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# Town of Pembroke Park Florida

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**Fiscal Year 2023  
Adopted Annual Budget  
September 28, 2022**

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**TOWN OF PEMBROKE PARK**  
**BUDGET FOR FISCAL YEAR 2022 - 2023**  
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**Fiscal Year 2023**

## **Adopted Budget**

**Town of Pembroke Park, Florida**  
**The Small Town that Means Big Business**



**Geoffrey Jacobs**  
**Mayor**  
**District 3**



**Reynold Dieuveille**  
**Vice Mayor**  
**District 4**



**William R. Hodgkins**  
**Clerk Commissioner**  
**District 2**

**Vacant – District 1 – Election March 2023**

**Vacant – District 5 – Election March 2023**

## **Elected Officials**

Geoffrey Jacobs, Mayor

Reynold Dieuveille, Vice Mayor

William Hodgkins, Clerk Commissioner

Commissioner

Commissioner

## **Appointed Officials**

JC Jimenez, Town Manager

Melissa Anderson, Town Attorney

## **Department Heads**

Marlen Martell, Town Clerk

Robert Clark, Public Services Director

Roy Brown, Finance & Budget Director

Babette Friedman, HR Director

Mark Pakula, IT Director

David Howard, Interim Police Chief

Miguel Nunez, Building Official

**Budget Summary**  
**Town of Pembroke Park - Fiscal Year 2022-2023**

**THE ADOPTED OPERATING BUDGET EXPENDITURES OF THE TOWN OF PEMBROKE PARK  
 ARE 5.70 PERCENT MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.**

**Millage Per \$1,000**

General Fund	<b>8.5000</b>
Voted Debt	<b>0.0000</b>

<b>ESTIMATED REVENUES:</b>	<b>General Fund</b>	<b>Enterprise Funds</b>	<b>Special Revenue (Building)</b>	<b>Total Budget</b>	
				<b>Millage per \$1,000</b>	
<b>Taxes:</b>					
Ad Valorem	<b>8.5000</b>	\$ 7,638,189	\$ -	\$ -	\$ 7,638,189
Local Option Gas Tax		112,531	-	-	\$ 112,531
Franchise Fees		941,250	-	-	\$ 941,250
Communications Services Tax		140,000	-	-	\$ 140,000
Utility Tax		1,087,000	-	-	\$ 1,087,000
Licenses & Permits		482,400	-	845,154	\$ 1,327,554
State Shared Revenue		688,256	-	-	\$ 688,256
Charges for Services		450,500	4,302,135	39,400	\$ 4,792,035
Fines & Forfeitures		76,000	-	-	\$ 76,000
Other Revenue		888,785	118,000	-	\$ 1,006,785
Intergovernmental Revenue		1,123,844	987,906	-	\$ 2,111,750
					\$ -
<b>TOTAL SOURCES</b>		<b>\$ 13,628,755</b>	<b>\$ 5,408,041</b>	<b>\$ 884,554</b>	<b>\$ 19,921,350</b>
<b>Transfers In</b>					
Fund Balances/Reserves/Net Assets		\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES &amp; TRANSFERS &amp; BALANCES</b>		<b>\$ 13,628,755</b>	<b>\$ 5,408,041</b>	<b>\$ 884,554</b>	<b>\$ 19,921,350</b>
<b>EXPENDITURES/EXPENSES:</b>					
Financial & Administrative		\$ 3,470,762			\$ 3,470,762
Public Safety		8,444,824			\$ 8,444,824
Physical Environment		-	3,205,364	864,026	\$ 4,069,390
Public Works		509,632			\$ 509,632
Culture & Recreation		429,308			\$ 429,308
Code Enforcement		311,229			\$ 311,229
Capital Improvements		187,000	2,202,677	20,528	\$ 2,410,205
Debt Service		276,000	-		\$ 276,000
Contingency					\$ -
<b>TOTAL EXPENDITURES/EXPENSES</b>		<b>\$ 13,628,755</b>	<b>\$ 5,408,041</b>	<b>\$ 884,554</b>	<b>\$ 19,921,350</b>
<b>Reserves</b>					
<b>TOTAL APPROPRIATED EXPENDITURES, RESERVES &amp; BALANCES</b>		<b>\$ 13,628,755</b>	<b>\$ 5,408,041</b>	<b>\$ 884,554</b>	<b>\$ 19,921,350</b>
<b>THE TENTATIVE ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS PUBLIC RECORD.</b>					

# NOTICE OF ADOPTED TAX INCREASE

The Town of Pembroke Park has tentatively adopted a measure to increase its property tax levy.

Last year's property tax levy:

A. Initially Adopted tax levy	\$ 7,434,782
B. Less tax reductions due to Value Adjustment Board and other assessment changes	<u>(31,495)</u>
C. Actual property tax levy	\$ 7,403,287

This year's proposed tax levy	\$ 8,040,199
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All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

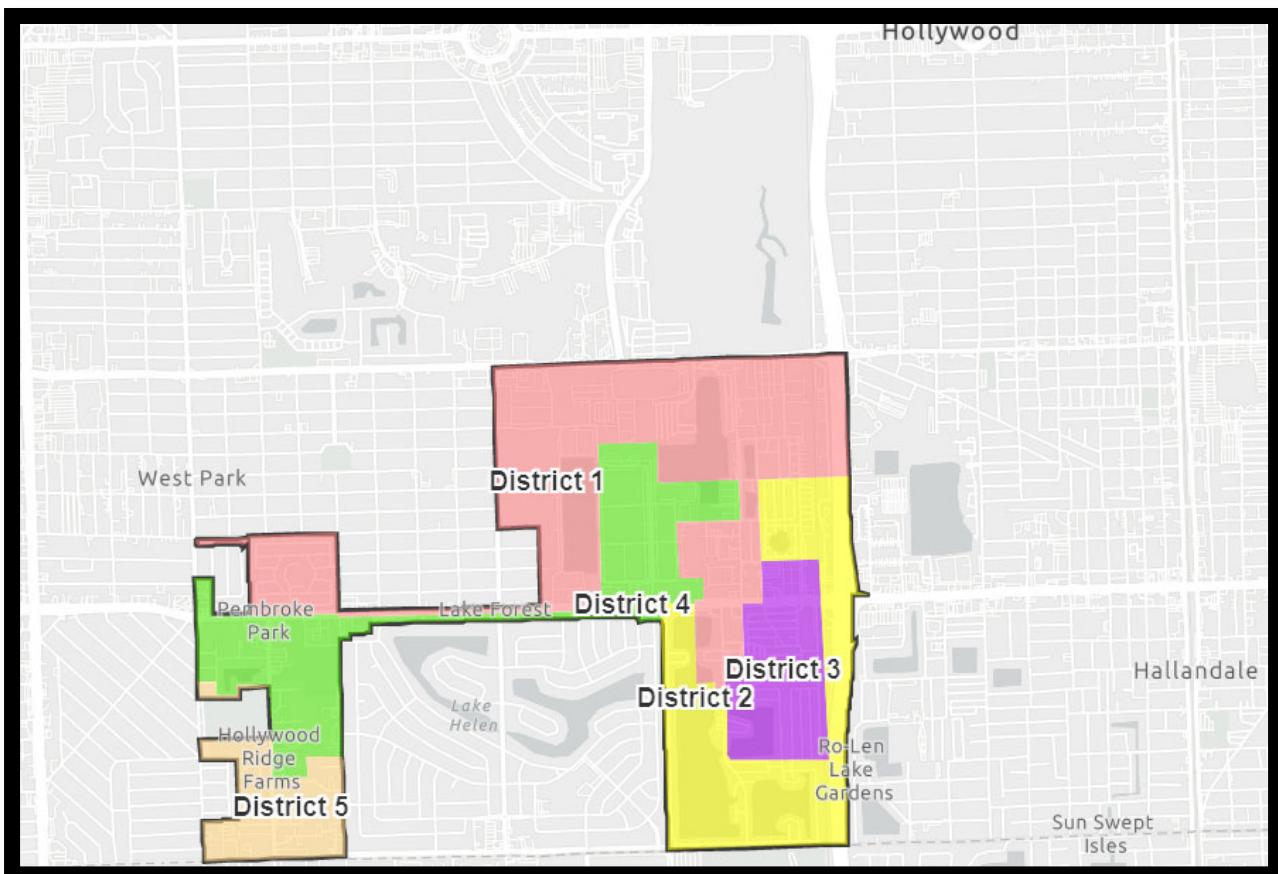
DATE:	Wednesday, September 28, 2022
TIME:	5:00 P.M.
PLACE:	Pembroke Park Town Hall Commission Chambers 3150 Southwest 52nd Avenue Pembroke Park, Florida 33023

A FINAL DECISION on the proposed tax increase and the budget will be made at this hearing.

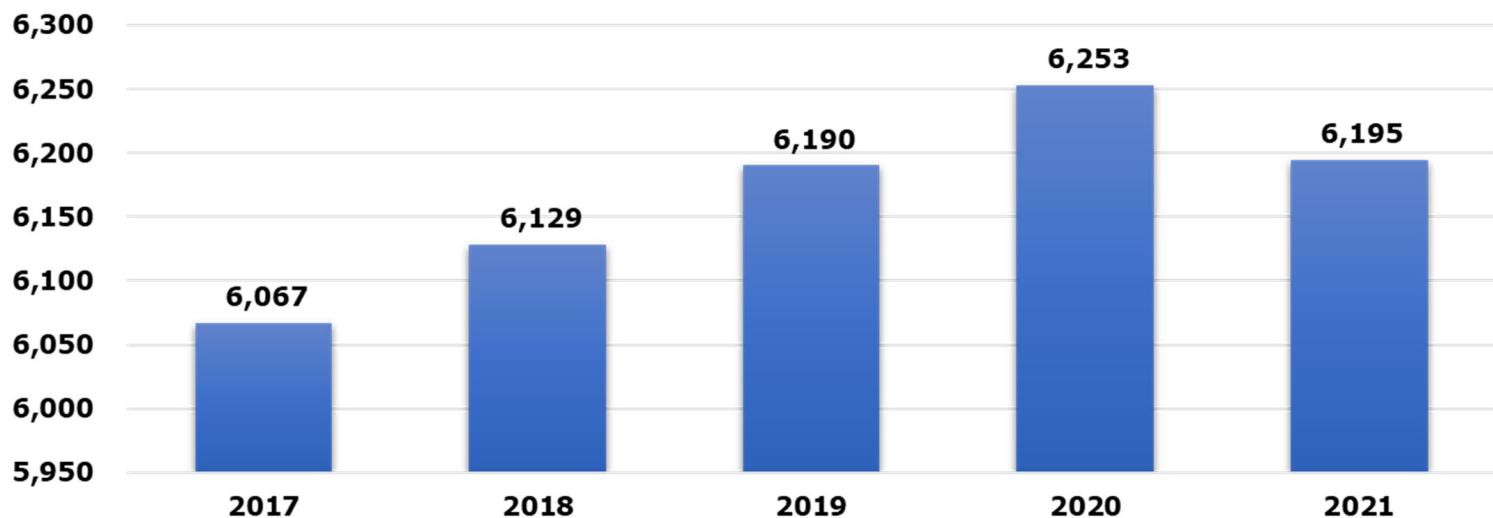
# TOWN OVERVIEW

The Town of Pembroke Park is in Broward County, Florida and was incorporated on December 10<sup>th</sup>, 1957. The Town is approximately 1.6 square miles. Of this area, six-tenth of a mile is lakes.

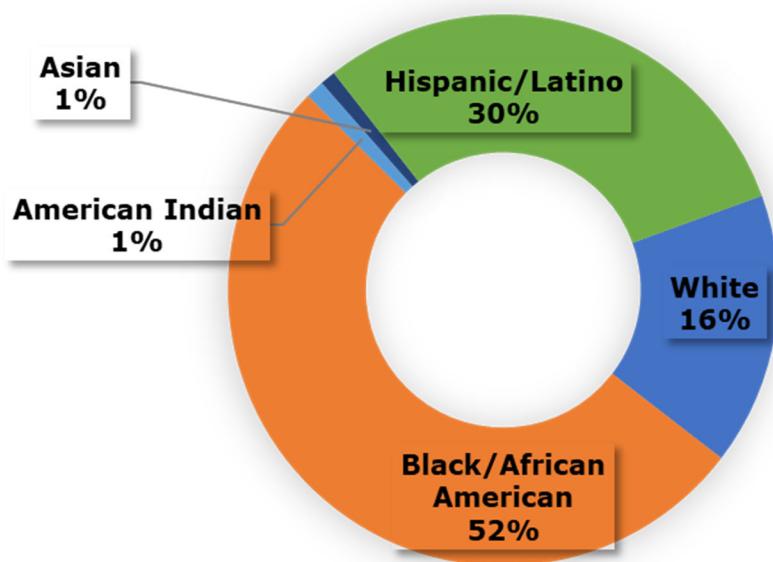
The town is bounded on the south by Dade County, on the east by Hallandale Beach, on the west by Miramar and on the North by Hollywood. The Town has attracted modern warehouses and business development for its industrial areas. Pembroke Park includes 17 mobile home parks and new apartments; villas and town homes are located on the western edge of the Town.



## Population Trend



## Race Distribution



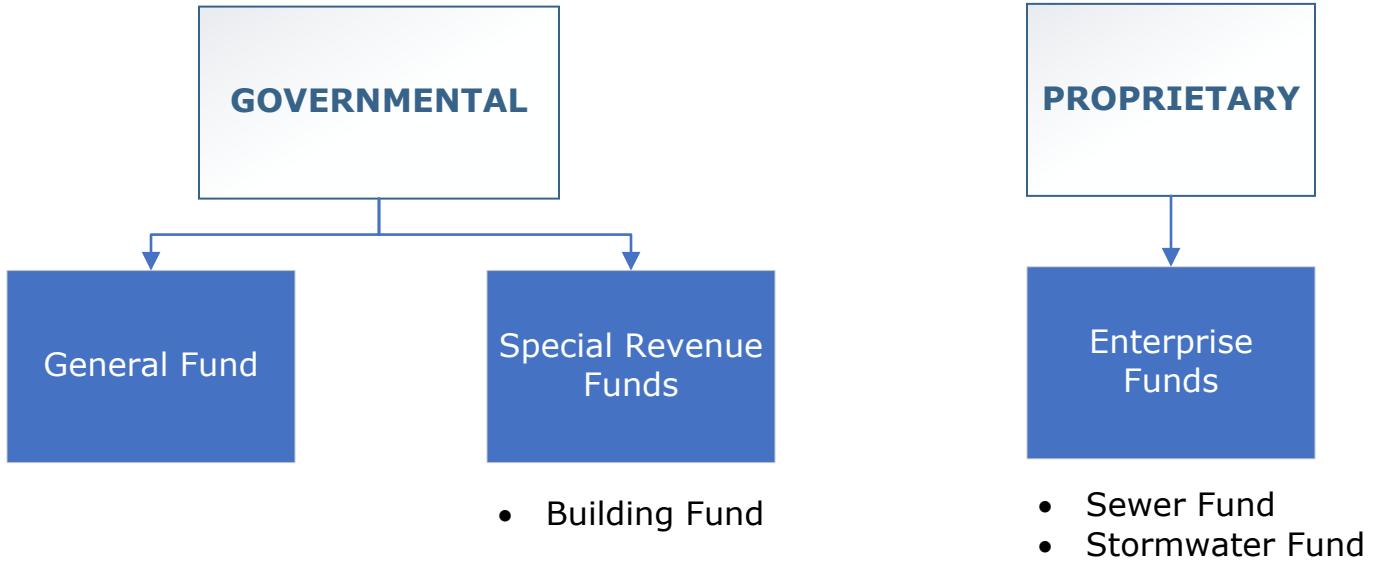
U.S. Census Bureau <http://www.census.gov/en.html>

**Town of Pembroke Park**  
**Business Establishments**  
**Fiscal Year Ending September 30, 2023**

<b>Businesses</b>	<b>Total</b>	<b>Businesses</b>	<b>Total</b>
Wholesale/Distributors	116	Child Care	2
Insurance	51	Waste Removal Companies	2
Services	48	Broker	1
Retail Businesses	43	Automotive Misc.	1
Manufacturing	30	Painting Service	1
Restaurants	24	Employment Agency	1
Beauty Salon/Services/Products	23	Storage	1
Medical/ Dental / Health Services	20	Automotive/Repair & Towing	1
Contractor - Other	19	Thrift Stores	1
Storage & Warehouse Rentals	19	Contractor- General	1
Carpenter/Cabinet Maker	18	Manufacturing/Distributors	1
Mobile Home & Recreational Vehicles	16	Contractor- other	1
Automotive - Repair & Towing	13	Furniture	1
Apartments & Other Living Facilities	11	Exterminators/Pest Control	1
Gas Station	8	Fire Equipment	1
Transport Companies	7	<b>Grand Total</b>	<b>618</b>
Machine / Repair Shops	6		
Upholstery	6		
Medical Professionals	6		
Computer Services	6		
Broadcasting Station/Communication	5		
Recycling	5		
Miscellaneous	5		
Contractor - General	5		
Convenience/Grocery Stores	5		
Air Conditioning Sales/Repairs	5		
Automotive - Detailing	4		
Arms/Arms Dealer	4		
Moving Companies	4		
Adult Businesses/Entertainment	4		
Automotive - Body/Paint Shops	4		
Bar/ Lounge/Night Clubs	4		
Clothing	4		
Hobby Certificate Only	4		
Printing Service	4		
Laundries	4		
Maintenance/Janitorial Services	4		
Bakeries	4		
Contractor - Electrical	3		
Food	3		
Automotive - Parts & Supplies	3		
Banks/Financial Services	3		
Pawn Broker	3		
Lawn Service/Landscape	2		
Athletic/Health/Fitness Centers	2		
Automotive - Miscellaneous	2		
Convalescent/Assisted Living Facilities	2		
No Business Tax / Inspection Fees Only	2		
Boat Supplies/Repair	2		
Other/Storage	2		
Real Estate	2		
Carpet/Flooring	2		

# Fund Structure

The Town uses funds and account groups to report its financials. Individual resources are allocated to, and accounted for, in separate accounting entities identified as funds. Funds are classified into three categories: governmental, proprietary, and fiduciary. Each Category. The Town does not adopt budgets for any Fiduciary funds.



## Department/Fund Relationship

All of the Town's operating departments draw funding from the General Fund except for Building, Sewer, and Stormwater

	General Fund	Building Fund	Sewer Fund	Stormwater Fund
Town Commission	x			
Town Administration	x			
Finance	x			
Legal	x			
Planning	x			
Information Technology	x			
Non-Departmental	x			
Police	x			
Fire Rescue	x			
Roads & Streets	x			
Code Enforcement	x			
Parks & Recreation	x			
Building		x		
Sewer			x	
Stormwater				x

# Budget Process

The budget process is comprised of four stages: Forecast, Budget Development, Citizen Engagement, Budget Approval, Adoption, & Implementation and lastly the monitoring stage.

**Forecast:** Current year revenue and expenditure data are analyzed and used in preparing end of year projections and forecasts for the upcoming budget. In this stage, the budget calendar is prepared, all budget worksheets are prepared for submittal, budget and finance staff complete salary projections, and information is compiled and used in preliminary discussions with the Mayor and Commission and the Town Manager.

**Budget Development Stage:** During the first quarter of the fiscal year, the goal is to identify budget objectives and operating budget requests. Meetings are held with department directors, budget staff, and Town Manager to go over requests. Revenue projections, needs of the community, elected official priorities and overall projections are also discussed during these meetings. A preliminary budget is drafted by the Budget and Finance Department, reviewed with department directors, then submitted to the Town Manager. Once the document is approved by the Town Manager it goes to the Mayor and Commission for final approval.

**Citizen Engagement/Communication Stage:** The annual budget directly affects the community and where citizens live and work so The Town of Pembroke Park practices transparency and urges the community to be engaged during the budget process. Soliciting input from the community strengthens trust. A budget workshop is held in July where citizens are encouraged to participate in the budget process.

**Budget Approval, Adoption & Implementation Stage:** Each commissioner reviews the budget that was submitted. After their detailed review, a budget hearing and information session for public input is hosted. After input and recommendations from the citizens, the Mayor and Commission will adopt the budget and adopted millage. The adopted budget becomes effective October 1<sup>st</sup> through September 30<sup>th</sup>.

**Monitor Stage:** This a year-round process. Department directors are accountable for staying within their budget. Throughout the year Budget and Finance staff monitors personnel changes and other decisions made by management that may have financial impacts.

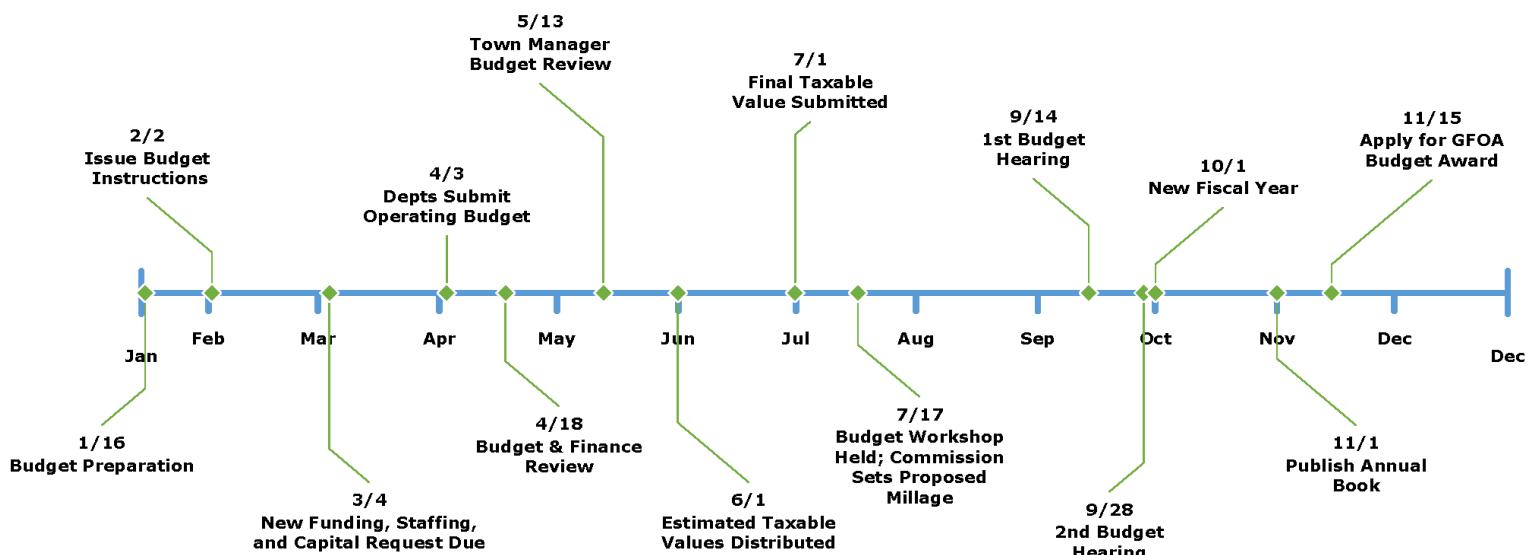
# Budget Policy

**Budget Amendment:** The town has budget controls in place to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the Mayor and Commission. Request to change the total appropriation, to change the number of authorized personnel, to change amount of change orders, to change project costs must be submitted to the Town Manager. If approved by the Town Manager, a resolution is prepared to be discussed by the Mayor and Commission where it must receive a majority vote to pass. Once passed, the budget is legally amended.

**Basis of Budgeting:** The Town budgets for governmental funds based on the modified accrual basis of accounting. Under this method, revenues (income) are recognized in the period they become measurable and available to finance expenditures of the period and expenditures (expenses) are recorded when incurred except for principal and interest on long-term debt, which are recorded when due. Exceptions to the modified accrual basis of accounting are as follows:

- Capital Outlay is budgeted as an expense in the year purchased
- Principal payments are shown as expenditures rather than reductions of the liability (i.e., \$276,000 in non-departmental)
- Proceeds from the sale of assets are recognized as revenue; however, the related gain or loss is not.
- Receipts of long-term receivables are revenues, not reductions of the receivable.

## Pembroke Park Budget Cycle



## Debt Management

Debt service funds account for long term financing utilized by the Town, of which repayment is allocated among the various funds. It does not include voter-approved long-term General Obligation debt and the Town does not have plans to issue this type of debt in the immediate future. Below is a description of currently outstanding debt.

### **Revenue Bond, Series 2009**

The purpose of this loan was to pay off the entire balance of the interim financing that had been used to finance a part of the cost of acquiring, constructing and erecting extensions and improvements to the municipal sewer system of the Town. As of November 2021 \$2,012,000, was paid to satisfy the principal balance. \$17,364 was also paid on the interest balance.

### **Police Startup Loan**

The purpose of this loan was to provide the Police Department funds for expenses related to commencing a Police Department. The Town needed \$2,500,000 for police vehicles, radios, firearms, uniforms, and other protective gear.

	<b>Matures</b>	<b>Beginning Balance October 1, 2022</b>	<b>Reductions</b>	<b>Ending Balance</b>	<b>Due Within One Year</b>
Revenue Bond, Series 2009	Paid in Full November 12, 2021	2,012,000	(2,012,000)	-	-
Police Startup Loan	FY 2031	1,995,451	(276,000)	1,719,451	276,000

**Town of Pembroke Park**  
**Major Revenue Sources**  
**Fiscal Year Ending September 30, 2023**

Major General Fund revenue sources for the Town of Pembroke Park are property taxes, utility taxes, franchise fees, sales and use taxes, telecommunication service taxes, and intergovernmental revenues.

**Governmental Funds**

**General Fund**

***Ad Valorem Property Taxes***

The Town's property tax is a levy against the taxable value of real and personal property. The Town's commission sets the millage rate annually prior to October 1<sup>st</sup>. Property taxes are based on a millage rate (one mil is the equivalent of \$1 per \$1,000 of assessed value or 0.001), which is applied to the total taxable value of all real property and certain tangible personal property. The amount is then budgeted at 95% of its gross value to allow for prompt payment discounts and other adjustments.

The adopted operating millage rate for Fiscal Year 2023 is 8.5000 per \$1,000 of taxable value which is the same as the prior year's operating millage rate. The gross taxable value on January 1, 2022, upon which the 2022 - 2023 levy was based, is approximately \$945 million. Ad Valorem tax revenue for FY 2022-23 is budgeted at \$7,637,904.

***Other Taxes***

Other taxes include Local Option Gas Tax, Franchise Fees, Communication Services Taxes among others. Franchise fees are negotiated fees the Town charges a company or utility for the use of the Town's rights-of-way (poles, lines, pipes, etc.). Communications Services Tax (CST) applies to telecommunications, cable, direct-to-home satellite, cellular telephone, and related services. The CST revenue is collected and distributed by the State of Florida.

***Licenses and Permits***

The Town charges its customers a fee to operate a business within the Town of Pembroke Park

***Intergovernmental***

Intergovernmental revenue includes revenues that are assessed and collected by the State of Florida then allocated and returned to municipalities and counties. The largest portion of State Shared Revenue is Half-Cent sales tax and Municipal

Revenue Sharing. The sales tax rate in Broward County, Florida is 7% and is levied upon retail and motor vehicle sales, rental property, and administration fees to entertainment facilities. The Municipal Revenue Share is allocated based on population, sales tax collections, and ability to raise revenue based on per capita taxable values

### ***Charges for Services***

Charges for Services include fees charged for public records, the production of specific documents, public hearings, and park facility rentals.

### **General Fund (continued)**

#### ***Fines and Forfeits***

Fines and Forfeitures reflect the collection of various fines such as those imposed by code enforcement. Police ticketing revenue is a new revenue source starting in FY 2023.

#### ***Other Revenue***

Revenues under this line include investment income, miscellaneous revenues, and revenues collected from other funds for administrative services provided by the General Fund.

### **Special Revenue Funds**

Building Permit Fund accounts for activities as they relate to the issuance of building permits to residences and businesses within the Town.

## **PROPRIETARY FUNDS**

### **Enterprise Funds**

Enterprise funds consist of Sewer and Stormwater. Enterprise generate revenue from user charges. Other revenue sources may include investment income, proceeds from certain insurances, legal and negotiated settlements.

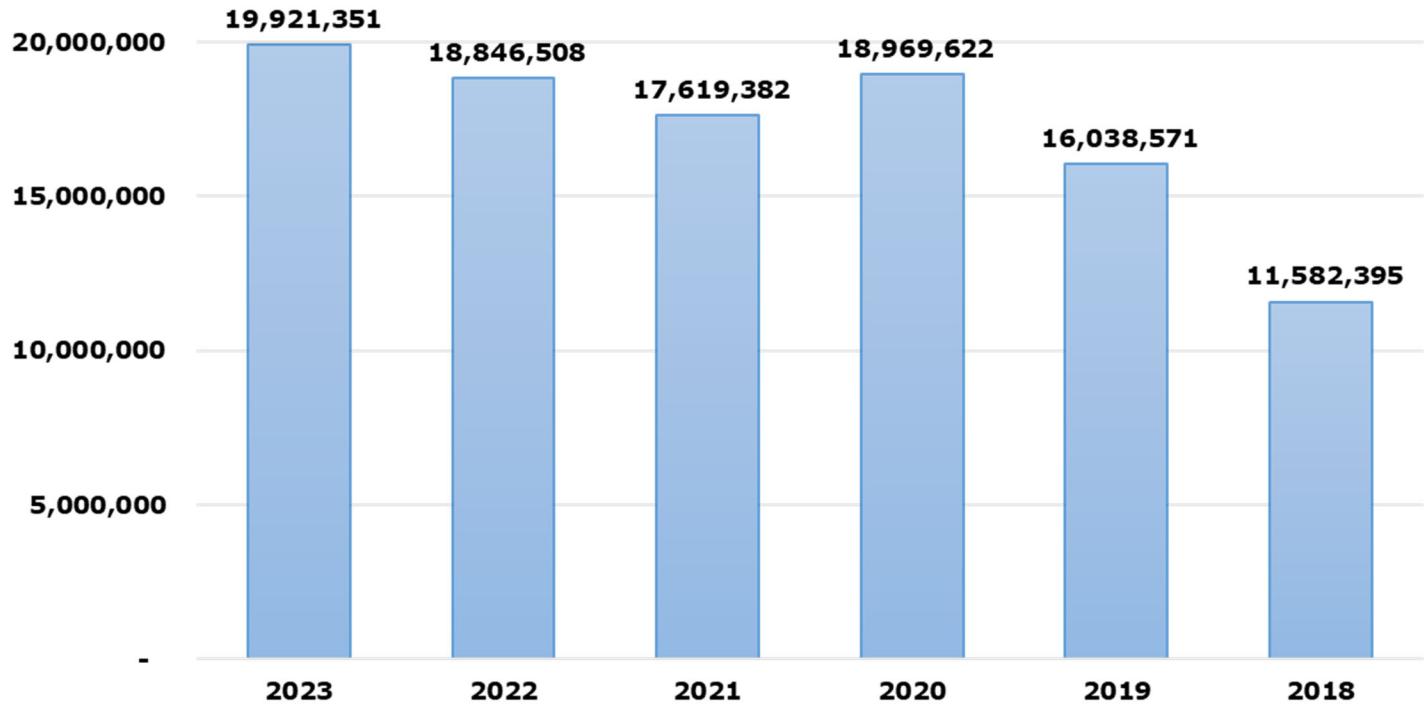
**Town of Pembroke Park**  
**Full-Time Employees Summary**  
**Fiscal Year Ending September 30, 2023**

<b>Department / Fund</b>	<b>FY 2021 Adopted Budget</b>	<b>FY 2022 Adopted Budget</b>	<b>FY 2023 Adopted Budget</b>
Mayor & Commission	5	3	6
Administration	12	7	7
Finance	5	3	3
Legal	0	1	2
Planning	0	2	1
Information Technology	0	0	1
Police	0	3	23
Fire	0	0	0
Roads & Streets	4	4	4
Code Compliance	3	3	3
Parks & Recreation	6	4	4
Building	3	5	5
Sewer	5	3	3
Stormwater	3	3	3
<b>Total</b>	<b>46</b>	<b>41</b>	<b>65</b>

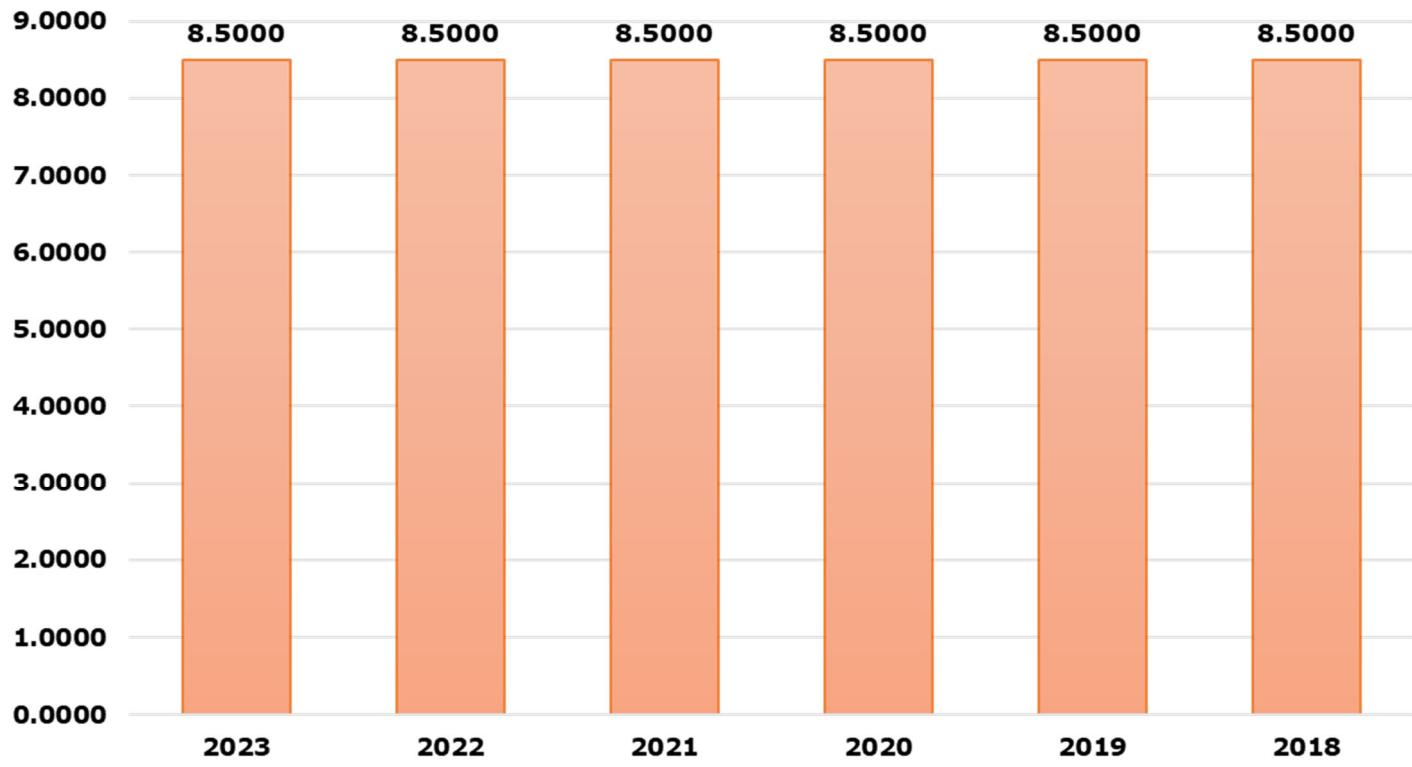
<b>Department</b>	<b>Additional Staffing/Changes</b>
Mayor & Commission	Commissioners (2), Asst. to Commission transferred to Commission from Administration
Administration	New Human Resources Director
Legal	Paralegal added to budget
Planning	No Director
Information Technology	IT Director transferred out of Administration
Police	Transitioning from Outsourcing to BSO. Police Officers (12), Sergeants (3), Captain, Lieutenant, Major, Records and Evidence Clerk, Detectives (2)
Fire Rescue	Outsourced to BSO
Sewer	Engineer not budgeted

# BUDGET IN BRIEF

## Adopted Budget History



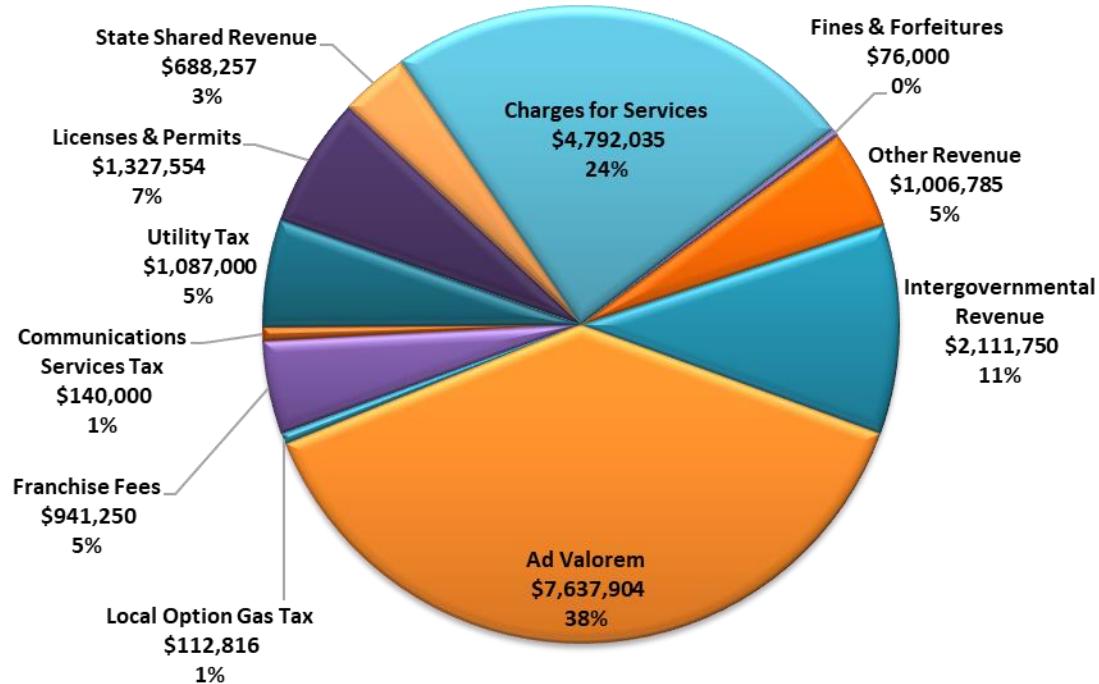
## Millage Comparison



**All Funds**  
**Budget Highlights and Summary Schedules**

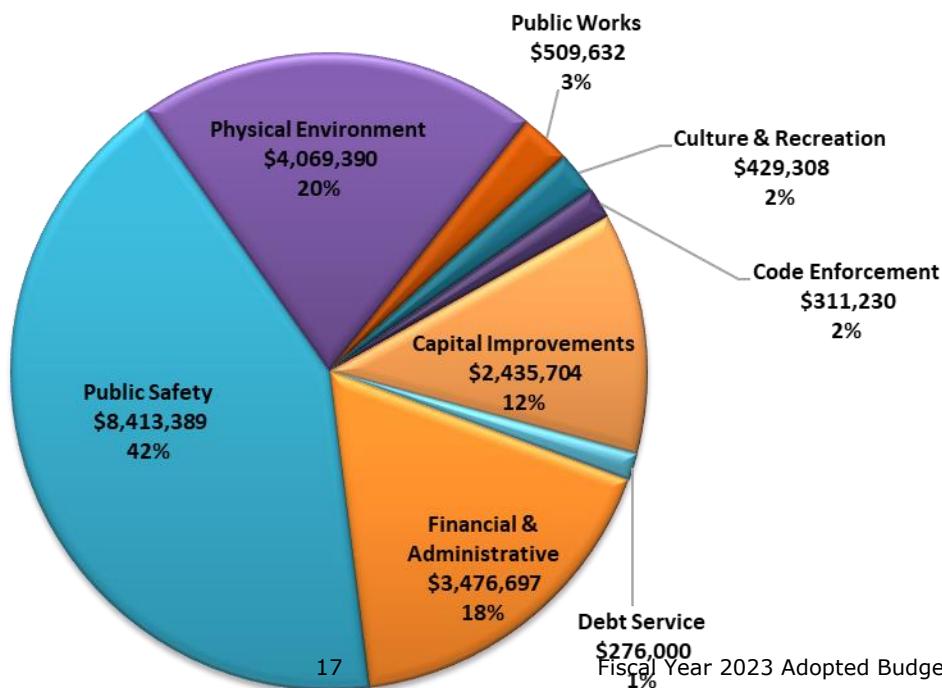
**WHERE THE MONEY COMES FROM?**

**REVENUE - \$19,921,351**



**WHERE THE MONEY GOES?**

**EXPENDITURES - \$19,921,351**

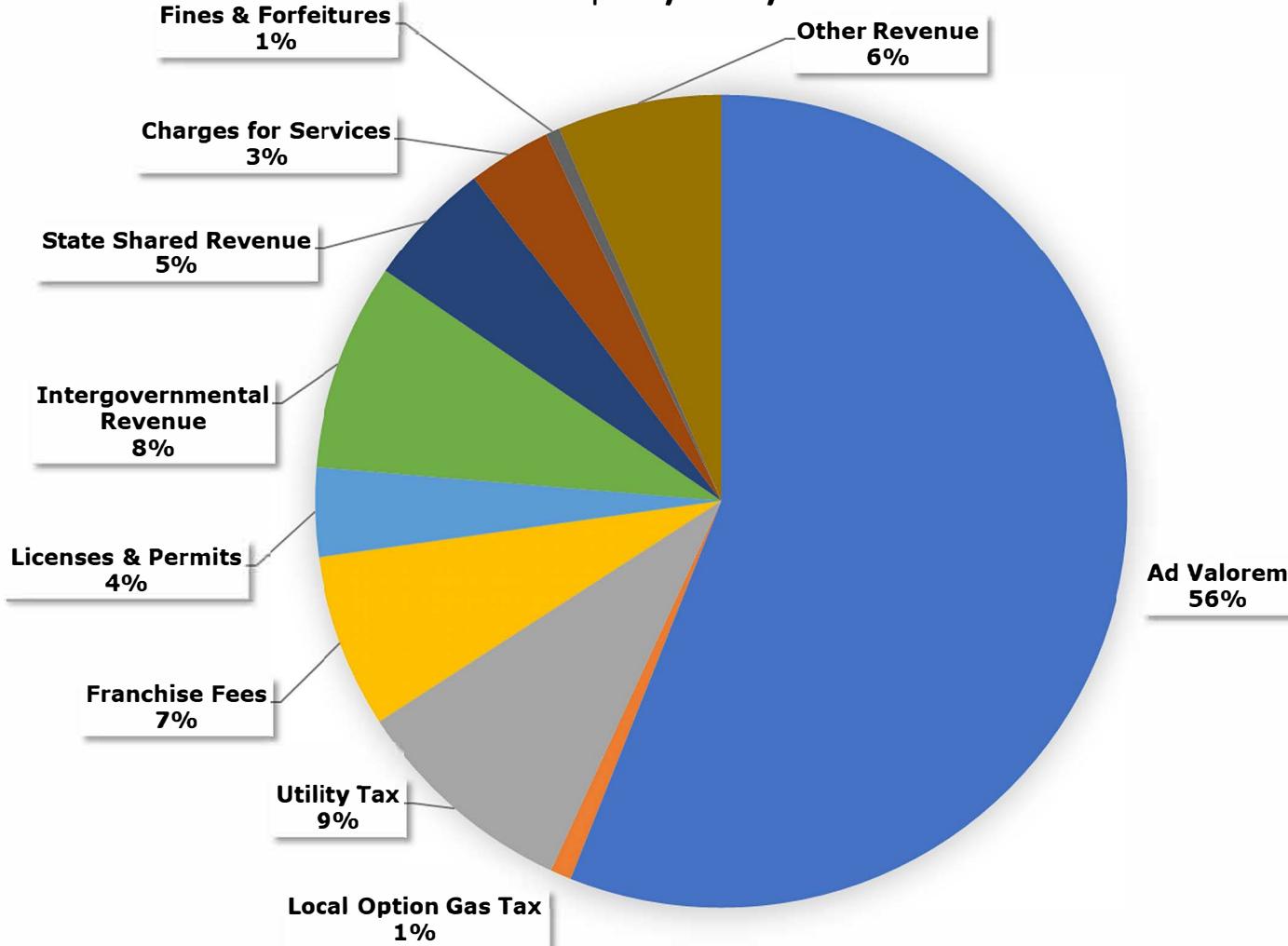


**TOWN OF PEMBROKE PARK**  
**FISCAL YEAR 2022 - 2023 BUDGET SUMMARY**

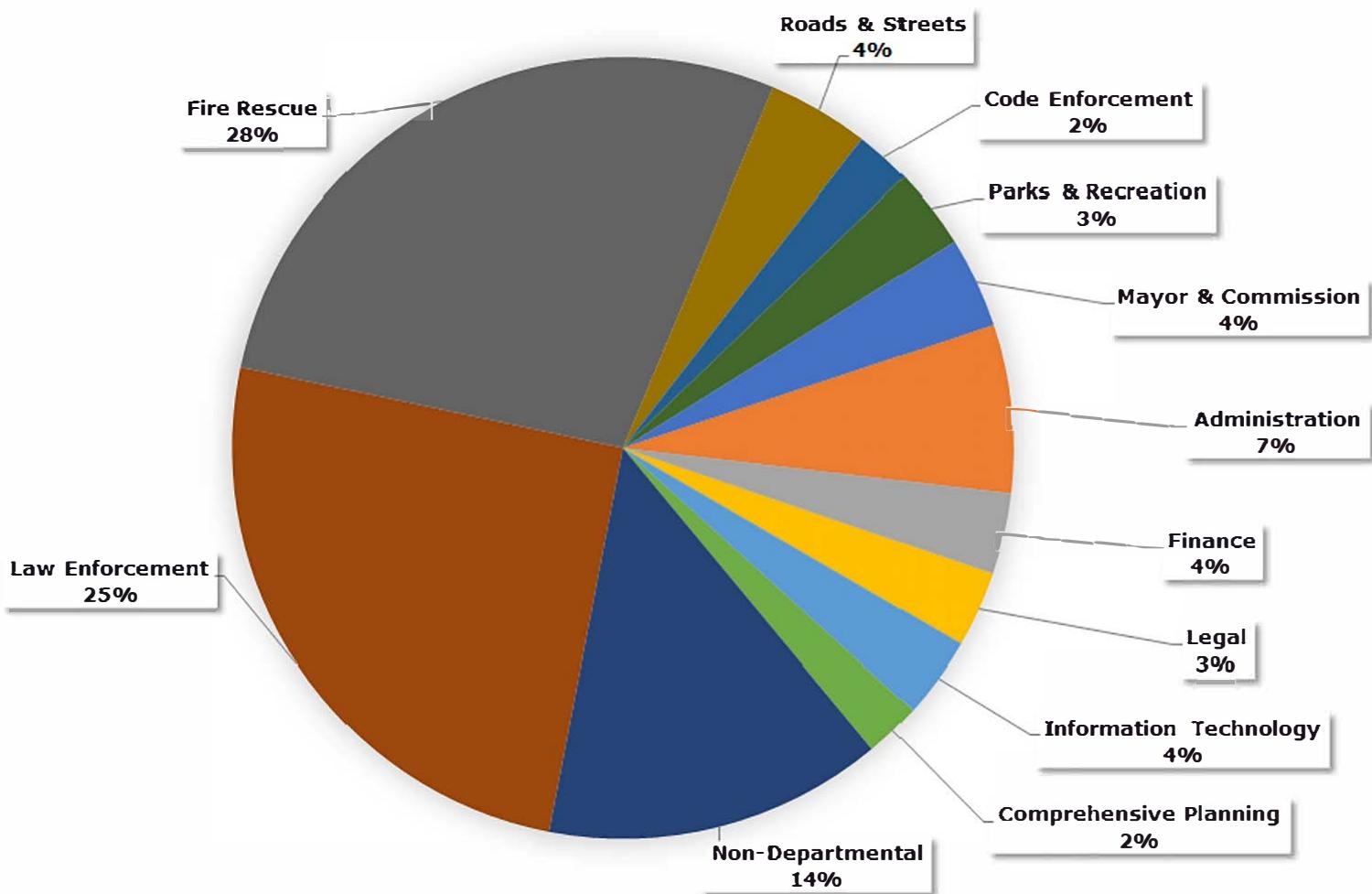
<b>Description</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>
General Fund Revenues			
Ad Valorem	6,592,457	7,063,000	7,637,904
Local Option Gas Tax	100,000	108,841	112,816
Utility Tax	1,211,000	1,186,251	1,227,000
Franchise Fees	874,750	896,250	941,250
Licenses & Permits	938,455	1,112,766	482,400
Intergovernmental Revenue	980,324	639,000	1,123,844
State Shared Revenue	556,500	643,291	688,257
Charges for Services	364,400	427,400	450,500
Fines & Forfeitures	36,000	12,500	76,000
Other Revenue	862,005	844,000	888,784
Fund Balance Reserves	254,213	242,384	-
<b>Total General Fund Revenues</b>	<b>12,770,104</b>	<b>13,175,683</b>	<b>13,628,755</b>
<b>Description</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>
GENERAL FUND EXPENDITURES BY DEPARTMENT			
Mayor & Commission	434,286	345,725	514,976
Administration	1,019,576	953,899	950,332
Finance	561,052	488,646	457,609
Legal	207,500	341,222	424,523
Information Technology	-	-	442,421
Comprehensive Planning	236,000	236,774	284,556
Non-Departmental	396,860	486,646	1,938,712
Law Enforcement	3,342,652	3,338,386	3,441,976
Fire Rescue	3,525,607	3,631,375	3,847,980
Roads & Streets	456,691	557,663	572,632
Code Enforcement	208,569	201,799	313,729
Parks & Recreation	508,023	494,101	439,309
Building	466,750	784,936	-
Capital Outlay	1,065,125	210,000	-
Capital Projects	341,412	828,512	-
Debt Service	-	276,000	-
<b>Total General Fund Expenditures</b>	<b>12,770,103</b>	<b>13,175,684</b>	<b>13,628,755</b>

**Note: \$276,000 Debt Service included in Non-Departmental  
 Capital Projects included in individual Department's budget  
 Building is reported as a separate fund**

**FISCAL YEAR 2023  
GENERAL FUND REVENUES BY SOURCE  
\$13,628,755**



**FISCAL YEAR 2023  
GENERAL FUND EXPENDITURES BY SOURCE  
\$13,628,755**

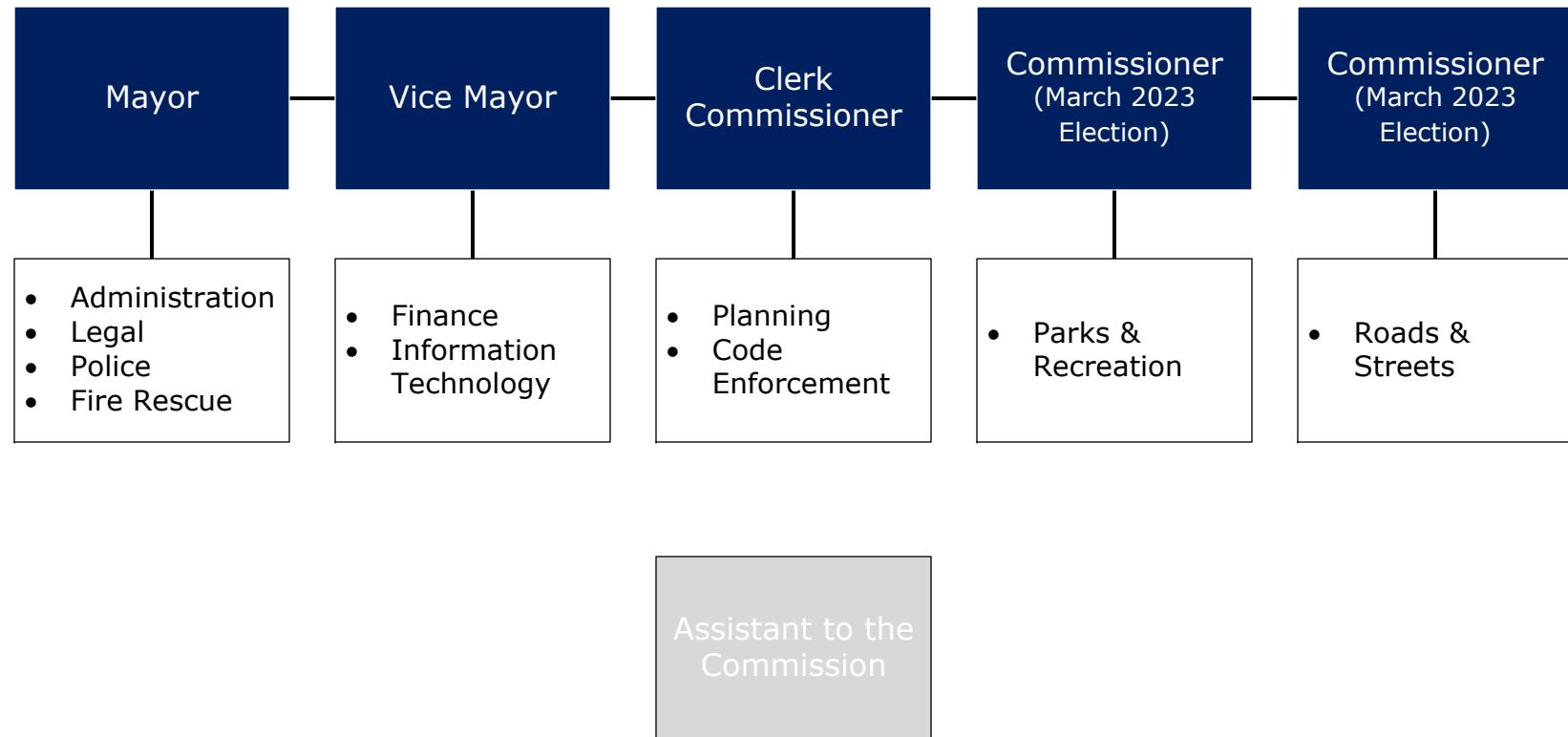


**Town of Pembroke Park**  
**General Fund Revenues**

<b>General Fund Revenues</b>	<b>Account Title</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projections</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-000310-311001-00-0000	Tangible Personal Property Taxes	\$ 583,312	\$ 667,501	\$ -	\$ 792,617	\$ -	\$ -
001-000310-311001-01-0000	Ad Valorem Taxes	5,285,911	5,835,053	7,063,000	6,233,242	7,637,904	574,904
001-000310-311002-00-0000	Ad Valorem Taxes - Delinquent	144,140	100,980	-	103,391	-	-
001-000310-311002-01-0000	Tangible Personal Prop. Taxes - Delinquent	17,715	32,061	-	24,888	-	-
001-000310-312410-00-0000	Local Option Gas Tax	104,668	102,500	108,841	101,191	112,816	3,975
001-000310-314100-00-0000	Electric Utility Tax	804,484	800,962	775,000	805,279	810,000	35,000
001-000310-314300-00-0000	Water Utility Tax	266,281	231,348	260,000	275,000	260,000	-
001-000310-314400-00-0000	Gas Utility Tax	13,090	16,442	15,000	15,236	17,000	2,000
001-000310-315100-01-0000	Communication Tax	157,333	137,597	136,251	135,851	140,000	3,749
001-000310-323100-00-0000	Electric Franchise Fee	565,497	575,111	575,000	580,000	580,000	5,000
001-000310-323400-00-0000	Gas Franchise Fee	7,137	7,229	7,000	7,000	7,000	-
001-000310-323700-00-0000	Garbage Franchise Fee	299,072	332,645	300,000	350,000	350,000	50,000
001-000310-323901-00-0000	Towing Franchise Fee	10,000	10,000	10,000	-	-	(10,000)
001-000310-323902-00-0000	Bus Stop Shelter Franchise Fee	2,100	2,512	-	-	-	-
001-000310-323903-00-0000	Bus Stop Benches Franchise Fee	4,250	4,250	4,250	4,250	4,250	-
001-000320-316000-00-0000	Business Tax Receipt - Local	138,020	135,213	125,400	125,400	125,400	-
001-000320-322002-01-0000	Electrical Permit-Reinspection Fee	3,675	3,250	-	8,650	-	-
001-000320-322002-03-0000	Electrical Inspection Fee	-	150	-	150	-	-
001-000320-329101-00-0000	Certificate of Use Permits	28,227	27,387	28,000	28,000	28,000	-
001-000320-329102-00-0000	Building Inspection Fees	1,600	3,525	2,000	4,400	3,500	1,500
001-000320-329102-01-0000	Building Reinspection Fee B.T.R.	(75)	(125)	-	-	-	-
001-000320-329103-00-0000	Fire Inspection Fees Business Tax	6,485	14,425	10,000	22,520	15,000	5,000
001-000320-329103-01-0000	Fire Inspection Fees Annual Renewals	44,546	116,051	50,000	175,000	150,000	100,000
001-000320-329103-04-0000	Fire Inspection Fees Permits	-	-	-	19,740	15,000	15,000
001-000320-329103-05-0000	Fire Reinspection Fee B.T.R.	105	-	1,000	100	37,000	36,000
001-000320-329103-06-0000	Fire Reinspection Fee	-	-	-	58,132	-	-
001-000320-329105-00-0000	Code Enforcement Admin Fees	81,517	74,964	58,000	75,000	75,000	17,000
001-000320-329106-00-0000	Zoning & Variance Fees	-	-	-	3,000	-	-
001-000320-329106-01-0000	Zoning & Variance & Site Plan Fees	1,450	150	-	35,655	30,000	30,000
001-000320-329107-00-0000	Engineering-Planning Services	1,700	(150)	-	9,200	-	-
001-000320-329108-00-0000	Alarm Registration Fees	3,854	3,225	3,500	3,300	3,500	-
001-000320-329500-00-0000	Other License, Fees, Permits	(6,264)	-	2,830	-	-	(2,830)
001-000330-331350-00-0000	Federal Grant	-	3,380,261	-	-	482,344	482,344
001-000330-334800-00-0000	Other Grants	61,672	59,015	639,000	66,414	639,000	-
001-000330-335125-00-0000	Municipal Revenue Sharing Program	194,055	219,586	203,652	245,864	228,717	25,065
001-000330-335140-00-0000	Mobile Home Licenses	5,106	4,355	5,000	5,500	5,000	-
001-000330-335150-00-0000	Alcoholic Beverage Licenses	5,971	9,418	7,500	10,595	8,503	1,003
001-000330-335180-00-0000	Half Cent Sales Tax	390,014	456,537	427,139	525,066	446,036	18,897
001-000330-338200-00-0000	Business Tax - County	6,350	2,381	2,500	2,500	2,500	-

**Town of Pembroke Park**  
**General Fund Revenues**

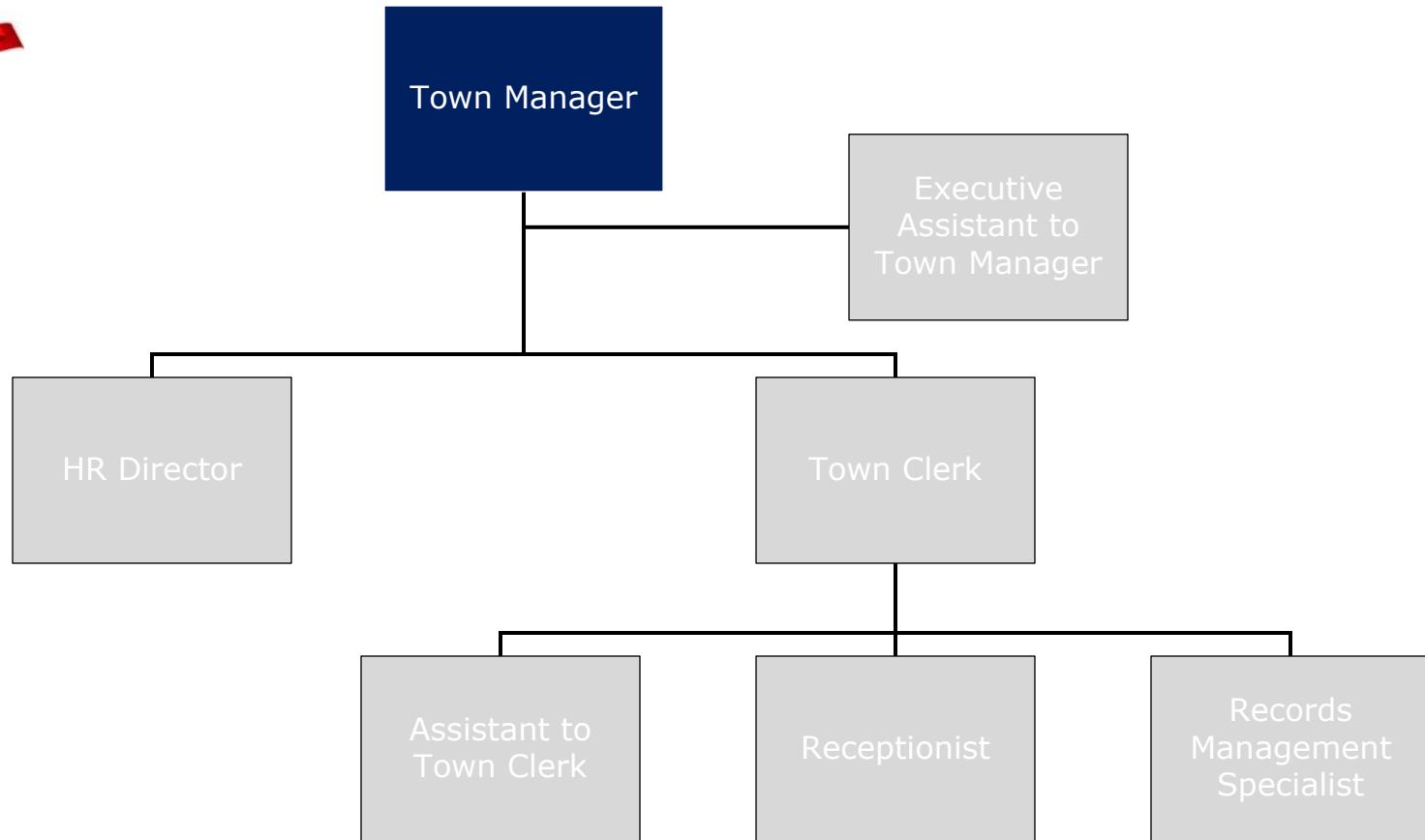
<b>General Fund Revenues</b>	<b>Account Title</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projections</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-000340-341905-00-0000	Lien Searches	2,210	4,075	2,500	2,675	2,500	-
001-000340-342601-00-0000	EMS Transport Collections	318,493	440,572	325,000	382,663	390,000	65,000
001-000340-347200-02-0000	Park Facility Rental-Preserve	1,700	1,250	3,000	3,400	3,000	-
001-000340-349001-04-0000	Reimbursable Charges Filing Fees	2,700	2,700	-	-	-	-
001-000340-349001-06-0000	Reimbursable Charges Legal Services	12,830	3,327	-	-	-	-
001-000340-349001-07-0000	Reimbursable Charges Misc., Late and Intererst Fee	5,159	922	-	-	-	-
001-000340-349001-08-0000	Reimbursable Charges Planning Services	31,110	70,510	50,000	55,000	50,000	-
001-000350-351001-00-0000	Local Law Enforcement Trust Fund Fines	-	1,004	-	230	-	-
001-000350-351002-00-0000	Rec. Vehicle Inspection Fee Revenue	1,275	1,075	1,500	1,500	1,500	-
001-000350-351003-00-0000	False Alarm Fees	5,845	5,450	6,000	5,648	5,500	(500)
001-000350-351004-00-0000	Code Enforcement Fines	-	-	10,000	39,335	30,000	20,000
001-000350-354001-00-0000	Code Enforcement Fines - Per Diem	-	(25)	-	-	-	-
001-000350-359001-00-0000	Other Fines and Forfeitures	2,560	1,688	2,500	1,600	2,000	(500)
001-000360-324120-01-0000	Fire Impact Fee	-	-	-	-	-	-
001-000360-324610-00-0000	Impact Fees - Parks	-	502	-	-	-	-
001-000360-361100-00-0000	Interest/Penalties - Ad Valorem/Tangible	166	10,013	-	5,000	-	-
001-000360-361100-01-0000	Interest - Checking Accounts	-	-	-	2,050	-	-
001-000360-361100-02-0000	Interest - FL Dept Admin - LGIP Investments	96,519	431	75,000	-	-	(75,000)
001-000360-361100-03-0000	Interest/Penalties - Ad Valorem/Tangible Taxes	19,008	11,305	12,500	12,500	11,305	(1,195)
001-000360-361400-00-0000	Penalty and Late Charges	10,122	10,143	5,000	25,000	15,000	10,000
001-000360-361500-00-0000	Garbage Collection Fees OES	12,379	12,237	10,000	12,500	12,000	2,000
001-000360-369001-00-0000	Other Revenue	(13,537)	31,571	631,500	620,000	651,000	19,500
001-000360-369001-01-0000	Other Revenue Building Department	-	-	5,000	-	-	(5,000)
001-000360-369900-00-0000	Other Miscellaneous (JWL Community Event )	89,359	151,845	105,000	112,344	105,000	-
001-000380-381001-00-0000	Interfund Transfers	635,053	593,768	-	-	-	-
001-000320-329105-01-0000	Code Enforcement Penalty Fees	-	-	-	-	12,000	12,000
001-000360-369001-02-0000	Office Rent from Building	-	-	-	-	29,160	29,160
001-000360-369001-03-0000	Overhead Shared from Building (Internet)	-	-	-	-	1,200	1,200
001-000360-369001-04-0000	Overhead Shared from Building (Telephone)	-	-	-	-	1,200	1,200
001-000360-369001-05-0000	Overhead Shared from Building (Electricity)	-	-	-	-	1,200	1,200
001-000360-369001-06-0000	Overhead Shared from Building (Water)	-	-	-	-	1,200	1,200
001-000360-369001-07-0000	Overhead Shared from Building (Finance)	-	-	-	-	27,673	27,673
001-000360-369001-08-0000	Overhead Shared from Building (Legal)	-	-	-	-	16,953	16,953
001-000360-369001-09-0000	Overhead Shared from Building (Admin)	-	-	-	-	15,894	15,894
001-000350-351001-02-0000	Police Fingerprinting Revenue	-	-	-	-	5,000	5,000
001-000350-351001-01-0000	Police Ticketing	-	-	-	-	25,000	25,000
<b>Total General Fund Revenue</b>		<b>\$ 10,465,948</b>	<b>\$ 14,720,174</b>	<b>\$ 12,064,363</b>	<b>\$ 12,133,576</b>	<b>\$ 13,628,755</b>	<b>\$ 1,564,392</b>



The Assistant to the Commission position reports to all five elected officials

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510511-110000-00-0000	Salaries	210,000	165,433	126,000	126,000	262,075	108%
001-510511-210000-00-0000	FICA Taxes Expense	14,628	12,127	9,639	9,639	20,049	108%
001-510511-220000-00-0000	Employer Contribution Retirement Fund	85,303	110,484	115,000	105,000	115,000	0%
001-510511-230001-00-0000	Group Insurance Health	29,906	38,332	31,615	33,269	57,066	81%
001-510511-230001-01-0000	Dental/Vision Insurance	9,889	7,940	6,755	5,138	6,240	-8%
001-510511-230001-02-0000	Life Insurance (Standard Insur.Co.)	3,696	2,763	2,114	1,831	1,740	-18%
001-510511-230001-03-0000	Long Term Care (John Hancock Co.)	8,446	7,155	1,837	-	-	-100%
001-510511-230001-05-0000	Life Insurance (John Hancock VUL)	5,525	3,904	7,059	4,059	5,520	-22%
001-510511-230003-00-0000	Group Dental Insurance	-	-	-	(140)	-	
001-510511-240000-00-0000	Workers' Compensation	297	445	305	258	417	37%
001-510511-400001-00-0000	Travel	7,771	1,521	14,000	3,500	10,000	-29%
001-510511-410001-00-0000	Cell Phone	6,557	4,253	6,000	4,678	6,500	8%
001-510511-441002-00-0000	Lease Expense - Copy Machine	-	284	1,000	758	1,000	0%
001-510511-450002-00-0000	Insurance - Property & Liability	687	756	900	1,086	869	-3%
001-510511-490006-00-0000	Business Meetings	2,289	1,152	5,000	3,299	5,000	0%
001-510511-490900-00-0000	Misc. Charges	4,720	3,458	3,000	4,089	3,000	0%
001-510511-540001-00-0000	Memberships	4,100	5,812	4,500	4,000	4,500	0%
001-510511-540001-01-0000	Education and Training	770	-	1,000	500	1,000	0%
001-510511-540002-00-0000	Election Services	-	-	10,000	-	10,000	0%
001-510511-640003-00-0000	Machinery & Equipment (over \$250.00)	4,251	5,850	5,000	12,137	5,000	0%
<b>Mayor &amp; Commission Total Expenditures:</b>		<b>398,833</b>	<b>371,671</b>	<b>350,725</b>	<b>319,102</b>	<b>514,976</b>	<b>47%</b>
Total Personnel Services	\$ 210,000	\$ 165,433	\$ 126,000	\$ 126,000	\$ 262,075	108%	
Total Fringe Benefits	\$ 157,690	\$ 183,152	\$ 174,325	\$ 159,055	\$ 206,032	18%	
Total Operating Expenditures	\$ 26,893	\$ 17,237	\$ 45,400	\$ 21,910	\$ 41,869	-8%	
Total Capital Expenditures	\$ 4,251	\$ 5,850	\$ 5,000	\$ 12,137	\$ 5,000	0%	
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
Total Mayor & Commission	\$ 398,833	\$ 371,671	\$ 350,725	\$ 319,102	\$ 514,976	47%	
Fiscal Year 2022-23 Full-Time Employees		6					
Fiscal Year 2021-22 Full-Time Employees		3					
Variance		3					



**Town of Pembroke Park  
General Fund Expenditures**

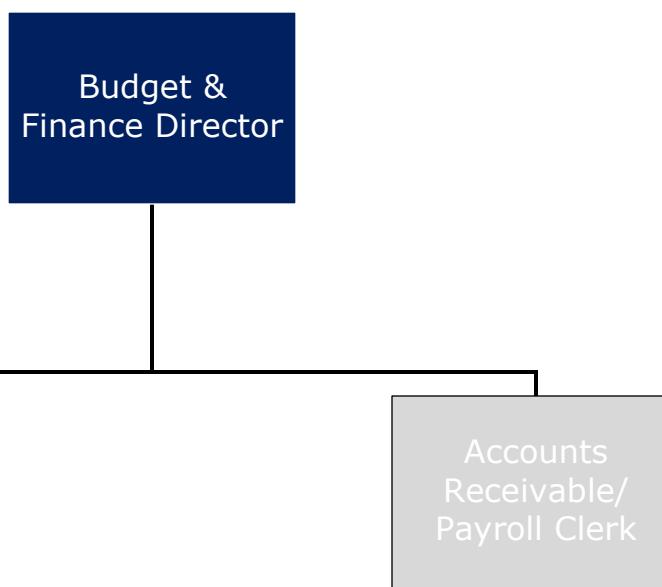
<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510512-120000-00-0000	Salaries	541,208	582,759	500,835	540,201	565,444	13%
001-510512-140000-00-0000	Overtime	7,967	273	1,500	150	318	-79%
001-510512-210000-00-0000	FICA Taxes Expense	39,848	39,413	46,818	41,325	42,963	-8%
001-510512-220000-00-0000	Employee Retirement Expense	87,616	125,438	87,749	123,771	140,410	60%
001-510512-230001-00-0000	Group Insurance	75,140	96,956	102,717	77,526	84,120	-18%
001-510512-230001-01-0000	Dental/Vision Insurance	11,258	13,333	12,383	7,257	6,814	-45%
001-510512-230001-02-0000	Life Insurance (Standard Insur.Co.)	8,554	9,736	9,288	6,658	6,364	-31%
001-510512-230001-03-0000	Long Term Care (John Hancock Co.)	698	-	-	-	-	0%
001-510512-230001-05-0000	Life Insurance (John Hancock VUL)	8,001	11,343	10,134	14,175	16,872	66%
001-510512-240000-00-0000	Workers' Compensation	891	1,335	385	775	1,495	288%
001-510512-340006-01-0000	Town Hall-Janitorial Services	2,933	3,900	3,900	4,550	3,478	-11%
001-510512-340007-00-0000	Contractual Services	36,347	-	6,000	-	-	-100%
001-510512-340011-00-0000	Contractual Services-Professional Svcs	87,853	89,124	90,000	112,051	-	-100%
001-510512-340012-05-0000	Contractual Services Business Tax Structural	6,225	8,350	5,000	6,900	7,800	56%
001-510512-400001-00-0000	Travel	1,646	3,617	12,500	5,500	7,500	-40%
001-510512-410001-00-0000	Cellular Phones	4,733	4,255	3,600	4,855	4,974	38%
001-510512-441001-00-0000	Lease Expense - Vehicles	8,250	6,000	6,000	6,000	6,000	0%
001-510512-441001-01-0000	Vehicle Expense - Admin-Prinicpal	-	-	-	500		
001-510512-441002-00-0000	Lease Expense-Copy Machine	10,670	1,993	3,000	2,000	1,308	-56%
001-510512-450002-00-0000	General Liability - Property Insurance	4,924	5,422	6,091	6,091	6,822	12%
001-510512-460010-00-0000	Misc. Maintenance - Car & Buildings	-	253	2,000	-	-	-100%
001-510512-460011-00-0000	Maintenance & Repair Car Bldg & Equipmt	-	238	-	477	-	
001-510512-470000-00-0000	Printing	2,984	148	2,000	150	1,000	-50%
001-510512-480001-00-0000	Advertising	-	-	-	-	11,000	0%
001-510512-490002-00-0000	Misc. Charges	16,732	13,485	7,500	10,459	10,000	33%
001-510512-490006-00-0000	Business Meetings/Meals	750	2,020	2,500	2,000	2,500	0%

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510512-510001-00-0000	Office Supplies	8,595	5,486	9,000	4,000	5,500	-39%
001-510512-521001-00-0000	Vehicle Expense - Gasoline	52	-	1,000	100	500	-50%
001-510512-540001-00-0000	Memberships/Subscriptions	3,152	5,420	6,000	8,965	10,650	78%
001-510512-540003-00-0000	Education & Training	942	875	6,000	750	1,500	-75%
001-510512-541002-00-0000	Education/Training-Tuition Assistance	5,273	1,456	10,000	-	-	-100%
001-510512-640003-00-0000	Machinery and Equipment	12,734	22,311	5,000	5,349	5,000	0%
<b>Administration Total Expenditures:</b>		<b>995,975</b>	<b>1,054,940</b>	<b>958,899</b>	<b>992,535</b>	<b>950,332</b>	<b>-1%</b>

Total Personnel Services	\$ 549,176	\$ 583,032	\$ 502,335	\$ 540,351	\$ 565,762	13%
Total Fringe Benefits	\$ 232,005	\$ 297,554	\$ 269,473	\$ 271,487	\$ 299,038	11%
Total Operating Expenditures	\$ 202,060	\$ 152,043	\$ 182,091	\$ 175,348	\$ 80,532	-56%
Total Capital Expenditures	\$ 12,734	\$ 22,311	\$ 5,000	\$ 5,349	\$ 5,000	0%
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Total Administration	\$ 995,975	\$ 1,054,940	\$ 958,899	\$ 992,535	\$ 950,332	-1%

Fiscal Year 2022-23 Full-Time Employees	7
Fiscal Year 2021-22 Full-Time Employees	7
Variance	0

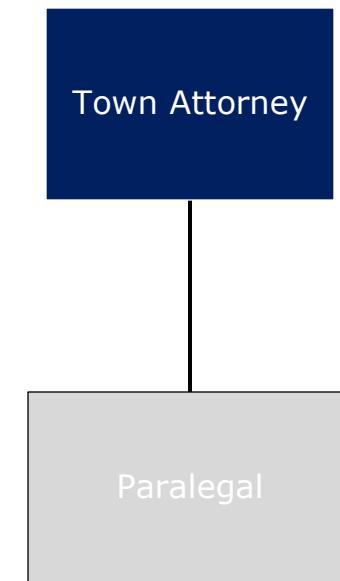


**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510513-120000-00-0000	Salaries	274,727	353,901	274,841	310,879	249,058	-9%
001-510513-140000-00-0000	Overtime	318	1,248	2,000	5,000	1,030	-49%
001-510513-210000-00-0000	FICA Taxes Expense	20,649	25,621	23,994	24,165	21,237	-11%
001-510513-220000-00-0000	Employee Retirement Expense	36,702	63,102	39,144	54,878	57,317	46%
001-510513-230001-00-0000	Group Insurance	32,398	53,422	54,121	43,092	34,024	-37%
001-510513-230001-01-0000	Dental/Vision Insurance	5,391	6,745	6,745	5,017	4,243	-37%
001-510513-230001-02-0000	Life Insurance (Standard Insur.Co.)	4,184	4,973	5,968	3,723	3,048	-49%
001-510513-230001-03-0000	Long Term Care (John Hancock Co.)	1,161	3,000	-	2,100	1,320	#DIV/0!
001-510513-230001-05-0000	Life Insurance (John Hancock VUL)	927	597	2,602	776	597	-77%
001-510513-240000-00-0000	Workers' Compensation	297	445	455	258	451	-1%
001-510513-320001-00-0000	Recurring Audit Costs	39,000	49,000	50,000	45,000	50,000	0%
001-510513-340006-01-0000	Contractual Service	2,933	3,900	7,500	3,900	3,900	-48%
001-510513-340007-00-0000	Contractual Services-Software Maint Fees	6,651	6,489	4,000	3,950	4,000	0%
001-510513-340011-00-0000	Contractual Services-Professional Svcs	-	-	-	8,000	4,000	#DIV/0!
001-510513-400001-00-0000	Travel	-	-	2,500	393	3,500	40%
001-510513-410001-00-0000	Cellular Phones	666	512	1,000	512	550	-45%
001-510513-441002-00-0000	Lease Expense-Copiers	2,725	1,432	1,500	1,000	1,500	0%
001-510513-450002-00-0000	General Liability - Property Insurance	2,614	2,903	3,276	3,279	3,279	0%
001-510513-460900-00-0000	Maintenance & Repair	65	-	500	-	-	-100%
001-510513-470000-00-0000	Printing and Forms	1,783	2,285	1,000	3,055	4,555	356%
001-510513-490006-00-0000	Business Meetings/Meals	-	-	500	500	500	0%
001-510513-490900-00-0000	Misc. Charges	232	1,684	1,000	3,500	1,500	50%
001-510513-510001-00-0000	Office Supplies	2,105	2,780	2,000	1,500	1,000	-50%
001-510513-540001-00-0000	Memberships	673	1,936	2,000	170	2,000	0%
001-510513-541900-00-0000	Education & Training-Registration/Books	179	1,113	2,000	-	2,000	0%
001-510513-640003-00-0000	Machinery & Equipment	4,251	5,124	5,000	2,500	3,000	-40%
<b>Budget &amp; Finance Total Expenditures:</b>		<b>440,630</b>	<b>592,211</b>	<b>493,646</b>	<b>527,147</b>	<b>457,609</b>	<b>-7%</b>

**Town of Pembroke Park  
General Fund Expenditures**

Expense	Account Name	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projection	2022-2023 Adopted	Variance
	Total Personnel Services	\$ 275,045	\$ 355,149	\$ 276,841	\$ 315,879	\$ 250,088	-10%
	Total Fringe Benefits	\$ 101,709	\$ 157,905	\$ 133,029	\$ 134,009	\$ 122,237	-8%
	Total Operating Expenditures	\$ 59,625	\$ 74,033	\$ 78,776	\$ 74,759	\$ 82,284	4%
	Total Capital Expenditures	\$ 4,251	\$ 5,124	\$ 5,000	\$ 2,500	\$ 3,000	-40%
	Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
	Total Budget & Finance	\$ 440,630	\$ 592,211	\$ 493,646	\$ 527,147	\$ 457,609	-7%
				3			
				4			
				-1			



# **Town Attorney's Office**



## **Fiscal Year 2022 Major Accomplishments**

- 1.** With Commission approval, formed the Charter Review Committee, which started meeting at the end of 2021 and continues to meet to review and make recommendations to Commission on how Charter should be revised.
- 2.** Settled the Progressive/Waste Connections land use case. Expect Settlement amount of \$175 by end of fiscal year by Waste Connections to Town
- 3.** Drafted the new private property element of the Town's Comprehensive Plan which was required by law and the amended comp plan will be adopted by fiscal year end.

## **Fiscal Year 2023 Major Goals and Initiatives**

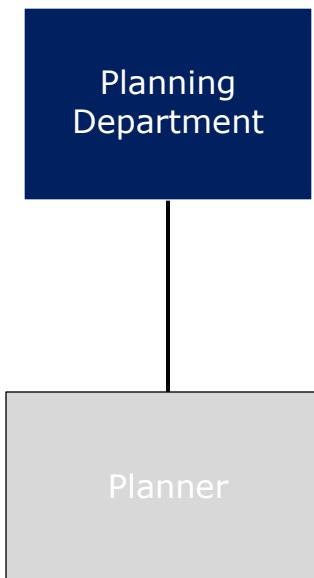
- 1.** Assist outside counsel with the completion and passage of new charter
- 2.** Assist with the launch of the new Police Department
- 3.** Assist code with enforcing basic health and safety requirements in mobile home parks, which will entail drafting code provisions holding park owners responsible for the general health and safety conditions at mobile home parks in the town

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510514-120000-00-0000	Salaries	-	155,034	127,467	148,894	194,278	52%
001-510514-210000-00-0000	Fica Taxes Expense	-	11,423	13,467	10,863	15,321	14%
001-510514-220000-00-0000	Employer Contribution - Retirement Fund	-	22,128	28,467	45,364	55,927	96%
001-510514-230001-00-0000	Group Health Insurance	-	10,571	15,019	12,699	20,141	34%
001-510514-230001-01-0000	Dental/Vision Insurance	-	1,655	1,970	1,970	2,218	13%
001-510514-230001-02-0000	Life Insurance (Standard Insurance Co)	-	1,994	2,414	2,414	2,284	-5%
001-510514-230001-05-0000	Life Insurance (John Hancock VUL)	-	2,671	3,662	3,662	3,351	-9%
001-510514-240000-00-0000	Workers Compensation	-	-	255	-	334	31%
001-510514-303003-00-0000	Misc. Reimbursable Expense	16,511	-	-	-	-	#DIV/0!
001-510514-340003-01-0000	Contractual Services-Legal-Retainer	100,000	-	-	-	-	#DIV/0!
001-510514-340003-02-0000	Contractual Services-Legal-Non Retainer	158,194	188,383	125,000	87,000	100,000	-20%
001-510514-400002-00-0000	Travel	-	-	2,500	-	2,500	0%
001-510514-410001-00-0000	Cell Phone Charges	-	528	1,000	525	525	-48%
001-510514-441001-00-0000	Auto Allowance	-	6,000	6,000	6,000	6,000	0%
001-510514-450002-00-0000	Insurance - Property & Liability	-	-	-	-	5,144	#DIV/0!
001-510514-480001-00-0000	Advertising	7,074	7,192	7,500	10,000	7,500	0%
001-510514-490006-00-0000	Business Meetings/Meals	-	350	-	-	-	#DIV/0!
001-510514-490900-00-0000	Other Current Charges	-	7,843	3,000	2,500	3,000	0%
001-510514-540001-00-0000	Subscriptions	-	2,380	2,000	3,588	2,000	0%
001-510514-540004-00-0000	Membership/Subscriptions-Series	-	350	-	-	-	#DIV/0!
001-510514-541900-00-0000	Education & Training-Registration/Books	-	340	1,500	750	1,500	0%
001-510514-640003-00-0000	Machinery & Equipment	-	5,314	5,000	-	2,500	-50%
<b>Town Attorney Total Expenditures:</b>		<b>281,780</b>	<b>424,157</b>	<b>346,222</b>	<b>336,229</b>	<b>424,523</b>	<b>23%</b>

Total Personnel Services	\$ -	\$ 155,034	\$ 127,467	\$ 148,894	\$ 194,278	52%
Total Fringe Benefits	\$ -	\$ 50,443	\$ 65,255	\$ 76,972	\$ 99,576	53%
Total Operating Expenditures	\$ 281,780	\$ 213,366	\$ 148,500	\$ 110,363	\$ 128,169	-14%
Total Capital Expenditures	\$ -	\$ 5,314	\$ 5,000	\$ -	\$ 2,500	-50%
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Town Attorney</b>	<b>\$ 281,780</b>	<b>\$ 424,157</b>	<b>\$ 346,222</b>	<b>\$ 336,229</b>	<b>\$ 424,523</b>	<b>23%</b>

Fiscal Year 2022-23 Full-Time Employees	2
Fiscal Year 2021-22 Full-Time Employees	1
Variance	1



**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510515-120000-00-0000	Salaries	-	66,543	113,460	55,000	65,000	-43%
001-510515-210000-00-0000	Fica Taxes Expense	-	5,174	10,228	4,208	4,973	-51%
001-510515-220000-00-0000	Employer Contribution - Retirement Expense	-	6,238	23,515	6,050	7,742	-67%
001-510515-230001-00-0000	Group Health Insurance	-	6,024	20,639	9,750	10,026	-51%
001-510515-230001-01-0000	Dental/Vision Insurance	-	1,053	3,043	2,000	600	-80%
001-510515-230001-02-0000	Life Insurance (Standard Insurance Co)	-	1,047	2,419	1,200	420	-83%
001-510515-230001-05-0000	Life Insurance (John Hancock VUL)	-	1,500	4,770	2,200	2,770	-42%
001-510515-240000-00-0000	Workers Compensation	-	-	200	-	417	109%
001-510515-303003-00-0000	Reimbursable Expense	58,993	38,360	-	12,776	72,064	0%
001-510515-340004-00-0000	Contractual Services-Planning	196,609	134,565	10,000	71,100	103,500	935%
001-510515-340004-00-3000	Contractual Services-Legis Svcs Planning	9,167	10,000	40,000	40,000	-	-100%
001-510515-340005-00-0000	Contractual Services-Engineering	-	-	-	7,500	7,500	0%
001-510515-400001-00-0000	Travel - Air Fare	-	185	-	-	-	0%
001-510515-410001-00-0000	Cell Phone Charges	-	483	1,500	526	547	-64%
001-510515-450002-00-0000	Insurance - Property & Liability	-	-	-	-	2,997	
001-510515-490006-00-0000	Business Meetings/Meals	-	430	-	-	-	0%
001-510515-490900-00-0000	Miscellaneous Expense	-	1,066	2,500	1,100	1,500	-40%
001-510515-510001-00-0000	Office Supplies - General Office Supp	-	115	1,000	1,000	1,000	0%
001-510515-522001-00-0000	Board Expenses - Planning & Zoning	550	-	-	-	-	0%
001-510515-540001-00-0000	Memberships/Subscription-Memberships	-	-	1,000	9,000	1,000	0%
001-510515-541001-00-0000	Education/Training	-	-	2,500	-	1,500	-40%
001-510515-640003-00-0000	Machinery & Equipment	-	1,782	5,000	4,100	1,000	-80%
<b>Planning Total Expenditures:</b>		<b>265,318</b>	<b>274,565</b>	<b>241,774</b>	<b>227,510</b>	<b>284,556</b>	<b>18%</b>

Total Personnel Services	\$ -	\$ 66,543	\$ 113,460	\$ 55,000	\$ 65,000	-43%
Total Fringe Benefits	\$ -	\$ 21,036	\$ 64,814	\$ 25,408	\$ 26,948	-58%
Total Operating Expenditures	\$ 265,318	\$ 185,205	\$ 58,500	\$ 143,002	\$ 191,608	228%
Total Capital Expenditures	\$ -	\$ 1,782	\$ 5,000	\$ 4,100	\$ 1,000	-80%
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Total Planning	\$ 265,318	\$ 274,565	\$ 241,774	\$ 227,510	\$ 284,556	18%

Fiscal Year 2022-23 Full-Time Employees	1
Fiscal Year 2021-22 Full-Time Employees	2
Variance	-1



## Information Technology Director

# Information Technology



## **Mission Statement:**

To provide high-quality and innovative technology solutions and services to Town agencies, citizens and those doing business with the Town.

## **Department Description:**

The Information Technology department provides technology solutions, services, and support to all Town departments, as well as implementing online services to facilitate obtaining information and doing business with the Town for residents and businesses. The department acts as the technology liaison with other governmental and non-governmental agencies to facilitate the sharing of data for City purposes.

## **Fiscal Year 2022 Major Accomplishments**

- 1.** Bringing the Police department online
- 2.** Designing a new SCADA system for public works
- 3.** Building the GIS for the Town
- 4.** Tech refresh for the AV system for the commission chambers
- 5.** Implementing the Mobile Device Management for the Town

## **Fiscal Year 2023 Major Goals and Initiatives**

- 1.** Finish the Startup for the Police department
- 2.** Work with All town staff to train regarding cybersecurity best practices
- 3.** Tech refresh the Town's entire video system
- 4.** Rollout the SCADA system for public works
- 5.** To make sure the Town's doesn't have a security breach and our data is not compromised.

**Town of Pembroke Park  
General Fund Expenditures**

Expense	Account Name	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projection	2022-2023 Adopted	Variance
001-510516-120000-00-0000	Salaries	-	-	-	-	115,219	#DIV/0!
001-510516-210000-00-0000	FICA Taxes Expense	-	-	-	-	8,814	#DIV/0!
001-510516-220000-00-0000	Employee Retirement Expense	-	-	-	-	36,375	#DIV/0!
001-510516-230001-00-0000	Group Insurance	-	-	-	-	10,026	#DIV/0!
001-510516-230001-01-0000	Dental/Vision Insurance	-	-	-	-	2,396	#DIV/0!
001-510516-230001-02-0000	Life Insurance (Standard Insur.Co.)	-	-	-	-	864	#DIV/0!
001-510516-230001-05-0000	Life Insurance (John Hancock VUL)	-	-	-	-	10,842	#DIV/0!
001-510516-240000-00-0000	Workers Compensation	-	-	-	-	417	#DIV/0!
001-510516-340007-00-0000	Contractual Services	-	-	-	-	190,568	#DIV/0!
001-510516-340011-00-0000	Contractual Services - Computer Related	-	-	-	-	40,000	#DIV/0!
001-510516-400001-00-0000	Travel	-	-	-	-	3,500	#DIV/0!
001-510516-410001-00-0000	Cellular Phones	-	-	-	-	2,500	#DIV/0!
001-510516-450002-00-0000	Insurance - Property & Liability	-	-	-	-	2,500	#DIV/0!
001-510516-470000-00-0000	Printing	-	-	-	-	500	#DIV/0!
001-510516-510000-00-0000	Office Supplies	-	-	-	-	500	#DIV/0!
001-510516-540001-00-0000	Memberships/Subscriptions	-	-	-	-	1,200	#DIV/0!
001-510516-540003-00-0000	Education & Training	-	-	-	-	1,200	#DIV/0!
001-510516-640003-00-0000	Machinery and Equipment	-	-	-	-	15,000	#DIV/0!
<b>Information Technology Total Expenditures:</b>		-	-	-	-	<b>442,421</b>	<b>#DIV/0!</b>

Total Personnel Services	\$	-	\$	-	\$	-	\$	115,219	#DIV/0!
Total Fringe Benefits	\$	-	\$	-	\$	-	\$	69,734	#DIV/0!
Total Operating Expenditures	\$	-	\$	-	\$	-	\$	242,468	#DIV/0!
Total Capital Expenditures	\$	-	\$	-	\$	-	\$	15,000	#DIV/0!
Total Debt Services	\$	-	\$	-	\$	-	\$	-	0%
<b>Total Information Technology</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>442,421</b>	<b>#DIV/0!</b>

Fiscal Year 2022-23 Full-Time Employees	1
Fiscal Year 2021-22 Full-Time Employees	1
Variance	0

# **Non-Departmental**

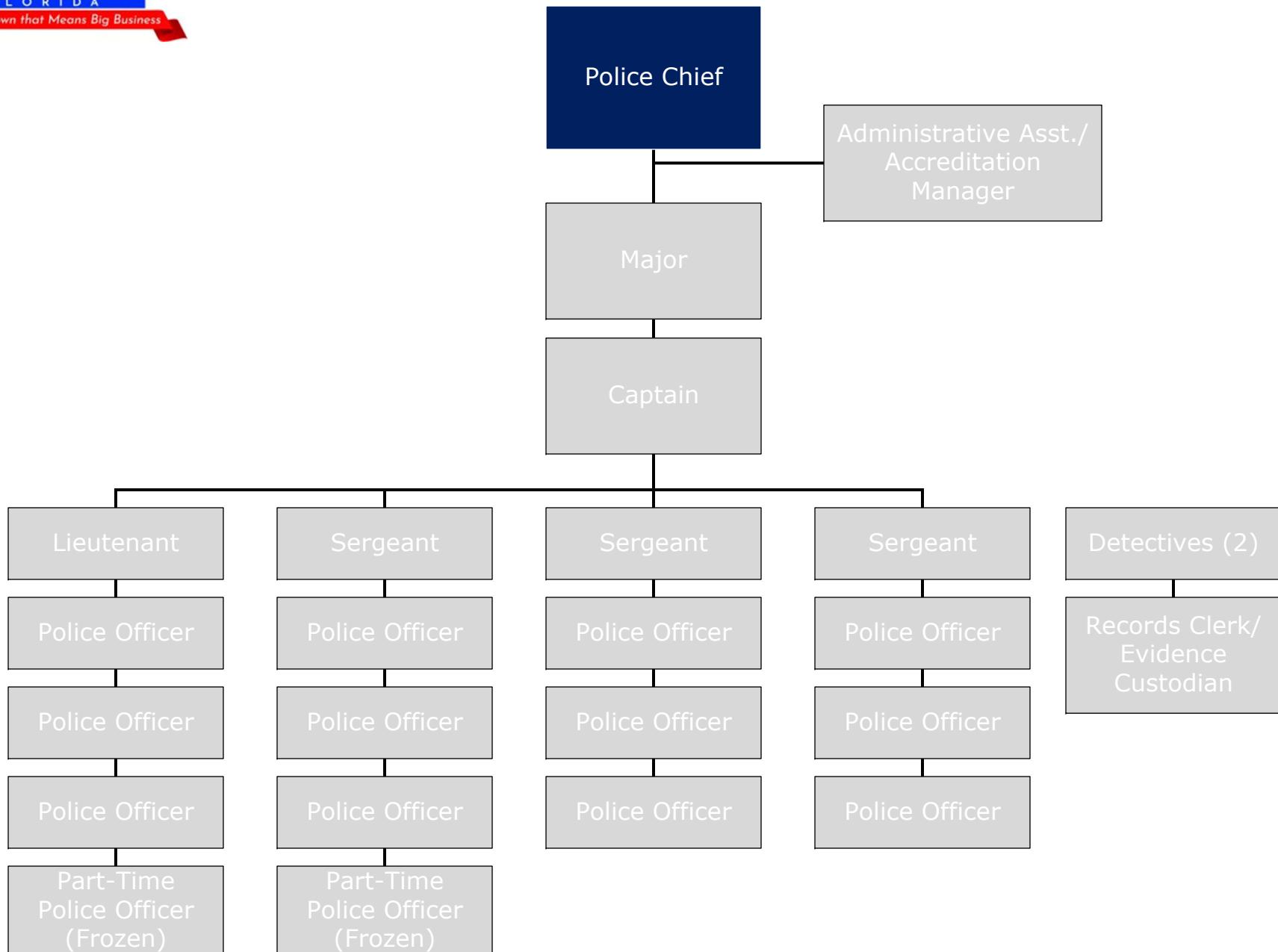
**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510519-150001-00-0000	Employee Awards/Incentives				1,185	-	
001-510519-310900-00-0000	Professional Services	-	1,500	-	-	-	0%
001-510519-340001-00-0000	Contractual Services-Law Enforcement	-	-	-	-	1,164,868	0%
001-510519-340003-02-0000	Contractual Services-Legal-Non Retainer	1,379	-	-	-	-	0%
001-510519-340004-00-0000	Various Contractual Services	35,041	31,557	28,000	31,000	28,500	2%
001-510519-340006-05-0000	Contractual Svrs-Town Hall-Pest Control	3,317	3,351	3,500	3,500	1,104	-68%
001-510519-340007-00-0000	Contractual Svc-Computer Related Service	115,980	142,087	106,000	125,000	4,800	-95%
001-510519-410001-00-0000	Telephone Cost - Cellular	2,554	3,487	3,000	6,200	3,000	0%
001-510519-410003-00-0000	Town Hall Line Charge/Internet Connection	14,440	42,424	30,000	30,000	2,940	-90%
001-510519-411003-00-0000	Postage-Shipping-Fed Express	8,158	12,092	6,000	12,500	12,000	100%
001-510519-430001-00-0000	Electricity-Town Hall	40,706	43,419	32,500	42,000	40,000	23%
001-510519-431001-00-0000	Water-Town Hall	8,817	9,652	9,000	9,350	9,000	0%
001-510519-441002-00-0000	Lease Expense-Copy Machine and Other	855	855	1,000	750	1,000	0%
001-510519-450002-00-0000	Insurance Expense - General Liability/Prop.	2,916	3,247	3,646	3,646	-	-100%
001-510519-460010-00-0000	Maintenance & Repair Car Bldg & Equipmnt	24,425	29,691	25,000	27,571	25,000	0%
001-510519-460010-00-0716	Maintenance & Repair-Town Hall-Flood	-	1,825	-	-	-	0%
001-510519-460011-00-0000	Maintenance and Repair-3RD FLOOR	1,368	1,435	2,500	1,400	2,500	0%
001-510519-480003-00-0000	Donations	3,998	3,890	10,000	10,000	5,000	-50%
001-510519-490001-00-0000	Lobbying Expenses	118,628	118,628	144,000	144,000	205,000	42%
001-510519-490003-00-0000	Misc Charges	86,338	170,544	75,000	178,331	75,000	0%
001-510519-490005-00-0000	Bad Debt Expense	110,000	-	-	-	-	0%
001-510519-510001-00-0000	Office Supplies-General Office Supplies	-	205	-	-	-	0%
001-510519-520900-00-0000	Misc. Market Supplies/Office Supplies	4,353	7,990	7,500	7,500	3,000	-60%
001-510519-541002-00-0000	Education/Training-Tuition Assistance	-	-	-	-	10,000	0%
001-510519-630000-00-0000	Improvements to Buildings	-	31,300	-	16,000	-	0%
001-510519-640003-00-0000	Equipment, Security, Holiday Deco (+250)	6,833	4,309	-	35,000	40,000	0%
001-510519-640003-00-9077	Hardware & Software Replacement	36,508	83,622	85,000	63,000	30,000	-65%
001-510519-710000-00-0000	Debt Service - Principal Amount	-	-	-	-	233,069	0%

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-510519-720000-00-0000	Debt Service - Interest Payment	-	-	-	-	42,931	0%
	<b>Non-Departmental Total Expenditures:</b>	<b>626,615</b>	<b>747,112</b>	<b>571,646</b>	<b>747,933</b>	<b>1,938,712</b>	<b>239%</b>

Total Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total Fringe Benefits	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total Operating Expenditures	\$ 583,274	\$ 626,381	\$ 486,646	\$ 632,748	\$ 1,592,712	\$ 227%	
Total Capital Expenditures	\$ 43,341	\$ 119,231	\$ 85,000	\$ 114,000	\$ 70,000	\$ -18%	
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ 276,000	\$ 0%	
Total Non-Departmental	\$ 626,615	\$ 747,112	\$ 571,646	\$ 746,748	\$ 1,938,712	\$ 239%	



# POLICE DEPARTMENT



## **Mission Statement:**

Police will endeavor to provide exceptional customer service while upholding the highest level of safety to all persons, employing respect, a sense of community, trust, integrity, and unrestricted civility to every member of the greater public.

## **Department Description:**

The Police Department works closely with every department within the Town to meet and exceed community expectations. Public Safety, response to crime, and community involvement are paramount to a successful policing model. Therefore, Pembroke Park Police have adopted the Community Policing ideal for the entire department and embraces these ideals as we move forward.

## **Fiscal Year 2022 Major Accomplishments**

1. Complete IT initiatives to include fiber installation into the building
2. Obtain state-wide portable radio keys and complete 30 radio programming
3. Complete laptop connectivity to Broward County Regional Radio CAD
4. Complete the SMARTCOP Records Management System onboarding
5. Hire initial police officers

## **Fiscal Year 2023 Major Goals and Initiatives**

1. Begin patrol activities
2. Adjust patrol to meet criminal activities
3. Complete Police Station Buildout and move to the new facility
4. Develop Robust "block/ In-service" training program
5. Build trust and establish positive relationships between law enforcement and the community, create initiatives conducive to safety and ensure a successful agency Grand Opening

**Town of Pembroke Park  
General Fund Expenditures**

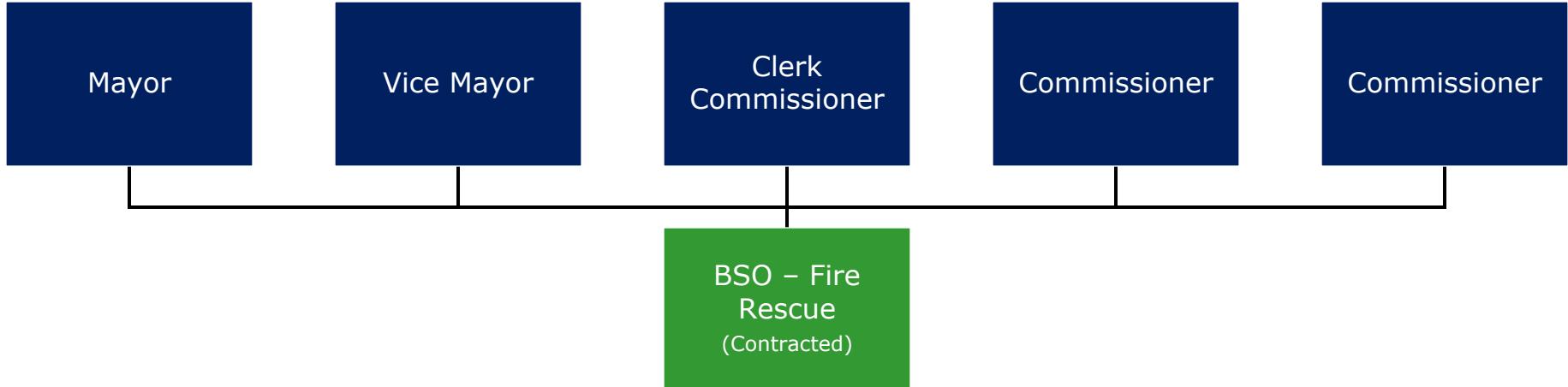
<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-520521-120000-00-0000	Salaries	-	83,896	1,048,000	252,590	1,756,767	68%
001-520521-140000-00-0000	Overtime	-	-	93,750	-	125,000	33%
001-520521-210000-00-0000	Fica Taxes Expenses	-	6,393	66,823	19,323	143,573	115%
001-520521-220000-00-0000	Employer Contribution - Retirement Exepnse	-	11,069	279,174	54,275	496,608	78%
001-520521-230001-00-0000	Group Health Insurance	-	-	276,411	28,064	286,620	4%
001-520521-230001-01-0000	Dental/Vision Insurance	-	903	31,348	5,116	57,600	84%
001-520521-230001-02-0000	Life Insurance - (Reliance Insurance)	-	1,002	3,000	2,930	28,800	860%
001-520521-230001-05-0000	Life Insurance John Hakcock Co VUL	-	-	19,000	2,030	27,600	45%
001-520521-240000-00-0000	Workers Compensation	-	-	31,500	-	73,257	133%
001-520521-310900-00-0000	Professional Services-Other	-	2,448	-	-	-	0%
001-520521-340001-00-0000	Contractual Services-Law Enforcement	3,299,300	3,289,650	1,125,260	3,371,796	-	-100%
001-520521-340003-00-0000	Contractual Services-Legal Retainer	-	-	-	-	-	0%
001-520521-340004-00-0000	Various Contractual Services	-	-	-	-	98,765	0%
001-520521-340006-00-0000	Janitorial Services	-	-	-	-	2,499	0%
001-520521-340007-00-0000	Contractual Services	-	-	-	-	28,121	0%
001-520521-340011-00-0000	Contractual Services-Computer related	-	308	191,300	46,246	10,000	-95%
001-520521-340012-02-0000	Contractual Services-Bldg Dept Plumb	(780)	-	-	-	-	0%
001-520521-400001-00-0000	Travel - Air Fare	-	306	-	-	-	0%
001-520521-410001-00-0000	Cellular Phones	-	462	-	1,750	-	0%
001-520521-410002-00-0000	General Liability Insurance	-	-	-	-	-	0%
001-520521-450002-00-0000	Insurance - Property & Liability	-	-	36,569	-	50,566	38%
001-520521-460011-00-0000	Maintenance-Office Equipment	-	-	18,750	-	20,000	7%
001-520521-470000-00-0000	Printing	-	63	-	-	-	0%
001-520521-480001-00-0000	Advertising	-	-	-	-	7,500	0%
001-520521-490006-00-0000	Business Meetings/Meals	-	50	-	-	-	0%
001-520521-490900-00-0000	Miscellaneous Expense	-	3,942	-	-	-	0%
001-520521-510001-00-0000	Office Supplies - General Office Supp	-	912	5,000	1,000	7,500	50%
001-520521-510002-00-0000	Office Supplies-Software	-	9,805	-	-	-	0%

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-520521-510900-00-0000	Uniforms	-	1,017	7,500	1,000	10,000	33%
001-520521-520900-01-0000	LLETF - Explorer Progam	827	-	-	-	-	0%
001-520521-520900-04-0000	BSO - Traffic Enforcement	-	4,509	-	-	-	0%
001-520521-521001-00-0000	Vehicle Expense - Gasoline	-	169	30,000	5,000	151,200	404%
001-520521-540001-00-0000	Memberships	-	1,241	-	-	-	0%
001-520521-540002-00-0000	Professional Organization Dues	-	350	-	-	-	0%
001-520521-541001-00-0000	Education/Training - Instructor Led Sem	-	2,035	-	-	-	0%
001-520521-599999-00-0000	Miscellaneous Expense	-	16,569	75,000	30,000	50,000	-33%
001-520521-640003-00-0000	Machinery and Equipment Law Enforcement	-	195,308	-	600,000	10,000	0%
001-520521-710000-00-0000	Debt Service - Principal Amount	-	-	228,549	247,547	-	-100%
001-520521-720000-00-0000	Debt Service-Interest Payment	-	-	47,451	51,513	-	-100%
<b>Police Total Expenditures:</b>		<b>3,299,347</b>	<b>3,632,406</b>	<b>3,614,385</b>	<b>4,720,180</b>	<b>3,441,976</b>	<b>-5%</b>

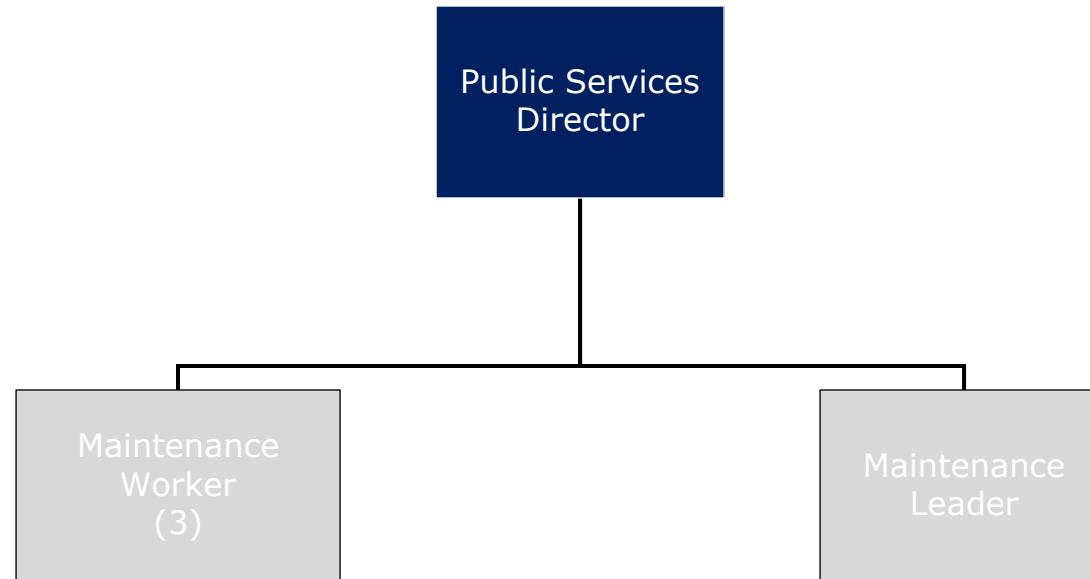
Total Personnel Services	\$ -	\$ 83,896	\$ 1,141,750	\$ 252,590	\$ 1,881,767	65%
Total Fringe Benefits	\$ -	\$ 19,367	\$ 707,256	\$ 111,738	\$ 1,114,058	58%
Total Operating Expenditures	\$ 3,299,347	\$ 3,333,835	\$ 1,489,379	\$ 3,456,792	\$ 436,151	-71%
Total Capital Expenditures	\$ -	\$ 195,308	\$ -	\$ 600,000	\$ 10,000	#DIV/0!
Total Debt Services	\$ -	\$ -	\$ 276,000	\$ 299,060	\$ -	0%
<b>Total Police</b>	<b>\$ 3,299,347</b>	<b>\$ 3,632,406</b>	<b>\$ 3,614,385</b>	<b>\$ 4,720,180</b>	<b>\$ 3,441,976</b>	<b>-5%</b>

Fiscal Year 2022-23 Full-Time Employees	24
Fiscal Year 2021-22 Full-Time Employees	0
Variance	24



**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-520522-340002-00-0000	Contractual Services-Fire Rescue	3,545,340	3,468,493	3,631,375	3,652,284	3,812,944	5%
	<b>Fire Rescue Total Expenditures:</b>	<b>3,545,340</b>	<b>3,468,493</b>	<b>3,631,375</b>	<b>3,652,284</b>	<b>3,812,944</b>	<b>5%</b>
	Total Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Total Operating Expenditures	\$ 3,545,340	\$ 3,468,493	\$ 3,631,375	\$ 3,652,284	\$ 3,812,944	5%
	Total Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
	Total Fire Rescue	\$ 3,545,340	\$ 3,468,493	\$ 3,631,375	\$ 3,652,284	\$ 3,812,944	5%
	Fiscal Year 2022-23 Full-Time Employees	0					
	Fiscal Year 2021-22 Full-Time Employees	0					
	Variance	0					



# Public Services Department



## **Mission Statement:**

To create, implement, and support the standard operating procedures of the Town's Public Services Dept. To instill discipline, integrity, and an effective work ethic through dedication, sacrifice and commitment of a decisive professional ethos. To provide a workflow methodology that establishes and promotes an efficient dynamic of concentrated professional support services to the Town's residents and business partners.

## **Department Description:**

The department provides support and direction for matters related to: Public Works, Parks and Recreation, Grounds Maintenance, Facilities Maintenance, Planning, Development, Procurement, Project Management, Grants Solicitation and Construction Management.

## **Fiscal Year 2022 Major Accomplishments**

1. Completion of SW 30<sup>th</sup> Ave Re-Pavement Project
2. Completion of the Ryan Park Trail and Picnic area
3. Acquisition of Public Works Storage space
4. Bypass pump purchase
5. Completion of the Town Hall AC repair
6. Completed the Stormwater and Wastewater Master Plan

## **Fiscal Year 2023 Major Goals and Initiatives**

1. Complete the Stormwater and Wastewater Master Plan and Needs Assessment Lift Station #10, 13 & 17 Remodel
2. JPL Stormwater Improvement, & SW 25<sup>th</sup> St. Stormwater Improvement Projects
4. 30<sup>th</sup> St. Force Main Replacement
5. Town Hall Hardening improvements, Fence Repair, Landscaping and Paint Project
6. Repair and refresh playground, splashpad, and exercise equipment

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-530541-120000-00-0000	Salaries	179,418	187,641	240,499	212,967	221,021	-8%
001-530541-140000-00-0000	Overtime	2,286	454	2,000	1,500	854	-57%
001-530541-210000-00-0000	FICA Taxes Expense	13,584	13,377	18,398	16,407	16,973	-8%
001-530541-220000-00-0000	Employee Retirement Expense	19,117	23,786	31,479	23,591	26,425	-16%
001-530541-230001-00-0000	Group Insurance	36,552	46,579	60,898	50,149	50,254	-17%
001-530541-230001-01-0000	Dental/Vision Insurance	6,472	5,596	6,563	6,064	6,480	-1%
001-530541-230001-02-0000	Life Insurance (Standard Insur.Co.)	3,299	3,279	4,190	3,500	3,300	-21%
001-530541-230001-03-0000	Long Term Care (John Hancock Co.)	2,799	3,240	-	3,790	3,360	#DIV/0!
001-530541-230001-05-0000	Life Insurance (John Hancock VUL)	2,849	1,914	6,136	3,500	2,880	-53%
001-530541-240000-00-0000	Workers' Compensation	5,049	7,565	17,360	4,392	7,659	-56%
001-530541-340004-00-9011	SW 30th Ave St Lights-29th Year CDBG	-	-	-	-	-	#DIV/0!
001-530541-340006-01-0000	Town Hall Janitorial	2,933	3,900	3,900	3,900	3,900	0%
001-530541-400002-00-0000	Travel	2	-	1,000	750	1,000	0%
001-530541-410001-00-0000	Cellular Phones	2,489	1,918	2,400	2,400	2,400	0%
001-530541-430009-00-0000	Electricity-Outdoor Lighting	32,232	37,905	38,000	38,000	38,000	0%
001-530541-431006-00-0000	Water-Public Works	3,016	28	500	500	500	0%
001-530541-440001-00-0000	Rental Expense-Equipment Copier	3,284	648	1,000	1,000	1,000	0%
001-530541-450002-00-0000	Insurance Expense Prop - General Liability	23,991	26,187	29,140	29,140	29,126	0%
001-530541-460060-00-0000	Maintenance & Repair Car Bldg & Equipmnt	54,449	106,946	60,000	60,000	60,000	0%
001-530541-460900-00-0000	Maintenance and Repair-Other	942	270	-	22,000	-	#DIV/0!
001-530541-490900-00-0000	Misc. Charges	5,991	8,989	15,000	10,000	10,000	-33%
001-530541-510001-00-0000	Office Supplies	2,675	1,554	2,000	1,684	2,000	0%
001-530541-520003-00-0000	Uniform Expense	1,157	1,141	1,200	1,635	1,500	25%
001-530541-521001-00-0000	Vehicle Expense-Gasoline	9,212	11,433	10,000	10,000	12,500	25%
001-530541-540004-00-0000	Memberships/Subscriptions & Dues	479	11,560	5,000	6,364	6,500	30%
001-530541-541001-00-0000	Education & Training-Registration/Books	450	1,221	1,000	3,000	2,000	100%

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-530541-640000-00-9077	Town Hall Improvements	-	-	70,000	5,000	-	-100%
001-530541-640000-00-9079	Bike Lane Improvements	-	-	80,000	-	-	-100%
001-530541-640000-00-9080	SW52ND Ave Complete Streets & Pak Rd Impr.	-	-	514,000	-	43,000	-92%
001-530541-640003-00-0000	Capital Outlay-Machinery and Equipment	20,848	14,793	60,000	225,000	20,000	-67%
<b>Roads &amp; Streets Total Expenditures:</b>		<b>435,576</b>	<b>521,923</b>	<b>1,281,663</b>	<b>746,233</b>	<b>572,632</b>	<b>-55%</b>

Total Personnel Services	\$ 181,704	\$ 188,095	\$ 242,499	\$ 214,467	\$ 221,875	-9%
Total Fringe Benefits	\$ 89,720	\$ 105,335	\$ 145,024	\$ 111,393	\$ 117,331	-19%
Total Operating Expenditures	\$ 143,303	\$ 213,701	\$ 170,140	\$ 190,373	\$ 170,426	0%
Total Capital Expenditures	\$ 20,848	\$ 14,793	\$ 724,000	\$ 230,000	\$ 63,000	-91%
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Roads &amp; Streets</b>	<b>\$ 435,576</b>	<b>\$ 521,923</b>	<b>\$ 1,281,663</b>	<b>\$ 746,233</b>	<b>\$ 572,632</b>	<b>-55%</b>

Fiscal Year 2022-23 Full-Time Employees	4
Fiscal Year 2021-22 Full-Time Employees	4
Variance	0



# Code Enforcement Department



**Mission Statement:** It is the intent of the Town of Pembroke Park to promote, protect, and improve the health, safety, and welfare of the citizens of Pembroke Park.

## Department Description:

The Code Enforcement Department has the authority to create administrative boards with authority to impose administrative fines and other noncriminal penalties to provide an equitable, expeditious, effective, and inexpensive method of enforcing any codes and ordinances in force in counties and municipalities, where a pending, or repeated violation continues to exist.

## Fiscal Year 2022 Major Accomplishments

1. On June 15, 2022, the Special Magistrate authorized foreclosure on 18 properties. There were 30 cases that were sent notice for foreclosure, out of the 30, 13 properties complied and closed their case.
2. The right of way on SW 31<sup>st</sup> Street has been in disrepair for years. We have worked with Public Works Director Robert Clark and Building Official Miguel Nunez to remedy the poor and unsafe conditions. The property is condemned unsafe and the Unsafe Structure Board order to demolish if no improvements or corrections are made within 60 days as of 08/17/22.
3. Through Code Enforcement procedures we eliminated crime, blight, and unsanitary conditions.
4. Town main corridors have had an 80% improvement in blight reduction.

## Fiscal Year 2023 Major Goals and Initiatives

1. Continue improving the appearance and safety of the Town as a whole.
2. Reduce or eliminate the poor and unsafe conditions at SW 31<sup>st</sup> AVE.
3. Reduce the amount of foreclosure cases brought forth to the Special Magistrate and encourage voluntary compliance.
4. Continue to build positive relationships with the Town Citizens.

**Town of Pembroke Park  
General Fund Expenditures**

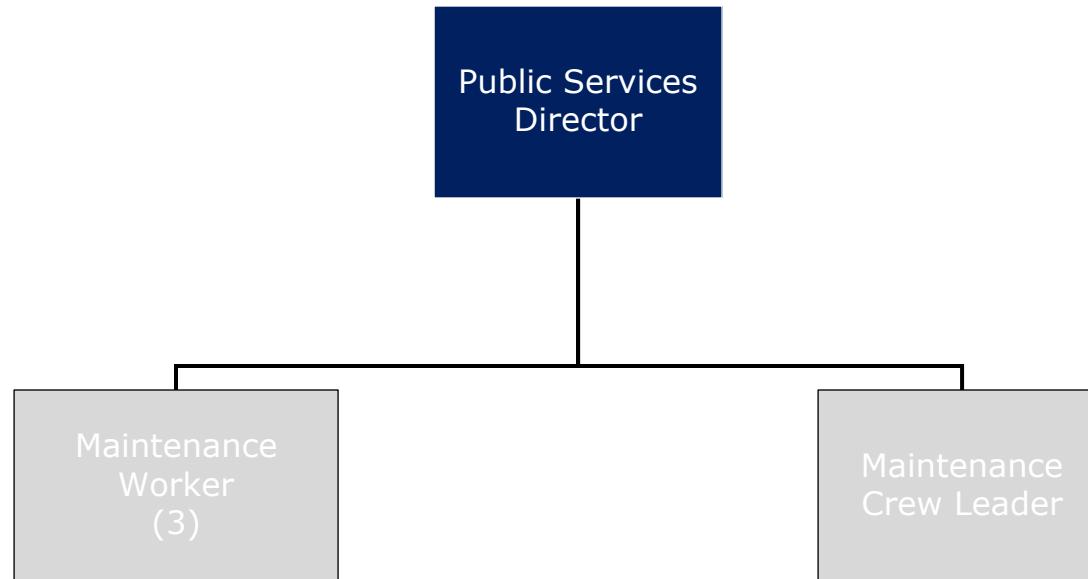
<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-539539-120000-00-0000	Salaries	113,300	72,967	105,011	121,893	163,551	56%
001-539539-121000-00-0000	Part Time Salaries	-	-	-	-	-	#DIV/0!
001-539539-140000-00-0000	Overtime	972	-	2,000	-	-	-100%
001-539539-210000-00-0000	FICA Taxes Expense	8,589	5,246	8,033	9,325	12,512	56%
001-539539-220000-00-0000	Employee Retirement Expense	19,338	7,886	11,362	11,362	31,865	180%
001-539539-230001-00-0000	Group Insurance	20,768	27,412	27,868	26,732	42,247	52%
001-539539-230001-01-0000	Dental/Vision Insurance	3,285	3,134	3,134	3,126	3,487	11%
001-539539-230001-02-0000	Life Insurance (Standard Insur.Co.)	2,019	1,808	1,719	1,335	420	-76%
001-539539-230001-03-0000	Long Term Care (John Hancock Co.)	973	1,070	1,020	520	1,020	0%
001-539539-230001-05-0000	Life Insurance (John Hancock VUL)	323	-	-	-	-	#DIV/0!
001-539539-240000-00-0000	Workers' Compensation	1,188	1,780	155	1,033	1,483	857%
001-539539-340003-02-0000	Contractual Services-Legal-Non Retainer	-	-	-	-	10,000	
001-539539-340006-01-0000	Town Hall-Janitorial	2,933	3,900	3,900	3,900	3,900	0%
001-539539-340007-00-0000	Contractual Services	1,800	1,800	5,400	2,100	12,800	137%
001-539539-400002-00-0000	Travel - Hotel, Airfare, Mileage, Tolls & Meals	40	387	2,500	2,500	5,000	100%
001-539539-410001-00-0000	Cell Phones	1,442	1,135	3,000	1,305	1,305	-57%
001-539539-441003-00-0000	Lease Expense- Copier	253	-	1,000	500	660	-34%
001-539539-450002-00-0000	Insurance - Property & Liability	5,561	6,123	6,895	6,895	6,895	0%
001-539539-470000-00-0000	Printing and Forms	991	819	2,500	850	1,000	-60%
001-539539-490900-00-0000	Misc. Charges	86	2,204	1,500	4,500	2,200	47%
001-539539-510001-00-0000	Office Supplies	2,079	2,214	5,000	2,200	2,500	-50%
001-539539-520003-00-0000	Uniform Expense	171	1,038	800	850	1,000	25%
001-539539-521001-00-0000	Vehicle Expense-Gasoline	651	1,146	3,000	1,801	3,000	0%
001-539539-521002-00-0000	Vehicle Expense-Maintenance & Repair	111	662	1,000	750	1,000	0%
001-539539-522001-00-0000	Board Expenses-Code & P&Z Boards	800	-	-	-	-	#DIV/0!
001-539539-540001-00-0000	Memberships	568	9,732	2,000	11,000	385	-81%

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-539539-541900-00-0000	Education & Training - Other	843	1,300	3,000	1,615	3,000	0%
001-539539-640003-00-0000	Machinery & Equipment (over \$250.00)	(200)	2,488	5,000	3,128	2,500	-50%
	<b>Code Enforcement Total Expenditures:</b>	<b>188,882</b>	<b>156,252</b>	<b>206,799</b>	<b>219,221</b>	<b>313,730</b>	<b>52%</b>

Total Personnel Services	\$ 114,272	\$ 72,967	\$ 107,011	\$ 121,893	\$ 163,551	53%
Total Fringe Benefits	\$ 56,483	\$ 48,337	\$ 53,292	\$ 53,433	\$ 93,034	75%
Total Operating Expenditures	\$ 18,328	\$ 32,460	\$ 41,495	\$ 40,766	\$ 54,645	32%
Total Capital Expenditures	\$ (200)	\$ 2,488	\$ 5,000	\$ 3,128	\$ 2,500	-50%
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Code Enforcement</b>	<b>\$ 188,882</b>	<b>\$ 156,252</b>	<b>\$ 206,799</b>	<b>\$ 219,221</b>	<b>\$ 313,730</b>	<b>52%</b>

Fiscal Year 2022-23 Full-Time Employees	3
Fiscal Year 2021-22 Full-Time Employees	2
Variance	1



**Town of Pembroke Park  
General Fund Expenditures**

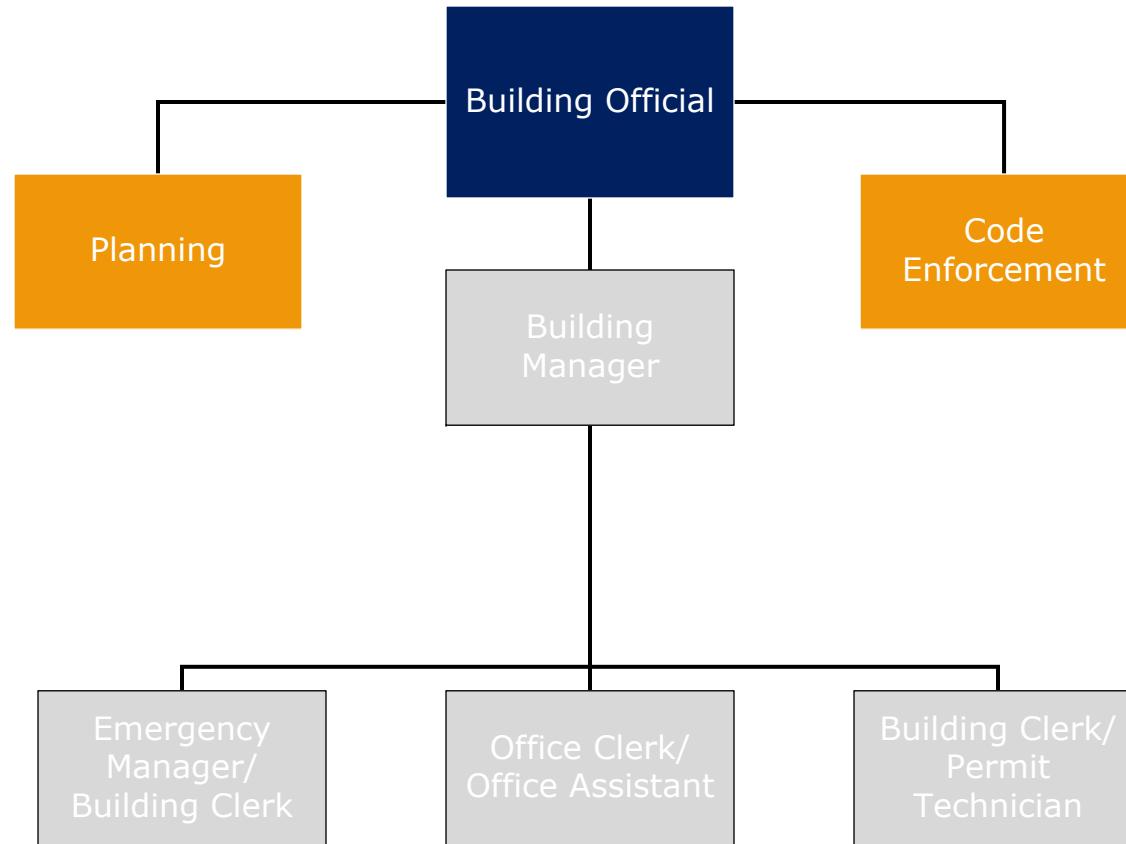
<b>Expense</b>	<b>Dept. Title</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-570572-120000-00-0000	Parks and Recreation	Salaries	188,893	162,480	187,694	143,861	187,967	0%
001-570572-140000-00-0000	Parks and Recreation	Overtime	13,857	4,372	7,500	15,356	7,500	0%
001-570572-210000-00-0000	Parks and Recreation	FICA Taxes Expense	15,448	12,580	14,359	12,180	14,953	4%
001-570572-220000-00-0000	Parks and Recreation	Employee Retirement Expense	17,948	17,133	18,852	17,606	23,280	23%
001-570572-230001-00-0000	Parks and Recreation	Group Insurance	37,382	36,377	40,130	23,755	38,753	-3%
001-570572-230001-01-0000	Parks and Recreation	Dental/Vision Insurance	7,465	6,049	6,269	3,206	4,800	-23%
001-570572-230001-02-0000	Parks and Recreation	Life Insurance (Standard Insur.Co.)	3,279	2,865	3,087	1,742	3,600	17%
001-570572-230001-03-0000	Parks and Recreation	Long Term Care (John Hancock Co.)	1,818	1,920	-	2,240	3,360	0%
001-570572-230001-05-0000	Parks and Recreation	Life Insurance (John Hancock VUL)	1,750	780	3,010	91	-	-100%
001-570572-240000-00-0000	Parks and Recreation	Workers' Compensation	4,158	6,230	6,589	3,617	3,336	-49%
001-570572-340006-05-0000	Parks and Recreation	Contractual Services	2,195	2,961	2,000	2,980	1,903	-5%
001-570572-410001-00-0000	Parks and Recreation	Cellular Phones & beepers	1,030	1,024	1,500	1,901	1,513	1%
001-570572-410005-00-0000	Parks and Recreation	Phone Line-Behan Park	3,312	2,669	3,200	5,392	4,536	42%
001-570572-410006-00-0000	Parks and Recreation	Phone Line- Oglesby Preserve	722	5,976	800	6,287	5,424	578%
001-570572-430003-00-0000	Parks and Recreation	Electricity	16,350	14,141	16,000	16,350	16,689	4%
001-570572-431003-00-0000	Parks and Recreation	Water Charges	5,401	3,700	5,400	2,800	4,000	-26%
001-570572-450002-00-0000	Parks and Recreation	Insurance - Property & Liability	13,176	14,475	16,411	16,407	12,394	-24%
001-570572-460900-00-0000	Parks and Recreation	Maintenance & Repair Car Bldg & Equipmt.	22,509	25,360	25,000	30,000	25,000	0%
001-570572-490900-00-0000	Parks and Recreation	Other Current Charges-Other	-	199	-	-	-	0%
001-570572-510001-00-0000	Parks and Recreation	Office Supplies	478	209	400	-	400	0%
001-570572-520003-00-0000	Parks and Recreation	Uniform Expense	1,024	655	1,000	1,000	1,000	0%
001-570572-520900-00-0000	Parks and Recreation	Misc. Charges	4,306	4,776	7,500	10,000	6,500	-13%
001-570572-521001-00-0000	Parks and Recreation	Gasoline Costs	3,348	2,812	4,000	6,500	4,000	0%
001-570572-540001-00-0000	Parks and Recreation	Membership, Dues & Subscription	-	-	-	-	-	0%
001-570572-541001-00-0000	Parks and Recreation	Education & Training-Registration/Books	450	1,219	1,900	1,515	1,900	0%
001-570572-640000-00-9048	Parks and Recreation	LED Fixtures & add lightpoles Project # 9048	-	-	-	1,477	-	0%
001-570572-640000-00-9049	Parks and Recreation	Pembroke Park Health Fair Festival	9,917	-	10,000	3,620	3,500	-65%
001-570572-640000-00-9051	Parks and Recreation	Pembroke Park- Egg Hunt	1,128	1,861	6,000	2,311	3,000	-50%
001-570572-640000-00-9052	Parks and Recreation	Pembroke Park- Toy Drive	3,763	3,899	4,000	1,659	5,000	25%
001-570572-640000-00-9053	Parks and Recreation	Pembroke Park- Turkey Drive	6,442	7,741	6,000	3,182	6,000	0%
001-570572-640000-00-9055	Parks and Recreation	Community Garden	3,982	1,465	25,000	500	1,500	-94%
001-570572-640000-00-9056	Parks and Recreation	Community Movie Night	-	-	500	-	3,000	500%
001-570572-640000-00-9057	Parks and Recreation	Relay for Life Event	1,000	-	2,000	-	-	-100%

**Town of Pembroke Park  
General Fund Expenditures**

<b>Expense</b>	<b>Dept. Title</b>	<b>Account Name</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Actual</b>	<b>2021-2022 Adopted Budget</b>	<b>2021-2022 EOY Projection</b>	<b>2022-2023 Adopted</b>	<b>Variance</b>
001-570572-640000-00-9058	Parks and Recreation	School Supply Drive	480	2,887	3,500	2,000	6,500	86%
001-570572-640000-00-9059	Parks and Recreation	Church of Christ	-	-	1,500	-	-	-100%
001-570572-640000-00-9060	Parks and Recreation	Newsletter Mailings	3,500	9,258	10,000	6,245	10,000	0%
001-570572-640000-00-9061	Parks and Recreation	Holiday Decorations	-	-	25,000	8,196	-	-100%
001-570572-640000-00-9062	Parks and Recreation	Food Distribution Farm Share	-	-	2,000	-	3,000	50%
001-570572-640000-00-9063	Parks and Recreation	Holiday Party	2,519	2,419	4,500	2,600	8,000	78%
001-570572-640000-00-9064	Parks and Recreation	Pet Fair	-	-	5,000	-	-	-100%
001-570572-640000-00-9065	Parks and Recreation	Florida Int. Trade & Expo (FITCE)	-	-	2,500	-	-	-100%
001-570572-640000-00-9066	Parks and Recreation	Little Library Dispensers	94	300	2,000	100	1,000	-50%
001-570572-640000-00-9068	Parks and Recreation	Hurricane Irma	(2,757)	-	-	-	-	0%
001-570572-640000-00-9069	Parks and Recreation	Community Garden Water Irrigation System Prj.#9069	-	540	-	-	-	0%
001-570572-640000-00-9070	Parks and Recreation	Fall Music Festival	3,163	-	2,500	1,265	6,000	140%
001-570572-640000-00-9071	Parks and Recreation	Club Richelieu	-	-	1,000	-	-	-100%
001-570572-640000-00-9075	Parks and Recreation		-	-	7,500	-	-	-100%
001-570572-640000-00-9076	Parks and Recreation	Walk A Thon	-	-	1,000	-	-	-100%
001-570572-640000-00-9078	Parks and Recreation	44 Yr CDBG Tod Lot Playgroud Project #9078	65,478	-	-	-	-	0%
001-570572-640000-00-9079	Parks and Recreation	Fl International Trade & Commission Expo (ITCE)	1,070	-	-	-	-	0%
001-570572-640000-00-9082	Parks and Recreation	45 YR CDBG Tot Lot Playground Ogelsby PR	1,435	177,521	-	4,132	-	0%
001-570572-640000-00-9083	Parks and Recreation	Oglesby Preserve Linear Walkway	-	-	65,000	55,000	-	-100%
001-570572-640000-00-9084	Parks and Recreation	47th Year CDBG Preserve Lighting Improvements	-	-	99,512	11,500	-	-100%
001-570572-640003-00-0000	Parks and Recreation	Machinery and Equipment Community Garden	9,229	5,381	25,000	7,000	10,000	-60%
		<b>Parks &amp; Recreation Total Expenditures:</b>	<b>476,744</b>	<b>544,233</b>	<b>683,613</b>	<b>435,573</b>	<b>439,308</b>	<b>-36%</b>

Total Personnel Services	\$ 202,750	\$ 166,851	\$ 195,194	\$ 159,217	\$ 195,467	0%
Total Fringe Benefits	\$ 89,250	\$ 83,934	\$ 92,296	\$ 64,437	\$ 92,082	0%
Total Operating Expenditures	\$ 107,532	\$ 110,546	\$ 206,611	\$ 134,287	\$ 141,759	-31%
Total Capital Expenditures	\$ 77,212	\$ 182,902	\$ 189,512	\$ 77,632	\$ 10,000	-95%
Total Debt Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Parks &amp; Recreation</b>	<b>\$ 476,744</b>	<b>\$ 544,233</b>	<b>\$ 683,613</b>	<b>\$ 435,573</b>	<b>\$ 439,308</b>	<b>-36%</b>

Fiscal Year 2022-23 Full-Time Employees	4
Fiscal Year 2021-22 Full-Time Employees	4
Variance	0



Planning and Code Compliance is under the direction of the Chief Building Official

# Building



**Mission Statement:** We are dedicated to being proactive, in serving our residents and business community, by providing an experienced administration team implementing the Florida Building Code and the Town Code of Ordinances within the Town of Pembroke Park. We do this by providing a positive and professional customer service and we are recognized as a leader in customer service by many outside organizations.

**Department Description:** The Building Department core responsibilities are permitting and inspections.

## Fiscal Year 2022 Major Accomplishments

1. Fully integrated Electronic Review and Customer Service, as a response to the industry demands.
2. Selected and procured with other Town offices, the new permitting software, which will allow us to move to the next step in efficiency and productivity.
3. Continued with the scanning of the permit records for any incoming applications and closed permits.
4. In progress the Town of Pembroke Park, "Amnesty Program". At this time 48 applicants have taken benefit of the program with 2 applicant receiving funds from the program as intended.
5. Merged the BTR and Planning and Zoning Departments, under the supervision of the Building Department.
6. Facilitated the number of reviews and inspections, using the Electronic System.
7. Achieved the designation of "Platinum Plus City" by the Broward County / Fort Lauderdale Alliance, Action Permitting Unit.
8. Created a higher standard in the Town Code of Ordinances, Flood Category, while obtaining approval from the State of Florida Department of Emergency management (FDEM).
9. Created and maintained the "Building permits and Inspections Utilization Report" and currently is in our website, as mandated by the State Statutes.

# **Building**

## **Fiscal Year 2023 Major Goals and Initiatives**

- 1.** Completion of the construction of the proposed Building Department offices, by the end of March 2023.
- 2.** Completion of the construction of the proposed Police Department offices, by the end of March 2023.
- 3.** Completion and implementation of the new permitting software for added efficiency and productivity, by December 01, 2022.
- 4.** Synchronize the current Code of Ordinances, with the current building, code, BTR and zoning industry trends.
- 5.** Maintain or 98% paperless and fully electronic with only accepting paper for later scanning to the non-technological customers.
- 6.** Completion of all paper archives and files scanning for a fully searchable database.

**Town of Pembroke Park  
Building Fund Revenues**

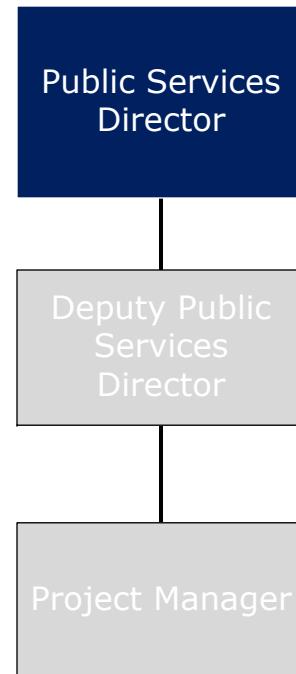
Revenue Account	Account Name	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
Revenues							
100-000320-322001-00-0000	Building Permits	245,961	326,447	347,150	266,319	437,769	26%
100-000320-322001-01-0000	Building Permit - Reinspection Fee	6,749	1,800	5,000	5,000	5,000	0%
100-000320-322001-02-0000	Building Dept. Reinstatement Fee	400	6,177	500	37,015	500	0%
100-000320-322001-03-0000	Building Inspection Fee	28,500	32,625	34,100	41,150	34,100	0%
100-000320-322002-00-0000	Electrical Permits	48,158	122,607	112,000	61,634	112,000	0%
100-000320-322002-01-0000	Electrical Permit-Reinspection Fee	675	325	500	2,850	500	0%
100-000320-322002-03-0000	Electrical Inspection Fee	12,075	20,900	8,585	20,900	8,585	0%
100-000320-322003-00-0000	Mechanical Permits	42,291	52,970	58,611	51,509	58,610	0%
100-000320-322003-01-0000	Mechanical Permit-Reinspection Fee	1,462	1,275	500	200	500	0%
100-000320-322003-02-0000	Mechanical Inspection Fee	4,325	8,275	3,385	10,550	3,385	0%
100-000320-322004-00-0000	Plumbing Permits	49,762	29,610	30,000	22,504	30,000	0%
100-000320-322004-01-0000	Plumbing Permit Reinspection Fee	3,375	1,775	760	3,950	760	0%
100-000320-322004-02-0000	Plumbing Inspection Fee	5,375	7,800	6,445	10,600	6,445	0%
100-000320-329103-04-0000	Fire Inspection Fees Permits	17,480	21,780	15,000	-	-	-100%
100-000320-329103-06-0000	Fire Reinspection Fee	33,813	46,323	25,000	-	-	-100%
100-000320-329106-01-0000	Zoning & Variance & Site Plan Fees	31,145	35,085	30,000	-	-	-100%
100-000320-329107-00-0000	Engineering-Planning Services	1,500	9,200	5,000	-	-	-100%
100-000320-329109-00-0000	Radon Fees - 10% Restricted for Education	4,082	8,199	4,000	3,134	4,000	0%
100-000320-329112-00-0000	Insurance Registration Fees	40	-	-	10	-	0%
100-000320-329114-00-0000	Plan Review	76,005	101,170	88,000	141,238	88,000	0%
100-000320-329115-00-0000	Processing Fee	60,125	51,336	55,000	91,000	55,000	0%
100-000330-334800-00-0000	Other Grants	-	7,500	-	-	-	0%
100-000340-341903-00-0000	Certificate of Occupancy Fees	2,544	2,363	5,050	3,631	5,050	0%
100-000340-341903-01-0000	Certificate of Completion	29,013	26,414	34,350	13,463	34,350	0%
100-000350-351004-00-0000	Code Enforcement Fines	12,623	3,700	-	-	-	0%
100-000360-324120-01-0000	Fire Impact Fee	1,308	-	-	-	-	0%
100-000360-324210-01-0000	Fire Impact Fee	-	100	-	-	-	0%
100-000360-369001-00-0000	Other Revenue	-	2,354	-	-	-	0%
100-000360-369001-01-0000	Other Revenue Building Department	2,302	6,561	-	28,828	-	0%
<b>REVENUE TOTAL</b>		<b>721,087</b>	<b>934,672</b>	<b>868,936</b>	<b>815,485</b>	<b>884,554</b>	<b>2%</b>

**Town of Pembroke Park  
Building Fund Expenditures**

Expense Account	Account Name	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
Expenditures							
100-524524-120000-00-0000	Full Time Salaries	187,534	241,254	374,254	320,094	354,840	-5%
100-524524-121000-00-0000	Part Time Salaries	-	5,462	-	-	18,096	0%
100-524524-140000-00-0000	Overtime	1,962	-	4,000	-	-	-100%
100-524524-210000-00-0000	FICA Taxes Expense	14,429	17,745	24,049	24,487	27,145	13%
100-524524-220000-00-0000	Employee Retirement Expense	28,186	28,404	76,780	59,217	65,139	-15%
100-524524-230001-00-0000	Group Insurance	19,937	16,968	74,877	38,666	61,624	-18%
100-524524-230001-01-0000	Dental/Vision Insurance	1,319	1,319	8,744	2,701	2,846	-67%
100-524524-230001-02-0000	Life Insurance (Standard Insur.Co.)	2,201	2,491	5,726	3,964	4,142	-28%
100-524524-230001-03-0000	Long Term Care (John Hancock Co.)	1,440	1,990	-	2,040	2,040	0%
100-524524-230001-05-0000	Life Insurance (John Hancock VUL)	480	-	8,040	8,146	8,796	9%
100-524524-240000-00-0000	Workers' Compensation	1,188	1,780	2,525	2,525	2,670	6%
100-524524-340005-00-0000	Contractual Services-Engineering	-	-	-	-	7,500	0%
100-524524-340006-01-0000	Contractual Service-Town Hall-Janitorial	2,933	3,900	4,000	3,575	4,000	0%
100-524524-340007-00-0000	Contractual Services-Software Maint Fees	-	-	5,000	-	-	-100%
100-524524-340012-01-0000	Contractual Services-Bldg Dept Elect	32,375	36,788	38,000	48,750	45,000	18%
100-524524-340012-02-0000	Contractual Services-Bldg Dept Plum	14,975	21,325	13,000	28,275	25,000	92%
100-524524-340012-03-0000	Contractual Services-Bldg Dept Mech	16,925	30,000	24,000	35,600	30,000	25%
100-524524-340012-05-0000	Contractual Services Business Tax, Structural	1,650	350	-	-	-	0%
100-524524-340012-99-0000	Contractual Services-Bldg Dept Structural	16,938	14,100	39,000	10,000	22,000	-44%
100-524524-340013-00-0000	Contractual Services-User Fees Ink Force	9,400	9,400	6,000	6,000	30,000	400%
100-524524-400001-00-0000	Travel	-	-	3,000	38	3,000	0%
100-524524-410001-00-0000	Cell Phone	2,932	2,548	3,700	3,470	3,700	0%
100-524524-441002-00-0000	Vehicle Expense - Interest	447	54	-	-	-	0%
100-524524-441002-01-0000	Lease Expense-Copier	2,828	594	1,500	650	1,500	0%
100-524524-450002-00-0000	Insurance - Property & Liability	6,389	7,017	7,854	7,856	8,508	8%
100-524524-460011-00-0000	Maintenance & Repair Car Bldg & Equipmt.	2,428	43	1,000	500	1,000	0%
100-524524-470000-00-0000	Printing & Forms	700	424	1,000	550	1,000	0%
100-524524-490900-00-0000	Misc. Charges	968	6,565	34,888	20,000	20,000	-43%
100-524524-510001-00-0000	Office Supplies	2,592	3,398	6,000	4,500	6,000	0%
100-524524-520003-00-0000	Uniforms	612	40	2,000	1,000	2,000	0%
100-524524-521001-00-0000	Vehicle Expense-Gasoline Costs	46	220	1,000	1,000	1,000	0%
100-524524-540001-00-0000	Memberships/Subscription	240	18,802	10,000	5,000	8,000	-20%
100-524524-541900-00-0000	Education & Training-Registration/Books	1,343	-	5,000	4,125	3,000	-40%
100-524524-581000-00-0000	Administrative Services GF Cost Allocation	-	-	-	-	94,480	0%
100-524524-640003-00-0000	Machinery and Equipment	6,052	341,684	10,000	35,000	20,528	105%
100-524524-640003-00-0001	Vehicle Purchase	25,794	-	-	125,000	-	0%
<b>EXPENDITURES TOTAL</b>		<b>407,244</b>	<b>814,664</b>	<b>794,936</b>	<b>802,729</b>	<b>884,554</b>	<b>11%</b>

Category	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
Total Personnel Services	189,496	246,716	378,254	320,094	372,936	-1%
Total Fringe Benefits	69,181	70,697	200,739	141,746	174,402	-13%
Total Operating Expenditures	116,722	155,567	205,942	180,889	316,688	54%
Total Capital Expenditures	31,846	341,684	10,000	160,000	20,528	105%
Total Debt Services	-	-	-	-	-	0%
<b>Total Building</b>	<b>407,244</b>	<b>814,664</b>	<b>794,936</b>	<b>802,729</b>	<b>884,554</b>	<b>11%</b>

Fiscal Year 2022-23 Full-Time Employees	5
Fiscal Year 2021-22 Full-Time Employees	3
Variance	2



**Town of Pembroke Park  
Sewer Fund Revenues**

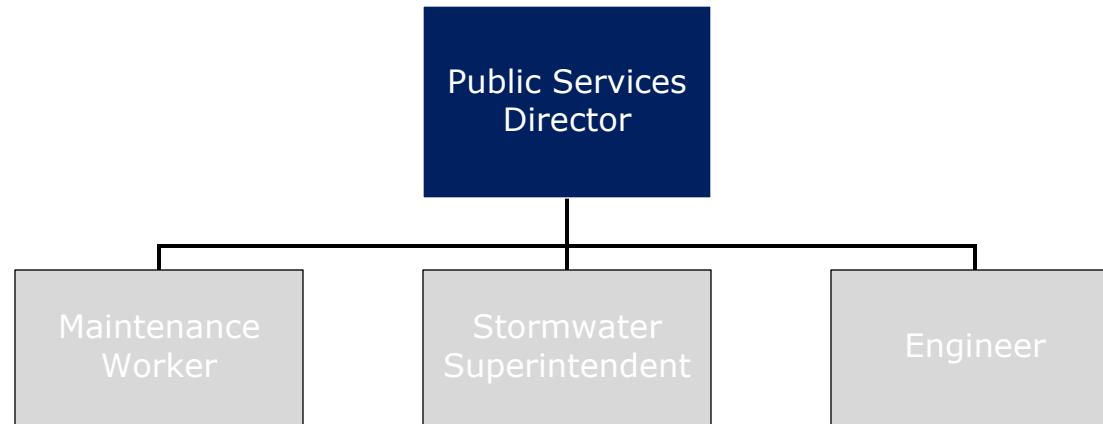
Revenue Account	Account Title	2019-2020 Total Activity	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
400-000340-343501-00-0000	Sewer Service Charges	2,839,286	2,767,691	2,710,000	2,823,045	2,750,000	1%
400-000340-343502-00-0000	Fixture Charges	74,896	74,917	75,000	75,650	75,000	0%
400-000340-343503-00-0000	Sewer Hookup Fees	5,800	(3,862)	10,000	-	-	-100%
400-000360-324210-00-0000	Impact Fee Physical Environment	5,376	1,484	152,790	41,209	42,000	-73%
400-000360-361100-02-0000	Interest - Revenue - LGIP	117,487	419	25,000	-	-	-100%
400-000360-369900-00-0000	Other Miscellaneous Revenue	-	34,351	-	-	-	#DIV/0!
<b>Revenue Total:</b>		<b>3,042,845</b>	<b>2,875,000</b>	<b>2,972,790</b>	<b>2,939,904</b>	<b>2,867,000</b>	<b>-4%</b>

**Town of Pembroke Park  
Sewer Fund Expenditures**

Expense Account	Account Name	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
400-530535-120000-00-0000	Regular Full Time Salary	320,508	264,330	358,903	305,687	267,851	-25%
400-530535-140000-00-0000	Overtime	6,272	2,237	7,500	3,000	7,500	0%
400-530535-210000-00-0000	FICA Taxes	25,276	18,377	22,100	23,615	21,064	-5%
400-530535-220000-00-0000	Employee Retirement Expense	144,750	39,687	79,025	63,778	56,534	-28%
400-530535-230001-00-0000	Group Insurance - Health	51,424	44,749	35,946	31,881	38,141	6%
400-530535-230001-01-0000	Group Insurance - Dental & Vision	6,346	4,370	2,215	3,685	2,880	30%
400-530535-230001-02-0000	Group Life Insurance (SIC)	5,634	5,099	4,778	3,136	2,940	-38%
400-530535-230001-03-0000	Long Term Care Insurance (JHC)	2,738	1,176	-	336	1,254	0%
400-530535-230001-04-0000	Other Post Employment Benefits	(7,286)	-	-	-	-	0%
400-530535-230001-05-0000	Life Insurance - JHC VUL	3,580	3,072	4,773	4,042	4,500	-6%
400-530535-240000-00-0000	Workers' Compensation	10,098	15,130	4,435	12,613	5,902	33%
400-530535-310002-00-0000	Professional Services-Engineering	-	19,616	2,000	30,000	50,000	2400%
400-530535-340003-02-0000	Retainer	-	-	2,000	-	-	-100%
400-530535-340005-00-0000	Contractual Services-Engineering	-	53,000	-	53,000	-	0%
400-530535-340005-00-4102	Contr Svs-Engineering-Sewer Master Plan	-	2,400	-	-	5,000	0%
400-530535-340009-01-0000	Sewer Maintenence & Treatment - Hollywood	1,164,458	1,230,253	1,050,000	1,045,292	1,176,000	12%
400-530535-340009-02-0000	Misc. Contractual Services-Sewer Department	14,253	11,289	20,000	15,000	25,000	25%
400-530535-400001-00-0000	Travel	6	4	2,000	1,350	2,000	0%
400-530535-410001-00-0000	Cellular Phones/Beepers	2,999	2,959	3,500	2,646	3,500	0%
400-530535-430007-00-0000	Electricity-Sewer Pumps	37,338	38,776	35,000	40,127	39,000	11%
400-530535-431006-00-0000	Water-Public Works	22,806	22,081	20,000	18,693	23,000	15%
400-530535-450002-00-0000	Insurance - Property & Liability FLC	39,335	43,343	48,580	49,103	50,458	4%
400-530535-460050-00-0000	Maintenance-Lift Stations	89,521	86,515	200,000	100,000	218,726	9%
400-530535-460060-00-0000	Maint & Repair-Maintenance-Equip Streets	-	-	-	450	-	0%
400-530535-460900-00-0000	Maintenance & Repair Car Bldq & Equipmt.	43,965	50,997	50,000	51,958	50,000	0%
400-530535-490900-00-0000	Misc. Charges	20,752	22,827	20,000	27,000	25,000	25%
400-530535-520003-00-0000	Operating Supplies-Uniform Expense	820	642	1,500	1,500	1,500	0%
400-530535-521001-00-0000	Vehicle Expense-Gasoline	5,110	3,541	6,000	7,500	8,000	33%
400-530535-540001-00-0000	Memberships	1,220	8,975	5,000	8,621	9,000	80%
400-530535-541001-00-0000	Education & Training-Registration/Books	450	2,781	3,000	3,000	3,000	0%
400-530535-581000-00-0000	Administrative Services	423,847	382,821	419,250	419,250	419,250	0%
400-530535-640003-00-0000	Machinery & Equipment	-	-	30,000	165,000	30,000	0%
400-530535-640003-00-4141	Master Plan Update	-	-	20,000	-	20,000	0%
400-530535-710000-00-0000	Debt Service-Principal Payment	0	-	37,000	-	-	-100%
400-530535-720000-00-0000	Debt Service- Sinking Fund Interest	91,215	89,557	91,350	12,923	-	-100%
400-530535-730000-00-0000	Debt Service Reserve Account	-	-	12,912	-	-	-100%
400-530535-730000-01-0000	Debt Service_S/T Assets Reserve	-	-	74,022	-	-	-100%
400-530535-800000-00-0000	Depreciation/Amortization Expense	280,963	282,648	300,000	299,607	300,000	0%
400-535535-640050-00-0000	Maintenance - Lift Stations I & I	-	-	-	-	-	0%
<b>Sewer Total Expenditure:</b>		<b>2,808,400</b>	<b>2,753,250</b>	<b>2,972,790</b>	<b>2,803,792</b>	<b>2,867,000</b>	<b>-4%</b>

Category	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
Total Personnel Services	326,780	266,566	366,403	308,687	275,351	-25%
Total Fringe Benefits	242,561	131,659	153,272	143,086	133,215	-13%
Total Operating Expenditures	2,147,844	2,265,467	2,187,830	2,174,097	2,408,434	10%
Total Capital Expenditures	-	-	50,000	165,000	50,000	0%
Total Debt Services	91,215	89,557	215,284	12,923	-	0%
<b>Total Sewer</b>	<b>2,808,400</b>	<b>2,753,250</b>	<b>2,972,790</b>	<b>2,803,792</b>	<b>2,867,000</b>	<b>-4%</b>

Fiscal Year 2022-23 Full-Time Employees	3
Fiscal Year 2021-22 Full-Time Employees	3
Variance	0



**Town of Pembroke Park**  
**Stormwater Fund Revenues**

Revenue Account	Account Title	2019-2020 Total Activity	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
401-000330-331204-00-0000	SW25th Stormwater connection Project # 3355	-	-	1,075,115	-	937,906	-13%
401-000330-334500-00-0000	CountyLine Road Stormwater Connection	-	-	90,000	-	50,000	-44%
401-000340-343500-00-0000	Stormwater Management Utility Fees	1,408,038	1,420,926	1,415,600	1,401,022	1,435,135	1%
401-000360-324210-00-0000	Impact Fee Revenue-Physical Environment	6,467	1,794	117,320	47,093	118,000	1%
401-000360-361100-02-0000	Interest - Revenue- LGIP	96,084	374	-	-		#DIV/0!
<b>Revenue Total:</b>		<b>1,510,589</b>	<b>1,423,093</b>	<b>2,698,035</b>	<b>1,448,115</b>	<b>2,541,041</b>	<b>-6%</b>

**Town of Pembroke Park**  
**General Fund Expenditures**

Revenue Account	Account Title	2019-2020 Total Activity	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
Expense Account	Account Name	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
401-530538-120000-00-0000	Salaries	124,424	209,808	260,615	224,437	162,562	-38%
401-530538-140000-00-0000	Overtime	10,718	3,078	10,000	3,400	7,170	-28%
401-530538-210000-00-0000	FICA Taxes	10,139	14,426	14,581	17,430	12,985	-11%
401-530538-220000-00-0000	Employee Retirement Expense	131,630	21,920	52,020	25,062	20,215	-61%
401-530538-230001-00-0000	Group Insurance - Health	14,953	21,656	28,634	15,074	31,679	11%
401-530538-230001-01-0000	Group Insurance - Dental & Vision	2,805	3,358	3,799	2,027	1,800	-53%
401-530538-230001-02-0000	Group Life Insurance - SIC	1,869	2,838	3,366	1,192	1,500	-55%
401-530538-230001-03-0000	Long Term Care Insurance - JHC	1,260	1,680	-	1,130	-	#DIV/0!
401-530538-230001-04-0000	Other Post Employment Benefits	(4,371)	-	-	-	-	#DIV/0!
401-530538-230001-05-0000	Life Insurance - JHC VUL	420	1,179	2,494	1,200	3,360	35%
401-530538-240000-00-0000	Workers' Compensation	6,534	9,790	12,400	5,684	13,103	6%
401-530538-340003-02-0000	Legal/Non Retainer	-	-	200	-	-	-100%
401-530538-340005-00-0000	Engineering	-	-	-	24,951	50,000	#DIV/0!
401-530538-340005-00-3305	Stormwater Master Plan-Cont Svs-Engineer	-	-	-	-	-	#DIV/0!
401-530538-340011-00-0000	Professional Services	-	2,308	5,000	2,500	5,000	0%
401-530538-410001-00-0000	Cell Phones/Beepers	731	1,185	650	650	650	0%
401-530538-430006-00-0000	Electricity-Drainage Pumps	34,166	37,547	32,000	27,338	35,000	9%
401-530538-450001-00-0000	Insurance Expense FLC	-	-	2,500	-	-	-100%
401-530538-450002-00-0000	Insurance - Prop & General Liability	35,122	38,887	43,722	44,062	44,000	1%
401-530538-460900-00-0000	Maintenance & Repair Cars, Building & Other	22,954	64,315	50,000	50,000	50,000	0%
401-530538-490900-00-0000	Misc. Charges	17,590	23,320	20,000	23,000	20,000	0%
401-530538-520003-00-0000	Uniform Expense	493	364	500	750	500	0%
401-530538-520004-00-0000	Fuel	-	-	-	-	5,000	#DIV/0!
401-530538-541001-00-0000	Memberships/Subscriptions and Dues	1,218	9,102	600	9,000	9,000	1400%
401-530538-541002-00-0000	Education & Training,Registration, Books	-	44	2,500	250	2,500	0%
401-530538-581000-00-0000	Administrative Services GF Cost Allocation	211,206	210,947	212,340	212,340	212,340	0%
401-530538-640001-00-0000	Machinery and Equipment	-	(76,709)	30,000	30,000	105,770	253%
401-530538-800000-00-0000	Depreciation Expense	484,361	439,083	500,000	395,175	500,000	0%
401-941002-693200-00-3352	County Line Stormwater & Sidewalk Project # 3353	-	-	150,000	-	150,000	0%
401-941002-693200-00-3354	John P. Lyons Phase II Engineering & Design #3354	-	-	115,000	26,000	89,000	-23%
401-941002-693200-00-3355	S.W.25 St. Stormwater Improvement Phase III #3355	-	76,709	1,075,115	137,208	937,906	-13%
401-941002-693390-00-3325	Behan Park - Stormwater	-	-	50,000	-	50,000	0%
401-941003-693200-00-3337	Stormwater Master Plan	-	-	20,000	-	20,000	0%
		1,108,222	1,116,835	2,698,035	1,279,859	2,541,040	-6%

Category	2019-2020 Actual	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 EOY Projections	2022-2023 Adopted	Variance
Total Personnel Services	135,143	212,886	270,615	227,837	169,732	-37%
Total Fringe Benefits	165,238	76,847	117,293	68,797	84,642	-28%
Total Operating Expenditures	807,841	827,102	870,012	790,017	933,990	7%
Total Capital Expenditures	-	-	1,440,115	193,208	1,352,676	-6%
Total Debt Services	-	-	-	-	-	0%
Total Stormwater	1,108,222	1,116,835	2,698,035	1,279,859	2,541,040	-6%

Fiscal Year 2022-23 Full-Time Employees	3
Fiscal Year 2021-22 Full-Time Employees	2
Variance	1

**Town of Pembroke Park**

**Projected Payroll**

**Fiscal Year Ending September 30, 2023**

TITLE	Dept.	Salary
Administrative Services Director/ Deputy Town	Admin	96,840.74
Executive Assistant to Town Clerk	Admin	59,315.26
Executive Assistant to Town Manager	Admin	53,248.10
HR Director	Admin	118,450.00
Receptionist	Admin	37,080.00
Records Management Specialist	Admin	44,156.11
Town Manager	Admin	156,353.96
Building Clerk/Permit Technician	Building	32,760.00
Building Manager	Building	88,253.53
Chief Building Official	Building	125,999.87
Emergency Management Manager/Building Clerk	Building	59,167.02
Office Clerk	Building	32,760.00
Chief Code Enforcement Officer	Code Enforcement	78,750.13
Code Enforcement Officer	Code Enforcement	48,048.00
Code Enforcement Officer	Code Enforcement	52,503.36
Administrative Assistant to Commission/Social Media Coordinator	Commission	52,500.00
Commissioner	Commission	52,000.00
Commissioner	Commission	52,000.00
Commissioner	Commission	26,000.00
Commissioner	Commission	26,000.00
Commissioner	Commission	52,000.00
Accounts Payable / Purchasing Clerk	Finance	74,081.28
Accounts Receivable/Payroll Clerk	Finance	78,749.58
Finance and Budget Director	Finance	121,540.23
IT Director	IT	115,219.10
Paralegal	Legal	55,000.00
Town Attorney	Legal	166,777.54
Maintenance Crew Leader - Parks	Parks & Recreation	59,049.90
Maintenance Worker - Parks	Parks & Recreation	36,000.64
Maintenance Worker - Parks	Parks & Recreation	39,520.00
Maintenance Worker - Parks	Parks & Recreation	49,620.48
Planner II	Planning	68,250.00
Administrative Assistant/Accreditation Manager	Police	80,000.00
Police Chief	Police	150,000.00
Police Detective	Police	65,000.00
Police Detective	Police	65,000.00
Police Lieutenant/Captain	Police	104,659.00
Police Major	Police	109,892.00
Police Officer	Police	65,000.00
Police Officer	Police	65,000.00
Police Officer	Police	65,000.00

**Town of Pembroke Park**

**Projected Payroll**

**Fiscal Year Ending September 30, 2023**

TITLE	Dept.	Salary
Police Officer	Police	65,000.00
Police Sergeant	Police	94,929.00
Records and Evidence Clerk	Police	50,000.00
Deputy Public Services Director	Public Services	94,499.77
Public Services Director	Public Services	120,750.08
Maintenance Leader - Roads & Streets	Roads & Streets	55,082.66
Maintenance Worker - Roads & Streets	Roads & Streets	42,722.32
Maintenance Worker - Roads & Streets	Roads & Streets	48,659.52
Maintenance Worker - Roads & Streets	Roads & Streets	50,931.97
Project Manager	Sewer	76,225.97
Maintenance Worker - Stormwater Wastewater	Stormwater	39,312.00
Superintendent	Stormwater	68,250.00
		<b>4,588,696.12</b>