



AGENDA

Town of Hillsboro Beach Commission Meeting

September 1, 2020
9:00 AM



MAYOR

Honorable Deborah L. Tarrant

VICE MAYOR

Honorable Irene Kirdahy

COMMISSIONERS

Honorable Vicky Feaman
Honorable Barbara Baldassarre
Honorable Andrew R. Brown

TOWN MANAGER

William "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



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

September 1, 2020 | 9:00 AM

VIRTUAL TOWN COMMISSION MEETING AGENDA

MAYOR DEBORAH L. TARRANT
VICE MAYOR IRENE KIRDAHY
COMMISSIONER VICKY FEAMAN
COMMISSIONER BARBARA BALDASARRE
COMMISSIONER ANDREW R. BROWN

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

LIVE ZOOM MEETING Tuesday, September 1, 2020 9:00am (Eastern) Meeting number: 885 4593 8156 Password: 972204

A. PROVIDING PUBLIC COMMENT

Persons desiring to provide public comment may do so by one of the methods listed below. Please be sure to include your name and address for the record. Your comments will be limited to three minutes per person.

- **VIA EMAIL** – Public comments and documents may be submitted via email to TownClerk@TownofHillsboroBeach.com. Comments will be read aloud to the Commission and public and incorporated into the record. Emails will be accepted up until the end of the Public Comment portion of the Meeting.

LIVE ZOOM PARTICIPATION – If attending via Zoom online, at the appropriate public comment period, click “raise hand” on the bottom of the “participants” tab, and your audio will be unmuted when you are recognized.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

I. APPROVAL OF MINUTES

- A. July 7, 2020 Board of Zoning & Appeals/ Quasi-Judicial Public Hearing Minutes
- B. July 7, 2020 Regular Commission Meeting Minutes

C. July 15, 2020 Special Commission Meeting Minutes

D. July 28, 2020 Special Commission Meeting Minutes

II. PRESENTATIONS

A. 2020 Census Update

Presented by Adeline (Lita) Andreano, Town Resident & US Census Enumerator

III. ORDINANCES

- A. **Ordinance No. 2020-05** Amendment to the Town Code of Ordinance - Seawall Ordinance, Chapter 12-Land Development, Div. 5-Zoning, Article XIII, Section 12-268 Seawalls [\(Second Reading\)](#)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE", BY SPECIFICALLY AMENDING SECTION 12-268 ENTITLED "SEAWALLS" BY AMENDING SECTION 12-268 (D) TO PROVIDE FOR A MINIMUM ALLOWABLE SEAWALL ELEVATION OF 5.0 FEET NAVD88 BY 2035; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

- B. **Ordinance No. 2020-06** Amendment to the Town Code of Ordinance - "Buildings and Buildings Regulations" Chapter 4, Amending Section 4-67, Permit Fee Schedule [\(First Reading\)](#)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 4 ENTITLED "BUILDINGS AND BUILDING REGULATIONS", BY SPECIFICALLY AMENDING SECTION 4-67 ENTITLED "PERMIT FEE SCHEDULE"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

IV. RESOLUTIONS & CONTRACTS

- A. **Resolution No. 2020-50** Consideration to Approve and Adopt the Town of Hillsboro Beach Schedule of Building Permit Fees.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND ADOPTING THE SCHEDULE OF BUILDING PERMIT FEES ATTACHED HERETO AS EXHIBIT "A"; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

- B. **Resolution No. 2020-51** Consideration to Approve and Authorize the Appropriate Town Officials to Execute a Professional Services Agreement to Paint Town Hall and Police Buildings In Response to RFP No. 2020-001.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE TOWN MANAGER AND DETERMINING THAT _____ IS THE MOST RESPONSIVE AND MOST RESPONSIBLE PROPOSER FOR PROFESSIONAL SERVICES TO PAINT TOWN HALL AND POLICE BUILDINGS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

- C. Resolution No. 2020- 52** Consideration to Approve and Authorize the Proper Town Officials to Execute Renewal Letter with Limousines of South Florida, Inc. for FY2020-2021 Community Shuttle Services.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE RENEWAL OF THE AGREEMENT FOR COMMUNITY SHUTTLE SERVICES BETWEEN THE TOWN OF HILLSBORO BEACH AND LIMOUSINES OF SOUTH FLORIDA, INC. FOR FY2020-2021; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

- D. Resolution No. 2020-53** Consideration to Ratify Work Authorization No. 2 of the Professional Services Agreement with Moffat & Nicol dated 10/1/2019, Relative to the Hillsboro Beach Nourishment Project, For Post Construction Physical Monitoring.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO EXECUTE WORK AUTHORIZATION #2 DATED JULY 17, 2020 AND ACCEPTING THE PROPOSAL FROM MOFFATT & NICHOL, INC. DATED AUGUST 4, 2020 FOR CONTINUING CONSULTING SERVICES RELATIVE TO THE TOWN OF HILLSBORO BEACH'S NOURISHMENT PROJECT FOR POST CONSTRUCTION PHYSICAL MONITORING; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

- E. Resolution No. 2020-54** Consideration to Ratify Waiver of Bid for Turtle Monitoring During Hillsboro Beach Re-nourishment, per Procurement Code Sec. 2-61.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, WAIVING COMPETITIVE PROCUREMENT AND AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO RATIFY THE AGREEMENT BETWEEN THE TOWN OF HILLSBORO BEACH AND NOVA SOUTHEASTERN UNIVERSITY OCEANOGRAPHIC CENTER FOR TURTLE MONITORING SERVICES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

- F. Resolution No. 2020-55** Consideration to Approve and Authorize the Appropriate Town Officials to Execute Engagement Letter with Grau & Associates Certified Public Accountants for Required Auditing Services for FY 2019-2020.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE AN ENGAGEMENT LETTER WITH GRAU & ASSOCIATES FOR PROFESSIONAL AUDIT SERVICES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

V. CONSENT

A. INVOICES FOR APPROVAL

- 1. Akerman:** Invoice #9526965 Services rendered through 12/31/2019 **\$13,070.72**
- 2. CG&A:** Invoice #78956 6/31/2020 **\$32,913.62**
- 3. Goren, Cherof, Doody & Ezrol, P.A.:** Invoice # 32278 Services rendered from 06/01/2020 through 07/28/2020 **\$7,035.50** (General Matters)
- 4. Goren, Cherof, Doody & Ezrol, P.A.:** Invoice # 32279 Services rendered from 07/01/2020 through 07/31/2020 **\$3,430.85** (Deerfield Beach)
- 5. Goren, Cherof, Doody & Ezrol, P.A. :** Invoice # 32280 Services rendered from 07/06/2020 through 07/29/2020 **\$871.05** (Purchase from Winter Sun Investments LLC)
- 6. Goren, Cherof, Doody & Ezrol, P.A.:** Invoice # 32281 Services rendered from 06/29/2020 through 07/30/2020 **\$5,561.50** (adv. State of Florida (Bond Validation 2020))
- 7. Goren, Cherof, Doody & Ezrol P.A. :** Invoice # 32282 Services rendered from 07/14/2020 through 07/31/2020 **\$1,012.50** (adv. David Pratt (Seagrape Revocable Trust) Appeal)
- 8. Goren, Cherof, Doody & Ezrol P.A. :** Invoice #32468 Services rendered from 08/04/2020 through 08/24/2020 **\$2,840.95** (General Matters)
- 9. Goren, Cherof, Doody & Ezrol P.A. :** Invoice #32469 Services rendered from 08/10/2020 through 08/21/2020 **\$270.00** (Deerfield Beach)
- 10. Goren, Cherof, Doody & Ezrol P.A.:** Invoice #32470 Services rendered from 08/04/2020 through 08/13/2020 **\$1,394.60** (Purchase from Winter sun Investments LLC)
- 11. Goren, Cherof, Doody & Ezrol P.A.:** Invoice #32471 Services rendered from 08/03/2020 through 08/24/2020 **\$1,102.50** (adv. State of Florida (Bond Validation 2020))
- 12. Goren, Cherof, Doody & Ezrol P.A.:** Invoice #32472 Services rendered from 08/03/2020 through 08/19/2020 **\$2,340.00** (adv. David Pratt (Seagrape Revocable Trust) Appeal)
- 13. Inframark:** Invoice #54429 August 2020 **\$7,434.72**
- 14. LSF Shuttle:** Invoice # 20-0630-26 June 2020 **\$ 6,083.87**
- 15. LSF Shuttle:** Invoice # 20-0430-26 April 2020 **\$6,083.87**
- 16. Moffat & Nichol:** Invoice # 753128 Services rendered from 04/26/2020 through 07/25/2020 **\$11,272.25**
- 17. Moffat & Nichol:** Invoice # 750386 Services rendered from 01/20/2020 through 03/28/2020 **\$41,195.38**
- 18. Shutts & Bowen LLP:** Invoice # 1463136 Services rendered through 6/30/2020 **\$3,900.00**
- 19. Shutts & Bowen LLP:** Invoice # 1475033 Services rendered through 07/31/2020 **\$7,314.59**
- 20. Sweetapple, Broecker & Varkas:** Invoice #10941 services rendered June 2020 **\$4,875.00**

VI. STAFF UPDATES

A. Police Department

Presented by Chief Szesnat

B. Finance Dept

Presented by Stephen Bloom, Inframark

C. Building & Permits Dept

Presented by Steve Mitchell, Building Official, CG&A

D. Code Compliance

Presented by Mario Sotolongo

VII. TOWN MANAGER REPORT

A. Town Manager Performance Evaluation

B. Town Sign Update

VIII. TOWN ATTORNEY REPORT

IX. TOWN COMMISSION COMMENTS/REPORTS

A. Governor DeSantis Daily Brief Covid-19 Update (8/27/2020)

Presented by Mayor Tarrant

X. PUBLIC COMMENTS

XI. ADJOURNMENT

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.