



## TOWN OF HILLSBORO BEACH Meeting Agenda

# December 2, 2025

## 9:30 AM



### **MAYOR**

Honorable Dawn Miller

### **VICE MAYOR**

Honorable David A. Ravanesi

### **COMMISSIONERS**

Honorable Vinnie Andreano

Honorable Jane Reiser

Honorable Heather Berman

### **TOWN MANAGER**

Mac Serda, ICMA-CM

### **TOWN ATTORNEY**

Donald J. Doody

### **TOWN CLERK**

Sherry D. Henderson, CMC

### **HILLSBORO BEACH TOWN HALL**

1210 Hillsboro Mile

Hillsboro Beach, FL 33062

954-427-4011

[www.TownofHillsboroBeach.com](http://www.TownofHillsboroBeach.com)



## TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

**December 2, 2025 | 9:30 AM**

### REGULAR TOWN COMMISSION MEETING AGENDA

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MAYOR DAWN MILLER  
VICE MAYOR DAVID A. RAVANESI  
COMMISSIONER VINNIE ANDREANO  
COMMISSIONER JANE REISER  
COMMISSIONER HEATHER BERMAN

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

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Refer to the End of the Agenda for the Commission Meeting RULES OF DECORUM (Resolution No. 2023-36), adopted 9/12/2023  
Commission Meetings are streamed live and recorded on the Town's Website.

#### CALL TO ORDER AND ROLL CALL

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF AGENDA

#### I. APPROVAL OF MINUTES

- A. November 5, 2025 Regular Commission Meeting

#### II. PRESENTATIONS

- A. Proclamation of Municipal Election 2026

#### III. SITE PLAN REVIEW

- A. **PUBLIC HEARING** Quasi-Judicial Hearing  
987 Hillsboro Mile, Hillsboro Beach, FL 33062

**Owner:** Mark & Tiffany Berch

**Request:** Seeking Site Plan Amendment

**Staff:** Graham Long, AICP, Senior Development Planner

#### IV. DISCUSSION & POSSIBLE ACTION

- A. **Review of the Hillsboro Beach Resort Re-evaluation of the Conditions of Approval for the THIRD AMENDED Development Order.**

Re-evaluation of the Conditions of Approval for the THIRD AMENDED Development Order, Granted 11/1/2022 for Conditional Use for Special Events to Permit a Restaurant with Beer, Wine and Alcohol Beverage Service within the Hillsboro Beach Resort.

**Property:** Hillsboro Beach Resort

**Address:** 1159 Hillsboro Mile, Hillsboro Beach, FL 33062

## V. RESOLUTIONS & CONTRACTS

### A. Resolution No. 2025-47 United Healthcare 2026 Employee Benefits Renewal

Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Appropriate Town Officials to Execute a Renewal Agreement with the United Healthcare for Employees 2026 Medical/Dental/Vision Benefits Package.

### B. Resolution No. 2025-48 CPE to Conduct 2025/2026 Professional Coastal Services (RFQ #21-15-JW)

Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving Coastal Protection Engineering LLC (CPE) to Conduct 2025/2026 Physical Monitoring, 2026 Biological Monitoring, Preliminary Permitting, Intergovernmental Coordination and Funding Support to the Town of Hillsboro Beach and the City of Deerfield Beach under the Work Authorization Agreement Pursuant to RFQ #21-15-JW Joint Beach Nourishment Project, and Authorizing the Appropriate Town Officials to Execute Agreements.

### C. Resolution No. 2025-49 Broward County Supervisor of Election 2026 Municipal Election Agreement

Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Appropriate Town Officials to Execute an Agreement with the Broward County Supervisor of Elections (SOE) to Conduct the Town's Municipal Election on Tuesday, March 10, 2026.

### D. Resolution No. 2025-50 Purchase Police Ford F-150 Truck

Resolution of the Town Commission of the Town of Hillsboro Beach Approving and Authorizing the Purchase of One (1) Ford F-150 Crew Cab 4x4 Tuck (Police Responder) and Related Equipment Totaling \$67,728 from the Bartow Ford, Piggybacking the Terms of the Charlotte County, Florida Contract #20250009.

### E. Resolution No. 2025-51 Grau & Associates FY25 Audit Services

Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Appropriate Town Officials to Execute the Engagement Letter from Grau and Associates, Inc. for Audit Services for the Town's Fiscal Year 2025 Audit.

## VI. CONSENT

### A. INVOICES FOR APPROVAL

1. CG&A Invoice #2856089 Oct. 2025 **\$81,248.49**
2. GCDE Invoice #74745 Nov. 2025 **\$7,252.90**
3. GCDE Invoice #74747 Nov. 2025 **\$3,150.00**

## VII. STAFF UPDATES

### A. Finance Department

Stephen Bloom, Finance Director, Inframark

### B. Police Department

Chief Rob O'Neil

### C. Building Department

George Folles, Building Official, CG&A

**D. Code Compliance**

Bernard Pita, Code Compliance Supv, CG&A

**VIII. TOWN MANAGER REPORT**

- A.** Holiday Program 12/2/2025, 5:30pm  
Little Smiles Holiday Toy Drive  
Underground Utility Update

**IX. TOWN ATTORNEY REPORT**

**X. TOWN COMMISSION COMMENTS/REPORTS**

**XI. PUBLIC COMMENTS**

**XII. ADJOURNMENT**

**RULES OF DECORUM**

- The goal of Commission Meetings and Public Hearings is to accomplish the public's business in an environment that encourages fair discussion and exchange of ideas.
- Everyone will have three (3) minutes when recognized for public comment, participants should step forward to the podium and state their name & address for the record.
- All comments shall be directed to the commission or board as a body, through its presiding officer. Comments shall not be addressed to a single member of the commission or board, or to Town staff including the attorney, the manager, or the clerk, unless a majority of the members present on the commission or board shall so agree.
- The public comment period is for receipt of public comments, not debate. It is not intended as a time for problem solving but rather for hearing the citizens for their input.
- Anger, rudeness, ridicule, personal attacks, profane language, and lack of respect for others is unacceptable behavior. Demonstrations to support or oppose a speaker or idea, such as clapping, cheering, booing, hissing, or the use of intimidating body language are not permitted.
- If a person refuses to abide by these rules of civility and decorum, a commissioner may request a motion to temporarily recess.
- Continued disruptions by any person may result in the request of the person to depart the meeting.

Resolution No. 2023-36, adopted 9-12-2023

**PLEASE TAKE NOTICE AND BE ADVISED** that if any interested person desires to appeal any decision made by the Town Commission, Special Master or any other Boards or Commissions of the Town with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The meeting/hearing may be continued from day to day, time to time, place to place, as may be found necessary during the aforesaid meeting. IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE. Please contact Sherry D. Henderson, IIMC-CMC, Town Clerk (954) 427-4011 Town Hall - 1210 Hillsboro Mile, Hillsboro Beach, Florida 33062.