610,710	18.26%

Mil Rate	Description	Gross Ad Val	at 97% Rev	Rev Over Roll	at 97.5% Rev	Rev Over Roll	at 98% Rev	Rev Over Roll	at 98.5% Rev	Rev Over Roll	Dif frm 97% to 97.5%	Dif frm 97% to 98.5%
4.7698	FY23 Roll-Back Rate	\$6,480,301	\$6,285,892	\$0	\$6,318,294	\$0	\$6,350,695	\$0	\$6,383,097	\$0	\$32,402	\$97,205
5.1077	3/5 Vote Max (Majority)	\$6,939,376	\$6,731,195	\$445,302	\$6,765,892	\$447,598	\$6,800,588	\$449,893	\$6,835,285	\$452,188	\$34,697	\$104,091
5.2500	2/3 Vote (4 out of 5)	\$7,132,706	\$6,918,725	\$632,833	\$6,954,389	\$636,095	\$6,990,052	\$639,357	\$7,025,716	\$642,619	\$35,664	\$106,991
5.2600		\$7,146,292	\$6,931,904	\$646,011	\$6,967,635	\$649,341	\$7,003,366	\$652,671	\$7,039,098	\$656,001	\$35,731	\$107,194
5.2700		\$7,159,878	\$6,945,082	\$659,190	\$6,980,881	\$662,588	\$7,016,681	\$665,986	\$7,052,480	\$669,383	\$35,799	\$107,398
5.2800		\$7,173,465	\$6,958,261	\$672,368	\$6,994,128	\$675,834	\$7,029,995	\$679,300	\$7,065,863	\$682,766	\$35,867	\$107,602
5.2900		\$7,187,051	\$6,971,439	\$685,547	\$7,007,374	\$689,081	\$7,043,310	\$692,614	\$7,079,245	\$696,148	\$35,935	\$107,806
5.3000		\$7,200,637	\$6,984,618	\$698,725	\$7,020,621	\$702,327	\$7,056,624	\$705,929	\$7,092,627	\$709,530	\$36,003	\$108,010
5.3100		\$7,214,223	\$6,997,796	\$711,904	\$7,033,867	\$715,573	\$7,069,938	\$719,243	\$7,106,010	\$722,913	\$36,071	\$108,213
5.3200		\$7,227,809	\$7,010,975	\$725,082	\$7,047,114	\$728,820	\$7,083,253	\$732,557	\$7,119,392	\$736,295	\$36,139	\$108,417
5.3300		\$7,241,395	\$7,024,153	\$738,261	\$7,060,360	\$742,066	\$7,096,567	\$745,872	\$7,132,774	\$749,677	\$36,207	\$108,621
5.3400		\$7,254,981	\$7,037,332	\$751,439	\$7,073,607	\$755,313	\$7,109,882	\$759,186	\$7,146,156	\$763,060	\$36,275	\$108,825
5.3500		\$7,268,567	\$7,050,510	\$764,618	\$7,086,853	\$768,559	\$7,123,196	\$772,501	\$7,159,539	\$776,442	\$36,343	\$109,029
5.3600		\$7,282,153	\$7,063,689	\$777,796	\$7,100,100	\$781,806	\$7,136,510	\$785,815	\$7,172,921	\$789,824	\$36,411	\$109,232
5.3700		\$7,295,740	\$7,076,867	\$790,975	\$7,113,346	\$795,052	\$7,149,825	\$799,129	\$7,186,303	\$803,207	\$36,479	\$109,436
5.3800		\$7,309,326	\$7,090,046	\$804,154	\$7,126,592	\$808,299	\$7,163,139	\$812,444	\$7,199,686	\$816,589	\$36,547	\$109,640
5.3900		\$7,322,912	\$7,103,224	\$817,332	\$7,139,839	\$821,545	\$7,176,453	\$825,758	\$7,213,068	\$829,971	\$36,615	\$109,844
5.4000		\$7,336,498	\$7,116,403	\$830,511	\$7,153,085	\$834,792	\$7,189,768	\$839,073	\$7,226,450	\$843,354	\$36,682	\$110,047
5.4100		\$7,350,084	\$7,129,581	\$843,689	\$7,166,332	\$848,038	\$7,203,082	\$852,387	\$7,239,833	\$856,736	\$36,750	\$110,251
5.4200		\$7,363,670	\$7,142,760	\$856,868	\$7,179,578	\$861,284	\$7,216,397	\$865,701	\$7,253,215	\$870,118	\$36,818	\$110,455
5.4300		\$7,377,256	\$7,155,938	\$870,046	\$7,192,825	\$874,531	\$7,229,711	\$879,016	\$7,266,597	\$883,500	\$36,886	\$110,659
5.4400		\$7,390,842	\$7,169,117	\$883,225	\$7,206,071	\$887,777	\$7,243,025	\$892,330	\$7,279,980	\$896,883	\$36,954	\$110,863
5.4500		\$7,404,428	\$7,182,296	\$896,403	\$7,219,318	\$901,024	\$7,256,340	\$905,644	\$7,293,362	\$910,265	\$37,022	\$111,066
5.4600		\$7,418,014	\$7,195,474	\$909,582	\$7,232,564	\$914,270	\$7,269,654	\$918,959	\$7,306,744	\$923,647	\$37,090	\$111,270
5.4700		\$7,431,601	\$7,208,653	\$922,760	\$7,245,811	\$927,517	\$7,282,969	\$932,273	\$7,320,127	\$937,030	\$37,158	\$111,474
5.4800		\$7,445,187	\$7,221,831	\$935,939	\$7,259,057	\$940,763	\$7,296,283	\$945,588	\$7,333,509	\$950,412	\$37,226	\$111,678
5.4900		\$7,458,773	\$7,235,010	\$949,117	\$7,272,303	\$954,010	\$7,309,597	\$958,902	\$7,346,891	\$963,794	\$37,294	\$111,882
5.5000	FY22 Mil Rate	\$7,472,359	\$7,248,188	\$962,296	\$7,285,550	\$967,256	\$7,322,912	\$972,216	\$7,360,274	\$977,177	\$37,362	\$112,085
5.5100		\$7,485,945	\$7,261,367	\$975,474	\$7,298,796	\$980,503	\$7,336,226	\$985,531	\$7,373,656	\$990,559	\$37,430	\$112,289
5.5200		\$7,499,531	\$7,274,545	\$988,653	\$7,312,043	\$993,749	\$7,349,540	\$998,845	\$7,387,038	\$1,003,941	\$37,498	\$112,493
5.5300		\$7,513,117	\$7,287,724	\$1,001,831	\$7,325,289	\$1,006,995	\$7,362,855	\$1,012,160	\$7,400,420	\$1,017,324	\$37,566	\$112,697
5.5400		\$7,526,703	\$7,300,902	\$1,015,010	\$7,338,536	\$1,020,242	\$7,376,169	\$1,025,474	\$7,413,803	\$1,030,706	\$37,634	\$112,901
5.5500		\$7,540,289	\$7,314,081	\$1,028,188	\$7,351,782	\$1,033,488	\$7,389,484	\$1,038,788	\$7,427,185	\$1,044,088	\$37,701	\$113,104
5.6000		\$7,608,220	\$7,379,973	\$1,094,081	\$7,418,014	\$1,099,721	\$7,456,056	\$1,105,360	\$7,494,097	\$1,111,000	\$38,041	\$114,123
5.6185	2/3 Vote Max (4 out of 5)	\$7,633,354	\$7,404,354	\$1,118,461	\$7,442,520	\$1,124,227	\$7,480,687	\$1,129,992	\$7,518,854	\$1,135,757	\$38,167	\$114,500

Historically the Town budgets at 97% of the Ad Valorem Revenue (95% is lowest allowed by law)
The Town Commission voted to increase that to 98.5% in FY20, and 97.5 in FY21 & FY22

Operating Millage Rate is greater than the Rolled Back Rate by:

Fiscal Year	Mil Rate	Roll Back	% Over Roll
FY21	5.35	5.1703	3.48%
FY22	5.50	5.1384	7.04%
FY23	5.50	4.7698	15.31%

Note: Any mil rate up to 5.1077 requires a majority vote. Any mil rate above 5.1077 requires a 2/3 vote (4 out of 5). Any mil rate above 5.6185 requires a unanimous vote.

MULTI-YEAR COMPARISON OF
TAXABLE VALUE, MILLAGE, AD VALOREM REVENUE & FUND BALANCE

FISCAL YEAR ----->	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
TAXABLE VALUE	\$ 731,705,931	\$ 682,032,065	\$ 680,164,620	\$ 694,961,131	\$ 722,982,578	\$ 768,628,344	\$ 825,265,695	\$ 889,520,621	\$ 939,698,066	\$ 985,384,463	\$ 1,058,318,124	\$ 1,100,856,776	\$ 1,148,866,300	\$ 1,358,610,710
% VALUATION INCREASE		-6.79%	-0.27%	2.18%	4.03%	6.31%	7.37%	7.79%	5.64%	5.93%	6.32%	4.02%	4.36%	18.26%
ADOPTED MILLAGE	5.40	5.25	5.25	5.35	5.35	5.35	5.35	5.35	5.25	5.35	5.35	5.35	5.50	5.50
EXPENDITURES	\$ 5,382,864	\$ 5,301,852	\$ 5,031,681	\$ 5,508,346	\$ 5,876,300	\$ 6,003,250	\$ 6,311,411	\$ 6,411,192	\$ 6,696,489	\$ 7,084,574	\$ 7,981,533	\$ 8,321,759	\$ 8,826,440	\$ 10,051,631
RESERVES BUDGETED	\$ 305,349	\$ 206,804	\$ 27,976	\$ 74,125	\$ 343,228	\$ 311,658	\$ 286,650	\$ 266,581	\$ 25,683	\$ 153,265	\$ 296,367	\$ 706,421	\$ 331,090	\$ -
NET CHANGE IN FUND BALANCE	\$ (327,211)	\$ (259,488)	\$ (144,662)	\$ 78,160	\$ 90,535	\$ 385,122	\$ 524,787	\$ 234,882	\$ 160,050	\$ 687,129	\$ 575,665	\$ 1,172,636	unknown	unknown
DIFFERENCE PROJ VS. ACTUAL	\$ (21,862)	\$ (52,684)	\$ (116,686)	\$ 4,035	\$ (252,693)	\$ 73,464	\$ 288,137	\$ (31,699)	\$ 134,367	\$ 533,864	\$ 279,298	\$ 466,215	unknown	unknown
TOTAL FUND BALANCE	\$ 3,898,838	\$ 3,639,350	\$ 3,494,688	\$ 3,572,848	\$ 3,663,383	\$ 4,048,505	\$ 4,573,212	\$ 4,808,094	\$ 4,968,144	\$ 5,655,273	\$ 6,230,938	\$ 7,455,534	unknown	unknown
# EMPLOYEES POLICE DEPT	20.0	19.0	20.0	20.0	20.0	20.0	20.0	21.0	24.5	24.5	24.5	24.5	24.5	24.5
# EMPLOYEES ALL OTHER DEPTS	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	7.0	8.0	8.0	8.0	9.0	9.0
# VEHICLES (INCL. ATV, ETC.)	10	10	10	10	10	11	12	13	13	15	15	16	16	17

Description of Vehicles 7 PD, 2 ATV, 1 PW 7 PD, 2 ATV, 1 PW 7 PD, 2 ATV, 1 PW 7 PD, 2 ATV, 1 PW 7 PD, 2 ATV, 1 PW 7 PD, 2 ATV, 1 BD, 2 PW 8 PD, 2 ATV, 1 BD, 2 PW 8 PD, 2 ATV, 1 BD, 2 PW 9 PD, 2 ATV, 1 LSV, 1 BD, 9 PD, 2 ATV, 1 LSV, 1 BD, 9 PD, 3 ATV, 1 LSV, 2 BD, 2 PW (includes 1999) 2 PW (sold 1999) 2 PW



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Town Commission

The Town Commission proposed budget shows a percentage increase of 9.95% due to the increase in rates for general liability and workers' compensation insurance. Educational workshops, training, and travel remain relatively the same as the FY22 fiscal year, with only one addition for membership to the Florida League of Mayors.

Management recommends a discussion regarding Town Commission salaries that have not increased in many years. The Commission is active in serving its community, and as inflation is projected at around 7-8% for the next year, salaries should be adjusted upward, just as they are for Town Staff. Research shows that Briny Breezes and Ocean Ridge have two of the lowest salaries for its Commissioners in the State of Florida, with Ocean Ridge paying only \$1,200 per year. The next lowest in Palm Beach County is the Town of Juno Beach which pays its Commissioners \$2,400 per year. The process to do so is outlined in the Town Charter, Section 3.04 which states: "The Town Commission may determine the annual salary of Commissioners by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of Commissioners elected at the next regular election, provided that such election follows the adoption of such ordinance by at least six (6) months." After discussion last year, the Town Commission declined to raise Commissioner salaries during this budget cycle. However, if the Commission wishes to encourage its fellow residents to run for office, a salary increase should be discussed.

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 511.101

TOWN COMMISSION (LEGISLATIVE) EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Town Commission								
501.100 Executive Salaries	6,000	5,900	6,000	6,000	6,000	6,000	0.00%	
502.100 FICA Taxes	459	451	459	459	459	459	0.00%	
502.200 Retirement Contributions	464	478	531	612	588	700	19.05%	
502.400 Workers Compensation	11	14	9,088	12,448	14,036	16,250	15.77%	Insurance Rate Increase
504.000 Travel & Per Diem	436	3,547	728	2,978	5,000	5,000	0.00%	
504.500 Insurance-Liability., Hazard, Damage	14,451	14,483	16,315	17,592	18,678	20,653	10.57%	Insurance Rate Increase
504.900 Other Current Charges	460	446	339	200	500	500	0.00%	
505.400 Subsc., Memberships, Education	1,400	1,350	1,500	1,699	1,500	1,850	23.33%	Added \$350 Florida League of Mayors
Town Commission Totals	23,681	26,669	34,960	41,989	46,761	51,412	9.95%	



TOWN OF OCEAN RIDGE

6450 NORTH OCEAN BOULEVARD

OCEAN RIDGE, FLORIDA 33435

www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Town Manager

The Town Manager's proposed budget for FY23 has increased by 5.77% due largely to increases in insurance rates, salary, and retirement contribution percentages as set by the State. All other line items remain the same as last year.

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 512.102

TOWN MANAGER - ADMINISTRATION EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Town Manager								
501.100 Executive Salaries	107,500	109,008	120,617	125,481	132,500	137,469	3.75%	
501.110 One Time Lump (Longevity & Retire)	0	0	0	500	0	0	0.00%	
501.200 Regular Salaries And Wages	0	0	0	0	0	0	0.00%	
501.400 Overtime (Hurricane Special Pay)	0	0	3,245	0	3,500	3,500	0.00%	
501.410 Vacation Pay	1,183	7,294	0	1,502	2,548	2,974	16.72%	
502.100 FICA Taxes	8,314	9,278	9,428	9,753	10,136	10,516	3.75%	
502.200 FRS Retirement Contributions	0	4,311	31,821	35,127	39,399	44,484	12.91%	Rate Increase by FRS
502.210 ICMA Retirement Contributions	9,225	5,062	0	0	0	0	0.00%	
502.300 Life & Health Insurance	9,446	10,516	9,352	9,429	10,013	11,040	10.26%	
502.310 Long Term Disability	890	877	742	750	768	588	-23.44%	
502.400 Workers Compensation	201	256	1,818	2,490	2,807	3,250	15.78%	Insurance Rate Increase
502.500 Unemployment	0	0	0	0	0	0	0.00%	
503.400 Other Contractual Services	0	0	0	0	0	0	0.00%	
504.000 Travel & Per Diem	3,004	3,342	1,209	896	2,300	2,300	0.00%	
504.100 Communications Serv (Phone Etc.)	1,276	1,593	506	453	600	600	0.00%	
504.500 Insurance-Liability., Hazard, Damage	50	55	179	186	216	259	19.72%	Insurance Rate Increase
504.620 Repair & Maintenance-Vehicle	0	0	0	0	0	0	0.00%	
505.210 Operating Supplies-Gas & Oil	0	0	1,444	1,084	3,600	3,600	0.00%	
505.400 Subsc., Memberships, Education	1,101	0	1,398	1,674	2,970	2,970	0.00%	
Town Manager Totals	142,190	151,592	181,758	189,325	211,358	223,550	5.77%	

BUDGET DETAIL WORKSHEET - VERSION 2.0**TOWN MANAGER'S DEPT 512.102****EXCLUDING SALARY & INSURANCE LINES**

	FY22	FY23
503.400 OTHER CONTRACTUAL SERVICES		
	\$ -	\$ -
TOTAL LINE ITEM 503.400	\$ -	\$ -
504.000 TRAVEL & PER DIEM		
HOTEL/FOOD/MILEAGE FOR FLC ANNUAL CONFERENCE	\$ 950.00	\$ 950.00
HOTEL/FOOD/MILEAGE FOR LEGISLATIVE ACTION DAYS	\$ -	\$ -
HOTEL/FOOD/MILEAGE FOR INVESTMENT SEMINAR	\$ 400.00	\$ 400.00
HOTEL/FOOD/MILEAGE FOR FCCMA ANNUAL CONF	\$ 950.00	\$ 950.00
TOTAL LINE ITEM 504.000	\$ 2,300.00	\$ 2,300.00
504.100 COMMUNICATIONS SERVICE		
CELL PHONE (1 @ \$50 PER MONTH)	\$ 600.00	\$ 600.00
TOTAL LINE ITEM 504.100	\$ 600.00	\$ 600.00
505.210 OPERATING SUPPLIES - GAS & OIL		
TOWN MANAGER FUEL ALLOWANCE *	\$ 3,600.00	\$ 3,600.00
TOTAL LINE ITEM 504.100	\$ 3,600.00	\$ 3,600.00
505.400 SUBSCRIPTIONS, MEMBERSHIPS & EDUCATION		
FCCMA ANNUAL DUES	\$ 400.00	\$ 400.00
FGFOA ANNUAL DUES	\$ 50.00	\$ 50.00
PBCGFOA ANNUAL DUES	\$ 30.00	\$ 30.00
PBCCMA ANNUAL DUES	\$ 40.00	\$ 40.00
ICMA ANNUAL DUES	\$ 1,200.00	\$ 1,200.00
FLC ANNUAL CONFERENCE REGISTRATION FEE	\$ 525.00	\$ 525.00
FLORIDA TRUST INVESTMENT SEMINAR REGISTRATION	\$ 150.00	\$ 150.00
LEGISLATIVE ACTION DAYS REGISTRATION FEE	\$ -	\$ -
FCCMA ANNUAL CONFERENCE REGISTRATION FEE	\$ 575.00	\$ 575.00
TOTAL LINE ITEM 505.400	\$ 2,970.00	\$ 2,970.00
GRAND TOTAL - TOWN MANAGER	\$ 9,470.00	\$ 9,470.00

* Fuel allowance is \$300 per month per employment contract/\$3,600 per year



TOWN OF OCEAN RIDGE

6450 NORTH OCEAN BOULEVARD

OCEAN RIDGE, FLORIDA 33435

www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Town Clerk & Treasurer

The proposed Town Clerk's budget for FY23 has increased by 13.40% due to increases in salary and benefits, insurance rates, and retirement contribution percentages as set by the State.

The Town contracts with Nowlen, Holt & Miner for Auditing services, and the approved five-year contract is included in this budget.

As the Town Clerk manages the Town's public records, \$4,000 remained in the budget this year to continue document scanning, as space is running out in the records storage rooms. Certain documents that are scanned can be retained digitally while the paper records will be destroyed.

The Town Clerk has requested \$150 in the machinery & equipment line for a printer replacement for the Treasurer. All other line items remain similar to last year's budget.

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 513.103

TOWN CLERK & TREASURER ADMINISTRATION EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Town Clerk & Treasurer								
501.100 Executive Salaries	71,315	58,877	61,967	64,381	67,390	78,401	16.34%	
501.110 One Time Lump (Longevity & Retire)	0	0	0	0	0	0	0.00%	
501.200 Regular Salaries And Wages	150,730	160,298	112,146	112,754	120,446	138,148	14.70%	
501.210 One Time Lump (Longevity & Retire)	0	0	1,500	0	0	0	0.00%	
501.400 Overtime	1,292	3,649	297	1,367	2,000	2,000	0.00%	
501.410 Vacation Pay	2,257	2,831	1,373	3,756	3,612	4,685	29.71%	
502.100 FICA Taxes	17,659	17,263	13,675	13,943	14,370	16,566	15.28%	
502.200 Retirement Contributions	17,843	18,437	15,120	18,686	20,832	26,436	26.90%	Rate Increase by FRS
502.300 Life & Health Insurance	37,451	35,473	28,555	27,983	29,770	32,940	10.65%	
502.310 Long Term Disability	1,984	1,766	1,287	1,340	1,089	1,224	12.40%	
502.400 Workers Compensation	396	505	5,453	7,469	8,421	9,750	15.78%	Insurance Rate Increase
502.500 Unemployment Compensation	0	0	0	0	0	0	0.00%	
503.100 Professional Services	0	0	0	0	0	0	0.00%	
503.200 Accounting & Auditing	25,930	28,861	29,000	30,700	33,500	33,500	0.00%	
503.400 Other Contractual Services	7,000	0	0	0	4,000	4,000	0.00%	
504.000 Travel & Per Diem	2,290	2,948	512	1,445	2,150	2,650	23.26%	
504.500 Insurance-Liability, Hazard, Damage	168	279	536	558	647	776	19.91%	Insurance Rate Increase
504.610 Repair & Maintenance	0	287	1,002	317	500	500	0.00%	
504.900 Other Current Charges	4,876	7,481	5,149	3,854	3,500	3,500	0.00%	
505.400 Subsc, Memberships, Education	1,892	2,025	1,399	1,645	1,975	2,100	6.33%	
506.400 Machinery & Equipment	395	0	740	0	900	150	-83.33%	
Town Clerk Totals	343,478	340,980	279,711	290,195	315,103	357,325	13.40%	

BUDGET DETAIL WORKSHEET - VERSION 2.0**TOWN CLERK'S DEPT 513.103****EXCLUDING SALARY & INSURANCE LINES**

	FY22	FY23
503.100 PROFESSIONAL SERVICES		
PROFESSIONAL SERVICES	\$ -	\$ -
TOTAL LINE ITEM 503.100	\$ -	\$ -
503.200 ACCOUNTING & AUDITING		
TOWN AUDITORS	\$ 24,000.00	\$ 24,000.00
CPA FOR YEAR-END AUDIT PREPARATION ASSISTANCE	\$ 7,000.00	\$ 7,000.00
ACTUARIALS	\$ 2,500.00	\$ 2,500.00
TOTAL LINE ITEM 503.200	\$ 33,500.00	\$ 33,500.00
503.400 OTHER CONTRACTUAL SERVICES		
DOCUMENT SCANNING	\$ 4,000.00	\$ 4,000.00
TOTAL LINE ITEM 503.400	\$ 4,000.00	\$ 4,000.00
504.000 TRAVEL & PER DIEM		
MILEAGE FOR PBC CLERKS MEETINGS BI-MONTHLY	\$ 100.00	\$ 100.00
HOTEL/FOOD/MILEAGE FOR FGFOA CONFERENCE	\$ 925.00	\$ 925.00
HOTEL/FOOD/MILEAGE FOR FACC FALL ACADEMY	\$ 925.00	\$ 925.00
HOTEL/FOOD/MILEAGE FOR FACC SPRING CONFERENCE	\$ 200.00	\$ 700.00
TRAVEL FOR MISC. GOVERNMENTAL COURSES	\$ -	\$ -
TOTAL LINE ITEM 504.000	\$ 2,150.00	\$ 2,650.00
504.610 REPAIR & MAINTENANCE		
COMPUTER HARDWARE, SOFTWARE & 3/7 SERVER	\$ 500.00	\$ 500.00
OFFICE EQUIPMENT SERVICE & REPAIR	\$ -	\$ -
TOTAL LINE ITEM 504.610	\$ 500.00	\$ 500.00
504.900 OTHER CURRENT CHARGES		
LEGAL ADVERTISING	\$ 3,000.00	\$ 3,000.00
MISCELLANEOUS EXPENSES	\$ 500.00	\$ 500.00
TOTAL LINE ITEM 504.900	\$ 3,500.00	\$ 3,500.00
505.400 SUBSCRIPTIONS, MEMBERSHIPS & EDUCATION		
FGFOA ANNUAL DUES (1 @ \$50 EACH)	\$ 50.00	\$ 50.00
NOTARY PUBLIC (1 NEW, 0 RENEWALS)	\$ -	\$ 50.00
FACC MEMBERSHIP (2 @ \$75)	\$ 75.00	\$ 150.00
PBC CLERKS ASSOC MEMBERSHIP (2 @ \$40)	\$ 80.00	\$ 80.00
IIMC MEMBERSHIP (2 @ \$210)	\$ 420.00	\$ 420.00
FGFOA CONFERENCE REGISTRATION FEE	\$ 350.00	\$ 350.00

BUDGET DETAIL WORKSHEET - VERSION 2.0**TOWN CLERK'S DEPT 513.103****EXCLUDING SALARY & INSURANCE LINES**

	FY22	FY23
FACC FALL ACADEMY REGISTRATION FEE	\$ 350.00	\$ 350.00
FACC SPRING CONFERENCE REGISTRATION FEE	\$ 350.00	\$ 350.00
MISCELLANEOUS TRAINING & WEBINARS FOR STAFF	\$ 300.00	\$ 300.00
TOTAL LINE ITEM 505.400	\$ 1,975.00	\$ 2,100.00

506.400 MACHINERY & EQUIPMENT

MISCELLANEOUS OFFICE FURNITURE & EQUIPMENT	\$ 900.00	\$ 150.00
TOTAL LINE ITEM 506.400	\$ 900.00	\$ 150.00

GRAND TOTAL - TOWN CLERK	\$ 46,525.00	\$ 46,400.00
---------------------------------	---------------------	---------------------



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Legal Services

The legal services of the town have been rising over the past several years due to increased litigation and the need for special legal counsel, comp plan amendments, Town code amendments, as well as additional legal staffing needs for the Planning & Zoning Commission and Board of Adjustment, an uptick in code enforcement hearings, and briefings for Town Commissioner staff meetings. The Town Attorney recommends leaving the budget the same as last year to account for the increase in special counsel that is not guaranteed to be covered by insurance.

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 514.104

LEGAL SERVICES EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Legal Services								
501.100 Executive Salaries	0	0	0	0	0	0	0.00%	
501.410 Vacation Pay	0	0	0	0	0	0	0.00%	
502.100 FICA Taxes	0	0	0	0	0	0	0.00%	
502.200 Retirement Contributions	0	0	0	0	0	0	0.00%	
502.300 Life & Health Insurance	0	0	0	0	0	0	0.00%	
502.400 Workers Compensation	0	0	0	0	0	0	0.00%	
503.100 Professional Services	155,043	148,967	143,727	127,991	150,000	150,000	0.00%	Town & Labor Attorneys - See Note 1
503.110 Legal Special Counsel	603	2,623	93,316	159,894	183,000	183,000	0.00%	Spec. Magistrate & Title Work - See Note 2
504.700 Printing	3,006	0	2,555	2,618	5,000	5,000	0.00%	Annual Town Code Codification
504.900 Other Current Charges	0	0	0	0	0	0	0.00%	
506.400 Machinery & Equipment	0	0	0	0	0	0	0.00%	
Legal Services Totals	158,652	151,590	239,599	290,503	338,000	338,000	0.00%	

Note 1: The Town is currently averaging \$10,000 to 15,000 per month in attorney fees

Note 2: Lawsuit requiring special counsel was added in FY21 and still needed in FY22 & FY23



TOWN OF OCEAN RIDGE

6450 NORTH OCEAN BOULEVARD

OCEAN RIDGE, FLORIDA 33435

www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Appointed Boards

The Appointed Boards budget totals for FY23 have increased by 16.02% due to increases in insurance rates. The Other Current Charges line remains steady for board supplies.

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 515.105

APPOINTED BOARDS EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Appointed Boards								
503.100 Professional Services	0	0	0	0	0	0	0.00%	
504.200 Postage, Freight	0	0	0	0	0	0	0.00%	
504.500 Insurance-Liability., Hazard, Damage	1,074	1,179	2,501	2,603	3,017	3,620	20.00%	Insurance Rate Increase
504.900 Other Current Charges	345	45	874	846	750	750	0.00%	Name plates & supplies
Appointed Boards Totals	1,419	1,224	3,375	3,449	3,767	4,370	16.02%	



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

General Government

The General Government budget is comprised of items such as I/T and communications services, postage, office & operating supplies, utilities, holiday lighting & events, equipment rentals, buildings and grounds maintenance, landscaping and beautification, election expenses, subscriptions & memberships, repairs & maintenance, and debt service. The overall general government department expenditures increased by 2.89% from FY22 to FY23 to account for an increase in costs.

The Town pays down a State Revolving Fund loan annually in the amount of \$468,000 for various stormwater drainage improvements, and the balance of the loan was \$1,758,700 as of September 30, 2021. The Town also pays down a commercial loan for the construction of the Town Hall facility in the amount of \$311,175 annually, and the balance of the loan was \$1,634,106 as of September 30, 2021.

I/T Refresh

Fiscal year 2022-2023 is the second half of our normal refresh cycle for internet technology equipment. This year would focus on the Police Department's IT needs as well as the creation of redundancy for all other departments. This project will involve a new stationary rack system to accommodate telephone equipment, patch panels, network hardware, routers, and other related equipment. It would also include a back-up server, mobile computers for police vehicles, replacement desktop computers with monitors, and additional miscellaneous equipment to complete this project. The total cost estimate for this portion of the budget is anticipated to be \$60,000.

Payroll Time & Attendance Software and Finance Software Upgrade

In FY22, the Town purchased Payroll Time & Attendance Software from Tyler Technologies in an effort to allow the Treasurer and Supervisors to focus on more important tasks than manually calculating reports, reducing the need for paper, and the reduction of risk for audits, penalties and lawsuits associated with human error in the preparation of payroll. The software maintenance and customer service/support costs are \$4,610 per year. The Town Commission may want to consider upgrading the Town's finance software with Tyler Tech, as we were recently notified that our current system will no longer be supported within the next year or so. The costs to upgrade will be approximately \$40,000, with recurring annual support/hosting costs of \$18,384 (compared to our current annual support fee of \$7,800).

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 519.106

GENERAL GOVERNMENT SERVICES EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
General Government Services								
503.100 Professional Services	37,443	16,280	23,115	15,714	84,616	81,000	-4.27%	
503.400 Other Contractual Services	29,699	11,486	18,093	16,152	51,519	64,746	25.67%	
504.100 Communications (Tel, Modem, etc)	5,538	7,297	8,057	8,352	13,550	14,990	10.63%	
504.200 Postage, Freight	2,852	3,704	3,665	3,914	4,200	3,240	-22.86%	
504.300 Utility Services - Electric	7,783	8,713	8,627	8,755	10,000	10,000	0.00%	
504.400 Rentals & Leases (Photocopier)	2,501	2,683	2,529	2,685	3,000	2,040	-32.00%	
504.500 Insurance-Liability, Hazard, Damage	63,801	69,244	74,733	74,847	92,144	110,108	19.50%	
504.610 Repair & Maintenance	66,626	41,442	41,609	52,937	50,918	52,430	2.97%	
504.700 Printing	906	4,780	184	760	3,000	3,000	0.00%	
504.900 Other Current Charges	19,092	11,440	40,386	18,044	7,075	9,075	28.27%	
504.910 Election Expenses	9,676	11,002	3,976	12,202	11,460	12,460	8.73%	
505.100 Office Supplies	4,817	6,740	6,224	4,618	6,500	6,500	0.00%	
505.200 Operating Supplies	4,064	4,647	4,050	3,857	4,500	4,500	0.00%	
505.400 Subsc., Memberships, Education	3,455	4,648	3,550	10,133	21,128	22,678	7.34%	
506.400 Machinery & Equipment	280	0	0	15,228	1,000	1,000	0.00%	
507.000 Covenant From Drainage Loan	467,944	467,944	398,551	409,833	400,000	400,000	0.00%	
507.010 Covenantants From TH Loan	311,144	311,160	223,092	233,254	223,000	223,000	0.00%	
507.200 Debt Service - Interest	0	0	157,585	135,981	158,000	158,000	0.00%	
General Government Services Totals	1,037,621	983,210	1,018,025	1,027,264	1,145,610	1,178,767	2.89%	

BUDGET DETAIL WORKSHEET - VERSION 2.0**GENERAL GOVERNMENT DEPT 519.106**

	FY22	FY23
503.100 PROFESSIONAL SERVICES		
REVIZE WEBSITE ANNUAL MAINTENANCE/SUPPORT	\$ 2,500.00	\$ 2,500.00
ENS - ANNUAL NETWORK MAINT/SUPPORT @ 33% *	\$ 16,000.00	\$ 16,500.00
I/T REFRESH - SCHEDULED FOR FY22 TH & FY23 PD	\$ 64,116.00	\$ 60,000.00
MISCELLANEOUS PROFESSIONAL SERVICES	\$ 2,000.00	\$ 2,000.00
TOTAL LINE ITEM 503.100	\$ 84,616.00	\$ 81,000.00
503.400 OTHER CONTRACTUAL SERVICES		
HOLIDAY DECORATIONS TOWN HALL - CHRISTMAS DÉCOR	\$ 4,550.00	\$ 4,550.00
FERNLEAF - ACCEL ADAPT PROGRAM (SPLIT WITH CRP/8)	\$ 1,218.75	\$ 2,785.71
SHREDDING SERVICES/RECORDS DESTRUCTION - MONTHLY SVC	\$ 3,000.00	\$ 3,000.00
LOBBYIST	\$ -	\$ 40,000.00
TYLER TECH FUND BALANCE SOFTWARE SUPPORT/GASB	\$ 7,750.00	\$ 7,800.00
TYLER TECH TIME & ATTENDANCE SOFTWARE SUPPORT & HOST	\$ 33,000.00	\$ 4,610.00
MISCELLANEOUS CONTRACTS	\$ 2,000.00	\$ 2,000.00
TOTAL LINE ITEM 503.400	\$ 51,518.75	\$ 64,745.71
504.100 COMMUNICATIONS (TEL, MODEM, REV 911)		
AT&T/IPFONE - DATA BUNDLE, LONG DIST, TH ALARMS (50%)	\$ 8,500.00	\$ 8,500.00
PUBLIC WORKS CELL (\$100/MO) & TABLET SVC (\$120/MO)	\$ 1,200.00	\$ 2,640.00
COMCAST - INTERNET, DIGITAL ADAPTER SERVICE	\$ 1,000.00	\$ 1,000.00
AT&T PUMP STATION CAMERA SYSTEM PHONE LINES 3x\$34/MO	\$ 1,300.00	\$ 1,300.00
CIVIC PLUS MASS ALERTING PLATFORM ANNUAL LICENSE	\$ 1,550.00	\$ 1,550.00
BOARD OF COUNTY COMM - REVERSE 911 SYSTEM	\$ -	\$ -
TOTAL LINE ITEM 504.100	\$ 13,550.00	\$ 14,990.00
504.200 POSTAGE & FREIGHT		
POSTAGE & FREIGHT FOR TOWN HALL DEPTS EXCLUDE BLDG	\$ 500.00	\$ 500.00
UPS/FEDERAL EXPRESS	\$ 350.00	\$ 350.00
TAX COLLECTOR POSTAGE COST ALLOCATION FOR TAX BILLS	\$ 350.00	\$ 350.00
PRE-STAMPED ENVELOPES (68% of \$3,000, 32% is Building Dept)	\$ 3,000.00	\$ 2,040.00
TOTAL LINE ITEM 504.200	\$ 4,200.00	\$ 3,240.00
504.300 UTILITY SERVICES - ELECTRIC & WATER		
FPL - 1/2 OF TOTAL CHARGES	\$ 8,000.00	\$ 8,000.00
CITY OF BOYNTON BEACH WATER DEPT	\$ 2,000.00	\$ 2,000.00
TOTAL LINE ITEM 504.300	\$ 10,000.00	\$ 10,000.00
504.400 RENTALS & LEASES		
TOSHIBA - TOWN HALL COPIER (68% of \$3,000, rest if Bldg Dept)	\$ 3,000.00	\$ 2,040.00
TOTAL LINE ITEM 504.300	\$ 3,000.00	\$ 2,040.00
504.610 REPAIR & MAINTENANCE		

BUDGET DETAIL WORKSHEET - VERSION 2.0**GENERAL GOVERNMENT DEPT 519.106**

	FY22	FY23
MISC EQUIPMENT REPAIRS, SOUND SYSTEM, ETC.	\$ 2,500.00	\$ 2,500.00
EXPERT COMMUNICATIONS - PHONE SYSTEM MAINTENANCE	\$ 2,500.00	\$ 2,500.00
A/C MAINTENANCE AGREEMENT & PARTS	\$ 5,000.00	\$ 5,000.00
BUILDINGS & GROUNDS MAINTENANCE	\$ 10,000.00	\$ 10,000.00
DRAIN FIELD MAINTENANCE - SPEEDY ROOTER	\$ 3,000.00	\$ 4,500.00
FIRE ALARM MONITORING & SERVICE PLAN	\$ 2,000.00	\$ 2,000.00
FIRE EXTINGUISHER INSPECTION & MAINT - BUILDING ONLY	\$ 1,000.00	\$ 1,000.00
ANNUAL CARPET & FLOOR CLEANING	\$ 1,500.00	\$ 1,500.00
BUILDING CLEANING SERVICE	\$ 7,500.00	\$ 7,500.00
COMPUTER HARDWARE REPAIRS	\$ 1,000.00	\$ 1,000.00
KOI POND MAINTENANCE	\$ 4,500.00	\$ 4,500.00
FUEL PUMP REPAIRS	\$ 1,500.00	\$ 1,500.00
ELECTRICAL REPAIRS & MAINTENANCE	\$ 2,500.00	\$ 2,500.00
PERVASIVE DATABASE FOR TOWN HALL PROGRAMS	\$ 130.00	\$ 130.00
ARCHIVE SOCIAL ANNUAL CONTRACT	\$ 4,788.00	\$ 4,800.00
GENERATOR MAINT/GEN GOV PORTION - MARINE ENG EQUIP	\$ 1,000.00	\$ 1,000.00
MISCELLANEOUS REPAIR & MAINTENANCE	\$ 500.00	\$ 500.00
TOTAL LINE ITEM 504.610	\$ 50,918.00	\$ 52,430.00

504.700 PRINTING

MISC PRINTING, ZONING MAPS, CHECKS, BUSINESS CARDS	\$ 3,000.00	\$ 3,000.00
TOTAL LINE ITEM 504.900	\$ 3,000.00	\$ 3,000.00

504.900 OTHER CURRENT CHARGES

BANK FEES	\$ -	\$ -
TOWN FUNCTIONS & PROMOS	\$ 5,000.00	\$ 7,000.00
EMPLOYEE RECOGNITION PROGRAM	\$ 1,000.00	\$ 1,000.00
ANNUAL STORAGE TANK REGISTRATION	\$ 75.00	\$ 75.00
MISCELLANEOUS EXPENSES	\$ 1,000.00	\$ 1,000.00
TOTAL LINE ITEM 504.900	\$ 7,075.00	\$ 9,075.00

504.910 ELECTION EXPENSES

COUNTY SUPERVISOR OF ELECTIONS CHARGES	\$ 6,000.00	\$ 7,000.00
ADVERTISEMENTS	\$ 3,500.00	\$ 3,500.00
PRINTING SYSTEMS - BALLOT PRINTING	\$ 500.00	\$ 500.00
ELECTION WORKERS	\$ 1,260.00	\$ 1,260.00
MEALS FOR ELECTION WORKERS	\$ 150.00	\$ 150.00
CANDIDATE ASSESSMENT CHARGES TO THE STATE	\$ 50.00	\$ 50.00
TOTAL LINE ITEM 504.910	\$ 11,460.00	\$ 12,460.00

505.100 OFFICE SUPPLIES

GENERAL OFFICE SUPPLIES	\$ 6,500.00	\$ 6,500.00
TOTAL LINE ITEM 505.100	\$ 6,500.00	\$ 6,500.00

BUDGET DETAIL WORKSHEET - VERSION 2.0

GENERAL GOVERNMENT DEPT 519.106

	FY22	FY23
505.200 OPERATING SUPPLIES		
CUSTODIAL/CLEANING SUPPLIES	\$ 1,500.00	\$ 1,500.00
GROUNDS MAINTENANCE SUPPLIES	\$ 1,000.00	\$ 1,000.00
KITCHEN SUPPLIES	\$ 1,500.00	\$ 1,500.00
MISCELLANEOUS OPERATING SUPPLIES	\$ 500.00	\$ 500.00
TOTAL LINE ITEM 505.200	\$ 4,500.00	\$ 4,500.00
505.400 SUBSCRIPTIONS, MEMBERSHIPS, EDUCATION		
FLORIDA LEAGUE OF CITIES ANNUAL MEMBERSHIP	\$ 450.00	\$ 500.00
PBCLOC ANNUAL MEMBERSHIP	\$ 1,208.00	\$ 1,208.00
FLORIDA BEACH SHORE PRESERVATION ASSOCIATION DUES	\$ -	\$ 500.00
INTERGOVERNMENTAL CLEARINGHOUSE DUES/TOWN OF LANTANA	\$ -	\$ 1,000.00
SAM'S CLUB AND/OR BJ'S	\$ 120.00	\$ 120.00
NEWSPAPER SUBSCRIPTIONS	\$ 400.00	\$ 400.00
MUNICODE ANNUAL INTERNET FEE	\$ 950.00	\$ 950.00
EMPLOYEE TUITION REIMBURSEMENT PROGRAM **	\$ 17,500.00	\$ 17,500.00
MISCELLANEOUS TO COVER UNKNOWN INCREASES OR EXPENSE	\$ 500.00	\$ 500.00
TOTAL LINE ITEM 505.400	\$ 21,128.00	\$ 22,678.00
506.400 MACHINERY & EQUIPMENT		
MISCELLANEOUS MACHINERY & EQUIPMENT	\$ 1,000.00	\$ 1,000.00
TOTAL LINE ITEM 506.400	\$ 1,000.00	\$ 1,000.00
507.000 COVENANT FROM DRAINAGE LOAN		
COVENANT FROM DRAINAGE LOAN	\$ 400,000.00	\$ 400,000.00
TOTAL LINE ITEM 507.000	\$ 400,000.00	\$ 400,000.00
507.010 COVENANT FROM TOWN HALL LOAN		
COVENANT FROM TOWN HALL LOAN	\$ 223,000.00	\$ 223,000.00
TOTAL LINE ITEM 507.010	\$ 223,000.00	\$ 223,000.00
507.200 DEBT SERVICE - INTEREST		
DEBT SERVICE - INTEREST	\$ 158,000.00	\$ 158,000.00
TOTAL LINE ITEM 507.200	\$ 158,000.00	\$ 158,000.00
GRAND TOTAL - GENERAL GOVERNMENT	\$ 1,053,465.75	\$ 1,068,658.71

* ENS ANNUAL MAINTENANCE SUPPORT BREAKDOWN:

\$50,000 TOTAL, SHARED WITH POLICE DEPT, PD 67%, GEN GOVT 33%

** EMPLOYEE TUITION REIMBURSEMENT PROGRAM AS PER PERSONNEL POLICY

IT IS ESTIMATED THAT 6 EMPLOYEES WILL SEEK REIMBURSEMENT @ \$2,500 EACH



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Public Safety – Law Enforcement & Fire/EMS

The Public Safety overall FY23 budget increased by 10.84% mostly due to salary and benefit increases, policy accreditation training, early warning software, I/T additions due to CJIS requirements and cybersecurity protection, and an increase to the Fire/EMS contract with the City of Boynton Beach. The staffing levels remain the same as last year for the Police Department.

A negotiated collective bargaining agreement with the Town's Police Union was adopted on October 1, 2021 and runs through September 30, 2024. The bargaining unit members include all Officers and Sergeants of the Police Department. Under tiered merit evaluations, all members received a 4% first year merit adjustment in 2021 along with an additional salary increase of \$2,500 and are eligible for up to a 5% increase on their respective anniversary dates in years 2 (FY23) and 3 (FY24) of the agreement. The Town Commission also approved market adjustments for the Dispatchers in the amount of \$7,500 each in FY22 to bring the salaries closer to our neighboring Palm Beach County communities.

The machinery and equipment projects identified for funding in the amount of \$26,000 this year are four computers, two chairs in the Dispatch unit, the replacement of two speed radar devices in the patrol cars, the purchase of two mobile speed measuring/radar devices, and surveillance system repairs. Police Department Capital expenditure requests are detailed in the Capital Fund narrative.

The fuel budget has increased from \$39,875 to \$50,750 this year due to steep price increases.

The City of Boynton Beach provides Fire/Rescue services for Ocean Ridge and provides Emergency Medical Services (EMS) to the Town, and the contract was renewed for a 12-year term in 2017. The Fire Rescue contract resides in the Public Safety Department and represents nearly a third of that department as a single line item. The adopted Boynton Beach Fire/EMS Contract increases by 4% per year or CPI, whichever is greater. This year due to inflation, CPI will be greater than the usual 4% increase, with the total contact price estimated at \$1,399,000 for FY23 (8.59%).

TOWN OF DEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT.: 521.107

LAW ENFORCEMENT & FIRE CONTROL EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Law Enforcement & Fire Control								
501.100 Executive Salaries	99,025	102,227	121,423	162,977	110,434	115,955	5.00%	
501.110 One Time Lump (Longevity & Retire)	0	0	0	1,500	0	0	0.00%	See Note 1 Below
501.200 Regular Salaries and Wages	1,072,326	1,252,976	1,369,910	1,413,186	1,521,677	1,713,800	12.63%	
501.210 One Time Lump (Longevity & Retire)	0	0	1,354	0	2,000	38,866	1843.30%	See Note 1 Below
501.400 Overtime	73,497	147,493	91,350	46,518	90,000	90,000	0.00%	
501.410 Vacation Pay	9,107	3,896	9,599	6,865	30,134	15,000	-50.22%	Total HRCalcsX55, Reduced to Realistic
501.500 Special Pay (State Salary Incentives)	13,370	15,850	15,080	16,110	20,000	18,000	-10.00%	
501.510 Special Detail Pay	4,305	5,820	17,320	54,280	40,000	40,000	0.00%	Details Increased / Pass through costs
501.600 Holiday Pay	48,531	37,616	44,477	62,798	77,182	85,535	10.82%	
502.100 FICA Taxes	100,961	119,387	127,634	134,966	124,856	139,976	12.11%	
502.200 Retirement Contributions	269,196	329,117	357,162	373,268	373,626	408,069	9.22%	
502.300 Life & Health Insurance	167,863	195,377	189,054	193,303	218,863	263,784	20.52%	
502.310 Long Term Disability	10,424	11,837	11,075	11,611	9,088	10,609	16.74%	
502.400 Workers Compensation	24,639	28,944	45,438	62,243	67,371	81,250	20.60%	Insurance Rate Increase
502.500 Unemployment Compensation	0	0	0	0	0	0	0.00%	
503.100 Professional Services	19,946	25,202	23,529	38,191	61,815	83,433	34.97%	
504.000 Travel & Per Diem	14,437	11,671	5,365	15,191	20,400	24,400	19.61%	
504.100 Communications Serv. (Ph., Etc..)	21,660	21,708	24,686	31,195	34,500	34,500	0.00%	
504.200 Postage, Freight	1,586	1,117	548	516	2,000	2,000	0.00%	
504.300 Utility Services - Electric	7,783	8,713	8,362	8,755	12,500	12,500	0.00%	
504.400 Rentals & Leases	2,312	2,394	2,329	2,332	2,500	2,500	0.00%	
504.500 Insurance-Liability., Hazard, Damage	21,748	23,837	25,507	25,579	31,798	38,103	19.83%	Insurance Rate Increase
504.610 Repair & Maintenance	34,596	40,060	37,246	43,188	98,900	58,044	-41.31%	
504.620 Repair & Maintenance-Vehicle	16,941	13,093	14,417	19,944	16,500	18,000	9.09%	
504.630 Repair & Maintenance-Dispatch	13,675	15,348	15,348	18,653	24,097	22,500	-6.63%	
504.700 Printing	700	679	664	1,345	1,250	1,500	20.00%	
504.900 Other Current Charges	1,664	2,051	1,256	905	2,000	2,000	0.00%	
505.100 Office Supplies	4,367	2,990	3,692	4,648	5,000	5,000	0.00%	
505.200 Operating Supplies	12,186	8,288	9,090	17,202	11,900	14,500	21.85%	

TOWN OF CECILIAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT.: 521.107

LAW ENFORCEMENT & FIRE CONTROL EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
505.210 Operating Supplies-Gas & Oil	43,169	29,456	29,598	33,578	39,875	50,750	27.27%	
505.220 Operating Supplies-Uniform/Emb.	22,518	11,228	16,499	17,089	24,103	26,154	8.51%	
505.400 Subsc., Memberships, Education	8,121	9,223	16,369	12,667	14,858	21,806	46.76%	
506.400 Machinery & Equipment	69,104	123,577	10,974	5,513	10,400	26,000	150.00%	
Sub Totals - Police Department	2,209,757	2,601,175	2,646,352	2,836,116	3,099,627	3,464,534	11.77%	
503.400 Other Contract Services (FIRE/EMS)	1,101,207	1,145,255	1,191,065	1,238,708	1,288,300	1,399,000	8.59%	Boynton Beach Fire Rescue Contract
Law Enforcement & Fire Control Totals	3,310,964	3,746,430	3,837,417	4,074,823	4,387,927	4,863,534	10.84%	

Note 1: Longevity payments for 5 employees totaling \$4,500 (LB, AC, RM, MP, NS), plus Retirement payouts for 2 employees potentially totaling \$34,366

BUDGET DETAIL WORKSHEET - VERSION 2.0
PUBLIC SAFETY DEPARTMENT 521.107
EXCLUDING SALARY & INSURANCE LINES

	FY22	FY23
501.400 OVERTIME		
OVERTIME DUE TO VACANCIES, CALL-OUTS, EMERGENCIES, & COVERAGE FOR TRAINING, COURT, ETC.	\$ 90,000.00	\$ 90,000.00
TOTAL LINE ITEM 501.400	\$ 90,000.00	\$ 90,000.00

503.100 PROFESSIONAL SERVICES		
PRE-EMPLOYMENT PHYSICIANS EXAMS (6 X \$400)	\$ 2,400.00	\$ 2,400.00
PRE-EMPLOYMENT PSYCHOLOGIST (3 X \$325)	\$ 975.00	\$ 975.00
PRE-EMPLOYMENT CREDIT CHECKS (6 X \$90)	\$ 540.00	\$ 540.00
ENS COMPUTER CONSULT (67% OF CONTRACT \$50,000 PLUS EMERG. CALLS)	\$ 38,500.00	\$ 40,000.00
EMAIL - OFFICE 365 (\$15 PER USER PER MONTH)	\$ -	\$ 9,000.00
LOG DNA (CJIS COMPLIANCE)	\$ -	\$ 2,400.00
NETWORK MONITORING SERVICES	\$ -	\$ 4,884.00
MULTI FACTOR AUTHENTICATION SOFTWARE (CJIS COMPLIANCE)	\$ -	\$ 1,584.00
KNOWBE4 CYBER SECURITY TRAINING	\$ -	\$ 1,500.00
CROSSMATCH LIVELSCAN DEVICE MAINTENANCE (FINGERPRINTING)	\$ 900.00	\$ 750.00
AXON BODY CAMERA MAINTENANCE AGREEMENT	\$ 15,000.00	\$ 15,000.00
ADOBE PRO LICENSES	\$ 1,500.00	\$ 2,400.00
PROMOTIONAL EXAMS	\$ 2,000.00	\$ 2,000.00
TOTAL LINE ITEM 503.100	\$ 61,815.00	\$ 83,433.00

503.400 OTHER CONTRACTUAL SERVICES		
CITY OF BOYNTON BEACH FIRE/EMS CONTRACT	\$ 1,288,300.00	\$ 1,399,000.00
TOTAL LINE ITEM 503.400	\$ 1,288,300.00	\$ 1,399,000.00

504.000 TRAVEL & PER DIEM		
IACP CONFERENCE	\$ 3,500.00	\$ 3,500.00
FL PAC - POLICY RESOURCE	\$ 1,000.00	\$ -
POLICY ACCREDITATION TRAINING	\$ -	\$ 4,000.00
FLORIDA POLICE CHIEF'S ASSOCIATION	\$ 3,500.00	\$ 3,500.00
MISCELLANEOUS SCHOOLS FOR SWORN OFFICERS	\$ 5,000.00	\$ 6,000.00
MISCELLANEOUS SCHOOLS FOR DISPATCHERS	\$ 1,500.00	\$ 1,500.00
FL STATE 911 TELECOMMUNICATOR CERT & RENEWALS	\$ 500.00	\$ 500.00
VOICE-STRESS ANALYSIS RE-CERTIFICATION (CVSA BI-ANNUAL)	\$ 2,500.00	\$ 2,500.00
FL ASSOC OF CODE ENFORCEMENT CERTIFICATION AT FAU	\$ 1,200.00	\$ 1,200.00
CJIS TRAINING SEMINAR (REIMBURSED BY PBC 911)	\$ 700.00	\$ 700.00
APCO ANNUAL CONFERENCE FOR DISPATCH	\$ 1,000.00	\$ 1,000.00
TOTAL LINE ITEM 504.000	\$ 20,400.00	\$ 24,400.00

504.100 COMMUNICATIONS (TEL, MODEM, REV 911) (DOES NOT INCLUDE RADIO)		
AT&T/IPFONE - DATA BUNDLE, LONG DIST, TH COMPLEX ALARMS (50%)	\$ 8,500.00	\$ 8,500.00
CELLULAR PHONE SERVICE (6 @ \$50 PER MONTH) AT&T	\$ 3,000.00	\$ 3,000.00
UPS MAINTENANCE FOR 911	\$ 10,800.00	\$ 10,800.00
INTERNET ACCESS - COMCAST	\$ 3,500.00	\$ 3,500.00
VPN CLIENT ACCESS (9)	\$ 1,200.00	\$ 1,200.00
COMPUTER AIR CARDS (13) AT&T	\$ 7,500.00	\$ 7,500.00
TOTAL LINE ITEM 504.100	\$ 34,500.00	\$ 34,500.00

BUDGET DETAIL WORKSHEET - VERSION 2.0

PUBLIC SAFETY DEPARTMENT 521.107

EXCLUDING SALARY & INSURANCE LINES

	FY22	FY23
504.200 POSTAGE & FREIGHT		
NORMAL POSTAGE & FREIGHT	\$ 1,000.00	\$ 1,000.00
CODE ENFORCEMENT NOTIFICATIONS	\$ 1,000.00	\$ 1,000.00
TOTAL LINE ITEM 504.200	\$ 2,000.00	\$ 2,000.00
504.300 UTILITY SERVICES - ELECTRIC		
FPL ELECTRIC SERVICE	\$ 10,000.00	\$ 10,000.00
BOYNTON BEACH WATER SERVICE	\$ 2,500.00	\$ 2,500.00
TOTAL LINE ITEM 504.300	\$ 12,500.00	\$ 12,500.00
504.400 RENTALS & LEASES		
TOSHIBA COPIER MODEL 3505C (\$194.33 PER MONTH)	\$ 2,500.00	\$ 2,500.00
TOTAL LINE ITEM 504.400	\$ 2,500.00	\$ 2,500.00
504.610 REPAIR & MAINTENANCE (OFFICE - NON-RADIO)		
TELEPHONE EQUIPMENT	\$ 1,500.00	\$ 1,500.00
COMPUTER HARDWARE & SOFTWARE	\$ 7,500.00	\$ 7,500.00
POLICY, EVIDENCE, REPORT WRITING & CAD SOFTWARE IMPLEMENT/IMPRV	\$ 50,000.00	\$ -
CAD/RMS SOFTWARE	\$ 14,000.00	\$ 15,000.00
RADAR CERTIFICATION & REPAIR	\$ 1,500.00	\$ 1,750.00
GENERATOR MAINTENANCE	\$ 1,000.00	\$ 1,000.00
FCIC MAINTENANCE	\$ 600.00	\$ -
INSPECT/REPLACE FIRE EXTINGUISHERS IN POLICE VEHICLES	\$ 1,300.00	\$ 1,000.00
RANGE CLEANING & MAINTENANCE	\$ 3,500.00	\$ 5,000.00
SECURITY DOOR/CAMERA MAINTENANCE	\$ 3,000.00	\$ 4,000.00
SPECTRACOM (NET CLOCK)	\$ -	\$ -
DIGITAL PERSONNA	\$ 800.00	\$ -
ALTARO NETWORK BACKUP ANNUAL MAINTENANCE CONTRACT	\$ 150.00	\$ 750.00
SIS ALARM SOFTWARE ANNUAL MAINTENANCE CONTRACT	\$ 1,350.00	\$ 5,294.00
TREND MICRO COMPUTER NEWWORK ANTI-VIRUS	\$ 750.00	\$ 750.00
SONIC WALL FIREWALL MAINTENANCE	\$ 950.00	\$ 2,500.00
SMARSH TEXT ARCHIVAL SOLUTION (8 UNITS)	\$ -	\$ 1,000.00
ALPR CLOUD ACOCNT AND BOF	\$ 7,500.00	\$ 7,500.00
REVCORD DISPATCH RECORDER MAINTENANCE CONTRACT	\$ 3,500.00	\$ 3,500.00
TOTAL LINE ITEM 504.610	\$ 98,900.00	\$ 58,044.00
504.620 REPAIR & MAINTENANCE - VEHICLE		
LABOR & SERVICE FOR POLICE VEHICLES	\$ 8,000.00	\$ 9,500.00
TIRES, RIMS & SENSORS	\$ 7,000.00	\$ 7,000.00
LABOR, SERVICE & PARTS FOR ATV	\$ 1,500.00	\$ 1,500.00
TOTAL LINE ITEM 504.620	\$ 16,500.00	\$ 18,000.00
504.630 REPAIR & MAINTENANCE - DISPATCH (RADIO)		
CONTRACT SERVICES	\$ 1,200.00	\$ 1,200.00
CELL PHONES	\$ 300.00	\$ 300.00
PBC RADIO USER FEE	\$ 17,097.00	\$ 15,500.00
RADIO REPLACEMENT & MISC PARTS	\$ 5,500.00	\$ 5,500.00
TOTAL LINE ITEM 504.630	\$ 24,097.00	\$ 22,500.00

BUDGET DETAIL WORKSHEET - VERSION 2.0
PUBLIC SAFETY DEPARTMENT 521.107
EXCLUDING SALARY & INSURANCE LINES

	FY22	FY23
504.700 PRINTING		
FORMS	\$ 500.00	\$ 1,000.00
ID CARD SUPPLIES	\$ 150.00	\$ 250.00
EVACUATIONS FORMS	\$ 100.00	\$ -
SOP AND RULES & REGULATIONS MANUALS	\$ 500.00	\$ 250.00
TOTAL LINE ITEM 504.700	\$ 1,250.00	\$ 1,500.00
504.900 OTHER CURRENT CHARGES		
PRISONER FOOD, ADVERTISEMENTS, INVESTIGATIVE FUNDS, EVENTS, ETC.	\$ 2,000.00	\$ 2,000.00
TOTAL LINE ITEM 504.900	\$ 2,000.00	\$ 2,000.00
505.100 OFFICE SUPPLIES		
COPIES, INK, PAPER, PENS, ENEVELOPES, DISCS, TAPES, ETC.	\$ 5,000.00	\$ 5,000.00
TOTAL LINE ITEM 505.100	\$ 5,000.00	\$ 5,000.00
505.200 OPERATING SUPPLIES		
SPARE WEAPON PARTS (FIREARMS & ECW)	\$ 1,000.00	\$ 1,500.00
PHOTO PROCESSING & SUPPLIES	\$ 200.00	\$ 200.00
RECHARGE FIRE EXTINGUISHERS	\$ 300.00	\$ 300.00
AED BATTERIES & PADS, 6 UNITS (PARTIALLY REIMBURSED BY PGIT)	\$ 2,000.00	\$ 2,000.00
GENERAL USE BATTERIES	\$ 300.00	\$ 300.00
DRUG TEST KITS	\$ 200.00	\$ 200.00
CRIME SCENE/EVIDENCE SUPPLIES	\$ 1,000.00	\$ 1,000.00
FIRST AID SUPPLIES	\$ 750.00	\$ 750.00
FLASHLIGHTS	\$ 250.00	\$ 250.00
RECORDER TAPES/CD'S	\$ 100.00	\$ 100.00
GUN CLEANING SUPPLIES	\$ 150.00	\$ 150.00
TRAINING/SERVICE AMMO	\$ 3,500.00	\$ 4,000.00
RANGE SAFETY EQUIPMENT	\$ 150.00	\$ 250.00
SOLAR PANEL BATTERIES & CHARGER FOR SPEED SIGNS	\$ 2,000.00	\$ 3,500.00
TOTAL LINE ITEM 505.200	\$ 11,900.00	\$ 14,500.00
505.210 OPERATING SUPPLIES - GAS & OIL		
GAS/OIL - POLICE (14,500 GALLONS AT 3.50 PER GALLON)	\$ 39,875.00	\$ 50,750.00
TOTAL LINE ITEM 505.210	\$ 39,875.00	\$ 50,750.00
505.220 OPERATING SUPPLIES - UNIFORMS		
DISPATCH SHIRTS (4 SHIRTS X 6 DISPATCHERS @ \$48)	\$ 900.00	\$ 1,152.00
DISPATCH PANTS (4 PANTS X 6 DISPATCHERS @ \$65)	\$ 1,197.00	\$ 1,560.00
DISPATCH JACKETS (3 @ \$62)	\$ 171.00	\$ 186.00
OFFICERS SHIRTS (4 SHIRTS X 18 OFFICERS @ \$55 SS OR \$77 LS)	\$ 4,896.00	\$ 5,346.00
OFFICERS BDU PANTS (4 PANTS X 18 OFFICERS @ \$55)	\$ 3,600.00	\$ 3,960.00
OFFICERS SHOES (1 PAIR X 18 OFFICERS @ \$130)	\$ 2,250.00	\$ 2,340.00
OFFICERS BODY ARMOR CARRIERS (2 X 18 OFFICERS @ \$75)	\$ 2,484.00	\$ 2,700.00
OFFICERS BODY ARMOR (5 @ \$1,000) 50% REIMBURSED BY DOJ	\$ 5,000.00	\$ 5,000.00
SHIELDS (3 @ \$100)	\$ 195.00	\$ 300.00
CIVILIAN ATTIRE	\$ 600.00	\$ 600.00

BUDGET DETAIL WORKSHEET - VERSION 2.0**PUBLIC SAFETY DEPARTMENT 521.107****EXCLUDING SALARY & INSURANCE LINES**

	FY22	FY23
WINTER JACKETS (3 @ \$100)	\$ 300.00	\$ 300.00
RAIN GEAR (3 @ \$170)	\$ 510.00	\$ 510.00
DUTY GEAR FOR NEW HIRES (2 @ \$1,100)	\$ 2,000.00	\$ 2,200.00
TOTAL LINE ITEM 505.220	\$ 24,103.00	\$ 26,154.00

505.400 SUBSCRIPTIONS, MEMBERSHIPS, EDUCATION

IACP & IACPNET	\$ 1,500.00	\$ 1,500.00
FPCA & PBACOP (CHIEF & LIEUTENANT'S)	\$ 1,500.00	\$ 1,500.00
NRA	\$ 100.00	\$ 100.00
NABI	\$ 100.00	\$ 100.00
APCO (REIMBURSED BY PBC 911)	\$ 335.00	\$ 335.00
PLI COMPUTER TRAINING (21 OFFICERS @ \$148)	\$ 3,108.00	\$ 3,108.00
PBC LAW ENFORCEMENT EXCHANGE (LEX)	\$ 1,415.00	\$ -
TLO INVEST (\$25 PER MONTH)	\$ 600.00	\$ 600.00
NOTARY ENROLLMENT & RENEWALS	\$ 300.00	\$ 300.00
FLA-PAC	\$ 150.00	\$ 150.00
FIU	\$ 100.00	\$ 100.00
DISPATCHER CERTIFICATIONS & REGISTRATION	\$ 500.00	\$ 500.00
LEADS INVESTIGATIVE RESEARCH SYSTEM	\$ -	\$ 2,463.00
PM AM ARCHIT SYSTEM (EARLY WARNING SYSTEM)	\$ -	\$ 6,000.00
GOLD COAST CODE ENFORCEMENT ASSOCIATION	\$ 50.00	\$ 50.00
POWER DMS SUBSCRIPTION FOR PD POLICIES & TRAINING	\$ 5,000.00	\$ 5,000.00
HARMARI PAWN SEARCH LICENSE	\$ 100.00	\$ -
TOTAL LINE ITEM 505.400	\$ 14,858.00	\$ 21,806.00

506.400 MACHINERY & EQUIPMENT

DESKTOP COMPUTERS (2 @ \$1,500)	\$ 3,800.00	\$ 3,000.00
LAPTOP COMPUTERS (2 @ \$3,000)	\$ 4,600.00	\$ 6,000.00
CHAIRS FOR DISPATCHERS (2 @ \$1,000)	\$ 2,000.00	\$ 2,000.00
REPLACE SPEED RADAR DEVICES IN PATROL CARS (2 @ \$3,250)	\$ -	\$ 6,500.00
MOBILE SPEED MEASURING DEVICES - RADAR (2 @ \$3,000 EACH)	\$ -	\$ 6,000.00
REPLACE EXTERNAL AED's (12)	\$ -	\$ -
SURVEILLANCE SYSTEM REPAIRS (HARD DRIVES, CAMERAS, ETC)	\$ -	\$ 2,500.00
TOTAL LINE ITEM 506.400	\$ 10,400.00	\$ 26,000.00

TOTAL - POLICE DEPARTMENT, EXCLUDING SALARIES & BENEFITS	\$ 472,598.00	\$ 495,587.00
---	----------------------	----------------------

TOTAL - FIRE/EMS DEPARTMENT	\$ 1,288,300.00	\$ 1,399,000.00
------------------------------------	------------------------	------------------------

GRAND TOTAL - PUBLIC SAFETY	\$ 1,760,898.00	\$ 1,894,587.00
------------------------------------	------------------------	------------------------



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Building & Inspection Services

The Building Department budget has increased by 25.90% this year, due largely to the costs of implementation of the new building permits program and the reconfiguration of office space for the addition of the part-time Building Inspector. Health insurance rates are projected to increase this year along with rate increases for workers' comp, general liability insurance and retirement contribution percentages as well.

The Building Department expenses are pass-through costs from the revenue that the Town receives for building permits & building code enforcement, and as such, the building department revenues should not exceed the expenses of the department. The Finance Director analyzes those numbers annually during the audit processes of the Town and makes recommendations to the Town Commission regarding its fee schedule for building department revenue. Historically, the expenses of the Building Department have far exceeded the revenues received; however, the Town Commission recently updated its fee schedule to help align the numbers to a zero affect at the end of the year based on the recommendations of the Finance Director. In FY22, the Town collected \$210,879 more in revenues than it had for building department expenses, so that amount currently resides in the restricted reserves and can only be used for building department expenses. My recommendation is to use a portion of that for a new vehicle for the Building Inspector, and to pay for the office renovations from the reserves as well. We can also use the funds to hire a temp to complete our records management project that is ongoing.

The machinery and equipment projects identified for funding in the amount of \$12,900 this year are a computer for the Building Inspector, a monitor for the conference room, and a scanner for the Building Department so we can begin scanning our larger documents in-house as opposed to bringing them to our vendor when we receive a public records request.

Building Permits Software Upgrade

The Building Department upgraded its building permits software in FY22 with Tyler Technologies whereas the applicant will be able to create an account, submit permits, pay for permits, address staff comments, schedule inspections, check the permit status, and check inspection results all online through a client portal. The FY23 budget includes funding for data conversion and data scrubbing in order for us to properly implement the new software program. In future years, there is an upgrade option to include code violations, code enforcement cases, and land development projects that the Town may consider as well.

TOWN OF DEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT.: 524.108

BUILDING & INSPECTION SERVICES EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Building & Inspection Services								
501.100 Executive Salaries (CBO)	23,514	82,968	77,645	90,589	94,689	99,424	5.00%	
501.110 One Time Lump (Longevity & Retire)	0	0	0	0	0	0	0.00%	
501.200 Regular Salaries And Wages	0	0	63,762	68,490	106,767	122,351	14.60%	
501.210 One Time Lump (Longevity & Retire)	0	0	0	0	0	2,000	100.00%	Longevity for 1 employee
501.400 Overtime	0	0	1,181	552	1,000	1,000	0.00%	
501.410 Vacation Pay	0	0	1,421	0	3,201	3,894	21.65%	
502.100 FICA Taxes	1,799	6,347	11,017	12,212	15,411	16,966	10.09%	
502.200 Retirement Contributions	1,817	6,847	12,512	16,234	22,342	21,357	-4.41%	
502.300 Life & Health Insurance	1,574	10,484	16,126	18,788	19,971	22,044	10.38%	
502.310 Long Term Disability	111	730	985	1,186	965	1,023	6.01%	
502.400 Workers Compensation	0	2,427	3,635	4,979	8,421	9,750	15.78%	
502.500 Unemployment Compensation	0	0	0	0	0	0	0.00%	
503.100 Professional Services	100,181	38,933	182,689	245,376	120,000	210,907	75.76%	
503.400 Other Contractual Services	0	0	20,493	16,899	91,200	94,000	3.07%	
504.000 Travel & Per Diem	0	764	664	274	1,725	2,525	46.38%	
504.100 Communications Serv (Phone, Etc.)	0	0	452	543	1,200	1,200	0.00%	
504.200 Postage, Freight	0	0	0	741	800	1,760	120.00%	
504.400 Rentals & Leases	0	0	0	0	0	960	100.00%	
504.500 Insurance-Liability, Hazard, Damage	0	461	363	372	647	776	19.91%	
504.610 Repair & Maintenance	995	995	0	0	27,364	31,096	13.64%	
504.620 Repair & Maintenance-Vehicle	0	0	1,160	1,485	2,000	2,000	0.00%	
504.700 Printing	126	46	424	326	500	500	0.00%	
504.900 Other Current Charges	665	0	1,872	1,074	4,000	4,200	5.00%	
505.100 Office Supplies	270	156	992	1,136	2,050	2,000	-2.44%	
505.200 Operating Supplies	0	0	90	417	500	500	0.00%	
505.210 Operating Supplies-Gas & Oil	0	0	951	1,239	2,000	3,500	75.00%	
505.220 Operating Supplies-Uniform/Emb.	0	0	96	323	1,500	1,500	0.00%	
505.400 Subsc., Memberships, Education	294	2,767	1,334	4,181	4,870	4,870	0.00%	
506.400 Machinery & Equipment	2,127	0	740	3,423	3,000	12,900	330.00%	

TOWN OF JACAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT.: 524.108

BUILDING & INSPECTION SERVICES EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Building & Inspection Services Totals	133,473	153,925	400,604	490,839	536,124	675,001	25.90%	

BUDGET DETAIL WORKSHEET - VERSION 2.0
BUILDING & INSPECTION SERVICES DEPARTMENT 524.108
EXCLUDING SALARY & INSURANCE LINES

	FY22	FY23
503.100 PROFESSIONAL SERVICES		
HYBYRD - INSPECTIONS & MINOR ZONING REVIEW	\$ 15,000.00	\$ 90,000.00
TOWN ENGINEER FOR PLAN REVIEW & INSPECTIONS	\$ 80,000.00	\$ 80,000.00
CONTRACTED ARBORIST	\$ -	\$ 5,000.00
NORTHERN PBC IMPROVEMENT DISTRICT - NPDES	\$ -	\$ 907.00
CONTRACTED PLANNER FOR LAND DEVELOPMENT/BUILDING	\$ 25,000.00	\$ 35,000.00
TOTAL LINE ITEM 503.100	\$ 120,000.00	\$ 210,907.00
503.400 OTHER CONTRACTUAL SERVICES		
BUILDING PERMITS SCANNING	\$ 25,000.00	\$ 25,000.00
BUILDING PERMITS SOFTWARE (DATA CONVERSION FEE)	\$ 61,200.00	\$ 20,000.00
BUILDING PERMITS SOFTWARE (DATA SCRUB)	\$ -	\$ 15,000.00
BUILDING DEPT OFFICE MODIFICATIONS	\$ -	\$ 20,000.00
CONTRACT FILE CLERK (8 WEEKS)	\$ -	\$ 9,000.00
CRS MAX (CRS/NFIP AUDIT FOR FLOOD INSURANCE RATING)	\$ 5,000.00	\$ 5,000.00
TOTAL LINE ITEM 503.400	\$ 91,200.00	\$ 94,000.00
504.000 TRAVEL & PER DIEM		
MILEAGE FOR CRS MEETINGS	\$ 125.00	\$ 125.00
HOTEL & FOOD FOR ICC CONFERENCE	\$ -	\$ 800.00
HOTEL & FOOD FOR BOAF CONFERENCE	\$ 800.00	\$ 800.00
HOTEL & FOOD FOR FLOODPLAIN MANAGERS CONFERENCE	\$ 800.00	\$ 800.00
TOTAL LINE ITEM 504.000	\$ 1,725.00	\$ 2,525.00
504.100 COMMUNICATIONS (TEL, MODEM, REV 911)		
CELL PHONE (2 @ \$50 PER MONTH)	\$ 1,200.00	\$ 1,200.00
TOTAL LINE ITEM 504.100	\$ 1,200.00	\$ 1,200.00
504.200 POSTAGE & FREIGHT		
GENERAL POSTAGE & FREIGHT	\$ 800.00	\$ 800.00
PRE-STAMPED ENVELOPES (32% of \$3,000, rest is Gen Govt)	\$ -	\$ 960.00
TOTAL LINE ITEM 504.200	\$ -	\$ 1,760.00
504.400 RENTALS & LEASES		
TOSHIBA - TOWN HALL COPIER (32% of \$3,000, rest is Gen Govt)	\$ -	\$ 960.00
TOTAL LINE ITEM 504.300	\$ -	\$ 960.00
504.610 REPAIR & MAINTENANCE		
BUILDING PERMITS SOFTWARE ANNUAL LICENSE/MAINT.	\$ 21,864.00	\$ 22,696.00
EQUIPMENT REPAIRS	\$ 500.00	\$ 500.00

BUDGET DETAIL WORKSHEET - VERSION 2.0
BUILDING & INSPECTION SERVICES DEPARTMENT 524.108
EXCLUDING SALARY & INSURANCE LINES

	FY22	FY23
OFFICE MODIFICATION/CARPET	\$ 5,000.00	\$ 7,900.00
TOTAL LINE ITEM 504.610	\$ 27,364.00	\$ 31,096.00

504.620 REPAIR & MAINTENANCE - VEHICLE

PARTS & LABOR FOR SERVICING BUILDING OFFICIAL VEHICLE	\$ 2,000.00	\$ 2,000.00
TOTAL LINE ITEM 504.620	\$ 2,000.00	\$ 2,000.00

504.700 PRINTING

BUILDING DEPARTMENT RELATED PRINTING	\$ 500.00	\$ 500.00
TOTAL LINE ITEM 504.700	\$ 500.00	\$ 500.00

504.900 OTHER CURRENT CHARGES

LEGAL ADVERTISING	\$ 3,000.00	\$ 3,000.00
DROP BOX SUBSCRIPTION	\$ -	\$ 200.00
PROMOTIONAL ITEMS FOR CRS	\$ 1,000.00	\$ 1,000.00
TOTAL LINE ITEM 504.900	\$ 4,000.00	\$ 4,200.00

505.100 OFFICE SUPPLIES

GENERAL OFFICE SUPPLIES	\$ 750.00	\$ 750.00
INK FOR PRINTER	\$ 500.00	\$ 500.00
AWARDS & TROPHIES FOR BUILDING DEPT EDUCATION PRG	\$ 300.00	\$ 300.00
OFFICE FURNITURE (CHAIR)	\$ 500.00	\$ 450.00
TOTAL LINE ITEM 505.100	\$ 2,050.00	\$ 2,000.00

505.200 OPERATING SUPPLIES

HURRICANE KIT/GEAR	\$ 500.00	\$ 500.00
TOTAL LINE ITEM 505.200	\$ 500.00	\$ 500.00

505.210 OPERATING SUPPLIES - GAS & OIL

GAS & OIL FOR BUILDING OFFICIAL VEHICLE	\$ 2,000.00	\$ 3,500.00
TOTAL LINE ITEM 505.210	\$ 2,000.00	\$ 3,500.00

505.220 OPERATING SUPPLIES - UNIFORMS

UNIFORMS FOR BUILDING DEPARTMENT STAFF	\$ 1,500.00	\$ 1,500.00
TOTAL LINE ITEM 505.220	\$ 1,500.00	\$ 1,500.00

505.400 SUBSCRIPTIONS, MEMBERSHIPS, EDUCATION

FEMA MEMBERSHIP	\$ 60.00	\$ 60.00
ICC ANNUAL DUES	\$ 250.00	\$ 250.00
FFMA ANNUAL DUES (COVERS NFIP/CRS)	\$ 120.00	\$ 120.00

BUDGET DETAIL WORKSHEET - VERSION 2.0
BUILDING & INSPECTION SERVICES DEPARTMENT 524.108
EXCLUDING SALARY & INSURANCE LINES

	FY22	FY23
BOAF ANNUAL DUES	\$ 200.00	\$ 200.00
FLOODPLAIN MANAGERS ASSOCIATION ANNUAL DUES	\$ 320.00	\$ 320.00
FIRE INSPECTORS ASSOCIATION ANNUAL DUES	\$ 150.00	\$ 150.00
BOAF ANNUAL CONFERENCE REGISTRATION FEE	\$ 450.00	\$ 450.00
FLOODPLAIN MANAGERS CONFERENCE REGISTRATION FEE	\$ 350.00	\$ 350.00
MISCELLANEOUS WEBINARS & CLASSES	\$ 500.00	\$ 500.00
APPRENTICESHIP CERTIFICATION PRG - MATERIALS & CLASSES	\$ 1,500.00	\$ 1,500.00
NOTARY RE-CERTIFICATION	\$ 70.00	\$ 70.00
CODE ENFORCEMENT TRAINING	\$ 200.00	\$ 200.00
BUILDING CODE BOOKS - ANNUAL SUBSCRIPTION	\$ 700.00	\$ 700.00
TOTAL LINE ITEM 505.400	\$ 4,870.00	\$ 4,870.00

506.400 MACHINERY & EQUIPMENT

COMPUTER FOR PART-TIME INSPECTOR	\$ 1,000.00	\$ 1,400.00
MONITOR FOR CONFERENCE ROOM	\$ -	\$ 2,000.00
SCANNER	\$ -	\$ 6,000.00
LAPTOP FOR FIELD INSPECTOR	\$ 2,000.00	\$ 3,500.00
TOTAL LINE ITEM 506.400	\$ 3,000.00	\$ 12,900.00

GRAND TOTAL - BUILDING DEPT, EXCLUDING SALARIES & BEN	\$ 261,909.00	\$ 373,458.00
--	----------------------	----------------------



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Solid Waste & Recycling Services

The Town's Solid Waste & Recycling contract was awarded to Waste Pro for a period of five years beginning October 1, 2019, with a renewal option for an additional five year period. The budget increased from \$290,851 in FY22 to \$302,500 in FY23, for a 4.00% overall increase.

Due to the increase in contract costs, the Town Commission voted to increase the annual fees for solid waste & recycling services in FY20. The Town Commission voted to increase the rates for solid waste for single-family units from \$231 per year to \$260 per year, and increase the fees for multi-family units from \$161.70 per year to \$182 per year. The total revenue to the Town increased from \$302,000 per year to \$340,000 per year. The fees cover the cost of the Waste Pro contract plus administrative costs of the Town for billing and collection purposes, and Management is not seeking a rate increase this year, as the revenue covers the expenses.

TOWN OF OCEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 534.111

SOLID WASTE & RECYCLING SERVICES EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Solid Waste & Recycling Services								
503.400 Other Contractual Services	249,853	257,109	275,557	283,831	290,851	302,500	4.01%	Waste Pro Contract
Solid Waste & Recycling Services Totals	249,853	257,109	275,557	283,831	290,851	302,500	4.01%	



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Other Physical Environment & Town Engineer

Our Town Engineer works for the Town under an ongoing agreement and oversees all civil engineering projects as well as review of building plans as they relate to drainage, as determined by the Building Official. The proposed budget has increased by 19.43% and includes \$118,000 for general Town Engineering services and GIS Consulting, along with surveying services. Surveying services are needed to determine property lines, rights-of-way limits, alleyway limits, drainage pipe locations, dune walkovers, sidewalks, curbs, utility poles, fire hydrants, trees, signage, etc. This service also includes reviewing the necessary plats in order to determine the limits of the Town's assets and areas of ownership. Evaluating historical meets and bounds descriptions, CCCL needs, mean high water, and erosion control lines are also included in this service.

Management moved the Town Engineer costs to review building plans as they relate to drainage, as well as NPDES Engineering from this department's budget and placed them in the Building Department budget beginning last year, as these costs are a pass-through cost through building permit revenues. The total for engineering services in both departments increased from last year, in order to fund a commitment by the Town Commission to address drainage infrastructure projects, and to pay for an increase in building permit plan review.

Other Physical Environment expenditures also include an annual landscaping services contract, pest control services contracts, and increased funding for storm drain maintenance. The Town Commission chose to decrease the town-wide beautification line in FY22, and that line item was brought back up to \$20,000 in FY23. The funding for swale and sidewalk construction in Town rights-of-way was removed, as the paving plan is scheduled for deferral until FY24.

Septic to Sewer Conversion Planning costs in the amount of \$63,520 to engage the grants administrator, Town Engineer and Town Attorney in the planning process, along with the Town's contract with Raftelis for financial analysis for septic to sewer conversion were deferred by the Town Commission in the FY22 budget. However, those costs were once again included in the FY23 budget, as the Town Commission committed to it at the Goal Setting Workshop in April.

Stormwater issues are continually assessed by staff and the Commission. Staff is still collaborating with FDOT Engineers to seek and coordinate additional drainage solutions in their jurisdiction along A1A near the West Anna Street neighborhood. Several drain structures have been upgraded through vigorous maintenance activities on Spanish River Drive and Inlet Cay in the past year, and staff is currently reviewing additional enhancements that may be made to optimize the system's capacity in that area.

TOWN OF CLEON RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 539.112

OTHER PHYSICAL ENVIRONMENT EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Other Physical Environment Services								
503.100 Professional Services	25,216	38,487	27,917	31,476	0	63,520	100.00%	
503.120 Town Engineer	153,803	231,497	119,611	107,372	108,000	118,000	9.26%	
503.400 Other Contractual Services	191,323	162,836	198,554	225,696	327,920	341,220	4.06%	
504.000 Travel & Per Diem	0	0	0	0	0	0	0.00%	
504.610 Repair & Maintenance	37,965	40,929	63,422	43,065	11,000	11,000	0.00%	
505.230 Operating Supplies / Small Tools	0	0	0	0	0	0	0.00%	
506.400 Machinery & Equipment	0	0	0	0	0	0	0.00%	
Other Physical Environment Services Totals	408,307	473,749	409,503	407,609	446,920	533,740	19.43%	

BUDGET DETAIL WORKSHEET - VERSION 2.0

OTHER PHYSICAL ENVIRONMENT DEPARTMENT 539.112

	FY22	FY23
503.100 PROFESSIONAL SERVICES		
RAFTELIS - WATER/SEWER CONVERSION FINANCIAL CONSULT	\$ -	\$ 53,520.00
SEPTIC TO SEWER PLANNING - RMPK, ENGENUITY, TORCIVIA	\$ -	\$ 10,000.00
TOTAL LINE ITEM 503.100	\$ -	\$ 63,520.00
503.120 TOWN ENGINEER		
GENERAL ENGINEERING SERVICES	\$ 75,000.00	\$ 85,000.00
TOWN ENGINEER FOR NPDES SERVICES	\$ 8,000.00	\$ 8,000.00
SURVEYING	\$ 10,000.00	\$ 10,000.00
GIS CONSULTING & MAPPING LAYERS	\$ 15,000.00	\$ 15,000.00
TOTAL LINE ITEM 503.120	\$ 108,000.00	\$ 118,000.00
503.400 OTHER CONTRACTUAL SERVICES		
PEST CONTROL - ORKIN CONTRACT	\$ 720.00	\$ 720.00
LANDSCAPE MAINT. & COCONUT TRIM - CHRIS WAYNE, ETC.	\$ 90,000.00	\$ 70,000.00
LANDSCAPE MAINTENANCE - MULCH TOWN PROPERTY & ROW	\$ 15,000.00	\$ 17,000.00
LANDSCAPE PROJECTS, IRRIGATION & BEAUTIFICATION	\$ 5,000.00	\$ 20,000.00
MOSQUITO & NOSEEUM CONTROL - CLARKE CONTRACT	\$ 48,000.00	\$ 48,000.00
STREET SWEEPING PER NPDES	\$ 1,500.00	\$ 1,500.00
SPECIAL TREE TRIMMING AND/OR REMOVAL - ABLE TREE	\$ 1,200.00	\$ 1,200.00
TREE TRIMMING	\$ 20,000.00	\$ 20,000.00
LETHAL YELLOWING CONTROL - KING TREE	\$ 700.00	\$ 1,000.00
STORM DRAIN MAINTENANCE - TELEVAC	\$ 40,000.00	\$ 35,000.00
STORM DRAIN MAINTENANCE - BARNACLE BUSTERS	\$ 8,000.00	\$ 8,000.00
STORM DRAIN MAINTENANCE - RED VALVE	\$ 10,000.00	\$ 40,000.00
WATER MAIN REPAIRS - LINETEC	\$ 30,000.00	\$ 30,000.00
WATER VALVE EXERCISING & MAINTENANCE - LINETEC	\$ -	\$ -
PUBLIC WORKS PROJECTS - FOSTER MARINE & MADSEN BARR	\$ 30,000.00	\$ 20,000.00
MONTHLY AQUATICS SERVICE - AQUAGENIX CONTRACT	\$ 3,600.00	\$ 3,600.00
SCADA ANNUAL SERVICE & REPAIR - MISSION COMMUNICATION	\$ 3,000.00	\$ 3,000.00
PLANIT GEO - TREE INVENTORY SOFTWARE MAINT. AGREEMENT	\$ 2,000.00	\$ 2,000.00
WHITEFLY TREATMENT - RID-A-PEST	\$ -	\$ 1,000.00
IGUANA CONTROL	\$ 19,200.00	\$ 19,200.00
SWALE/SIDEWALK CONSTRUCTION IN TOWN ROW'S	\$ -	\$ -
TOTAL LINE ITEM 503.400	\$ 327,920.00	\$ 341,220.00
504.610 REPAIR & MAINTENANCE		
FIRE HYDRANT REPAIR & MAINTENANCE (moved to PW)	\$ -	\$ -
DUNE STRUCTURE MAINTENANCE & VEGETATION *	\$ 5,000.00	\$ 5,000.00
FUEL TANK DISPENSERS & REPAIRS	\$ 1,000.00	\$ 1,000.00
DETENTION AREA MAINTENANCE & PROJECTS	\$ 5,000.00	\$ 5,000.00
TOTAL LINE ITEM 504.610	\$ 11,000.00	\$ 11,000.00

BUDGET DETAIL WORKSHEET - VERSION 2.0**OTHER PHYSICAL ENVIRONMENT DEPARTMENT 539.112**

	FY22	FY23
505.230 OPERATING SUPPLIES - SMALL TOOLS		
MISCELLANEOUS OPERATING SUPPLIES - SMALL TOOLS	\$ -	\$ -
TOTAL LINE ITEM 504.610	\$ -	\$ -
GRAND TOTAL - OTHER PHYSICAL ENVIRONMENT	\$ 446,920.00	\$ 533,740.00

* SEE CAPITAL LIST FOR DUNE CROSSOVER REPLACEMENT



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Public Works

The Public Works Department budget is proposed at a 13.79% increase this year, largely due to increases in salaries and benefits, and to cover the cost of inflation.

The FY23 budget includes a Public Works I and Public Works II position, along with the hiring of a part-time Maintenance I employee as approved by the Town Commission in FY22 in order to properly maintain the town. At the Goal Setting Workshop, the Town Commission directed staff to research pricing for a part-time employee vs. a contractor to complete the overflow work in the Public Works Department. A part-time employee will cost the Town approximately \$32 which includes salary plus benefits vs. contracting for a semi-skilled worker at a cost of \$34 per hour (cannot run equipment), or a skilled worker for \$42+ per hour (may run certain equipment). If the Town were to contract out a semi-skilled or skilled worker, that person would still need to meet all of the CJIS requirements to be able to work inside the Town Hall/Police Department facility and would need some level of supervision. Workers' comp would be covered by the employment agency; however, if the worker was in an accident with a lawn mower or other piece of equipment, the employment agency does not cover the damages, so we would need to add additional coverage to our general liability policy which is an additional cost.

Fire hydrant flow testing and maintenance was added to the FY23 budget, as it was deferred last year and needs to be completed. Fuel costs have also increased this year due to inflation.

TOWN OF CLEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPT: 541.113

PUBLIC WORKS EXPENSE

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Public Works								
501.200 Regular Salaries And Wages	104,047	102,494	85,315	107,369	137,433	158,651	15.44%	
501.210 One Time Lump (Longevity & Retire)	0	0	1,000	0	0	0	0.00%	
501.400 Overtime	3,043	8,124	5,275	4,945	6,000	6,000	0.00%	
501.410 Vacation Pay	1,157	0	0	0	2,162	2,891	33.74%	
502.100 FICA Taxes	8,281	8,462	7,007	8,592	10,514	12,137	15.44%	
502.200 Retirement Contributions	8,658	9,168	12,621	6,400	15,242	16,054	5.33%	
502.300 Life & Health Insurance	18,702	22,456	21,054	19,387	19,799	21,879	10.51%	
502.310 Long Term Disability	924	1,046	959	839	652	687	5.37%	
502.400 Workers Compensation	3,812	4,853	5,453	4,979	8,421	9,750	15.78%	
502.500 Unemployment Compensation	0	0	0	0	0	0	0.00%	
503.100 Professional Services	0	0	0	8,169	6,700	8,200	22.39%	
504.300 Utility Services - Electric & Water	47,876	48,381	56,279	48,329	57,000	57,000	0.00%	
504.500 Insurance - Liab, Hazard, Damage	1,434	1,575	531	372	647	776	19.91%	
504.610 Repair & Maintenance	5,891	34,431	24,505	19,192	44,500	59,000	32.58%	
504.620 Repair & Maintenance-Vehicle	2,070	510	2,980	3,875	3,500	6,000	71.43%	
505.200 Operating Supplies	2,031	1,994	7,050	7,187	4,700	4,700	0.00%	
505.210 Operating Supplies-Gas & Oil	3,730	2,868	2,389	2,948	4,000	9,000	125.00%	
505.220 Operating Supplies-Uniform/Emb	445	961	1,061	1,076	1,200	1,200	0.00%	
505.230 Operating Supplies-Small Tools	448	342	3,047	1,020	3,000	3,000	0.00%	
505.300 Road Materials & Supplies	38,419	10,634	4,635	22,854	20,000	20,000	0.00%	
505.400 Subsc., Memberships, Education	0	0	159	0	1,050	1,050	0.00%	
506.400 Machinery & Equipment	1,699	0	2,390	24,081	12,000	10,000	-16.67%	
Public Works Totals	252,667	358,302	243,708	291,614	358,520	407,976	13.79%	

BUDGET DETAIL WORKSHEET - VERSION 2.0**PUBLIC WORKS DEPARTMENT 541.113****EXCLUDING SALARY & INSURANCE LINES**

	FY22	FY23
503.100 PROFESSIONAL SERVICES		
PUMP STATION EVALUATION/TROUBLESHOOTING	\$ 5,000.00	\$ 6,500.00
PUMP STATION CAMERA MONITORING ANNUAL FEE	\$ 1,700.00	\$ 1,700.00
TOTAL LINE ITEM 503.100	\$ 6,700.00	\$ 8,200.00
504.300 UTILITY SERVICES - ELECTRIC		
FPL - STREET LIGHTS	\$ 30,000.00	\$ 30,000.00
FPL - IRRIGATION /SPRINKLERS- TOWN PROPERTY	\$ 12,000.00	\$ 12,000.00
FPL - WOOLBRIGHT/TROPICAL PUMP ELECTRIC FEE	\$ 15,000.00	\$ 15,000.00
TOTAL LINE ITEM 504.300	\$ 57,000.00	\$ 57,000.00
504.610 REPAIR & MAINTENANCE		
REPAIRS ON MOWERS, EDGERS, PUMPS, ETC.	\$ 2,000.00	\$ 2,000.00
BRIDGE AESTHETIC REPAIRS & MAINTENANCE (PAINT, ETC.)	\$ 5,000.00	\$ 5,000.00
STREET LIGHT REPAIRS	\$ 5,000.00	\$ 7,500.00
FIRE HYDRANT FLOW TESTING & MAINTENANCE (PAINT) *	\$ -	\$ 12,000.00
GENERATOR REPAIR (NOT SERVICE)	\$ 25,000.00	\$ 25,000.00
GENERATOR MAINT AGMT/PW PORTION W/RUST PRVNTION	\$ 7,500.00	\$ 7,500.00
TOTAL LINE ITEM 504.610	\$ 44,500.00	\$ 59,000.00
504.620 REPAIR & MAINTENANCE - VEHICLE		
REPAIRS & MAINTENANCE ON PUBLIC WORKS VEHICLES	\$ 2,500.00	\$ 5,000.00
REPAIRS & MAINTENANCE ON ATV	\$ 1,000.00	\$ 1,000.00
TOTAL LINE ITEM 504.620	\$ 3,500.00	\$ 6,000.00
505.200 OPERATING SUPPLIES		
MISC OPERATING SUPPLIES - BULBS, MISC SIGNS (NOT STREET), ETC.	\$ 4,700.00	\$ 4,700.00
TOTAL LINE ITEM 505.200	\$ 4,700.00	\$ 4,700.00
505.210 OPERATING SUPPLIES - GAS & OIL		
GAS & OIL FOR VEHICLES	\$ 2,500.00	\$ 5,000.00
DIESEL FOR GENERATORS	\$ 1,500.00	\$ 4,000.00
TOTAL LINE ITEM 505.210	\$ 4,000.00	\$ 9,000.00
505.220 OPERATING SUPPLIES - UNIFORMS		
SHIRTS, PANTS, JACKETS, SAFETY EQUIPMENT	\$ 1,200.00	\$ 1,200.00
TOTAL LINE ITEM 505.220	\$ 1,200.00	\$ 1,200.00
505.230 OPERATING SUPPLIES - SMALL TOOLS		
MISCELLANEOUS SMALL TOOLS	\$ 3,000.00	\$ 3,000.00

BUDGET DETAIL WORKSHEET - VERSION 2.0**PUBLIC WORKS DEPARTMENT 541.113****EXCLUDING SALARY & INSURANCE LINES**

	FY22	FY23
TOTAL LINE ITEM 505.230	\$ 3,000.00	\$ 3,000.00
505.300 ROAD MATERIALS & SUPPLIES		
STREET SIGN MAINTENANCE (POSTS, REPAIRS, ETC.)	\$ 10,000.00	\$ 10,000.00
ROAD MATERIALS & MISCELLANEOUS ROAD SUPPLIES	\$ 10,000.00	\$ 10,000.00
TOTAL LINE ITEM 505.300	\$ 20,000.00	\$ 20,000.00
505.400 SUBSCRIPTIONS, MEMBERSHIPS, EDUCATION		
DEP/NPDES MEMBERSHIP & CERTIFICATION	\$ 50.00	\$ 50.00
EDUCATION FOR MAINTENANCE/PW EMPLOYEES	\$ 1,000.00	\$ 1,000.00
TOTAL LINE ITEM 505.400	\$ 1,050.00	\$ 1,050.00
506.400 MACHINERY & EQUIPMENT		
RENTAL EQUIPMENT	\$ 6,000.00	\$ 5,000.00
MISC MACHINERY & EQUIPMENT	\$ 6,000.00	\$ 5,000.00
TOTAL LINE ITEM 506.400	\$ 12,000.00	\$ 10,000.00
GRAND TOTAL - PUBLIC WORKS, EXCLUDING SALARIES & BEN	\$ 157,650.00	\$ 179,150.00

* FIRE HYDRANT REPLACEMENT IN CAPITAL BUDGET



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Personnel (Human Resources)

The FY23 budget includes the same staffing levels as FY22 for all departments. The personnel costs (HR) in the budget include salaries and benefits of all employees (including the PBA contract) and are calculated with FY23 merit evaluation values on anniversary dates. For budgeting purposes, all employees in the Town are budgeted for up to a 5% increase in their salary from the current year to be implemented on their anniversary date with positive evaluation results, unless noted otherwise. Salaries that were adjusted mid-year in FY22 due to union contract changes and increases to Dispatcher salaries as approved by the Town Commission are also included in this budget. Contract employees and employees in consideration for position, duty or title change may be adjusted for additional remuneration based upon the reconfiguration proposed and approved by the Town Manager within the budgeted amounts. Management has also included increases for several positions based on salary survey adjustments. The overall increase in personnel expenses from FY22 to FY23 including salaries and benefits for all employees is \$491,539.

The Florida Retirement System rates for civilians is currently set at 10.82% from 7/1/21 to 6/30/22, at 25.89% for the special risk category, 29.01% for senior management class employees, 6.30% for investment plan, 14.00% for investment plan special risk category, and 18.34% for employees that are in the DROP program in preparation for retirement. The rates increase on July 1st of each year, and although we don't have those rates currently for July 1, 2022, we have made rate projections based on past rate increases.

The Town's general employee Health/Dental/Vision Insurance Plan coverage rates increased by approximately 5% in FY22, after remaining flat for FY21. In this proposed budget for FY23, our insurance agent projects that health insurance rates will increase by around 10% due to the costs associated with COVID-19.

The workers' comp insurance premiums are estimated to go up from \$109,477 in FY22 to \$130,000 in FY23 based on our experience ratings.

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

HR Salary Calculations & Multipliers Worksheet Estimator

Position Description	# Emp	Dept.	DOH	Anv. Mo	Current Actual	Est. Rate 9/30/22	Proj. Total FY 23	Salary Multipliers																Annual Salary & Benefits																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
								Annual				Monthly				Rate				Monthly					Rate																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
								WC Code	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300		502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300	502,300

TOWN OF OCEAN RIDGE SALARY RANGES - PROPOSED

RANGE	POSITION	MINIMUM SALARY	MAXIMUM SALARY
1	ADMINISTRATIVE ASSISTANT	\$ 42,500	\$ 69,500
2	ASSISTANT TOWN CLERK	\$ 43,500	\$ 70,000
3	MAINTENANCE I	\$ 43,500	\$ 70,000
4	DEPUTY TOWN CLERK	\$ 48,500	\$ 83,500
5	DISPATCHER/CLERK	\$ 50,000	\$ 85,000
6	PUBLIC WORKS I	\$ 50,000	\$ 85,000
7	EXECUTIVE ASSISTANT	\$ 50,000	\$ 85,000
8	BUILDING CLERK	\$ 50,000	\$ 85,000
9	MAINTENANCE II	\$ 51,500	\$ 86,500
10	PUBLIC WORKS II	\$ 54,500	\$ 94,000
11	POLICE OFFICER	\$ 54,500	\$ 94,000
12	INVESTIGATOR	\$ 57,500	\$ 88,500
13	DISPATCH MANAGER	\$ 68,000	\$ 98,000
14	PUBLIC WORKS SUPERVISOR	\$ 68,000	\$ 98,000
15	TREASURER/HUMAN RESOURCES ADMIN	\$ 68,000	\$ 98,000
16	SERGEANT	\$ 72,000	\$ 104,000
17	TOWN CLERK & DEPUTY TREASURER	\$ 75,000	\$ 115,000
18	LIEUTENANT	\$ 90,000	\$ 130,000
19	BUILDING OFFICIAL	\$ 90,000	\$ 130,000
20	CHIEF OF POLICE	\$ 110,000	\$ 162,000
21	TOWN MANAGER & FINANCE DIRECTOR	\$ 130,000	\$ 190,000

Note 1: If a new employee is hired with required position certifications already obtained, the minimum salary may be increased by 5% upon hire at the discretion of the Town Manager.

Note 2: Topped out employee's receive 2% COLA based on evaluation in lieu of merit increase.

Note 3: Salaried positions are: Town Manager, Chief of Police, Building Official Lieutenant, Town Clerk/Deputy Treasurer

Adopted by the Town Commission on: (Proposed 7/5/2022)

TOWN OF OCEAN RIDGE SALARY RANGES - CURRENT

RANGE	POSITION	MINIMUM SALARY	MAXIMUM SALARY
1	ADMINISTRATIVE ASSISTANT	\$ 37,500	\$ 58,500
2	ASSISTANT TOWN CLERK	\$ 38,500	\$ 59,500
3	MAINTENANCE I	\$ 39,500	\$ 60,500
4	DISPATCHER/CLERK	\$ 42,500	\$ 68,500
5	PUBLIC WORKS I	\$ 44,500	\$ 70,500
6	EXECUTIVE ASSISTANT	\$ 45,500	\$ 71,500
7	MAINTENANCE II	\$ 46,500	\$ 75,500
8	BUILDING CLERK	\$ 47,500	\$ 82,500
9	DEPUTY TOWN CLERK	\$ 48,500	\$ 83,500
10	PUBLIC WORKS II	\$ 51,500	\$ 85,500
11	POLICE OFFICER	\$ 54,500	\$ 94,000
12	INVESTIGATOR	\$ 57,500	\$ 88,500
13	DISPATCH MANAGER	\$ 60,500	\$ 90,500
14	PUBLIC WORKS SUPERVISOR	\$ 61,500	\$ 91,500
15	TREASURER/HUMAN RESOURCES ADMIN	\$ 61,500	\$ 91,500
16	SERGEANT	\$ 72,000	\$ 104,000
17	TOWN CLERK & DEPUTY TREASURER	\$ 75,000	\$ 115,000
18	LIEUTENANT	\$ 85,000	\$ 125,000
19	BUILDING OFFICIAL	\$ 85,000	\$ 125,000
20	CHIEF OF POLICE	\$ 105,000	\$ 157,000
21	TOWN MANAGER & FINANCE DIRECTOR	\$ 125,000	\$ 185,000

Note 1: If a new employee is hired with required position certifications already obtained, the minimum salary may be increased by 5% upon hire at the discretion of the Town Manager.

Note 2: Topped out employee's receive 2% COLA based on evaluation in lieu of merit increase.

Note 3: Salaried positions are: Town Manager, Chief of Police, Building Official Lieutenant, Town Clerk/Deputy Treasurer

Adopted by the Town Commission on March 7, 2022

TOWN OF OCEAN RIDGE JOB DESCRIPTION

JOB TITLE: MAINTENANCE I
ADMINISTRATION DEPARTMENT

GENERAL STATEMENT OF JOB

Under general supervision, performs unskilled to semi-skilled maintenance work for the Town. Work involves a variety of groundskeeping, custodial and light maintenance work on Town property. Employee is responsible for mowing and trimming lawns, pulling weeds and planting and pruning shrubs; sweeping, mopping and using vacuum cleaners to clean floors; washing walls, woodwork and fixtures; inspecting buildings to empty trash receptacles and pick up debris; emptying trash receptacles along the beach areas; and maintaining equipment. Reports to the Town Manager.

SPECIFIC DUTIES AND RESPONSIBILITIES FOR MAINTENANCE

ESSENTIAL JOB FUNCTIONS

Mows grass, removes debris from alleyways and other rights of way, trims hedges, may operate a string trimmer and leaf blower; plants and cultivates a variety of trees and shrubbery; waters plants and pulls weeds; rakes leaves; loads and unloads supplies on and off pickup trucks.

Sweeps, mops, vacuums, strips, waxes and buffs floor surfaces as necessary.

Ensures restroom areas are clean and replenishes paper supplies and soap as necessary.

Cleans windows, walls, woodwork, blinds and light fixtures.

Removes debris from drainage gutters and pipes.

Sweeps sidewalks and walkways outside of Town buildings; inspects grounds, pickup up debris and watering vegetation as necessary.

Empties trash receptacles in the Town Hall/Police Department complex; deposits recyclable material in proper receptacles.

Empties trash receptacles along Old Ocean Blvd three days per week, and removes sand from roadways as necessary.

Sands, paints or stains walls, woodwork, cabinets, tables and other articles.

Assembles and moves furniture; assists Town Hall staff in setting up and disassembling meeting rooms.

Assists in securing property before and after hazardous weather, such as sand bagging, etc.

Inspects buildings for safety or maintenance problems; addresses or reports problems as necessary.

Assists Public Works as needed in monitoring use of Town gasoline tank, recording levels and maintaining records as required by county, state and federal laws and regulations.

Assists Public Works in attaching street signs to posts using various hand and power tools; digs poles and sets street signs with cement.

Assists Public Works with painting fire hydrants.

Performs minor maintenance on power equipment and hand tools, including sharpening blades, cleaning filters, adding grease, oil and gas, etc.

ADDITIONAL JOB FUNCTIONS

Purchases supplies and replacement parts, tools, or equipment.

Runs errands for various departments.

Assists Town Hall staff in moving boxes and other heavy objects, and preparing for special events.

Performs other related work as required.

MINIMUM TRAINING AND EXPERIENCE

Graduation from high school or general equivalency diploma (GED), preferably supplemented by some building trades or other relevant vocational course work, and 3 to 5 years of experience in construction or building maintenance preferred; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of equipment including vacuum cleaners, carpet shampooers, lawn mowers, string trimmers, shovels, rates, hand tools, etc. Must be able to exert up to 100 pounds of force occasionally, and/or up to 75 pounds of force frequently, and/or 25 pounds of force constantly to move objects. Requires the ability to maintain body equilibrium when bending, stooping, crouching, climbing, reading and/or stretching arms, legs or other parts of body, and to physically maneuver over and/or upon varying terrain, surfaces or physical structures. Physical demand requirements are those for Heavy Work.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural, or composite characteristics (whether similar to or divergent from obvious standards) of data, people or things.

Interpersonal communications: Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving instructions, assignments and/or directions to subordinates or assistants.

Language Ability: Requires the ability to read work orders, logs, diagrams, manuals, etc. Requires the ability to prepare logs and forms according to established formats. Requires the ability to speak to people with poise, voice control and confidence.

Intelligence: Requires the ability to apply rational systems to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; to interpret a variety of instructions furnished in written, oral, diagrammatic, or schedule form.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in standard English and mechanical terminology.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract totals; to multiply and divide; utilize decimals and percentages.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using power and hand tools.

Manual Dexterity: Requires the ability to handle a variety of items such as power and hand tools. Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors and shades of color.

Olfactory Discrimination: Requires the ability to identify and distinguish odors.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instruction. Must be adaptable to performing under stress and when confronted with persons acting under stress.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear).

KNOWLEDGE, SKILLS AND ABILITIES

General knowledge of materials and equipment used to provide groundskeeping and custodial maintenance services.

General knowledge of basic groundskeeping practices and procedures.

General knowledge of basic cleaning procedures.

Some knowledge of the preventative maintenance required for lawn mowers, power tools and associated equipment.

Some knowledge of the hazards and applicable safety requirements associated with groundskeeping and custodial maintenance.

Ability to use and care for a variety of hand and power tools necessary to perform carpentry, mechanical and landscape maintenance tasks.

Ability to effectively communicate orally and in writing.

Ability to maintain simple logs and records.

Ability to understand and follow oral and written instructions.

Ability to perform heavy manual labor required by work assignments.

Ability to establish and maintain effective working relationships as necessitated by work assignments.

BUDGET DETAIL WORKSHEET - VERSION 2.0

WORKERS' COMP INSURANCE

		FY22	FY23
001-511.101-502.400	TOWN COMMISSION		
	PGIT - WORKERS COMP	\$ 14,035.50	\$ 16,250.00
	TOTAL LINE ITEM 001-511.101-502.400	\$ 14,035.50	\$ 16,250.00
001-512.102-502.400	TOWN MANAGER		
	PGIT - WORKERS COMP	\$ 2,807.10	\$ 3,250.00
	TOTAL LINE ITEM 001-512.102-502.400	\$ 2,807.10	\$ 3,250.00
001-513.103-502.400	TOWN CLERK		
	PGIT - WORKERS COMP	\$ 8,421.30	\$ 9,750.00
	TOTAL LINE ITEM 001-513.103-502.400	\$ 8,421.30	\$ 9,750.00
001-521.107-502.400	PUBLIC SAFETY		
	PGIT - WORKERS COMP	\$ 67,370.50	\$ 81,250.00
	TOTAL LINE ITEM 001-521.107-502.400	\$ 67,370.50	\$ 81,250.00
001-524.108-502.400	BUILDING DEPARTMENT		
	PGIT - WORKERS COMP	\$ 8,421.30	\$ 9,750.00
	TOTAL LINE ITEM 001-524.108-502.400	\$ 8,421.30	\$ 9,750.00
001-541.113-502.400	PUBLIC WORKS		
	PGIT - WORKERS COMP	\$ 8,421.30	\$ 9,750.00
	TOTAL LINE ITEM 001-541.113-502.400	\$ 8,421.30	\$ 9,750.00

TOTAL \$ 130,000.00

Breakdown:

Annual Premium =

\$ 109,477.00 \$ 130,000.00

Employees

5	Town Commission	\$ 11,354.45	\$ 16,250.00
1	Town Manager	\$ 2,270.89	\$ 3,250.00
3	Town Clerk/Finance	\$ 6,812.67	\$ 9,750.00
25	Police Department	\$ 56,772.43	\$ 81,250.00
3	Building Department	\$ 4,541.78	\$ 9,750.00
3	Public Works	\$ 4,541.78	\$ 9,750.00
40	Total	\$ 86,294.00	\$ 130,000.00

Premium \$130,000/40 employees = \$3,250 per person

BUDGET DETAIL WORKSHEET - VERSION 2.0

INSURANCE, LIABILITY, HAZARD, DAMAGE

		FY22	FY23
001-511.101-504.500	TOWN COMMISSION		
	MILTON - GENERAL LIABILITY	\$ 1,077.52	\$ 1,293.02
	MARSH - ERRORS & OMISSIONS/PUBLIC ENTITY LIAB.	\$ 17,600.00	\$ 19,360.00
	TOTAL LINE ITEM 001-511.101-504.500	\$ 18,677.52	\$ 20,653.02
001-512.102-504.500	TOWN MANAGER		
	MILTON - GENERAL LIABILITY	\$ 215.50	\$ 258.60
	TOTAL LINE ITEM 001-512.102-504.500	\$ 215.50	\$ 258.60
001-513.103-504.500	TOWN CLERK		
	MILTON - GENERAL LIABILITY	\$ 646.51	\$ 775.81
	TOTAL LINE ITEM 001-513.103-504.500	\$ 646.51	\$ 775.81
001-515.105-504.500	BOARDS & COMMITTEES		
	MILTON - GENERAL LIABILITY	\$ 3,017.05	\$ 3,620.46
	TOTAL LINE ITEM 001-515.105-504.500	\$ 3,017.05	\$ 3,620.46
001-519.106-504.500	GENERAL GOVERNMENT		
	MILTON - GENERAL LIABILITY	\$ 87,484.40	\$ 104,993.28
	HARTFORD - BUSINESS TRAVEL & ACCIDENT	\$ 1,450.00	\$ 1,595.00
	HARTFORD - FLOOD	\$ 2,200.00	\$ 2,420.00
	ATLANTIC PACIFIC - STORAGE TANK	\$ 1,000.00	\$ 1,100.00
	TOTAL LINE ITEM 001-519.106-504.500	\$ 92,134.40	\$ 110,108.28
001-521.107-504.500	PUBLIC SAFETY		
	MILTON - GENERAL LIABILITY	\$ 31,248.00	\$ 37,497.60
	PLASTRIDGE - FIREARMS	\$ 550.00	\$ 605.00
	TOTAL LINE ITEM 001-521.107-504.500	\$ 31,798.00	\$ 38,102.60
001-528.108-504.500	BUILDING DEPT		
	MILTON - GENERAL LIABILITY	\$ 646.51	\$ 775.81
	TOTAL LINE ITEM 001-524.108-504.500	\$ 646.51	\$ 775.81
001-541.113-504.500	PUBLIC WORKS		
	MILTON - GENERAL LIABILITY	\$ 646.51	\$ 775.81
	TOTAL LINE ITEM 001-541.113-504.500	\$ 646.51	\$ 775.81

Percentages for Milton General Liability Insurance

Budgeted Premium \$149,990.40 (Projected)	\$ 124,992.00	\$ 149,990.40
Town Commission	\$ 1,077.52	\$ 1,293.02
Town Manager	\$ 215.50	\$ 258.60
Town Clerk	\$ 646.51	\$ 775.81
Boards & Committees	\$ 3,017.05	\$ 3,620.46
General Government	\$ 87,494.40	\$ 104,993.28
Police Department	\$ 31,248.00	\$ 37,497.60
Building Dept	\$ 646.51	\$ 775.81
Public Works	\$ 646.51	\$ 775.81
Total	\$ 124,992.00	\$ 149,990.40

General Govt 70%

Police Dept 25% due to High Risk Category

Balance Split Between All Other Depts Based on # of Employees/Comm, total of 29



TOWN OF OCEAN RIDGE

**6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435**

www.oceanridgeflorida.com
(561) 732-2635 ♦ FAX (561) 737-8359

Departmental Budget Narrative

Contingency

The Town typically budgets \$50,000 for natural disasters and \$100,000 for general contingency. Management recommends keeping this level of contingency funding the same for FY23 to account for unknown expenditures that occur throughout the year such as air conditioner unit replacement, water main breaks, etc. Reserves can be utilized by vote of the Commission in the event of significant emergency expenses such as a natural disaster.

The Town Commission voted at the June 6, 2021 Budget Meeting to offset the increase in ad valorem revenues borne from a rise in property valuations and place that figure in the contingency line item, and that figure is \$434,454.

TOWN OF JEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

GENERAL FUND #001 - DEPTS: 580.114 & 590.100

CONTINGENCY EXPENSE & TRANSFER TO CAPITAL FUND

Departments, Funds & Descriptions	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Contingency & Transfers								
590.100-509.110 Transfer To Capital	188,675	138,560	536,000	421,000	595,500	531,000	-10.83%	
580.114-509.900 Contingency	134,710	63,430	95,939	57,612	150,000	584,454	289.64%	\$150,000 plus revenue overage \$434,454
Contingency & Transfers Totals	323,385	201,990	631,939	478,612	745,500	1,115,454	49.62%	

DEPARTMENTAL BUDGET NARRATIVE

FY23 CAPITAL FUND

Version 2.0

The FY23 budget includes the Capital Improvements Plan which is funded at the Commission direction to meet infrastructure and other capital priorities of the Town. The Capital budget allocates \$1,465,758 for infrastructure improvements and maintenance, machinery & equipment, and other capital items within this Fund.

Management created a multi-year comprehensive Capital Improvement Plan to guide future priority direction and anticipate appropriation needs over several years to come, and that plan is also included in this proposed capital budget document.

The last annualized road paving was completed in FY18, as the Town Commission decided to focus more on drainage infrastructure repairs since then due to continued nuisance flooding in town. As such, the annualized paving program of \$200,000 was deferred until FY24 at the recommendation of the Town Engineer.

Detailed explanations regarding the request for capital expenditures for FY23 are listed below, and are numbered to coincide with the capital expenditures spreadsheet:

1

Replace Drain Field at Town Hall; Low Priority; Rejected (\$0 Budgeted)

The drain field at Town Hall is 14 years old with a life expectancy of 10-30 years. Over the past 4 years we have noticed periodic sink holes in the drain field area, as well as backups internally. We provide annual maintenance by way of tank pumping and chemical enzyme treatments. Staff recommends replacement soon, as it is a high priority at this time.

2

Town Hall A/C Units \$17,000; High Priority; Approved

The Town has 11 A/C units at the Town Hall facility. Over the next several years we can expect that some of the AC units will need replacement due to the life of the units which deteriorate quicker due to the coastal environment. The life span of an air conditioning unit in a coastal environment is around 5-10 years. Staff recommends budgeting for the replacement of one of the older units this year at \$8,500, and also \$8,500 for a mini-split air conditioner that would be installed within the server room to assist in reducing and maintaining the critical temperature within that room.

3

Sealcoat & Striping Town Hall Parking Lot \$18,000; Medium Priority; Approved

The Town Hall parking lot was paved in FY17 and is now in need of seal-coating and striping in order to prolong the life of the paving and protect the Town's investment. The costs for this are increasing dramatically over time as the prices of oil continue to rise. Management will make a determination on timing of the project based on predictions of inflation and may opt to defer to the following year if prices remain high.

4

Wet Well Maintenance for Pump Stations \$15,000; High Priority; Approved

There are three pumping stations in Town. The three stations are noted as the Tropical Drive Station, the Woolbright Drive Station and the Coconut Lane Station. All these pumping stations have pumps within concrete boxes that are called wet wells. As their name implies, these boxes are almost always wet. The joints within the box deteriorate over time. Perpetual maintenance is necessary to keep these boxes from leaking and having groundwater intrusion. In addition, there are many items within the wet well that corrode over time. Some of the items within the wet well may include, but may not necessarily be limited to, ladders, laser floats, pump stands, hatches, etc.

5

Drainage/Stormwater & Other Infrastructure \$205,000; High Priority

The Town Engineer provided a separate chart and cost estimates explaining the infrastructure and drainage related repairs needed in town, which is described below:

a. Tropical Pump Station Infiltration & Backflow \$75,000; Approved

The Tropical Drive Pump Station was installed approximately 17 years ago. This station, along with the Woolbright Pump Station, are responsible for the Stormwater management of over 65 acres of residential land within the Town. The location of this Tropical pump station is beneath the Tropical Drive Road. There are 5 submersible electric pumps within an underground wet well. The pumps are attached to 5 individual pipes that ultimately discharge into the Woolbright detention area. Attached to these pipes are 5 stainless steel flap-gates. It has been observed that at least 2 of the 5 flap-gates are leaking causing stormwater to backflow in the system again. In addition, upstream from the wet well are a series of old gravity stormwater pipes coming in from the North and South which are primarily serving multifamily areas. The piping network to the North is compromised causing groundwater intrusion into the wet well. As we observe the SCADA system electronically, we have seen over time that more and more water is flowing into the system. This causes the pumps to turn on and off more frequently than originally designed. Fixing the flap-gates and exploring the piping network to the North are both a part of this request. The estimated budget range is \$25,000 to \$75,000.

b. Inlet Cay Island Pipe Grouting \$45,000; Approved

Inlet Cay Island consists of four roads. Each road has its own limited drainage infrastructure. This infrastructure is made up of catch basins, pipes and valves that hold back tidal waters and also addresses stormwater from the roads. In a 2018 Report prepared by Higgins Engineering, Inc., soil borings indicated a "10-15-foot-thick peat/muck layer" and that the "soil layer is compressing". Because of this subsurface condition, the drainage pipes will tend to move with the soil at a different rate than the catch basins (structures) connected to them. This causes pipe failures, pipes disconnecting from structures, and pipe joints to separate. This phenomenon occurs more frequently on this island than in other areas in Town. Staff does not know exactly where/when the next pipe rehabilitation will be. However, we have seen at least one area a year experience groundwater leakage and the need to grout the pipes. With the ability to utilize our approved contractors like TeleVac, we can request that a pipe be videoed immediately and a repair can be made quickly before there is total pipe failure. This budget items an ongoing request and is only utilized when needed. The price range for this project is \$20,000-45,000.

**c. Catch Basin Upgrades & Valve Replacements on Spanish River \$85,000:
Approved**

The Town has been observing abnormally long-standing Stormwater in front of and around lots 60, 62/63, and 54/55 Spanish River Drive. As other areas on Inlet Cay Island tend to drain as low tide approaches, these areas do not seem to drain as quickly. The Plat of Inlet Cay indicates that a 10-foot drainage easement exists (5ft. on either side) between the 62/63 and 54/55 lots. This allows us the ability to traverse the easement and replace the valves at the outfall. The catch basin at lot 60 needs to be replaced to allow better flow through the outfall pipe. This item was deferred from the FY21/22 Budget. Please note that valve costs have increased by approximately 40% within the last 12 months.

6

**Pump Repair or Replacement @ Tropical & Woolbright Pump Stations \$70,000:
High Priority; Approved**

The Woolbright Pump Station was installed approximately 16 years ago. This station, along with the Tropical Drive Pump Station, are responsible for the stormwater management of over 65 acres of residential land within the Town. Both stations are part of an overall "South Phase Project" that was permitted through many agencies including the South Florida Water Management District (SFWMD).

The location of the Woolbright pump station is within the 2.5-acre detention area on Woolbright Road and North Ocean Boulevard. The Tropical Drive pump station is beneath the Tropical Drive Road. Each station has 5 submersible electric pumps within an underground wet well, for a total of 10 pumps. Three of the pumps are 100 horsepower and two are 40 horsepower. These pumps work automatically according to the amount of rainfall entering the wet well during a storm. Replacement and repair to these pumps are ongoing. However, it has been anticipated, through experience within the last 15 years, that one pump will need major overhaul or total replacement every year.

The cost to contract with a company to visually inspect five pumps at one pump station is estimated at \$20,000, which includes field labor and a crane. After inspection, the cost to service one 40-hp pump by replacing all seals, bearings, shaft repair, weld repair, balance impeller, motor bearings, replacing electric cable and blast and zinc coat is estimated at \$27,000. The cost to service one 100-hp pump is estimated at \$32,000. The cost for replacement of one of the 40-hp pumps is estimated at \$54,000, and the cost to replace one of the 100-hp pumps is estimated at \$88,000. The total cost for service and repair for all five pumps at one pump station is estimated at \$167,587. The total cost for service and replacement of all five pumps at one pump station is estimated at \$389,433.

The Town Commission has approved funding for this project over the past several years, and staff estimates that \$70,000 or more will be needed each year for the next several years to properly maintain these pumps. This line item is for pump inspection and repair or replacement only, and not to replace the entire pump station.

7

Replace All-Terrain Vehicle \$8,000; High Priority; Approved

The Town owns a total of three all-terrain vehicles and a low speed vehicle that are shared between the Police Department and Public Works Department. Due to increased wear and tear on the vehicles from beach patrols, the oldest ATV has been failing on a consistent basis over the past few months and will need to be replaced in 2023 before its value decreases and maintenance expenses increase. We plan to trade in one of the current units.

8

Newly Fully Equipped Fleet Vehicles (1) Police, (1) Building Department, (1) Public Works, Plus FY22 Payment Plan \$140,000; High Priority; Approved

The Police Department currently maintains a fleet of 9 vehicles. Five of these vehicles are used for regular and routine patrol functions, one is assigned to the Chief of Police, one is assigned as a spare and often used by Reserve Officers, one is an unmarked vehicle and is assigned for use by the Police Lieutenants, Police Investigator, plain vehicle surveillance actions, and is shared with other Police Department Personnel for use to travel for business purposes throughout the State of Florida, and one is a donated vehicle assigned to the Community Police Officers.

All vehicles in the fleet are generally purchased and covered by extended warranty and historically replaced at 75,000 miles due to the excess wear caused by slow speed, 24 hour patrol, and high engine hour idle times. The vehicles typically will operate a minimum of 12 hours per day 365 days per year or more. Of the nine fleet vehicles, one is scheduled for replacement during this fiscal year, along with replacement of the 2016 Public Works truck, and a vehicle for the new Building Inspector.

The approximate cost for replacement of these vehicles is \$140,000, including the payments associated with the FY22 finance plan for the replacement of vehicles last year.

9

Street Name Sign Replacement Program \$7,000; Low Priority; Approved

The wooden street name signs of the town are deteriorating over time due to the coastal environment, as well as physical damage from vehicles, etc. Staff recommends a replacement program of the street name signs in order to remain compliant with the law, as some of the signs are too low due to repairs over time. The Public Works Department has done an assessment of the street name signs, and at least 10 signs need to be replaced this year.

Note: This item is for street name signs only. Other street signs such as speed limit signs, directional signs, etc. are not included in this item. Other street sign maintenance is included in the Public Works Department, line item 505.300 Road Materials & Supplies.

10

Woolbright Pump Station Upgrade to Smart Controls \$16,000; High Priority; Approved

The 17 year old computer system at the Woolbright pump station is in need of upgrading. We upgraded the Tropical pump station system last year with a multi-smart

telemetry system so that we can change fluid elevations, see run times, lock out pumps from the station, and adjust fluid levels, and we recommend updating the Woolbright pump station to the same system.

11

Replace Outdoor Lighting at Town Hall \$10,000; Medium Priority; Approved

The outdoor lighting around the Town Hall complex is 15 years old and has deteriorated over time in the harsh salt environment. We recommend replacing the spotlights in the front of the building and near the town sign, as well as the garage spot lights. This will be an update to LED lighting as the old bulbs are hard to find.

12

Install Arm Gate at Town Hall/Police Department \$10,000; Medium Priority; Withdrawn By Staff \$0 Budgeted

Over the past five years, our agency has experienced an increase in pedestrian, bicycle, and vehicular traffic within the Town Hall/Police Department complex during the day, on weekends, and after normal business hours. On several occasions, we have even found people wandering around inside the garage facility that is shared by Public Works and the Police Department. Overwhelmingly, this is by persons that have no connection to Ocean Ridge. We have begun securing the property by securing garage doors and walk-through doors as well as placing signage on the building that outlines the fact that the building is a restricted area. However, this does not secure our parking area where we have personal vehicles, maintenance equipment, or police vehicles and equipment that must be parked in the unrestricted parking area of Town Hall during all hours of the day and night. As a result of the social issues surrounding law enforcement, along with the outlined security issues, staff is requesting \$10,000 for a single arm gate to be installed between the front public parking area and the rear parking area. We would have the ability to only secure this arm gate after normal business hours if we so choose, and could leave it open during high volume parking times such as meeting days. This would provide us the ability to prevent unauthorized visitors from entering the property and would allow us to consider this area a restricted area. This would help to safeguard town property and provide us the ability to enforce statutory trespassing laws when necessary.

13

Dispatch Consoles \$40,000; High Priority; Approved

The communications center is the only facility within the Town that operates 24 hours per day, 7 days per week no matter the circumstances. This means that the furniture and equipment within this area also operates during those same timelines. The furniture that was installed 15 years ago is made of two components: stationary pieces of furniture and mechanical components. The stationary components are mounted to the mechanical components to create a "console". We have two consoles which allow for up to two dispatchers to work together at a given time. The mechanical components allow the furniture and equipment to be adjusted to the user's height, comfort and visual capabilities which becomes very important since the dispatcher is stationary at this location for 8 to 12 hours at a time. During the last year, this equipment has begun to fail and one console is not operational at all as the parts for the consoles are no longer available. The replacement of these consoles is a high priority at this time.

The total cost of \$40,000 is offset by \$20,000 in JAG grant revenue, bringing the actual cost of the project down to \$20,000.

Carryover Projects

14

Ocean Ave Sidewalk Paver Repairs - \$50,000

15

Ocean Ave Street Light Replacement Program - \$125,000

16

Tropical Pump Station Generator - \$254,923

17

A1A Watermain Replacement (ARPA Funding) - \$489,835

ITEM #	ITEM DESCRIPTION	PRIORITY	DEPARTMENT	REQUESTED	APPROVED	NOTES
5-YEAR CAPITAL IMPROVEMENTS PLAN						
1	REPLACE TOWN HALL FACILITY DRAIN FIELD	LOW	GEN GOVT	\$ 40,000	\$ -	DEFERRED 2 YEARS; NOT APPROVED
2	A/C UNITS FOR TOWN HALL/SERVER ROOM (2 @ \$8,500)	HIGH	GEN GOVT	\$ 17,000	\$ 17,000	ANNUAL REPLACEMENT CYCLE; APPROVED FY23
3	TOWN HALL PARKING LOT SEALCOAT & STRIPING	LOW	OTHER PHYSICAL ENVIRON	\$ 18,000	\$ 18,000	DEFERRED 3 YEARS; APPROVED FY23
4	WET WELL MAINTENANCE - TROPICAL & WOOLBRIGHT	HIGH	OTHER PHYSICAL ENVIRON	\$ 15,000	\$ 15,000	YEAR 4 OF 5-YEAR CAPITAL PLAN SAVINGS; APPRVD
5	DRAINAGE & OTHER INFRASTRUCTURE (NOTE 1)	HIGH	OTHER PHYSICAL ENVIRON	\$ 180,000	\$ 205,000	SEE ENGENUITY'S PROJECT LIST ATTACHED; APPRVD
6	PUMP REFURBISHMENT @ TROPICAL & WOOLBRIGHT	HIGH	OTHER PHYSICAL ENVIRON	\$ 70,000	\$ 70,000	YEAR 4 OF 5-YEAR CAPITAL PLAN SAVINGS; APPRVD
7	ALL TERRAIN VEHICLE	HIGH	POLICE DEPARTMENT	\$ 8,000	\$ 8,000	ANNUAL REPLACEMENT CYCLE; APPROVED FY23
8	VEHICLES - (1) POLICE; (1) BUILDING; (1) PW; PLUS FY22 PMT PLAN	HIGH	POLICE BLDG, PW	\$ 140,000	\$ 140,000	ANNUAL REPLACEMENT CYCLE; APPROVED FY23
9	STREET NAME SIGN REPLACEMENT PROGRAM	LOW	GEN GOVT	\$ 7,000	\$ 7,000	YEAR 4 OF 5-YEAR CAPITAL PLAN SAVINGS; APPRVD
			TOTAL 5-YEAR CAPITAL PLAN	\$ 495,000	\$ 480,000	

10	WOOLBRIGHT PUMP STATION UPGRADE TO SMART CONTROLS	HIGH	OTHER PHYSICAL ENVIRON	\$ 16,000	\$ 16,000	APPROVED
11	REPLACE OUTDOOR LIGHTING AT TOWN HALL	MEDIUM	GENERAL GOVERNMENT	\$ 10,000	\$ 10,000	APPROVED
12	ARM GATE AT TOWN HALL/PD	LOW	GENERAL GOVERNMENT	\$ 10,000	\$ -	NOT APPROVED
13	DISPATCH CONSOLES	HIGH	POLICE DEPARTMENT	\$ 40,000	\$ 40,000	APPROVED - OFFSET BY \$20,000 GRANT REVENUE
			TOTAL NEW REQUESTS	\$ 76,000	\$ 66,000	

14	OCEAN AVE SIDEWALKS	HIGH	OTHER PHYSICAL ENVIRON	\$ 50,000	\$ 50,000	IN PROGRESS
15	OCEAN AVE STREET LIGHT REPLACEMENT	HIGH	OTHER PHYSICAL ENVIRON	\$ 125,000	\$ 125,000	IN PROGRESS
16	TROPICAL PUMP STATION GENERATOR	HIGH	OTHER PHYSICAL ENVIRON	\$ 254,923	\$ 254,923	IN PROGRESS
17	A1A WATERMAIN REPLACEMENT (ARPA FUNDING)	HIGH	OTHER PHYSICAL ENVIRON	\$ 489,835	\$ 489,835	IN PROGRESS - PHASED REPLACEMENT PROGRAM
			TOTAL CARRYOVERS	\$ 919,758	\$ 919,758	
			NOTE: CARRYOVERS ARE NOT INCLUDED IN THE GRAND TOTAL			
			GRAND TOTAL	\$ 571,000	\$ 546,000	

GENERAL GOVERNMENT	\$	34,000
OTHER PHYSICAL ENVIRON	\$	324,000
BUILDING DEPARTMENT	\$	40,000
POLICE DEPARTMENT	\$	108,000
PUBLIC WORKS	\$	40,000
GRAND TOTAL	\$	546,000

TOWN OF OCEAN RIDGE
CAPITAL IMPROVEMENTS PLAN - YEARS 1-5, FY23 VERSION 2.0

ITEM DESCRIPTION	PRIORITY	DEPARTMENT	YEAR EXPENDED	FY20	FY21	FY22	FY23	FY24	TOTAL	NOTES
PUBLIC WORKS MACHINERY & EQUIPMENT	HIGH	GEN GOVT	2020	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500	
PUBLIC WORKS TRUCK BED & LIGHTS	HIGH	GEN GOVT	2020	\$ 15,700	\$ -	\$ -	\$ -	\$ -	\$ 15,700	
PUBLIC WORKS TOOLS	HIGH	GEN GOVT	2020	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ 5,500	
REPLACE PUBLIC WORKS PICKUP WITH UTILITY TRUCK	MEDIUM	GEN GOVT	2021	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000	
WOOLBRIGHT DETENTION AREA MAINTENANCE & TILING	HIGH	PHYS ENVIRO	2020	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	
STORM DRAIN MAINTENANCE/OUTFALL REPAIRS	HIGH	PHYS ENVIRO	2020	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000	
CAMERA SYSTEM FOR PUMP STATIONS	HIGH	PHYS ENVIRO	2020	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	
VULNERABILITY STUDY	NOT RATED	PHYS ENVIRO	2020	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ 23,000	
BODY WORN CAMERA SYSTEM FOR POLICE OFFICERS	HIGH	POLICE DEPT	2020	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
SECURITY WINDOWS - 1 DISPATCH, 2 TOWN HALL	HIGH	POLICE DEPT	2021	\$ -	\$ 16,000	\$ -	\$ -	\$ -	\$ 16,000	
ALL TERRAIN VEHICLE	HIGH	POLICE DEPT	2020, 21, 23	\$ 7,000	\$ 10,000	\$ -	\$ 8,000	\$ -	\$ 25,000	SEEKING FY23 APPROVAL
CROSSWALK NEAR CROWN COLONY/FAYETTE DRIVE	NOT RATED	PHYS ENVIRO	2021	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	
REPLACE TOWN HALL FACILITY DRAIN FIELD	LOW	GEN GOVT	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$40,000 - DEFERRED UNTIL NEEDED
STREET NAME SIGN REPLACEMENT PROGRAM	LOW	GEN GOVT	2020, 2023	\$ 6,000	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 20,000	APPROVED FY23
AC UNIT FOR TOWN HALL FACILITY (\$8,500 EACH)	HIGH	GEN GOVT	2020, 2023	\$ 7,500	\$ -	\$ -	\$ 17,000	\$ 7,500	\$ 32,000	DEFERRED 2 YEARS; APPROVED FY23
SEALCOAT & STRIPING TOWN HALL PARKING LOT	LOW	GEN GOVT	2023	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000	DEFERRED 3 YEARS; APPROVED FY23
DOOR REPLACEMENTS FOR TOWN HALL PLUS ADA SETUP	HIGH	GEN GOVT	2020, 21, 22	\$ 6,650	\$ 10,000	\$ 14,000	\$ -	\$ -	\$ 30,650	
MAINTENANCE OF TOWN HALL FACILITY (ROOF & PAINTING)	LOW	GEN GOVT	2020, 21, 22	\$ 10,000	\$ 10,000	\$ 20,000	\$ -	\$ 20,000	\$ 60,000	DEFER TO FY24
WET WELL MAINTENANCE - TROPICAL & WOOLBRIGHT	HIGH	PHYS ENVIRO	2020-2024	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000	APPROVED FY20, 21 & 22; APPROVED FY23
BEACH CROSSOVER REPAIR AND/OR RE-CONFIGURATION	LOW	PHYS ENVIRO	2020, 21, 22	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ 25,000	\$ 70,000	DEFER TO FY24
FIRE HYDRANT REPAIR AND/OR REPLACEMENTS	HIGH	PHYS ENVIRO	2020, 2021	\$ 100,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 130,000	DEFER UNTIL CONTRACT FINALIZED
PUMP REFURBISHMENT AT TROPICAL & WOOLBRT PUMP STAT	HIGH	PHYS ENVIRO	2020-2024	\$ 20,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 300,000	APPROVED FY23
DRAINAGE & OTHER INFRASTRUCTURE (NOTE 1)	HIGH	PHYS ENVIRO	2020-2024	\$ 135,000	\$ 140,000	\$ 50,000	\$ 205,000	\$ 1,500,000	\$ 2,030,000	SEE ENGINEER'S PROJECT LIST ATTACHED
NEW FULLY EQUIPPED POLICE VEHICLES	HIGH	POLICE DEPT	2021-2024	\$ -	\$ 50,000	\$ 75,000	\$ 140,000	\$ 100,000	\$ 365,000	(1) POLICE (1) BUILDING; (1) PW; PLUS FY22 PMT PLAN
POTABLE WATER INFRASTRUCTURE REPAIR & REPLACEMENT	MEDIUM	PHYS ENVIRO	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DEFER UNTIL CONTRACT FINALIZED
BRIDGE & SEAWALL INFRASTRUCTURE REPAIR & REPLACE	MEDIUM	PHYS ENVIRO	2022	\$ -	\$ -	\$ 240,000	\$ -	\$ 50,000	\$ 290,000	DEFER TO FY24
COMMISSION CHAMBERS AUDIO SYSTEM REPLACEMENT	HIGH	GEN GOVT	2022	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000	
CROWN COLONY CROSSWALK LIGHTING	HIGH	PHYS ENVIRO	2022	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	
VALVE CAN LOCATORS (APPROX. 200 @ \$275-500 EACH)	HIGH	PHYS ENVIRO	2022	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 65,000	
POTABLE WATER VALVE INSTALLATION INLET CAY DRIVE	HIGH	PHYS ENVIRO	2022	\$ -	\$ -	\$ 11,000	\$ -	\$ -	\$ 11,000	
ALL TERRAIN VEHICLE - PD	MEDIUM	POLICE DEPT	2022	\$ -	\$ -	\$ 8,500	\$ -	\$ -	\$ 8,500	
COMMERCIAL LAWN MOWER	MEDIUM	PUBLIC WORKS	2022	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	
OCEAN AVENUE STREET LIGHT REPLACEMENT	HIGH	PHYS ENVIRO	2022	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000	DEFER TO FY25
WOOLBRIGHT PUMP STATION UPGRADE TO SMART CONTROLS	HIGH	PHYS ENVIRO	2023	\$ -	\$ -	\$ -	\$ 16,000	\$ -	\$ 16,000	APPROVED FY23
REPLACE OUTDOOR LIGHTING AT TOWN HALL	MEDIUM	GEN GOVT	2023	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	APPROVED FY23
DISPATCH CONSOLES	HIGH	POLICE DEPT	2023	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	APPROVED FY23
TOWN HALL GENERATOR	HIGH	GEN GOVT	2024	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	
PAVING PLAN	LOW	PHYS ENVIRO	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DEFERRED UNTIL NEEDED
TOTALS				\$ 536,350	\$ 421,000	\$ 783,500	\$ 546,000	\$ 1,894,500	\$ 4,171,350	

NOTE 1: PAVING, GRADING & DRAINAGE INFRASTRUCTURE - SEE ATTACHED DETAILED LIST BY ENGINEUNITY

TOWN OF OCEAN RIDGE
CAPITAL IMPROVEMENTS PLAN - YEARS 6-10, FY23 VERSION 2.0

ITEM DESCRIPTION	PRIORITY	DEPARTMENT	YEAR EXPENDED	FY25	FY26	FY27	FY28	FY29	TOTAL	NOTES
WOOLBRIGHT DETENTION AREA MAINTENANCE & TILLING	HIGH	PHYS ENVIRO	PENDING	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000	SAVINGS PLAN
WOOLBRIGHT PUMP STATION GENERATOR	MEDIUM	PHYS ENVIRO	PENDING	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000	ANTICIPATED REPLACEMENT
ALL TERRAIN VEHICLE	HIGH	POLICE DEPT	PENDING	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	ROTATION
REPLACE TOWN HALL FACILITY DRAIN FIELD	LOW	GEN GOVT	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DEFERRED UNTIL NEEDED
STREET NAME SIGN REPLACEMENT PROGRAM	LOW	GEN GOVT	PENDING	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 35,000	SAVINGS PLAN
AC UNIT FOR TOWN HALL FACILITY (\$8,500 EACH)	HIGH	GEN GOVT	PENDING	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 42,500	ONE UNIT PER YEAR
SEALCOAT & STRIPING TOWN HALL PARKING LOT	LOW	GEN GOVT	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DEFERRED UNTIL NEEDED
MAINTENANCE OF TOWN HALL FACILITY (ROOF & PAINTING)	LOW	GEN GOVT	PENDING	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	SAVINGS PLAN
WET WELL MAINTENANCE - TROPICAL & WOOLBRIGHT	HIGH	PHYS ENVIRO	PENDING	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000	SAVINGS PLAN
BEACH CROSSOVER REPAIR AND/OR RE-CONFIGURATION	LOW	PHYS ENVIRO	PENDING	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 25,000	\$ 85,000	SAVINGS PLAN
FIRE HYDRANT REPAIR AND/OR REPLACEMENTS	HIGH	PHYS ENVIRO	PENDING	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000	SAVINGS PLAN
PUMP REFURBISHMENT AT TROPICAL & WOOLBRT PUMP STAT	HIGH	PHYS ENVIRO	PENDING	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 350,000	ROTATION
DRAINAGE & OTHER INFRASTRUCTURE (NOTE 1)	HIGH	PHYS ENVIRO	PENDING	\$ 105,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 905,000	SEE ENGENUITY'S PROJECT LIST ATTACHED
NEW FULLY EQUIPPED POLICE VEHICLES	HIGH	POLICE DEPT	PENDING	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	ROTATION
POTABLE WATER INFRASTRUCTURE REPAIR & REPLACEMENT	MEDIUM	PHYS ENVIRO	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DEFER UNTIL CONTRACT FINALIZED
BRIDGE & SEAWALL INFRASTRUCTURE REPAIR & REPLACE	MEDIUM	PHYS ENVIRO	PENDING	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	SAVINGS PLAN
VALVE CAN LOCATORS (APPROX. 200 @ \$275-500 EACH)	HIGH	PHYS ENVIRO	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DEFERRED UNTIL NEEDED
OCEAN AVENUE STREET LIGHT REPLACEMENT (POLES)	HIGH	PHYS ENVIRO	PENDING	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	SAVINGS PLAN
PAVING PLAN	LOW	PHYS ENVIRO	PENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DEFERRED UNTIL NEEDED
TOTALS				\$ 480,500	\$ 575,500	\$ 825,500	\$ 575,500	\$ 585,500	\$ 3,042,500	
									\$	

NOTE 1: PAVING, GRADING & DRAINAGE INFRASTRUCTURE - SEE ATTACHED DETAILED LIST BY ENGENUITY

TOWN OF JEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

CAPITAL FUND #302 - DEPT: CAPITAL INVESTMENT

CAPITAL FUND - STATEMENT OF REVENUES & EXPENDITURES

Departments, Funds & Descriptions	FY 2018 Actual	FY2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
Capital Fund Revenues								
Dept: 360.000 Miscellaneous Revenues								
361.100 Interest Earned	83	35	0	0	0	0	0.00%	
Dept: 380.000 Non - Revenues								
380.100 Fund Balance Unappropriated	0	0	0	0	188,000	934,758	397.21%	Captl Reserve - Pipe Grouting, ARPA, C/O
381.100 Interfund Transfer	188,675	138,576	536,000	421,000	595,500	531,000	-10.83%	Transfer from General Operating Acct
Capital Fund Revenue Totals	188,758	138,611	536,000	421,000	783,500	1,465,758	87.08%	

Capital Fund Expenditures

Dept: 519.106 General Government								See Capital Improvement Plan for Breakdown of Capital Expenditures
503.100 Professional Services	0	0	0	0	0	0	0.00%	
504.900 Other Current Charges	0	0	0	0	0	0	0.00%	
506.100 Land (Capital Outlay)	0	0	0	0	0	0	0.00%	
506.200 Buildings (Capital Outlay)	0	0	8,831	5,250	34,000	0	-100.00%	
506.400 Machinery & Equipment	0	0	30,129	0	60,000	34,000	-43.33%	Items 2, 9, 11
General Government Totals	0	0	38,960	5,250	94,000	34,000	-63.83%	

Dept: 521.107 Law Enforcement & Fire Control

506.400 Machinery & Equipment	0	0	25,819	79,939	64,750	108,000	66.80%	Items 7, 8 (partial), 13
Law Enforcement & Fire Control Totals	0	0	25,819	79,939	64,750	108,000	66.80%	

Dept: 524.108 Building & Inspection Services

506.400 Machinery & Equipment	0	0	0	0	18,750	40,000	113.33%	Item 8 (partial)
Building & Inspection Services Totals	0	0	0	0	18,750	40,000	113.33%	

Dept: 539.112 Other Physical Environment

503.100 Professional Services	0	0	0	0	0	0	0.00%	
503.120 Town Engineer	0	0	0	0	0	0	0.00%	
504.900 Other Current Charges (Bank Fees)	757	393	0	0	0	0	0.00%	
506.300 Improvements Not Buildings	173,681	85,305	250,704	27,683	601,000	1,243,758	106.95%	Items 3, 4, 5, 6, 10, 14, 15, 16, 17
506.310 Bridge Construction	0	0	0	0	0	0	0.00%	

TOWN OF JEAN RIDGE

Proposed 2022-2023 Fiscal Year Budget (FY23)

FY23 Budget Workbook: Version 2.0

CAPITAL FUND #302 - DEPT: CAPITAL INVESTMENT

CAPITAL FUND - STATEMENT OF REVENUES & EXPENDITURES

Departments, Funds & Descriptions	FY 2018 Actual	FY2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2023 Proposed	% change F22>F23	User Notes
506.330 Inlet Cay Piling Repairs	0	0	0	0	0	0	0.00%	
Other Physical Environment Totals	174,438	85,698	250,704	27,683	601,000	1,243,758	106.95%	
Dept: 541.113 Public Works								
506.400 Machinery & Equipment	0	0	0	0	42,412	5,000	40,000	700.00%
Public Works Totals	0	0	0	0	42,412	5,000	40,000	700.00%
Capital Fund Expenditures Sub Totals	174,438	85,698	315,483	155,285	783,500	1,465,758	87.08%	
Fund Balance, Reserves, Net Assets	0	0	0	0	0	0	0.00%	
Capital Fund Expenditures Totals	174,438	85,698	315,483	155,285	783,500	1,465,758	87.08%	
Revenue Over Expenditure	14,320	52,913	220,517	265,715	0	0		

Item 8 (partial)

Town of Ocean Ridge			Engenuity Job No. 00020.00		
Paving, Grading, & Drainage. 5 Year Capital Plan			6/27/2022		
#	LOCATION	DESCRIPTION	JURISDICTION	PRIORITY	FISCAL YEAR
1	Ocean Ave Sidewalks	Brick Paver Adjustments/Repair	Town of Ocean Ridge	High	2021/2022
2	Tropical Station Infiltration	Repair Infrastructure Once Found	Town of Ocean Ridge	High	2022/2023
3	Inlet Cay Island	Pipe/Catch basin grouting (ongoing)	Town of Ocean Ridge	High	2022/2023
4	60,62/63,54/55 Spanish River	Catch basin upgrade/ Valve replacements (2)	Town of Ocean Ridge	High	2022/2023
5	Habour Dr North Drainage	Drainage Improvements	Town of Ocean Ridge	High	2022/2023
6	6125 N Ocean	Road flooding - Part of DOT plan	State/Town of Ocean Ridge	High	2022/2023
7	Fayette Dr "T" Turn Around	Provide Safe Turn Around at End of Road	Town of Ocean Ridge	Medium	2023/2024
8	47/48 Spanish River Area	Raise cul-de-sac/Drainage (only if 47 raised)	Private/Town of Ocean Ridge	Medium	2023/2024
9	Coconut Lane	Curb replace/Flow regrade	Town of Ocean Ridge	Medium	2023/2024
10	Inlet Cay Seawall	Raise elevation	Town of Ocean Ridge/Private	Medium	2023/2024
11	Hudson Ave Seawall	Tidal Issue- Need Seawall if DOT berms det. Areas	Town of Ocean Ridge/ Private	Medium	2023/2024
12	Habour Dr S cul-de-sac	No outfall easement	Private	Medium	2023/2024
13	Habour Dr N midblock	No easement	Private	Medium	2023/2024
14	Engle Dr/Ridge Lane	Isolated catch basin - Part of DOT plan	State/Town of Ocean Ridge	Medium	2023/2024
15	Douglas Drive	Midblock paving due to overlay project	Town of Ocean Ridge	Medium	2024/2025
16	Hibiscus Way/Midlane Road	No Swales - Lift variance on lot	Private/Town of Ocean Ridge	Medium	2024/2025
17	34 Anna Street	Paving regrade due to overlay project	Town of Ocean Ridge	Medium	2024/2025
18	5929 Old Ocean	Tidal flooding	Private/Town of Ocean Ridge	Low	2025/2026
19	6011 N Ocean	Road flooding	State	Low	2025/2026
20	6191 N Ocean	Road flooding	State	Low	2025/2026
21	126/127 Marlin Drive	Ponding - Due to overlay project	Town of Ocean Ridge	Low	2025/2026
<p>*NOTE: This 5 year capital plan is a "working" document where locations, priorities, and conceptual costs continually change. Initial cost estimates are for conceptual planning only. These cost ranges were contemplated without the luxury of any surveys, engineering plans, or construction bids and as such, will be subjected to change.</p>			FISCAL YEAR:		LINE ITEMS:
			2021-2022		1
			2022-2023		2, 3, 4, 5, 6
			2023-2024		7, 8, 9, 10, 11, 12, 13, 14
			2024-2025		15, 16, 17
			2025-2026		18, 19, 20, 21
			TOTAL COST ESTIMATE:		
			\$40,000 - \$65,000		
			\$345,000 - \$550,000		
			\$860,000 - \$1,320,000		
			\$73,000 - \$105,000		
			T.B.D.		

TOWN WIDE ROADWAY EVALUATION Ranking System - March 2022

AREAS:

1. North Boundary to Ocean Avenue (Up-Town)
2. Ocean Avenue to Corrine Street (Mid-Town North)
3. Thompson Street to Woolbright Road (Mid-Town South)
4. Woolbright Road to South Boundary (Downtown)

Ranking System:

- A - Very Good
 B - Good
 C - Fair
 D - Needs Repair

No.	Road Name	Lane Width (ft)	No. Lanes	Road Length (ft)	Lane Miles	Priority	Town Ranking	Completed	Notes
2.07	Corrine Street East	10	2	226	0.09	FY23	C		Can improve since seawalls are completed
2.08	Corrine Street West	10	1	302	0.06	FY23	C		One way - services 3 lots - no complaints
2.09	Old Ocean Blvd. (Anna St. to S. Bndry)	10	2	5258	1.99	FY23	C		Can improve since seawalls are completed
1.08	Spanish River Drive	10	2	2025	0.77	FY24	C		Drainage improvements ongoing
1.11	Coconut Lane	10	2	956	0.36	FY24	C		Feb 2013 - Constructed cul-de-sac up to mid 50/39 Coconut Ln
4.05	Chickasaw Avenue	10	2	1053	0.40	FY24	C+		Road access to Intracoastal Waterway via walkway
4.07	Salifish Lane*	10	2	882	0.33	FY24	C+		
4.08	Hersey Drive	10	2	846	0.32	FY24	C+		
3.02	Thompson Street West	10	2	230	0.09	FY25	B-		Construction ongoing
3.07	Ridge Boulevard	10	2	838	0.32	FY25	B-		
3.08	Midlane Road	10	2	744	0.28	FY25	B-		
3.09	Hibiscus Way	10	2	339	0.13	FY25	B-		
3.11	Osprey Court*	10	2	454	0.17	FY25	B-		
1.05	Sabal Island Drive	10	2	2859	1.08	FY26	B		
1.06	River Drive	10	2	1025	0.39	FY26	B		
1.07	Inlet Cay Drive	10	2	1364	0.52	FY26	B		Design only cul-de-sac; Repair bridge (notice of award)
1.09	Bimini Cove Drive	10	2	378	0.14	FY26	B		Design excluding 40/47; Constructed
3.05	Adams Road	10	2	756	0.29		B	2013	Overlay done with Townhomes Project
3.06	David Lane	10	2	142	0.05		B	Apr 2005	Constructed full road with drainage improvements
3.10	Ixora Way	10	2	410	0.16		B		
3.12	Waterview Drive*	10	2	344	0.13		B		

TOWN WIDE ROADWAY EVALUATION Ranking System - March 2022

AREAS:

1. North Boundary to Ocean Avenue (Up-Town)
2. Ocean Avenue to Corrine Street (Mid-Town North)
3. Thompson Street to Woolbright Road (Mid-Town South)
4. Woolbright Road to South Boundary (Downtown)

Ranking System:

- A - Very Good
- B - Good
- C - Fair
- D - Needs Repair

No.	Road Name	Lane Width (ft)	No. Lanes	Road Length (ft)	Lane Miles	Priority	Town Ranking	Completed	Notes
3.01	Thompson Street East	10	2	250	0.09		A-	Mar 2014	Constructed full road
1.10	Elethera Drive	10	2	641	0.24		A-	Feb 2015	Constructed Cul-de-sac to mid 28/19 Elethera Dr.
2.01	Hudson Avenue	10	2	780	0.30		A-	Aug 2004	Constructed full road
4.09	Tropical Drive*	10	2	920	0.35		A-	2004	Constructed road with drainage vaults
					Totals	24022.00	9.04	FYTotals6	

Notes: *Chickasaw Avenue (Parcel 0031-0032) (Westward) 401.2 feet/0.076 miles

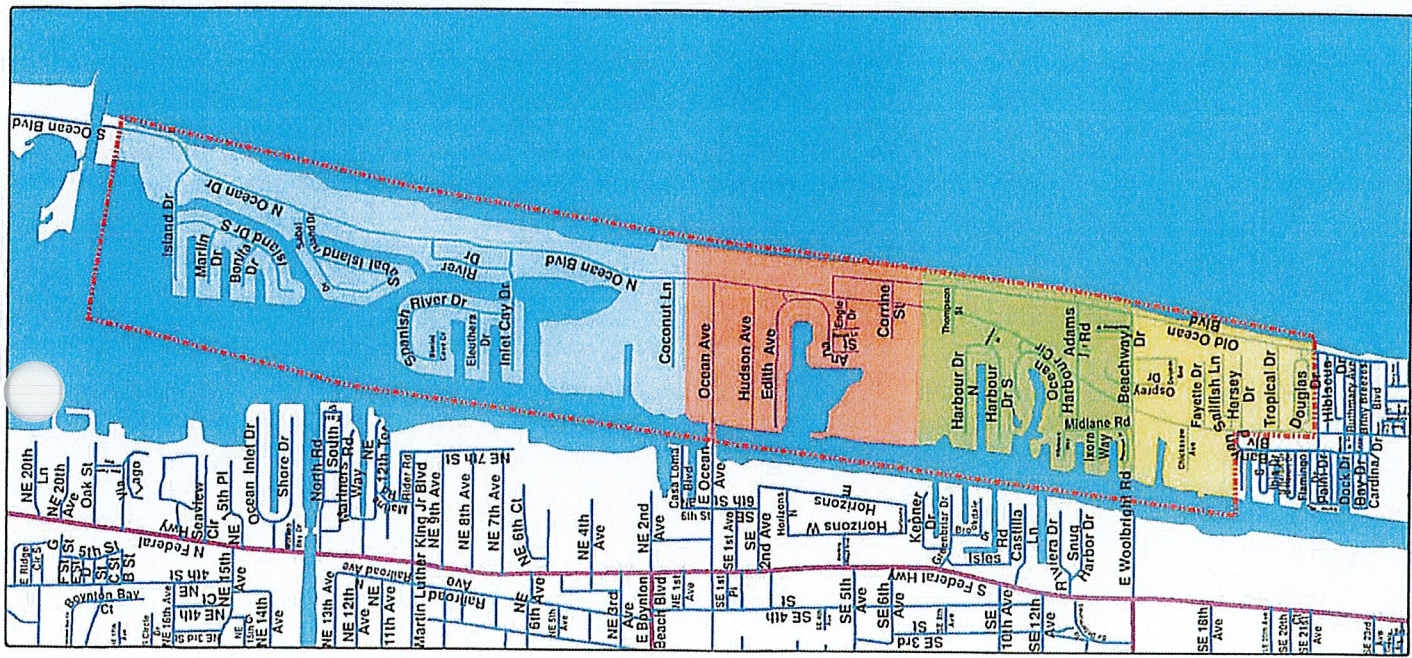
*Sailfish Lane (Parcel 0040-0072 & 0121-0140) (Eastward) 992 feet/0.188 miles

*Tropical Drive (Parcel 0190-0222 & 0320-0270) (Eastward) 1744 feet/.33 miles

*Osprey Court (Parcel 0010-0040 & 0060-0050) 688 feet/.13 miles

*Waterview Drive (Parcel 0021-0010) (Westward) 119 feet/0.023 miles

COMPLETED									
4.01	Beachway Drive	10	2	990	0.38		A+	FY18	
4.03	Dolphin Road	12	1	471	0.09		A+	FY18	
4.04	Dolphin Bend	12	1	255	0.05		A+	FY18	
4.02	Osprey Drive	12	1	462	0.09		A+	FY18	
2.05	Engle Drive	10	2	324	0.12		A	FY17	
2.03	West Anna Street	10	2	518	0.20		A	FY17	
2.04	East Anna Street	10	2	208	0.08		A	FY18	
2.06	Ridge Lane	10	2	297	0.11		A	FY17	
3.03	Harbour Drive North	10	2	1675	0.63		A	FY17	
3.04	Harbour Drive South	10	2	1075	0.41		A	FY17	
1.01	Island Drive	10	2	1326	0.50		A	FY17	
1.02	Island Drive South	10	2	1717	0.65		A	FY18	
1.04	Bonito Drive	10	2	549	0.21		A	FY17	
1.03	Marlin Drive	10	2	659	0.25		A	FY17	
4.10	Oceanview Drive	12	1	800	0.15		A	FY18	
4.11	Douglas Drive	12	1	943	0.18		A	FY18	
4.06	Fayette Drive	10	2	685	0.26		A	FY18	
					Totals	10776.00	3.75	\$ 303,347.40	



Town of Ocean Ridge
Palm Beach County, FL

ZONE

- Urban
- Midtown North
- Midtown South
- Downtown

Harbour Dr. North Drainage Project

Preliminary Cost Estimate

Engenuity Project No. 00020.65

	Description	Unit	Quantity	Unit Cost	Total
1	Mobilization	LS	1	\$ 25,000.00	\$ 25,000.00
2	Demolition	LS	1	\$ 15,000.00	\$ 15,000.00
3	Clearing & Grubbing	LS	1	\$ 5,000.00	\$ 5,000.00
4	Catch Basin Removal	EA	1	\$ 5,000.00	\$ 5,000.00
5	Grout Illegal pipe	EA	1	\$ 1,500.00	\$ 1,500.00
6	Catch Basins	EA	4	\$ 5,000.00	\$ 20,000.00
7	18" HDPE Pipe	LF	500	\$ 50.00	\$ 25,000.00
8	Pollution Control Device	EA	1	\$ 15,000.00	\$ 15,000.00
9	Seawall Outfall	EA	1	\$ 5,000.00	\$ 5,000.00
10	Outfall Check Valve	EA	1	\$ 3,000.00	\$ 3,000.00
11	1.5" Type S-111 Asphalt Concrete	SY	475	\$ 35.00	\$ 16,625.00
12	8" Base Rock	SY	475	\$ 20.00	\$ 9,500.00
13	12" Compacted Subgrade	SY	475	\$ 10.00	\$ 4,750.00
14	Site Regrading	LS	1	\$ 5,000.00	\$ 5,000.00
15	Site Restoration	LS	1	\$ 10,000.00	\$ 10,000.00
16	Survey	LS	1	\$ 3,000.00	\$ 3,000.00
17	Record Drawings	LS	1	\$ 3,500.00	\$ 3,500.00
				TOTAL	\$ 171,875.00
	Contingency (25%)	EA	1	\$ 42,968.75	\$ 42,968.75
	Engineering/Permitting/Admin (20%)	EA	1	\$ 34,375.00	\$ 34,375.00
GRAND TOTAL					\$ 249,218.75

NOTE: THIS ENGINEERS' OPINION OF COST IS FOR PRELIMINARY FEASIBILITY AND BUDGET PURPOSES ONLY.
IT IS NOT BASED ON A COMPLETED SET OF APPROVED PLANS.



Engenuity Group Inc.
1280 N. Congress Ave., Suite 101
West Palm Beach, FL 33409
561-655-1151
CA#7095

6/27/2022