



Annual Report FY2025

GREATER BOCA RATON BEACH & PARK DISTRICT

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GREATER BOCA RATON BEACH & PARK DISTRICT

ANNUAL REPORT ON GOALS, OBJECTIVES & PERFORMANCE MEASURES

Fiscal Year 2024–2025

Prepared in Compliance with Florida Statutes Governing Special District Accountability

Purpose and Statutory Framework

This Annual Report is prepared pursuant to Section 189.0694, Florida Statutes, which requires special districts to establish, implement, and report on measurable goals and objectives in order to demonstrate accountability, transparency, and effective performance in the use of public resources.

This document serves as the Greater Boca Raton Beach & Park District’s formal Annual Report on its progress toward achieving its adopted Goals, Objectives, and Performance Measures for Fiscal Year 2024–2025, and fulfills the statutory intent of providing clear performance evaluation to the governing board and the public.

This Annual Report documents the Greater Boca Raton Beach & Park District’s progress toward achieving its formally adopted Goals, Objectives, and Performance Measures for Fiscal Year 2024–2025. This report is prepared in accordance with Florida statutes requiring special districts to demonstrate transparency, measurable performance, and accountability through documented evaluation of adopted goals.

The District established four core goal categories for FY 2024–2025:

1. Fiscal Responsibility and Budget Management
2. Community Engagement and Transparency
3. Infrastructure and Facility Enhancement
4. Compliance with Legislative Mandates

This report integrates formal Board actions, project implementation, budgeting decisions, and operational outcomes reflected in official meeting proceedings during the fiscal year.

Goal Evaluation and Performance Results

GOAL 1: FISCAL RESPONSIBILITY AND BUDGET MANAGEMENT

Restated Objective 1.1: Ensure the effective management of the District's budget to meet operational and capital project needs.

- *Measurement: The budget will be reviewed quarterly to track expenditures and ensure alignment with the approved financial plan.*
- *Standard: 100% of budgeted funds for operations and capital projects are utilized effectively and within the approved limits.*

Summary: The District conducted consistent and effective oversight of its financial plan, with formal budget reviews and discussions occurring during seven separate Board meetings throughout Fiscal Year 2025. These reviews enabled the Board to monitor expenditures in real time, confirm alignment with operational and capital project needs, and ensure that projects and overall spending remained within approved budget limits while continuing to support the District's priorities.

Restated Objective 1.2: Maintain a balanced budget with a sustainable fund balance to support long-term financial stability.

- *Measurement: The District's fund balance will be monitored and reported annually, ensuring that it remains within the projected targets as outlined in the FY 2024/25 budget.*
- *Standard: Maintain a minimum fund balance of \$2,000,000 by the end of FY 2024/25, as per the proposed budget.*

Summary: The District successfully maintained its operational reserve at or above the minimum required level of \$2,000,000, ensuring a sustainable fund balance that supports long-term financial stability and provides fiscal readiness for unforeseen expenses and future needs. In addition, the District continued to maintain its capital reserve funds and beach renourishment funds, reinforcing its commitment to prudent financial planning, infrastructure preservation, and the ongoing protection of critical coastal and recreational assets.

Restated Objective 1.3: Efficiently allocate resources to priority projects identified in the District's Capital Improvement Program (CIP).

- *Measurement: Completion of CIP projects within budget, as outlined in the FY 2024/25 CIP schedule.*
- *Standard: Ensure at 100% accuracy that all CIP projects do not exceed contracted limits.*

Summary: All Capital Improvement Program (CIP) projects were completed within their respective contractual limits, demonstrating effective cost control and fiscal discipline. Several projects were completed under budget, including the Patch Reef Park Playground at \$23,057 below the contracted amount, the Sugar Sand Park Columns project at \$47,100 under budget,

and the Patch Reef Park Pickleball Complex at \$45,029 under budget. All remaining completed projects stayed within approved contractual thresholds, and all ongoing projects continue to track within their established contract limits.

GOAL 2: COMMUNITY ENGAGEMENT AND TRANSPARENCY

Restated Objective 2.1: Increase community awareness and engagement regarding District activities and financial decisions.

- *Measurement: Public notices and updates will be provided regularly through the District's website, social media, and local publications.*
- *Standard: 100% of public meetings and budget updates are communicated through at least two platforms.*

Summary: The District ensured comprehensive public communication by advertising all Board meetings through multiple platforms, including the District's website and social media channels. Requests for Bids and Requests for Proposals were widely disseminated through the District website and reputable local publications such as the *South Florida Business Journal* and the *Palm Beach Post*, as well as construction websites, further expanding public visibility and transparency. Meeting dates and District updates were also included in the monthly newsletter distributed to over 30,000 email subscribers. In addition, the Executive Director actively promoted District initiatives and provided project updates through direct engagement with the community, including presentations at the Federation of Homeowners meeting in January 2025, the Rotary Club of Boca Raton Sunrise in September 2025, and multiple HOA meetings in November 2024, April 2025, and June 2025, reinforcing the District's commitment to open communication and community involvement.

Restated Objective 2.2: Provide clear and accessible financial information to the public, ensuring transparency in all District operations.

- *Measurement: Regular financial reports, including budget amendments and audits, will be published on the District's website.*
- *Standard: 100% of required financial documents are published and accessible to the public within statutory deadlines.*

Summary: In accordance with section 189.069(2)(a)11 of the Florida Statutes—which requires special districts to post “the budget ... and any amendments thereto ... and the final, complete audit report for the most recent completed fiscal year” on the district's official website, the

District published its Budget Summary and Audit Report within the prescribed statutory deadlines. These documents were made available online, ensuring that all required financial information was accessible to the public in compliance with state law.

GOAL 3: INFRASTRUCTURE AND FACILITY ENHANCEMENT

Restated Objective 3.1: *Improve and maintain District-owned parks and recreational facilities to meet community needs.*

- *Measurement: Regular inspections and maintenance reports will be conducted and reviewed to ensure facilities are safe and operational.*
- *Standard: 100% of facilities are inspected quarterly, and all necessary maintenance is completed on schedule.*

Summary: The District conducts quarterly inspections of all District-owned parks and recreational facilities to ensure they remain safe, functional, and responsive to community needs. Inspection findings are documented and tracked through the MaintainX asset management system, which logs maintenance issues, assigns corrective actions, and monitors completion status. These reports are distributed to facility managers and maintenance staff, ensuring that identified repairs are addressed promptly, tracked, and verified for completion in a timely and systematic manner. This process enhances oversight, accountability, and the consistent upkeep of District facilities.

Objective 3.2: *Execute the planned capital improvement projects to enhance park infrastructure and services.*

- *Measurement: Track the progress of all CIP projects as per the approved budget and schedule.*
- *Standard: Meet all key timeline completion points of capital improvement projects such as the North Park Project, Patch Reef Tennis & Pickleball Center, and Patch Reef Park Playground scheduled in the 2024/2025 fiscal year.*

Summary: The District continued to advance its Capital Improvement Program in accordance with approved budgets and project schedules, achieving several milestones ahead of schedule. The Patch Reef Park Playground was completed seven days early, the Sugar Sand Park Columns project was completed six days early, and the Patch Reef Park Pickleball Complex was also completed six days ahead of schedule. The traffic garden, pool resurfacing, and roofing projects were completed on schedule as planned. The North Park East Project experienced delays due to

additional utility work requirements identified by the City of Boca Raton during the PWR review process related to the tunnel under Jeffrey Street; however, these modifications were necessary to ensure long-term infrastructure integrity and compliance.

GOAL 4: COMPLIANCE WITH LEGISLATIVE MANDATES

Objective 4.1: *Ensure all District operations comply with the enabling legislation and relevant state laws.*

- *Measurement: Annual reviews and audits of District operations and financial practices will be conducted to ensure compliance.*
- *Standard: 100% compliance with all legal and statutory requirements as outlined in the enabling legislation and state laws.*

Summary: The District maintained full compliance with all requirements of its enabling legislation and applicable state laws throughout the fiscal year, as demonstrated through ongoing operational oversight, adherence to statutory procedures, and regular review of governance and financial practices.

Objective 4.2: *Adhere to the statutory requirements for tax levies and budget approvals.*

- *Measurement: Timely submission of tax levy resolutions and budget approvals as per the statutory deadlines.*
- *Standard: All tax levy and budget-related documents are submitted and approved by the required dates.*

Summary: The District fully complied with all statutory requirements governing tax levies and budget approvals by conducting its First Public Hearing on Budget and Taxes on September 3, 2025, and its Final Public Hearing on Budget and Taxes on September 15, 2025. All required resolutions, filings, and supporting documentation were completed and submitted in accordance with prescribed statutory deadlines.