



**HILLSBORO**  
**BEACH** *florida*

**MINUTES**  
**TOWN OF HILLSBORO BEACH**  
**REGULAR COMMISSION MEETING**

**TUESDAY**

**MARCH 3, 2026**

**9:00 A.M.**

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**CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

Mayor Dawn Miller called the meeting to order at 9:00 A.M. Roll was called with the Commission members and staff present as listed below.

**Town Commission:**

Mayor Dawn Miller

Vice Mayor David A. Ravanese

Commissioner Vinnie Andreano

Commissioner Heather Berman

Commissioner Jane Reiser

**Town Staff:**

Town Manager William "Mac" Serda, ICMA-CM

Donald J. Doody, Town Attorney, Esq.

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**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**APPROVAL OF AGENDA**

**Motion** made by Vice Mayor Ravanese, seconded by Commissioner Berman, to approve. In a roll call vote, the **motion** passed unanimously (5-0).

**I. APPROVAL OF MINUTES**

**A. February 3, 2026 Regular Commission Meeting**

**Motion** made by Vice Mayor Ravanese, seconded by Commissioner Berman, to approve. In a roll call vote, the **motion** passed unanimously (5-0).

**II. PRESENTATIONS**

**A. Coastal Protection Engineering Inc. Beach Update**

Dylan Nestler PE (Coastal Engineer) and Thomas Pierro PE (Principal Engineer)

Mayor Miller introduced Thomas Pierro, Principal Engineer, and Dylan Nestler, Coastal Engineer, both representing Coastal Protection Engineering, Inc. (CPE) They provided a presentation to the Commission on the Town's beach program, including project background, seasonal beach patterns, and the approach for a forthcoming permit application, as well as potential alternative strategies.

Mr. Pierro explained that the basis for the Town's beach program began as part of the settlement agreement executed by the Town with the City of Deerfield Beach in October 2020. The agreement establishes provisions for the joint monitoring and management of the beach by these two municipalities. It stipulates that beach nourishment should be undertaken every five years for a 30-year period.

The five-year schedule requires that the next construction will occur in fiscal year (FY) 2027-2028. The two most recent beach renourishment projects were constructed in phases, with the 2023 project consisting of joint nourishment with the cities of Boca Raton and Deerfield Beach and a second project in 2025, supported by the Federal Emergency Management Agency (FEMA), in which sand was hauled in by truck to repair damage from Hurricane Dorian.

The 2023 project moved approximately 390,000 cubic yards of sand from the Boca Raton Inlet. Roughly half of the sand was placed on the beach at Boca Raton and the other half in Deerfield Beach and Hillsboro Beach. This saved significant mobilization costs, which were shared among the communities. Because it was an inlet project, the state of Florida contributed 50% of the project's costs back to the local governments.

The 2025 truck haul project was a FEMA project strictly intended to replace sand lost during Hurricane Dorian; it was not intended to address erosion. This project moved roughly 65,000 cubic yards of sand and was completed with a 75% cost share from FEMA, as well as an additional 12.5% from the Florida Department of Emergency Management. The state of Florida assumed 50% of the remaining costs. The Town paid approximately 10% of this project's costs.

Mr. Pierro addressed seasonal beach patterns, which were determined using drone photography of Hillsboro Beach and Deerfield Beach. The king tides that occur in the fall affect water levels on the beach. There are also waves from the north during this same time of year which increase water on the beach, creating "hot spots."

As part of the settlement agreement, Deerfield Beach and Hillsboro Beach must collect beach survey data once per year. CPE analyzed this data as part of their ongoing monitoring efforts to determine if there are ways to improve products, as well as to get an overall sense of what is happening at the beach.

Mr. Nestler referred to surveys taken before the 2023 and 2025 projects. The two data sets show that all activity in the project area is positive, which means the sand put into place has remained in the project area but is not evenly distributed. This indicates that northern Hillsboro Beach is a recurring hot spot for erosion which has not been stabilized by beach nourishment alone. Another recurring erosional hot spot is in front of the Port De Meir condominium in the northern part of the Town.

Mr. Nestler provided a general update on ongoing efforts to update the Town's permit application for the next beach nourishment projects. CPE has been operating with a permit authorized in 2011 before the settlement agreement was executed. The new permit application currently being prepared will address some of these terms and help both Hillsboro Beach and Deerfield Beach create projects that are more consistent with the settlement agreement.

CPE is currently modifying the permit to place more sand further north in Deerfield Beach as well as the ability to place sand throughout the entire Town of Hillsboro Beach. An updated permit would provide the option for sand placement anywhere in the Town if needed, including the ability to construct a dune. The current permit does not allow for the placement of sand above a certain elevation to create a dune. CPE is also seeking more sand sources for the projects, coordinating with both Hillsboro Inlet and the Boca Raton Inlet on sand-sharing opportunities.

The reef offshore of Hillsboro Beach and Deerfield Beach is recognized as a protected natural resource by both state and federal agencies. This has limited the amount of sand that can be placed on the beach. The settlement agreement states that groins must be covered, however, which means compromise between those two interests when updating the design.

Mr. Nestler reviewed design goals for Hillsboro Beach and Deerfield Beach, which include:

- Placement of as much sand as possible without impacting the near-shore reef
- Covering the groins and placing more sand south of the pier to increase the supply to northern Hillsboro Beach
- Along-shore net movement of sand to the south would help feed northern Hillsboro Beach and keep it wider for a longer period of time

The intent is to maintain beach widths moving forward and extend the permitted beach width further south. For the southern mile next to the inlet, the proposal is to place less sand, as sand placed beside an inlet will fall into it. In comparison to previous large-scale beach nourishment projects, the proposed project would have a narrower but longer area, placing sand throughout the Town. This design will require roughly 700,000 cubic yards. Everything outside the settlement agreement, however, is optional.

Next steps include:

- Continuing the required biological and physical monitoring of the beaches
- Working on a new permit application that will give the Town the ability to place sand in different configurations
- Evaluating the beach for shoreline erosion mitigation strategies, including address of the erosional hot spot in northern Hillsboro Beach

Mr. Pierro explained that according to Florida Statutes, a shore protection structure includes shore hardening, beach and dune restoration, and other structures intended to prevent erosion or deal with waves. If sand cannot be held in a specific area, the strategic use of coastal structures becomes an option. These may include seawalls, sand retention erosion control structures such as berms, breakwaters, artificial reefs, or more.

Mr. Pierro noted that there has been some discussion of innovative technologies such as PDM, which can install vertical pipes on beaches with the intent of enhancing drainage between layers of sand to reduce erosion. CPE does not object to new technologies but cannot recommend PDM as a proven technology to address erosion.

Mr. Pierro continued that several regulatory agencies must comment on coastal engineering approaches, including the U.S. Army Corps of Engineers, Florida Department for Environmental Protection (FDEP), and more. The permitting for coastal structures is extensive and uncertain.

Mayor Miller requested clarification of the potential range of a hot spot erosion control study. Mr. Pierro replied that while no scope has been prepared, studies such as this can cost hundreds of thousands of dollars and may take a year or more to complete. He recommended comparison of different alternatives to each other, adding that agencies would require demonstration of due diligence for any potentially permanent structures.

Mayor Miller requested additional information on the distance that must be kept between sand and the reef. Mr. Pierro replied that buffers are site-specific and depend upon the type of monitoring to which the Town has committed. Sand intrusion would require mitigation such as physical construction of artificial reefs to offset impacts.

Mayor Miller recalled that groins were previously created for the Town but were ultimately removed because the wood in their construction became dilapidated. Mr. Pierro confirmed that coastal structures, like other infrastructure, have a useful life, degrading 1% to 2% each year; when they reach 50% degradation, the useful life is considered to be over.

Mr. Pierro identified the permit area, stating that the feeder beach will extend to the north into Deerfield Beach. Permits last for 15 years and may be used repeatedly for

multiple projects. The joint coastal permit from the state of Florida allows for a minimum of two projects which may go beyond 15 years, or as many projects as needed within that 15-year period. He estimated that the Town could get roughly three projects from the new permit.

Mr. Pierro continued that the Town's existing template does not include dunes, which will be added to the new permit in order to provide additional storm protection but an environmental function for sea turtle nesting as well, as a dune would block some lights from the nesting area. Another nuance would be sloping the beach berm, which also encourages sea turtle hatchlings to move in the right direction. The sandbar will continue to grow as long as it has a sediment supply.

Commissioner Andreano asked how manmade reefs could be built without adversely affecting sea turtle nesting. Mr. Pierro replied that the state would view manmade reefs as coastal structures, which must be regulated.

Commissioner Berman noted that there is a limitation on how big the Town's beach may be. Mr. Pierro confirmed this, noting that the hardbottom is very close to the beach in Deerfield Beach and farther offshore in Hillsboro Beach. The current permit allows for sand placement in the water in northern Deerfield Beach, while in Hillsboro Beach sand may only be placed on the dry beach due to the proximity of the reef.

Mayor Miller asked if the pending permit would allow the Town to provide more beach nourishments in hot spot areas. Mr. Pierro noted that the 15-year permit allows for at least two nourishment projects, regardless of the time in between, or as many nourishments as needed within the 15-year time frame. The entire beach does not have to be nourished.

At this time Mayor Miller opened public comment.

**Jim Lambert, 981 Hillsboro Mile**, stated that while the Town has commissioned several studies over the years, it would be more useful to determine how much sand is necessary, secure a permit, and find a way to pay for it. He felt the nourishment process was repetitive, and concluded that the Hillsboro Inlet District is not going to move sand to the north unless their permits are changed.

**Andrew Bernstein, resident of Port De Meir**, asked if the cost of a study might be covered by an assessment of the Town. Mayor Miller advised that this discussion was premature, as the Town is considering all its options at present. If the funds needed are not within the Town's budget, an assessment may be one of the possibilities.

Mr. Bernstein continued that Port De Meir's board of directors is considering the installation of a ramp or stairs to provide residents with safer access to the beach. He asked if the Town's engineers might work with the condominium's engineers on this issue. Mayor Miller requested that this be discussed further outside today's meeting.

Mr. Nestler pointed out that one of the Town's key achievements in preparing its projects has been securing cost sharing from the state of Florida, which was possible because the Town joined forces with Boca Raton and Deerfield Beach. This makes the state a partner in the projects, which means studies to address erosional hot spots within the project area are also eligible for up to 50% state cost sharing.

**Larry Hagerop, 1239 Hillsboro Mile, resident of Port De Meir,** asked how a dune would be constructed behind that condominium. Mayor Miller advised that the nourishment plan would not be the same at every point along the beach.

Mr. Hagerop also expressed concern that turtles might not be able to access most of the beach and asked how this might be addressed. Mr. Pierro confirmed that sea turtle nesting is possibly the greatest environmental consideration when projects are designed and clarified that the template presented at today's meeting is not a site-specific design for all properties along the beach. That level of design will come during construction planning. The template does, however, include several components that are beneficial to sea turtles, including the dune and sloped berm.

**Don Masakowitz, 1239 Hillsboro Mile, resident of Port De Meir,** recalled that previous groins near the condominium had created a hazard when water came up behind the structures.

**Ed Burlin, 1239 Hillsboro Mile, resident of Port De Meir,** requested clarification of the endpoint of the reef, and described beach nourishment efforts in other parts of the United States, which include dredging. Mr. Pierro briefly described this process, noting that dredging can cost millions of dollars in mobilization alone.

**Helen Bers, resident of Port De Meir,** stated that there is currently a drop of several feet from the condominium's landing to the beach, which is why a ramp or stairs are needed. She requested clarification of the timeline of short-term repairs to the beach as well as the long-term plan.

Mr. Pierro replied that at present, CPE is on track to perform the next major nourishment project in the area in fiscal year (FY) 2027-2028. There may also be short-term protection structures that would need to proceed on a separate but parallel track, as both components would slow each other down if included on the same permit.

**Karen Brown, resident of Port De Meir**, stated that it would be helpful for residents of her condominium to know the timeline for the permitting process. Mr. Pierro replied that the state of Florida's permitting process takes approximately one year to complete, due in part to review and response timelines. It can be slightly expedited by meeting with regulatory agencies so they are aware that a project is pending.

Mr. Pierro continued that a greater challenge for permitting occurs on the federal side, including a permit from the Army Corps of Engineers. He pointed out that all federal consultations are complete. Once the new FDEP permit is in place, that template will be sent to the Army Corps of Engineers to show any modifications.

**Joe Langley, resident of Port De Meir**, asked why groins were removed from the condominium's beach, as well as why these structures were not used instead of renourishment.

Town Manager Mac Serda recalled that in 2023, FEMA required the Town to undertake a strategic beach management plan, also known as a FEMA Mitigation Plan, which concluded that breakwaters and groins were not recommended, nor was any jetty other than the terminal jetty at the inlet.

Mr. Serda continued that there is no simple plan for short-term success, although there are some long-term opportunities, including shared funding from the state of Florida for a study. This will give the consultants time to determine the best solution to minimize hot spots.

Mayor Miller emphasized the importance of identifying hot spots in a data-driven manner. She emphasized that the issue is a Town problem rather than solely a Port De Meir problem.

**John Meyers, 1021 Hillsboro Mile**, offered comments that were contradictory to some of the information included in the presentation with regard to pressure equalization. He asserted that much of the information on PDMs was incorrect and concluded that the Commission should direct CPE to conduct a study using data from the Town's 2008 project in their calculations.

With no other individuals wishing to speak at this time, Mayor Miller closed public comment.

**The Commission took a brief recess from 11:00 a.m. until 11:11 a.m.**

### III. DISCUSSION & POSSIBLE ACTION

#### A. Discussion on Proposed Code Text Amendment for Parking Regulations & Landscaping West of State Road A1A

Mayor Miller recalled that in 2022, a Code amendment was passed which prohibited the parking of more than one car on the west side of A1A. In an effort to recognize the current state of use, as well as consideration of the beautification of the Uptown area, this Item proposes an 8 ft. landscape buffer on the west side of A1A, maintaining the existing landscape buffer on the east side. This would prevent a row of cars from lining A1A on its west side.

The proposed Code amendment would state that lots less than 25 ft. in size between the west side of A1A, west of the bike lane, and the Intracoastal shoreline must provide the following:

- Permeable ground cover
- 8 ft. of landscape buffer
- No landscape height restriction on the buffer
- If less than 10 ft. in distance between the edge of the A1A bike lane and the Intracoastal shoreline, the entire area must be landscaped; if there are at least 10 ft., it may be used for parking as long as there are landscape buffers on either side

Planning Consultant Graham Long, CG&A, further clarified that Staff conducted site visits and analysis to determine the effects of the 2022 Code amendment, as well as the potential impacts of an additional Code amendment. The original Code text prior to 2022 stated that in areas with less than 15 ft., the entire area west of the bike lane must be grass, with no parking permitted except for emergency vehicles. The 2022 Code change technically permitted one 10 ft. x 20 ft. parking space.

Mr. Long advised that there are only two lots that are currently compliant with the 2022 Code amendment. The remaining lots have different conditions, including landscaping in some cases. In addition, the 10 ft. x 20 ft. parking space would be too small for most of the trucks and other vehicles which service boats and/or are related to construction, which means they cannot adequately pull off the roadway. The Chief of Police has confirmed that there are problems with the current conditions.

The proposed amendment would effectively retain 16 ft. of landscaping between all lots, allowing for permeable pavers or other ground cover that could be used for parking while allowing for drainage. The amendment would only take effect in the case of a remodel or rebuild. Most lots are currently noncompliant with the 2022 Code amendment for this reason.

Mayor Miller advised that this is an informational Item and requested consensus from the Commissioners on whether to move forward with a Code amendment.

Vice Mayor Ravanese asked where else vehicles would be able to park on A1A. Mayor Miller pointed out that the proposal would provide a balance of space for vehicles to pull over. Vice Mayor Ravanese noted that cars and vans park on the east side of A1A, which can create a safety issue due to the lack of room.

Commissioner Reiser pointed out that while one property is not currently in renovation, it has curbing and lines. Mr. Serda stated that curbing and lines are not prohibited but pointed out that the parking is intended for emergency vehicles only, with allowances for other vehicles due to ongoing construction.

It was determined that there was Commission consensus to bring this Item forward for first reading at the April 2026 meeting.

Mr. Serda added that the required ground cover excludes dirt, gravel, crushed rock, or sod, or other items that may spill over into the bike lane and roadway. The area to be parked may not include those materials. Property owners may use pavers.

#### **IV. RESOLUTIONS & CONTRACTS**

##### **A. Resolution 2026-02 FDOT District 4 Landscape MMOA**

Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Appropriate Town Officials to Execute the Florida Department of Transportation, District 4 Landscape Maintenance Memorandum of Agreement for Property Located at 987 Hillsboro Mile, Hillsboro Beach, FL 33062, Permit #2024-L-491-00012.

Town Attorney D.J. Doody read the Resolution by title only.

Mr. Serda explained that during the Rosewood project's site planning process, the developer indicated they would plant landscaping in the Florida Department of Transportation (FDOT) right-of-way. FDOT requires an agreement that the Town would ensure that right-of-way area will be maintained properly. Code Section 12-339 includes a requirement for parcel owners to maintain the right-of-way alongside A1A. Should the property fail to maintain landscaping standards, it would constitute a Code issue.

**Motion** made by Vice Mayor Ravanese, seconded by Commissioner Andreano, to approve. In a roll call vote, the **motion** passed unanimously (5-0).

**B. Resolution No 2026-03 Adopt Engineering Fees for Building Permitting Plan Review & Update the Town’s Fee Schedule**

A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Approving the Addition of Engineering Fees for Building Permitting Plan Review and Authorizing the Town Manager to Update the Town’s Fee Schedule Accordingly.

Town Attorney Doody read the Resolution by title only.

Mayor Miller explained that engineering is not currently included in the Town’s fee schedule, which means the Town has essentially absorbed those costs. This addition would provide a mechanism by which property owners who need engineering review would cover those costs.

Building Official George Folles noted that not all permit requests include a need for engineering fees. The Resolution would ensure that owners are aware of fees up-front.

**Motion** made by Vice Mayor Ravanese, seconded by Commissioner Berman, to approve. In a roll call vote, the **motion** passed unanimously (5-0).

**V. CONSENT**

**A. INVOICES FOR APPROVAL**

- |                 |  |          |              |
|-----------------|--|----------|--------------|
| 1. CG&A         | Invoice #3363002                         | Jan 2026 | \$137,201.03 |
| 2. GCDE         | Invoice #76789                           | Feb 2026 | \$2,688.15   |
| 3. GCDE         | Invoice #76790                           | Feb 2026 | \$4,453.65   |
| 4. Proclamation | Irish American Heritage Month (Mar 2026) |          |              |

**Motion** made by Vice Mayor Ravanese, seconded by Commissioner Berman, to approve the Consent Agenda. In a roll call vote, the **motion** passed unanimously (5-0).

Mayor Miller read some of the Proclamation Recognizing March 2026 as Irish American Heritage Month.

**VI. STAFF UPDATES**

**A. Police Department**

Chief Rob O’Neill

Police Chief Rob O’Neill presented the Mayor and Commissioners with a Certificate of Accreditation reflecting the Police Department’s Excelsior status. This is considered the

pinnacle of law enforcement accreditation in Florida. He recognized Accreditation Manager Eileen Casagrande for her role in this achievement.

### **B. Building Department**

George Folles, Building Official, CG&A

Building Official George Folles advised that construction on the Rosewood project is ongoing. All structural pours are in place except the first floor pool deck. Two more large pours are expected on the Intracoastal side.

Mr. Folles stated that the Building Department continues to work on the implementation of its new computer program. They are working to correct any remaining issues with the system. Once implementation has progressed, the Town can provide an opportunity for contractors and homeowners to learn how the system works.

### **C. Code Compliance**

Bernard Pita, Code Compliance Supervisor, CG&A

Code Compliance Supervisor Bernard Pita reported that all cases in the Special Magistrate process are now correct and in compliance. There is one active case in progress for property maintenance. There have only been two initial inspections and two re-inspections for a total of four cases.

Mr. Folles continued that turtle nesting season has begun, and he will provide an initial assessment before Nova Southeastern University and Broward County conservation personnel conduct their surveys.

## **VII. TOWN MANAGER REPORT**

- A. Broward County Property Appraiser Office Mobile Team April 9, 2026 (11am - 1pm)**
- B. Community Event - Shred, Recycling, Blood Drive April 25, 2026 ( 9am-12pm)**
- C. WastePro Recycling**
- D. Saturday ICW Yoga**
- E. Beach Clean-Up Station**

Mr. Serda reported that regarding implementing a No Wake/Slow Wake Zone on the Intracoastal Waterway, there have been no documented stops, citations, or warnings issued from the communities of Lighthouse Point, Deerfield Beach or Pompano Beach. This means there is no information that those municipalities can present to the Florida Fish and Wildlife Conservation Commission (FWC) to demonstrate hazardous conditions. The Town's Marine Patrol Officer has provided quality data. He hoped that six months' worth of data from these communities would be sufficient to convince FWC to consider implementing the zones.

Mr. Serda reviewed upcoming events, including the Broward County Property Appraiser's mobile team on April 9, 2026 from 11 a.m. to 1 p.m. He encouraged residents to sign up for this event, which will provide information on title fraud/ abuse, homestead and other tax exemptions.

A community shredding event and disposal of hazardous waste will be held on April 25, 2026. A unused/expired prescription drug take back will also be part of this event, as well as a Blood Drive.

A new recycling education campaign will begin from the Broward County Solid Waste Authority. The County hopes to strengthen its municipalities' recycling efforts to conserve space for waste disposal. Fliers for this campaign will be distributed throughout the Town, and stickers will be provided for dumpsters and bins.

The Town will launch its own beach cleanup station, for which contractor WastePro has donated signage and buckets. This campaign will be open to any condominium or property owner who wants to place these items on the beach side behind their parcel.

Commissioner Berman advised that Saturday yoga along the Intracoastal Waterway is a success and additional classes have been requested by attendees. No expertise is necessary to participate.

It was noted that a walkway and water fountain/bottle filling station may be added to the bocce area at a cost of approximately \$5,000, including \$1,500 toward electrical costs. Without a bottle filling station, the cost would be roughly \$3,500 for a water bubbler on one of the bocce courts. Mr. Serda estimated that the placement of pavers and/or concrete on the northern wall of the court would cost another \$5,000. He requested Commission consensus on whether to move forward on these amenities with a budget of \$10,000 to \$12,000.

Mayor Miller requested that this be brought back as an Agenda Item in April 2026 for further discussion.

**VIII. TOWN ATTORNEY REPORT**

Town Attorney Doody reported that the Town has submitted published reports in relation to cases addressing the Rosewood project. The court will issue orders at its discretion. He did not have a time frame for this issuance.

**IX. TOWN COMMISSION COMMENTS / REPORTS**

Commissioner Reiser reported that the Condo Forum will meet on March 18, 2026. The meeting will include a guest speaker who is an elder care attorney. Topics will include Medicare and estate planning for long-term disability.

**X. PUBLIC COMMENTS**

At this time Mayor Miller opened the public hearing, which she closed upon receiving no input.

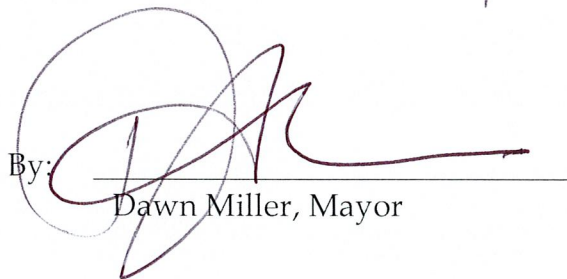
**XI. ADJOURNMENT**

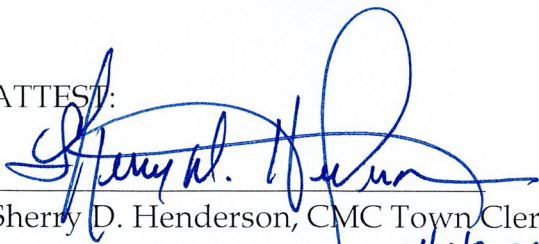
**Motion** made by Vice Mayor Ravanesi, seconded by Commissioner Berman, to adjourn. In a roll call vote, the **motion** passed unanimously (5-0).

The meeting was adjourned at 11:59 a.m.



ADOPTED THIS 7<sup>th</sup> DAY OF April, 2026.

By:   
Dawn Miller, Mayor

ATTEST:  
  
Sherry D. Henderson, CMC Town Clerk  
4/7/2026