



AGENDA

Town of Hillsboro Beach Commission Meeting

May 4, 2021
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

May 4, 2021 | 9:00 AM

REGULAR 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

YOU ARE HEREBY NOTIFIED that a Regular Town Commission Meeting will be held Tuesday, May 4, 2021 at 9:00 AM. A quorum of the Town Commission will be physically present at the meeting. However, to ensure compliance with CDC recommendations for public safety, the meeting will utilize communications media technology with most Town staff participating via video conferencing. **LIVE ZOOM Meeting number: 878 4736 1566 Passcode: 951699**

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. April 6, 2021 Board of Zoning & Appeals Meeting Minutes

B. April 6, 2021 Regular Town Commission Meeting Minutes

II. PRESENTATIONS

A. Presentation & Update on Easement Acquisition for Underground Utilities, presented by Mark Porter with Utility Consultants of Florida

B. Proclamation Recognizing Municipal Clerks Week, May 2-8, 2021

C. Proclamation Commemorating National Police Week, May 9-15, 2021 and National Peace Officers Memorial Day, May 15, 2021

III. ORDINANCES

A. PUBLIC HEARING - Ordinance No. 2021-03

Amendment to the Town's Code of Ordinance, Amending the Land Development Code and Create 'Conditional Use' for Restaurant and Hotel Bar (Second Reading - Public Hearing)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING ARTICLE XII TO BE RETITLED "SPECIAL USE AND CONDITIONAL USE REGULATION" ; PROVIDING FOR THE CREATION OF SECTION 12-252 TO BE ENTITLED "CONDITIONAL USE"; PROVIDING FOR THE CRITERIA FOR CONDITIONAL USE; PROVIDING FOR ENFORCEMENT ACTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

B. PUBLIC HEARING - Ordinance No. 2021-04

Amendment to Town's Code of Ordinance, Creating Section Entitled "Dumpster Enclosure" (Second Reading - Public Hearing)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 6 ENTITLED "GARBAGE AND TRASH DISPOSAL" BY SPECIFICALLY CREATING SECTION 6-42 TO BE ENTITLED "DUMPSTER, COMPACTION, AND ROLL-OFF CONTAINERS ENCLOSURE"; PROVIDING FOR ALL VISIBLE REFUSE AND RECYCLING CONTAINERS TO BE ENCLOSED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

C. PUBLIC HEARING - Ordinance No. 2021-05

Amendment to the Town Code of Ordinance - Seawall Ordinance, Chapter 12-Land Development, Div. 5-Zoning, Article XIII, Section 12-268 Seawalls (Second Reading - Public Hearing)

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 TO PROVIDE FOR ADDITIONAL PURPOSES IN ORDER TO PROTECT PROPERTIES WITHIN THE TOWN IMPACTED BY TIDAL WATERS; PROVIDING FOR THE FAILURE TO MAINTAIN SEAWALLS IN GOOD REPAIR SHALL RESULT IN CITATIONS BEING ISSUED TO THE OWNER OF THE PROPERTY; PROVIDING FOR THE ISSUANCE OF CITATIONS IN THE EVENT PROPERTY OWNERS FAIL TO PREVENT TIDAL WATERS FROM FLOWING OVER LAND AND LEAVING THEIR PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

D. Ordinance No. 2021-06

Amendment to the Town's Code of Ordinance, Amending the Noise Ordinance (First Reading)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING ARTICLE VII ENTITLED "NOISES" BY SPECIFICALLY AMENDING SECTION 7-93 (A) TO DELETE SPECIFIC HOURS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

IV. DISCUSSION & POSSIBLE ACTION

- A.** Discussion on Commissioner Andrew Brown's Resignation from the Town Commission and His Unexpired Term.
- B.** Discussion on Requiring Developers to Filter Sand From Excavations to Make it Beach Compatible.

V. RESOLUTIONS & CONTRACTS

VI. CONSENT

A. INVOICES FOR APPROVAL

- 1. **GCDE:** Invoice #35520 Services rendered from 3/31/2021 thru 4/23/2021 **\$1,732.50** (Development)
- 2. **GCDE:** Invoice #35522 Services rendered from 3/30/2021 thru 4/26/2021 **\$8,291.95** (General Matters)
- 3. **Inframark:** Invoice #62482 Services provided for the month of April 2021 **\$7,415.22**
- 4. **LSF:** Invoice # 21-0331-26 Services provided for the month of March 2021 **\$6,551.86**
- 5. **Moffatt & Nichol:** Invoice #00759820 Services rendered from 12/24/2020 thru 3/24/2021 **\$4,438.50**

B. PROCLAMATIONS

1. Proclamation Recognizing Mental Health Awareness Month, May 2021

VII. BEACH REPORT

- A. Update on Beach Renourishment Project with City of Deerfield Beach

VIII. STAFF UPDATES

A. Police Department

Presented by Chief Jay Szesnat

B. Finance Department

Presented by Stephen Bloom, Inframark

C. Building Dept

Presented by Steve Mitchell, Building Official, CG&A

D. Code Compliance

Presented by Bernard Pita, CG&A

IX. TOWN MANAGER REPORT

A. Town Manager Report - Mac Serda

1. Light Fixtures for Town Hall
2. 2022 Election Cost Estimate
3. Blood Drive - Sat. May 22, 2021
4. Shredding/Electronic Recycle & HHW Event - Sat. May 22, 2021

X. TOWN ATTORNEY REPORT

A. Town Attorney Report - DJ Doody

1. Special Magistrate's Resignation

XI. TOWN COMMISSION COMMENTS/REPORTS

XII. PUBLIC COMMENTS

XIII. ADJOURNMENT

UPCOMING MEETINGS & EVENTS

A.	Mon, May 3, 2021	Special Magistrate Hearing	9:00 AM
	Tue, May 4, 2021	Reg Town Commission Meeting	9:00 AM
	Sat, May 22, 2021	Blood Drive	9:00 AM
	Sat, May 22, 2021	Shred/Electronic Recycle/HHW Event	9:00 AM
	Tue, June 1, 2021	Reg Town Commission Meeting	9:00 AM
	Mon, June 7, 2021	Special Magistrate Hearing	9:00 AM

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.

DRAFT

**MINUTES
TOWN OF HILLSBORO BEACH
BOARD OF ZONING & APPEALS MEETING
TUESDAY
APRIL 6, 2021**

9:00 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant 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 Deborah L. Tarrant
Vice Mayor Irene Kirdahy

Commissioner Barbara Baldassarre
Commissioner Andrew Brown

Town Staff:

Town Manager Mac Serda
DJ Doody, Town Attorney
Town Clerk Sherry D. Henderson, CMC

Absent:

Commissioner Vicky Feaman

Town Clerk Sherry D. Henderson explained the Town Commission Meeting was being held with a quorum physically present at Town Hall, following the expiration of the Governor's Executive Order 20-246 allowing for meetings of a municipality's governing boards without having a quorum of its members present physically or at any specific location. She outlined the procedure to be followed for online participation by the public. She explained the notice given and provided instruction on the Zoom system being utilized to host the meeting online. She further noted public comment was being accepted by email, as well as on the Zoom system.

I. APPROVAL OF AGENDA

Not addressed.

II. QUASI-JUDICIAL PUBLIC HEARINGS

- A.** Variance, Site Plan Approval Request, and Artificial/Synthetic Turf Conditional Use Request Submitted by Mark Rothenberg, Authorized Agent for Property Located at 925 Hillsboro Mile, Hillsboro Beach, FL 33062.

Town Attorney DJ Doody swore in all those giving testimony at the hearing.

Mayor Tarrant asked that the synthetic turf request be addressed separately.

Town Planner Joe Arenal presented the request, for variance and site plan approval, which was submitted in March 2020. He explained the variance was to construct a guest house prior to the construction of the main house as required by Code. He noted the documents submitted and those still required.

Mr. Arenal explained the guest house complied with regulations and stated if the Commission was amenable to the timeline provided by the applicant, staff recommended approval of the application.

Mark Rothenberg, General Contractor, spoke on behalf of the applicant. He noted the architect was also on the Zoom call available for questions as well. He stated it was clearly the intent of the owner to build both homes, but delays had been an issue due to COVID-19.

Mayor Tarrant referenced a letter written on May 28, 2020 to provide an overview of the project and asked for clarification on a typo and the height of the roof line.

Mr. Arenal noted the approved plans had a 35-foot roof line on the guest house.

Mayor Tarrant asserted that she had a difficult time envisioning a 4,500 square foot guest home on the west side of A1A.

Mr. Arenal stated the required setbacks were all met.

Mr. Rothenberg clarified that the home was 3,064 square feet under air. He noted the footprint had evolved through rounds of staff comment.

Mayor Tarrant asked how it would be enforced that the guest house garage was not to be used for car parking.

Mr. Rothenberg responded that it was intended as storage for toys, and a 12-car garage was planned for the main home.

Mayor Tarrant stated she did not understand the purpose of requiring that the main house be built first. She outlined reasons that building the small house first might make sense, including adding tax base and having the owner onsite to oversee construction.

Mr. Doody noted he believed there was previous discussion regarding keeping the guest house from becoming the primary residence, and the requirement to complete the main house first.

Mayor Tarrant opened a public hearing on the application, however, there being none to speak, closed the public hearing.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to approve the variance request for 925 Hillsboro Mile, subject to the seven (7) conditions as laid out by Mr. Arenal. In a roll call vote, the **motion** passed unanimously. (4-0)

Clerk's Note: conditions –

1. Provide Florida Department of Environmental Protection, formerly Department of Natural Resources approval for construction beyond Coastal Construction Line. Approval will be required as part of the Zoning approval for Building Permit Application.
2. Broward County Tree removal permit (if necessary).
3. Broward County Environmental approval for work in dune.
4. Construction Site Management Plan per 12-50
5. Provide FDOT approval for driveway connection and right of way dedication compliance with Trafficways.
6. Compliance with FEMA flood elevation requirements.
7. Commission approval for Conditional Use of synthetic turf

Motion made by Commissioner Baldasarre, seconded by Commissioner Brown, to approve the partial site plan approval for the guest house only at 925 Hillsboro Mile. In a roll call vote, the **motion** passed unanimously. (4-0)

Mr. Doody swore in all those giving testimony at the hearing.

Mayor Tarrant stated the same property had requested conditional use approval to utilize artificial turf. She shared a sample of the material.

Mr. Arenal outlined the request, which was for 1,132 square feet of artificial turf on the front and side of the residence. He explained the turf had an eight (8) year warranty and would not interrupt drainage. He stated that staff recommended approval.

Mr. Rothenberg stated he had brought additional experts to answer any questions and addressed concerns regarding percolation.

Mayor Tarrant showed holes in the sample and asked for clarification on how the material did not cause backup in drainage.

Mr. Doody confirmed that Jim Walton was sworn in to testify.

Mr. Walton explained the synthetic material was highly permeable, more so than regular sod, and provided background on the testing, including by independent labs. He commented on the infiltration rate of the material and added he could submit reports.

Discussion continued regarding the materials in the artificial turf and resulting drainage.

Mayor Tarrant noted that the area of the house was the epicenter of the flooding issues in Town, so she wanted to be clear.

Vice Mayor Kirdahy asked that the permeability study be submitted to be added to the file for future reference.

Mayor Tarrant opened a public hearing on the application, however, there being none to speak, closed the public hearing.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Brown, to approve the conditional use to utilize artificial turf at 925 Hillsboro Mile with the stipulation that the documentation be submitted following approval. In a roll call vote, the **motion** passed unanimously. (4-0)

- B. Artificial/Synthetic Turf Conditional Use Request Submitted by Mr. James Wentzel, Authorized Agent for Property Owner of 923 Hillsboro Mile, Hillsboro Beach, FL 33062.**

Mr. Doody swore in all those giving testimony at the hearing.

Town Planner Joe Arenal presented the request, which was for conditional use of synthetic turf at the rear of the single-family residence at 923 Hillsboro Mile, an area approximately 1,955 square feet. He noted the water permeability of the material and the limited lifetime warranty. He stated staff recommended approval of the application.

James Wentzel, on behalf of the owner, thanked Mr. Walton for providing the background on the material. He stated he had submitted the product literature and a letter from the Civil Engineer which noted that the material exceeded his original calculations. Mr. Wentzel explained the parameters of the warranty.

Mayor Tarrant opened a public hearing on the application.

Town Clerk Sherry D. Henderson read a public comment from Robin McCarty, 921 Hillsboro Mile, noting that as the neighboring property, they did not have an issue with the use of the turf, but did have an issue with the fact that the turf was installed many months ago. She asked that contractors be expected to follow the Code from the

beginning rather than ask forgiveness later.

Mayor Tarrant stated she agreed that it would be wonderful if contractors did what they were supposed to do from the beginning.

Mr. Wentzel asserted that the original plans did not call for artificial turf, and this was a change added by the homeowners later. He stated now that he was aware of the requirement, it would not happen again.

Town Manager Mac Serda stated that the allowance of artificial turf was recent, and use was not widespread in the community. He outlined the requirements and noted this issue was caught at final inspection, which is what led to the Commission hearing.

Vice Mayor Kirdahy commented on improvements to the quality of materials used in artificial turf over time.

Mayor Tarrant closed the public hearing.

Commissioner Baldasarre asked if it was possible to set a minimum permeability so that approval did not have to go before the Commission each time for approval.

Mr. Serda stated that staff was looking into the issue. He noted industry standards and the look of the material was also being reviewed.

Motion made by Commissioner Baldasarre, seconded by Vice Mayor Kirdahy, to approve the conditional use to utilize artificial turf at 923 Hillsboro Mile. In a roll call vote, the **motion** passed unanimously. (4-0)

III. ADJOURNMENT

Motion made by Commissioner Baldasarre, seconded by Commissioner Brown, to adjourn the meeting. In a roll call vote, the **motion** passed unanimously. (4-0)

There being no further business to come before the Board of Zoning and Appeals, the meeting was adjourned at 9:43 a.m.

ADOPTED THIS _____ DAY OF _____, 2021

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, Town Clerk



Emails sent to the Town Clerk – Entered into the Record

APRIL 6, 2021

**Board of Zoning & Appeals Meeting
Quasi Judicial Public Hearing**

Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
TownofHillsboroBeach.com
954-427-4011

Town Clerk

From: Robyn McCarty <robyn.mccarty@outlook.com>
Sent: Monday, April 5, 2021 3:41 PM
To: TownClerk@TownofHillsboroBeach.com; Town of Hillsboro Beach
Subject: 923 Variance Request - public comments

Hello Ms. Henderson;

I am writing regarding the 923 variance request scheduled for April 6, 2021.

As a resident of the neighboring property at 921, we do not object to the use of artificial turf at 923 as is currently installed.

We do however object to the fact that the variance request is just now being requested. The turf was installed many months ago. The builder, Bomar Builders, has built many homes in town, and they currently have several active projects in the town. The fact that they installed the turf without applying for a variance before installation tells me that they either are ignorant to the Town of Hillsboro Beach building code, or they simply have a complete disregard for the code.

I ask the commission to make sure codes are being adhered to and we get the town out of the "build it and ask for forgiveness later if found out" attitude.

Best regards,
Robyn McCarty
921 Hillsboro Mile



DRAFT

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

TUESDAY

APRIL 6, 2021

9:44 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 9:43 a.m. Roll was called with the Commission members and staff present as listed below.

Town Commission:

Mayor Deborah L. Tarrant
Vice Mayor Irene Kirdahy

Commissioner Barbara Baldassarre
Commissioner Andrew Brown

Town Staff:

Town Manager Mac Serda
DJ Doody, Town Attorney
Town Clerk Sherry D. Henderson, CMC

Absent:

Commissioner Vicky Feaman

Town Clerk Sherry D. Henderson explained the Town Commission Meeting was being held with a quorum physically present at Town Hall, following the expiration of the Governor's Executive Order 20-246 allowing for meetings of a municipality's governing boards without having a quorum of its members present physically or at any specific location. She outlined the procedure to be followed for online participation by the public. She explained the notice given and provided instruction on the Zoom system being utilized to host the meeting online. She further noted public comment was being accepted by email, as well as on the Zoom system.

APPROVAL OF AGENDA

Town Attorney DJ Doody asked that item 4A (Seawall Ordinance) be considered on First Reading as item 3C.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to amend the agenda by moving item 4A (Seawall Ordinance) to item 3C. In a roll call vote, the **motion** passed unanimously. (4-0)

Motion made by Commissioner Baldasarre, seconded by Commissioner Brown, to approve agenda as amended. In a roll call vote, the **motion** passed unanimously. (4-0)

I. APPROVAL OF MINUTES

A. Minutes of the March 2, 2021 Regular Meeting

Motion made by Commissioner Baldasarre, seconded by Commissioner Brown, to approve the minutes from the March 2, 2021 Regular Meeting as printed. In a roll call vote, the **motion** passed unanimously. (4-0)

B. Minutes of the March 16, 2021 Reorganization Meeting

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to approve the minutes from the March 16, 2021 Reorganization Meeting as printed. In a roll call vote, the **motion** passed unanimously. (4-0)

C. Minutes of the March 18, 2021 Joint Commission Meeting with City of Deerfield Beach Commission

Motion made by Commissioner Baldasarre, seconded by Vice Mayor Kirdahy, to approve the minutes from the March 18, 2021 Joint Commission Meeting with City of Deerfield Beach Commission as printed. In a roll call vote, the **motion** passed unanimously. (4-0)

Mayor Tarrant noted that a draft of the minutes was provided in advance of the meeting and the Commissioners submitted corrections ahead of time.

II. PRESENTATIONS

A. Proclamation in Honor of John H. ("Jack") Holland, Hillsboro Inlet District Board of Commissioners Chair, Special Recognition of 35 Years of Service.

Mayor Tarrant stated Jack Holland was a legend. She read a statement about Mr. Holland and his years of service to the Hillsboro Inlet District Board. She stated Mr. Holland is respected from Tallahassee to the Florida Keys for his coastal knowledge. She read the proclamation for the record.

Mr. Holland thanked Mayor Tarrant for her comments and for the recognition and gave some insight into his next steps.

Mayor Tarrant stated that the Hillsboro Inlet had been managed beautifully during the 35 years that Mr. Holland was leading the Board.

III. ORDINANCES

A. Ordinance No. 2021-03 Amendment to the Town's Code of Ordinance, Amending the Land Development Code and Creating "Conditional Use" for Restaurant and Hotel Bar (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 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING ARTICLE XII TO BE RETITLED "SPECIAL USE AND CONDITIONAL USE REGULATION"; PROVIDING FOR THE CREATION OF A SECTION 12-252 TO BE ENTITLED "CONDITIONAL USE"; PROVIDING FOR THE CRITERIA FOR CONDITIONAL USE; PROVIDING FOR ENFORCEMENT ACTIONS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Mr. Serda provided background on the item, explaining the Town now had a hotel in place and did not have an Ordinance related to restaurants and bars.

Mr. Doody stated that the item had been tabled at the March 2 meeting, and since that time legal had met with Mr. Serda as well as the legal counsel for the Seabonay Hotel. He noted potential changes that had come from those conversations, including amendment to the section titled "review criteria," as well as changes to "principal use," "noise and fumes," and addition of two (2) new provisions to require seating of the restaurant and bar be inside, and payment through a key card system exclusive to the hotel. He noted the final item was meant to preclude members of the public from utilizing the services.

Continuing, Mr. Doody addressed the definition of hotel/motel bar. He stated the Commission may want to add a minimum number of rooms as a threshold to qualify. He reviewed square footage discussions and summarized the proposed changes. Mr. Doody clarified that any changes would be added between first and second reading.

Mayor Tarrant clarified that the public hearing required prior to conditional approval would be a public Quasi-Judicial hearing and asked that the language be amended to state that.

Mr. Doody noted that Quasi-Judicial is triggered by site specific application.

Mayor Tarrant added that amending the Code as was being discussed did not grant any permission to proceed, the process still required coming before the Town Commission to

request an approval of conditional use. She asked for clarification regarding the 25 percent figure contemplated for building use.

Mr. Serda stated staff had discussed several numbers with Jim Hickey with CG&A, and asked Mr. Hickey if he would like to weigh in.

Mr. Hickey explained the 25 percent was a customary number utilized to determine accessory use, as the Town does not want accessory use to be larger than the main use of the property.

Debbie Orshefsky, legal counsel for the Seabonay, stated if the entire hotel was used to determine the 25 percent, it would be a very large number. She noted there was a limitation on the size of a restaurant or restaurant/bar in the Ordinance.

Vice Mayor Kirdahy stated she thought it would be punitive to not allow outdoor seating. She commented on the issues related to the provision of fumes.

Mr. Doody agreed BBQ fumes could be problematic. However, He noted he did not see the Town prevailing in Code Enforcement concerning this matter.

Discussion ensued regarding the difference between service outside and the main kitchen remaining inside, behind closed doors.

Mr. Serda stated the trigger words of noise, fumes, and existing zones helped to keep the property harmonious with the neighborhood.

Mayor Tarrant asserted that they did not want an outdoor kitchen or band.

Mr. Doody noted that each restaurant bar would be a separate application and language could be further addressed at that time.

Commissioner Brown commented that alcohol and eating outside created issues for the adjoining neighbors, who had not experienced that in the past. He noted that those neighbors did not buy into that, and it should be well controlled. He expressed concern about how far the issue was being allowed to go.

Vice Mayor Kirdahy asserted that condominium associations have frequent celebrations for things like holidays.

Commissioner Brown stated that holidays happen a few times a year, not nightly.

Mayor Tarrant stated that the issue weighs on her. She asserted that the Commission wanted the hotel to be a positive addition to the community, and stated she had a fear that if there

were too many restrictions, the price of the rooms would not be able to stay high enough to get the kind of clientele they want.

Discussion ensued regarding the appropriate balance.

Commissioner Baldassarre stated that personally she agreed that she would not want to stay at a hotel without food or drinks available. She noted that geographic isolation of the hotel was also a factor. She shared her experience with the Residence Inn in Pompano Beach.

Mr. Doody reminded the Board that individual applications would allow the discussion of specifics. He recommended the revision of section F be "all food and beverages served to patrons shall be prepared in an enclosed kitchen and bar."

Vice Mayor Kirdahy asked about the idea of a pool bar.

Discussion ensued regarding service outside or a window to the outside, but the pool and restaurant being located inside.

Commissioner Brown asked Mr. Serda to provide his feedback on the discussion.

Mr. Serda stated that he believed there would be frequent complaints if there was amplified music and outdoor cooking. He stated the Ordinance provided a tool for the Commission to decline a restaurant coming forward, and he felt that was key.

Mayor Tarrant pointed to the definition of hotel/motel bar and stated that she did not want to imply that they would consider a stand-alone bar. Mayor Tarrant asked for clarification regarding the allowable size of the restaurant/bar within the Ordinance.

Mr. Doody stated counsel for the Seabonay could give additional clarification regarding the type of liquor license they planned to apply for, and Mr. Hickey could comment on what portion of the restaurant would be the kitchen.

Mayor Tarrant asserted the question of what type of liquor license would be applied for was also an important discussion.

Mr. Doody stated the State had preempted licensing matters and advised the Commission not get into the issue. He noted the Commission would be approving a bar that was incidental to the restaurant. He stated he would like to get clarification from Ms. Orshefsky.

Mayor Tarrant commented on revocation of conditional use and whether it was transferrable with sale of the land.

Mr. Doody stated that approval typically ran with the land. He noted the clause referenced allowed for revocation to also transfer and stated he would clarify for second reading.

Ms. Orshefsky thanked staff, Mr. Doody, and the Town Commission for the thoughtfulness with which they were approaching the Ordinance. She stated they wholeheartedly appreciated the conditional use process, and thought they were close to an Ordinance which would be workable for both sides.

Ms. Orshefsky outlined the proposed site, noting there would be a dining area with a restaurant and seating area, and outdoor food and beverage service within the parameters discussed. She noted the liquor license being purchased for was a 4COP Quota License and explained the associated restrictions and requirements.

Continuing, Ms. Orshefsky addressed the discussion regarding outdoor service. She stated they wanted to have some type of wait-service at the pool, but all food preparation being indoors was fine. She stated the plan included 774 square foot dining area, excluding the kitchen and back of house, and asked that the wording be adjusted to be limiting the seating area but not kitchen.

Ms. Orshefsky stated the plan included 72 rooms, and the platted plan included 76 rooms. She stated she was not familiar with the Town's noise ordinance but noted that may be how the Commission wanted to address issues with noise. She added that if amplified music was going to be excluded, she might ask that it be allowed for special events.

Ms. Orshefsky noted that the Seabonay hoped to bring forward the Town's first application right after the Ordinance was enacted.

Mayor Tarrant opened the item to public comment.

Jane Reiser, 1050 Hillsboro Mile, stated it had been an interesting conversation, and thanked Ms. Orshefsky for clarifying the details. She asked that the Commissioners put themselves in the position of living next door to the Seabonay, and not approving something they would not want to live next door to.

Jim Hickey provided additional clarification to the wording of the definition of restaurant/bar. He recommended a change to the maximums included within the Ordinance and the number of people to be served.

Ms. Orshefsky stated that she would confirm the back of house measurements between first and second reading.

Commissioner Baldasarre noted that this Ordinance was not specific to the Seabonay and stated they should be careful not to tailor it to that project.

Mayor Tarrant closed the item to public comment.

Discussion ensued regarding limiting the square footage of the restaurant and maintaining it as accessory use rather than principal use, as well as what portions of the property were counted in the square footage.

Town Clerk Sherry D. Henderson read a question posed in the comments of the Zoom platform. Beth Vogl asked if the restaurant was wholly owned by the Seabonay.

Ms. Orshefsky stated that it was her belief that it would be wholly owned by the hotel, but she would get more detail and include that clarification in future application.

Mr. Doody asked if the hotel owners had hired a management company for the hotel.

Ms. Orshefsky stated she did not have that information but would report back. She noted the location was not to exist under a particular flag (franchise).

Steve Mitchell, CG&A, stated when discussing square footage of the building, it was important how it was calculated. He highlighted a list of considerations to be taken into account when defining the square footage.

Mr. Doody stated he and Mr. Serda would need Mr. Mitchell's input in clarifying the definition utilized for measuring the square footage.

Mr. Doody summarized the proposed amendments:

1. Under A – procedure – identify that it shall be a public Quasi-Judicial hearing
2. Under B – review criteria – substitute 10 percent for 25 percent, replace principal use with the building area under air conditioning excluding all parking, strike residential
3. Strike hotel/motel bar definition completely
4. Take out under restaurant definition the reference to residence and incorporate language into the definition that the restaurant shall be coincidental to operation of the hotel
5. Add the words “seating area” to the maximum size of the restaurant
6. Under restaurant/bar, insert “not more than” 50 or more patrons occupying not more than 500 square feet of space
7. Address wording under enforcement to clarify issues
8. Add F to state all food and beverages served to patrons must be prepared in an enclosed kitchen and bar
9. Add G to address restricting cash and credit card use

Discussion ensued regarding whether fumes were covered by requiring the kitchen to be located inside, and whether noise needed to be addressed separately.

Mr. Doody asserted that noise was a tricky enforcement issue, and recommended it be taken up at the time of application with specifics to what was being proposed.

Commissioner Baldasarre noted there was an existing noise ordinance, and that would apply to anyone in Town.

Ms. Orshefsky recommended the applicant be required to show how they would comply with the Town's noise ordinance, to force the factual information to come before the Town Commission as part of the decision making.

Discussion continued regarding hours of use of the swimming pool, televisions outside, and other potential noise situations.

Motion made by Commissioner Brown, seconded by Vice Mayor Kirdahy, to approve Ordinance 2021-03 as amended on First Reading. In a roll call vote, the **motion** passed unanimously. (4-0)

B. Ordinance No. 2021-04 Amendment to the Town's Code of Ordinance, creating a Section Entitled "Dumpster Enclosure." (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 6 ENTITLED "GARBAGE AND TRASH DISPOSAL" BY SPECIFICALLY CREATING SECTION 6-42 TO BE ENTITLED "DUMPSTER, COMPACTION, AND ROLL-OFF CONTAINERS ENCLOSURE"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Mayor Tarrant requested a date when compliance would be required be included in the Ordinance and asked how many properties were impacted.

Mr. Serda stated there were photos of the (three) parcels impacted included in the backup materials. He suggested a compliance date of six (6) months with a discretionary 90-day extension available.

Mayor Tarrant asked that November 1, 2021 be added as the date for compliance.

Mr. Doody clarified that the extension could be requested from the Town Manager.

Vice Mayor Kirdahy asked if the materials shown in the images were required.

Discussion ensued regarding requirements.

Mayor Tarrant opened a public hearing on the first reading of the Ordinance, however there being none to speak, closed the hearing.

Motion made by Commissioner Baldasarre, seconded by Vice Mayor Kirdahy, to approve the amendments to include the date of compliance and extension to be requested from the Town Manager. In a roll call vote, the **motion** passed unanimously. (4-0)

Motion made by Commissioner Baldasarre, seconded by Vice Mayor Kirdahy, to approve Ordinance 2021-04 on First Reading as amended. In a roll call vote, the **motion** passed unanimously. (4-0)

Mayor Tarrant called for a brief recess at 11:22 a.m.

Mayor Tarrant called the meeting to order at 11:29 a.m.

C. Ordinance No. 2021-05 Amendment to the Town of Hillsboro Beach Seawall Ordinance (First 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 TO PROVIDE FOR ADDITIONAL PURPOSES IN ORDER TO PROTECT PROPERTIES WITHIN THE TOWN IMPACTED BY TIDAL WATERS; PROVIDING FOR THE FAILURE TO MAINTAIN SEAWALLS IN GOOD REPAIR SHALL RESULT IN CITATIONS BEING ISSUED TO THE OWNER OF THE PROPERTY; PROVIDING FOR THE ISSUANCE OF CITATIONS IN THE EVENT PROPERTY OWNERS FAIL TO PREVENT TIDAL WATERS FROM FLOWING OVER LAND AND LEAVING THEIR PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Mr. Doody stated the item was before the Commission due to recommendations by the Broward County Attorney's office.

Mr. Serda stated he found the amendments contrary to many of the conclusions the Town had come to when reviewing the original Ordinance.

Mr. Doody noted that he did not necessarily agree with all of the comments, as the Town was not required to be consistent with the County Ordinance.

Discussion ensued regarding maintaining the disallowance of riprap within the Ordinance.

Mr. Doody agreed that the Town had a unique situation.

The Commissioners and staff discussed the additional comments made by the County Attorney's office and the potential for alternative materials.

Mayor Tarrant opened a public hearing on the item.

Ms. Henderson read a written public comment from John Carlson, 975 Hillsboro Mile, with an objection to approving the Ordinance because it did not address road height.

Mayor Tarrant stated this was an Ordinance related to the seawalls, and the road height was being addressed with Florida Department of Transportation (FDOT).

Mayor Tarrant closed the public hearing.

Motion made by Commissioner Baldassarre, seconded by Vice Mayor Kirdahy, to approve the amendments to incorporate the changes recommended by the County Attorney with the exception of lines 41 and 42 on page two (2). In a roll call vote, the **motion** passed unanimously. (4-0)

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Brown, to approve the ordinance as amended. In a roll call vote, the **motion** passed unanimously. (4-0)

IV. DISCUSSION & POSSIBLE ACTION

A. Discussion on Amendment to the Town of Hillsboro Beach Seawall Ordinance; Chapter 12 - Land Development, Division 5 - Zoning, Article XIII, Section 12-268 Seawalls.

Item addressed as item 3C. (First Reading)

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2021-17 Resolution of the Mayor and Town Commission of Hillsboro Beach, Florida Urging the Bahamian Government to Deny Offshore Oil Drilling Exploration Licenses and Permanently Ban Offshore Oil Drilling Activities in the Bahamas.

Mr. Doody read the Resolution by title only.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Brown, to approve Resolution 2021-17. In a roll call vote, the **motion** passed unanimously. (4-0)

B. Resolution No. 2021-18 Resolution of the Town of Hillsboro Beach Commission Opposing Unwarranted and Overly Broad Preemption of Municipal Home Rule Powers.

Mr. Doody read the Resolution by title only.

Commissioner Baldasarre asserted that the Town absolutely needed to stand up for itself in this way.

Motion made by Commissioner Baldasarre, seconded by Commissioner Brown, to approve Resolution 2021-18. In a roll call vote, the **motion** passed unanimously. (4-0)

Mayor Tarrant asked that the letter also be copied to the Florida League of Cities, Broward County municipalities, and the Florida League of Mayors.

C. Resolution No. 2021-19 Resolution of the Town of Hillsboro Beach, Florida Appointing Commissioner Baldasarre, Vice Mayor Kirdahy, and Mayor Tarrant as its Primary Representative and Alternatives to the Broward League of cities for the Term of 2021-2022.

Mayor Tarrant asked for nominations to the slate. She stated Commissioner Baldasarre had done an excellent job and asked that she continue serving.

By consensus, the Commission agreed to appoint Commissioner Baldasarre as Primary Representative, Vice Mayor Kirdahy as First Alternative, and Mayor Tarrant as Second Alternate to the Broward League of Cities for the term of 2021-2022.

Mr. Doody read the Resolution by title only.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Brown, to approve Resolution 2021-19. In a roll call vote, the **motion** passed unanimously. (4-0)

D. Resolution No. 2021-20 Resolution of the Town of Hillsboro Beach Adopting the Town's Donation Policy.

Mr. Doody read the Resolution by title only.

Mr. Serda clarified the Resolution was related to the Town receiving donations, not giving.

Mayor Tarrant pointed to a typographical correction in the document.

Mr. Doody asked if the idea was to encompass in-kind donations in addition to currency.

Motion made by Commissioner Baldasarre, seconded by Commissioner Brown, to approve Resolution 2021-20. In a roll call vote, the **motion** passed unanimously. (4-0)

E. Resolution No. 2021-21 Resolution of the Town of Hillsboro Beach Commission Approving the Ranking as Recommended by the Selection Committee for 'RFP 2021-01 replacement of Beach Pump Station Roof' and Authorizing the Proper Town Officials to Accept Proposal and Enter into Agreement with ACC Mastercraft Roofing Contractors.

Mr. Doody read the Resolution by title only.

Mr. Serda stated the beach pump house needed to be reroofed, and three (3) responses had been considered. He noted staff had negotiated on behalf of the Town.

Mayor Tarrant asked for clarification as to why the Miami-Dade Code was being followed.

Mr. Serda explained that code had the most stringent hurricane requirements.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to approve Resolution 2021-21. In a roll call vote, the **motion** passed unanimously. (4-0)

F. Resolution No. 2021-22 Resolution of the Town of Hillsboro Beach Commission Authorizing the Appropriate Town Officials to Execute a Consultant Contract Between the City of Deerfield Beach, the Town of Hillsboro Beach, and Coastal Protection Engineering, LLC and Authorizing the Proper Town Officials to Execute a Work Authorization Between the City of Deerfield Beach, the Town of Hillsboro Beach, and Coastal Protection Engineering, LLC.

Mr. Doody read the Resolution by title only.

Mayor Tarrant pointed out that time is of the essence was noted on page two (2). She noted that the settlement had been reached six (6) months ago, and the municipalities were attempting to coordinate with dredging and other issues.

Mayor Tarrant pointed to blanks not filled in within the document.

Mr. Doody stated those blanks would be filled in following the meeting. He asserted there

would not be substantial changes and noted that Deerfield Beach had been exceptionally cooperative.

Motion made by Commissioner Baldassarre, seconded by Commissioner Brown, to approve Resolution 2021-22. In a roll call vote, the **motion** passed unanimously. (4-0)

G. Resolution No. 2021-23 Resolution of the Town of Hillsboro Beach Commission Waiving Competitive Procurement and Approving the Use of \$50,802.00 of Federal Forfeiture Funds for the Purchase of Two (2) Outboard Motors for the Police Boat from MBS of South Florida, Inc.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Brown, seconded by Vice Mayor Kirdahy, to approve Resolution 2021-23. In a roll call vote, the **motion** passed unanimously. (4-0)

H. Resolution No. 2021-24 Resolution of the Town of Hillsboro Beach Commission Approving the First Addendum (Federal Provisions) to the Rio-Bak Construction Contract Agreement, Dated February 6, 2020.

Mr. Doody read the Resolution by title only.

Mr. Serda stated there were a few small reimbursements related to Hurricane Irma being held up by FEMA due to contracts not including language as required, and this amendment was to correct those issues.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldassarre, to approve Resolution 2021-24. In a roll call vote, the **motion** passed unanimously. (4-0)

I. Resolution No. 2021-25 Resolution of the Town of Hillsboro Beach Commission Approving the First Addendum (Federal Provisions) to the Moffat & Nichol Professional Services Agreement, Dated October 1, 2019.

Mr. Doody read the Resolution by title only.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Brown, to approve Resolution 2021-25. In a roll call vote, the **motion** passed unanimously. (4-0)

VI. CONSENT AGENDA

A. Invoices for Approval

1. **Akerman:** Invoice #9552570 Services Rendered through 3/31/2020 **\$62,461.99**
2. **Akerman:** Invoice #9598233 Services Rendered through 8/31/2020 **\$18,591.10**
3. **Akerman:** Invoice #9650234 Services Rendered through 1/31/2021 **\$2,995.10**
4. **CG&A:** Invoice # 81869 Services rendered through 11/30/2020 **\$14,812.43**
5. **CG&A:** Invoice # 83861 Services Rendered through 2/28/2021 **\$21,708.16**
6. **CG&A:** Invoice # 84624 Services Rendered through 3/31/2021 **\$58,905.65**
7. **Goren, Cherof, Doody & Ezrol P.A.:** Invoice #35121 Services 2/19/2021 through 3/29/2021 **\$8,519.90 (General Matters)**
8. **Goren, Cherof, Doody & Ezrol P.A.:** Invoice #35122 Services rendered through 3/15/2021 **\$1,267.50 (Deerfield Beach)**
9. **Goren, Cherof, Doody & Ezrol P.A.:** Invoice #35123 Services 3/18/2021 through 2/26/2021 **\$1,732.50 (Development)**
10. **Inframark:** Invoice #61518 Services rendered through 3/12/2021 **\$7,423.47**
11. **Moffat & Nichol:** Invoice #00756917 Services rendered through 11/28/2020 **\$14,628.34**
12. **RMA:** Invoice #4549 Services rendered through 10/31/2020 **\$4,050.00**
13. **RMA:** Invoice #4570 Services rendered through 11/30/2020 **\$3,550.00**
14. **RMA:** Invoice #4571 Services rendered through 12/31/2020 **\$3,200.00**
15. **RMA:** Invoice #4572 Services rendered through 1/31/2021 **\$3,725.00**
16. **RMA:** Invoice #4579 Services rendered through 2/28/2021 **\$3,650.00**

Mr. Doody stated that Invoice #35122 would be remitted to the court reporter.

Motion made by Commissioner Baldassarre, seconded by Vice Mayor Kirdahy, to approve the Consent Agenda as presented. In a roll call vote, the **motion** passed unanimously. (4-0)

VII. BEACH REPORT

Mr. Serda stated that four (4) buoys had been lost, and once the water calmed down, there would be investigation to determine the cause. He noted that he had reached out to Deerfield Beach to see if they had lost any but learned they did not have any to lose because they had been lost previously. Mr. Serda stated that there were 30 in total and he had contacted Moffat & Nichol as well as the buoy manufacturer. He noted that he would report back on the cause.

VIII. STAFF UPDATES

A. Police Department

Police Chief Szesnat presented his report, noting that he was calling from leave in Albany, New York.

Chief Szesnat stated officers had been working to enforce the ordinance related to dogs on the beach, and that was reflected in the report. He noted FDOT had noticed the Police Department's efforts regarding bicyclists and had installed two (2) new signs to let riders know they needed to wait for the arms to lift before proceeding over the bridge. Chief Szesnat addressed issues with pedestrians and reported on the constant battle of keeping the Marine Unit operational. He noted an increase in inexperienced boat operators.

Chief Szesnat shared four (4) letters of commendation received for officers assisting residents and highlighted the accomplishments of those officers. He commented on a bathroom renovation as well as involvement in a multi-jurisdictional arrest and seizure of a 30 pounds of marijuana and a large amount of cash.

Mayor Tarrant asserted how impressive the photos of the evidence were and stated she was blown away by the professionalism of the Police Officers in the face of stressful situations. She recognized the officers involved along with the leadership for their efficiency and effectiveness.

Chief Szesnat commented on enforcement related to speeding on the water and the differences between speeding and wake. He noted there was a learning curve, but he was starting to understand, and the Police Department was getting out there a lot more. He stated that signage was being investigated and they would be reaching out to the Coast Guard regarding existing signage. He commented on increasing hours to further suppress speeding.

Mayor Tarrant asked if it was possible to have flashing lights around the no wake signs.

Mr. Serda stated that the speeding and no wake signs were authorized by FWC. He noted they could ask, but it was not something they could control. He added that the Town could put up signs regarding noise to enforce its ordinance.

Discussion ensued regarding signage options.

Chief Szesnat responded that he would look into radar-based signage that triggers lights.

Vice Mayor Kirdahy commented on an increased number of bicycle accidents and close calls she had witnessed and asked if there was some way to get the bicycles to detour around Hillsboro Beach before someone got killed.

Mr. Serda stated that he had proposed changes to the Florida League of Cities regarding places where there is one (1) lane in each direction and no bike lane, but had not had any luck with that.

Commissioner Baldasarre asked if bicyclists riding the wrong direction was enforced and asked if information could be shared with nearby outlets providing bicycles for rent.

Chief Szesnat stated the direction was enforced. He noted that he would visit the bicycle rental shop and discuss sharing safety information at the time of rental.

Mayor Tarrant asserted that the bike situation was out of control.

Discussion continued regarding issues related to bicyclists and citations.

Mayor Tarrant called for a lunch recess at 12:44 p.m.

Mayor Tarrant called the meeting to order at 1:16 p.m.

B. Finance Department

Steven Bloom presented the February report. He reviewed the General Fund, noting a surplus of approximately \$1.92 million as property tax collections were at 89.7 percent. He discussed each of the revenue sources within the budget and stated each was at or above budget through February.

Mr. Bloom reviewed expenditures through February, noting at 42 percent through the year, the General Fund expenditures were at 43.6 percent of the annual budget. He pointed out the interfund transfer at 100 percent, noting those funds were used to pay off the FEMA bridge loan at the beginning of the year.

Continuing, Mr. Bloom discussed the Special Revenue Funds. He noted highlights included a small surplus in the Community Bus Fund and a balance of \$87,800 in the Federal Forfeitures. He stated capital expenditures were at \$181,600 or 83.3 percent of the annual budget.

Mr. Bloom reviewed the Water Fund, noting a surplus of \$91,500 and an operations deficit of \$18,200. He stated the deficit was due to invoices related to the water main project which were previously held for payment. He pointed to revenue in the Water Fund, stating usage was down over the previous year but was trending up. Mr. Bloom explained Water Fund expenses were at 26.3 percent of annual budget and broke down personnel services, operating expenses, and debt service.

Mr. Bloom provided an update on fuel costs and Workers' Compensation Insurance costs and claims. He shared details of the CARES Act funding agreement with Broward County and the assistance funded. He noted that the Finance Department would continue to track the unused funds and changes in reimbursement. Mayor Tarrant asked for clarification regarding the police vehicles shown in the expenditures.

Mr. Bloom broke down the expenses listed and stated he would do additional research as to coding of software.

Mr. Serda stated the software cost was to be reimbursed by Florida Department of Law Enforcement (FDLE) on a grant.

Mr. Bloom presented the four (4) year forecast. He noted the purpose and goals of sharing the overview, including reviewing long-term project, determining potential shortfalls, and examining other revenue options.

Mr. Bloom opened with an overview of the budget Fiscal Year 2019 through 2025. He discussed the extremely conservative planning techniques when projecting revenue and expenditures. He reviewed revenue assumptions utilized for the revenue forecast and then walked the Commissioners through the forecast itself. Mr. Bloom reviewed expenditure assumptions utilized for the expenditure forecast and then walked the Commissioners through the forecast.

Continuing, Mr. Bloom presented opportunities to discuss for increased revenue or increased flexibility, including:

- Collecting solid waste fees on utility bill
 - Advantages:
 - Not coming through property taxes

- The burden of that expenditure is no longer on General Fund
 - Increased flexibility for millage rate
- Solid waste assessment
 - Advantages similar benefits to utility bill
- Beach assessment
 - Separate and not impacting millage rate
- Fire assessment (non-rescue)
 - Advantages similar to solid waste bill/assessment

Mr. Serda noted the long-term budget outlook was balanced, and noted the Commission was not at a point where they needed to make decisions but asked that they be considering revenue options. He recognized the need to be preparing for the cost of future beach nourishments.

Mayor Tarrant commented on the new houses being built and their expected impact on property taxes. She noted that Hillsboro Beach was the only municipality in Broward County that did not have a separate assessment for fire assessment or solid waste and was foregoing that revenue as a result.

C. Building Services Report

Steve Mitchell, Building Official, CG&A, presented the February report. He stated the Department continues to spend most of its time on new houses. He noted that all of the legacy work was completed, and CG&A had granted its first single-family permit.

Mr. Mitchell reviewed pending projects, including new homes and full remodels. He stated that condominium renovations had dropped off, but a few projects were pending where multiple units were being combined.

Continuing, Mr. Mitchell stated that Seabonay continued inching forward, and noted that he did not have an estimated completion date. He added that some expected electrical issues had come up and led to delay. Mr. Mitchell reported on some damage caused by landscaping work.

Mr. Mitchell shared a quarterly Building Department report shared by the CG&A marketing department, including inspection counts and plan reviews.

Mr. Serda pointed to the average number of days in review, noting it was approximately 3.92 days on average. He asked that the Commissioners keep that in mind when hearing complaints related to review. Mr. Serda pointed out the fast turnaround on inspections and noted Mr. Mitchell and his crew were doing an excellent job. He noted when

reviewing these metrics, the Department was head and shoulders above any other Building Department in the County.

Total activity:

- Inspections – 400
- Plan Review – 274
- Permits – 145

Mayor Tarrant agreed the difference Mr. Mitchell and CG&A had made was dramatic.

Commissioner Baldasarre noted that there had been a positive response in the community.

Mr. Mitchell responded to comments regarding average time in plan review and noted this was only the portion of time that the Town had control over the application.

D. Code Compliance Report

Bernard Pita presented the update on Code Compliance for Mario Sotolongo, Code Supervisor with CG&A. Mr. Pita reviewed a hearing for building without a permit at 1189 Hillsboro Mile, explaining that the Special Magistrate had given two (2) weeks to get into compliance. Mr. Pita updated on a clean up issue and the first round of turtle lighting checks. He stated reports from Nova would start coming in soon.

Mayor Tarrant asked if the construction plan with the Seabonay required offsite parking for workers. She noted that plans moving forward needed to include this provision because street parking was not available.

Mr. Mitchell stated he did not specifically remember the plan and commented on the availability of staging for current projects. He noted that Chief Szesnat has been working with contractors to identify parking options. He asserted that staff construction meetings were planned for construction projects going forward in order to address this.

Mayor Tarrant asked if the Town needed to address the parking situation with an Ordinance.

Mr. Mitchell stated that parking was on his list of items to discuss, and he was confident that he could get compliance through that information meeting.

Mayor Tarrant asserted that there were issues with parking at Seabonay and outlined problems she had witnessed.

Mr. Mitchell noted a dramatic amount of work was also being done on the building south of Seabonay, which was contributing to the parking problem.

Mayor Tarrant stated that a construction management plan should be in place for both buildings and asked if there was anything that could be done to alleviate the problem right now and improve safety.

Mr. Mitchell stated that staff would look into the matter.

IX. TOWN MANAGER REPORT

A. Town Hall Painting Update

Mr. Serda stated the survey was completed and most plans and designs were complete, but not yet submitted to the Building Department. He noted they were probably one (1) month from starting, and completion would require about three (3) months. He stated that direction from the Commission had been to speak with the design consultant regarding light fixtures, and the recommendation was \$1,000 per fixture for a total of 50 fixtures. He outlined the recommendations of another consultant to save money on the lighting replacement.

Vice Mayor Kirdahy shared her experience and stated she believed that going with the black made more sense than silver.

Mayor Tarrant commented on the size and material of the example lighting fixtures.

Mr. Serda asked for additional direction.

Mayor Tarrant stated she would spend some time researching additional acrylic options.

Commissioner Baldassarre recommended using the higher end lighting on the front of the building and something less expensive on the sides and back.

Mr. Serda stated that he would return to the designer for a recommendation that would keep the budget under \$35,000 and potentially utilize more than a single style.

B. Flags Along A1A on National Holidays

Commissioner Baldassarre noted she had brought up the idea at the Property Manager/Condo Board Forum of putting flags along A1A on national holidays and they liked it. She stated individual buildings would need to provide their own flags.

Mayor Tarrant suggested getting in touch with the larger frontage buildings in Town to see if there was interest. She recommended purchase through the Town to get a bulk discount and have a standard size.

Mr. Serda stated he did not think the Town should get involved in selling flags.

Commissioner Baldasarre stated they had discussed size standards.

Mayor Tarrant asserted that a mish mash would not have the effect that Commissioner Baldasarre was looking for.

Commissioner Baldasarre stated she would speak to her Condominium Board the following day.

Discussion ensued regarding a standard size flag and distance between flags.

X. TOWN ATTORNEY REPORT

A. Submerged Lands (Hillsboro Inlet District)

Mr. Doody circulated a handout regarding litigation impacting properties in Pompano Beach. He stated that there was question from the Broward Property Appraisers Office as to whether any properties in Hillsboro Beach would be impacted. Mr. Doody provided background, explaining Hillsboro Inlet Investments sued five (5) dissolved corporations and received a judgment granting them title to properties previously deeded for development purposes. He stated a default final judgment was received when no defense was presented.

Continuing, Mr. Doody drew the attention of the Commissioners to a small portion of the submerged land impacted, with ownership by the Coast Guard and potentially Hillsboro Club. He noted that he had advised counsel for the Broward Property Appraisers Office. He stated it was an open question at this point.

Mr. Doody stated that the Broward Property Appraisers Office was asking for review of the judgment based on a lack of notice of interested parties. He noted there had not been an engineer hired to verify the validity of the claims.

Discussion ensued about the possibility of other deeds affected.

B. Update on Vacation Rentals

Mr. Doody updated on the previous question as to whether entire buildings being used as vacation rentals and whether they had to register individually. He explained his opinion, based on the Code, was that each unit should be registered.

XI. TOWN COMMISSION COMMENTS/REPORTS

A. Commissioner Andrew R. Brown

None.

B. Commissioner Barbara Baldassarre

Commissioner Baldassarre stated that there was a Broward League of Cities solid waste meeting coming up, and she would be covering it for Commissioner Feaman.

C. Commissioner Vicky Feaman

None.

D. Vice Mayor Irene Kirdahy

Vice Mayor Kirdahy stated there was an MPO meeting scheduled for Thursday (April 8) with updates from Tallahassee and Washington, D.C., along with an explanation of an increase to MPO dues.

E. Mayor Deborah L. Tarrant

None.

XII. PUBLIC COMMENTS

None.

XIII. ADJOURNMENT

Motion made by Commissioner Baldassarre, seconded by Commissioner Brown, to adjourn the meeting at 2:38 p.m. In a roll call vote, the **motion** passed unanimously. (4-0)

ADOPTED THIS _____ DAY OF _____, 2021

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC, Town Clerk

DRAFT



Emails sent to the Town Clerk – Entered into the Record

APRIL 6, 2021

Regular Town Commission Meeting

Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
TownofHillsboroBeach.com
954-427-4011

Town Clerk

From: Sea <seafont@comcast.net>
Sent: Tuesday, April 6, 2021 9:35 AM
To: TownClerk@TownofHillsboroBeach.com
Subject: seawall ordinance amendment



*975 Hillsboro Mile
Hillsboro Beach, Florida 33062
954-781-7356, cell 954-778-4430
SeaFront@Comcast.net*

John Carlson of 975 says:

SECTION 12-268 ENTITLED "SEAWALLS"

Objection is hereby made to the proposed ordinance in that it fail to address adjoining A1A road height.

Broward County is delinquent in failing to provide a minimum road height such as 3.9-feet above mean high tide NAVD88 as used in Miami Beach.

Seawalls will not prevent flooding whereas raising the land is the proper fix. Building a wall around flood water is foolhardy and counterproductive.

Any additional seawall height should be matched by an appropriate adjoining road height. Now is the time to mandate a road height minimum.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Presentation & Update on Easement Acquisition for Underground Utilities, presented by Mark Porter with Utility Consultants of Florida

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

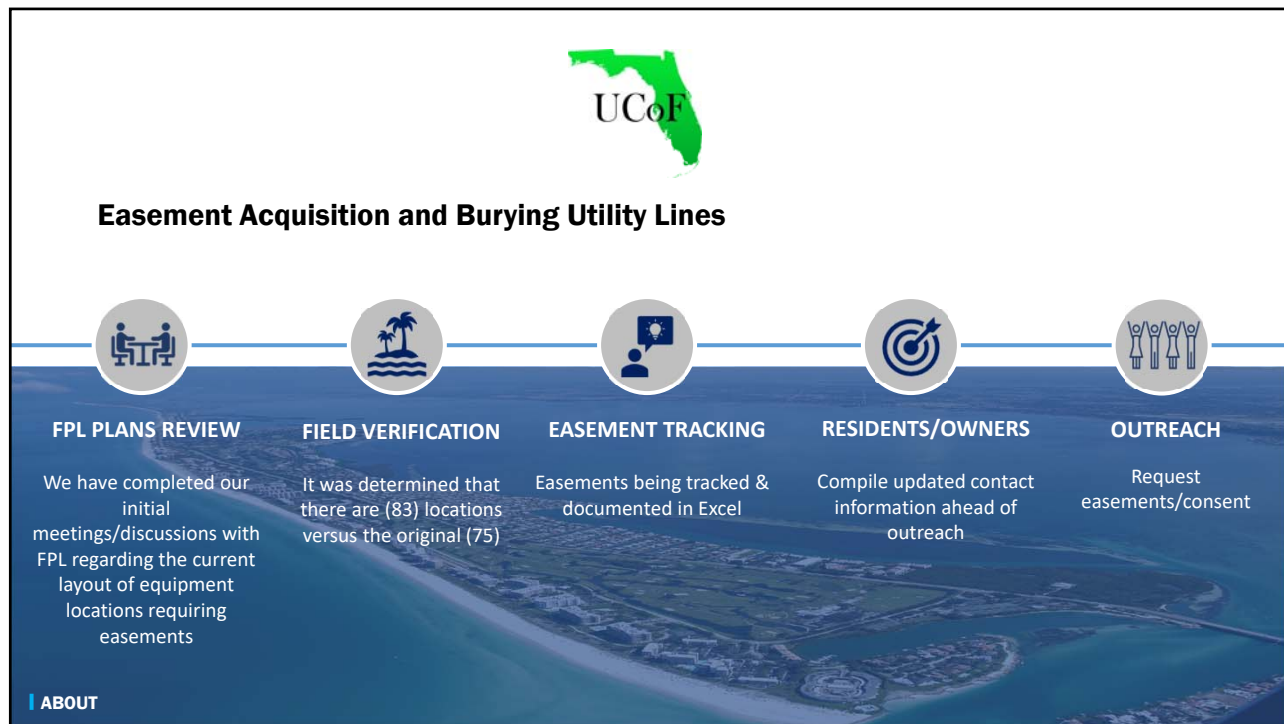
1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. UCoF Presentation (re Easement Acquisition)



1

FIELD & PLAN FINDINGS

- Identify current plans
- Constructability
- Discussions with Chanda Young & Theresa Miller with FPL

FPL PLANS REVIEW

- ✓ Initial assessment included 75 potential easements
- ✓ After plans review, we determined that there are 83 easements required.
- ✓ This review included meetings with FPL staff

APPROACH

2

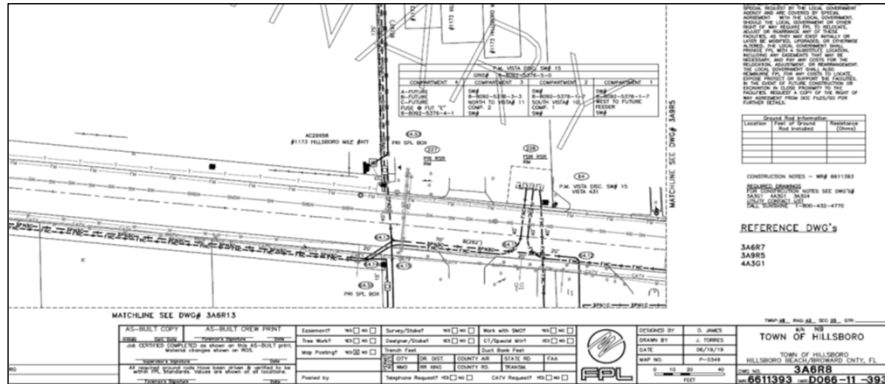


FIELD VERIFICATION

- Plan & site review
- Field review with FPL

FIELD VERIFICATION

- ✓ Conducted a field review with Theresa Miller (FPL) to confirm plan assessment against actual field conditions
- ✓ Establish locations



APPROACH

3



EASEMENT TRACKING

- Ownership
- Parcel Details
- Work with Town

EASEMENT TRACKING

- ✓ Tracking and keeping record on all affected parcels
- ✓ Create list of locations and determination of owner(s)
- ✓ Some of the properties include multiple equipment so the assessment consists of:
 - Condos/Apts = 21
 - Commercial = 4
 - Residential homes = 33

APPROACH

4



EASEMENT TRACKING

- Ownership
- Parcel Details
- Work with Town

NO.	FPL DWG	STATION N.	ADDRESS	FPL comments	PARCEL I.D.	OWNER NAME	OWNER DETAILS/INFO	CONTACT INFO EMAIL/PHON	TRANSFORMER/ SWITCH	FORM NO.	EASEMENT FORM CREAT
1	3A3R13	49	1991 SE 10 St	1991 SE 10 St	NO RECORD				TRANSFORMER		1991 SE 10TH ST
2	3A3R13	76	1238 HILLSBORO MILE	1238??		PORT DE MER CONDOS	954-421-0093		VISTA SW		1238
3	3A3R13	75	1238 HILLSBORO MILE	1238		PORT DE MER CONDOS	admin123@bellsouth.net		VISTA SW		1238
4	3A3R14	48	1231 HILLSBORO MILE	1231		RAINBOW OCEAN SHORES APTS	954-426-2525		TRANSFORMER		1231
5	3A3R14	74	1231 HILLSBORO MILE			RAINBOW OCEAN SHORES APTS	rainbowotheocean.com		SWITCH PME		1231
6	3A6R4	46	1223 HILLSBORO MILE			OCEAN VISTA CONDOS			TRANSFORMER		1223
7	3A6R4	72	1222 HILLSBORO MILE			OCEAN VISTA CONDOS			SWITCH PME		1222
8	3A6R4	72.5	1222 HILLSBORO MILE			OCEAN VISTA CONDOS			FEEDER S/B		1222
9	3A6R4	72.6	1222 HILLSBORO MILE			OCEAN VISTA CONDOS			FEEDER S/B		DNH
10	3A6R5	70	1213 HILLSBORO MILE		NO RECORD				SWITCH PME		DNH
11	3A6R5	71	1213 HILLSBORO MILE		NO RECORD				SWITCH PME		DNH
12	3A6R5	69	1207 HILLSBORO MILE			HILLSBORO VILLAS CONDOS			SWITCH PME		1207
13	3A6R5	45	1207 HILLSBORO MILE			HILLSBORO VILLAS CONDOS			2 TRANS. A/C		1207
14	3A6R5	43	1205 HILLSBORO MILE			HILLSBORO CASTLE REEF CONDOS		*Winter Sun Investments LLC	OPEN BANK		1205
15	3A6R5	67	1206 HILLSBORO MILE	1206	484308100010	WINTER SUN INVESTMENTS LLC	*For Sale/n negotiations with Town		VISTA SW		1206
16	3A6R6	42	1202 HILLSBORO MILE			SHORELAND CO-OP	954-420-0673		TRANSFORMER		1202
17	3A6R6	41	1199 HILLSBORO MILE			HILLSBORO IMPERIAL APTS EAST	Pointe Management Group		TRANSFORMER		1199
18	3A6R6	66.6	1198 HILLSBORO MILE			HILLSBORO IMPERIAL APTS WEST	800-535-6730 ericpmg@bellsouth.net		SWITCH PME		1192
19	3A6R6	66	1194 HILLSBORO MILE			HILLSBORO BEACH & YACHT VILLAS	President Bob Gallo		VISTA SW		1190
20	3A6R6	69.5	1194 HILLSBORO MILE			HILLSBORO BEACH & YACHT VILLAS			FEEDER S/B		DNH
21	3A6R7	38	1189 HILLSBORO MILE			OCEAN CREST APTS/CONDOS	TMG Management 954-782-7820		TRANSFORMER		1185
22	3A6R7	40	1187 HILLSBORO MILE			VIRGINIA KAYE CO-OP	www.virginiakaye.com President Joseph Polka		2 TRANS. B/C		1187
23	3A6R7	65	1185 HILLSBORO MILE		484308130030	HILLSBORO MILE PROPERTY OWNER LLC	Registered Agent: Corporate Creations INC, 801 US Highway 1 North Palm Beach		SWITCH PME		1181
	3A6R7	65.51	1185 HILLSBORO MILE	1185??	484308130030	VACANT LOT THE ENCLAVE OF HILLSBORO BEACH	See above		FEEDER S/B		
24	3A6R8	64	1173 HILLSBORO MILE			HILLSBORO SQUARE CONDOS	Dupont Estates Property Management 954-570-9400		VISTA SW		1173
25	3A6R5	36	1166 HILLSBORO MILE			PIECES O'EIGHT CONDOS	954-421-0759		TRANSFORMER		DNH
26	3A6R5	37	1168 HILLSBORO MILE		NO RECORD				TRANSFORMER		1156
27	3A6R5	35	1160 HILLSBORO MILE	dwg 3A6R5		HILLSBORO ISLAND HOUSE CONDOS	954-933-2138 President Bob Burns		TRANSFORMER		1160
28	3A6R5	63	1160 HILLSBORO MILE			SEE ABOVE			VISTA SW		1160
29	3A6R7	61	1149 HILLSBORO MILE	1147 or 1141??		OPAL TOWERS CONDOS 1147-1149	954-532-6457		VISTA SW		1149
30	3A6R8	33	1125 HILLSBORO MILE		484317000020	MACMILAN,PATRICIA			OPEN BANK		1125

APPROACH

5



OWNERSHIP

- Identify
- Consent
- Easement Survey

RESIDENTS/OWNERS

- ✓ Identification
- ✓ Security Measures of Identity/Ownership
- ✓ Work with Town staff

APPROACH

6

[illegible]

- The standard easement area for this project is 10 feet by 10 feet. This area provides adequate space to install, maintain, repair and replace electric equipment. In some cases, the easement may be wider depending on the equipment necessary to install.



**PUBLIC
OUTREACH**

- Easement survey
- Consent & signatures
- Recordings

OUTREACH

- ✓ **What does it mean if my property has an underground easement?**
 - An underground easement gives FPL permission to perform work within the easement area. You still retain ownership of the property. You will need to maintain the easement area and your surrounding property to ensure FPL can access its easement
- ✓ **Can I plant landscaping around the equipment on my property?**
 - ✓ Landscaping around our equipment is permissible within certain guidelines. Plantings must be at least 3 feet from the back and sides of the equipment and 8 feet from the front.

APPROACH

9



**PUBLIC
OUTREACH**

- Easement survey
- Consent & signatures
- Recordings

OUTREACH

- ✓ **What does a transformer or switch look like?**



APPROACH

10



**PUBLIC
OUTREACH**

- Easement survey
- Consent & signatures
- Recordings

OUTREACH

✓ What does a transformer or switch look like?



APPROACH

11



**PUBLIC
OUTREACH**

- Easement survey
- Consent & signatures
- Recordings

OUTREACH

✓ What does a transformer or switch look like?



APPROACH

12



PUBLIC
OUTREACH

- Easement survey
- Consent & signatures
- Recordings

OUTREACH

✓ What does a transformer or switch look like?



APPROACH

13



PUBLIC
OUTREACH

- Easement survey
- Consent & signatures
- Recordings

OUTREACH

✓ What does a transformer or switch look like?



APPROACH

14

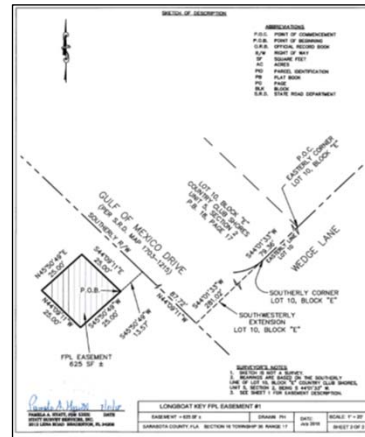
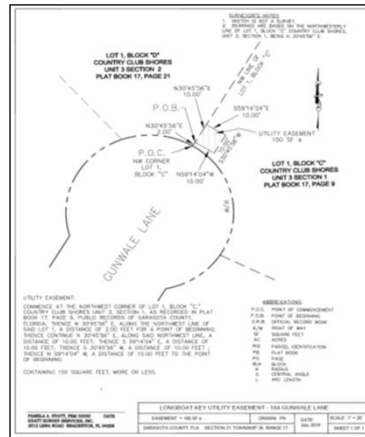


MOVING FORWARD

- Easement survey
- Consent & signatures
- Recordings

NEXT STEPS

- ✓ Finalize Excel w/ Owner contact information
- ✓ Outreach to the respective Owners
- ✓ Provide the Town with survey cost that will need to be included with the form





TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Proclamation Recognizing Municipal Clerks Week, May 2-8, 2021

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

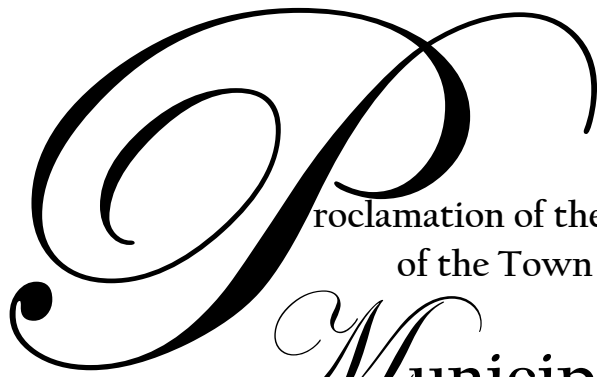
1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Municipal Clerks Week Proclamation



Proclamation of the Honorable Mayor and Town Commission
of the Town of Hillsboro Beach, Florida recognizing:

Municipal Clerks Week

May 2-8, 2021

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world. The Office of the Municipal Clerk is the oldest among public servants; and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels; and

Whereas, municipal clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all. The Office of the Municipal Clerk is responsible for providing transparency in local government; and

Whereas, the municipal clerk serves as the information center on functions of local government and the community, tasks are dictated by law or statute and include some of the most basic services expected by residents; and

Whereas, municipal clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county, and international professional organizations; and

Whereas, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk; and

Now, Therefore, I, Deborah L. Tarrant, by virtue vested in me as Mayor of the Town of Hillsboro Beach, on behalf of myself and Town Commission Members – Irene Kirdahy, Vicky Feaman and Barbara Baldasarre do hereby find it fitting and proper to recognize the week of May 2 through May 8, 2021 as the 52th Anniversary of Municipal Clerks Week, and further extend appreciation to our Certified Municipal Clerk, Sherry D. Henderson and to all municipal clerks for the vital services they perform and their exemplary dedication to the communities they represent.

In Witness Thereof, I have hereunto set my hand on this 4th day of May 2021 and have caused the official seal of the great Town of Hillsboro Beach, Florida to be affixed hereto.

By:

Honorable Deborah L. Tarrant
Mayor

(seal)

Attested By:

Sherry D. Henderson, CMC
Town Clerk





TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Proclamation Commemorating National Police Week, May 9-15, 2021 and National Peace Officers Memorial Day, May 15, 2021

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. May 2021 Natl Police Week & Natl Peace Officers Memorial Day



Town of Hillsboro Beach, Florida PROCLAMATION



**Commemorating National Police Week, May 9-15, 2021
and National Peace Officers Memorial Day, May 15, 2021**

WHEREAS, in 1962, President John F. Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls as National Police Week. As established by a joint resolution with Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others; and

WHEREAS, since the first recorded death in 1791, more than 22,611 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Town of Hillsboro Beach Police Department; and

WHEREAS, while safeguarding the life and property of our citizens Police Chief Jay Szesnat and the men and women of the department unceasingly provide a vital public service; and

WHEREAS, 295 law enforcement officers in the United States died in the line of duty in 2020 including 182 confirmed Covid-19 related fatalities. In 2021, the names of 394 fallen heroes were engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC, including 99 officers who died in previous years but whose stories of sacrifice had been lost to history until now; and

WHEREAS, service and sacrifice of all officers killed in the line of duty will be honored during National Law Enforcement Officer Memorial Fund's 33rd Annual Candlelight Vigil, happening virtually on Thursday, May 13, 2021 at 8:00 p.m. (Eastern).

NOW, THEREFORE BE IT RESOLVED, I, Mayor Deborah L. Tarrant, by virtue vested in me as Mayor of the Town of Hillsboro Beach, on behalf of myself and Town Commission Members – Irene Kirdahy, Vicky Feaman and Barbara Baldassarre formally designate May 9-15, 2021 as National Police Week in Hillsboro Beach and publicly salute the service of law enforcement officers in Hillsboro Beach and the communities across the nation. We further direct that pursuant to the United States of America Public Law 103-322 that all flags be flown at half-staff on Saturday, May 15, 2021, Peace Officers Memorial Day, in honor of all fallen officers and their families.

IN WITNESS THEREOF, I have hereunto set my hand on this 4th day of May, 2021 and cause the official seal of the Town of Hillsboro Beach, Florida to be affixed.

Proclaimed this 4th day of May, 2021.

By:

Deborah L. Tarrant
Mayor of the Town of Hillsboro Beach

(SEAL)

Attest:

Sherry D. Henderson, CMC, Town Clerk

ORDINANCE NO. 2021-03

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING ARTICLE IV ENTITLED "DISTRICTS AND GENERAL REGULATIONS THEREOF" ; PROVIDING FOR AN AMENDMENT TO SECTION 12-110 ENTITLED "CONDITIONAL USES"; PROVIDING FOR AN AMENDMENT TO THE CRITERIA FOR CONDITIONAL USE; PROVIDING FOR ENFORCEMENT ACTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hillsboro Beach is an ocean front community composed primarily of all residential dwelling units consisting of single family residences and multi-family complexes; and

WHEREAS, the Town of Hillsboro Beach recognizes the importance of maintaining and preserving the residential character of the Town; and

WHEREAS, the Town Commission of the Town of Hillsboro Beach finds and determines that it is in the best interest of the Town of Hillsboro Beach to provide for the potential for commercial uses within the Town only after satisfying the criteria of a conditional use.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF HILLSBORO BEACH, FLORIDA THAT:

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

Section 2. Article IV of the Land Development Code is hereby amended which shall read as follows:

Sec. 12-110. - Conditional uses.

The Town Commission of Hillsboro Beach recognizes that while commercial uses are not permitted in the Town, certain commercial uses deemed to be consistent with the residential character of the Town may be approved only as a conditional use authorized by this Article.

(A) Procedure. Conditional uses shall be subject to approval of the Town Commission and no conditional use shall be approved until after a public quasi-judicial hearing by the Town Commission, at which time all interested parties shall have an opportunity to be heard.~~Procedure. Conditional uses shall be subject to approval of the Town Commission after review and recommendation by the town planner, and no conditional use shall be approved until~~

~~after a public hearing by the Town Commission, at which time all interested parties shall have an opportunity to be heard.~~

(B) *Site plan.* A site plan shall be submitted. In addition, if not required, traffic generation data shall be included.

(C) *Review criteria.* ~~The Town Commission shall not approve a conditional use, unless and until it determines that~~The Commission shall not approve a conditional use, unless and until it finds that:

(1) ~~The proposed use is essential to the proper functioning of a utility system or is specifically listed as a permitted conditional use in the district in which it is to be located. The conditional use is deemed desirable for the public convenience or welfare, and the use is in harmony with the purpose and intent of this Article and will not be detrimental or injurious to the surrounding area.;~~

(2) The use is deemed desirable for the public convenience or welfare, and the use is in harmony with the purpose and intent of this chapter and will not be detrimental or injurious to the surrounding area;

(3) ~~When granting approval for conditional use, the Town Commission may attach conditions and safeguards as it determines is necessary for the protection of the surrounding area and to preserve the spirit and intent of this Article.~~

~~When granting approval for conditional use, the Commission may attach conditions and safeguards, in addition to those prescribed in the district regulations, as it determines are necessary for the protection of the surrounding area and to preserve the spirit and intent of this section;~~

(4) ~~The conditional use shall be an accessory use to a hotel use and not occupy more than 10% of the total square footage of the building exclusive of any parking areas.~~

(5) ~~An application for a conditional use must also meet all of the following criteria, where appropriate:~~

~~(a) Conformance with comprehensive plan.~~

~~(b) Harmony with adjacent uses (existing or zoned).~~

~~(c) Facility levels of service maintained.~~

~~(d) Use not hazardous to nearby housing, particularly traffic; see (B) above.~~

~~(e) The architectural and site design are compatible with the character of the surrounding area.~~

~~(f) All food and beverages served to patrons of a hotel shall be prepared in an enclosed kitchen and/or bar.~~

~~(g) Cash and credit card payments shall not be accepted. All payment shall be made utilizing a payment system of key cards or charges to a hotel room or a motel room.~~

The application must also meet all of the following criteria, where appropriate:

- ~~(a) Conformance with comprehensive plan;~~
- ~~(b) Harmony with adjacent uses (existing or zoned);~~
- ~~(c) Facility levels of service maintained;~~
- ~~(d) Use not hazardous to nearby housing, particularly traffic; see subsection (B) above;~~
- ~~(e) The architectural and site design are compatible with the character of the surrounding area; and~~
- ~~(f) Zoning and site characteristics.~~

~~(65)~~ All approvals or denials shall be evidenced by a development order. The development order shall state the basis for approval or denial and in the case of approval shall set forth any conditions the Town Commission deems appropriate. The development order shall be recorded in the public records of Broward County by the town at the expense of the applicant.

~~(D) Conditional use approval amendments. A conditional use approval is specific to the density, intensity, site plan and any supplemental conditions approved. Failure to adhere to any of the specifics or conditions of the approval is a zoning violation and subject to code enforcement action and/or revocation of the conditional use approved. Any proposed modification to the use which affects density, intensity, minimum code or conditions approved by the Town Commission will require review and approval by the Town Commission. A conditional use approval is specific to the density, intensity, site plan and any supplemental conditions approved. Modifications to any of the specifics or conditions of the approval is a zoning violation and subject to code enforcement action and/or revocation of the conditional use approved. Any proposed modification to the use which affects density, intensity or minimum code requirements of the site development plan will require review and approval of a minor or major amendment by either the Development Review Committee or Town Commission.~~

~~(ED) All Any Commercial uses not otherwise identified listed below shall be considered prohibited uses within the Town. The following commercial uses as defined in this Section shall be approved only as a Conditional Use unless the following uses are approved as a conditional use:~~

(1) Definitions

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning and shall be approved only as a condition use:

~~Hotel or motel bar. "Hotel or motel bar" means a bar operated in connection with a hotel, motel or apartment hotel of more than twenty-five (25) hotel or motel rooms or apartments, and operated~~

~~by the same management, such bar being equipped with adequate and sanitary equipment. The sale of beers, wines and liquors shall be strictly incidental to the principal use as a hotel or motel. The sale of beer, wines and liquor shall be prohibited except during the time that the hotel or motel is actually engaged in and open to the public for operation of hotel or motel business. No signs of any kind shall be permitted to be exhibited or displayed to the outside denoting that alcoholic beverages are obtainable therein.~~

Restaurant shall mean any establishment where facilities are provided for preparing and serving food to guests at a hotel or-, motel-~~or residents of a condominium or residential related association.~~ At least 51 percent of total gross revenues must be derived from retail sale on the licensed premises of food and non-alcoholic beverages. Proceeds of catering sales shall not be included in the calculation of total gross revenues. Catering sales include food or non-alcoholic beverage sales prepared by the licensee on the licensed premises for service by the licensee outside the licensed premises. The tables must be of adequate size to accommodate the service of full course meals in accordance with the number of chairs or other seating facilities provided at the table. Sale of alcoholic beverages for off-premise consumption is not permitted. In no instance shall a seating area in a restaurant contain more than 1,000 SF.

Restaurant bar means a bar operated in connection with a restaurant and by the same management, where the principal business is the serving of meals and where meals are actually and regularly served, having accommodations for service of not more than 50 or more patrons at tables and occupying not more than 500 square feet of space, such space being provided and equipped with adequate and sanitary kitchen and dining room equipment. The restaurant bar must be directly connected with such dining room. The sale of beers, wines, and liquors shall be strictly incidental to the serving of food. No sign of any kind or character shall be displayed on the restaurant or restaurant bar to the outside, denoting that alcoholic beverages are sold therein.

(2) Conditional uses and use approvals.

(a) Restaurant, Restaurant bars, hotel or motel bars, and any additions to the building or parking for such Restaurants or bars, may be permitted only as a conditional use in accordance with this Article and subject to the approval of the Town Commission after a public hearing at a regular public meeting. The approval of a conditional use may be subject to any conditions determined by the Town Commission to be in the best interest of the residents of the Town.

(3) Enforcement.

- (a) The penalty for a violation of this Article shall be as provided by Chapter 162 of the Florida Statutes or: ;
- (b) The Town Attorney, with authorization from the Town Commission, may bring suit on behalf of the Town to enjoin any violation of this article or: ;

- (c) A violation of the conditional use approval may result in the revocation of a conditional use notwithstanding the fact that the conditional use approval runs with the land and the fee simple title to the land has been conveyed to a successor in interest. Revocation of Conditional Use Approval and whether the approval runs with the land and is transferrable.

Section 3. If any section, subsection, sentence, clause or provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

Section 4. That all ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.

Section 5. It is the intention of the Town Commission of the Town of Hillsboro Beach, that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of Town of Hillsboro Beach, Florida, and the Sections of this ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

Section 6. This Ordinance shall be effective fifteen (15) days after its passage and adoption by the Town Commission of the Town of Hillsboro Beach.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON FIRST READING, THIS ____ DAY OF ____, 2021.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON SECOND AND FINAL READING, THIS ____ DAY OF ____, 2021.

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

By: _____
Sherry D. Henderson, CMC

APPROVED AS TO FORM:

Donald J. Doody, Town Attorney



Printed: 4/14/2021 2:06:18 PM

Page 1 of 3

Order ID: 6931142

* Agency Commission not included

GROSS PRICE * : \$173.55

PACKAGE NAME: SSC Notice of Public Meeting

Order ID: 6931142

* Agency Commission not included

GROSS PRICE * : \$173.55**PACKAGE NAME:** SSC Notice of Public Meeting**Product(s):** Sun Sentinel, Affidavit, Floridapublicnotices.com**AdSize(s):** 1 Column**Run Date(s):** Friday, April 23, 2021**Color Spec.** B/W**Preview**

**TOWN OF HILLSBORO BEACH, FLORIDA
PUBLIC HEARING**Conditional Use Restaurant and Hotel Bar
Tuesday, May 4, 2021 at 9:00AM

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2021-03, a Public Hearing will be held on Tue, May 4, 2021 at 9:00 AM. The Public can join and provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2021-03
CONDITIONAL USE RESTAURANT AND
HOTEL BAR

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING ARTICLE XII TO BE RETITLED "SPECIAL USE AND CONDITIONAL USE REGULATION"; PROVIDING FOR THE CREATION OF SECTION 12-252 TO BE ENTITLED "CONDITIONAL USE"; PROVIDING FOR THE CRITERIA FOR CONDITIONAL USE; PROVIDING FOR ENFORCEMENT ACTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting and be heard with respect to the proposed Ordinance, which may be inspected by the public. Email the Town Clerk at TownClerk@TownofHillsboroBeach.com

JOIN LIVE ZOOM MEETING Tuesday, May 4, 2021 at 9:00 AM (Eastern)
Log-in details available on Town website.

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

Order ID: 6931142

* Agency Commission not included

GROSS PRICE * : \$173.55**PACKAGE NAME: SSC Notice of Public Meeting**

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.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
04/23/21 6931142

SUN-SENTINEL

Sold To:

Town Of Hillsboro Beach - CU00114721
1210 Hillsboro Mile
Hillsboro Beach,FL 33062

Bill To:

Town Of Hillsboro Beach - CU00114721
1210 Hillsboro Mile
Hillsboro Beach,FL 33062

Published Daily

Fort Lauderdale, Broward County, Florida
Boca Raton, Palm Beach County, Florida
Miami, Miami-Dade County, Florida

State Of Illinois

County Of Cook

Before the undersigned authority personally appeared
Jeremy Gates, who on oath says that he or she is a duly authorized representative of the SUN- SENTINEL, a
DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the
attached copy of advertisement, being a Legal Notice in:

The matter of 11720-Notice of Public Meeting ,
Town Of Hillsboro Beach
Was published in said newspaper in the issues of; Apr 23, 2021

Affiant further says that the said SUN-SENTINEL is a newspaper published in said BROWARD/PALM
BEACH/MIAMI-DADE County, Florida, and that the said newspaper
has heretofore been continuously published in said BROWARD/PALM BEACH/MIAMI-DADE County,
Florida, each day and has been entered as second class matter at the post office in BROWARD County,
Florida, for a period of one year next preceding the first publication of the attached copy of advertisement;
and affiant further says that he or she has neither paid nor promised, any person, firm or corporation, any
discount, rebate, commission or refund, for the purpose of securing this advertisement for publication in the
said newspaper.

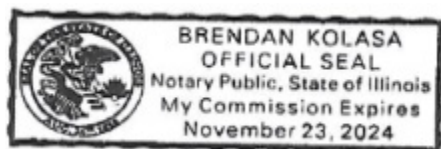


Signature of Affiant

Sworn to and subscribed before me this: April 24, 2021.



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped
Personally Known (X) or Produced Identification ()

Affidavit Delivery Method: E-Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
6931142

**TOWN OF HILLSBORO BEACH, FLORIDA
PUBLIC HEARING**

Conditional Use Restaurant and Hotel Bar
Tuesday, May 4, 2021 at 9:00AM

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2021-03, a Public Hearing will be held on Tue, May 4, 2021 at 9:00 AM. The Public can join and provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2021-03
CONDITIONAL USE RESTAURANT AND
HOTEL BAR

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING ARTICLE XII TO BE RETITLED "SPECIAL USE AND CONDITIONAL USE REGULATION"; PROVIDING FOR THE CREATION OF SECTION 12-252 TO BE ENTITLED "CONDITIONAL USE"; PROVIDING FOR THE CRITERIA FOR CONDITIONAL USE; PROVIDING FOR ENFORCEMENT ACTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting and be heard with respect to the proposed Ordinance, which may be inspected by the public. Email the Town Clerk at TownClerk@TownofHillsboroBeach.com

JOIN LIVE ZOOM MEETING Tuesday, May 4, 2021 at 9:00 AM (Eastern)
Log-in details available on Town website.

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 maybe 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.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
04/23/21 6931142



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Suggested Edits to Ordinance 2021-04, Dumpster Enclosure Ordinance

Submitting Dept: Town Manager

Agenda Date: May 4, 2021 Commission Meeting

The following edits to Ordinance 2021-04, Dumpster Enclosure Ordinance, are respectively suggested for consideration by the Mayor and Commission. These two items will clarify the requirements for new dumpster enclosures located within sight along A1A. Both edits are to ensure the garbage hauling vehicles will have adequate opening to the dumpster and ensures the vehicle can safely approach the dumpster.

(4) Gates intended for service access shall provide an opening width of at least ten (10) feet for each refuse or recycling container, shall open 90 degrees or greater, and shall be designed to remain open when collection service is provided.

(7) The entrance to the gate shall allow for a 60 foot approach for garbage collection vehicles to make direct contact with the garbage and recycling containers.

ORDINANCE NO. 2021-04

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 6 ENTITLED "GARBAGE AND TRASH DISPOSAL" BY SPECIFICALLY CREATING SECTION 6-42 TO BE ENTITLED "DUMPSTER, COMPACTION, AND ROLL-OFF CONTAINERS ENCLOSURE"; PROVIDING FOR ALL VISIBLE REFUSE AND RECYCLING CONTAINERS TO BE ENCLOSED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hillsboro Beach is located on a barrier island intersected by historic State Road A-1-A; and

WHEREAS, given it's proximity to the Atlantic Ocean, the Town of Hillsboro Beach recognizes the importance of maintaining it's character and charm that establishes a unique and special quality of life enjoyed by its residents.; and

WHEREAS, the Town Commission finds that the aesthetic qualities of Hillsboro Beach are comprised by the presence of all refuse and recycling containers visible to both residents and the general public when driving or walking on State Road A-1-A.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF HILLSBORO BEACH, FLORIDA THAT:

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

Section 2. Chapter 6 entitled "Garbage and Trash Disposal" of the Code of Ordinances is hereby amended by specifically creating Section 6-42 to be entitled "Dumpster Enclosure" which shall read as follows:

Section 6-42.

(A) All refuse and recycling containers visible to the naked eye from State Road A-1-A shall be enclosed as set forth in this Section. No such container shall be placed for storage in a right-of-way.

(B) All permanently located refuse or recycling containers in use within the Town limits shall be screened from view from State Road A-1-A on or before November 1, 2021 subject to a one hundred and ninety (190) day extension as approved by the Town Manager - as follows:

(1) Screening shall be on all sides and shall consist of either wood, vinyl-coated chain-link fence with slats, brick, stone, concrete or similar material of a quality approved by the Town Manager.

(2) The enclosure shall be permitted, constructed and inspected in accordance with the Florida Building Code and the Broward County Administrative Provisions (Chapter One) of the Florida Building Code.

(3) The screening shall encompass the full height, length, and width of the container, and shall meet land development code requirements. All screenings shall be maintained for function, safety, and appearance at all times.

(4) Gates intended for service access shall provide an opening width of at least ten (10) feet for each refuse or recycling container, and shall be designed to remain open when collection service is provided.

(5) Where a gate in the screening structure faces State Road A-1-A, the gate shall be closed at all times except when collection service is provided. The service provider may close any gate left open in violation of this subsection.

(6) All screening structures shall be reasonably accessible for collection service vehicles and shall not be located within the right-of-way of State Road A-1-A.

(C) The Town Commission, following review and recommendation by the Town Manager, at a duly noticed public hearing may grant exceptions to the container screening enclosure requirements of this section, where specific lot conditions make compliance impractical, the visibility of the container from State Road A-1-A is minimal, or the safety of the collection vehicle or the public in general would be compromised by screening the refuse and recycling containers.

(D) Temporary refuse and recycling containers used for the collection of refuse or recycling during special events for a period of less than seven (7) calendar days are exempt from the container screening requirements contained in this section.

(E) Refuse or recycling containers on wheels which are stored out of the public view, except during collections, are exempt from the screening requirement of this section.

(F) Temporary refuse or recycling containers used for the collection of refuse or recycling during construction activities are exempt from the container screening requirements contained in this section.

Section 3. If any section, subsection, sentence, clause or provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

Section 4. That all ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.

Section 5. It is the intention of the Town Commission of the Town of Hillsboro Beach, that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of Town of Hillsboro Beach, Florida, and the Sections of this ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

Section 6. This Ordinance shall be effective fifteen (15) days after its passage and adoption by the Town Commission of the Town of Hillsboro Beach.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON FIRST READING, THIS ____ DAY OF ____, 2021.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON SECOND AND FINAL READING, THIS ____ DAY OF ____, 2021.

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

By: _____
Sherry D. Henderson, CMC

APPROVED AS TO FORM:

Donald J. Doody, Town Attorney



Printed: 4/14/2021 2:18:26 PM

Page 1 of 3

Order ID: 6931167

* Agency Commission not included

GROSS PRICE * : \$166.50

PACKAGE NAME: SSC Notice of Public Meeting

Order ID: 6931167

* Agency Commission not included

GROSS PRICE * : \$166.50**PACKAGE NAME: SSC Notice of Public Meeting****Product(s):** Sun Sentinel, Affidavit, Floridapublicnotices.com**AdSize(s):** 1 Column**Run Date(s):** Friday, April 23, 2021**Color Spec.** B/W**Preview**

**TOWN OF HILLSBORO BEACH, FLORIDA
PUBLIC HEARING****DUMPSTER ENCLOSURES****TUESDAY, MAY 4, 2021 AT 9:00AM**

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2021-04, a Public Hearing will be held on Tue, May 4, 2021 at 9:00 AM. The Public can join and provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2021-04
DUMPSTER ENCLOSURES

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 6 ENTITLED "GARBAGE AND TRASH DISPOSAL" BY SPECIFICALLY CREATING SECTION 6-42 TO BE ENTITLED "DUMPSTER, COMPACTION, AND ROLL-OFF CONTAINERS ENCLOSURE"; PROVIDING FOR ALL VISIBLE REFUSE AND RECYCLING CONTAINERS TO BE ENCLOSED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting and be heard with respect to the proposed Ordinance, which may be inspected by the public. Email the Town Clerk at TownClerk@TownofHillsboroBeach.com

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Log-in details available on website

PROVIDING PUBLIC COMMENT

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Order ID: 6931167

* Agency Commission not included

GROSS PRICE * : \$166.50**PACKAGE NAME: SSC Notice of Public Meeting**

- **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.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
4/23/2021 6931167



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: PUBLIC HEARING - Ordinance No. 2021-05
Amendment to the Town Code of Ordinance - Seawall Ordinance, Chapter 12-Land
Development, Div. 5-Zoning, Article XIII, Section 12-268 Seawalls ([Second Reading - Public
Hearing](#))

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 TO PROVIDE FOR ADDITIONAL PURPOSES IN ORDER TO PROTECT PROPERTIES WITHIN THE TOWN IMPACTED BY TIDAL WATERS; PROVIDING FOR THE FAILURE TO MAINTAIN SEAWALLS IN GOOD REPAIR SHALL RESULT IN CITATIONS BEING ISSUED TO THE OWNER OF THE PROPERTY; PROVIDING FOR THE ISSUANCE OF CITATIONS IN THE EVENT PROPERTY OWNERS FAIL TO PREVENT TIDAL WATERS FROM FLOWING OVER LAND AND LEAVING THEIR PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

- ATTACHMENTS:**
1. ORD-05 Seawall Ordinance Amendment (2nd Reading 5-4-2021)
 2. 6931335 PROOF (ORD 2021-05)
 3. Affidavit

ORDINANCE NO. 2021-05

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 TO PROVIDE FOR ADDITIONAL PURPOSES IN ORDER TO PROTECT PROPERTIES WITHIN THE TOWN IMPACTED BY TIDAL WATERS; PROVIDING FOR THE FAILURE TO MAINTAIN SEAWALLS IN GOOD REPAIR SHALL RESULT IN CITATIONS BEING ISSUED TO THE OWNER OF THE PROPERTY; PROVIDING FOR THE ISSUANCE OF CITATIONS IN THE EVENT PROPERTY OWNERS FAIL TO PREVENT TIDAL WATERS FROM FLOWING OVER LAND AND LEAVING THEIR PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission recognizes and determines that seawalls are an effective tool to protect properties within the Town impacted by periodic King Tides effects; and

WHEREAS, in order to comply with Broward County Land Use Policy 2.21.7, the Town must adopt an ordinance to amend its Code providing for consistent top elevations of seawalls with that of Chapter 39, Article XXV – Resiliency Standards for Flood Protection - of the Broward County Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA THAT:

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

Section 2. Chapter 12 of the Code of Ordinances entitled “Land Development Code” is amended by specifically amending Section 12-268 as follows:

Sec. 12-268. - Seawalls.

(A) *Purpose.*

- i. It is the purpose of this section to prevent flooding in the town caused by rising sea levels and the periodic King Tide effect that results in portions of State Road A-1-A becoming impassable and closed to vehicular traffic resulting in a risk to the health, safety and welfare of the residents of Hillsboro Beach. In order to protect the health, safety, and welfare of the citizens of the town and to prevent the adverse impacts on the State Road A-1-A caused by tidal waters from the Intracoastal Waterway, this section is intended to require improvements to one's real property to impede tidal waters flowing on to private and public property and causing damage to adjacent properties.

- 1 ii. The purpose of this Section is to provide a standard for flood mitigation infrastructure that
2 serves as a barrier to tidal flooding, not seepage, by accounting for water levels predicted
3 under combined conditions of sea level rise, high tides, and high frequency storm surge
4 through the year 2070; and
- 5 iii. To ensure new shoreline structures and major shoreline improvements are designed for use
6 as tidal flood barriers through application of consistent standards that account for future
7 predicted tidal flood conditions and coastal water levels associated with sea level rise in
8 accordance with current regional sea level rise projections, as updated and adopted by the
9 Broward County Board of County Commissioners from time to time.

10 (B) *Findings.* Based on evidence associated with rising sea levels and King Tides presented in hearings,
11 studies, and reports made available to the Town Commission and the resultant adverse impacts on
12 municipalities located in South Florida including, but not limited to, "Leveraging Catastrophe Bonds:
13 As a Mechanism for Resilient Infrastructure Project Finance"; "A Research Paper Reviewing Issues
14 and Unintended Consequences related to Raising Minimum Building Finish Floor Elevations" prepared
15 for City of Miami Beach; "City of Fort Lauderdale Frequently Asked Questions: Proposed Sea Wall
16 Ordinance"; Miami Beach Flooding Mitigation Committee meetings minutes of July 9, 2014; City of
17 Miami Beach memorandum dated February 18, 2015 relative to discussion regarding seawall height
18 standards and its impact on single-family home development; and "Max Seawall Heights for Coastal
19 Cities in Broward County"; a Powerpoint presentation entitled "King Tides, Sea Level Rise, and
20 Seawalls in SE Florida" presented by Dr. Nancy Gassman; "King Tide 2016: A Glimpse at what South
21 Florida's Future Could Look Like" Briefing Book for U.S. Congressman Ted Deutch; "Climate Change
22 and Sea-Level Rise in Florida" prepared by the Florida Oceans and Coastal Council, Tallahassee,
23 Florida; USACE/Broward County Flood Risk Management Study for Tidally Influenced Coastal Areas,
24 presentation dated September 4, 2018 from the Jacksonville District of the U.S. Army Corps of
25 Engineers and the 2019 Unified Southeast Florida Regional Compact Climate Change Sea Level Rise
26 Projection, the Town Commission finds:

- 27 (1) The construction of new seawalls or the repair to existing seawalls to prevent tidal waters from
28 flowing overland and leaving one's property is necessary to protect the health, safety, and welfare
29 of the town residents; and
- 30 (2) The town has a substantial interest in attempting to prevent the closure of State Road A-1-A due
31 to tidal waters flowing overland from the Intracoastal waterway onto the state road;

32 (C) The following words when used in this section shall have the following meaning:

- 33 (1) NGVD 29 or the National Geodetic Vertical Datum of 1929 means the vertical control datum
34 established for vertical control surveying in the United States of America by the General
35 Adjustment of 1929.
- 36 (2) NAVD88 or the North American Vertical Datum means the vertical control datum of orthometric
37 height established for vertical control surveying in the United States of America based upon the
38 General Adjustment of the North American Datum of 1988. This vertical datum replaces the
39 NGVD 29 datum and most surveys reference this datum.
- 40 (3) Rip-rap means a foundation of unconsolidated boulders, stone, rubble, concrete without
41 protruding rebar, or similar materials placed on or near a shoreline to mitigate wave impacts and
42 prevent erosion.
- 43 (4) Seawall means a vertical or near vertical (often interlocking) structure placed between an upland
44 area and a waterway or waterbody for erosion control. For the purposes of the Land Development
45 Code, rip rap is not considered a seawall.
- 46 (5) Seawall cap means a concrete box structure (usually reinforced) that connects seawall panels,
47 piles, and anchoring system (if present) together at the top.

(D) The top surface of a newly constructed seawall shall have a minimum elevation of 5.0 feet NAVD88 (see table). The elevation shall not exceed a maximum of the base flood elevation (BFE) as identified in the most recent FEMA Flood Insurance Rate Map (FIRM) for the property, except as specifically set forth herein. For properties with a BFE of 5.0 feet NAVD88, the minimum seawall elevation shall meet 5.0 feet NAVD88 and the maximum seawall elevation shall be 7.0 feet NAVD88. For waterfront properties with a habitable finished floor elevation of less than 5.0 feet NAVD88, a seawall may be constructed at less than the stated minimum elevation if a waiver is granted by the Town Commission. For properties within an X zone, the minimum seawall elevation shall meet 5.0 feet NAVD88 and the maximum shall meet the definition of grade defined as the base flood elevation requirement for the lowest floor as shown on the flood insurance rate map published by the Federal Emergency Management Agency (FEMA). All new or substantially repaired seawalls or seawall caps shall be designed and constructed to perform as tidal flood barriers on or before January 1, 2035 and shall have a minimum elevation of five (5) feet NAVD88.

Property's FEMA Flood Insurance Rate Map Location	Minimum Allowable Seawall Elevation	Maximum Allowable Seawall or Dock Elevation
In a floodplain with a base flood elevation greater than or equal to 5.0 feet NAVD88	5.0 feet NAVD88	Base Flood elevation of the property
In a floodplain with a base flood elevation equal to 5.0 feet NAVD88	5.0 feet NAVD88	7 feet NAVD88
In an X zone, not in a floodplain	5.0 feet NAVD88	Meet the definition of grade as defined herein.

- (1) Seawalls shall be designed and built in a substantially impermeable manner to prevent tidal waters from flowing through the seawall while still allowing for the release of hydrostatic pressure from the upland direction. To effectuate the release of hydrostatic pressure, if needed because of insufficient structural strength of the seawall, seawalls shall be designed to provide for "seepage holes" with adequate back-flow prevention or a valve with backflow preventer. Additionally, the design of seawalls shall take into account the existing historic storm water runoff patterns and provide for maintaining those patterns so as not to cause flooding of adjacent roadways.
- (2) Fixed docks may be constructed at an elevation less than the elevation of the adjacent seawall to which it is attached but shall not be constructed at an elevation more than 10 inches above the adjacent seawall's elevation. Floating docks shall be allowed and must be permitted and permanently attached to a marginal dock, finger pier, mooring pilings, or seawall.
- (3) Seawalls improvements constituting substantial repair at the time of permit application shall meet the minimum elevation and consider the design recommendations as set forth in this section for the continuous seawall for the length of the property. For the purposes of this section, substantial repair threshold shall mean any improvement to a structure as defined as follows:
 - (a) If more than fifty percent (50%) of the total gross floor area of the building or more than fifty percent (50%) of a structure or more than fifty percent (50%) of its replacement value west of State Road A1A is damaged, destroyed or removed for any reason the entire building, structure or use thereof shall be required to meet the Town's Land Development Code. This shall be defined to include any and all new construction of single family residences and multi family buildings which shall be required to comply with section 12-268 as set forth herein and as amended from time to time.

- (4) All property owners shall maintain their seawalls in good repair. A seawall is presumed to be in disrepair if it allows for upland erosion, transfer of material through, around or over the seawall or allows tidal waters to flow unimpeded through the seawall to adjacent properties or public right-of-way or the seepage of water is restricted such that water remains on the land side of the seawall and intrudes on neighboring property or public facilities or right-of-way. Property owners failing to maintain their seawalls in good repair shall be cited.. The owner of the property on which the seawall is constructed is required to initiate a process, including, but not limited to, hiring a contractor or as an owner applying for a building permit, and be able to demonstrate progress toward repairing the cited defect within 60 days of receiving notice from the town and complete the repair within 365 days of citation or as extended by the Town Commission. The property owner shall ensure that the seawall is designed and constructed to meet the minimum elevation requirement and design requirement as set forth in this section.
- (5) Property owners with seawalls below the minimum elevation, or permeable erosion barriers, or a land/water interface of another nature shall not allow tidal waters entering their property to impact adjacent properties or public rights-of-way or other public facilities. Property owners failing to prevent tidal waters from flowing overland and leaving their property shall be cited. The owner of the property is required to initiate a process, including, but not limited to, hiring a contractor or as an owner submitting a building permit, and be able to demonstrate progress toward addressing the cited concern within 60 days of receiving notice from the town and complete the proposed remedy within 365 days of citation.
- (6) Predictions and guidance relative to Sea Level Rise (SLR) will continue to be updated in Broward County and are subject to change based on new scientific and engineering recommendations as well as observed water level measurements with statistics. To account for this variability, seawalls shall be designed with the ability to be raised a minimum of 24 inches in the future should the town deem necessary for adaptation to SLR. The seawall will need to be designed for the cap, with adjacent backfill, to be raised this height above the current established minimum elevation. Engineering drawings and calculations will be required for submittal as part of the building permit processing to demonstrate this required adaptation measure.

Section 3. If any section, subsection, sentence, clause or provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

Section 4. That all ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.

Section 5. It is the intention of the Town Commission of the Town of Hillsboro Beach, that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of Town of Hillsboro Beach, Florida, and the Sections of this ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

Section 6. Severability. In the event that any word(s), phrase(s), portion(s), sub-sub-section(s), sub-section(s), or section(s) of this section, is contrary to law, or against public policy, or shall for any reason whatsoever held to be invalid, illegal or unconstitutional, by any court of competent jurisdiction, such word(s), phrase(s), portion(s), sub-sub-section(s), sub-section(s), or section(s) of this section shall be null and void, and shall be deemed severed, and a separate, distinct, and independent provision from the remaining provisions of this section, and such holding

1 shall in no manner affect the validity of the remaining words, phrases, portions, sub-sub-sections,
2 sub-sections, or sections of this section, which shall remain in full force and effect. This section
3 shall be construed in a manner to accomplish, to the greatest extent legally possible, the purposes
4 of this section as expressed herein.

5
6 **Section 7.** This Ordinance shall be effective fifteen (15) days upon passage and adoption
7 by the Town Commission of the Town of Hillsboro Beach.

8
9 PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO
10 BEACH, FLORIDA, ON FIRST READING, THIS _____ DAY OF _____, 2021.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO
BEACH, FLORIDA, ON SECOND AND FINAL READING, THIS _____ DAY OF
_____, 2021.

11
12
13 By: _____
14 Deborah L. Tarrant, Mayor

15
16 ATTEST:

17
18 By: _____
19 Sherry D. Henderson, CMC Town Clerk

20
21
22
23 APPROVED AS TO FORM:

24
25 _____
26 Donald J. Doody, Town Attorney
27

RECORD OF COMMISSION VOTE:

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



Printed: 4/14/2021 3:51:04 PM

Page 1 of 3

Order ID: 6931335

* Agency Commission not included

GROSS PRICE * : \$185.30

PACKAGE NAME: SSC Other Legal Notices

Order ID: 6931335

* Agency Commission not included

GROSS PRICE * : \$185.30**PACKAGE NAME:** SSC Other Legal Notices**Product(s):** Sun Sentinel, Affidavit, Floridapublicnotices.com**AdSize(s):** 1 Column**Run Date(s):** Friday, April 23, 2021**Color Spec.** B/W**Preview**

PUBLIC HEARING**AMENDMENT TO SEAWALL
ORDINANCE****TUESDAY, MAY 4, 2021 AT 9:00AM**

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2021-05, a Public Hearing will be held on Tue, May 4, 2021 at 9:00 AM. The Public can join and provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2021-05
AMENDMENT TO SEAWALL ORDINANCE

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 TO PROVIDE FOR ADDITIONAL PURPOSES IN ORDER TO PROTECT PROPERTIES WITHIN THE TOWN IMPACTED BY TIDAL WATERS; PROVIDING FOR THE FAILURE TO MAINTAIN SEAWALLS IN GOOD REPAIR SHALL RESULT IN CITATIONS BEING ISSUED TO THE OWNER OF THE PROPERTY; PROVIDING FOR THE ISSUANCE OF CITATIONS IN THE EVENT PROPERTY OWNERS FAIL TO PREVENT TIDAL WATERS FROM FLOWING OVER LAND AND LEAVING THEIR PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting and be heard with respect to the proposed Ordinance, which may be inspected by the public. Email the Town Clerk at TownClerk@TownofHillsboroBeach.com

JOIN LIVE ZOOM MEETING Tuesday, May 4, 2021 at 9:00 AM (Eastern)
Log-in details available on Town website.

Order ID: 6931335

* Agency Commission not included

GROSS PRICE * : \$185.30**PACKAGE NAME: SSC Other Legal Notices****PROVIDING PUBLIC COMMENT**

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- **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.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
4/23/2021 6931335

SUN-SENTINEL

Sold To:

Town Of Hillsboro Beach - CU00114721
1210 Hillsboro Mile
Hillsboro Beach,FL 33062

Bill To:

Town Of Hillsboro Beach - CU00114721
1210 Hillsboro Mile
Hillsboro Beach,FL 33062

Published Daily

Fort Lauderdale, Broward County, Florida
Boca Raton, Palm Beach County, Florida
Miami, Miami-Dade County, Florida

State Of Illinois

County Of Cook

Before the undersigned authority personally appeared

Jeremy Gates, who on oath says that he or she is a duly authorized representative of the SUN- SENTINEL, a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the attached copy of advertisement, being a Legal Notice in:

The matter of 11745-Other Legal Notices ,

Was published in said newspaper in the issues of; Apr 23, 2021

Affiant further says that the said SUN-SENTINEL is a newspaper published in said BROWARD/PALM BEACH/MIAMI-DADE County, Florida, and that the said newspaper has heretofore been continuously published in said BROWARD/PALM BEACH/MIAMI-DADE County, Florida, each day and has been entered as second class matter at the post office in BROWARD County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised, any person, firm or corporation, any discount, rebate, commission or refund, for the purpose of securing this advertisement for publication in the said newspaper.

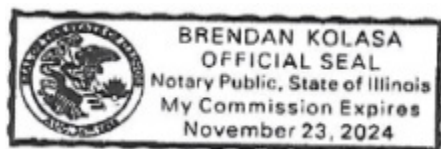


Signature of Affiant

Sworn to and subscribed before me this: April 24, 2021.



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped

Personally Known (X) or Produced Identification ()

Affidavit Delivery Method: E-Mail and U.S. Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
6931335

PUBLIC HEARING

**AMENDMENT TO SEAWALL
ORDINANCE
TUESDAY, MAY 4, 2021 AT 9:00AM**

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2021-05, a Public Hearing will be held on Tue, May 4, 2021 at 9:00 AM. The Public can join and provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2021-05
AMENDMENT TO SEAWALL ORDINANCE

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 TO PROVIDE FOR ADDITIONAL PURPOSES IN ORDER TO PROTECT PROPERTIES WITHIN THE TOWN IMPACTED BY TIDAL WATERS; PROVIDING FOR THE FAILURE TO MAINTAIN SEAWALLS IN GOOD REPAIR SHALL RESULT IN CITATIONS BEING ISSUED TO THE OWNER OF THE PROPERTY; PROVIDING FOR THE ISSUANCE OF CITATIONS IN THE EVENT PROPERTY OWNERS FAIL TO PREVENT TIDAL WATERS FROM FLOWING OVER LAND AND LEAVING THEIR PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting and be heard with respect to the proposed Ordinance, which may be inspected by the public. Email the Town Clerk at TownClerk@TownofHillsboroBeach.com

JOIN LIVE ZOOM MEETING Tuesday, May 4, 2021 at 9:00 AM (Eastern)
Log-in details available on Town website.

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.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
4/23/2021 6931335

Order # - 6931335



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Ordinance No. 2021-06

Amendment to the Town's Code of Ordinance, Amending the Noise Ordinance ([First Reading](#))

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING ARTICLE VII ENTITLED "NOISES" BY SPECIFICALLY AMENDING SECTION 7-93 (A) TO DELETE SPECIFIC HOURS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. ORD-06 proposed noise ordinance (1st Reading)

ORDINANCE NO. 2021-06

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING ARTICLE VII ENTITLED "NOISES" BY SPECIFICALLY AMENDING SECTION 7-93 (A) TO DELETE SPECIFIC HOURS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hillsboro Beach is predominately a residential community that enjoys a quality of life consistent with the residential character of the Town; and

WHEREAS, the Town Commission finds and determines that to maintain the quality of life enjoyed by the residents of the Town that any noise generated from any source which would disturb the public peace and welfare of the Town should be enforced on a twenty-four (24) hour basis; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF HILLSBORO BEACH, FLORIDA THAT:

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

Section 2. Article VII entitled "Noises" of the Code of Ordinances is hereby amended as follows:

ARTICLE VII. - NOISES

Sec. 7-93. - Loud and unnecessary noises.

(A) It shall be unlawful to create, maintain or otherwise cause any unreasonably loud, disturbing and unnecessary noises of such character, intensity and duration as to disturb the public peace and welfare and otherwise be detrimental to the life and health of any individual, within the limits of the town, ~~between the hours of 11:00 p.m. and 8:00 a.m. of the following morning.~~

(B) Any person or corporation violating this section shall be fined not less than \$100.00, and subsequent violations shall be fined \$500.00 for each violation, and a separate offense shall be deemed committed on each day during or on which a violation occurs.

1
2 (C)Lawn maintenance equipment noise.

3 (1)Operation of lawn maintenance equipment shall be limited to the hours of 8:00
4 am and 4:00 pm Monday through Friday and prohibited on Sundays and all legal
5 holidays. Lawn maintenance equipment may be used on Saturdays from 9:00 a.m. to
6 1:00 p.m. only.

7 (2)Lawn maintenance equipment includes but is not limited to lawn mowers,
8 edgers, hedge trimmers, yard tractors, leaf blowers, lawn vacuum machines, and
9 monofilament line grass trimmers.

10 (3)Lawn maintenance equipment shall not exceed a decibel level of 65 dBA as
11 measured at 75 feet from the point of operation.
12

13 **Section 3.** If any section, subsection, sentence, clause or provision of this
14 Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such
15 invalidity.
16

17 **Section 4.** That all ordinances or parts of ordinances and all resolutions or parts
18 of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.
19

20 **Section 5.** It is the intention of the Town Commission of the Town of Hillsboro
21 Beach, that the provisions of this Ordinance shall become and be made a part of the Code of
22 Ordinances of Town of Hillsboro Beach, Florida, and the Sections of this ordinance may be
23 renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article,"
24 or such other word or phrase in order to accomplish such intention.
25

26 **Section 6.** This Ordinance shall be effective fifteen (15) days after its passage and
27 adoption by the Town Commission of the Town of Hillsboro Beach.
28

29 PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO
30 BEACH, FLORIDA, ON FIRST READING, THIS ____ DAY OF ____, 2021.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH,
FLORIDA, ON SECOND AND FINAL READING, THIS ____DAY OF____, 2021.

31
32 By: _____
33 Deborah L. Tarrant, Mayor

34 ATTEST:

35
36 By: _____
37 Sherry D. Henderson, CMC, Town Clerk
38

39 APPROVED AS TO FORM:
40
41
42 _____

1 Donald J. Doody, Town Attorney

DRAFT



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Discussion on Commissioner Andrew Brown's Resignation from the Town Commission and His Unexpired Term.

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. Commission Seat Application (unexpired terms)
 2. agenda cover memo - Commission Seat Application



***** NOTICE OF COMMISSION VACANCY *****

NOTICE IS HEREBY GIVEN that the Town of Hillsboro Beach Commission will accept Commission Seat Applications to fill the unexpired term of Commissioner Andrew Brown, with said term scheduled to end at the next official Municipal Election on Tuesday, March 8, 2022. You **MUST** reside in the Town of Hillsboro Beach to apply for this unexpired Commission Seat Appointment.

Pursuant to the Town's Charter, Article IV – Form of Government, Section 2 – Qualifications of Members, the following are required to apply for the vacancy:

- Applicant must be a bona fide resident of Town of Hillsboro Beach.
- Applicant must be a citizen of the State of Florida and the United States of America.
- Applicant must be a registered voter (elector) of Broward County.
- Applicant must be 21 years of age or older.

Submission of a Résumé with the application is welcomed and encouraged. Following appointment, applicant will be required to file a Financial Disclosure.

Completed Commission Seat Applications must be submitted to the Town Clerk's Office by **5:00 p.m. on Monday, May 24, 2021** to be considered.

For further information, please contact the Town Clerk at (954) 427-4011 or SHenderson@TownofHillsboroBeach.com



**TOWN OF HILLSBORO BEACH
TOWN HALL**

1210 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
PHONE 954-427-4011 • FAX 954-427-4834
WWW.TOWNOFHILLSBOROBEACH.COM

MAYOR
DEBORAH L. TARRANT

VICE MAYOR
IRENE KIRDAHY

COMMISSIONERS
VICKY FEAMAN
BARBARA BALDASARRE

COMMISSIONER SEAT APPLICATION

*(Applicant **MUST** reside in the Town of Hillsboro Beach.)
Only to be used for replacement of a Current Term Member*

Pursuant to the Town Charter Article IV – Form of Government, Section 4- Commission Powers and Duties, Division2 – Filling Commission Vacancies

Filling Commission Vacancies: When a vacancy on the Commission occurs for any reason, the Commission shall, by majority vote, elect a person having the qualification for the office of Commissioner to fill the vacancy for unexpired term.

DATE: _____

NAME: _____ **PHONE NO.:** _____

ADDRESS: _____

EMAIL: _____

ARE YOU A RESIDENT OF THE TOWN OF HILLSBORO BEACH? ____ YES ____ NO

(Must be a bona fide resident and citizen of the Town of Hillsboro Beach, a citizen of the State of Florida and of the United States of America. Must be over the age of twenty-one to apply.)

LENGTH OF RESIDENCY AT ABOVE ADDRESS: _____

ARE YOU A REGISTERED VOTER? ____ YES ____ NO

(Applicant must be a registered voter)

All applicants should be aware that Commission positions are subject to financial disclosure requirements. The term of this appointment will be for the remaining term of the Commissioner seat, which will expire on March 8, 2022.

PLEASE GIVE A SHORT NARRATIVE AS TO WHY YOU WOULD BE A GOOD CANDIDATE FOR THE TOWN OF HILLSBORO BEACH COMMISSION.

PLEASE LIST ANY ITEMS THAT YOU WOULD LIKE TO ACCOMPLISH DURING YOUR TIME IN OFFICE.

THE TOWN OF HILLSBORO BEACH HAS BEEN MOVING FORWARD RAPIDLY IN RECENT YEARS. WHAT ARE TWO AREAS WHERE YOU FEEL THE TOWN IS MOVING IN THE RIGHT DIRECTION?

PLEASE GIVE ANY ADDITIONAL INFORMATION YOU WISH TO SHARE WITH THE TOWN COMMISSION.

(You may attach a Resume or additional documents to this form.)

**Commission Powers and Duties of the Town of Hillsboro Beach Commission as identified in
Section 4 of the Town Charter.**

Section 4. - Commission Powers and Duties. All Legislative powers of the Town shall be exclusively vested in the Commission and shall be exercised by it in the manner and subject to the limitations hereinafter set forth. Laws of the State of Florida affecting matters of local concern but otherwise not inconsistent with the Charter shall have the force and effect of Ordinances of the Town. In addition to exercising its general legislative powers, the Commission may establish certain advisory boards to facilitate the operation of the Town. The Commission shall establish a Code Enforcement Board in accordance with Chapter 162 of the Florida Statutes as amended from time to time. The Town Commission shall further make or confirm appointments, as required by this Charter, adopt the budget, undertake necessary investigations, provide for an independent audit, and take such other actions as it deems necessary and as are consistent with this Charter and the Laws of the State of Florida.

Click this link for access to the full Town of Hillsboro Beach Charter

[TOWN OF HILLSBORO BEACH CHARTER](#)

PLEASE SIGN AND RETURN COMPLETED FORMS NO LATER THAN 5:00 PM, MONDAY, MAY 24, 2021, TO BE ELIGIBLE FOR CONSIDERATION.

FORMS SHOULD BE SUBMITTED TO:

SHERRY D. HENDERSON, TOWN CLERK
TOWN OF HILLSBORO BEACH
1210 HILLSBORO MILE
HILLSBORO BEACH, FLORIDA 33062

EMAIL APPLICATIONS PREFERRED TO:

TownClerk@TownofHillsboroBeach.com

DATED THIS _____ DAY OF _____, 2021.

SIGNATURE OF APPLICANT



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Appointment to Fill Vacant Commission Seat

Submitting Dept: Town Manager

Agenda Date: May 4, 2021 Commission Meeting

1. BACKGROUND / HISTORY

As Commissioner Brown moved outside of the Town's limits and tendered his resignation, the Commission has a vacant seat. Section 4 of the Town Charter describes the process to fill a vacant Commission seat:

Filling Commission Vacancies: When a vacancy on the Commission occurs for any reason, the Commission shall, by majority vote, elect a person having the qualifications for the office of Commissioner to fill the vacancy for unexpired term.

Per the Town's Charter, the following serves as the qualifications to hold office in Hillsboro Beach:

Section 2. - Qualification of members.

To be eligible to hold the office of Town Commissioner of the Town of Hillsboro Beach or to qualify for nomination or application as such, the candidate shall be a bona fide resident and citizen of the Town of Hillsboro Beach and a citizen of the State of Florida and of the United States of America; shall be duly qualified as a voter; and shall be over the age of twenty-one (21) years. Candidates for nomination shall comply with all rules and regulations set out in the Charter as to their conduct. Any Commissioner who shall cease to possess the qualifications required herein shall forthwith forfeit his office.

2. CURRENT ACTIVITY

The following process is suggested as a process for the Commission to consider appointing a resident to fill the vacant Commission seat.

1. Interested residents shall complete attached Commission Seat Application form and submit to the Town Clerk (via email or in-person, by appointment) by 2pm, May 24th, 2021
2. Commission will receive copies of all applications by May 27th for review and discussion during June 1, 2021 Commission Meeting.
3. Commission will either appoint applicant, or select a short list of 3 applicants during June 1, 2021 Commission Meeting and call a Special Meeting for week of June 14, 2021 for presentations or questions.
4. During Special Meeting Commissioners will discuss hear applicants and vote to appoint an applicant as Commissioner.
5. New Commissioner sworn-in and seated during July 6, 2021 Commission Meeting.

3. FINANCIAL IMPACT

No financial impact

4. RECOMMENDATION

Commissioner to review, comment, and make changes based on timing and schedule.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Discussion on Requiring Developers to Filter Sand From Excavations to Make it Beach Compatible.

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. sand removal amendment (Proposed Ord 58-4-2021)
 2. Miami Beach Sand Ordinance (May 2016)

ORDINANCE NO. 2021-__

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 4-6 ENTITLED "REMOVAL OF SAND UNLAWFUL"; PROVIDING FOR THE PLACEMENT OF EXCAVATED SAND ON THE BEACH; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hillsboro Beach requires that excavated sand not be removed from the Town; and

WHEREAS, The Town Commission determines and finds that it is in the best interests of the Town that excavated sand determined to be compatible with the beach sand should be placed on the beach;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF HILLSBORO BEACH, FLORIDA THAT:

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

Section 2. Chapter 4 entitled "BUILDINGS AND BUILDING REGULATIONS" of the Code of Ordinances is hereby amended by specifically amending Section 4-6 which shall read as follows:

Sec. 4-6. - Removal of sand unlawful.

a. It shall be unlawful for any person or firm to remove, or permit to be removed, from within the municipal limits of the Town of Hillsboro Beach, any sand, earth, soil, dirt or other similar material, excavated during any phase of construction.

b. Any person or firm excavating sand during the course of construction on any parcel within the Town of Hillsboro Beach shall be required to filter and process excavated sand to determine if the excavated sand is compatible with beach sand currently in place and if determined to be compatible to seek required permits to allow for the placement of the excavated sand on specific beach areas located in the Town.

Section 3. If any section, subsection, sentence, clause or provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

1
2 **Section 4.** That all ordinances or parts of ordinances and all resolutions or parts
3 of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.
4

5 **Section 5.** It is the intention of the Town Commission of the Town of Hillsboro
6 Beach, that the provisions of this Ordinance shall become and be made a part of the Code of
7 Ordinances of Town of Hillsboro Beach, Florida, and the Sections of this ordinance may be
8 renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article,"
9 or such other word or phrase in order to accomplish such intention.
10

11 **Section 6.** This Ordinance shall be effective fifteen (15) days after its passage and
12 adoption by the Town Commission of the Town of Hillsboro Beach.
13

14 PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO
15 BEACH, FLORIDA, ON FIRST READING, THIS ____ DAY OF ____, 2021.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH,
FLORIDA, ON SECOND AND FINAL READING, THIS ____ DAY OF ____, 2021.

16
17
18 By: _____
19 Deborah L. Tarrant, Mayor

20 ATTEST:

21
22 By: _____
23 Sherry D. Henderson, CMC, Town Clerk -
24

25
26 APPROVED AS TO FORM:

27 _____
28 Donald J. Doody, Town Attorney

Condensed Title:

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 82, "PUBLIC PROPERTY," ARTICLE V, "BEACHES", CREATING DIVISION 3, "BEACH AND SAND QUALITY," AT SECTIONS 82-472 THROUGH 82-478, ENSURING THE PRESERVATION AND ENHANCEMENT OF THE QUALITY OF THE CITY'S BEACHES BY REQUIRING TESTING OF SAND OR FILL PLACED EAST OF THE COASTAL CONSTRUCTION CONTROL LINE (CCCL), CONSISTENT WITH THE REQUIREMENTS OF SECTION 161.053, FLORIDA STATUTES AND RULE 62B-33, FLORIDA ADMINISTRATIVE CODE; PROVIDING FOR FINAL APPROVAL FROM THE CITY PRIOR TO THE PLACEMENT OF ANY SAND OR FILL EAST OF THE COASTAL CONSTRUCTION CONTROL LINE AND INCLUDING PROVISION THAT THE CITY'S APPROVAL SHALL BE CONTINGENT ON THE APPLICANT OBTAINING A LETTER OF NO OBJECTION FROM MIAMI-DADE COUNTY DIVISION OF ENVIRONMENTAL RESOURCES MANAGEMENT (DERM), AND PROVIDING FOR COST RECOVERY FROM THE APPLICANT; PROVIDING FOR CODIFICATION; REPEALER; SEVERABILITY, AND AN EFFECTIVE DATE.

Key Intended Outcome Supported:

Supporting Data (Surveys, Environmental Scan, etc.): N/A

Item Summary/Recommendation:

The proposed Beach Sand Quality Ordinance sets forth requirements for the physical characteristics and chemical composition of the sand to be placed east of the Coastal Construction Control Line (CCCL). The proposed ordinance requires the developer to pay for the cost of the testing, as well as the cost for the City to conduct appropriate oversight over the sand transfer-related activities. The administration recommends that the City Commission approve the ordinance to require that excavation and placement of sand seaward of the CCCL comply with the protocols related to the chemical composition and obtain a soil classification letter and letter of no objection from Miami-Dade County Division of Environmental Resources Management (DERM) with respect to the excavated sand and the proposed reuse.

The Administration recommends that the City Commission adopt the Ordinance on first reading and schedule second reading, public hearing.

Advisory Board Recommendation:

N/A

Financial Information:

Source of Funds:		Amount	Account
	1		
	2		
	3		
OBPI	Total		

Financial Impact Summary:**City Clerk's Office Legislative Tracking:**

Elizabeth Wheaton, Director x 6121

Sign-Offs:

Department Director	Assistant City Manager	City Manager
ESW	SMT <i>WBT/SLC</i>	JLM <i>AM</i>



MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

COMMISSION MEMORANDUM

TO: Mayor Philip Levine and Members of the City Commission

FROM: Jimmy L. Morales

DATE: May 11, 2016

FIRST READING

SUBJECT: AN ORDINANCE AMENDING CHAPTER 82, "PUBLIC PROPERTY," ARTICLE V, "BEACHES," CREATING DIVISION 3, "BEACH AND SAND QUALITY," AT SECTIONS 82-472 THROUGH 82-478, ENSURING THE PRESERVATION AND ENHANCEMENT OF THE QUALITY OF THE CITY'S BEACHES BY REQUIRING TESTING OF SAND OR FILL PLACED EAST OF THE COASTAL CONSTRUCTION CONTROL LINE (CCCL), CONSISTENT WITH THE REQUIREMENTS OF SECTION 161.053, FLORIDA STATUTES AND RULE 62B-33, FLORIDA ADMINISTRATIVE CODE; PROVIDING FOR FINAL APPROVAL FROM THE CITY PRIOR TO THE PLACEMENT OF ANY SAND OR FILL EAST OF THE COASTAL CONSTRUCTION CONTROL LINE AND INCLUDING PROVISION THAT THE CITY'S APPROVAL SHALL BE CONTINGENT ON THE APPLICANT OBTAINING A LETTER OF NO OBJECTION FROM MIAMI-DADE COUNTY DIVISION OF ENVIRONMENTAL RESOURCES MANAGEMENT (DERM), AND PROVIDING FOR COST RECOVERY FROM THE APPLICANT; PROVIDING FOR CODIFICATION; REPEALER; SEVERABILITY, AND AN EFFECTIVE DATE.

ADMINISTRATION RECOMMENDATION

The Administration recommends that the City Commission adopt the Ordinance.

BACKGROUND

The Coastal Construction Control Line (CCCL) Program was established to protect the coastal system from improperly sited and designed structures, which can destabilize or destroy the beach and dune system. The Florida Department of Environmental Protection (FDEP) regulates all construction activities east of the CCCL. Chapter 62B-33, Florida Administrative Code requires that all excavated material east of the CCCL be retained onsite or within the larger coastal cell.

In recent years a number of beachfront developments in Miami-Dade County, have had excess sand material that the FDEP has permitted to be placed east of the ECL, on state lands. There

are a number of areas in Miami Beach that are critically eroded and can benefit from additional sand being placed to mitigate these erosional impacts.

The Chateau Ocean excavated approximately 20,000 cubic yards of sand that the State permitted to be placed east of the ECL. In April 2015, this material was placed in the vicinity of 53rd Street to 58th Street to mitigate the erosion in this area. However, once the material had been placed on the beach, construction debris, nails, concrete, and glass were discovered.

The Town of Surfside, which has also faced these same issues, worked with the Florida Department of Environmental Protection, to draft an ordinance that provides safeguards to ensure the quality of the material, and also ensures that the beaches within the Town's jurisdiction remain nourished to ensure the protection of the coastline.

ANALYSIS

The City of Miami Beach has the authority to promulgate setbacks, building codes and land development regulations stricter than the State's requirements. The proposed Beach Sand Quality Ordinance sets forth requirements for the physical characteristics and chemical composition of the sand to be placed east of the CCCL.

The proposed ordinance requires the developer to pay for the cost of the testing, as well as the cost for the City to conduct appropriate oversight over the sand transfer-related activities.

The administration recommends that the City Commission approve the ordinance to require that excavation and placement of sand seaward of the CCCL comply with the protocols related to the chemical composition and obtain a soil classification letter and letter of no objection from Miami-Dade County Division of Environmental Resources Management (DERM) with respect to the excavated sand and the proposed reuse.

FISCAL IMPACT

In accordance with Charter Section 5.02, which requires that the "City of Miami Beach shall consider the long term economic impact (at least 5 years) of proposed legislative actions," this shall confirm that the City Administration City Administration evaluated the long term economic impact (at least 5 years) of this proposed legislative action. The proposed Ordinance is not expected to have a negative fiscal impact upon the City, and the ordinance includes a cost recovery provision from the developer for all testing required to ensure the safety of the sand.

CONCLUSION

The Administration recommends that the City Commission adopt the Ordinance on first reading and schedule second reading, public hearing.

JLM/SMT/ESW

Beach and Sand Quality

ORDINANCE NO. _____

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 82, "PUBLIC PROPERTY," ARTICLE V, "BEACHES", CREATING DIVISION 3, "BEACH AND SAND QUALITY," AT SECTIONS 82-472 THROUGH 82-478, ENSURING THE PRESERVATION AND ENHANCEMENT OF THE QUALITY OF THE CITY'S BEACHES BY REQUIRING TESTING OF SAND OR FILL PLACED EAST OF THE COASTAL CONSTRUCTION CONTROL LINE (CCCL), CONSISTENT WITH THE REQUIREMENTS OF SECTION 161.053, FLORIDA STATUTES AND RULE 62B-33, FLORIDA ADMINISTRATIVE CODE; PROVIDING FOR FINAL APPROVAL FROM THE CITY PRIOR TO THE PLACEMENT OF ANY SAND OR FILL EAST OF THE COASTAL CONSTRUCTION CONTROL LINE AND INCLUDING PROVISION THAT THE CITY'S APPROVAL SHALL BE CONTINGENT ON THE APPLICANT OBTAINING A LETTER OF NO OBJECTION FROM MIAMI-DADE COUNTY DIVISION OF ENVIRONMENTAL RESOURCES MANAGEMENT (DERM), AND PROVIDING FOR COST RECOVERY FROM THE APPLICANT; PROVIDING FOR CODIFICATION; REPEALER; SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City of Miami Beach has concerns relating to development of properties east of the Coastal Construction Control Line (CCCL), which is located approximately midway between Collins Avenue and the ocean. For those properties sand generated during development must be placed on the subject site and/or on the beach, unless specifically authorized otherwise by the Florida Department of Environmental Protection (FDEP); and

WHEREAS, The FDEP has the power, authorized by statute and the Florida Administrative Code, to allow developers to relocate sand fill from their properties adjacent to the CCCL and to place said sand "fill" on the beach adjacent to the proposed development; and

WHEREAS, the deposit of such fill ensures that the City's beaches, a portion of which is owned by the State, do not erode over time and allows for sand to be replenished, provided, however, the fill "sand" is "clean", as defined by the State; and

WHEREAS, prior to any such fill being placed on any beach, the adjacent municipality is provided the opportunity to object or not object to the fill being placed on the adjacent beach; and

WHEREAS, the state may not provide sufficient safeguards to ensure that the fill sand is of the quality that the City demands; and

WHEREAS, the Town of Surfside, has worked with the FDEP, in order to draft an ordinance that provides the municipality the safeguards to ensure that only clean fill sand is placed on the beaches within the City's jurisdiction, to ensure that the beaches within the City's jurisdiction remain nourished, and to ensure the protection of our coastline; and

WHEREAS, the City of Miami Beach desires to adopt a similar ordinance to that of the Town of Surfside to ensure that the quality of fill sand provided for reuse along the beach within the City meets applicable criteria, as provided by the county regulatory agency, Miami-Dade County Division of Environmental Resources Management (DERM); and

WHEREAS, the proposed regulations address the physical and chemical characteristics of sand placed on the beach as part of coastal development projects; and

WHEREAS, it is important to note that prior to implementation of the Surfside Ordinance, Surfside vetted the draft ordinance with its Sand Project Community Monitoring Committee, conducted a meeting with members of the public on January 21, 2015 to discuss the ordinance, and also received input from the Town's experts, representatives from state, county and federal agencies; and

WHEREAS, it is the State's responsibility to properly manage Florida's beaches, and to provide for beach restoration and nourishment projects to restore critically eroded beaches. Beachfront developers must submit a CCCL permit application to FDEP for review prior to excavation or construction. This ordinance would assist the City in ensuring the quality of the sand for said development projects; and

WHEREAS, the City of Miami Beach has the authority to promulgate setbacks, building codes and land development regulations that are stricter than the State's requirements; and

WHEREAS, the proposed Beach Sand Quality Ordinance sets forth requirements that exceed the current FDEP requirements for the physical characteristics and chemical composition of sand excavated east of the CCCL; and

WHEREAS, consistent with the proposed Beach Sand Quality Ordinance the Developer is responsible for the cost of testing the sand and as well as any fees associated with obtaining soil classification letter and a letter of no objection from Miami-Dade County DERM for the proposed reuse of the sand as well the costs associated with the City in conducting appropriate oversight over the sand transfer-related activities; and

WHEREAS, the City Commission desires to approve the ordinance to require the applicant to provide to the City a DERM soil classification letter and a DERM letter of no objection with respect to the quality of the sand fill, prior to the placement of any excavated sand in any area seaward of the CCCL above the mean high water line; and

WHEREAS, as DERM already has a soil classification letter and No objection letter process, DERM would be utilizing its existing procedures to ensure that the quality of the sand fill, prior to placement of sand in any area seaward of the CCCL is consistent with State law and the requirements of Chapter 24, of the Miami-Dade County Code; and

WHEREAS, the amendments set forth below are necessary to accomplish all of the above objectives.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA.

SECTION 1. Chapter 82, "Public Property," Article V, "Beaches", creating Division 3, "Beach and sand quality," at Section 82-472 through 82-478 is hereby amended as follows:

**CHAPTER 82
PUBLIC PROPERTY**

* * *

DIVISION 2

~~SECTION 82-472-750 RESERVED.~~

**DIVISION 3
BEACH AND SAND QUALITY**

Sec. 82-472. Beach sand quality. Added

It is hereby declared and determined that preserving and enhancing the quality of the City of Miami Beach's beaches is essential to serve and benefit the City's residents and visitors. The chemical and physical composition of beach sand must not interfere with the health, safety or welfare of the public or the environment.

Sec. 82-473. Definitions. Added

Applicant: An individual, corporation or other authorized legal entity filing an application with the Florida Department of Environmental Protection (FDEP) for a permit that requires excavation or placement of sand seaward of the Coastal Construction Control Line.

Beach: City definition is consistent with Section 161.54(3), Florida Statutes, which defines "Beach" as meaning "the zone of unconsolidated material that extends landward from the mean low-water line to the place where there is marked change in material or physiographic form, or to the line of permanent vegetation, usually the effective limit of storm waves. "Beach" is alternatively termed "shore."

Beach nourishment: The maintenance of a restored beach by the replacement of sand to mitigate erosion, often referred to as "beach renourishment."

Beach restoration: The placement of sand on an eroded beach for the purposes of restoring it as a recreational beach and providing storm protection for upland properties.

Coastal Construction Control Line: (CCCL) A line established by the FDEP that defines that portion of the beach-dune system which is subject to severe fluctuations based on a 100-year storm surge, storm waves, or other predictable weather conditions, as established pursuant to the provisions of Section 161.053, Florida Statutes.

Construction debris: The material resulting from the demolition of a structure. Construction debris shall not include such material which has been sorted, cleaned and otherwise processed such that it meets the suitability criteria for armoring materials set forth under FDEP rules.

Dune: A mound, bluff or ridge of loose sediment, usually sand-sized sediment, lying upland of the beach and deposited by any natural or artificial mechanism, which may be bare or covered with vegetation and is subject to fluctuations in configuration and location.

Erosion Control Line: (ECL) The line which represents the landward extent of the claims of the state in its capacity as sovereign titleholder of the submerged bottoms and shores of the Atlantic Ocean, and the bays, lagoons and other tidal reaches thereof on the date of the recording of the survey as authorized by Florida law.

Excavated sand: Naturally occurring material that is to be removed and placed pursuant to the Coastal Construction Control Line permit through the mechanical or manual removal or alteration of consolidated or unconsolidated soil or rock material from or within the beach and dune system, pursuant to Section 161.053, Florida Statutes and Rule 62B-33, Florida Administrative Code.

Hardpack: The sand road west of the Erosion Control Line used by public safety and other authorized vehicles.

Mean high water: The average height of the high waters over a 19-year period. For shorter periods of observation, "mean high water" means the average height of the high waters after corrections are applied to eliminate known variations and to reduce the result to the equivalent of a mean 19-year value. The mean high water line is the intersection of the tidal plane of mean high water with the shore.

Miami-Dade County Division of Environmental Resource Management (DERM)

Renourishment sand: Replacement sand used for beach nourishment or beach restoration.

Sand: Material that maintains the general character and functionality of the material occurring on the beach and in the adjacent dune and coastal system.

Seasonal high-water line: The line formed by the intersection of the rising shore and the elevation of 150 percent of the local mean tidal range above local mean high water.

Shore: See "Beach."

Sec. 82-474 Testing protocols for the chemical composition of excavated sand seaward of the Coastal Construction Control Line.

Prior to placing excavated sand seaward of the Coastal Construction Control Line (CCCL), the Applicant must comply with the City's "Testing Protocols for the chemical composition of excavated sand seaward of the Coastal Construction Control Line," as listed in Appendix A, and made a part of this Ordinance and obtain approval from the City. These tests may be reassessed for periodic updates and review at the discretion of the City. Miami-Dade County Division of Environmental Resource Management (DERM) already has a soil classification letter and the "Letter of No Objection" ("LONO") process, as delineated in Exhibit A. Based upon the foregoing, DERM has existing procedures which would assist the City in ensuring that Applicants, when placing sand anywhere seaward of the CCCL, do so in a manner consistent with State law and the requirements of Chapter 24, of the Miami-Dade County Code.

APPENDIX A

Testing Protocols for the Chemical Composition of Excavated Sand Seaward of the Coastal Construction Control Line (CCCL)

Pursuant to Section 82-474 of the City Code of Ordinances, prior to placing excavated sand seaward of the Coastal Construction Control Line, the Applicant must comply with the following protocols relating to the chemical composition of the excavated sand:

- A. Obtain a soil classification letter and a letter of no objection (LONO) from DERM with respect to the excavated sand and the proposed reuse. To allow for DERM's evaluation for the purposes of soil classification and a LONO the following is required:
- (i) A copy of a Phase 1 Environmental Site Assessment conducted for the property at which the sand fill is being generated and if applicable (based on the results of the Phase I) a copy of a Phase 2 Environmental Site Assessment. The Phase I and Phase 2 (if applicable) shall comply with ASTM standard E-1527-13 and ASTM Standard E1903-11 as may be modified from time to time, respectively and must have been completed within one year prior to the application being filed.
 - (ii) The material shall be sampled and characterized in accordance with the DERM Soil Reuse Guidelines available at http://www.miamidade.gov/environment/library/reports/rbca_soil_reuse.pdf. At a minimum (unless specifically instructed otherwise by DERM) the material shall be sampled and analyzed for the potential contaminants of concern listed below:
 - 1. Resource Conservation and Recovery Act ("RCRA") eight (8) metals with extraction by United States Environmental Protection Agency ("USEPA") Method 3050 and analysis by USEPA Method 6010 or 200.7 (i.e., Arsenic, aluminum barium, cadmium, chromium, lead, mercury, selenium, and silver).
 - 2. Total Recoverable Petroleum Hydrocarbons (TRPH) by Florida Department of Environmental Protection (FDEP) FL-PRO method.
 - 3. Organochlorine pesticides by USEPA Method 8081.
 - 4. Polychlorinated biphenyls (PCBs) by USEPA Method 8082.
 - 5. Polycyclic Aromatic Hydrocarbons (PAH's) by USEPA Method 8270 (Short List).
 - 6. The Applicant shall also evaluate the leachability of the material via the Synthetic Precipitation Leaching Procedure (SPLP; USEPA Method 1312) (as applicable).
 - 7. Any other applicable contaminant of concern.
 - (iii) The sample results along with the appropriate chain of custody documentation, quality Assurance/quality Control (QA/QC) procedures as well as a written evaluation of the results with respect to the applicable criteria (soil clean up target levels, background concentrations, clean fill criteria, etc) shall be submitted to DERM for review.

- B. Applicant must conduct a lead and asbestos survey with follow up testing as applicable through a firm or an individual that is certified for lead and asbestos inspection and/or abatement in the State of Florida. Any testing must be in compliance with applicable American Society of Testing and Materials standards.
- C. A copy of the DERM soil classification letter and LONO along with the results of the lead and asbestos survey and any testing shall be submitted to the City for final approval.

Sec. 82-475. Testing protocols for the physical composition of excavated sand seaward of the Coastal Construction Control Line.

Prior to placing excavated sand seaward of the Coastal Construction Control Line (CCCL), the Applicant must satisfy the requirements of "Criteria for Physical Composition of Sand excavated sand seaward of the Coastal Construction Control Line" as listed in Appendix B, and made a part of this division. These requirements may be reassessed for periodic updates and review. All testing required herein shall be reviewed to confirm compliance.

APPENDIX B

Criteria for Physical Composition of Sand excavated sand seaward of the Coastal Construction Control Line (CCCL).

- A. The following physical sand characteristic standards are required for excavated sand landward of the Seasonal High Water Line and seaward of the Erosion Control Line (ECL).
1. Munsell value of seven (7) or greater with a chroma of three (3) or lower when wet.
 2. Mean grain size between 0.30 mm and 0.55 mm.
 3. Silt content less than two percent (2%) (passing a #230 sieve).
 4. No material greater than five percent (5%) retained on #10 sieve.
 5. Sand shall be free of construction debris, toxic material as determined by tests in Section 82-474, and other foreign matter.
- B. The following protocols for sampling and analysis shall be employed:
1. One core boring shall be analyzed for every 3,000 cubic yards of sand to be excavated, as reasonably available to implement on site.
 2. Sediment samples will be extracted from the core borings at irregular intervals based on distinct stratigraphic layers in the sediment sequence. Samples that are representative of the material defined within the area will be extracted and analyzed.
 3. Composite data will represent the average physical characteristics of the material to be placed.
 4. An average of the representative layer, weighted by effective length, will be calculated for each core, producing the core composite. The composites will then be averaged and weighted by effective length to calculate the composite of the entire sand source.
- C. The composite of the source as a whole shall satisfy the aforementioned criteria for material to be deemed eligible for placement along the City's beach.
- D. Prior to any deposit of sand on the beach or seaward of the CCCL, a City Public Works Right of Way (ROW) permit shall be required. Additionally, in conjunction with the City's ROW permit, and installation of the sand seaward of the CCCL, the applicant shall notify the City of the date and time of the installation. The City's consultant or designee shall coordinate attendance at the installation to inspect and conduct sampling during the installation, and the results of the testing shall be submitted to DERM for review at the applicant's expense. Applicant shall be responsible for the City's costs relating to the consultant or designee assigned to inspect the sand installation seaward of the CCCL.

All testing required herein shall be reviewed to confirm compliance.

Sec.82-476. Charges for consulting services for beach sand quality testing.

The cost for compliance with the City's beach sand quality requirements shall be incurred by the Applicant. Applicant shall pay the cost of the collection of the sand from the Applicant's site and the submission of the samples for tests to a qualified, licensed, and regulated lab that meets industry standards to test the sand; as well as pay money through cost recovery to pay for the City's independent consultants, professionals, or designees as it relates to inspections for installation of sand seaward of the CCCL; any costs associated with plan review and the evaluation of the sand quality testing; and the costs associated with the City's enforcement of this chapter. Charges for consulting services for applicants are established by the City through a purchase order, and shall apply to the beach sand quality testing and plan review required by sections 82-474 and 82-475.

Sec. 82-477. Lack of compliance.

In the event that sand to be excavated seaward of the Coastal Construction Control Line (CCCL) does not meet the City's standards as described herein, then the Applicant may request from FDEP removal and relocation of the non-compliant sand to an approved upland area. This sand must be replaced with an equal or greater volume of sand from an FDEP approved sand source, which will be subject to the same testing protocols as set forth herein.

Sec. 82-478. Exclusions.

Sections 82-474 to 82-477 shall not apply to sand for beach nourishment or beach restoration projects authorized, undertaken and paid for by Miami-Dade County, the State of Florida, or federal authorities. In no event shall the exclusions authorized by this Section apply to activities of the Applicant.

Secs. 82-479—82-500. – Reserved.

SECTION 2. REPEALER.

All ordinances or parts of ordinances and all section and parts of sections in conflict herewith be and the same are hereby repealed.

SECTION 3. CODIFICATION.

It is the intention of the City Commission, and it is hereby ordained that the provisions of this ordinance shall become and be made part of the Code of the City of Miami Beach as amended; that the sections of this ordinance may be renumbered or relettered to accomplish such intention; and that the word "ordinance" may be changed to "section" or other appropriate word.

SECTION 4. SEVERABILITY.

If any section, subsection, clause or provision of this Ordinance is held invalid, the remainder shall not be affected by such invalidity.

SECTION 5. EFFECTIVE DATE.

This Ordinance shall take effect ten days following adoption.

PASSED AND ADOPTED this _____ day of _____, 2016.

Mayor Philip Levine

ATTEST:

Rafael E. Granado, City Clerk

APPROVED AS TO FORM
AND LANGUAGE
AND FOR EXECUTION

Raul Aguilera 4-27-16
Raul Aguilera, City Attorney Date

First Reading: May 11, 2016
Second Reading: June 8, 2016

Verified By: Thomas R. Mooney
Thomas R. Mooney, AICP
Planning Director

Underline = new language

~~Strikethrough~~ = deleted language

[Sponsor: Commissioner Michael Grieco]

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GOREN, CHEROF, DOODY & EZROL, P.A.
Attorneys at Law
3099 East Commercial Boulevard
Suite 200
Fort Lauderdale, Florida 33308
Telephone (954) 771-4500

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Mac Serda, Town Manager

Page: 1
04/27/2021
ACCOUNT NO: 1182-1200993
STATEMENT NO: 35522

Development

			HOURS	
03/31/2021	DJD	Review PUD Ordinance.	0.80	
04/01/2021	DJD	Review PUD Ordinance; telephone conference with Mayor Tarrant re: PUD Ordinance.	2.20	
04/07/2021	DJD	Telephone conference call with Mayor and Town Manager; telephone conference call Debbie Orshefsky.	1.30	
04/19/2021	DJD	Telephone conference with Debbie Orshefsky, Esq.	0.40	
04/22/2021	DJD	Participate in conference call with Debbie Orshefsky, Esq. and commission members.	1.80	
04/23/2021	DJD	Participate in phone conference.	1.20	
		FOR CURRENT SERVICES RENDERED	7.70	1,732.50

	RECAPITULATION	HOURS	HOURLY RATE	TOTAL
<u>TIMEKEEPER</u>				
D.J. DOODY		7.70	\$225.00	\$1,732.50

TOTAL CURRENT WORK 1,732.50

BALANCE DUE \$1,732.50



AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

GOREN, CHEROF, DOODY & EZROL, P.A.
Attorneys at Law
3099 East Commercial Boulevard
Suite 200
Fort Lauderdale, Florida 33308
Telephone (954) 771-4500

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Page: 1
04/27/2021
ACCOUNT NO: 1182-0606490
STATEMENT NO: 35520

Attn: Mac Serda, Town Manager

General Matters

			HOURS
03/30/2021	DJD	Address Agenda items; telephone conference with Town Manager; review e-mails; e-mail from Counsel for Winter Sun.	1.70
03/31/2021	SMS	Draft Beach Renourishment Agreement with CPE and additional Federal Provisions.	1.80
	DJD	Prepare Agenda items; telephone conference with Anthony Soroka, Esq; telephone conference with Town Clerk; telephone conference with Town Manager; telephone conference with Joe Arenal.	3.20
04/01/2021	DJD	Address Agenda items; telephone conference with Richard Sherman, Esq. re: property appraiser office.	1.60
04/02/2021	DJD	Address issues related to proposed Conditional Use Ordinance.	0.70
04/05/2021	DJD	Telephone conference with Debbie Orshefsky, Esq; telephone conference with Mayor and Commissioners; prepare for meeting.	3.80
04/06/2021	DJD	Prepare for and attend Town Commission Meeting.	6.70
04/07/2021	DJD	Draft revisions to 3 Ordinances; draft Development Orders.	1.60
04/08/2021	SMS	Correspondences related to FEMA language in Engineering contract	0.30
	DJD	Revise ordinance re: Conditional Use; telephone conference call with Counsel for Deerfield re: reimbursement language; review e-mails.	1.10
04/09/2021	SMS	Revise CCNA Agreement with CPE LLC	0.20
	DJD	Telephone call with Anthony Soroka, Esq.; revisions to Contract.	0.40
04/12/2021	DJD	Telephone conference call with Town Manager and James Hickey re: conditional use ordinance.	0.80
04/14/2021	DJD	Address solid waste options; review RFP community shuttle.	0.80
04/20/2021	SMS	Research on Conditions of Approval for Conditional Use	1.30
	DJD	Address inquiries from Town Manager.	0.30
04/21/2021	DJD	Telephone conference with David Tolces, Esq.; review Florida Statute 509 and Fla caselaw re: conditional use; exchange of e-mails with Town Manager; review documents re: Thomas; telephone conference with Town Clerk; Telephone conference with James Hickey re: noise ordinance.	2.10

General Matters

			HOURS	
04/23/2021	DJD	Address status of Sprint lease extension; review municipal noise ordinances.	1.30	
	DJD	Review emails.	0.30	
04/26/2021	DJD	Review emails; prepare draft ordinance re: noise; participate in conference call; review of Miami Beach ordinance.	1.80	
		FOR CURRENT SERVICES RENDERED	31.80	7,155.00

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. DOODY	28.20	\$225.00	\$6,345.00
SEAN M. SWARTZ	3.60	225.00	810.00

Color photocopies	2.80
Photocopies	216.65
TOTAL EXPENSES THRU 04/26/2021	219.45

03/31/2021	Prestige Reporting Service - Invoice 104052	307.50
04/05/2021	Prestige Reporting Service - Invoice 104093	610.00
		917.50

TOTAL ADVANCES THRU 04/26/2021	917.50
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TOTAL CURRENT WORK	8,291.95
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BALANCE DUE	<u>\$8,291.95</u>
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INVOICE

Inframark, LLC

2002 West Grand Parkway North
Suite 100
Katy TX 77449
United States

INVOICE#

#62482

CUSTOMER ID

C1312

PO#**DATE**

04/13/2021

NET TERMS

Net 30

DUE DATE

05/13/2021

BILL TO

Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach FL 33062
United States

Services provided for the Month of: April

DESCRIPTION	QTY	UOM	RATE	AMOUNT
Accounting Services for the Month of: April 2021				
Financial Accounting Service 001-532004-51308-5000	1	Ea	7,314.84	7,314.84
Postage 001-541010-51307-5000	1	Ea	89.28	89.28
Storage 001-544025-51307-5000	1	Ea	11.10	11.10
Subtotal				7,415.22

Subtotal

\$7,415.22

Tax

\$0.00

Total Due

\$7,415.22

Remit To:

Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

Please include CUSTOMER ID and the Invoice number on the check stub of your payment



Invoice Date: 3/31/2021
Date Invoice Submitted: 4/2/2021
Invoice #: 21-0331-26
Account: 32-TOWNH

TO: TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
inframark@avidbill.com

INVOICE

Transportation Services Provided
For the month of
Mar-21

SHUTTLE BUS	3 days a week 9:00am to 5:50pm (8.83/day)		
	123.62 Service Hrs. @ \$53.00/Hr.	\$	6,551.86
Mon - Wed - Fri	14 Svc Days @ 8.83 Svc Hrs/Day = 123.62 Svc Hrs. (see details)		

Total Amount due this Invoice	\$	6,551.86
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For Billing Inquiries Please Call Thomas Rankine (954) 463-0845

Remittance Instructions:

Limousines of South Florida, Inc.
3300 SW 11th Ave.
Fort Lauderdale, FL 33315

Thank you for the Opportunity to Service your Transportation Needs

Town of Hillsboro Ridership Summary

March-21

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
40		33		39	
39		40		40	
42		40		43	
41		15		42	
44		42			

0

Total Monthly Passengers:

540

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
110.00		87.00		109.00	
109.00		109.00		109.00	
109.00		109.00		109.00	
110.00		106.00		109.00	
109.00		109.00			

0.0

Total Monthly Revenue Miles:

1503.0

Total Scheduled Revenue Miles

1523.7

Total Vehicle Hours

135.4

Total Revenue Hours

123.6

Service Days

14

Missed Service in Minutes

0

Passengers per revenue hour

4.4

Total Monthly Vehicle Miles: **

1,832.0

AM - 1st day this month

PM - Last day this month

Veh 1460

117,640

119,662

Alt Veh # 1601



4225 E. Conant Street
Long Beach, CA 90808
Tel: (562) 590-6500
moffattnichol.com

Attention: Mac Serda
Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
United States

Invoice : 00759820
Invoice Date : 4/24/2021
Project : 9225/02
Project Name : Hillsboro Beach Coastal
Engineering

For Professional Services Rendered For 12/27/2020 Through 3/27/2021

			Billings		
	Fee	% Complete	To Date	Previous	Current
Phase 1 - Construction Plans					
1a - Construction Plans	33,800.00	100.00	33,800.00	33,800.00	0.00
1b - Technical Specifications	9,500.00	100.00	9,500.00	9,500.00	0.00
1c - FDEP Submittal	2,200.00	100.00	2,200.00	2,200.00	0.00
Phase 2 - Bidding Assistance					
2a - Bid Documents	9,000.00	100.00	9,000.00	9,000.00	0.00
2b - Bidding Assistance	6,790.00	100.00	6,790.00	6,790.00	0.00
Phase 3 (L/S) - Constructiion Administration (L/S only)					
3b - Volume Calculations	9,500.00	100.00	9,500.00	9,500.00	0.00
Phase 5 - Post-Construction Physical Monitoring	5,845.00	100.00	5,845.00	5,845.00	0.00
Phase 6a (L/S) - Environmental Permit Compliance (L/S only)	13,645.00	100.00	13,645.00	13,645.00	0.00
Phase 7 - Fema Coordination	8,250.00	100.00	8,250.00	8,250.00	0.00
Phase 8 - 2020 Post-Con 6 Month Physical Monitoring (L/S only)	16,950.00	100.00	16,950.00	16,950.00	0.00
XX - Subconsultant	11,400.00	0.00	0.00	0.00	0.00
	Fee	Available	Billings		
			To Date	Previous	Current
Phase 3 (T/M) - Construction Administration (T&M only)					
3a - Construction Administration (T&M)	31,700.00	301.50	31,465.00	31,398.50	66.50
Rate Labor		66.50			
3c - Turbidity Monitoring Review (T&M)	2,920.00	2,715.75	204.25	204.25	0.00
Phase 4 - Resident Project Administration (T&M)	44,700.00	2,476.25	43,289.50	42,223.75	1,065.75
Rate Labor		1,065.75			

Phase 6b (T/M) - Environmental Permit Compliance (T&M only)	2,950.00	2.00	2,948.00	2,948.00	0.00
Phase 9 - 2020 Post-Con 6 Month Physical Monitoring (T&M only)	9,060.00	4,211.75	8,154.50	4,848.25	3,306.25
Rate Labor	3,306.25				
XY - Reimbursables	400.00	385.50	14.50	14.50	0.00
Billings					
	Fee	% Complete	To Date	Previous	Current
PCO - Pending Change Order	0.00	0.00	0.00	0.00	0.00
NB - Non-Billable	0.00	0.00	0.00	0.00	0.00
Current Billings					4,438.50
Amount Due This Bill				USD	4,438.50

Total Fee :	218,610.00
To Date Billings :	201,555.75
Total Remaining :	17,054.25

Check Lockbox Account Payable to: Moffatt & Nichol P.O. Box 51760 Los Angeles, CA 90051-0068	ACH Information Bank / Account Name: MUFG Union Bank / Moffatt & Nichol Address: 350 California Street, 1st Floor, San Francisco, CA 94104 Account Number: 64963107 Fed Routing Number: 021052053 clientpayments@moffattnichol.com	Domestic Wire Account Number: 4501065066 Routing Number: 122000496 clientpayments@moffattnichol.com	International Wire Account Number: 4501065066 Swift Code: BOFCUS33MPK
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3a - Construction Administration (T&M)

Rate Labor				
<i>Class / Employee</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Staff Engineer/Scientist				
Lauren Jonaitis	3/22/2021	0.70	95.000	66.50
Total Rate Labor				66.50

Phase 4 - Resident Project Administration (T&M)

Rate Labor				
<i>Class / Employee</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Eng II/Environmental Scientist				
Jacqueline Brower	12/30/2020	1.50	139.000	208.50
	1/12/2021	1.00	139.000	139.00
	2/25/2021	1.50	139.000	208.50
	2/26/2021	1.50	139.000	208.50
Total Eng II/Environmental Scientist				764.50
Principal/Environmental Mngr				
Timothy Blankenship	2/23/2021	0.50	250.000	125.00
	2/24/2021	0.25	250.000	62.50
	2/26/2021	0.25	250.000	62.50
Total Principal/Environmental Mngr				250.00
Supervisory Engineer/Scientist				
Christy Brush	2/22/2021	0.25	205.000	51.25
Total Rate Labor				1,065.75

Total Bill Task: Phase 4 - Resident Project Administration (T&M)	1,065.75
---	-----------------

Phase 9 - 2020 Post-Con 6 Month Physical Monitoring (T&M only)

Rate Labor				
<i>Class / Employee</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Eng II/Environmental Scientist				
Jacqueline Brower	12/29/2020	3.00	139.000	417.00
	12/30/2020	2.00	139.000	278.00
	1/5/2021	1.00	139.000	139.00
	1/6/2021	1.00	139.000	139.00
	1/11/2021	1.00	139.000	139.00
	1/12/2021	3.50	139.000	486.50
	1/22/2021	0.50	139.000	69.50
	1/26/2021	1.50	139.000	208.50
	1/26/2021	1.00	139.000	139.00
Total Eng II/Environmental Scientist				2,015.50
Principal/Environmental Mngr				
Timothy Blankenship	12/29/2020	0.50	250.000	125.00
	1/8/2021	0.25	250.000	62.50
	1/19/2021	1.00	250.000	250.00
	1/26/2021	0.25	250.000	62.50
	3/10/2021	0.50	250.000	125.00
	3/15/2021	0.50	250.000	125.00

Phase 9 - 2020 Post-Con 6 Month Physical Monitoring (T&M only)**Rate Labor***Class / Employee**Date**Hours**Rate**Amount***Principal/Environmental Mngr**

Timothy Blankenship

3/17/2021

0.25

250.000

62.50

Total Principal/Environmental Mngr

3.25

812.50

Supervisory Engineer/Scientist

Christy Brush

12/29/2020

0.10

205.000

20.50

1/12/2021

0.30

205.000

61.50

1/14/2021

0.15

205.000

30.75

1/18/2021

0.20

205.000

41.00

1/21/2021

0.20

205.000

41.00

1/22/2021

0.15

205.000

30.75

1/26/2021

0.25

205.000

51.25

Total Supervisory Engineer/Scientist

1.35

276.75

Word Processor

Amanda Caparro

1/12/2021

0.50

65.000

32.50

1/12/2021

0.25

65.000

16.25

1/14/2021

0.25

65.000

16.25

1/18/2021

0.55

65.000

35.75

1/26/2021

0.10

65.000

6.50

1/27/2021

1.00

65.000

65.00

1/29/2021

0.20

65.000

13.00

3/1/2021

0.25

65.000

16.25

Total Word Processor

3.10

201.50

Total Rate Labor**3,306.25****Total Bill Task: Phase 9 - 2020 Post-Con 6 Month Physical Monitoring (T&M only)****3,306.25****Total Project: 9225/02 - Hillsboro Beach Coastal Engineering****4,438.50**



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: PROCLAMATIONS

1. Proclamation Recognizing Mental Health Awareness Month, May 2021

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Email Request to Mayor
2. Mental Health Awareness Month Proclamation

Sherry D. Henderson

Subject: Proclamation Request: NAMI Broward

From: Deb Tarrant <dtarrant@townofhillsborobeach.com>

Sent: Tuesday, April 13, 2021 11:38 AM

To: Sherry D. Henderson <shenderson@townofhillsborobeach.com>

Cc: Sandra Cumper <sandra@namibroward.org>; Donna Linn <dlinn@aol.com>; Gayle Giese <giesegayle@gmail.com>; Christina Disbrow <christina@allwriteallwriteallwrite.com>; Mac Serda <mserda@townofhillsborobeach.com>

Subject: Re: Proclamation Request: NAMI Broward

Madam Clerk, please include this proclamation on the May meeting consent agenda. Thanks.

On Apr 13, 2021, at 10:23 AM, Christina Disbrow <christina@allwriteallwriteallwrite.com> wrote:

Dear Mayor Tarrant,

Approximately one in five adults is diagnosed with a mental illness every year. In Broward County, this means about 450,000 people are currently living with a mental illness. Just as diabetes is a disorder of the pancreas, mental illnesses are brain disorders. They are biologically based medical problems that disrupt a person's daily functioning. Untreated, these conditions can cause severe disturbances in thinking, feeling, and relating, resulting substantially in a diminished capacity for dealing with the ordinary demands of life.

NAMI Broward's mission is to bring awareness and programs to Broward County to support a world-class treatment and recovery system for people with mental illness and their families by:

- Providing support to persons with serious brain disorders and to their families
- Educating families and consumers
- Advocating for improved opportunities for housing, rehabilitation, and meaningful jobs
- Supporting public education programs designed to help eliminate the pervasive stigma surrounding severe mental illness.

NAMI Broward is requesting the Town of Hillsboro Beach to designate May 2021 as Mental Health Awareness Month.

Attached is sample language for the proclamation, as well as a video the city is encouraged to share on its website and social media accounts.

We would love to meet with you, the Commission, and city staff to show you how NAMI Broward is helping people with mental illness, their families, and the community. Please let us know of any dates and times that work with your schedule.

Thank you in advance for your support in helping end the stigma attached to mental illness. Please let me know if you have any questions.

Christina Disbrow, MNM

All Write, All Write, All Write LLC | 954.515.9724

www.AllWriteAllWriteAllWrite.com

Here is the address for the proclamation to be sent to:

NAMI Broward

4161 NW 5th St #201

Plantation, FL 33317



Proclamation of the Honorable Mayor and Town Commission
of the Town of Hillsboro Beach, Florida recognizing:

Mental Health Awareness Month May 2021



Whereas, mental illnesses are biologically based medical problems that disrupt a person's daily functioning; and

Whereas, high blood pressure is a disorder of the heart, and diabetes is a disorder of the pancreas, mental illnesses are brain disorders. Untreated, these conditions can lead to severe disturbances in thinking, feeling, behavior or mood; resulting substantially in a diminished capacity for dealing with the ordinary demands of life; and

Whereas, approximately one in five adults will be diagnosed with a mental illness in their life, and only one out of two people with a serious form of mental illness will seek treatment; and;

Whereas, stigma and fear of discrimination over their condition prevents many who would benefit from mental health services from seeking help; and

Whereas, research shows that the most effective way to reduce the stigma is through personal contact with someone with a mental illness; and

Whereas, good mental health is critical to the well-being of our families, communities, schools, and businesses; and

Whereas, people with mental illness make significant contributions to our families and communities and recover if given the necessary services and support in their communities; and

Whereas, the mission of the National Alliance on Mental Illness (NAMI) of Broward County is to promote greater public awareness about mental illness to change negative attitudes, behaviors, and stigma toward mental illness; and to improve the quality of life for all individuals affected by these diseases; and

Whereas, NAMI Broward provides education and support programs to the community to help over 35,000 people with mental illness and their families in our community each year; and

Whereas, NAMI Broward promotes early, accessible quality mental health care that prevents hospitalizations and incarcerations and saves money; and

Whereas, NAMI Broward advocates for improved healthcare, housing, criminal justice rehabilitation, meaningful job opportunities for people with mental illness, and supporting public education programs designed to help eliminate the pervasive stigma surrounding severe mental illness; and

Whereas, NAMI Broward observes the month of May as Mental Health Awareness Month to raise awareness of mental health, to encourage those living with mental illness to seek HELP, and to be uplifted by its message: "YOU ARE NOT ALONE."

Now, Therefore, I, Mayor Deb Tarrant, do hereby designate May as Mental Health Awareness Month and urge all citizens in our community to increasing awareness and understanding of mental illnesses, reducing stigma and discrimination, while promoting and working to provide appropriate and accessible services for all people with mental illnesses.

In Witness Whereof, I have hereunto set my hand on this 4th day of May 2021 and cause the official seal of the Town of Hillsboro Beach, Florida to be affixed.

By:

(seal)

Honorable Deborah L. Tarrant
Mayor

Attested By:

Sherry D. Henderson, CMC
Town Clerk



Hillsboro Beach Police Monthly Report

To: Town Manager, Mac Serda
 From: Police Chief, Jay Szesnat
 Subject: March 2021 Monthly Report

Patrol Snapshot:

Activity	Current Month	February 2021	March 2020
Contacts			
Motor Vehicle	83	74	63
Crosswalk	69	27	10
Marine Unit	61	79	8
Beach Unit	34	184	22
Cyclists	30	87	38
Arrests	0	0	0
Service			
Alarms	10	11	10
Dogs on Beach/Animal	11	6	5
Vessel	18	12	
Noise	2	3	5
Open Doors	2	3	4
Police Assists	51	35	65
Domestic/Disturbances	5	4	3
Sick/Injured	25	9	24
Crash	6	0	4
Trespassing	72	88	202
Security Checks	5562	5559	5978
Total Calls	260	216	377

Investigations Snapshot:

March 2021 (new)	Actively Working	Inactivated/Cleared
Burglary Residence	Identity Theft (2)	Petit Theft
	Criminal Mischief	Grand Theft Auto
	Stolen Vehicle	Identity Theft
	Fraud (2)	Burglary Residence
	Hit and Run (Working with BSO)	Grand Theft
	Grand Theft	

Personnel: News

Our new part-time Marine Unit Officer Eddie Grant has completed his Field Training and is now fully operational. We are currently processing applications to fill another part-time Marine Unit Officer position.

March Notable Events:

On March 5th an HBPD Officer observed a vehicle travelling southbound on Hillsboro Mile at an obvious high rate of speed. The Officer was also monitoring the Broward Sheriff's Office radio frequency for Deerfield Beach and noted they were searching for a vehicle whose driver was threatening suicide. The vehicle description matched that of the speeding vehicle and our Officer initiated a traffic stop. Officer McGrath was able to engage the driver in conversation and keep him calm until the Sheriff's Office arrived to take custody. Officer McGrath was commended for his prompt response, the actions he took, and for the successful outcome.

On March 9th Officer Erwin Steel was flagged down by a passing motorist who advised he had witnessed an armed robbery in Pompano Beach. The witness was following two of the vehicles involved in the crime which had just occurred, as he was simultaneously reporting his observations to BSO 911 Communications. The suspect vehicles became entangled in stopped traffic due to a large crane operating in the northbound lane of Hillsboro Mile. Fortunately, we had two officers working an off-duty traffic detail at that location. Officer Steel broadcast a request for back-up units to respond, maintaining his visual contact with the suspect vehicles. Our personnel promptly responded, Sergeant Mastandrea, Sergeant Gianino, and Officer Nolan assisted Officer Steel with the traffic stop on the first vehicle occupied by two of the reported armed robbery suspects. Due to the calm, deliberate, tactical approach of these Officers, the situation was resolved in a safe and efficient manner.

On March 27th we received a report of a vessel traveling northbound along the ICW that hit a channel marker and another vessel. Our units responded, the vessel involved was identified, and returned to the scene. We provided our assistance to the Florida Fish and Wildlife Commission for the investigation.

Training:

Police Law Institute (Online): Criminal Arrest Procedures

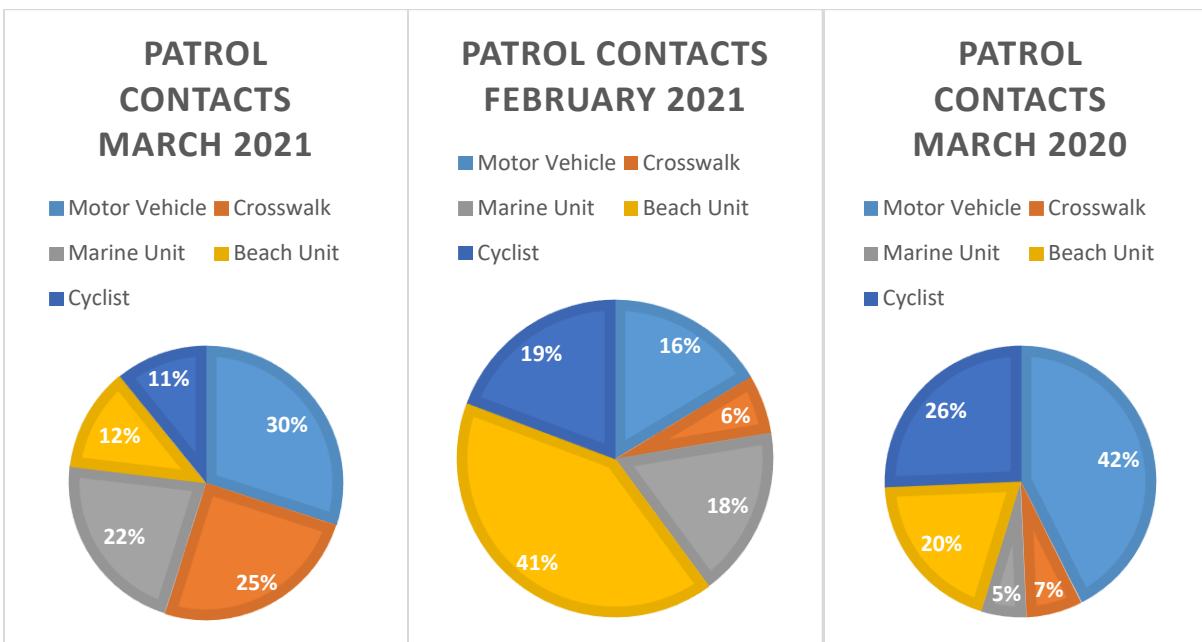
Power DMS Topics:

- Blood-borne Pathogens Annual Refresher Training

We are continuing to develop two new in service training courses; Economic Crimes and Jordan's Law (FCIC Training).

Patrol Services:

Contacts:



Road Patrol:

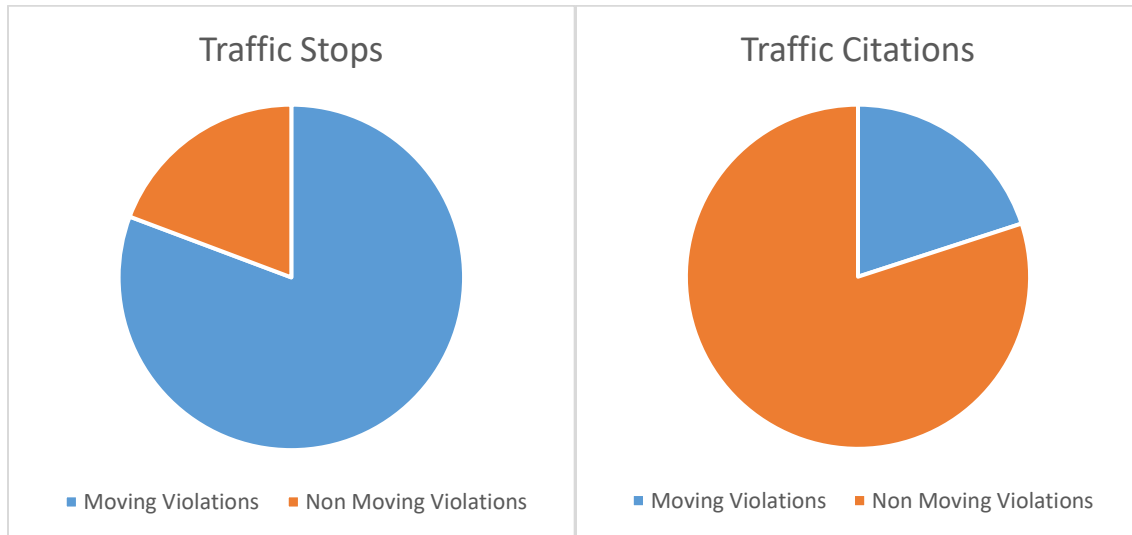
Concern:

ICW Wake and Speed. We are in the infancy stages of a HBPD, LHPPD and BSO marine unit coalition. We are also currently looking at speed signs that indicate vessel speed and blinking *Too Fast/Slow Down*. The variable sign system needs to be fine tuned but appears to work. We are currently obtaining pricing on these types of signs. Our Marine Unit is emphasizing patrol in the ICW area and concentrating on speed and extreme vessel wake. In addition, we will be monitoring noise. More to come on this.

Concern:

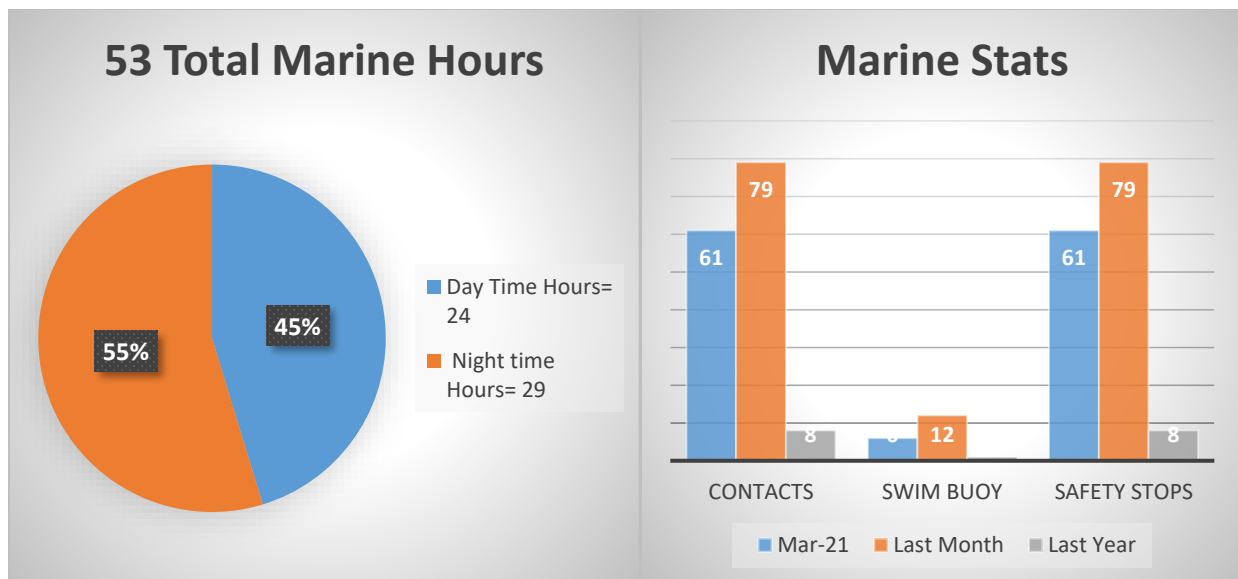
Crosswalk safety. Officers continue to focus extra efforts in and around the crosswalk areas. You have probably all noticed us at these crosswalk areas lately. We are continuing to gather stats and educate, pedestrians, cyclists and motor vehicles with safety concerns involving the crosswalk. Therefore, you may notice a shift in contacts with cyclists and beach unit this month.

Traffic:

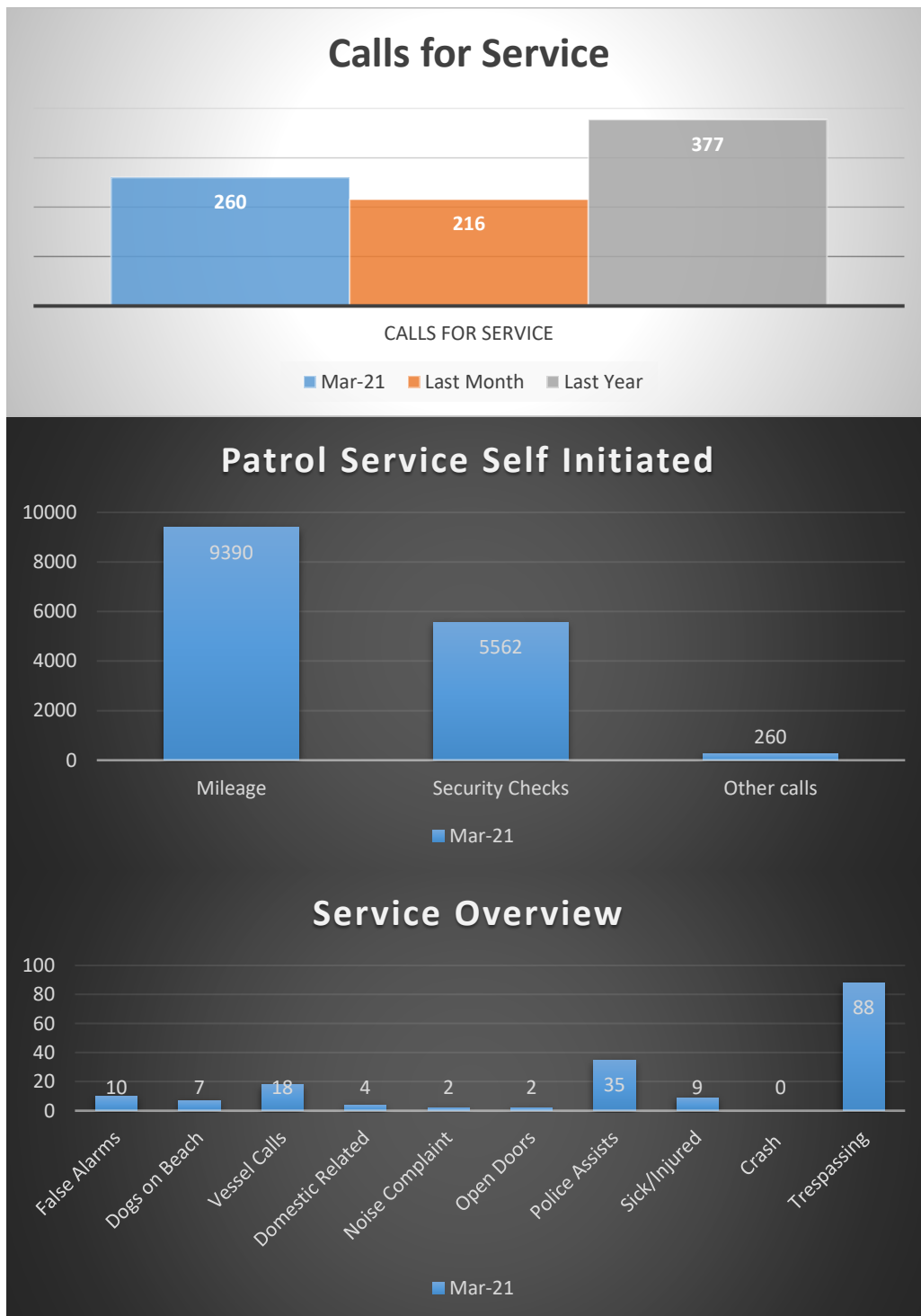


Marine/Beach Patrol:

Boat was out of water for an extended period of time with engine issues in the month of March.



Overall Calls for Service:



Vehicle/Mileage Recap MARCH 2021

Unit	Type	Primary Use	EOM	BOM	CMM	PMM	INC/DEC
160	SUV	Road Patrol	40,012	36,349	3,663	4,015	-352
161	SUV	Road Patrol	37,202	33,338	3,864	3,577	287
162	Crown Vic.	Training/Decoy	124,969	124,892	77	18	59
2163	SUV	Road Patrol	5,368	3,582	1,786	1,459	327
164	Charger	Chief	77,141	75,657	1,484	381	1,103
166	Charger	Admin	183,409	182,212	1,197	1,361	-164
		Police		TOTALS	12,071	10,811	1,260
170	Pickup Truck	Water Dept	94,726	94,577	149	144	5
172	Pickup Truck	Maintenance	55,836	55,537	299	316	-17
173	Pickup Truck	Water Dept	5,055	4,795	260	181	79
174	Pickup Truck	Water Dept	6,708	6,266	442	570	-128
		Water Dept		Totals	1,150	1,211	-61
		EOMH		BOMH	CMH	PMH	INC/DEC
M1	Boat	Patrol	2193.3	2179.6	14	92	-78
M1	Boat (new engine)	Patrol	39.19	0	39	0	39
165	ATV	Patrol	247.8	218.9	28.9	30.6	-1.7

Key

EOM= End of Month

BOM= Beginning of Month

CMM= Current Month Mileage

PMM= Previous Month Mileage

INC/DEC= Increase/Decrease

EOMH= End of Month Hours

BOMH= Beginning of Month Hours

CMH= Current Month Hours

PMH= Previous Month Hours

2021 Vehicle Mileage PD

Unit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TM
160	4,572	4,015	3,663										12,250
161	3,508	3,577	3,864										10,949
162	86	18	77										181
2163	1,754	1,459	1,786										4,999
164	668	381	1,484										2,533
166	1,173	1361	1,197										3,731
TOTAL	11,761	10,811	12,071										34,643
GALLONS	900	862	924										2,686

Specialty Vehicles PD

Marine 1	121.5	92	53										266.5
ATV	15	30.6	28.9										74.5

Water Department

170	64	144	149										357
172	341	316	299										956
173	113	181	260										554
174	483	570	442										1,495
TOTAL	1,001	1,211	1,150										3,362
GALLONS	47.4	144.8	68.9										261

2021 Gas Usage Police Department

Employee	Department	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total Gallons
1-Szesnat	Police	50.6	34.2	49.8										134.6
2-O'Neill	Police	0.0	0.0	0.0										0.0
3-Pugliese	Police	63.5	77.4	53.2										194.1
4-Mastandrea	Police	116.9	8.0	52.0										176.9
5-Clark	Police	71.4	88.8	103.8										264.0
6-Gianino	Police	48.8	7.4	17.5										73.7
7-Kirchoff	Police	0.0	69.5	91.2										160.7
8-McGrath	Police	98.5	98.1	89.8										286.4
9-Kelly	Police	0.0	5.9	0.0										5.9
10-Steel	Police	97.2	4.2	5.2										106.6
11-Nolan	Police	25.8	67.8	79.4										173.0
12-Pope	Police	0.0	24.0	10.4										34.4
13-Stengel	Police	0.0	5.3	11.0										16.3
14-Torres	Police	0.0	32.8	29.1										61.9
16-MacLellan	Police	202.7	181.7	146.2										530.6
18-Beauparlant	Police	124.3	135.5	172.0										431.8
17-Bukata	Police	0.0	0.0	0.0										0.0
26-Joseph	Maintenance	0.0	21.8	13.6										35.4
Police Totals	TOTALS	899.7	862.4	924.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2686.3

Gas Usage Water Department

19-Garray	Water Dept	0	39	0										39
20-Bullard	Water Dept	28.4	54.9	51.3										134.6
21-Charles	Water Dept	19	50.9	17.6										87.5
22-Knapstein	Water Dept	0	0	0										0
23-Rivera	Water Dept	0	0	0										0
Water Totals		47.4	144.8	68.9	0		0	0	0	0	0	0	0	261.1

Gas Tank 34" = 2175 GALS



TOWN OF HILLSBORO BEACH



FINANCIAL REPORT MARCH 31, 2021

Meeting Date: May 4, 2021

1

GENERAL FUND

Overview

- ▶ Surplus of \$1.76 million through March. (Total funding over/under Expenditures)

Revenue / Other Sources

- ▶ Total funding for March was at 89.5% of the annual budget (excluding use of fund balance).
 - Revenue from property tax collections was 91.2% through March.
 - Intergovernmental Revenue includes CARE Act for \$72.3 thousand, Covid-19 Emergency Enforcement Orders for \$2.1 thousand and CESF Grant for \$20.9 thousand.

Description	Budget	Actual	% of Budget
Property Taxes	\$ 4,884,842	\$ 4,453,883	91.2%
Other Local Taxes	260,000	136,456	52.5%
Intergovernmental Revenues	151,536	182,204	120.2%
Fines & Forfeitures	2,550	1,779	69.8%
Miscellaneous Revenues	53,000	58,516	110.4%
Interest Income	33,000	6,786	20.6%
Transfer In	50,000	25,000	50.0%
Total Funding	\$ 5,434,928	\$ 4,864,624	89.5%



2

March 2021 Financial Report

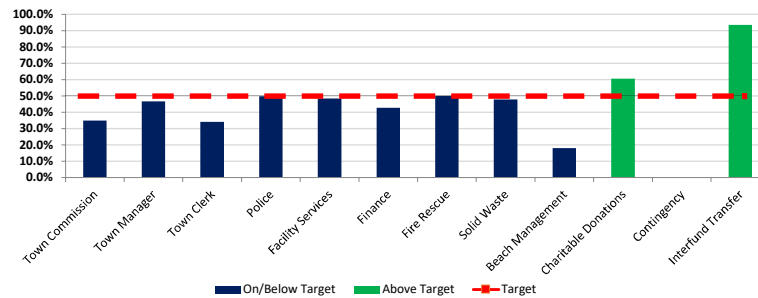
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GENERAL FUND

Expenditures

- ▶ Total expenditures for March were 48.5% of the annual budget or \$3.1million.

General Fund- % of Budget Spent by Department



3

March 2021 Financial Report

3

SPECIAL REVENUE FUNDS

Fund Highlights

- Community Bus Fund – Surplus of \$14.5 thousand due to County Transportation Grant.
 - Revenue collected is 42.1% of annual budget or \$49.6 thousand.
 - Expenses are 29.8% of annual budget or \$35.1 thousand.
- Marine Law Enforcement Fund – 47.6% of annual budget or \$14.3 thousand.
- Building Permits Fund – Surplus of \$16 thousand.
 - Revenue collected is 78.6% of the annual budget or \$196.5 thousand.
 - Expenses are 72.2% of annual budget or \$180.5 thousand.
- P&Z, Code Compliance Fund – 45% of annual budget or \$22.5 thousand.
- ▶ Federal Forfeitures / Asset Sharing Fund- Balance for March is \$33.4 thousand (includes interest income).
 - Expenses include 2 boat engines and portable radios required as part of the WAVES program.



4

March 2021 Financial Report

4

OTHER FUNDS

Debt Service Fund – FEMA Bridge Loan

- ▶ FEMA Grant funding through March was \$421 thousand.
- ▶ The FEMA Bridge Loan was paid off on October 1, 2020.

Capital Projects Fund – (General Fund Improvements)

- ▶ The capital expenditures for March were \$181.6 thousand or 83.3% of the annual budget.
 - Expenses include a police vehicle and FIBRS software project which is offset by the FIBRS grant funds.



5

March 2021 Financial Report

5

WATER FUND

Overview

- ▶ Overall, the water fund had a deficit of \$3.7 thousand.
- ▶ Operations had a surplus of \$26 thousand.
- ▶ Debt Service has a deficit of \$29.7 thousand.
 - ▶ Payments through March total \$405.6 thousand.
 - ▶ Payments made for the Water Main Project (November) and the Water Plant Loan (March).

Revenue/Other Sources

- ▶ Total revenue – 45.1% of the annual budget.
- ▶ Total water service revenue – 46.4% of the annual budget.
- ▶ The water usage billings through March were down by 11.1% compared to last year at this time.



6

March 2021 Financial Report

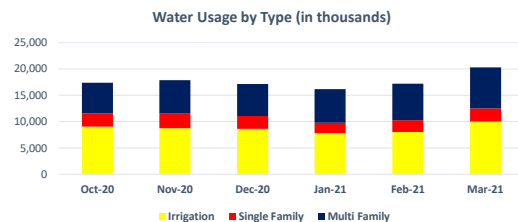
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WATER FUND

Water Usage Comparison

- ▶ The chart below on the left shows the usage for March by service type, comparing prior year March 2020 and last month usage.
- ▶ The total gallons used compared to last month increased by 3,122 thousand gallons or 18.2%.
- ▶ The chart below to the right compares the water usage by service type for the last 6 months.

Service Type	(Prior Yr)		Month-to-Month Change		
	Mar-'20	Feb-'21	Mar-'21	Change in Usage	% Change
Irrigation	9,353	7,989	10,020	2,031	25.4%
Single Family	2,188	2,269	2,482	213	9.4%
Multi Family	8,044	6,941	7,819	878	12.6%
Total	19,585	17,199	20,321	3,122	18.2%



7

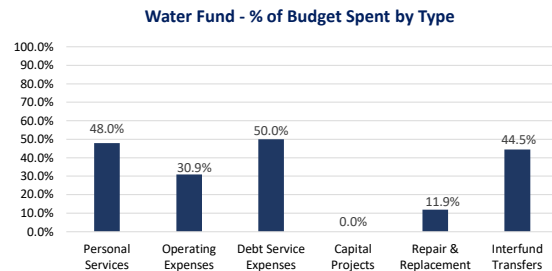
March 2021 Financial Report

7

WATER FUND

Expenses

- ▶ Total expenses through March were at 34.4% of the annual budget or \$1.3 million.
- ❑ Debt Service Expenses:
 - ❑ Loan payment for Water Main project will be paid on May 15, 2021.
 - ❑ Loan payment for Water Plant project was paid on March 15, 2021.
- ❑ Capital Purchases:
 - ❑ There are no capital purchases through March.



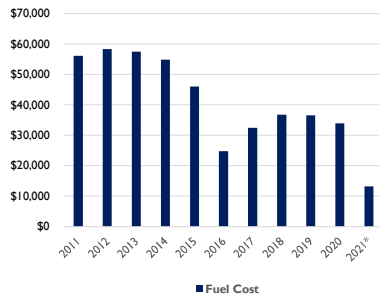
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March 2021 Financial Report

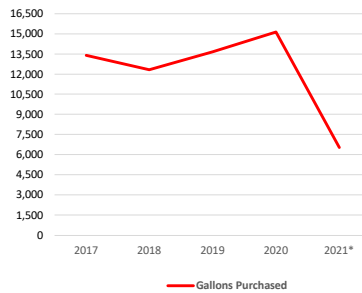
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FUEL COSTS ANALYSIS

Fuel Cost by Fiscal Year



Gallons Purchased by Fiscal Year



Fiscal Year	Fuel Cost	Gallons Purchased	Avg Price / Gallon
2011	\$56,162		
2012	\$58,320		
2013	\$57,515		
2014	\$54,888		
2015	\$46,030		
2016	\$24,771	11,858	\$2.09
2017	\$32,433	13,405	\$2.42
2018	\$36,733	12,320	\$2.98
2019	\$36,586	13,666	\$2.68
2020	\$33,942	15,133	\$2.24
2021*	\$13,231	6,537	\$2.02

* FY2021 totals thru March 31, 2021



9

March 2021 Financial Report

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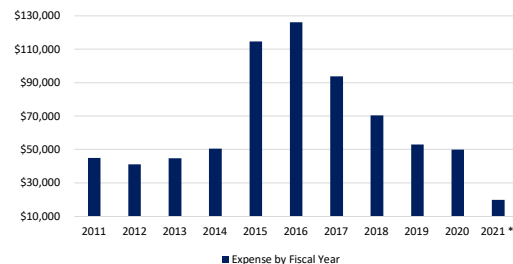
WORKERS' COMPENSATION INSURANCE – PREMIUM COST

Expense by Fiscal Year & Department

Fiscal Year	Admin	Police	Water	Total
2011	\$ 2,591	\$ 33,618	\$ 8,697	\$ 44,906
2012	\$ 1,229	\$ 32,501	\$ 7,275	\$ 41,005
2013	\$ 1,324	\$ 34,957	\$ 8,418	\$ 44,699
2014	\$ 1,653	\$ 39,343	\$ 9,560	\$ 50,556
2015	\$ 5,350	\$ 81,530	\$ 27,726	\$ 114,606
2016	\$ 5,897	\$ 89,829	\$ 30,361	\$ 126,086
2017	\$ 4,180	\$ 65,618	\$ 23,855	\$ 93,653
2018	\$ 3,313	\$ 49,202	\$ 17,897	\$ 70,412
2019	\$ 2,648	\$ 35,306	\$ 14,940	\$ 52,894
2020	\$ 2,577	\$ 32,766	\$ 14,552	\$ 49,894
2021 *	\$ 753	\$ 15,108	\$ 3,984	\$ 19,845
TOTAL	\$ 31,515	\$ 509,775	\$ 167,266	\$ 708,556

*FY2021 Totals thru March 31, 2021

Total Expenses by Fiscal Year



10

March 2021 Financial Report

10

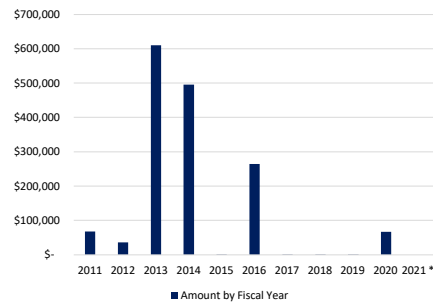
WORKERS' COMPENSATION INSURANCE - ANALYSIS OF CLAIMS

Amount & Status of Claims by Fiscal Year

Fiscal Year	Amount by Fiscal Year	Claim Status
2011	\$ 67,154	Closed
2012	\$ 35,536	Closed
2013	\$ 609,507	Open Claim
2014	\$ 494,929	Open Claim
2015	\$ 404	Closed
2016	\$ 264,562	Open Claim
2017	\$ 102	Closed
2018	\$ 608	Closed
2019	\$ 368	Closed
2020	\$ 67,051	Open Claims
2021	\$ -	Closed

* Open Claim amounts thru 3/31/2021 - Updates are Quarterly

Total Claims by Fiscal Year



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March 2021 Financial Report

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CARES ACT FUNDING AGREEMENT WITH BROWARD COUNTY

Cares Act Funding Overview

- ▶ Total CARES ACT funding awarded to the Town was \$229,791.77
- ▶ Total funding for projects not-applicable to the Town was \$71,785.15 and was designated back to the County.
- ▶ CARES ACT expenses were submitted for reimbursement during the timeline of March 1 thru December 10, 2020. Full reimbursement of the amount submitted totaling \$72,305.77 was received on March 14, 2021.
- ▶ CARES ACT sub-agreement expired December 10, 2020. Amount unused is \$85,700.85. At this time, the County has not notified the Town of any further timelines for using these funds.

Project Award Type	Use of Funds	Amount Awarded	Amount Designated Back to County	Amount Received	Amount Unused
Non - Entitlement Cities	Not-Applicable for the Town	\$ 11,785.93	\$ 11,785.93	\$ -	\$ -
Residential Assistance	Not-Applicable for the Town	\$ 48,982.04	\$ 48,982.04	\$ -	\$ -
Facilitate Compliance	Facilitate teleworking efforts: laptops, software, firewalls, VPN licenses, associated hardware, virtual Commission meetings	\$ 13,485.98	\$ -	\$ 8,605.80	\$ 4,880.18
Public Safety Payroll	Police: Payroll costs for Covid-related activities	\$ 77,462.99	\$ -	\$ 33,092.25	\$ 44,370.74
PPE Expenses	Safety glasses/goggles, face shields, face masks, partitions/physical barriers, gloves, hand sanitizer, temperature scanners, HEPA filter fans	\$ 24,971.97	\$ -	\$ 20,320.92	\$ 4,651.05
Cleaning/Disinfecting	All purpose cleaners, disinfectants, paper/hand towels, wipes, contracted cleaning services, electrostatic cleaning services/products, necessary signage	\$ 20,758.33	\$ -	\$ 10,286.80	\$ 10,471.53
Public Info	Public information/awareness campaign (developed by collaboration of County and municipal PIOs and EMS)	\$ 21,327.35	\$ -	\$ -	\$ 21,327.35
Small Business	Not-Applicable for the Town	\$ 11,017.18	\$ 11,017.18	\$ -	\$ -
		\$ 229,791.77	\$ 71,785.15	\$ 72,305.77	\$ 85,700.85



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March 2021 Financial Report

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MEMORANDUM

TO: Mayor Deb Tarrant and Commissioners
FROM: Stephen Bloom, Finance Director
CC: Commissioner Vicky Feaman, Treasurer / Ken Cassel, Project Manager
DATE: April 22, 2021
SUBJECT: March Financial Report

Please find included in this agenda item the March 2021 financial report. At this point in the fiscal year (through March), the revenues and expenditures should be at approximately 50% of the adopted budget. To further assist with your review, an overview of each of the Town's funds is provided below.

General Fund

- Total funding through March was at 75.8% of the annual budget.
 - Ad valorem taxes are 91.4% collected through March.
- Total expenditures through March were at 48.5% of the annual budget.

Special Revenue Funds

Community Bus

- Total funding through March were at 42.1% of the annual budget.
- Total expenditures through March were at 29.8% of the annual budget.

Marine Law Enforcement Grant

- Total funding and expenditures through March were at 47.6% of the annual budget.

Building Permits

- Total funding through March were at 78.6% of the annual budget.
- Total expenditures through March were at 72.2% of the annual budget.

P&Z and Code Compliance

- Total funding and expenditures through March were at 45% of the annual budget.

Federal Forfeitures / Asset Sharing

- Total funds available through March - \$33,403.

Debt Service Fund – (FEMA Bridge Loan)

- FEMA funds were received in September. The Bridge Loan was paid in full October 1, 2020.

Capital Projects Fund – (General Fund Improvements)

- Total funding and expenditures through March were at 83.3% of the annual budget.

MEMORANDUM

Town of Hillsboro Beach
Subject: March Financial Report
Page 2

Water Fund – (Operations)

- Total funding through March was at 43.8% of the annual budget.
- The water usage billings through March (YTD) were down by 11.1% compared to last year at the same time.
- The total gallons used for the month of March was up by 18.2% or 3,122 thousand gallons compared to last month.
- The chart below compares the usage for March by category (Single Family, Multi Family, Irrigation) with last month and with the prior year - March 2020. The “Change in usage” and “% change” compares the current month with the prior month.

Usage Comparison in thousands)

Service Type	(Prior Yr)			Month-to-Month Change	
	Mar-20	Feb-21	Mar-21	Change in Usage	% Change
Irrigation	9,353	7,989	10,020	2,031	25.4%
Single Family	2,188	2,269	2,482	213	9.4%
Multi Family	8,044	6,941	7,819	878	12.6%
Total	19,585	17,199	20,321	3,122	18.2%

- Total expenses through March were at 42.1% of the annual budget.

Debt Service – (State Revolving Loans)

- Total funding through March was 46.3% of the annual budget.
- The loan payment for the water plant was made on March 15, 2021.
- The next loan payment for the water main project will be made on May 15, 2021.

Capital Projects Fund – (Water Fund Improvements)

- Total funding and expenditures through March were 1.1% of the annual budget.

Town of Hillsboro Beach

Financial Report

March 31, 2021

Prepared by



Town of Hillsboro Beach

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Town of Hillsboro Beach

Financial Statements

(Unaudited)

March 31, 2021



Balance Sheet
March 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
<u>ASSETS</u>					
Current Assets					
Equity in Pooled Cash	\$ 4,866,445	\$ 165,957	\$ (46,655)	\$ 2,617,230	\$ 7,602,977
Accounts Receivable	88,161	32,185	-	171,787	292,133
Allow -Doubtful Accounts	(26,072)	-	-	(32,187)	(58,259)
Due From Other Gov'tl Units	51,963	28,534	61,283	500	142,280
Deferred Outflow of Resources	-	-	-	84,510	84,510
Fuel	6,179	-	-	-	6,179
Money Market Account	-	33,403	-	-	33,403
Prepaid Items	85,300	-	-	487	85,787
Total Current Assets	5,071,976	260,079	14,628	2,842,327	8,189,010
Noncurrent Assets					
Fixed Assets					
Buildings	-	-	-	2,037,360	2,037,360
Accum Depr - Buildings	-	-	-	(821,498)	(821,498)
Distribution System	-	-	-	11,740,489	11,740,489
Plant Improvements	-	-	-	608,583	608,583
Infrastructure	-	-	-	102,068	102,068
Accum Depr - Infrastructure	-	-	-	(2,450,033)	(2,450,033)
Equipment	-	-	-	140,393	140,393
Meters	-	-	-	409,486	409,486
Vehicles	-	-	-	104,552	104,552
Accum Depr - Equip/Furniture	-	-	-	(565,423)	(565,423)
Total Noncurrent Assets	-	-	-	11,305,977	11,305,977
TOTAL ASSETS	\$ 5,071,976	\$ 260,079	\$ 14,628	\$14,148,304	\$19,494,987

LIABILITIES

Current Liabilities

Accounts Payable	\$ 130,399	\$ 157,785	\$ 14,628	\$ 12,321	\$ 315,133
Accrued Expenses	44,536	3,300	-	3,516	51,352
DBPR/DCA/BRA Surcharges	-	4,479	-	-	4,479
Accounts Payable - Other	100	-	-	-	100
Notes/Loans Payable - Current	-	-	-	641,377	641,377
Compensated Absences-Current	23,825	-	-	-	23,825
Accrued Interest Payable	-	-	-	28,741	28,741
Accrued Wages Payable	22,968	-	-	3,980	26,948
Accrued Taxes Payable	5,722	-	-	936	6,658
Payroll Deduction - Misc.	8,615	-	-	2,668	11,283
Deferred Compensation-ICMA 457	2,073	-	-	725	2,798



Balance Sheet
March 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
ICMA-Retirement Health Savings	449	-	-	-	449
Flexible Spending Account	(1,864)	-	-	(1,643)	(3,507)
Deposits	8,125	-	-	-	8,125
Total Current Liabilities	244,948	165,564	14,628	692,621	1,117,761
Long-Term Liabilities					
Note/Loan Payable - LT (Water Plant)	-	-	-	3,062,509	3,062,509
Note/Loan Payable - LT (Water Main)	-	-	-	5,504,469	5,504,469
Compensated Absences-Long-Term	-	-	-	81,592	81,592
OPEB Liability	-	-	-	7,751	7,751
Deferred Inflow of Resources	-	-	-	10,739	10,739
Net Pension Liability	-	-	-	320,889	320,889
Total Long-Term Liabilities	-	-	-	8,987,949	8,987,949
TOTAL LIABILITIES	244,948	165,564	14,628	9,680,570	10,105,710

FUND BALANCES / NET ASSETS

Fund Balances

Nonspendable:

Prepaid Items	85,300	-	-	-	85,300
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Restricted for:

Special Revenue	-	94,515	-	-	94,515
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Assigned to:

Reserves - Beach Assessment	8,207	-	-	-	8,207
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Unassigned:

	4,733,521	-	-	-	4,733,521
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Net Assets

Invested in capital assets, net of related debt	-	-	-	2,097,622	2,097,622
Unrestricted/Unreserved	-	-	-	2,370,112	2,370,112

TOTAL FUND BALANCES / NET ASSETS	\$ 4,827,028	\$ 94,515	\$ -	\$ 4,467,734	\$ 9,389,277
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TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	\$ 5,071,976	\$ 260,079	\$ 14,628	\$ 14,148,304	\$ 19,494,987
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**Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund**

For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
FUNDING						
Revenues						
Property Taxes	\$ 4,884,842	\$ 4,453,883	\$ 430,959	91.2%	\$ 4,329,160	\$ 124,723
Other Local Taxes	260,000	136,456	123,544	52.5%	137,004	(549)
Intergovernmental Revenues	151,536	182,204	(30,668)	120.2%	89,042	93,162
Fines & Forfeitures	2,550	1,779	771	69.8%	1,428	351
Miscellaneous Revenues	53,000	58,516	(5,516)	110.4%	35,817	22,699
Interest Income	33,000	6,786	26,214	20.6%	47,940	(41,154)
Total Revenues	5,384,928	4,839,624	545,304	89.9%	4,640,392	199,232
Other Sources						
Transfer In	50,000	25,000	25,000	50.0%	25,000	-
Use / (Add't) Fund Balance	981,013	-	-	0.0%	-	-
Total Other Sources	1,031,013	25,000	25,000	2.4%	25,000	-
TOTAL FUNDING	6,415,941	4,864,624	570,304	75.8%	4,665,392	199,232
EXPENDITURES						
Town Commission	46,603	16,258	30,345	34.9%	17,488	1,230
Town Manager	319,821	148,870	170,951	46.5%	152,528	3,658
Town Clerk	258,583	88,283	170,300	34.1%	96,768	8,485
Police	2,952,458	1,467,161	1,485,297	49.7%	1,420,105	(47,055)
Facility Services	217,518	105,198	112,320	48.4%	102,563	(2,635)
Finance	117,480	50,204	67,276	42.7%	49,770	(434)
Fire Rescue	833,021	416,510	416,511	50.0%	409,629	(6,882)
Solid Waste	334,682	159,719	174,963	47.7%	134,107	(25,612)
Beaches	587,000	106,248	480,752	18.1%	351,743	245,495
Charitable Donations	6,344	3,844	2,500	60.6%	4,060	216
Contingency	157,479	-	157,479	0.0%	-	-
TOTAL EXPENSES	5,830,989	2,562,294	\$ 3,268,695	43.9%	2,738,760	176,466
Interfund Transfer - Out	584,952	547,097	37,855	93.5%	93,187	(453,910)
TOTAL EXPENDITURES	6,415,941	3,109,391	\$ 3,306,550	48.5%	2,831,947	(277,444)
Total Funding over (under)						
Expenditures	\$ -	1,755,233			\$ 1,833,445	\$ (78,212)
Fund Balance - Beginning		3,071,796				
Fund Balance - Ending		\$ 4,827,029				



General Fund - Revenue
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
FUNDING						
Revenues						
Property Tax						
Ad Valorem Taxes	\$ 5,066,779	\$ 4,631,084	\$ 435,695	91.4%	\$ 4,493,638	\$ 137,446
Ad Valorem Taxes - Prior Years	3,000	293	2,707	9.8%	7,874	(7,581)
Ad Valorem Taxes - Discounts	(184,937)	(177,495)	(7,442)	96.0%	(172,352)	(5,143)
Total - Property Tax	4,884,842	4,453,883	430,959	91.2%	4,329,160	124,723
Other Local Taxes						
FPL Franchise	230,000	117,737	112,263	51.2%	116,723	1,014
Local Communications Tax	30,000	18,719	11,281	62.4%	20,282	(1,563)
Total - Other Local Taxes	260,000	136,456	123,544	52.5%	137,004	(549)
Intergovernmental Revenues						
Occupational Licenses	1,900	385	1,515	20.3%	318	68
FDLE - JAG grant	-	2,170	(2,170)	n/a	537	1,633
State Revenue Sharing	24,000	20,740	3,260	86.4%	22,701	(1,961)
Alcoholic Beverage License	636	-	636	0.0%	-	-
Half-Cent Sales Tax	125,000	63,580	61,420	50.9%	65,486	(1,906)
Grant Revenue	-	20,923	(20,923)	n/a	-	20,923
Interlocal Agreement	-	74,406	(74,406)	n/a	-	74,406
Total - Intergov. Revenues	151,536	182,204	(30,668)	120.2%	89,042	93,162
Fines & Forfeitures						
Judgments and Fines	2,500	1,729	771	69.2%	1,428	301
Other Fines and/or Forfeits	50	50	-	100.0%	-	50
Total - Fines & Forfeitures	2,550	1,779	771	69.8%	1,428	351
Miscellaneous Revenue						
Miscellaneous	3,000	2,448	552	81.6%	1,136	1,312
Police Reimbursement	35,000	19,967	15,033	57.0%	25,881	(5,914)
Insurance Reimbursements	-	22,401	(22,401)	n/a	-	22,401
Lien Search Fee	15,000	13,700	1,300	91.3%	8,800	4,900
Total - Misc. Revenue	53,000	58,516	(5,516)	110.4%	35,817	22,699
Interest Income						
Interest - Investments	65,000	22,145	42,855	34.1%	45,391	(23,246)
Interest - Tax Collector	3,000	55	2,945	1.8%	2,358	(2,304)
Net Incr (Decr) In FMV-Invest	(35,000)	(15,414)	(19,586)	44.0%	191	(15,605)
Total - Interest Income	33,000	6,786	26,214	20.6%	47,940	(41,154)
Total Revenue	5,384,928	4,839,624	545,304	89.9%	4,640,392	199,232



General Fund - Revenue
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
Transfer In						
Water Fund	50,000	25,000	25,000	50.0%	25,000	-
Total - Transfer In	50,000	25,000	25,000	50.0%	25,000	-
Use / (Add't) Fund Balance	981,013	-	981,013	0.0%	-	-
TOTAL FUNDING	6,415,941	4,864,624	1,551,317	75.8%	4,665,392	199,232



General Fund - Town Commission

For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
Personal Services						
Mayor/Commission Stipend	\$ 28,800	\$ 14,400	\$ 14,400	50.0%	\$ 14,400	\$ -
FICA	2,203	1,102	1,101	50.0%	1,102	-
Total Personal Services	31,003	15,502	15,501	50.0%	15,502	-
Operating Expenses						
Election Fees	3,600	406	3,194	11.3%	108	(298)
Annual Conf. - League of Cities	2,500	-	2,500	0.0%	-	-
Conferences/Seminars	6,000	-	6,000	0.0%	-	-
Mayor/Commission Expense	3,500	350	3,150	10.0%	1,878	1,528
Total Operating Expenses	15,600	756	14,844	4.8%	1,986	1,230
TOTAL COMMISSION	\$ 46,603	\$ 16,258	\$ 30,345	34.9%	\$ 17,488	\$ 1,230



General Fund - Town Manager
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
Personal Services						
Salaries	\$ 139,514	\$ 68,220	\$ 71,294	48.9%	\$ 66,424	\$ (1,796)
Payroll - Vacation	11,856	2,683	9,173	22.6%	-	(2,683)
Car Allowance	6,500	3,000	3,500	46.2%	3,000	-
FICA	12,077	5,359	6,718	44.4%	5,067	(293)
Florida Retirement System	41,309	18,303	23,006	44.3%	17,097	(1,206)
Health and Life Insurance	18,252	12,420	5,832	68.0%	9,340	(3,080)
Workers' Comp Insurance	213	76	137	35.8%	99	22
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	230,221	110,061	120,160	47.8%	101,026	(9,035)
Operating Expenses						
Town Attorney	75,000	35,327	39,673	47.1%	49,094	13,767
Prof. Services - IT Services	9,100	2,509	6,591	27.6%	1,800	(709)
Miscellaneous	1,000	973	27	97.3%	-	(973)
Computer Expense / Supplies	1,000	-	1,000	0.0%	-	-
Training Expenses	3,500	-	3,500	0.0%	7	7
Total Operating Expenses	89,600	38,809	50,791	43.3%	51,501	12,693
TOTAL TOWN MANAGER	\$ 319,821	\$ 148,870	\$ 170,951	46.5%	\$ 152,528	\$ 3,658



General Fund - Town Clerk
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Mar-20	Fav (unfav)
Personal Services						
Salaries	\$ 117,426	\$ 38,559	\$ 78,867	32.8%	\$ 36,241	\$ (2,318)
Payroll - Vacation	2,301	-	2,301	0.0%	920	920
Employee Award	-	200	(200)	n/a	-	(200)
FICA	9,159	2,949	6,210	32.2%	2,827	(123)
Florida Retirement System	11,973	3,649	8,324	30.5%	3,056	(593)
Health and Life Insurance	31,562	9,511	22,051	30.1%	8,798	(713)
Workers' Comp Insurance	180	65	116	35.8%	85	21
Unemployment Compensation	250	-	250	0.0%	-	-
Total Personal Services	172,851	54,933	117,918	31.8%	51,928	(3,005)
Operating Services						
Coding Ordinance	3,000	1,184	1,816	39.5%	1,303	119
Prof. Services- Digitize records	10,000	405	9,595	4.1%	-	(405)
Contracts - Minutes Preparation	3,000	1,575	1,425	52.5%	-	(1,575)
Temporary Labor	-	9,291	(9,291)	n/a	9,141	(150)
Contracts - Other Services	4,000	1,383	2,617	34.6%	6,165	4,782
Software Maintenance/Support	16,065	3,773	12,292	23.5%	4,942	1,168
Postage and Freight	2,500	810	1,690	32.4%	1,230	420
Copier	6,100	2,199	3,901	36.1%	3,561	1,362
Advertising	10,000	4,246	5,754	42.5%	4,571	325
Office Supplies	5,900	763	5,137	12.9%	2,179	1,416
Website Support	4,967	2,483	2,484	50.0%	2,484	1
Subscriptions and Memberships	5,700	1,575	4,125	27.6%	5,758	4,183
Office Equipment	1,000	225	775	22.5%	-	(225)
Training Expenses	3,500	150	3,350	4.3%	597	447
Resident Mailings	10,000	3,285	6,715	32.9%	2,909	(377)
Total Operating Services	85,732	33,350	52,383	38.9%	44,840	11,490
TOTAL TOWN CLERK	\$ 258,583	\$ 88,283	\$ 170,300	34.1%	\$ 96,768	\$ 8,485



General Fund - Police

For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Mar-20	Fav (unfav)
Personal Services						
Salaries	\$ 1,551,140	\$ 781,284	\$ 769,856	50.4%	\$ 763,283	\$ (18,001)
Paid Holidays	50,201	32,600	17,601	64.9%	34,948	2,348
Overtime	20,000	10,954	9,046	54.8%	15,537	4,583
Overtime - Task Force	26,000	16,207	9,793	62.3%	13,153	(3,054)
Sick Leave Cash Out	31,000	26,714	4,286	86.2%	30,638	3,924
Incentive	17,270	7,785	9,485	45.1%	6,660	(1,125)
Employee Award	-	4,200	(4,200)	n/a	-	(4,200)
FICA	129,715	68,365	61,350	52.7%	66,798	(1,566)
Florida Retirement System	370,871	176,267	194,604	47.5%	177,078	811
Health and Life Insurance	460,326	206,656	253,670	44.9%	197,420	(9,236)
Workers' Comp Insurance	42,153	15,108	27,045	35.8%	16,435	1,328
Tuition Reimbursement	2,250	-	2,250	0.0%	-	-
AD&D Insurance	739	335	404	45.3%	336	1
Unemployment Compensation	1,000	113	887	11.3%	-	(113)
Total Personal Services	2,702,665	1,346,587	1,356,078	49.8%	1,322,287	(24,299)
Operating Expenses						
Contracts - Other Services	22,856	10,679	12,177	46.7%	6,810	(3,869)
Town Attorney	5,000	-	5,000	0.0%	-	-
Prof. Services - IT Services	5,000	1,009	3,991	20.2%	903	(106)
Telephone Services	4,100	1,306	2,794	31.9%	1,806	500
Mobile Phones	4,140	1,702	2,438	41.1%	2,335	633
Postage	500	94	406	18.9%	56	(38)
Electricity	8,500	3,863	4,637	45.5%	3,967	104
Liability and Property Insurance	23,188	11,719	11,469	50.5%	10,081	(1,638)
Building Repairs & Maintenance	5,000	1,036	3,964	20.7%	198	(838)
Radio Maintenance	2,100	-	2,100	0.0%	-	-
Auto Repairs and Maintenance	25,000	3,428	21,572	13.7%	10,391	6,962
Boat Repairs and Maintenance	30,000	20,595	9,405	68.6%	4,094	(16,501)
ATV Repairs and Maintenance	1,500	181	1,319	12.1%	146	(35)
Rental - Vehicles	9,500	5,216	4,284	54.9%	4,543	(672)
Vehicles - GPS	1,364	389	975	28.5%	-	(389)
Copier	3,000	1,268	1,732	42.3%	1,774	506
Miscellaneous Services	1,500	-	1,500	0.0%	20	20
Internet Service	6,550	3,167	3,383	48.4%	2,962	(206)
Physical Examinations	2,500	290	2,210	11.6%	435	145
Office Supplies	3,000	839	2,161	28.0%	199	(639)
Operating Supplies	10,000	2,161	7,839	21.6%	5,131	2,970
Fuel & Oil	32,000	11,511	20,489	36.0%	16,179	4,668



General Fund - Police
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Mar-20	Fav (unfav)
Uniforms Supplies	15,000	6,164	8,836	41.1%	5,198	(966)
Investigation Division	1,500	147	1,353	9.8%	403	256
Subscriptions and Memberships	1,995	3,239	(1,244)	162.4%	1,645	(1,594)
Protective PPE	2,500	5,616	(3,116)	224.7%	-	(5,616)
Protective PPE (Facilities)	2,500	21,391	(18,891)	855.6%	-	(21,391)
Education / Training	20,000	3,564	16,436	17.8%	12,782	9,218
Total Operating Expenses	249,793	120,574	129,219	48.3%	92,059	(28,515)
TOTAL POLICE	\$ 2,952,458	\$ 1,467,161	\$ 1,485,297	49.7%	\$ 1,414,346	\$ (52,815)



General Fund - Facility Services
For the Period Ending March 31, 2021

(50% Yr Complete)

Description						PRIOR YEAR	
	Annual	Year to Date	Amount	% of	Year to Date	Variance	
	Budget	Actual	Remaining	Budget	Mar-20	Fav (unfav)	
Personal Services							
Salaries	\$ 48,818	\$ 23,986	\$ 24,832	49.1%	\$ 24,898	\$ 911	
Vacation Leave Cash Out	3,755	-	3,755	0.0%	1,878	1,878	
Sick Leave Cash Out	1,876	1,878	(2)	100.1%	1,690	(188)	
Employee Award	-	200	(200)	n/a	-	(200)	
FICA	4,165	1,987	2,178	47.7%	2,178	191	
Florida Retirement System	5,445	2,247	3,198	41.3%	2,105	(142)	
Health and Life Insurance	33,969	12,444	21,525	36.6%	14,680	2,236	
Workers' Comp Insurance	1,709	613	1,096	35.8%	1,109	496	
Total Personal Services	99,737	43,355	56,382	43.5%	48,536	5,182	
Operating Expenses							
Telephone Service	8,400	1,957	6,443	23.3%	3,759	1,803	
Utility - Water	7,050	3,085	3,965	43.8%	3,302	217	
Electricity	4,000	1,721	2,279	43.0%	1,839	118	
Utility - Sewer	900	386	514	42.9%	380	(6)	
Internet Service	5,500	2,449	3,051	44.5%	2,376	(73)	
Liability and Property Insurance	19,531	10,537	8,994	53.9%	8,492	(2,045)	
Pest Control - Building/Grounds	1,200	576	624	48.0%	576	-	
R&M - Equipment	10,000	826	9,174	8.3%	1,242	416	
R&M - Grounds	2,000	920	1,080	46.0%	488	(432)	
Landscape Maintenance	10,000	845	9,155	8.4%	2,550	1,705	
Town Hall Maint. / Repairs	8,000	7,355	646	91.9%	1,916	(5,438)	
Generator Maint. Contract	5,200	4,200	1,000	80.8%	1,582	(2,618)	
R&M - Bocce Court	5,000	4,911	89	98.2%	2,488	(2,423)	
Operating Supplies - General	4,000	1,783	2,217	44.6%	5,353	3,570	
Town Events	25,000	12,661	12,339	50.6%	17,682	5,021	
Protective PPE	-	4,030	(4,030)	n/a	-	(4,030)	
Protective PPE (Facilities)	-	3,602	(3,602)	n/a	-	(3,602)	
A/C Maintenance Contract	2,000	-	2,000	0.0%	-	-	
Total Operating Expenses	117,781	61,844	55,937	52.5%	54,027	(7,817)	



General Fund - Other Departments

For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
Finance						
Auditing Services	\$ 19,500	\$ 1,625	\$ 17,875	8.3%	\$ 1,625	\$ -
Accounting/Financial Services	87,640	43,817	43,823	50.0%	42,890	(926)
Investment Services	10,340	4,762	5,578	46.1%	5,119	357
Bank Fees	-	-	-	n/a	135	135
Total Finance Expense	117,480	50,204	67,276	42.7%	49,770	(434)
Fire Rescue						
Fire Service Agreement	833,021	416,510	416,511	50.0%	409,629	(6,882)
Total Fire Rescue Expense	833,021	416,510	416,511	50.0%	409,629	(6,882)
Solid Waste						
Contracts Services	334,682	159,719	174,963	47.7%	134,107	(25,612)
Total Solid Waste Expense	334,682	159,719	174,963	47.7%	134,107	(25,612)
Beach Management						
Engineering – Legal Matters	50,000	-	50,000	0.0%	16,173	16,173
Engineering – Other	15,000	-	15,000	0.0%	-	-
Beach Attorney	500,000	100,778	399,222	20.2%	277,720	176,942
Beach Salvage (Boat removal)	2,000	5,470	(3,470)	273.5%	-	(5,470)
Buoys	20,000	-	20,000	0.0%	859	859
Total Beach Management Expense	587,000	106,248	480,752	18.1%	351,743	245,495
Charitable Donations						
Lighthouse Preservation Contrib.	2,500	-	2,500	0.0%	-	-
Area Council on Aging Contrib.	3,844	3,844	-	100.0%	4,060	216
Total Charitable Donations	6,344	3,844	2,500	60.6%	4,060	216
Contingency	157,479	-	157,479	0.0%	-	-
Total Expense before Transfer Out	2,036,006	736,525	1,299,481		949,308	212,784



General Fund - Other Departments

For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
Transfer Out						
To Transportation Fund	-	-	-	n/a	9,984	9,984
To P&Z and Code Enf. Fund	38,500	5,903	32,597	15.3%	11,012	5,109
To Debt Service Fund	387,952	420,854	(32,902)	108.5%	-	(420,854)
To General Fund CIP	158,500	120,340	38,160	75.9%	72,191	(48,149)
Total Transfer Out	584,952	547,097	37,855	93.5%	\$ 93,187	\$ (453,910)
TOTAL OTHER DEPARTMENTS	\$ 2,620,958	\$ 1,283,622	\$ 1,337,336	49.0%	\$ 1,042,495	\$ (241,127)
TOTAL GENERAL FUND EXPENDITURES	\$ 6,415,941	\$ 3,109,391	\$ 3,306,550	48.5%	\$ 2,831,947	\$ (277,444)



Notes to the Financial Statements - General Fund March 31, 2021

The notes below are intended to provide additional information helpful when reviewing the financial statements. Per the Adopted Budget, the revenues and expenditures should be at 50% through March. Below is an analysis of revenues and expenditures that have significant variances compared to the budget.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Revenues				
FDLE - JAG grant	-	2,170	N/A	JAG Grant for bulletproof vests.
State Revenue Sharing Proceeds	24,000	20,740	86.4%	Revenue from the State.
Local Govt .05c Sales Tax	125,000	63,580	50.9%	Revenue from the State.
Grant Revenue	-	20,923	N/A	FY 2020 CESF (Coronavirus Emergency Supplemental Funding),
Interlocal Agreement	-	74,406	N/A	Broward County Cares Act & Alert Emergency Order Enforcement.
Insurance Reimbursement	-	22,401	N/A	Reimbursement for vehicle collision damage.
Expenditures				
<u>Town Manager</u>				
Life and Health Insurance	18,252	12,420	68.0%	Monthly health insurance increased, additional life insurance annual payment.
Miscellaneous Services	1,000	973	97.3%	Creation of time off policies, professional picture, polo shirts with logo.
<u>Town Clerk</u>				
Contracts - Minutes Preparation	3,000	1,575	52.5%	Summary meeting minutes and zoning minutes.
Temporary Labor	-	9,291	N/A	Temporary Administrative Assistant.
<u>Police</u>				
Payroll-Salaries	1,551,140	781,284	50.4%	Police officer's salaries includes hours for COVID. COVID hours reimbursed by Grant and CARES Act.
Paid Holidays	50,201	32,600	64.9%	Paid for holidays.
Overtime	20,000	10,954	54.8%	Staffing during vacations, sick time and COVID. COVID hours reimbursed by Grant and CARES Act.
Overtime - Task Force	26,000	16,207	62.3%	DEA overtime.
Sick Leave Cash Out	31,000	26,714	86.2%	Paid out annually in December.
Liability and Property Insurance	23,188	11,719	50.5%	General Liability/Auto/Property insurance.
Boat Repairs and Maintenance	30,000	20,595	68.6%	Boat and engine repairs, GPS, rewire dash panel, engine capacitor, fuel hose, boat lift.
Rental - Vehicle	9,500	5,216	54.9%	Rental of vehicles for special duty.
Subscriptions and Memberships	1,995	3,239	162.4%	Annual memberships for BCCPA, FCPA, FL MLUR, FLA-PAC, IACP, NIGP SEFL, FBINAA, Adobe subscription.
Protective PPE	2,500	5,616	224.7%	Black masks, blue masks with logo, hand sanitizer stand, gloves. Expenditures were reimbursed by the CARES Act.
Protective PPE (Facilities)	2,500	21,391	855.6%	Fogging and sanitizing services, hand sanitizer, soap dispenser, HEPA Rx UV Filter machine, cleaning supplies. Expenditures were reimbursed by CARES Act.



**Notes to the Financial Statements - General Fund
March 31, 2021**

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures (continued)				
<u>Facility Services</u>				
Sick Leave Cash Out	1,876	1,878	100.1%	Paid out annually in December.
Liability and Property Insurance	19,531	10,537	53.9%	General Liability/Auto/Property insurance.
Town Hall Maint. / Repairs	8,000	7,355	91.9%	Bridge sign, cable repairs, A/C repairs in Community Room, carport roof repairs.
Generator Maint. Contract	5,200	4,200	80.8%	Remove/replace transfer switch controller, quarterly generator maintenance.
R&M - Bocce Court	5,000	4,911	98.2%	Remove/replace concrete slab at bocce court, trash bin.
Town Events	25,000	12,661	50.6%	Holiday decorations, community shredding.
Protective PPE	-	4,030	N/A	Hand sanitizer stand, gloves, blue masks with logo.
Protective PPE (Facilities)	-	3,602	N/A	Accrylic shields in Commission Chambers.
<u>Beach Management</u>				
Beach Salvage (Boat Removal)	2,000	5,470	273.5%	Mobilization, beach tilling, scarp removal.



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Transportation (Community Bus)
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Local Option Gas Tax	35,971	14,466	21,505	40.2%	16,382	(1,916)
County Transportation Grant	81,900	35,099	46,801	42.9%	9,669	25,430
Total Revenues	117,871	49,565	68,306	42.1%	26,051	23,514
<u>Other Sources</u>						
Transfer In	-	-	-	n/a	9,984	(9,984)
Total Other Sources	-	-	-	n/a	9,984	(9,984)
TOTAL FUNDING	117,871	49,565	68,306	42.1%	36,035	13,530
<u>EXPENDITURES</u>						
Contractual Services	81,900	35,099	46,801	42.9%	36,035	936
Reserves - Future Use	35,971	-	35,971	0.0%	-	-
TOTAL EXPENDITURES	117,871	35,099	\$ 82,772	29.8%	36,035	936
Total Funding over (under)						
Expenditures	\$ -	14,466			\$ -	\$ 14,466
Fund Balance - Beginning		30,696				
Fund Balance - Ending		\$ 45,163				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Marine Law Enforcement Grant
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Marine Law Enforcement Grant	30,336	14,430	15,906	47.6%	8,697	5,733
Total Revenues	30,336	14,430	15,906	47.6%	8,697	5,733
TOTAL FUNDING						
	30,336	14,430	15,906	47.6%	8,697	5,733
<u>EXPENDITURES</u>						
Police Wages	30,336	14,430	15,906	47.6%	8,697	(5,733)
TOTAL EXPENDITURES	30,336	14,430	\$ 15,906	47.6%	8,697	(5,733)
Total Funding over (under)						
Expenditures	<u>\$ -</u>	<u>-</u>			<u>\$ -</u>	<u>\$ -</u>
Fund Balance - Beginning			-			
Fund Balance - Ending		<u>\$ -</u>	-			



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Building Permits
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Building Permit Fees	250,000	194,227	55,773	77.7%	188,970	5,257
Building Admin Fees	-	2,250	(2,250)	n/a	75	2,175
Total Revenues	250,000	196,477	53,523	78.6%	189,045	7,432
TOTAL FUNDING	250,000	196,477	53,523	78.6%	189,045	7,432
<u>EXPENDITURES</u>						
ProfServ-Building Permits - RMA	30,000	9,475	20,525	31.6%	19,000	9,525
ProfServ-Building Permits - CGA	212,500	165,730	46,770	78.0%	160,472	(5,257)
Credit Card Processing Fees	7,500	5,323	2,177	71.0%	2,631	(2,692)
Total Building Permits	250,000	180,528	69,472	72.2%	182,103	1,576
TOTAL EXPENDITURES	250,000	180,528	\$ 69,472	72.2%	182,103	1,576
Total Funding over (under)						
Expenditures	\$ -	15,950			\$ 6,942	\$ 9,008
Fund Balance - Beginning		-				
Fund Balance - Ending		\$ 15,950				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - P&Z and Code Compliance
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Planning & Zoning Fees	10,000	11,750	(1,750)	117.5%	2,350	9,400
Fire Fees	1,500	4,850	(3,350)	323.3%	250	4,600
Total Revenues	11,500	16,600	(5,100)	144.3%	2,600	14,000
<u>Other Sources</u>						
Transfer In	38,500	5,903	32,597	15.3%	11,012	(5,109)
Total Other Sources	38,500	5,903	32,597	15.3%	11,012	(5,109)
TOTAL FUNDING	50,000	22,503	27,497	45.0%	13,612	8,891
<u>EXPENDITURES</u>						
P&Z and Code Compliance						
ProfServ-General Admin - RMA	15,000	5,225	9,775	34.8%	5,825	600
ProfServ-Site Planning - RMA	10,000	6,775	3,225	67.8%	7,800	1,025
ProfServ-Engineering - Other	10,000	3,438	6,563	34.4%	1,400	(2,038)
Code Compliance	15,000	7,065	7,935	47.1%	5,525	(1,540)
Total P&Z, and Code Compliance	50,000	22,503	27,498	45.0%	20,550	(1,953)
TOTAL EXPENDITURES	50,000	22,503	\$ 27,498	45.0%	20,550	(1,953)
Total Funding over (under)						
Expenditures	\$ -	-			\$ (6,938)	\$ 6,939
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ -	-			



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Federal Forfeitures / Asset Sharing
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Federal Forfeitures	-	-	-	n/a	56,003	(56,003)
Interest Income	-	209	(209)	n/a	1,857	(1,648)
Total Revenues	-	209	(209)	n/a	57,860	(57,651)
TOTAL FUNDING	-	209	(209)	n/a	57,860	(57,651)
<u>EXPENDITURES</u>						
Personal Services						
Overtime - WAVES Program	-	2,411	(2,411)	n/a	-	(2,411)
Education / Training	-	3,595	(3,595)	n/a	-	(3,595)
Total Personal Services	-	6,006	(6,006)	n/a	-	(6,006)
Capital Outlay						
Boat Motor	-	50,802	(50,802)	n/a	-	(50,802)
Police Equipment	-	74,948	(74,948)	n/a	-	(74,948)
Total Capital Outlay	-	125,750	(125,750)	n/a	-	(125,750)
TOTAL EXPENDITURES	-	131,756	\$ (131,756)	n/a	-	(131,756)
Total Funding over (under)						
Expenditures	\$	-	(131,546)		\$	57,860 \$ (189,407)
Fund Balance - Beginning		164,949				
Fund Balance - Ending		\$	33,403			



Statement of Revenues, Expenditures and Changes in Fund Balances
Debt Service Fund - (FEMA Bridge Loan)
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Other Sources						
Transfer In	387,952	420,854	(32,902)	108.5%	-	420,854
Total Other Sources	387,952	420,854	(32,902)	108.5%	-	420,854
TOTAL FUNDING	387,952	420,854	(32,902)	108.5%	-	420,854
<u>EXPENDITURES</u>						
Debt Service Expenses						
Principal Debt Retirement	333,628	3,621,979	(3,288,351)	1085.6%	-	(3,621,979)
Interest Expense	54,324	50,930	3,394	93.8%	-	(50,930)
Bank Charges/Fee	-	50	(50)	n/a	-	(50)
Total Debt Service Expense	387,952	3,672,959	(3,285,007)	946.8%	-	(3,672,959)
TOTAL EXPENDITURES	387,952	3,672,959	\$ (3,285,007)	946.8%	-	(3,672,959)
Total Funding over (under)						
Expenditures	\$ -	(3,252,105)			\$ -	\$(3,252,105)
Fund Balance - Beginning		3,252,105				
Fund Balance - Ending		\$ -				



Statement of Revenues, Expenditures and Changes in Fund Balances
Capital Projects Fund - (General Fund Improvements)
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
FEMA reimbursement	\$ 59,500	\$ -	\$ 59,500	0.0%	\$ -	\$ -
Grant Revenue	-	61,283	(61,283)	n/a	-	(61,283)
Total Revenues	59,500	61,283	(1,783)	103.0%	-	(61,283)
Other Sources						
Transfer From General Fund	158,500	120,340	38,160	75.9%	72,191	48,149
Total Other Sources	158,500	120,340	38,160	75.9%	1,296,947	(1,176,608)
TOTAL FUNDING	218,000	181,623	36,378	83.3%	1,296,947	(1,237,890)
<u>EXPENDITURES</u>						
Land Purchase						
Town Attorney	-	1,085	(1,085)	n/a	32,754	31,668
Miscellaneous Services	-	28,632	(28,632)	n/a	2,745	(25,886)
Contracts - Other Services	-	-	-	n/a	13,675	13,675
Total Land Purchase Expense	-	29,717	(29,717)	n/a	49,174	19,457
Beach Projects						
Engineering – Monitoring (FY20 Proj.)	54,500	33,245	21,255	61.0%	-	(33,245)
Engineering – Qtrly Monitoring	5,000	-	5,000	0.0%	-	-
Construction – FY20 Project	-	-	-	n/a	1,224,757	1,224,757
Total Beach Project Expense	59,500	33,245	26,255	55.9%	1,224,757	1,191,512
Miscellaneous						
Underground Utility Project	35,000	4,763	30,238	13.6%	995	(3,768)
Police Cars / Equipment	66,000	113,898	(47,898)	172.6%	22,021	(91,877)
Comm. Chambers Upgrade	50,000	-	50,000	0.0%	-	-
Comm. Chambers Modifications	7,500	-	7,500	0.0%	-	-
Total Misc. Expense	158,500	118,661	39,839	74.9%	23,016	(95,645)
TOTAL EXPENDITURES	218,000	181,623	36,377	83.3%	1,296,947	1,115,324
Total Funding over (under)						
Expenditures	\$ -	-			\$ -	\$ (2,353,214)
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ -				



Statement of Revenues, Expenditures and Changes in Fund Balances
Water Fund (Summary)
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenue						
Water Service Revenue	\$ 1,326,480	\$ 615,675	\$ 710,805	46.4%	\$ 663,345	\$ (47,670)
Water Surcharge	346,700	174,010	172,691	50.2%	173,564	445
Other Miscellaneous Revenue	135,247	25,272	109,975	18.7%	32,286	(7,014)
Total Revenue	1,808,427	814,956	993,471	45.1%	869,196	(54,240)
Other Sources						
Transfer In	477,496	209,741	267,755	43.9%	211,183	(1,442)
Loan Proceeds	640,000	-	640,000	0.0%	-	-
Use (Add to) Net Assets	60,750	-	60,750	0.0%	-	-
Total Other Sources	1,178,246	209,741	968,505	17.8%	211,183	(1,442)
TOTAL FUNDING						
	2,986,673	1,024,697	1,961,976	34.3%	1,080,379	(55,682)
<u>EXPENSES</u>						
Personal Services	535,294	256,822	278,472	48.0%	254,138	(2,684)
Operating Expenses	398,937	123,368	275,569	30.9%	124,425	1,057
Debt Service Expenses	811,446	405,723	405,723	50.0%	391,663	(14,060)
Capital Projects	648,500	-	648,500	0.0%	-	-
Repair & Renewal	65,000	7,743	57,257	11.9%	9,185	1,442
Transfer Out	527,496	234,741	292,755	44.5%	236,183	1,442
TOTAL EXPENSES	2,986,673	1,028,397	1,958,276	34.4%	1,015,594	(12,803)
Total Funding over (under)						
Expenses	\$ -	\$ (3,700)			\$ 64,785	\$ (42,878)
Net Assets - Beginning						
		4,471,434				
Net Assets - Ending						
	\$	4,467,733				



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
FUNDING						
Revenue						
Water Service						
Water-Base Rate	\$ 472,000	\$ 235,746	\$ 236,254	49.9%	\$ 236,034	\$ (288)
Water-Usage	854,480	379,929	474,551	44.5%	427,311	(47,382)
Total Water Service Revenue	1,326,480	615,675	710,805	46.4%	663,345	(47,670)
Other Revenue						
Miscellaneous Revenues	5,500	2,520	2,980	45.8%	371	2,148
Sprint Spectrum Cell Tower	65,675	-	65,675	0.0%	-	-
T-Mobile Cell Tower	33,072	16,536	16,536	50.0%	15,900	636
Hillsboro Inlet	6,000	3,500	2,500	58.3%	3,000	500
Interest	30,000	8,470	21,530	28.2%	12,943	(4,473)
Net Incr (Decr) In FMV-Invest	(5,000)	(5,754)	754	115.1%	71	(5,826)
Total Other Revenue	135,247	25,272	109,975	18.7%	32,286	(7,014)
TOTAL FUNDING	1,461,727	640,946	820,781	43.8%	695,631	(54,685)
EXPENSES						
Personal Services						
Salaries	344,997	158,963	186,034	46.1%	162,732	3,769
Overtime	25,000	9,583	15,417	38.3%	10,033	450
Vacation Leave Cash Out	15,187	18,655	(3,468)	122.8%	14,798	(3,857)
Sick Leave Cash Out	8,065	4,618	3,447	57.3%	3,397	(1,220)
Employee Award	-	1,000	(1,000)	n/a	-	(1,000)
FICA	28,922	14,496	14,426	50.1%	14,370	(126)
Florida Retirement System	39,325	15,977	23,348	40.6%	14,282	(1,694)
Health and Life Insurance	62,182	29,546	32,636	47.5%	27,227	(2,319)
Workers' Comp Insurance	11,116	3,984	7,132	35.8%	7,299	3,315
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	535,294	256,822	278,472	48.0%	254,138	(2,684)
Operating Expenses						
Auditing Services	16,500	1,375	15,125	8.3%	1,375	-
Contracts - Other Services	750	-	750	0.0%	-	-
Postage and Freight	1,000	-	1,000	0.0%	-	-
Telephone Service	7,300	3,746	3,554	51.3%	3,528	(218)
Electricity	54,000	24,752	29,248	45.8%	24,825	73
Liability and Property Insurance	47,373	24,429	22,944	51.6%	20,597	(3,832)



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)

For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
Maint - Distribution System	7,500	1,013	6,487	13.5%	5,068	4,055
Maint - Bldgs / Grounds	15,000	7,001	7,999	46.7%	4,189	(2,813)
Maint - SCADA System	10,000	-	10,000	0.0%	-	-
Repair & Maint - Equipment	32,000	5,012	26,988	15.7%	10,274	5,262
Tools and Equipment	1,000	336	664	33.6%	413	77
Advertising	1,000	-	1,000	0.0%	-	-
Licenses & Permits	5,400	327	5,073	6.1%	1,061	734
Office Supplies	1,500	146	1,354	9.8%	601	455
Computer Expense	6,000	3,527	2,473	58.8%	3,504	(23)
Uniform Supplies	5,500	3,143	2,357	57.2%	3,421	278
Fuel and Oil	5,000	1,720	3,280	34.4%	2,130	410
Sand Change	8,000	4,694	3,306	58.7%	4,434	(260)
Chemicals - Water Treatment	85,000	39,968	45,032	47.0%	36,392	(3,576)
Lab Test Analysis & Supplies	12,500	2,179	10,321	17.4%	2,474	294
Subscriptions and Memberships	500	-	500	0.0%	140	140
Contingency	73,114	-	73,114	0.0%	-	-
Water Conservation Program	3,000	-	3,000	0.0%	-	-
Total Operating Expenses	398,937	123,368	275,569	30.9%	124,425	1,057
Total Exp. Before Transfer Out	934,231	380,190	554,041	40.7%	378,563	(1,627)
Transfer Out						
General Fund	50,000	25,000	25,000	50.0%	25,000	-
Water Debt Service Fund	403,996	201,998	201,998	50.0%	201,998	-
Water CIP Fund	73,500	7,743	65,757	10.5%	9,185	1,442
Total Transfer Out	527,496	234,741	292,755	44.5%	236,183	1,442
TOTAL EXPENSES	1,461,727	614,931	846,796	42.1%	614,746	(185)
Total Funding over (under)						
Expenses	\$ -	26,015			\$ 80,885	\$ (54,870)
Net Assets - Beginning		2,901,450				
Net Assets - Ending		<u><u>\$ 2,927,465</u></u>				



Notes to the Financial Statements - Water Fund March 31, 2021

The notes below are intended to provide additional information helpful when reviewing the financial statements. Per the Adopted Budget, the revenues and expenses should be at 50% through March. Below is an analysis of revenues and expenses that have significant variances compared to the budget.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Operations Fund				
Expenses				
<u>Operating</u>				
Vacation Leave Cash Out	15,187	18,655	122.8%	Paid out annually in December.
Sick Leave Cash Out	8,065	4,618	57.3%	Paid out annually in December.
Telephone Service	7,300	3,746	51.3%	Phone and cell phone service with Comcast and Verizon. Comcast added additional charge for 911 services.
Liability and Property Insurance	47,373	24,429	51.6%	General Liability/Auto/Property insurance.
Computer Expense	6,000	3,527	58.8%	Monthly Google expense, Annual Quikwaters charge \$2,995.
Uniform Supplies	5,500	3,143	57.2%	Monthly uniform service, work boots, safety glasses, gloves.
Sand Change	8,000	4,694	58.7%	Spiractor sand, forklift and pump rental - done twice a year.



Statement of Revenues, Expenses and Changes in Net Assets
Water Debt Service Fund - (State Revolving Loans)
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
FUNDING						
Revenues						
Water Surcharge	\$ 346,700	\$ 174,010	\$ 172,691	50.2%	\$ 173,564	\$ 445
Total Revenues	346,700	174,010	172,691	50.2%	173,564	445
Other Sources						
Operating Transfers-In	403,996	201,998	201,998	50.0%	201,998	-
Use of Fund Balance	60,750	-	60,750	0.0%	-	-
Total Other Sources	464,746	201,998	262,748	43.5%	201,998	-
TOTAL FUNDING	811,446	376,007	435,439	46.3%	375,562	445
EXPENSES						
Debt Service Expenses						
<i>State Revolving Loan - Water Plant</i>						
Principal Debt Retirement	324,180	161,020	163,160	49.7%	157,193	(3,827)
Interest Expense	79,816	40,978	38,838	51.3%	44,805	3,827
<i>State Revolving Loan - Water Main Project</i>						
Principal Debt Retirement	333,941	170,458	163,483	51.0%	158,178	(12,280)
Interest Expense	73,509	33,267	40,242	45.3%	31,487	(1,780)
Total Debt Services Expenses	811,446	405,723	405,723	50.0%	391,663	(14,060)
TOTAL EXPENSES	811,446	405,723	405,723	50.0%	391,663	(14,060)
Total Funding over (under)						
Expenses	\$ -	(29,716)			\$ (16,101)	\$ (13,615)
Net Assets - Beginning		1,569,984				
Net Assets - Ending		\$ 1,540,269				



Statement of Revenues, Expenses and Changes in Net Assets
Capital Projects Fund - (Water Fund Improvements)
For the Period Ending March 31, 2021

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Other Sources						
Interfund Transfer - In	\$ 73,500	\$ 7,743	\$ 65,757	10.5%	\$ 9,185	\$ (1,442)
Loan Proceeds	640,000	-	640,000	0.0%	-	-
Total Other Sources	713,500	7,743	705,757	1.1%	9,185	(1,442)
TOTAL FUNDING	713,500	7,743	705,757	1.1%	9,185	(1,442)
<u>EXPENSES</u>						
Plant Project						
Well Rehabilitation	120,000	-	120,000	0.0%	-	-
Storage Tank	350,000	-	350,000	0.0%	-	-
Total Plant Project	470,000	-	470,000	0.0%	-	-
Other Expenses						
Repair & Renewal	65,000	7,743	57,257	11.9%	9,185	1,442
Water Tower Rehab	100,000	-	100,000	0.0%	-	-
Beach Tank Repainting	8,500	-	8,500	0.0%	-	-
Roof - Pump House	60,000	-	60,000	0.0%	-	-
Perimeter Fence	10,000	-	10,000	0.0%	-	-
Total Other Expenses	243,500	7,743	235,757	3.2%	9,185	1,442
TOTAL EXPENSES	713,500	7,743	705,757	1.1%	9,185	1,442
Total Funding over (under)						
Expenses	\$ -	-			\$ -	\$ -
Net Assets - Beginning			-			
Net Assets - Ending		\$ -	-			

Town of Hillsboro Beach

Supporting Schedules

March 31, 2021



**Cash and Investment Balances
March 31, 2021**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>MATURITY</u>	<u>BALANCE</u>	<u>NOTES</u>
Commercial Analysis Checking Account	BankUnited	0.00%	N/A	\$968,005	Earns a credit allowance of 0.25%. Yield is 0 since fees are netted against credit allowance. Operating account for AP invoices and payroll.
Money Market Account	BankUnited	0.20%	N/A	\$1,935,816	Excess cash from General & Water Funds.
Money Market Account	BankUnited	0.20%	N/A	\$813,273	(1) Reserve for both SRL Loans.
Money Market Account	BankUnited	0.20%	N/A	\$33,403	(2) Federal Forfeitures/Asset sharing.
State Board Account	Florida Prime	0.13%	N/A	\$431,065	Excess cash from the General Fund.
Investment Account	BB & T	1.43%	N/A	\$3,423,578	See Investment Report for further details.
TOTAL				<u><u>\$7,605,140</u></u>	

Footnotes:

(1) Restricted funds for State Revolving Loans.

(2) Restricted funds for Federal Forfeiture/Asset sharing.



Investment Portfolio

Trades Settled as of 03/31/21

Posting Date	CUSIP #	Description	Rating	Maturity Date	Par Value	Premium / Discount	Market Value	Accrued Interest	Annual Income	Yield to Maturity
	SA0000560	BB&T TRUST DEPOSIT RIS			6,562	-	6,562	-	1	0.01%
		Subtotal			6,562	-	6,562	-	1	0.01%
09/27/19	037833DL1	APPLE INC	AA+	09/11/22	50,000	(72)	51,075	47	850	0.19%
10/30/19	166764BN9	CHEVRON CORP	AA	03/03/22	50,000	307	50,946	201	1,249	0.45%
01/27/21	3130AKQM1	FED HOME LOAN BANKS	AA+	01/27/26	200,000	-	196,456	-	600	0.31%
02/03/21	3130AKYD2	FED HOME LOAN BANKS	AA+	08/17/26	70,000	-	68,769	-	490	1.00%
11/03/15	313381BR5	FED HOME LOAN BANK	AA+	12/09/22	100,000	(1,804)	102,864	896	1,875	0.18%
08/26/20	3133EL3P7	FED FARM CREDIT BANK	AA+	08/12/25	250,000	(250)	245,593	55	1,325	0.91%
06/23/20	3133ELE67	FED FARM CREDIT BANK	AA+	06/03/24	290,000	(145)	290,189	98	1,682	0.56%
06/23/20	3134GVYP7	FED HOME LOAN MTGE CORP		05/27/25	210,000	(997)	207,497	79	1,050	0.76%
10/09/20	3134GW4B9	FED HOME LOAN MTGE CORP		10/29/25	55,000	(110)	53,718	-	275	0.99%
10/28/20	3136G45H2	FED NATL MTGE ASSN	AA+	10/29/25	55,000	(55)	53,946	-	275	0.90%
10/23/20	3136G45X7	FED NATL MTGE ASSN	AA+	10/29/26	140,000	-	137,245	-	980	1.03%
07/16/18	341271AB0	FLORIDA ST BRD OF ADMIN FIN CORP	AA	07/01/21	200,000	(2,202)	201,122	-	5,276	0.28%
09/16/20	341271AD6	FLORIDA ST TXBL	AA	07/01/25	185,000	-	186,717	-	2,327	1.01%
04/09/20	342816P66	FLORIDA ST MUN PWR AGY REV		10/01/22	200,000	2,246	204,444	186	5,160	1.07%
05/21/20	43232VVH1	HILLSBOROUGH CNTY TXBL	AA-	07/01/25	200,000	-	206,196	-	3,830	1.15%
12/31/18	54289SBG1	LONGBOAT KEY FL SPL ASSMNT REV	AA+	08/01/24	105,000	(884)	107,864	-	4,200	2.48%
08/09/18	59333HCL8	MIAMI-DADE CNTY FL PROF SPORTS	AA	10/01/22	75,000	-	77,558	-	2,517	1.04%
08/05/20	593561BE2	MIAMI GARDENS FL TXBL	AA	07/01/25	125,000	-	127,783	-	1,674	0.79%
01/17/20	661046BV3	NORTH MIAMI BEACH FLA WTR	A+	08/01/24	160,000	-	165,710	-	3,234	0.92%
01/18/19	68389XBB0	ORACLE CORP	A+	05/15/22	60,000	(940)	61,170	283	1,500	0.63%
05/16/18	68389XBK0	ORACLE CORP	A+	09/15/21	50,000	(1,783)	50,293	166	950	0.66%
02/27/20	758449RV6	REEDY CREEK FL IMPT DIST TXBL	A	06/01/24	150,000	-	155,466	-	2,504	0.50%
05/11/18	78013XKG2	ROYAL BANK OF CANADA	AA-	04/30/21	50,000	(46)	50,107	67	1,600	0.66%
04/03/20	822582AX0	SHELL INTERNATIONAL FIN	AA-	08/12/23	30,000	976	32,129	156	1,020	0.40%
01/16/19	89236TCQ6	TOYOTA MOTOR CREDIT CORP	AA-	07/13/22	60,000	(649)	61,922	23	1,680	0.31%
04/06/20	89236TGW9	TOYOTA MOTOR CREDIT CORP	AA-	03/30/23	30,000	276	31,473	-	870	0.43%
03/13/20	912828Q60	US TREASURY INFL INDEX BD		04/15/21	275,885	(2,736)	276,445	139	345	0.12%
		Subtotal			3,425,885	(8,869)	3,454,695	2,397	49,337	1.43%
		Total			3,432,447	(8,869)	3,461,258	2,397	49,338	1.43%



Ridership Summary

March 31, 2021

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
40		33		39	
39		40		40	
42		40		43	
41		15		42	
44		42			

Total Monthly Passengers:

540

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
110.0		87.0		109.0	
109.0		109.0		109.0	
109.0		109.0		109.0	
110.0		106.0		109.0	
109.0		109.0			

Total Monthly Revenue Miles:

1503.0

Total Scheduled Revenue Miles

1523.7

Total Vehicle Hours

135.4

Total Revenue Hours

123.6

Service Days

14

Missed Service in Minutes

0

Passengers per revenue hour

4.4

Total Monthly Vehicle Miles:

1,832.0



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011
Fax: (954) 427-4834

TO: Mayor Deb Tarrant and Commission

FROM: Steve Mitchell, Building Official

DATE: April 16, 2021

SUBJECT: March 2021 Building Department Report

Building Department traffic continued to increase through March, with the permit issued for the new single-family residence at 1105 Hillsboro Mile, and approval given to Bomar Builders at 999 HM to start site and foundation work for another new home. Two other new-construction homes are anticipated to enter plan review in the coming weeks. Currently two major interior renovations of single-family homes are in-progress, and two additional interior projects of significant scope are in plan review.

Construction activity in the condo and co-op buildings seems to be making a slow climb back to normal, with window/door replacements, and kitchen/bath renovations increasing. Condo associations have also submitted applications for a number of common area projects, including enhanced access control/security systems and upgraded fire protection systems.

On the commercial side, the Seabonay/Hillsboro Beach Resort is still under construction, with active permits.

Respectfully Submitted,

Steven Mitchell

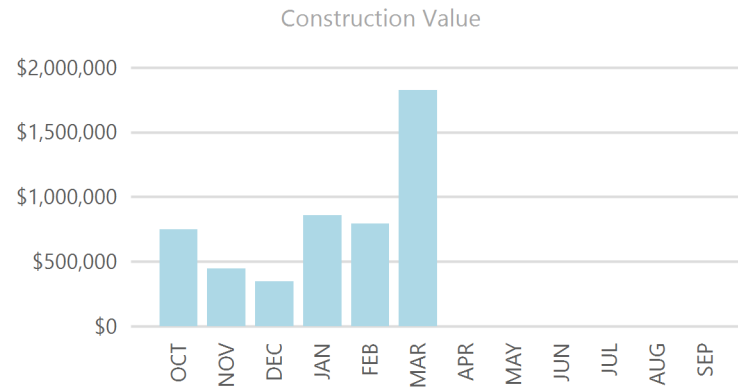
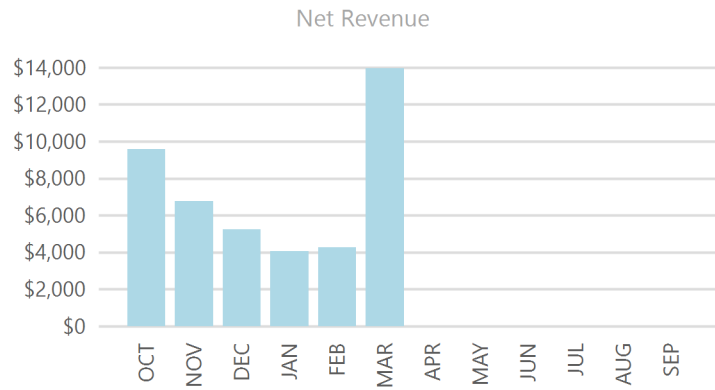
Building Official | Chief Electrical Inspector
Building Code Services | Town of Hillsboro Beach



**The Town of Hillsboro Beach
Building Department
Summary Report**

**Start Date: 3/1/2021
End Date: 3/31/2021**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD
Construction Value	\$750,861	\$445,307	\$347,211	\$858,794	\$793,025	\$1,825,713	\$0	\$0	\$0	\$0	\$0	\$0	\$5,020,911
Building Permit Fees	\$30,365	\$16,721	\$27,927	\$23,155	\$25,451	\$68,624	\$0	\$0	\$0	\$0	\$0	\$0	\$192,243
Fire & Zoning Fees	\$5,038	\$4,275	\$1,050	\$600	\$450	\$3,675	\$0	\$0	\$0	\$0	\$0	\$0	\$15,088
Total Revenue	\$35,403	\$20,996	\$28,977	\$23,755	\$25,901	\$72,299	\$0	\$0	\$0	\$0	\$0	\$0	\$207,330
CGA Expense	\$25,811	\$14,212	\$23,738	\$19,681	\$21,633	\$58,331	\$0	\$0	\$0	\$0	\$0	\$0	\$163,406
Town Revenue	\$9,592	\$6,783	\$5,239	\$4,073	\$4,268	\$13,969	\$0	\$0	\$0	\$0	\$0	\$0	\$43,924





**The Town of Hillsboro Beach
Building Department
Finance Report**

**Start Date: 3/1/2021
End Date: 3/31/2021**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$68,624.29	\$10,293.64	\$1,350.00	\$2,325.00	\$575.00	\$58,330.65	\$960.68	\$740.93	\$506.00
YTD	\$192,242.73	\$28,836.41	\$7,850.00	\$7,237.50	\$2,325.00	163,406.32	\$2,823.68	\$2,181.64	\$1,552.18



**The Town of Hillsboro Beach
Building Department
Permit Report**

**Start Date: 3/1/2021
End Date: 3/31/2021**

Permit Type	# Issued	Building Permit Fees
COMMERCIAL ALTERATION	1	1,508.90
COMMERCIAL BACKFLOW	1	125.00
COMMERCIAL CONCRETE RESTORATION	1	384.25
COMMERCIAL FENCE	2	544.01
COMMERCIAL FIRE ALARM	1	4,653.00
RESIDENTIAL A/C CHANGE OUT	9	1,453.00
RESIDENTIAL ALTERATION	7	2,582.74
RESIDENTIAL DOCK	1	215.00
RESIDENTIAL ELECTRICAL MISCELLANEOUS	2	345.00
RESIDENTIAL WATER HEATER	3	565.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	8	2,404.36
SINGLE FAMILY RESIDENCE	3	53,844.03
	39	\$68,624.29



**The Town of Hillsboro Beach
Building Department
Issued Permits Report**

**Start Date: 3/1/2021
End Date: 3/31/2021**

	Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
COMMERCIAL ALTERATION	484308AP0000	2114799-0	3/5/2021	1199 HILLSBORO MILE- COMMON AREA	HILLSBORO IMPERIAL CONDO	\$53,355.00
	Grand Total					\$53,355.00
RESIDENTIAL ALTERATION	484308AH1890	2114817-0	3/9/2021	1147 HILLSBORO MILE (UNIT 703)	OPAL TOWERS SOUTH	\$39,600.00
	484308080710	2114875-0	3/23/2021	1194 HILLSBORO MILE (UNIT 71)	HILLSBORO BCH & YACHT VILLAS	\$42,850.00
	Grand Total					\$82,450.00
SINGLE FAMILY RESIDENCE	484317000082	2114901-0	3/30/2021	1105 HILLSBORO MILE (SFR)	17-48-43 N 1 OF GOV LOT 1 LYING BET A LINE PARA	\$1,381,760.00
	Grand Total					\$1,381,760.00



**The Town of Hillsboro Beach
Building Department
Activity Report**

**Start Date: 3/1/2021
End Date: 3/31/2021**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	51	33	18
Electrical	26	28	9
Plumbing	32	28	14
Mechanical	0	22	13
Fire	9	5	2
Zoning	0	10	4
Totals	118	128	78



**The Town of Hillsboro Beach
Building Department
Plan Review Times Report**

**Start Date: 3/1/2021
End Date: 3/31/2021**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	115	3.88	25.98



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 3/1/2021 To 3/31/2021 Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	26
Cases Opened During Period	4
Cases Opened as result of Complaint	4
Cases Closed During Period	3
Cases Closed due to compliance	2
Cases Open at End of Period	27
Inspections	4
Reinspections	5
Total	9
Special Magistrate Cases During Period	6

Case Summary by Officer

Officer	Open at Start	Opened During Period	Opened as result of Complaint	Closed During Period	Closed due to compliance	Open at End of Period
B. Pita/N/A	17	2	2	0	0	19
M. Sotolongo/N/A	9	2	2	3	2	8
Total	26	4	4	3	2	27



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 3/1/2021

To 3/31/2021

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	2	0	2
M. Sotolongo/N/A	2	5	7
Total	4	5	9

Summary of Cases Opened by Incident Type

Incident Type	Number
Property Maintenance	2
Artificial Lighting Regulations	1
Nuisance	1
Total	4

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$15,325.00	\$16,275.00	\$31,600.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$15,325.00		\$31,600.00



Case Action Report*

From 3/1/2021

To 3/31/2021

Corridor (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued		
3/2/2021	Property Maintenance outh East Tower - Rooftop mounted equipment is rusted out, please clean an paint rooftop mounted equipment.	1236 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 REC	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/2/2021	Notice of Violation	B. Pita
				3/2/2021	Complaint	M. Sotolongo
				3/30/2021	Notice of Hearing	S. Lowe
3/23/2021	Nuisance Bulk trash set curbside past collection day.	1166 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/23/2021	Courtesy Notice	M. Sotolongo
				3/23/2021	Complaint	M. Sotolongo
				3/24/2021	Affidavit of Compliance	
3/29/2021	Property Maintenance Collection of about 75 bags full of what appears to be landscape material.	985 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/28/2021	Complaint	M. Sotolongo
				3/29/2021	Courtesy Notice	M. Sotolongo
3/29/2021	Artificial Lighting Regulations Landscape light causing glow visible from beach area.	1035 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 2 #Rear Common Area	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/29/2021	Courtesy Notice	B. Pita
				3/29/2021	Complaint	B. Pita

*Cases included in this report are those where the owner was first cited within the date range and corridor specified



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Town Manager Report - Mac Serda

1. Light Fixtures for Town Hall
2. 2022 Election Cost Estimate
3. Blood Drive - Sat. May 22, 2021
4. Shredding/Electronic Recycle & HHW Event - Sat. May 22, 2021

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. Kichler - Option A
 2. Kichler - Option B
 3. Hillsboro Beach - 2022 Election Cost Estimate
 4. Blood Drive - Saturday 5-22-2021
 5. Shredding Event Saturday 5-22-2021
 6. estimated budget



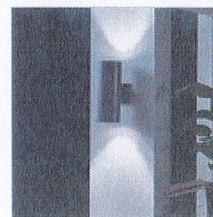
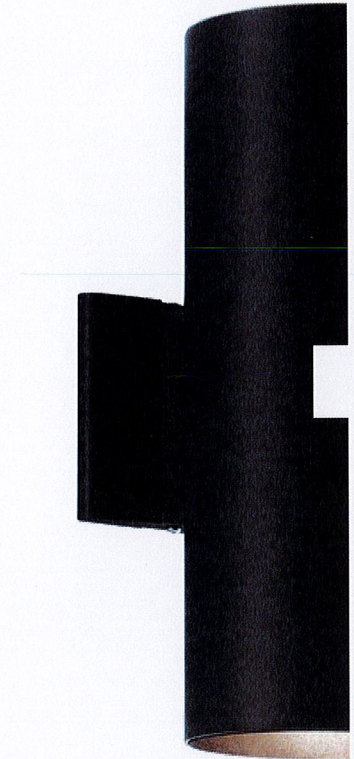
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Share

Cylinder 15" 2 Light Wall Light Black

\$124.95

1246BK (Black)



1/4

★★★★★ 4.8 (17) [Write a review](#) [Ask a question](#)

This 2-light wall cylinder features a unique two light design in a Black finish that shoots light both up and down your walls.

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Add to Favorites

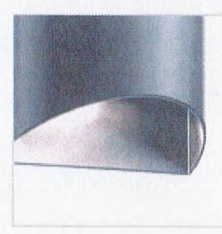
Share

VESLEY COLLECTION

Wesley 2 Light LED Wall Light Architectural Black

\$374.99

I9279BKLED (Black)



★★★★★ 5.0 (3) [Write a review](#) [Ask a question](#)

Wesley 2 Light LED Outdoor Wall Light mirrors the lines and shapes found on your contemporary home. The half-moon

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MEMORANDUM

TO: Sherry D. Henderson, Town Clerk

FROM: John Way 
Director of Candidate & Elections Services

DATE: April 22, 2021

SUBJECT: 2022 March Municipal Election Cost Estimate

As required by Florida Law, please review this estimate for your Municipal Election costs to conduct the 2022 March Election. Keep in mind this is only an estimate based on past costs and turnout associated with this type of election. Having said that we are doing our best to streamline processes and eliminate inefficiencies to drive down operational costs in conducting future Broward County Elections.

Municipality	Estimated Cost
Hillsboro Beach	\$3,900

Please contact the Supervisor of Elections, Joe Scott directly regarding any questions that you may have. The Supervisor can be reached at 954-712-1951 or email JScott@browardsoe.org.

Be Part of the 10% That Donate

DONATE BLOOD



Saturday, May 22, 2021

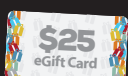
8:00 AM - 1:00 PM

Town of Hillsboro Beach

All donors will receive a OneBlood Car Sun Shade and a \$10 eGift Card! Plus, a wellness checkup including COVID-19 antibody test, blood pressure, temperature, iron count, pulse and cholesterol screening!

Appointments are encouraged, please visit
www.oneblood.org/donate-now and use sponsor code #62809

**MAY
THROUGH
AUGUST**



GO FOR GOLD THIS SUMMER
THE CHALLENGE IS ON FOR WHOLE BLOOD DONORS!

**LEARN
MORE**



ID required. Donors must be at least 16 years old. Those who are 16 years old need parental permission. See website for more details. *One offer per donor, per donation. No cash value. Not-transferable. Not responsible for lost or stolen gift card. If you have recently donated, thank you. Please visit us when you are eligible to donate again. Donor must have successful donation to obtain results. If donor does not have account created in donor portal already, they must provide email address to phlebotomist at the time of registration so account can be created. Donor will receive email post donation with instructions. The same email provided at registration is used to activate donor portal account.

oneblood.org 1-888-9-DONATE

ID REQUIRED

oneblood
Share your power.



Town of Hillsboro Beach

FREE EVENT

**Shredding, Electronic Recycling &
Household Hazardous Waste Drop-off
Saturday, May 22, 2021**

9:00AM - 12:00pm

**Electronics
Recycling**



**HOUSEHOLD HAZARDOUS
WASTE DROP-OFF EVENT**



Town Hall
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
954-427-4011

**Proof of Residency
Required**

Event Budget for Shredding, Electronics Recycling & Household Hazardous Waste May 22, 2020

Expenses

	Estimated	Actual
Total Expenses	\$2,762.98	\$0.00

Contracts	Estimated	Actual
Waste Pro (HHW & Electronics Recycling Pick-Up)	\$2,000.00	\$0.00
Proshred (3 hours of Shredding @ \$250/ hr)	\$750.00	\$0.00
	\$2,750.00	\$0.00

Publicity	Estimated	Actual
Fast Signs (Using the previous outdoor signs)	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00

Site	Estimated	Actual
Hillsboro Beach Tents	\$0.00	\$0.00
	\$0.00	\$0.00

Refreshments	Estimated	Actual
2 cases bottled water	\$12.98	\$0.00
	\$2,762.98	\$0.00



TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: Town Attorney Report - DJ Doody

1. Special Magistrate's Resignation

Submitting Dept: Town Clerk, Sherry D. Henderson, Town Clerk

Agenda Date: May 4, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None