



AGENDA

Town of Hillsboro Beach Commission Meeting

July 6, 2021
9:00 AM



MAYOR

Honorable Deborah L. Tarrant

VICE MAYOR

Honorable Irene Kirdahy

COMMISSIONERS

Honorable Vicky Feaman
Honorable Barbara Baldassarre
Honorable Jane Reiser

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

July 6, 2021 | 9:00 AM

REGULAR TOWN COMMISSION MEETING AGENDA

MAYOR DEBORAH L. TARRANT
VICE MAYOR IRENE KIRDAHY
COMMISSIONER VICKY FEAMAN
COMMISSIONER BARBARA BALDASARRE
COMMISSIONER JANE REISER

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, July 6, 2021, immediately following the Board of Zoning & Appeals Hearing. A quorum of the Town Commission will be physically present at the meeting. The public can attend in person. However, for health and public safety, the meeting will also utilize communications media technology to allow the public to participate via Zoom video conference. LIVE ZOOM Meeting number: 878 4736 1566 Passcode: 951699

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

I. APPROVAL OF MINUTES

- A. June 1, 2021 Board of Zoning & Appeals Meeting
- B. June 1, 2021 Regular Commission Meeting
- C. June 15, 2021 Special Commission Meeting

II. PRESENTATIONS

- A. Certificate of Commendation Presented to CRS. Tyler Franco
- B. Certificate of Commendation Presented to Officer James Nolan
- C. Life Saving Award Presented to Sergeant Andrew Kirchoff

III. ORDINANCES

A. PUBLIC HEARING - Ordinance No. 2021-07

Amendment to the Town's Code of Ordinance, Amending Ch. 12-49 "Site Plan Requirements" and Creation of Section Entitled "Excavation" (First 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 12-49, ENTITLED "SITE PLAN REQUIREMENTS"; BY SPECIFICALLY CREATING SECTION 12-49 (C), ENTITLED "EXCAVATION", TO PROVIDE FOR THE USE OF BEACH COMPATIBLE SAND; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

IV. DISCUSSION & POSSIBLE ACTION

V. RESOLUTIONS & CONTRACTS

A. RESOLUTION NO. 2021-29

Resolution of the Town of Hillsboro Beach Commission Authorizing the Purchase of One (1) 2021 Marked Patrol Police Vehicle with Peripherals and Equipment from Bartow Ford, Piggybacking the Terms of the Charlotte County, Florida Contract #2018000509.

B. RESOLUTION NO. 2021-30

Resolution of the Town of Hillsboro Beach Commission Authorizing the Use of \$12,543.00 of Federal Forfeiture Funds to Purchase One (1) Electronic Message Board with Radar and Traffic Statistic Package, Piggybacking the Terms of the Florida Sheriffs Contract #FSA20-EQU118.0.

C. RESOLUTION NO. 2021-31

Resolution of the Town of Hillsboro Beach Commission Approving and Authorizing the Town of Hillsboro Beach to Join with the State of Florida and Other Local Governmental Units as a Participant in the Florida Memorandum of Understanding and Formal Agreements Implementing a Unified Plan Relating to the Proposed Allocation and Use of Opioid Settlement Proceeds.

VI. CONSENT

A. INVOICES FOR APPROVAL

1. **CG&A: Invoice # 86104** Services rendered thru 5/31/2021 **\$16,154.29**
2. **GCDE: Invoice # 36434** Services rendered from 5/25/2021 thru 6/28/2021 **\$8,828.65** (General Matters)
3. **GCDE: Invoice # 36435** Services rendered from 5/26/2021 thru 6/28/2021 **\$1,215.00** (Development)
4. **Inframark: Invoice # 64724** Services provided for the month of June 2021 **\$7,397.70**
5. **LSF: Invoice # 21-0531-26** Transportation Services provided for the month of May 2021 **\$5,615.88**
6. **Moffatt & Nichol: Invoice # 00761050** Services rendered from 3/28/2021 thru 5/29/2021 **\$2,525.25**
7. **RMA: Invoice # 4604** Services rendered from 5/1/2021 thru 5/31/2021 **\$4,475.00**

VII. BEACH REPORT

A. BEACH REPORT

1. Hurricane Dorian FEMA Update
2. City of Deerfield Beach Joint Project Update

VIII. STAFF UPDATES

A. Police Department

Presented by Chief Jay Szesnat

B. Finance Dept

Presented by Stephen Bloom, Inframark

1. Financial Report for May 2021
2. FY2022 Budget Presentation
3. Approval of the FY2022 Proposed Millage Rate and First Public Hearing Date (Action Item)

C. Building Department

Presented by Steve Mitchell, Building Official, CG&A

D. Code Compliance

Presented by Terry-Ann Boyd-Reynolds, CG&A

IX. TOWN MANAGER REPORT

- A. 1. State Road A1A Design
- 2. Town Hall Exterior
- 3. Pumphouse Re-roof

X. TOWN ATTORNEY REPORT

XI. TOWN COMMISSION COMMENTS/REPORTS

XII. PUBLIC COMMENTS

XIII. ADJOURNMENT

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



DRAFT

MINUTES TOWN OF HILLSBORO BEACH BOARD OF ZONING & APPEALS MEETING JUNE 1, 2021

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 Present

Mayor Deborah L. Tarrant
Vice Mayor Irene Kirdahy

Commissioner Barbara Baldassarre
Commissioner Vicky Feaman

Town Staff Present

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

Also Present

Joe Arenal, Town Planner (RMA)

I. APPROVAL OF AGENDA

Not addressed.

II. QUASI-JUDICIAL PUBLIC HEARINGS

- A. Site Plan Approval Request Submitted by Justice Bentz with W.A. Bentz Construction, Authorized Agent for Property Located at 985 Hillsboro Mile, Hillsboro Beach, FL 33062.

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

Town Planner Joe Arenal presented the request for site plan approval, which was submitted on March 2, 2021. He explained the application was for a new two (2) story single-family residence on the east side of A1A, with improvements on the west side limited to raising the seawall to meet requirements.

Mr. Arenal reviewed the application briefly and noted staff recommended approval conditional on comments being addressed, as follows:

1. Provide Florida Department of Environmental Protection approval for construction beyond Coastal Construction Line. Approval will be required as part of the Zoning approval for Building Permit Application.
2. Compliance with section 3-9 Requirements for Marine Turtle Protection
3. Broward County Tree removal permit (if necessary).
4. Broward County Environmental approval for beach walkover and work in dune.
5. Construction Site Management Plan per 12-50
6. Wiring along A1A will be buried per section 4-7
7. Provide FDOT approval for driveway connection and right of way dedication.
8. Compliance with FEMA flood elevation requirements.

Mr. Arenal noted comment eight (8) was addressed prior to the meeting.

Justice Bentz thanked the Commissioners for their time and stated the owners were excited to get started.

Mayor Tarrant stated she liked the plan. She noted that she liked that the structure did not dominate the lot, seawall improvements were included, powerlines would be buried, and no variance was requested.

Mr. Bentz noted that they would submit for building approval following site plan approval and stated that they hoped to get started within the next three (3) months.

Discussion ensued regarding parking issues and enforcement.

Mayor Tarrant asked about parking issues and enforcement, requested verification that the walkway jutting into the side setback was for pedestrians only, and made note that changes to the dune line were subject to Broward County approval. She asked for clarification on the roof line shown in the site plan.

Mr. Arenal reviewed the plans and noted the elevation is based on average dune height. He stated the chimney was exempt from the height requirement.

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 Feaman, to approve the site plan for 985 Hillsboro Mile with the requirement that the applicant comply with all eight (8) staff comments. In a roll call vote, the **motion** passed unanimously. (4-0)

III. ADJOURNMENT

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

There being no further business before the Board of Zoning and Appeals, the meeting was adjourned at 9:17 a.m.

ADOPTED THIS _____ DAY OF _____, 2021.

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC, Town Clerk



DRAFT

MINUTES TOWN OF HILLSBORO BEACH REGULAR COMMISSION MEETING JUNE 1, 2021

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 9:18 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 Vicky Feaman

Town Staff

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

Also Present

Jay Szesnat, Police Chief
Steve Mitchell, Building Official (CG&A)
Bernard Pita, Code Compliance (CG&A)
Steven Bloom, Finance (Inframark)

APPROVAL OF AGENDA

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

I. APPROVAL OF MINUTES

A. Minutes of the May 4, 2021 Regular Meeting

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

II. PRESENTATIONS

A. Presentation on Broward County Solid Waste and Recycling, with Possible Action by Town Commission

Cooper City Mayor Greg Ross, Chair of the Solid Waste Working Group, explained the parameters of the discussion and introduced the Vice Chair of the group, Broward County Commissioner Beam Furr to make a *PowerPoint* presentation.

Commissioner Furr provided a brief history of the solid waste disposal issue in the County since the end of the long-term disposal agreements in 2013, including the creation of the Solid Waste Working Group in November 2019. He reviewed the timeline and overall vision for local control. Continuing, Commissioner Furr explained the disposal contracts were on a five (5) year cycle of renewing options, with the second renewal coming up on July 3, 2023. He stated the deadline to renew was January 15, 2022 and explained the renewal conditions.

Commissioner Furr shared a chart of the final disposition of municipal solid waste by County, including total waste collected and recycling rates, and a spreadsheet of cost comparisons for three (3) different scenarios. Commissioner Furr reviewed the benefits and drawbacks of the options, including Interlocal Agreement, Dependent Solid Waste District, and Independent Solid Waste District. Commissioner Furr stated the Solid Waste Working Group had voted against an Independent District and shared some of the feedback received from the municipalities and County Commissioners.

Cooper City Mayor Ross pointed out the Solid Waste Working Group had originally recommended an Independent Statutory District by a vote of six (6) to three (3), then took the feedback of the County Commissioners into account and revoted six (6) to (2) to reverse the decision. He acknowledged past trust issues with the County and stressed the importance of working together.

Commissioner Furr discussed the next steps, including prioritization of a waste generation study. He stated the County has committed to paying 50 percent of the cost for the study, with a formula based on population to split the remaining cost. He explained the budget line item was not yet prepared and shared the Palm Beach County numbers for reference. Commissioner Furr stated the Town of Hillsboro Beach was being asked to sign an amendment to the Memorandum of Understanding (MOU) with the other municipalities to share in the cost and allow for the study to move forward.

Cooper City Mayor Ross explained the Working Group had looked at different options for paying the cost of the study, including by volume and dividing evenly. He stated the determination by consensus was that population was the fairest way to divide the cost.

Commissioner Baldassarre confirmed that the financial ask at this point was only related to the study.

Commissioner Furr stated this was correct and clarified that amending the MOU at this point did not mean the Town was agreeing to a specific option.

Mayor Tarrant stated that progress on the project had been excruciatingly slow and expressed concern the decisions made by larger municipalities would drive how it turned out for smaller municipalities. She asserted the current structure of the County government did not lend itself to efficiency and stated adding to the County bottle neck did not make sense. Continuing, Mayor Tarrant asked why the Independent District could not be pursued and noted that Palm Beach County had a different form of government. She asserted the County administration was not effective as it is now, wherein lay the trust issues, and asked if there were examples of other governments set up like Broward County that had successful systems in place for solid waste.

Commissioner Furr responded that the issue had required everyone to take a look at the government system and had many similar conversations. He stated that he was optimistic an Interlocal Agreement would give the local municipalities control, rather than being heavy handed on the County level. He addressed the importance of banding together to reduce the cost of providing the service.

Vice Mayor Kirdahy asked what happened with recycling, and what the program would do to improve on that.

Commissioner Furr stated part of the issue was that recycling stopped being accepted by the world market due to contamination. He noted there also was not the same level of demand as previously existed and discussed education campaigns related to recycling.

B. Presentation and Update on A1A Project by CG&A

Jenna Martinetti of Calvin, Giordano, and Associates provided a brief update on the A1A project. She shared a *PowerPoint* presentation regarding the improvements.

Ms. Martinetti reviewed a few of the proposed typical sections and provided an explanation of the proposals. She stated detail by address would be available at the July 1 public meeting. Ms. Martinetti briefly reviewed the process schedule. She noted the Florida Department of Transportation (FDOT) public meeting had been switched from

being fully virtual to being hybrid.

Mayor Tarrant asked if the presenters would be on site live at the July 1 meeting.

Ms. Martinetti stated that was her understanding, but it was a recent change, and she did not have specifics.

Town Manager Mac Serda added that there would be presenters on site, but he was not sure that all presentations would be on site. He stated a location was still in the works.

Mayor Tarrant asked about the center of the mile, which was not included in the cross-sections provided by the FDOT.

Ms. Martinetti stated that she had also noticed the section was missing and had requested the gap be filled.

Mayor Tarrant asked staff to verify that FDOT was using the newest, most salt-resistant material for the project. She referenced an article about another community having to adjust their plans mid-project, regarding drainage.

Vice Mayor Kirdahy asked about the pumping and drainage in the plan.

Ms. Martinetti stated there was not pumping or drainage involved in the plan at this point. She noted FDOT staff had stated it was well-draining soil and there would be less water because of the new design. She added that she did not believe this meant they should let it go.

Mayor Tarrant responded that the project referenced in the newspaper should be researched so that the Hillsboro Beach project was done correctly the first time. She noted the seawalls were also being raised, so it was a major problem that there weren't any pumps.

Ms. Martinetti stated she had also noted the concern and would research the issue and stay on FDOT about the pumps and drainage.

Mayor Tarrant asked if the Town needed to get their County Commissioner and State Representative involved.

Mr. Serda replied favorably and discussion ensued regarding the request and legislation related to sea level rise.

Ms. Martinetti stated the FDOT had asserted the project was for mobility and expressed concern about how much road raising and drainage could be addressed with funds earmarked for that purpose from the MPO.

Mayor Tarrant asked that Ms. Martinetti ensure her comments mentioned the seawall height when addressing drainage.

Jane Reiser, 1051 Hillsboro Mile, asked for clarification on water accumulating in the bike lane. She stated that was what the Town had now, and it was hazardous for drivers. She asked if bikes would be banned during construction.

Mayor Tarrant responded that bikes would need to be banned, as it was a major project.

Town Clerk Sherry Henderson read a written comment from John Carlson, 975 Hillsboro Mile, objecting to the verbiage used in the presentation.

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 (Third 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 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 explained that the item had been passed on first and second reading and had been brought back for a third reading at the request of Mayor Tarrant.

Mayor Tarrant stated there had been a correction to the "Special Events" section of the Ordinance and pointed out additional revisions.

Mr. Doody clarified the comments. Discussion ensued regarding catering and special event sales on premises and off, as well as the language included in the Ordinance.

Mr. Doody read the amended language.

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

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to amend Ordinance 2021-03 to incorporate the comments and revisions discussed and agreed upon by the Commission. In a roll call vote, the **motion** passed unanimously. (4-0)

B. Ordinance No. 2021-06 Amendment to the Town's Code of Ordinance, Amending the Noise Ordinance. (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 ARTICLE VII ENTITLED "NOISES" BY SPECIFICALLY AMENDING SECTION 7-93 (A) TO DELETE SPECIFIC HOURS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Mr. Serda explained the Noise Ordinance would be in effect around the clock, rather than during specific hours.

Mayor Tarrant asked if the \$100 penalty was high enough.

Mr. Doody explained the allowable amounts.

Discussion ensued regarding jurisdiction and the subjective nature of violation.

Mayor Tarrant reviewed additional questions regarding the language in the Noise Ordinance. Discussion ensued regarding landscaping maintenance.

Mr. Doody reviewed the amendments.

Mayor Tarrant opened a public hearing on the first reading of the Ordinance.

Jane Reiser, 1051 Hillsboro Mile, asked for clarification on whether nonresidents were subject to the Noise Ordinance.

Mr. Serda asked Police Chief Jay Szesnat to comment.

Chief Szesnat stated he would research the issue.

Mayor Tarrant closed the public hearing.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to amend Ordinance 2021-06 to incorporate the revisions discussed. In a roll call vote, the **motion** passed unanimously. (4-0)

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to accept Ordinance 2021-06 as amended. In a roll call vote, the **motion** passed unanimously. (4-0)

IV. DISCUSSION & POSSIBLE ACTION

A. Discussion to Review Applications Received to Fill Vacant Commission Seat

Mayor Tarrant stated three (3) applications were received to fill Andrew Brown's Commission seat. She noted that one (1) of the applications was subsequently withdrawn and read a statement from the applicant. She stated the applicants were David Ravanese and Jane Reiser.

B. Discussion on Date for Special Commission Meeting to Meet Applicants and Vote to Appoint

Mayor Tarrant stated that Mr. Serda had recommended a meeting the week of June 14 to discuss applications. Discussion ensued and a meeting was set for Tuesday, June 15 at 1:30 p.m. Mayor Tarrant noted David Ravanese was out of town and would participate via Zoom.

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2021-26

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE THE 2021 AMENDMENT TO THE INTERLOCAL AGREEMENT PROVIDING FOR DIVISION AND DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY ADDITIONAL THREE-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Baldasarre, seconded by Vice Mayor Kirdahy, to adopt Resolution 2021-26 as presented. In a roll call vote, the **motion** passed unanimously. (4-0)

Mr. Serda noted the amendments were necessary due to population changes.

B. Resolution No. 2021-27

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE THE 2021 AMENDMENT TO THE INTERLOCAL AGREEMENT PROVIDING FOR DIVISION AND DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY ADDITIONAL FIFTH-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL FOR TRANSIT.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to adopt Resolution 2021-27 as presented. In a roll call vote, the **motion** passed unanimously. (4-0)

VI. CONSENT AGENDA

A. Invoices for Approval

1. **CG&A:** Invoice #85371 Services Rendered through April 2021 **\$48,068.50**
2. **Goren, Cherof, Doody & Ezrol P.A.:** Invoice #35937 Services 4/27/2021 through 5/25/2021 **\$5,609.50** (General Matters)
3. **Goren, Cherof, Doody & Ezrol P.A.:** Invoice #35938 Services 4/30/2021 through 5/25/2021 **\$5,609.50** (Development)
4. **Inframark:** Invoice #63578 Services through May 2021 **\$7,419.12**
5. **LSF:** Invoice #21-0430-26 Services through April 2021 **\$6,551.86**
6. **RMA:** Invoice #4595 Services rendered from 3/1/2021 through 3/31/2021 **\$6,350.00.**
7. **RMA:** Invoice #4596 Services rendered from 4/1/2021 through 4/30/2021 **\$4,000.00.**

Mayor Tarrant asked that items three (3) and five (5) be pulled for discussion.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the invoices for approval in the Consent Agenda as amended. In a roll call vote, the **motion** passed unanimously. (4-0)

Mayor Tarrant explained there were typographical errors in item three (3), which should have totaled \$517.50, and item five (5), which should have read \$6,083.87.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the invoices for approval in the Consent Agenda as amended. In a roll call vote, the **motion** passed unanimously. (4-0)

VII. BEACH REPORT

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

Mr. Serda provided a brief update on the coordination and processing in advance of the project with Deerfield Beach. He stated Boca Raton would be moving forward in the next few weeks in assessing the quantities of sand available from a potential project. He stated that the survey of the depth in the inlet would provide additional clarity on next steps.

B. Filtered Sand from Excavations and Compatible Material Placed on Beach

Mr. Serda stated Mr. Doody had requested some clarification on the issue. He discussed obstacles for developers on the small island and noted that did not mean it was not possible. He explained the need for engineering.

Mr. Doody provided background on the legal issues related to the subject. He explained Ordinance enacted in other communities and discussed property rights.

Discussion ensued regarding ownership of excavated sand and standards for composition of sand, as well as storage.

Mayor Tarrant stated developers who wanted to excavate should be required to donate removed sand to the Town and pay for the sand to be tested and put on the beach.

Mr. Doody responded that approval of projects could be conditional on the relocation of excavated sand, but additional legal research was required.

Mayor Tarrant asked that the process be moved forward quickly as there were several projects upcoming.

Discussion continued regarding storage of sand.

VIII. STAFF UPDATES

A. Police Department

Police Chief Szesnat presented his April report and asked for questions.

Mayor Tarrant stated there were a number of alarm calls at 1069 Hillsboro Mile and asked for background.

Chief Szesnat responded that the thought they were doing work on the property but would look into it.

Chief Szesnat stated officers were noticing cyclists operating under the rules more often, resulting in a reduction in contacts.

Commissioner Baldassarre asked for clarification on robbery reports.

Chief Szesnat commented briefly on the difference between singular incidents and issues that would be of concern to the Town. He commented on additional activities of the Police Department, including clearing branches and increased Marine Unit activity.

Vice Mayor Kirdahy asked if the Town had any ability to increase staff. She stated that if she understood correctly, there were two (2) officers on duty at any time and explained why she thought additional might be necessary.

Mayor Tarrant asserted the issue was a budget question.

Vice Mayor Kirdahy asked if there was a limit on the number of officers the Town could have on staff.

Mr. Serda responded briefly, noting that additional officers could be on the street for higher visibility, but there was not typically an issue with calls coming in and there being no one available to handle it. He commented on coordinating with other jurisdictions when necessary.

Vice Mayor Kirdahy stated she would like to request an increase in staff be discussed during budget discussion.

Commissioner Feaman asserted that the boat patrol was being split between the north and south ends, but she did not see enough happening in the middle. She stated there were things that could be done to combat issues in that area and asked for additional coverage in that area.

Chief Szesnat responded briefly, noting he would explore the issues presented.

Mayor Tarrant asked about new signs requiring cyclists walk their bikes across the span on the bridge.

Chief Szesnat stated they only had to walk the bicycles if they were on the sidewalk. Discussion ensued regarding bicycle usage and the signs the bridge.

Mayor Tarrant expressed concern regarding delivery trucks blocking the highway while making deliveries.

Chief Szesnat responded that he would research the issue but believed that delivery drivers were allowed to park on the road. He stated it was a constant battle and added that condominiums had an issue with moving trucks, as well.

Chief Szesnat stated that a Florida Supreme Court rule had found that noise restrictions related to music in vehicles restricted free speech. He noted that he would look into the issue and report back.

Vice Mayor Kirdahy commented on the increase in what she called motorized skateboards and golf carts without license plates on the road. Discussion ensued regarding recreational vehicles.

B. Finance Department

Steven Bloom presented the April report. He reviewed General Fund revenue, noting that Intergovernmental Revenue looked unusual because it included CARES Act and COVID-19 grant funds.

Vice Mayor Kirdahy asked for clarification regarding property tax collection not being at 100 percent.

Mr. Bloom stated balances were due at the end of March and would accrue fees after that, but it was not unusual for there to be delinquent payments.

Mr. Bloom reviewed expenditures in the General Fund through April, stating most categories were well below budget. He explained the bridge loan and a small charitable donation accounted for the categories at or above budget.

Continuing, Mr. Bloom discussed Special Revenue funds. He noted surpluses in the Community Bus Fund and Building Permits Fund. He pointed out the FEMA bridge loan had been paid off on October 1, 2020 and discussed a police software project which was grant funded.

Mr. Bloom stated the Water Fund had a surplus of \$100,600, including operations, which was previously running at a slight deficit. He noted revenue was down 9.3 percent over this time last year, but usage was going up month over month. He stated staff had done a good job of controlling spending. Mr. Bloom reviewed the monthly analysis of fuel costs, Workers' Compensation claims and premium costs, and the CARES Act funding agreement with Broward County.

Mr. Bloom reviewed the preliminary 2021 estimate of taxable value. He discussed adjustments made by the property appraisal throughout the year and the Fiscal Year 2022

number based on market value growth and new additions to the tax base. He stated the tax base estimate was \$1.5 billion, a 6.5 percent increase year over year.

Mayor Tarrant commented briefly on the financial statement.

Mr. Bloom provided the budget calendar for the year, noting that June 1 was the date to identify preliminary budget priorities, and the preliminary budget review would be held at the July 6 meeting. He stated the proposed Millage Rate would also be adopted at the July 6 meeting, and two (2) public hearings would be held after trim notices were mailed to residents.

Mayor Tarrant highlighted a conflict with the first budget hearing date in September. Mayor Tarrant asked for any budget items that should be highlighted.

Mr. Serda stated that any individual priorities could be brought to him, but this was the timeframe to start constructing the budget.

C. Building Services Report

Steve Mitchell, Building Official, CG&A, presented the April Building Services report. He stated things were going well, with more single-family homes in play than in quite a long time. He noted there were four (4) projects on his desk currently, with more coming. He stated that he would continue to email the Commissioners with updates on housing projects as they change.

Mayor Tarrant asked that the information also be included in the meeting materials.

Mr. Mitchell stated that contractors were getting better at making submissions and they were coming in more complete. He stated that Seabonay continued to move forward, but there were no major changes. He noted there was not a strong sense of urgency, but completion of the project was imminently doable.

Commissioner Baldasarre asked for clarification regarding the permit process and getting permits signed off after completion of work.

Mr. Mitchell provided a brief overview of the permit process and the purpose of each phase, as well as recourse for allowing permits to expire.

Commissioner Baldasarre expressed frustration regarding completed work not being inspected and permits continuing to be carried forward on the books.

Mr. Mitchell provided additional explanation on the process and communication surrounding expiration. He noted an extension which would be provided due to the Governor's Emergency Order and discussed execution of projects in a timely fashion.

Mr. Serda pointed out that the department does chase expired permits but was restricted during COVID-19 due to State action.

D. Code Compliance Report

Bernard Pita, CG&A, presented the update on Code Compliance. Mr. Pita stated he had one (1) case open, 1205 Hillsboro Mile, which he had been monitoring closely. He explained the item had been brought before the Special Magistrate and the next hearing on the issue would be on June 7.

Mayor Tarrant asked for clarification on fines previously assessed on the property at 1205 Hillsboro Mile.

Mr. Serda explained the background and stated that fines were on hold. He noted that the owner had not been responsive regarding the pool enclosure or other issues.

Mr. Pita stated that his reinspection date was June 3 and fines could start on June 7.

Mr. Serda added that Mr. Pita was monitoring the seawalls for compliance.

Mr. Pita update on the issue briefly. He noted that South Florida Water Management was taking longer to review items, so there had been some requests for additional time.

Mr. Serda stated there was one (1) owner arguing that the seawall was not theirs. Discussion ensued regarding the wall.

Mayor Tarrant asked if he was still focusing on trucks blocking the bicycle lane.

Mr. Pita stated that he had been following up on the issue, as well as on the placement of garbage cans.

IX. TOWN MANAGER REPORT

A. Light Fixtures and Entry for Town Hall

Mr. Serda stated the construction on Town Hall continued to move forward. He asked for direction regarding the light fixtures.

Mayor Tarrant explained the research she had done on tying together the front of the Town Hall and outlined the criteria she had used. She shared her three (3) recommended options for light fixtures. She noted that there was a limited selection, and none of them met all requirements. She recommended ordering one (1) of each.

Discussion ensued regarding the light fixture options and preferences, and whether they each took LED lightbulbs.

Mayor Tarrant stated she would try to have the samples to look at during the June 15 Special Meeting.

Mr. Serda presented three (3) options for the entryway ramp, which were in the meeting backup materials. He shared restrictions and asked for feedback on the configurations. He noted that he had reached out to the designer for input, as well.

Discussion ensued regarding the options.

B. Summary of Special Event Held May 22, 2021 (Shred/HHW/Vaccination)

Mr. Serda shared bocce ball court enhancements and thanked staff for the work on the improvements.

Discussion ensued regarding use of the bocce ball court.

Mr. Serda provided a brief overview of the event held on May 22, including photos. He stated the event was successful, and included collection of household hazardous waste, shredding, vaccinations, and blood donations. He stated it showed there was a need in the Town for the outlet. He added that the next event would coordinate with the DEA prescription drop-off program in October.

X. TOWN ATTORNEY REPORT

Mr. Doody asked that the Commission consider the engagement letter from John Heron to serve as Special Magistrate.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to approve John Heron as Special Magistrate and authorize the Mayor sign the engagement letter. In a roll call vote, the **motion** passed unanimously. (4-0)

XI. TOWN COMMISSION COMMENTS/REPORTS

A. Commissioner Barbara Baldasarre

None.

B. Commissioner Vicky Feaman

Commissioner Feaman thanked Commissioner Baldasarre, the staff, and residents for the flags over Memorial Day.

Commissioner Baldasarre stated the residents had fun doing it, and noted people were supportive. She thanked the condominium associations for their participation. Discussion ensued regarding community participation from the single-family homeowners.

C. Vice Mayor Irene Kirdahy

None.

D. Mayor Deborah L. Tarrant

None.

XII. PUBLIC COMMENTS

None.

XIII. ADJOURNMENT

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to adjourn the meeting at 1:02 p.m. In a roll call vote, the **motion** passed unanimously. (4-0)

ADOPTED THIS _____ DAY OF _____, 2021

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

DRAFT



WRITTEN PUBLIC COMMENTS

Public Comments emailed to the Town Clerk – Entered into the Record

JUNE 1, 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, June 1, 2021 8:36 AM
To: TownClerk@TownofHillsboroBeach.com
Subject: A1A Presentation



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



John Carlson of 975 says...

Objection is hereby made to the following verbiage in FDOT's REDESIGN OF HILLSBORO MILE (A1A) presentation.

"...reduce flooding by elevating the road on the southern part of Town, where the King Tides have the greatest impact."

Residents agree we must *eliminate* flooding by raising the road sufficiently.

Those same under water residents are investing nearly \$100,000.00 per 100-feet of property to raise their Intracoastal frontage to 5-feet via seawall—up from 2-feet in my case.

Given a 3-foot continuous solid concrete wall to allegedly hold back the flood water (which it is not designed to do), engineer the road to *eliminate* flooding altogether. Make sure this is in the contract.

If this is not the goal, please change it.



DRAFT

MINUTES
TOWN OF HILLSBORO BEACH
SPECIAL COMMISSION MEETING
JUNE 15, 2021

1:30 P.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 1:30 p.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 Baldasarre
Commissioner Vicky Feaman

Town Staff:

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

I. DISCUSSION & POSSIBLE ACTION

A. Discussion and Vote on Decorative Elements for Front of Town Hall

Mayor Tarrant noted there were construction supply issues due to COVID-19, and none of the samples were available for review. She stated that samples would be available for the July 6 meeting, thanks to borrowing samples from the show room.

Mayor Tarrant explained the necessity for bollards in front of Town Hall to meet ADA compliance requirements. She stated images of samples were included in the backup materials and asked for input.

Mr. Serda added that he had reached out to the designer for recommendations. He shared her feedback with the Commission.

Discussion ensued regarding the options and need for lighting or reflective material on the bollards. The Commissioners agreed by consensus to move forward with option four (4). Mayor Tarrant asked that Mr. Serda obtain a sample for the Commission to view.

II. INTERVIEW OF COMMISSION MEMBER CANDIDATES

Mayor Tarrant welcomed the candidates, noting David Ravanese was attending via Zoom and Jane Reiser was attending in person. She asked the candidates to introduce themselves and share what they would like the Commission to know about them.

A. David Ravanese

Mr. Ravanese introduced himself. He stated he had always been active in local politics and reviewed his activities and experience briefly. He stated he brought to the table honor, commitment, and a responsibility to the community. The Commissioners asked questions of Mr. Ravanese.

B. Jane Reiser

Ms. Reiser introduced herself. She shared her efforts to learn what was happening in the Town and stated she tried to be a supporter of the Town Commission because she knows they hear all the negativity and the positive things they do are often overlooked. The Commissioners asked questions of Ms. Reiser.

III. COMMISSION DISCUSSION OF CANDIDATES AND VOTE

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to name Jane Reiser as Commissioner to fill the position left vacant by Andrew Brown. In a roll call vote, the **motion** passed unanimously. (4-0)

Mayor Tarrant stated she was fortunate to be acquainted with both candidates and noted that both would approach the position with the Town's best interest at heart. She encouraged Mr. Ravanese to step forward again for future openings.

IV. APPOINTMENT OF COMMISSION MEMBER

A. Resolution No. 2021-28

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, TO APPOINT JANE REISER AS A COMMISSION MEMBER OF THE TOWN OF HILLSBORO BEACH, FLORIDA TO FILL THE UNEXPIRED TERM OF ANDREW BROWN THROUGH THE NEXT SCHEDULED MUNICIPAL ELECTION TO BE HELD ON MARCH 8, 2022.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Baldassarre, seconded by Commissioner Feaman, to adopt Resolution 2021-28 as presented. In a roll call vote, the **motion** passed unanimously. (4-0)

Mr. Doody administered the Oath of Office to newly appointed Commissioner Jane Reiser.

Commissioner Reiser joined the Town Commission and took her seat at the dais.

V. PUBLIC COMMENTS

None.

VI. ADJOURNMENT

Mayor Tarrant reminded residents that there was a public meeting on July 1 with Florida Department of Transportation (FDOT).

Mr. Serda stated the meeting would be held at the FDOT offices. He added that he was working with FDOT regarding setting up office hours at Town Hall for individual questions regarding impacts.

Mr. Doody noted that the meeting was a FDOT presentation and not a meeting of the Town Commission. He clarified participation restrictions.

Mr. Serda reviewed the process for the meeting and noted that FDOT continued to work through the logistics administratively.

Mayor Tarrant reiterated the scope of the project, including installing sidewalk on the north mile of Town, consistent marked bike lanes on both sides of the road, and raising the road on the south end of Town where flooding had been a problem for years. She stated it was important to know that the elevation change would be dramatic and driveway integration would be an important piece of the discussion. Continuing, Mayor Tarrant stated that at this point there was no drainage or pumping included in the project, which was a major problem for the Commission. She shared efforts she was making to involve State legislators. She read a statement from Representative Chip LaMarca agreeing to reach out to the appropriate person at FDOT. She stated she had not yet heard back from Senator Gary Farmer.

Vice Mayor Kirdahy discussed the history of the project and stated she and others had been clear since the beginning that pump outs would be required.

Commissioner Baldasarre asked what steps would be taken to publicly notice the presentation.

Mr. Serda stated that FDOT was sending a letter via mail and noted that the Town would follow up with an additional letter and details on the website. He noted that he did not know if the meeting would be posted in the newspaper.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to adjourn the meeting at 2:10 p.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS _____ DAY OF _____, 2021.

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

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: Certificate of Commendation Presented to CRS. Tyler Franco

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

Agenda Date: July 6, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Awards Presentation 7-6-2021



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011

www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Police Awards Presentation
Submitting Department: Hillsboro Beach Police Department,
Chief Jay Szesnat
Agenda Date: July 06, 2021

BACKGROUND/HISTORY - On Monday, May 24th at 8:09PM, HBPD responded to a CAD alert referencing a 59 YOA female that was unconscious and not breathing at a condominium building in Town. Our personnel promptly responded, locating a female victim who had collapsed and was in fact not breathing. Officers were advised that this victim takes medication for her medical condition however, she also consumed a small quantity of an alcoholic beverage and this may have contributed to her life threatening emergency.

Hillsboro Beach Police Sergeant Andrew Kirchoff, along with Officer James Nolan assessed the situation and immediately provided emergency life support to the victim. Sergeant Kirchoff, who is our department's Emergency First Aid Instructor, performed a jaw thrust on the victim, clearing her airway and restoring sporadic breathing. Officer James Nolan was preparing to engage the AED, monitoring the victim's pulse until Fire Rescue arrived. Logistical assistance was provided by Communications Resource Specialist Tyler Franco relaying detailed information in a timely manner, and ensuring our units rapid response.

I therefore determined that the afore-mentioned public safety professionals shall each receive departmental recognition for their efforts. Sergeant Andrew Kirchoff is awarded the Hillsboro Beach Police Department's Life Saving Award. Officer James Nolan and Communications Resource Specialist Tyler Franco are awarded the Hillsboro Beach Police Department's Certificate of Commendation. I am most proud of our staff and the outstanding team effort exhibited, most of all their combined efforts resulted in an excellent outcome!

CURRENT ACTIVITY – Commendation Awards

FINANCIAL IMPACT - N/A

RECOMMENDATION - N/A

ATTACHMENTS - Award Certificates (3) Folders



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Certificate of Commendation Presented to Officer James Nolan

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

Agenda Date: July 6, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Life Saving Award Presented to Sergeant Andrew Kirchoff

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

Agenda Date: July 6, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None

INTER-OFFICE CORRESPONDENCE

MEMORANDUM NO. 2021-004

TO: Mayor and Members of the Town Commission

CC: William Serda, Town Manager
Sherry D. Henderson, CMC, Town Clerk

FROM: Donald J. Doody, Town Attorney *DJD*

DATE: June 29, 2021

RE: Town of Hillsboro Beach ("Town") / Excavation Ordinance

Attached is a proposed ordinance drafted for the purpose of providing a process by which any development or redevelopment activities undertaken within the Town would be required to utilize excavated sand for purposes of beach renourishment or dune restoration.

Background

Section 4.6 of the Code of Ordinances currently provides that it is unlawful for any person or firm to remove, or permit to be removed from the Town any sand, earth, soil, dirt, or other similar material, excavated during any phase of construction.

Analysis

In light of the current requirement that no sand or fill excavated during construction activities be removed from the Town, the proposed ordinance has been drafted with the intent of creating a process by which beach compatible sand, as determined by a geotechnical report, be utilized for beach renourishment purposes or dune restoration.

Section 12-49 of the Code of Ordinances outlines requirements for site plans submitted to the Town for development or redevelopment purposes. The proposed ordinance would require that an application for site plan approval be supported by a geotechnical report. The geotechnical report shall include an evaluation and determination as to whether the sand on the parcel subject to the development activities meets the requirements of beach compatible sand as defined by the Florida Administrative Code. Should the excavated sand be determined to be beach compatible, it shall be maintained within the municipal boundaries of the Town and be used for: 1) onsite fill burial; or 2) subject to permitting, placed seaward of the Coastal Construction Control Line; or 3) provided to the Town to be used for future beach renourishment projects.

Recommendation

It is recommended that the Town Commission consider the ordinance as a means to facilitate maintaining the integrity of the Town's beach and dune system.

DJD:mea
Enclosures

ORDINANCE NO. 2021-07

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12-49, ENTITLED "SITE PLAN REQUIREMENTS"; BY SPECIFICALLY CREATING SECTION 12-49 (C), ENTITLED "EXCAVATION", TO PROVIDE FOR THE USE OF BEACH COMPATIBLE SAND; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hillsboro Beach recognizes and affirms the importance of maintaining and preserving the Town's beach and coastal dune system; and,

WHEREAS, the Data & Analysis for the 2018 EAR Based Amendments, of the Town's Comprehensive Plan, published in October 2018, provides that the Town has experienced severe erosion in recent years and it is expected that increased storm activity and development within the Town will result in an acceleration of shoreline erosion; and,

WHEREAS, the Florida Department of Environmental Protection (DEP), Strategic Beach Management Plan: Southeast Atlantic Coast Region published in April 2020, provides that the Town's coastline is considered "critically eroded"; and,

WHEREAS, historically beach restoration efforts within the Town have been costly with sand supplied either by offshore dredging or truck hauls from upland sand mines; and,

WHEREAS, the Town's Comprehensive Plan, Goal 6.0, currently requires that all development and redevelopment within the Town be implemented in a manner that will minimize potential natural and financial impacts to developed upland properties while preserving beach and shoreline while enhancing resilience to sea level rise impacts;

WHEREAS, the Town's Comprehensive Plan, Objective 6.8, further requires that the Town shall ensure that building, development and redevelopment activities within the Town shall minimize damage to life and property from tropical storms, hurricanes, and future sea level rise; and,

WHEREAS, the Town Commission hereby finds it is in the best interest of the Town to amend the Town Code of Ordinances, to require that beach compatible sand excavated during development and redevelopment of any parcel within the Town be utilized on site or on the beach; and,

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

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

5
6 **Section 2.** Town Code of Ordinances Chapter 12-49, entitled "SITE PLAN
7 REQUIREMENTS", is amended to create Section 12-49 (c) entitled "EXCAVATION":
8

9 Sec. 12-49 (C). - EXCAVATION

10 (a) Definitions.

11 *Applicant:* an individual or other authorized legal entity engaged in the development
12 or redevelopment of any parcel within the Town of Hillsboro Beach which involves
13 excavation and whom is responsible for filing a site plan application pursuant to Town
14 Code of Ordinances §12-48.

15 *Beach:* is defined as the zone of unconsolidated material that extends landward from
16 the mean low-water line to the place where there is marked change in material or
17 physiographic form, or to the line of permanent vegetation, usually the effective limit
18 of storm waves.

19 *Beach compatible sand:* sand that is determined to be similar to the sand already
20 existing on the beach located in Hillsboro Beach in coloration, grain size, and
21 composition, as more particularly described in Rule 62B-33.005(7), F.A.C.

22 *Beach nourishment:* the maintenance of a restored beach by the placement of sand
23 to mitigate erosion.

24 *Beach or dune restoration:* the placement of sand on the beach or dune system for
25 the purposes of restoring the beach and providing storm protection for upland
26 properties.

27 *Coastal Construction Control Line: (CCCL)* a line established by the Florida Department
28 of Environmental Protection that defines that portion of the beach-dune system
29 which is subject to severe fluctuations based on a 100-year storm surge, storm waves,
30 or other predictable weather conditions, as established pursuant to the provisions of
31 §161.053, Florida Statutes.

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

5 Excavation: refers to the mechanical or manual removal or alteration of consolidated
6 or unconsolidated soil, rock material or sand from the ground, in accordance with the
7 definition of “excavation” as defined in §556.102, Florida Statutes.

8 Florida Department of Environmental Protection: (DEP).

9 Geotechnical investigation or geotechnical report: performed on behalf of an
10 Applicant, prepared by a registered professional and to be submitted with a site plan
11 application and shall include an evaluation and determination as to whether the sand
12 on the parcel subject to the site plan application meets the requires of beach
13 compatible sand per Rule 62B-33.005(7), F.A.C.

14 Placement Plan: a plan or report prepared by a registered professional recommending
15 the proposed use of beach compatible sand in compliance with this section and
16 applicable laws.

17 Registered Professional: means a professional registered or licensed by the State of
18 Florida and practicing under Chapter 471 (engineering), 472 (surveying and mapping),
19 481 (architecture and landscape architecture), or 492 (geology), Florida Statutes.

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

22 Town: the Town of Hillsboro Beach.

23 (b) Purpose. It is hereby declared and determined that preserving and enhancing the
24 Town’s beach and the mitigation of coastal erosion is essential to serve and benefit
25 the Town. The Town recognizes that climate change and development within the
26 Town will accelerate shoreline erosion; therefore the need for beach nourishment and
27 dune restoration will continue to increase. The Town hereby intends to require that
28 all development and redevelopment on any parcel within the Town, involving the
29 excavation of sand, to comply with the requirements of this section.

30
31 (c) Required beach compatible sand analysis. All development and redevelopment on any
32 parcel within the Town, involving the excavation of sand, shall be required to engage

1 in a geotechnical investigation and provide the Town with a signed and sealed
2 geotechnical report along with any application for site plan approval. The geotechnical
3 report supporting the development or redevelopment of a parcel within the Town
4 involving excavation shall include an evaluation and determination as to whether the
5 sand on the parcel meets the requirements of beach compatible sand per Rule 62B-
6 33.005(7), F.A.C.

7 (d) Required use of beach compatible sand. Sand excavated during the development or
8 redevelopment of any parcel in the Town that is determined to be beach compatible
9 sand pursuant to a geotechnical report by a registered professional shall be
10 maintained within the municipal boundaries of the Town, and must be utilized:

11 1. On site as fill material;

12 2. On site seaward of the Coastal Construction Control Line, pursuant to a permitted
13 beach nourishment or dune restoration, in compliance with applicable local, state,
14 and federal laws and regulations.

15 3. May be provided by the applicant, on a voluntary basis, to the Town for future
16 permitted beach nourishment or dune restoration in compliance with applicable local,
17 state, and federal laws and regulations.

18 (e) Any costs incurred by the Town in reviewing the geotechnical report and placement
19 plan shall be born by the Applicant.

20
21 **Section 3.** If any section, subsection, sentence, clause or provision of this
22 Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such
23 invalidity.

24
25 **Section 4.** That all ordinances or parts of ordinances and all resolutions or parts
26 of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.

27
28 **Section 5.** It is the intention of the Town Commission of the Town of Hillsboro
29 Beach, that the provisions of this Ordinance shall become and be made a part of the Code of
30 Ordinances of Town of Hillsboro Beach, Florida, and the Sections of this ordinance may be
31 renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article,"
32 or such other word or phrase in order to accomplish such intention.

33
34 **Section 6.** This Ordinance shall be effective fifteen (15) days after its passage and
35 adoption by the Town Commission of the Town of Hillsboro Beach.

1
2 PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO
3 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.

4
5
6
7 By: _____
8 Deborah L. Tarrant, Mayor

9 ATTEST:

10
11
12 By: _____
13 Sherry D. Henderson, CMC
14 Town Clerk

15
16
17
18 APPROVED AS TO FORM:

19
20
21 _____
22 Donald J. Doody, Town Attorney



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Purchase of New Marked Patrol Vehicle

Submitting Dept: Police Chief

Agenda Date: July 5th , 2021

1. BACKGROUND / HISTORY

Unit 162, our oldest vehicle, a 2005 Crown Victoria currently at 125,000 miles, is at its end of its vehicle's life cycle. This vehicle is utilized as a backup vehicle to other marked vehicles. The vehicle has numerous mechanical issues and is not patrol ready.

2. CURRENT ACTIVITY

We would like to purchase a new Ford150 Police Responder vehicle. This vehicle will assist us in the transportation of our beach vehicle and vessel, use as a spare, patrol ready vehicle, a high-water vehicle for hurricanes/flooding, use of its 4x4 capabilities for some areas in town not readily accessible (sugar sand) and assist us in carrying police purchases that will not necessarily fit in another patrol unit. This will be a patrol ready spare vehicle; we are currently experiencing longer wait times for current vehicle parts. Thus, our vehicles are in the "shop" much longer. The last service experience was over 4 weeks.

The Police Department is asking to purchase a new marked Ford F150 priced at \$36,373.73 and \$12,150.00 for lights and accessories Bartow Ford Pricing and the Charlotte County Contract #2018000509.

3. FINANCIAL IMPACT

The cost will be 48,643.58 from budgeted funds.

4. RECOMMENDATION

Approval is recommended for the vehicle purchase.

RESOLUTION NO. 2021-29

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PURCHASE OF ONE (1) 2021 MARKED PATROL POLICE VEHICLE WITH PERIPHERALS AND EQUIPMENT FROM BARTOW FORD, PIGGYBACKING THE TERMS OF THE CHARLOTTE COUNTY, FLORIDA CONTRACT #2018000509; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interests of the Town to authorize the purchase of one (1) 2021 Marked Patrol Police Vehicle with peripherals and equipment from Bartow Ford, piggybacking the terms of the Charlotte County, Florida Contract #2018000509.

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

SECTION 1. The foregoing "WHEREAS" clause is true and correct and hereby ratified and confirmed by the Town Commission. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida hereby approves and authorizes the purchase of one (1) 2021 Marked Patrol Police Vehicle with peripherals and equipment from Bartow Ford, piggybacking the terms of the Charlotte County, Florida Contract #2018000509.

SECTION 3. The appropriate Town officials are authorized and directed to execute the necessary documents to comply with this Resolution.

SECTION 4. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

SECTION 5. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in no way affect the validity of the other provisions of this Resolution.

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SECTION 6. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this ____ day of _____ 2021.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2021-29
RECORD OF TOWN COMMISSION VOTE:

	<u>YES</u>	<u>NO</u>
MAYOR DEBORAH L. TARRANT	☐	☐
VICE MAYOR IRENE KIRDAHY	☐	☐
COMMISSIONER VICKY FEAMAN	☐	☐
COMMISSIONER BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐

Hillsboro Beach Police Department
Chief Jay Szesnat

Pricing in accordance with the Charlotte County contract # 2018000509



Charlotte County Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

To the

Phone 941.743.1378
Fax 941.743.1384

NOTICE OF AVAILABILITY OF BID SPECIFICATIONS

REQUEST FOR BIDS CHARLOTTE COUNTY, FLORIDA

The County of Charlotte will be receiving sealed bids at the Purchasing Division, Suite 344, Charlotte County Administration Center, 18500 Murdock Circle, Port Charlotte, FL 33948-1094, for:

BID NO. 2018000509 **VEHICLES – ANNUAL CONTRACT**

It is the intent of Charlotte County to purchase vehicles, on an "as required" basis, from a Ford Motor Company Dealer. It is the specific purpose of this bid to establish a conditional contract for the required materials and to secure the cost and availability of the requirements for procurement from a source of supply that will give prompt and convenient service.

PRE-BID CONFERENCE: 11:00 a.m., AUGUST 20, 2018
PURCHASING DIVISION CONFERENCE ROOM

BID OPENING: 2:00 p.m., AUGUST 29, 2018
PURCHASING DIVISION CONFERENCE ROOM

Bid Documents may be obtained by accessing the Charlotte County Purchasing Division's website at <https://purchasingbids.charlottecountyfl.gov> under "Purchasing Bids Online", document number 185092. Any questions can be answered by contacting Alisa L. True, CPPB, Senior Contract Specialist at 941.743.1549 or email: alisa.true@charlottecountyfl.gov.

Notice of Availability
Posted: August 7, 2018

**ADMINISTRATIVE CONTRACT RENEWAL
APPROVAL FORM
VEHICLES - ANNUAL CONTRACT**

Contract #: 2018000509 **Award Date:** 9/25/2019 **Awarded By:** BOCC

Original Term: From: 10/1/2018 **To:** 9/30/2019 **Renewal Term: From:** 10/1/2020 **To:** 9/30/2021

Description & Background of Contract:

This is an annual contract that allows for the purchase of Ford vehicles on an 'as needed' basis.

On September 25, 2018, when the Charlotte County Board of County Commissioners formally approved the award of this contract, the Board also authorized the County Administrator to approve renewal options up to two additional one-year terms, at the same prices, terms, and conditions by mutual consent.

In accordance with the contract documents, this contract can be renewed for one (1) additional year under the same prices, terms, and conditions as the original contract. The term will be from October 1, 2020 through and including September 30, 2021

CONTRACT
DATE

Contract Specialist: Alisa True **Phone:** 941-743-1549 **Fax:** 941-743-1384

Contract Specialist E-mail: alisa.true@charlottecountyfl.gov

By acceptance of this contract renewal as indicated above and by all parties' signatures, the parties agree to extend the term of the contract with all other terms and conditions of the Contract to remain the same.

Fiscal Reviewed by: Hal Daniels 7/20/2020

Requested by: Richard Weissinger
Bartow Ford See attached.

Approved by: Lorri Gutierrez Gutierrez, Lorrie Jul 22 2020 1:54 PM

Fleet Operations Manager

Approved by: Kimberly A. Corbett, C.P.M., CPPB Kimberly Corbett Jul 22 2020 2:10 PM

Charlotte County Purchasing

Approved by: Hector Flores Flores, Hector Jul 22 2020 4:24 PM

County Administration

Signature/Date

**BID FORM
VEHICLES - ANNUAL CONTRACT
BID NO. 2018000509**

TO: Senior Division Manager - Purchasing
Board of County Commissioners
Charlotte County Administration Center
18500 Murdock Circle
Port Charlotte, FL 33948-1094

The undersigned, as bidder, does hereby declare that he has read the Request for Bids, Instructions to Bidders, General Provisions, Special Provisions, Technical Specifications & Conditions, Insurance, Safety & Health Requirements, Bid Form, Plans, Permit Fees, MOT Policy and any other documentation for

VEHICLES - ANNUAL CONTRACT

and further agrees to furnish all items listed on the attached Bid Form in accordance with the unit price(s) submitted. The above specified documents are herein incorporated into the Bid Form and shall be defined as the contract documents.

PERCENTAGE DISCOUNT OFF OF FORD FACTORY INVOICE (NEW VEHICLE PURCHASES) 4.06 %

PERCENTAGE MARK-UP ON DEALER INSTALLED OPTIONS 0.00 %

Reminder: From the date of the purchase order, the bidder shall have ninety (90) days to deliver (including acceptance) normal production vehicles and one hundred twenty (120) days to deliver (including acceptance) vehicles with dealer installed options.

Please indicate by (✓) that you have included the following documentation with your bid:

- () Business Tax Receipt: (Only required if claiming status as a "Local Business" and must be valid for at least six months prior to the bid submission)

The undersigned bidder does hereby declare that he has read the Request for Bids, Instructions to Bidders, General Provisions, Special Provisions, Technical Specifications & Conditions, Insurance, Safety & Health Requirements, Bid Form, Plans, Permit Fees, MOT Policy and any other documentation for

VEHICLES - ANNUAL CONTRACT

and further agrees to furnish all items listed on the attached Bid Form in accordance with the unit price(s) submitted. The above specified documents are herein incorporated into the Bid Form and shall be defined as the contract documents.

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Reminder: From the date of the purchase order, the bidder shall have ninety (90) days to deliver (including acceptance) normal production vehicles and one hundred twenty (120) days to deliver (including acceptance) vehicles with dealer installed options.

Please indicate by (✓) that you have included the following documentation with your bid:
() Business Tax Receipt: (Only required if claiming status as a "Local Business" and must be valid for at least six months prior to the bid submission)

Name of Bidder: BARTOW FORD

(This form to be returned)



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Accept and Approve Forfeiture Fund Purchase of Message Board.

Submitting Dept: Police Chief

Agenda Date: July 5th , 2021

1. BACKGROUND / HISTORY

Over the last year, we have had numerous initiatives where we could have reached out to our community in more of a professional method. Message board signs are a great way to provide this message. “Drive Safe”, “3 Foot Rule for Cyclists”, “Please Turn Your Music Down”, “Slow/Wake Enforcement in Effect”, “Evacuate for Hurricane”.. etc.

2. CURRENT ACTIVITY

With recent initiatives, both on the ICW and roadway, the police department requests approval to purchase a portable message board. This message board will be utilized to educate motorists and vessel operators of safety related concerns, initiatives, and programs with a LED display.

The Police Department is asking to purchase a new message board K&K System Model MB8249. This board provides a salt resistant, 82” X 49” display with radar and a traffic statistic package. The total price for this system is \$12,543.00. We will utilize the Florida Sheriffs Contract FSA20-EQUI18.0.

3. FINANCIAL IMPACT

There will be no cost to the town. This will be purchased from forfeiture funds.
Currently in Forfeiture Funds: **\$92.214.00**

4. RECOMMENDATION

Acceptance and Approval by the Commission is recommended for the purchase.

RESOLUTION NO. 2021-30

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE USE OF \$12,543.00 OF FEDERAL FORFEITURE FUNDS TO PURCHASE ONE (1) ELECTRONIC MESSAGE BOARD WITH RADAR AND TRAFFIC STATISTIC PACKAGE PIGGYBACKING THE TERMS OF FLORIDA SHERIFFS CONTRACT #FSA20-EQU118.0; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the use of \$12,543.00 of Federal Forfeiture Funds to purchase a one (1) Electronic Message Board with Radar and Traffic Statistic Package piggybacking the terms of Florida Sheriffs Contract #FSA20-EQU118.0.

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

SECTION 1. The foregoing "WHEREAS" clause is true and correct and hereby ratified and confirmed by the Town Commission. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida, hereby approves the use of \$12,543.00 of Federal Forfeiture Funds to purchase a one (1) Electronic Message Board with Radar and Traffic Statistic Package piggybacking the terms of Florida Sheriffs Contract #FSA20-EQU118.0.

SECTION 3. The appropriate Town officials are authorized and directed to execute the necessary documents to comply with this Resolution.

SECTION 4. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

SECTION 5. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in no way affect the validity of the other provisions of this Resolution.

SECTION 6. This Resolution shall become effective immediately upon its passage and adoption.

1 ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this
2 _____ day of _____ 2021.

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TOWN OF HILLSBORO BEACH, FLORIDA

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Deborah L. Tarrant, Mayor

13 ATTEST:

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16

17 Sherry D. Henderson, CMC
18 Town Clerk

RESOLUTION NO. 2021-30
RECORD OF TOWN COMMISSION VOTE:

	<u>YES</u>	<u>NO</u>
MAYOR DEBORAH I. TARRANT	☐	☐
VICE MAYOR IRENE KIRDAHY	☐	☐
COMMISSIONER VICKY FEAMAN	☐	☐
COMMISSIONER BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐

K&K Systems**Systems****QUOTATION**

687 Palmetto Road

Tupelo, MS 38801

www.k-ksystems.comemail: wkasal@k-ksystems.comPhone: 662-372-0164 cell
662-566-2025

Fax: 662-566-7123 TollFree: 888-414-3003

Quotation #: Q210622WK-1
Quotation Date: 6/22/2021
Customer Type: RetailCustomer Contact: Jay Szesnat
Quote Valid: 45 days
Prepared by: Wayne Kasal

Bill To:	Ship To: (Update if different than Bill To address)
Name: Jay Szesnat	Name:
Company Name: Town of Hillsboro Beach	Company Name:
Street Address:	Street Address:
Address 2:	City, ST ZIP Code
City, ST ZIP Code	Tel and/or Cell:
Tel:	Days open to Deliver:
Cell:	Hours to Deliver:
Fax:	Is Forklift Available:
email: jszesnat@townofhillsborobeach.com	email:

Product**Model #**
MB9757**Description**

Solar Powered, Portable Changeable Message Sign. Capable of three lines of alphanumeric 12" high text and graphics/animations, all LED display, self contained on-board computer, multiple alphanumeric fonts, powder coat paint system. Display is 97" x 57", with hydraulic style trailer. Supports 100 plus predefined messages (text and graphics) and supports user customizable messages. System comes standard with four (4) 100 amp 12-volt batteries (totaling 400 12V amps) batteries and 120 watts of solar.

Base Price
\$12,136.00**Packaging****K&K Delivers****Options and Accessories - PER UNIT**

QTY per Unit		Description	Price Each	Price per Unit
1	DG-MB8249	DOWNGRADE TO MB8249	-\$1,072.00	-\$1,072.00
1	RADAR	Radar for Vehicles. Speed range: 5-99 mph. Also can be set for KPH	\$903.00	\$903.00
1	TSTAT	Traffic statistics package. Able to download traffic stats through radar. Downloadable to a user provided laptop. (Includes software and cable (Not ER10)	\$317.00	\$317.00
1	ADD-BT	Bluetooth for wireless downloading	\$167.00	\$167.00
1	TBPR	Pintle ring hitch coupler & adjustable height channel.	\$92.00	\$92.00
*****TRAILER TO BE PAINTED BLACK***				

Special Notes

FSA20-EQU18.0: Heavy Equipment Contract Term: October 1, 2020 – September 30, 2023 Item 314. MB8249 to be painted BLACK.

Terms of Purchase

FOB: Tupelo, MS 38801
 Delivery (weeks): 4-6 Weeks
 Warranty: 1 year limited warranty, Factory Depot

Per System Total: \$12,543.00
 Total QTY of Systems: 1 \$12,543.00
 Total Shipping Costs: Included
 Taxes:
GRAND TOTAL: \$12,543.00

Sales Person Signature: Wayne Kasal

Work Order# ENTER WO #

Sales Manager Signature: Timothy Keith

Client PO# ENTER PO #

Please note: The above specifications and quotation does not include shipping, permits, or taxes unless otherwise stated. The freight charge is an approximate estimate for your reference; the actual charge may vary. There will be an additional 3% charge on all credit card orders unless otherwise stated.
 *Lead-time committed is based on the date Purchase Order is received by K&K Systems and deposit made and/or credit approved. Lead time is not based on the date quoted.

BID AWARD

CONTRACT

FSA20-EQU18.0

HEAVY EQUIPMENT

Contract Term:

October 1, 2020– September 30, 2023

Cooperative Purchasing Program

Coordinated By

The
Florida Sheriffs Association
&
Florida Association of Counties





Protecting, Leading & Uniting...since 1893

FLORIDA SHERIFFS ASSOCIATION

2617 Mahan Drive, Tallahassee, Florida 32308
P.O. Box 12519 • Tallahassee, Florida 32317-2519

p: (850) 877-2165
f: (850) 878-8665
www.flsheriffs.org  

Date: October 1, 2020

To: All Perspective Participants

From: Steve Casey, Executive Director
Craig Chown, CPP Manager

Re: Contract Number FSA20-EQU18.0 Heavy Equipment

We are pleased to announce that the Florida Sheriffs Association has successfully completed its 18th cooperative competitive bid for heavy trucks. This contract is in effect beginning October 1, 2020 through September 30, 2023.

This year's bid award included 404 specifications and makes and models for heavy trucks.

The competitive process for this award began in April 2020, when stakeholders were surveyed regarding procurement needs. Specifications were developed based on prior year activity and new additions were added based on survey results and the Fleet Advisory Committee's review of products.

An advertisement of the Invitation to Bid was placed within the FSA website and Florida Administrative Weekly on April 22, 2020. On June 2, 2020, a direct notification was sent to 511 prospective bidders to register for qualification to participate in the bid process for heavy trucks and heavy equipment. From this ITB, 206 bidders responded to the pre-bid meeting registration or request for qualified waiver for FSA approval. Of these respondents, 84 submitted bids and 79 qualified, responsive bidders were awarded after a review by the FSA and the FSA Fleet Advisory Committee.

The Florida Sheriffs Association Cooperative Purchasing Program has followed the Contract Terms and Conditions to procure this contract.

Contract prices are extended and guaranteed to any local government or political subdivision of the state, public educational institutions, other public agencies or authorities with the State of Florida, and other entities approved by the manufacturer to participate in this contract.

Out of state sales are permitted under this contract. All purchasers are bound by their local governing purchasing ordinances, rules and regulations. All awarded vendors are governed by their manufacturer agreements and the Contract Terms and Conditions.

List of Awarded Vendors in Alphabetical Order for FSA20-VEH18.0 Heavy Equipment:

1. ACF Standby Systems, LLC
2. AG-PRO LLC
3. ALAMO GROUP (TX) INC
4. Aljon By C&C Manufacturing
5. Alta Construction Equip. Florida, LLC
6. Ameri-Recreational Sports, LLC
7. Applied Concepts, Inc.
8. ARI Phoenix, Inc.
9. ATMAX Equipment Co
10. Bandit Industries
11. BBA PUMPS
12. Beck Chrysler Dodge Jeep
13. Bush Hog, Inc
14. CDPW, Inc.
15. Certified Lift Installation & Maint. Corp
16. CLARK EQUIPMENT COMPANY
17. Club Car LLC
18. Container Systems & Equip. Co., Inc.
19. Cowin Equipment Company
20. Crimson Technology Products, LLC
21. DeLand Truck Center, Inc.
22. Dobbs Equipment, LLC
23. Doosan Infracore North America LLC
24. Embankscape Equipment LLC
25. Energreen America Inc
26. Environmental Products Group, Inc.
27. Envision Solar International Inc.
28. Everglades Equipment Group
29. Federal Contracts Corp
30. Florida Coast Equipment, Inc.
31. Futch`s Tractor Depot, inc
32. GapVax, Inc.
33. Genset Services, Inc.
34. Glade & Grove Supply Co LLC
35. Great Southern Equipment Co.
36. Green Thumb Palm Beach
37. Holland Pump Company
38. Humdinger Equipment, Ltd.
39. Jeffrey-Allen Inc.
40. JOBBERS EQUIPMENT WAREHOUSE INC
41. K&K Systems, Inc.

List of Awarded Vendors in Alphabetical Order for FSA20-VEH18.0 Heavy Equipment (Continued):

42. Kelly Tractor Co
43. L.J. POWER, Inc.
44. Linder Industrial Machinery
45. McKibben Motorsports LP, Inc
46. McKibben Powersports, Inc
47. Menzi USA Sales, INC.
48. Mersino Dewatering
49. Mid Florida Diesel, Inc
50. MTD Products Company
51. MWI Corporation
52. National Equipment Dealers, LLC
53. Pantropic Power
54. Pat's Pump & Blower
55. Power & Pumps, Inc.
56. Rechtien International Trucks, Inc.
57. RhinoAg, Inc.
58. RIDGE EQUIPMENT CO., INC.
59. Ring Power Corporation
60. Sewer Equipment Co. of America
61. Southern Sewer Equipment Sales
62. Southern States ToyotaLift
63. STERTIL-KONI USA INC.
64. Striping Service and Supply, Inc.
65. Sun State International Trucks
66. Texas Trailers Sales and Service
67. Thompson Pump & Mfg Co Inc
68. Tom Evans Environmental, Inc.
69. Tradewinds Power Corp.
70. Trucks & Parts of Tampa, LLC
71. Vac-Con, Inc.
72. Vehicle Service Group, LLC.
73. VENTURE PRODUCTS INC.
74. Vermeer Southeast Sales
75. Vetted Security Solutions
76. Warren Equipment Inc
77. Weedoo Greenboat, Inc.
78. Xylem Dewatering Solutions, Inc.
79. Zabatt Power Systems

Group: ROADWAY ADVISORY BOARD: Mobile Message Board

Item: 314, K&K Systems, MB9757, MB9757

Zone	Rank	Vendor	Price	Percent:	Build File	Options File
Western	Primary	K&K Systems, Inc.	\$12,136.00	0.00%	Build	Options
Northern	Primary	K&K Systems, Inc.	\$12,136.00	0.00%	Build	Options
Central	Primary	K&K Systems, Inc.	\$12,136.00	0.00%	Build	Options
Southern	Primary	K&K Systems, Inc.	\$12,136.00	0.00%	Build	Options

FSA20-VEH18.0 HEAVY TRUCKS AND EQUIPMENT

Group	Make	Model	Model_Number	Description	Price
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	MB9757	MB9757	Approximate Panel Size; 92" X 54" (234 cm x 137 cm); 27 x 48 pixels 1.75" (4.5 cm) pitch. EXPECTED POWER: Solar Array 160 Watts; Batteries – 4(4) Maintenance Free Batteries; Battery Charger – 45amp output (115 VAC 50/60Hz input). APPROXIMATE DIMENSIONS: Length Overall 180 inches; Width Overall 92 inches; Traveling Height 103 inches; Operating Height 162 inches. APPROXIMATE WEIGHT: 3000 pounds; 2" or 2 5/16" Ball Coupler.	\$12,136.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	UP-MB14281	UPGRADE TO MB14281; Solar Powered, Portable Changeable Message Sign. Capable of three lines of alphanumeric 18" high text and graphics/animations, all LED display, self contained on board computer, multiple alphanumeric fonts, powder coat paint system. Display is 142" x 81", with hydraulic style trailer. Supports 100 plus predefined messages (text and graphics) and supports user customizable messages. System comes standard with six (6) 100 amp 12-volt batteries (totaling 600 12V amps) and 140 watts of solar.	\$1,905.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	UP-MB3L	UPGRADE TO MB3L; Solar Powered, Portable Changeable Message Sign. Capable of three lines of alphanumeric 18" high text, all LED display, self contained on-board computer, powder coat paint system. Display is 129" x 74", with hydraulic style trailer. Supports 100 plus predefined messages (text) and supports user customizable messages. System comes standard with six (6) 100 amp 12-volt batteries (totaling 600 12V amps) and 140 watts of solar.	\$893.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	DG-MB8249	DOWNGRADE TO MB8249; Solar Powered, Portable Changeable Message Sign. Capable of three lines of alphanumeric 10" high text and graphics/animations, all LED display, self contained on-board computer, multiple alphanumeric fonts, powder coat paint system, and display is 82" x 49", with hydraulic style trailer. Supports 100 plus predefined messages (text and graphics) and supports user customizable messages. System comes standard with four (4) 100 amp 12-volt batteries (totaling 400 12V amps) and 120 watts of solar.	-\$1,072.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ADD80W	Additional 80 watt solar panel.	\$507.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ADD110W	Additional 110 watt solar panel.	\$673.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ADD120W	Additional 120 watt solar panel.	\$733.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ADDB06225	Add battery pack with two-6 volt batteries for a total of 225 amps.	\$359.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	CELL-Modem	Cell modem.	\$942.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	REM-SER-1	Remote service plan - 1 year	\$770.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	REM-SER-5	Remote service plan - 5 year	\$3,206.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	CrossTalk-M-10	Messenger - Cellular 4G/LTE + 900MHz wireless + GPS. Must have s	\$1,783.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	CrossTalk-M-4	Messenger - Wireless 900MHz radio (1500+ feet range). Programmed	\$1,298.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	AntennaKit-1	Antenna for 900MHz radio (SH-MPANTENNA6) - Includes cable (CW	\$97.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	AntennaKit-4	Antenna for messenger (SH-4GLPPA6902700) - Cell and GPS.	\$307.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ASC-L-M-1	Messenger - One (1) year Service Plan for the lead cloud based cell s	\$744.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ASC-L-M-3	Messenger - Three (3) year Service Plan for the lead cloud based cell	\$2,118.00

ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ASC-L-M-5	Messenger - Five (5) year Service Plan for the lead cloud based cell s	\$3,343.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ASC-L-M-10	Messenger - Ten (10) year Service Plan for the lead cloud based cell	\$5,571.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	CPAINT	Custom Paint, other than white, orange or black (15 day lead time)	\$421.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	CT	Conspicuity tape 16 ft (reflective).	\$45.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	EXB12360	Replace battery pack with 12 volt 360 amp battery.	\$262.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	EXB12480	Replace battery pack with 12 volt 480 amp battery.	\$293.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	EXT-P1	Extended power package. 120 watts of solar power, six (6) additional 6-volt batteries and cabinet.	\$2,185.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	EXT-P2	Extended power package. 220 watts of solar power, eight (8) additional 6-volt batteries and cabinet.	\$3,411.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	HM	Hour Meter. (Includes wiring and cover)	\$91.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	RADAR	Radar for Vehicles. Speed range: 5-99 mph. Also can be set for KPH	\$903.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	ST	Site tube. Includes mounting hardware.	\$27.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	T&R	Solar tilt & rotate for Changeable Message Display trailers	\$824.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TAXL	Axle lock for anti-theft.	\$79.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TBBD	2" coupler with adjustable height channel.	\$168.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TBPR	Pintle ring hitch coupler & adjustable height channel.	\$92.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TEB	Electric brakes.	\$365.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TEXOT	Extendable out riggers.	\$474.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	THB	Hydraulic brakes.	\$729.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TLLN	Locking lug nuts. Includes key.	\$73.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TLT	LED taillights.	\$249.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TP	Tow plate - 2" ball and U-bolt mounting brackets.	\$107.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TPLUG-6	6-round contact to 4-flat adaptor	\$19.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TPLUG-7	7-round contact to 4-flat adaptor	\$20.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TPLUGA-6	6 contact metal connector with spring.	\$21.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TPLUGA-7	7 contact metal connector with spring.	\$45.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TSKID	Anti-skid tape on fenders and battery compartment.	\$80.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TSTAT	Traffic statistics package. Able to download traffic stats through radar. Downloadable to a user provided laptop. (Includes software and cable (Not ER10)	\$317.00
ROADWAY ADVISORY BOARD: Mobile Message Board	K&K Systems	OPT-MB9757	TTS	15" spare tire with mount	\$277.00



FEATURES

- ▶ Maintenance Free Batteries
- ▶ Long Lasting Battery Life
- ▶ Sealed Battery Box
- ▶ Single 140 Watt Solar Panel
- ▶ Meets MUTCD Standards
- ▶ Auto Dimming
- ▶ Super Bright LED Technology
- ▶ 360° of Rotation
- ▶ Durable Powder Coat Paint
- ▶ (4) Adjustable Corner Jacks and (1) Tongue Jack
- ▶ Sleek Frame Design

PORTABLE CHANGABLE MESSAGE BOARD

MODEL #MB8249

The MB8249 Full Matrix Message Board provides messaging functionality to display predefined and custom messages in three or four lines of alphanumeric text and MUTCD graphics/animations via an on-board controller. Our all LED display measures 82" x 49" and is mounted on a powder coat finished hydraulic style trailer.



Onboard Controller



MODEL #MB8249

PORTABLE MESSAGE BOARD

TRAILER MOUNT SERIES

TRAILER

Width: 68" fender to fender
Length with tongue: 148"
Length without tongue: 99"
Transport Height: 97"
Operating Height: 167"
Salt Spray: 1,000 hours
Paint: Powder Coat
Main frame: 2"x5"x 1/8"
Front/Rear Cross members: 2"x3"x 1/8"
Wheels: 15"
Axle: 3500 lbs double leaf spring
Fenders: High-density polyethylene
Jacks: (4) adjustable corner jacks & tongue jack with wheel
Tongue and Safety Chains: 2" ball hitch; 1/4" safety chains with hooks

SIGN DISPLAY

Pixel Matrix: 21x40 Pixel Arrangement
LED Module: Each is 5x7 matrix
LED's Per Pixel: 4
LED Type: Agilent amber 592NM
Viewing Angle: 30 degrees
Visibility: Up to 1 mile
Hours: 100,000 hour LED
Lines: Displays 3 lines of text and graphics
Characters per line: 8 characters (12 optional)
Character Height: 10"
**If one module fails, remainder of board is unaffected*

DISPLAY ENCLOSURE

Construction: Extruded Aluminum 6063 alloy
Length: 82"
Width: 49"
Depth: 6"
Paint: Powder coat paint
Salt Spray: 1000 hours
UV Resistant: 500 hours
Seal: Weather resistant
Venting: Vented top and bottom
Front face: 1/8" Lexan UV matte finish
Raising and lowering of display: Electro-hydraulic
Secondary raise and lowering: Manual hand pump

POWER AND CHARGING

Batteries: (4) 12 volt batteries for combined 400 amps
Battery Charger: 10 volt, 1000 watt, 60 amp
Recharge: 24 hours
Onboard diagnostics to monitor: Solar, battery, and load
Solar: (1) 140 watt solar panel
Regulator: 30 amp regulator with low voltage & high voltage disconnect.

CONTROLLER

Preprogrammed Messages: 260 including arrows and MUTCD symbols
User programmable: 100
Message Timing: Slow, medium, fast
Dimming: Auto or Manual
Protection: Password
Quick Message Selection: Thumbwheel to quickly select between 16 user programmable messages.
Controller Display: LCD
Data Entry: Mini Keyboard
Memory: Non volatile
**Pre-wired to accommodate radar, cell modem, and PC*
**"Auto Resume" after power failure*



K&K Systems' Quick Message Selection
Thumbwheel switches between the first 16 user defined messages. Roll the thumbwheel to desired message number to display a message.

OPTIONS

- ▶ Locking lug nuts
- ▶ Radar
- ▶ Pintle ring or bulldog hitch
- ▶ Electric or hydraulic brakes
- ▶ Custom Paint
- ▶ Outrigger Stability Supports
- ▶ Other Options available



888.414.3003 | (o) 662.566.2025 | (f) 662.566.7123
www.k-systems.com | sales@k-systems.com



INTER-OFFICE CORRESPONDENCE

MEMORANDUM NO. 2021-003

TO: Mayor and Members of the Town Commission

CC: William Serda, Town Manager
Sherry D. Henderson, CMC, Town Clerk

FROM: Donald J. Doody, Town Attorney *DJD*

DATE: June 23, 2021

RE: Town of Hillsboro Beach ("Town") / Opioid Litigation Settlement

The Town has received the attached Memorandum of Understanding ("MOU") from Florida Attorney General Moody regarding settlement negotiations in the opioid litigation pending in federal court and bankruptcy court against Purdue Pharma, L.P., the Sackler family, Mallinckrodt PLC, Johnson and Johnson, and multiple distributors of the drugs.

The litigation involves the development, marketing, and distribution of Oxycontin and the proliferation of persons addicted to pain medicines resulting from taking this drug as well as the propagation of pill mills in our community and around the country. Attorney General Moody's letter seeks to obtain the Town of Hillsboro Beach's approval of the MOU and in exchange the Town will receive a portion of the settlement proceeds to be used towards abatement activities in accordance with the terms of the MOU.

THE LAWSUIT

Litigation was filed by many plaintiffs around the country, alleging that Purdue Pharma, L.P., its owners - the Sackler family, and many others were aware or were made aware of the fallacy of the claims that Oxycontin was non-addictive, and yet Purdue Pharma continued to mass produce, sell, distribute, and prescribe this drug in response to an ever-increasing demand. This was the underlying basis for the exploding pill mill industry. It is also believed that as people became used to the effects of this drug, they first began to take it more and more, until they moved on to other stronger regulated drugs to manage their pain such as propofol, fentanyl, and illegal drugs such as heroin and methamphetamines. The cascading effect was to create increased law enforcement efforts, an increase in the number of overdose calls to fire rescue, not to mention the overall detrimental community impacts and resulting societal problems stemming from this addiction epidemic.

The litigation, filed by a number of governmental and private entities around the country against a vast array of defendants, was consolidated into a multidistrict litigation in the

federal court located in Ohio. All 50 states' attorneys general are participating in this litigation. The settlement as summarized by Attorney General Moody seeks to resolve the various cases against multiple parties on behalf of all states, and their agencies and political subdivisions. The amount of the settlement involves various defendants but the amount each pays is dependent upon the number of states and the number of their political subdivisions that sign on to the settlement agreement.

THE PROPOSED SETTLEMENT

This settlement will result in a pay out of funds to each of the 50 states in accordance with a matrix developed amongst the parties. As Attorney General Moody explains in her letter, the State of Florida will receive 7.03% of the overall payout from these parties. This amount was calculated both on the basis of population and on the basis of the overall impact experienced by the state. Florida's percentage exceeds other states whose population exceeds Florida's as the social and economic impact that Florida endured due to the opioid epidemic is greater. The only states receiving larger percentages than Florida are those states located in the areas where the addiction and pill mills proliferated to such a degree they were nicknamed the "opioid belt."

The amount of the payout is dependent upon external factors as well. It will depend upon how many jurisdictions sign on to the MOU, as well as the profitability of some of the defendants during the payout period of the settlement. The settlement is proposed to be paid out over a period of years. One such term that has been discussed is 18 years. The tobacco litigation settlement has been one basis for how the settlement terms have been designed in this case.

Also like the tobacco litigation settlements, the use of the funds by the states and their political subdivisions is not intended to reimburse for the expenses they incurred in dealing with the impacts of the opioid epidemic, but rather are required to be used for abatement activities, such as strategies, programming, and services used to expand the availability of treatment for individuals impacted by opioid use disorder and their co-occurring behavioral health disorders. A list of examples of potential abatement activities is included in the exhibits attached to the MOU provided by Attorney General Moody.

Distribution of the Settlement Proceeds

All of the monies received by Florida will be divided between three (3) funds: 1) the Town/County Fund; 2) the Regional Fund; and 3) the State Fund.

The **Town/County Fund** will be **fifteen percent (15%)** of the total settlement proceeds and will be distributed to all counties and qualifying municipalities in the State of Florida, including the Town of Hillsboro Beach. This fund is being allocated based upon a matrix developed by the Plaintiff's Executive Committee. This matrix takes into consideration 1) the amount of opioids shipped to the county; 2) the number of opioid deaths that occurred in that county; and 3) the number of people who suffer opioid use disorder in that county.

Allocations between counties and municipalities are based upon historical federal data showing how the specific county and municipalities within it have made opioid-related expenditures in the past. A spreadsheet was included with Attorney General Moody's letter which shows the amount each municipality will likely receive.

The **Regional Fund** comprises a sliding scale **between 30% and 40%** of the total settlement proceeds received by the State of Florida with the largest percentages occurring in the immediate years after settlement and decreasing over time. This fund is allocated between "Qualified Counties" and "Non-Qualified Counties." In addition to other qualifications pertaining to abatement infrastructure, the determination is based upon populations over/under 300,000 persons. Broward County is considered a Qualified County, therefore the monies will be provided directly to the County. In order to receive these funds, it is necessary that at least 50% of the population within Broward County participates in this MOU in order for these funds to flow to Broward County. In Non-Qualified Counties, the monies are provided to the managing entities for behavioral health services which serve those jurisdictions. In all instances, the monies must be spent on abatement activities.

The **State Fund** accounts for **45% to 55%** of the total settlement amounts which also must be spent on abatement activities.

HOW DOES THIS APPLY TO HILLSBORO BEACH?

This settlement was negotiated by all attorneys general as well as the Plaintiffs Executive Counsel in the multidistrict litigation. The goal was to secure the greatest amount of the settlement proceeds for the states, the counties, and cities which were directly affected by the impacts of the opioid epidemic. It is the belief of the Plaintiffs Executive Counsel and the attorneys general, including Attorney General Moody, that they have been able to obtain the greatest amount of settlement monies from the defendants.

Although the Town did not participate as a party in this litigation, it will also be receiving funds due to the State's participation on its behalf. All cities and counties in the state and around the country are being afforded the opportunity to participate in this settlement, regardless of whether they filed independent claims in the multidistrict litigation or the bankruptcy court. The Town of Hillsboro Beach would receive its share of those monies which equals approximately 0.0124% of the funds distributed in Broward County. Broward County's share accounts for approximately 9.06% of the Town/County Fund portion of the proceeds. All attorney's fees will be paid out of a separate portion of the overall settlement proceeds and the Town will be entitled to keep 100% of the funds flowing to it from this distribution.

Many defendants filed for bankruptcy and for those cities which filed the necessary claims in those proceedings, this proposed settlement would encompass resolution of those actions as well. Unlike the MOU proposed by Attorney General Moody, a different allocation has been proposed in those bankruptcy cases which would provide a default

allocation with distributions only to political subdivisions with populations greater than 400,000. Attorney General Moody and the Plaintiffs Executive Committee believe that what they were able to negotiate in the proposal presented in the MOU is a more beneficial outcome for those cities which did file bankruptcy claims than what is being provided in the default allocation described above. Moreover, as the Town's population is not nearly large enough to qualify for any portion of the bankruptcy distributions, even if it did file a claim, it would receive nothing from the defendants in that venue.

The Town may choose not to participate and receive no funds in the event that it does not wish to undertake the reporting and monitoring obligations associated with ensuring that the funds are used for approved purposes. If the Town were not in agreement with its terms or decides not to enter into this MOU with the State of Florida, it would be precluded from receiving these proceeds. Since this negotiation involves multiple states and parties it took over 18 months to reach a settlement. It is unlikely that there will be adequate funds available after this settlement is disbursed, especially with those entities which have filed for bankruptcy. There are a number of plaintiffs in this litigation which are not state, county or municipal plaintiffs and once this settlement is entered into, the remaining parties, including any states, counties or cities which choose not to participate, will have their bite at the apple of whatever remains. Additionally, Attorney General Moody has indicated that the State would file a separate action seeking to bar future claims by any Florida political subdivisions that had not already filed their own claims as it would put this MOU and settlement agreement at risk and would further maximize the recovery for the State and those subdivisions that did agree to this settlement proposal. Alternatively, Attorney General Moody has suggested seeking legislation to protect the interests of those political subdivisions which have agreed are protected to ensure they receive the recovery contemplated in the MOU.

NEXT STEPS

It is requested that all political subdivisions in the state consider this matter within 60-90 days from the date of the letter. If the Town is inclined to accept the terms of this settlement and approve the MOU, this matter should be placed on the next Town Commission agenda for the approval of a resolution which our office will prepare for your consideration.

RESOLUTION NO. 2021-31

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE EXECUTION OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN AND THE STATE OF FLORIDA AND OTHER LOCAL GOVERNMENTAL UNITS AS A PARTICIPANT IN THE FLORIDA MEMORANDUM OF UNDERSTANDING AND FORMAL AGREEMENTS IMPLEMENTING A UNIFIED PLAN, ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN; AUTHORIZING AND DIRECTING THE APPROPRIATE TOWN OFFICIALS TO TAKE ANY AND ALL ACTION NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hillsboro Beach ("Town") has suffered harm from the opioid epidemic; and

WHEREAS, the Town recognizes that the entire State of Florida has suffered harm as a result from the opioid epidemic; and

WHEREAS, the State of Florida has filed an action pending in Pasco County, Florida, and a number of Florida Cities and Counties have also file an action In re: National Prescription Opiate Litigation, MDL No. 2804 (N.D. Ohio) (the "Opioid Litigation"); and

WHEREAS, the State of Florida and lawyers representing certain various local governments involved in the Opioid Litigation have proposed a unified plan for the allocation and use of prospective settlement dollars from opioid related litigation; and

WHEREAS, the Florida Memorandum of Understanding (the "Florida Plan") sets forth a framework of a unified plan for the proposed allocation and use of opioid settlement proceeds and it is anticipated that formal agreements implementing the Florida Plan will be entered into at a future date; and

WHEREAS, participation in the Florida Plan by a large majority of Florida cities and counties will materially increase the amount of funds to Florida and should improve Florida's relative bargaining position during additional settlement negotiations; and

WHEREAS, failure to participate in the Florida Plan will reduce funds available to the State, City, and every other Florida city and county.

1 **NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF**
2 **THE TOWN OF HILLSBORO BEACH, FLORIDA THAT:**
3

4 **SECTION 1.** The foregoing "WHEREAS" clauses are true and correct and
5 hereby ratified and confirmed by the Town Commission.
6

7 **SECTION 2.** The Town Commission finds that participation in the Florida Plan
8 would be in the best interest of the Town and its residents in that such a plan ensures that
9 almost all of the settlement funds go to abate and resolve the opioid epidemic and each
10 and every municipality and county receives funds for the harm that is has suffered.
11

12 **SECTION 3.** That the Town Commission hereby expresses its support of a
13 unified plan for the allocation and use of opioid settlement proceeds as generally
14 described in the Florida Plan, attached hereto as Exhibit "A."
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16

17 **SECTION 4.** That the Town officials are hereby expressly authorized to execute
18 the Florida Plan in substantially the form contained in Exhibit "A."
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21 **SECTION 5.** That the Town officials are hereby authorized to execute any
22 formal agreements implementing a unified plan for the allocation and use of opioid
23 settlement proceeds that is not substantially inconsistent with the Florida Plan and this
24 Resolution.
25

26 **SECTION 6.** That the Town Clerk is hereby instructed to record this Resolution
27 in the appropriate record book upon its adoption.
28
29

30 **SECTION 7.** The Town Clerk of the Town is hereby directed furnish certified
31 copy of this Resolution to:
32

33 Florida League of Cities
34 Attorney General Ashley Moody
35 c/o John M. Guard
36 The Capitol
37 PL-01
38 Tallahassee, FL 32399-1050
39
40

41 **SECTION 8.** The appropriate Town officials are authorized and directed to
42 execute the necessary documents to comply with this Resolution.
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44 **SECTION 9.** All Resolutions or parts of Resolutions in conflict herewith, be
45 and the same are repealed to the extent of such conflict.

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SECTION 10. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in no way affect the validity of the other provisions of this Resolution.

SECTION 11. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this ____ day of _____ 2021.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2021-31
RECORD OF TOWN COMMISSION VOTE:

	<u>YES</u>	<u>NO</u>
MAYOR DEBORAH L. TARRANT	☐	☐
VICE MAYOR IRENE KIRDAHY	☐	☐
COMMISSIONER VICKY FEAMAN	☐	☐
COMMISSIONER BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐

PROPOSAL
MEMORANDUM OF UNDERSTANDING

Whereas, the people of the State of Florida and its communities have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities within the Pharmaceutical Supply Chain;

Whereas, the State of Florida, through its Attorney General, and certain Local Governments, through their elected representatives and counsel, are separately engaged in litigation seeking to hold Pharmaceutical Supply Chain Participants accountable for the damage caused by their misfeasance, nonfeasance and malfeasance;

Whereas, the State of Florida and its Local Governments share a common desire to abate and alleviate the impacts of that misfeasance, nonfeasance and malfeasance throughout the State of Florida;

Whereas, it is the intent of the State of Florida and its Local Governments to use the proceeds from Settlements with Pharmaceutical Supply Chain Participants to increase the amount of funding presently spent on opioid and substance abuse education, treatment and other related programs and services, such as those identified in Exhibits A and B, and to ensure that the funds are expended in compliance with evolving evidence-based “best practices”;

Whereas, the State of Florida and its Local Governments, subject to the completion of formal documents that will effectuate the Parties’ agreements, enter into this Memorandum of Understanding (“MOU”) relating to the allocation and use of the proceeds of Settlements described herein; and

Whereas, this MOU is a preliminary non-binding agreement between the Parties, is not legally enforceable, and only provides a basis to draft formal documents which will effectuate the Parties’ agreements.

A. Definitions

As used in this MOU:

1. “Approved Purpose(s)” shall mean forward-looking strategies, programming and services used to expand the availability of treatment for individuals impacted by substance use disorders, to: (a) develop, promote, and provide evidence-based substance use prevention strategies; (b) provide substance use avoidance and awareness education; (c) decrease the oversupply of licit and illicit opioids; and (d) support recovery from addiction. Approved Purposes shall include, but are not limited to, the opioid abatement strategies listed on Exhibits A and B which are incorporated herein by reference.

2. “Local Governments” shall mean all counties, cities, towns and villages located within the geographic boundaries of the State.

3. “Managing Entities” shall mean the corporations selected by and under contract with the Florida Department of Children and Families or its successor (“DCF”) to manage the

daily operational delivery of behavioral health services through a coordinated system of care. The singular “Managing Entity” shall refer to a singular of the Managing Entities.

4. “County” shall mean a political subdivision of the state established pursuant to s. 1, Art. VIII of the State Constitution.

5. “Municipalities” shall mean cities, towns, or villages of a County within the State with a Population greater than 10,000 individuals and shall also include cities, towns or villages within the State with a Population equal to or less than 10,000 individuals which filed a Complaint in this litigation against Pharmaceutical Supply Chain Participants. The singular “Municipality” shall refer to a singular of the Municipalities.

6. “Negotiating Committee” shall mean a three-member group comprised by representatives of the following: (1) the State; and (2) two representatives of Local Governments of which one representative will be from a Municipality and one shall be from a County (collectively, “Members”) within the State. The State shall be represented by the Attorney General or her designee.

7. “Negotiation Class Metrics” shall mean those county and city settlement allocations which come from the official website of the Negotiation Class of counties and cities certified on September 11, 2019 by the U.S. District for the Northern District of Ohio in *In re National Prescription Opiate Litigation*, MDL No. 2804 (N.D. Ohio). The website is located at <https://allocationmap.iclaimsonline.com>.

8. “Opioid Funds” shall mean monetary amounts obtained through a Settlement as defined in this MOU.

9. “Opioid Related” shall have the same meaning and breadth as in the agreed Opioid Abatement Strategies attached hereto as Exhibits A or B.

10. “Parties” shall mean the State and Local Governments. The singular word “Party” shall mean either the State or Local Governments.

11. “PEC” shall mean the Plaintiffs’ Executive Committee of the National Prescription Opiate Multidistrict Litigation pending in the United States District Court for the Northern District of Ohio.

12. “Pharmaceutical Supply Chain” shall mean the process and channels through which Controlled Substances are manufactured, marketed, promoted, distributed or dispensed.

13. “Pharmaceutical Supply Chain Participant” shall mean any entity that engages in, or has engaged in the manufacture, marketing, promotion, distribution or dispensing of an opioid analgesic.

14. “Population” shall refer to published U.S. Census Bureau population estimates as of July 1, 2019, released March 2020, and shall remain unchanged during the term of this MOU. These estimates can currently be found at <https://www.census.gov>

15. “Qualified County” shall mean a charter or non-chartered county within the State that: has a Population of at least 300,000 individuals and (a) has an opioid taskforce of which it is a member or operates in connection with its municipalities or others on a local or regional basis; (b) has an abatement plan that has been either adopted or is being utilized to respond to the opioid epidemic; (c) is currently either providing or is contracting with others to provide substance abuse prevention, recovery, and treatment services to its citizens; and (d) has or enters into an agreement with a majority of Municipalities (Majority is more than 50% of the Municipalities’ total population) related to the expenditure of Opioid Funds. The Opioid Funds to be paid to a Qualified County will only include Opioid Funds for Municipalities whose claims are released by the Municipality or Opioid Funds for Municipalities whose claims are otherwise barred.

16. “SAMHSA” shall mean the U.S. Department of Health & Human Services, Substance Abuse and Mental Health Services Administration.

17. “Settlement” shall mean the negotiated resolution of legal or equitable claims against a Pharmaceutical Supply Chain Participant when that resolution has been jointly entered into by the State and Local Governments or a settlement class as described in (B)(1) below.

18. “State” shall mean the State of Florida.

B. Terms

1. **Only Abatement** - Other than funds used for the Administrative Costs and Expense Fund as hereinafter described in paragraph 6 and paragraph 9, respectively), all Opioid Funds shall be utilized for Approved Purposes. To accomplish this purpose, the State will either file a new action with Local Governments as Parties or add Local Governments to its existing action, sever settling defendants, and seek entry of a consent order or other order binding both the State, Local Governments, and Pharmaceutical Supply Chain Participant(s) (“Order”). The Order may be part of a class action settlement or similar device. The Order shall provide for continuing jurisdiction of a state court to address non-performance by any party under the Order. Any Local Government that objects to or refuses to be included under the Order or entry of documents necessary to effectuate a Settlement shall not be entitled to any Opioid Funds and its portion of Opioid Funds shall be distributed to, and for the benefit of, the other Local Governments.

2. **Avoid Claw Back and Recoupment** - Both the State and Local Governments wish to maximize any Settlement and Opioid Funds. In addition to committing to only using funds for the Expense Funds, Administrative Costs and Approved Purposes, both Parties will agree to utilize a percentage of funds for the core strategies highlighted in Exhibit A. Exhibit A contains the programs and strategies prioritized by the U.S. Department of Justice and/or the U.S. Department of Health & Human Services (“Core Strategies”). The State is trying to obtain the United States’ agreement to limit or reduce the United States’ ability to recover or recoup monies from the State and Local Government in exchange for prioritization of funds to certain projects. If no agreement is reached with the United States, then there will be no requirement that a percentage be utilized for Core Strategies.

3. **Distribution Scheme** - All Opioid Funds will initially go to the State, and then be distributed according to the following distribution scheme. The Opioid Funds will be divided into three funds after deducting costs of the Expense Fund detailed in paragraph 9 below:

- (a) City/County Fund- The city/county fund will receive 15% of all Opioid Funds to directly benefit all Counties and Municipalities. The amounts to be distributed to each County and Municipality shall be determined by the Negotiation Class Metrics or other metrics agreed upon, in writing, by a County and a Municipality. For Local Governments that are not within the definition of County or Municipality, those Local Governments may receive that government's share of the City/County Fund under the Negotiation Class Metrics, if that government executes a release as part of a Settlement. Any Local Government that is not within the definition of County or Municipality and that does not execute a release as part of a Settlement shall have its share of the City/County Fund go to the County in which it is located.
- (b) Regional Fund- The regional fund will be subdivided into two parts.
 - (i) The State will annually calculate the share of each County within the State of the regional fund utilizing the sliding scale in section 4 of the allocation contained in the Negotiation Class Metrics or other metrics that the Parties agree upon.
 - (ii) For Qualified Counties, the Qualified County's share will be paid to the Qualified County and expended on Approved Purposes, including the Core Strategies identified in Exhibit A, if applicable.
 - (iii) For all other Counties, the regional share for each County will be paid to the Managing Entities providing service for that County. The Managing Entities will be required to expend the monies on Approved Purposes, including the Core Strategies. The Managing Entities shall endeavor to the greatest extent possible to expend these monies on counties within the State that are non-Qualified Counties and to ensure that there are services in every County.
- (c) State Fund - The remainder of Opioid Funds after deducting the costs of the Expense Fund detailed in paragraph 9, the City/County Fund and the Regional Fund will be expended by the State on Approved Purposes, including the provisions related to Core Strategies, if applicable.
- (d) To the extent that Opioid Funds are not appropriated and expended in a year by the State, the State shall identify the investments where settlement funds will be deposited. Any gains, profits, or interest accrued from the deposit of the Opioid Funds to the extent that any funds are not appropriated and expended within a calendar year, shall be the sole property of the Party that was entitled to the initial deposit.

4. Regional Fund Sliding Scale- The Regional Fund shall be calculated by utilizing the following sliding scale of the Opioid Funds available in any year:

- A. Years 1-6: 40%
- B. Years 7-9: 35%
- C. Years 10-12: 34%
- D. Years 13-15: 33%
- E. Years 16-18: 30%

5. Opioid Abatement Taskforce or Council - The State will create an Opioid Abatement Taskforce or Council (sometimes hereinafter “Taskforce” or “Council”) to advise the Governor, the Legislature, Florida’s Department of Children and Families (“DCF”), and Local Governments on the priorities that should be addressed as part of the opioid epidemic and to review how monies have been spent and the results that have been achieved with Opioid Funds.

- (a) Size - The Taskforce or Council shall have ten Members equally balanced between the State and the Local Governments.
- (b) Appointments Local Governments - Two Municipality representatives will be appointed by or through Florida League of Cities. Two county representatives, one from a Qualified County and one from a county within the State that is not a Qualified County, will be appointed by or through the Florida Association of Counties. The final representative will alternate every two years between being a county representative (appointed by or through Florida Association of Counties) or a Municipality representative (appointed by or through the Florida League of Cities). One Municipality representative must be from a city of less than 50,000 people. One county representative must be from a county less than 200,000 people and the other county representative must be from a county whose population exceeds 200,000 people.
- (c) Appointments State -
 - (i) The Governor shall appoint two Members.
 - (ii) The Speaker of the House shall appoint one Member.
 - (iii) The Senate President shall appoint one Member.
 - (iv) The Attorney General or her designee shall be a Member.
- (d) Chair - The Attorney General or designee shall be the chair of the Taskforce or Council.
- (e) Term - Members will be appointed to serve a two-year term.

- (f) Support - DCF shall support the Taskforce or Council and the Taskforce or Council shall be administratively housed in DCF.
- (g) Meetings - The Taskforce or Council shall meet quarterly in person or virtually using communications media technology as defined in section 120.54(5)(b)(2), Florida Statutes.
- (h) Reporting - The Taskforce or Council shall provide and publish a report annually no later than November 30th or the first business day after November 30th, if November 30th falls on a weekend or is otherwise not a business day. The report shall contain information on how monies were spent the previous fiscal year by the State, each of the Qualified Counties, each of the Managing Entities, and each of the Local Governments. It shall also contain recommendations to the Governor, the Legislature, and Local Governments for priorities among the Approved Purposes for how monies should be spent the coming fiscal year to respond to the opioid epidemic.
- (i) Accountability - Prior to July 1st of each year, the State and each of the Local Governments shall provide information to DCF about how they intend to expend Opioid Funds in the upcoming fiscal year. The State and each of the Local Government shall report its expenditures to DCF no later than August 31st for the previous fiscal year. The Taskforce or Council will set other data sets that need to be reported to DCF to demonstrate the effectiveness of Approved Purposes. All programs and expenditures shall be audited annually in a similar fashion to SAMHSA programs. Local Governments shall respond and provide documents to any reasonable requests from the State for data or information about programs receiving Opioid Funds.
- (j) Conflict of Interest - All Members shall adhere to the rules, regulations and laws of Florida including, but not limited to, Florida Statute §112.311, concerning the disclosure of conflicts of interest and recusal from discussions or votes on conflicted matters.

6. **Administrative Costs**- The State may take no more than a 5% administrative fee from the State Fund (“Administrative Costs”) and any Regional Fund that it administers for counties that are not Qualified Counties. Each Qualified County may take no more than a 5% administrative fee from its share of the Regional Funds.

7. **Negotiation of Non-Multistate Settlements** - If the State begins negotiations with a Pharmaceutical Supply Chain Participant that is separate and apart from a multi-state negotiation, the State shall include Local Governments that are a part of the Negotiating Committee in such negotiations. No Settlement shall be recommended or accepted without the affirmative votes of both the State and Local Government representatives of the Negotiating Committee.

8. **Negotiation of Multistate or Local Government Settlements** - To the extent practicable and allowed by other parties to a negotiation, both Parties agree to communicate with

members of the Negotiation Committee regarding the terms of any other Pharmaceutical Supply Chain Participant Settlement.

9. **Expense Fund** - The Parties agree that in any negotiation every effort shall be made to cause Pharmaceutical Supply Chain Participants to pay costs of litigation, including attorneys' fees, in addition to any agreed to Opioid Funds in the Settlement. To the extent that a fund sufficient to pay the entirety of all contingency fee contracts for Local Governments in the State of Florida is not created as part of a Settlement by a Pharmaceutical Supply Chain Participant, the Parties agree that an additional expense fund for attorneys who represent Local Governments (herein "Expense Fund") shall be created out of the City/County fund for the purpose of paying the hard costs of a litigating Local Government and then paying attorneys' fees.

- (a) The Source of Funds for the Expense Fund- Money for the Expense Fund shall be sourced exclusively from the City/County Fund.
- (b) The Amount of the Expense Fund- The State recognizes the value litigating Local Governments bring to the State of Florida in connection with the Settlement because their participation increases the amount Incentive Payments due from each Pharmaceutical Supply Chain Participant. In recognition of that value, the amount of funds that shall be deposited into the Expense fund shall be contingent upon on the percentage of litigating Local Government participation in the Settlement, according to the following table:

Litigating Local Government Participation in the Settlement (by percentage of the population)	Amount that shall be paid into the Expense Fund from (and as a percentage of) the City/County fund
96 to 100%	10%
91 to 95%	7.5%
86 to 90%	5%
85%	2.5%
Less than 85%	0%

If fewer than 85% percent of the litigating Local Governments (by population) participate, then the Expense Fund shall not be funded, and this Section of the MOU shall be null and void.

- (c) The Timing of Payments into the Expense Fund- Although the amount of the Expense Fund shall be calculated based on the entirety of payments due to the City/County fund over a ten to eighteen year period, the Expense Fund shall be funded entirely from payments made by Pharmaceutical Supply Chain Participants during the first two years of the Settlement. Accordingly, to offset the amounts being paid from the City/County to the Expense Fund in the first two years, Counties or Municipalities may borrow from the Regional Fund during the first two years and pay the borrowed amounts back to the Regional Fund during years three, four, and five.

For the avoidance of doubt, the following provides an illustrative example regarding the calculation of payments and amounts that may be borrowed under the terms of this MOU, consistent with the provisions of this Section:

Opioid Funds due to State of Florida and Local Governments (over 10 to 18 years):	\$1,000
Litigating Local Government Participation:	100%
City/County Fund (over 10 to 18 years):	\$150
Expense Fund (paid over 2 years):	\$15
Amount Paid to Expense Fund in 1st year:	\$7.5
Amount Paid to Expense Fund in 2nd year:	\$7.5
Amount that may be borrowed from Regional Fund in 1st year:	\$7.5
Amount that may be borrowed from Regional Fund in 2nd year:	\$7.5
Amount that must be paid back to Regional Fund in 3rd year:	\$5
Amount that must be paid back to Regional Fund in 4th year:	\$5
Amount that must be paid back to Regional Fund in 5th year:	\$5

- (d) Creation of and Jurisdiction over the Expense Fund- The Expense Fund shall be established, consistent with the provisions of this Section of the MOU, by order of the Circuit Court of the Sixth Judicial Circuit in and for Pasco County, West Pasco Division New Port Richey, Florida, in the matter of *The State of Florida, Office of the Attorney General, Department of Legal Affairs v. Purdue Pharma L.P., et al.*, Case No. 2018-CA-001438 (the “Court”). The Court shall have jurisdiction over the Expense Fund, including authority to allocate and disburse amounts from the Expense Fund and to resolve any disputes concerning the Expense Fund.
- (e) Allocation of Payments to Counsel from the Expense Fund- As part of the order establishing the Expense Fund, counsel for the litigating Local Governments shall seek to have the Court appoint a third-neutral to serve as a special master for purposes of allocating the Expense Fund. Within 30 days of entry of the order appointing a special master for the Expense Fund, any counsel who intend to seek an award from the Expense Fund shall provide the copies of their contingency fee contracts to the special master. The special master shall then build a mathematical model, which shall be based on each litigating Local Government’s share under the Negotiation Class Metrics and the rate set forth in their contingency contracts, to calculate a proposed award for each litigating Local Government who timely provided a copy of its contingency contract.

10. **Dispute resolution**- Any one or more of the Local Governments or the State may object to an allocation or expenditure of Opioid Funds solely on the basis that the allocation or expenditure at issue (a) is inconsistent with the Approved Purposes; (b) is inconsistent with the distribution scheme as provided in paragraph 3, or (c) violates the limitations set forth herein with respect to administrative costs or the Expense Fund. There shall be no other basis for bringing an objection to the approval of an allocation or expenditure of Opioid Funds.

Schedule A

Core Strategies

States and Qualifying Block Grantees shall choose from among the abatement strategies listed in Schedule B. However, priority shall be given to the following core abatement strategies (“**Core Strategies**”)[, such that a minimum of __% of the [aggregate] state-level abatement distributions shall be spent on [one or more of] them annually].¹

A. Naloxone or other FDA-approved drug to reverse opioid overdoses

1. Expand training for first responders, schools, community support groups and families; and
2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. Medication-Assisted Treatment (“MAT”) Distribution and other opioid-related treatment

1. Increase distribution of MAT to non-Medicaid eligible or uninsured individuals;
2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;
3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and
4. Treatment and Recovery Support Services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication with other support services.

C. Pregnant & Postpartum Women

1. Expand Screening, Brief Intervention, and Referral to Treatment (“SBIRT”) services to non-Medicaid eligible or uninsured pregnant women;
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women with co-occurring Opioid Use Disorder (“OUD”) and other Substance Use Disorder (“SUD”)/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and
3. Provide comprehensive wrap-around services to individuals with Opioid Use Disorder (OUD) including housing, transportation, job placement/training, and childcare.

D. Expanding Treatment for Neonatal Abstinence Syndrome

1. Expand comprehensive evidence-based and recovery support for NAS babies;
2. Expand services for better continuum of care with infant-need dyad; and
3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

¹ As used in this Schedule A, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs. Priorities will be established through the mechanisms described in the Term Sheet.

E. Expansion of Warm Hand-off Programs and Recovery Services

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;
2. Expand warm hand-off services to transition to recovery services;
3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions. ;
4. Provide comprehensive wrap-around services to individuals in recovery including housing, transportation, job placement/training, and childcare; and
5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. Treatment for Incarcerated Population

1. Provide evidence-based treatment and recovery support including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and
2. Increase funding for jails to provide treatment to inmates with OUD.

G. Prevention Programs

1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);
2. Funding for evidence-based prevention programs in schools.;
3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);
4. Funding for community drug disposal programs; and
5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. Expanding Syringe Service Programs

1. Provide comprehensive syringe services programs with more wrap-around services including linkage to OUD treatment, access to sterile syringes, and linkage to care and treatment of infectious diseases.

I. Evidence-based data collection and research analyzing the effectiveness of the abatement strategies within the State.

Schedule B

Approved Uses

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:²

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (MAT) approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (ASAM) continuum of care for OUD and any co-occurring SUD/MH conditions
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Treatment of trauma for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.
8. Training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD or mental health conditions, including but not limited to training,

² As used in this Schedule B, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs. Priorities will be established through the mechanisms described in the Term Sheet.

scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.

12. [Intentionally Blank – to be cleaned up later for numbering]

13. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (DATA 2000) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.

14. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.

15. Development and dissemination of new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in treatment for or recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.

9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)

Provide connections to care for people who have – or at risk of developing – OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.
6. Training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically-appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL-JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 - a. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);
 - b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;
 - c. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 - d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model;
 - e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or

- f. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions
4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal-justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome (NAS), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women – or women who could become pregnant – who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Training for obstetricians or other healthcare personnel that work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; expand long-term treatment and services for medical monitoring of NAS babies and their families.

5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with Neonatal Abstinence Syndrome get referred to appropriate services and receive a plan of safe care.
6. Child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
7. Enhanced family supports and child care services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including but not limited to parent skills training.
10. Support for Children's Services – Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Fund medical provider education and outreach regarding best prescribing practices for opioids consistent with Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Support enhancements or improvements to Prescription Drug Monitoring Programs (PDMPs), including but not limited to improvements that:
 - a. Increase the number of prescribers using PDMPs;
 - b. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or

- c. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increase electronic prescribing to prevent diversion or forgery.
8. Educate Dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Fund media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Fund community anti-drug coalitions that engage in drug prevention efforts.
6. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction – including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).
7. Engage non-profits and faith-based communities as systems to support prevention.
8. Fund evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create of support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address

mental health needs in young people that (when not properly addressed) increase the risk of opioid or other drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increase availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, individuals at high risk of overdose, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities provide free naloxone to anyone in the community
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enable school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expand, improve, or develop data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educate first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Support mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Provide training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Support screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in sections C, D, and H relating to first responders, support the following:

1. Educate law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitation, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local, or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services; to support training and technical assistance; or to support other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to share reports, recommendations, or plans to spend opioid settlement funds; to show how opioid settlement funds have been spent; to report program or strategy outcomes; or to track, share, or visualize key opioid-related or health-related indicators and supports as identified through collaborative statewide, regional, local, or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection, and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations including individuals entering the criminal justice system, including but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (ADAM) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

RESOLUTION NO. [INSERT]

A Resolution authorizing [City/County] (herein referred to as this "Governmental Unit") to join with the State of Florida and other local governmental units as a participant in the Florida Memorandum of Understanding and Formal Agreements implementing a Unified Plan.

WHEREAS, the [City/County] has suffered harm from the opioid epidemic;

WHEREAS, the [City/County] recognizes that the entire State of Florida has suffered harm as a result from the opioid epidemic;

WHEREAS, the State of Florida has filed an action pending in Pasco County, Florida, and a number of Florida Cities and Counties have also filed an action *In re: National Prescription Opiate Litigation*, MDL No. 2804 (N.D. Ohio) (the "Opioid Litigation") and [City/County] [is/is not] a litigating participant in that action;

WHEREAS, the State of Florida and lawyers representing certain various local governments involved in the Opioid Litigation have proposed a unified plan for the allocation and use of prospective settlement dollars from opioid related litigation;

WHEREAS, the Florida Memorandum of Understanding (the "Florida Plan") sets forth sets forth a framework of a unified plan for the proposed allocation and use of opioid settlement proceeds and it is anticipated that formal agreements implementing the Florida Plan will be entered into at a future date; and,

WHEREAS, participation in the Florida Plan by a large majority of Florida cities and counties will materially increase the amount of funds to Florida and should improve Florida's relative bargaining position during additional settlement negotiations;

WHEREAS, failure to participate in the Florida Plan will reduce funds available to the State, [City/County], and every other Florida city and county;

NOW, THEREFORE, BE IT RESOLVED BY THIS GOVERNMENTAL UNIT:

SECTION 1. That this Governmental Unit finds that participation in the Florida Plan would be in the best interest of the Governmental Unit and its citizens in that such a plan ensures that almost all of the settlement funds go to abate and resolve the opioid epidemic and each and every city and county receives funds for the harm that it has suffered.

SECTION 2. That this Governmental Unit hereby expresses its support of a unified plan for the allocation and use of opioid settlement proceeds as generally described in the Florida Plan, attached hereto as Exhibit "A."

SECTION 3. That [official name] is hereby expressly authorized to execute the Florida Plan in substantially the form contained in Exhibit "A."

SECTION 4. That [official name] is hereby authorized to execute the any formal agreements implementing a unified plan for the allocation and use of opioid settlement proceeds that is not substantially inconsistent with the Florida Plan and this Resolution.

SECTION 5. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

SECTION 6. The clerk of this Governmental Unit is hereby directed to furnish a certified copy of this Ordinance/Resolution to the Florida

[Florida League of Cities/Florida Association of Counties]

Attorney General Ashley Moody
c/o John M. Guard
The Capitol,
PL-01
Tallahassee, FL 32399-1050

SECTION 7. This Resolution shall take effect immediately upon its adoption.

Adopted this day of , _____, 2021.

(Mayor/Commissioner/etc.)

ATTEST: _____

City/County Fund	15%
Regional Fund	35%
Scenario 1	\$ 130,000,000.00
City/County Fund Scenario 1	\$ 19,500,000.00
Regional Fund Scenario 1	\$ 45,500,000.00
Scenario 2	\$ 100,000,000.00
City/County Fund Scenario 2	\$ 15,000,000.00
Regional Fund Scenario 2	\$ 35,000,000.00
Scenario 3	\$ 70,000,000.00
City/County Fund Scenario 3	\$ 10,500,000.00
Regional Fund Scenario 3	\$ 24,500,000.00

County	Allocated Subdivisions	Overall Total %	Allocated % by entity	Scenario 1 City/County Fund	Scenario 1 Regional Fund	Scenario 2 City/County Fund	Scenario 2 Regional Fund	Scenario 3 City/County Fund	Scenario 3 Regional Fund
Alachua		1.241060164449%			\$ 564,682.37		\$ 434,371.06		\$ 304,059.74
	Alachua County		0.821689546303%	\$ 160,229.46		\$ 123,253.43		\$ 86,277.40	
	Alachua		0.013113332457%	\$ 2,957.10		\$ 1,967.00		\$ 1,376.90	
	Archer		0.000219705515%	\$ 42.84		\$ 32.96		\$ 23.07	
	Gainesville		0.381597611347%	\$ 74,411.53		\$ 57,239.64		\$ 40,067.75	
	Hawthorne		0.000270546460%	\$ 52.76		\$ 40.58		\$ 28.41	
	High Springs		0.011987568663%	\$ 2,337.58		\$ 1,798.14		\$ 1,258.69	
	La Crosse		0.000975056706%	\$ 190.14		\$ 146.26		\$ 102.38	
	Micanopy		0.002113530737%	\$ 412.14		\$ 317.03		\$ 221.92	
	Newberry		0.006102729215%	\$ 1,190.03		\$ 915.41		\$ 640.79	
	Waldo		0.002988721299%	\$ 582.80		\$ 448.31		\$ 313.82	
Baker		0.193173804130%			\$ 87,894.08		\$ 67,610.83		\$ 47,327.58
	Baker County		0.169449240037%	\$ 33,042.60		\$ 25,417.39		\$ 17,792.17	
	Glen St. Mary		0.000096234647%	\$ 18.77		\$ 14.44		\$ 10.10	
	Macclenny		0.023628329446%	\$ 4,607.52		\$ 3,544.25		\$ 2,480.97	
Bay		0.839656373312%			\$ 382,043.65		\$ 293,879.73		\$ 205,715.81
	Bay County		0.508772605155%	\$ 99,210.66		\$ 76,315.89		\$ 53,421.12	
	Callaway		0.024953825527%	\$ 4,866.00		\$ 3,743.07		\$ 2,620.15	
	Lynn Haven		0.039205632015%	\$ 7,645.10		\$ 5,880.84		\$ 4,116.59	
	Mexico Beach		0.005614292988%	\$ 1,094.79		\$ 842.14		\$ 589.50	
	Panama City		0.155153855596%	\$ 30,255.00		\$ 23,273.08		\$ 16,291.15	
	Panama City Beach		0.080897023117%	\$ 15,774.92		\$ 12,134.55		\$ 8,494.19	
	Parker		0.008704696178%	\$ 1,697.42		\$ 1,305.70		\$ 913.99	
	Springfield		0.016354442736%	\$ 3,189.12		\$ 2,453.17		\$ 1,717.22	
Bradford		0.189484204081%			\$ 86,215.31		\$ 66,319.47		\$ 46,423.63
	Bradford County		0.151424309090%	\$ 29,527.74		\$ 22,713.65		\$ 15,899.55	
	Brooker		0.000424885045%	\$ 82.85		\$ 63.73		\$ 44.61	
	Hampton		0.002839829959%	\$ 553.77		\$ 425.97		\$ 298.18	
	Lawtey		0.003400896108%	\$ 663.17		\$ 510.13		\$ 357.09	
	Starke		0.031392468132%	\$ 6,121.53		\$ 4,708.87		\$ 3,296.21	
Brevard		3.878799180444%			\$ 1,764,853.63		\$ 1,357,579.71		\$ 950,305.80
	Brevard County		2.323022668525%	\$ 452,989.42		\$ 348,453.40		\$ 243,917.38	
	Cape Canaveral		0.045560750209%	\$ 8,884.35		\$ 6,834.11		\$ 4,783.88	
	Cocoa		0.149245411423%	\$ 29,102.86		\$ 22,386.81		\$ 15,670.77	
	Cocoa Beach		0.084363286155%	\$ 16,450.84		\$ 12,654.49		\$ 8,858.15	
	Grant-Valkaria		0.000321387406%	\$ 62.67		\$ 48.21		\$ 33.75	
	Indianalantic		0.024136738902%	\$ 4,706.66		\$ 3,620.51		\$ 2,534.36	
	Indian Harbour Beach		0.021089913665%	\$ 4,112.53		\$ 3,163.49		\$ 2,214.44	
	Malabar		0.002505732317%	\$ 488.62		\$ 375.96		\$ 263.10	
	Melbourne		0.383104682233%	\$ 74,705.41		\$ 57,465.70		\$ 40,225.99	
	Melbourne Beach		0.012091066302%	\$ 2,357.76		\$ 1,813.66		\$ 1,269.56	
	Melbourne Village		0.003782203200%	\$ 737.53		\$ 567.33		\$ 397.13	
	Palm Bay		0.404817397481%	\$ 78,939.39		\$ 60,722.61		\$ 42,505.83	
	Palm Shores		0.000127102364%	\$ 24.78		\$ 19.07		\$ 13.35	
	Rockledge		0.096603243798%	\$ 18,837.63		\$ 14,490.49		\$ 10,143.34	
	Satellite Beach		0.035975416224%	\$ 7,015.21		\$ 5,396.31		\$ 3,777.42	
	Titusville		0.240056418924%	\$ 46,811.00		\$ 36,008.46		\$ 25,205.92	
	West Melbourne		0.051997577066%	\$ 10,139.53		\$ 7,799.64		\$ 5,459.75	
Broward		9.057962672578%			\$ 4,121,373.02		\$ 3,170,286.94		\$ 2,219,200.85
	Broward County		3.966403576878%	\$ 773,448.70		\$ 594,960.54		\$ 416,472.38	
	Coconut Creek		0.101131719448%	\$ 19,720.69		\$ 15,169.76		\$ 10,618.83	
	Cooper City		0.073935445073%	\$ 14,417.41		\$ 11,090.32		\$ 7,763.22	
	Coral Springs		0.323406517664%	\$ 63,064.27		\$ 48,510.98		\$ 33,957.68	
	Dania Beach		0.017807041180%	\$ 3,472.37		\$ 2,671.06		\$ 1,869.74	
	Davie		0.266922227153%	\$ 52,049.83		\$ 40,038.33		\$ 28,026.83	
	Deerfield Beach		0.202423224725%	\$ 39,472.53		\$ 30,363.48		\$ 21,254.44	
	Fort Lauderdale		0.830581264531%	\$ 161,963.35		\$ 124,587.19		\$ 87,211.03	
	Hallandale Beach		0.154950491814%	\$ 30,215.35		\$ 23,242.57		\$ 16,269.80	
	Hillsboro Beach		0.012407006463%	\$ 2,419.37		\$ 1,861.05		\$ 1,302.74	
	Hollywood		0.520164608456%	\$ 101,432.10		\$ 78,024.69		\$ 54,617.28	
	Lauderdale-By-The-Sea		0.022807611325%	\$ 4,447.48		\$ 3,421.14		\$ 2,394.80	

	Lauderdale Lakes		0.062625150435%	\$	12,211.90	\$	9,393.77	\$	6,575.64
	Lauderhill		0.144382838130%	\$	28,154.65	\$	21,657.43	\$	15,160.20
	Lazy Lake		0.000021788977%	\$	4.25	\$	3.27	\$	2.29
	Lighthouse Point		0.029131861803%	\$	5,680.71	\$	4,369.78	\$	3,058.85
	Margate		0.143683775129%	\$	28,018.34	\$	21,552.57	\$	15,086.80
	Miramar		0.279280208419%	\$	54,459.64	\$	41,892.03	\$	29,324.42
	North Lauderdale		0.066069624496%	\$	12,883.58	\$	9,910.44	\$	6,937.31
	Oakland Park		0.100430840699%	\$	19,584.01	\$	15,064.63	\$	10,545.24
	Ocean Breeze		0.005381877237%	\$	1,049.47	\$	807.28	\$	565.10
	Parkland		0.045804060448%	\$	8,931.79	\$	6,870.61	\$	4,809.43
	Pembroke Park		0.024597938908%	\$	4,796.60	\$	3,689.69	\$	2,582.78
	Pembroke Pines		0.462832363603%	\$	90,252.31	\$	69,424.85	\$	48,597.40
	Plantation		0.213918725664%	\$	41,714.15	\$	32,087.81	\$	22,461.47
	Pompano Beach		0.335472163493%	\$	65,417.07	\$	50,320.82	\$	35,224.58
	Sea Ranch Lakes		0.005024174870%	\$	979.71	\$	753.63	\$	527.54
	Southwest Ranches		0.025979723178%	\$	5,066.05	\$	3,896.96	\$	2,727.87
	Sunrise		0.286071106146%	\$	55,783.87	\$	42,910.67	\$	30,037.47
	Tamarac		0.134492458472%	\$	26,226.03	\$	20,173.87	\$	14,121.71
	Weston		0.138637811283%	\$	27,034.37	\$	20,795.67	\$	14,556.97
	West Park		0.029553115352%	\$	5,762.86	\$	4,432.97	\$	3,103.08
	Wilton Manors		0.031630331127%	\$	6,167.91	\$	4,744.55	\$	3,321.18
Calhoun		0.047127740781%		\$	21,443.12	\$	16,494.71	\$	11,546.30
	Calhoun County		0.038866087128%	\$	7,578.89	\$	5,829.91	\$	4,080.94
	Altha		0.000366781107%	\$	71.52	\$	55.02	\$	38.51
	Blountstown		0.007896688293%	\$	1,539.85	\$	1,184.50	\$	829.15
Charlotte		0.737346233376%		\$	335,492.54	\$	258,071.18	\$	180,649.83
	Charlotte County		0.690225755587%	\$	134,594.02	\$	103,533.86	\$	72,473.70
	Punta Gorda		0.047120477789%	\$	9,188.49	\$	7,068.07	\$	4,947.65
Citrus		0.969645776606%		\$	441,188.83	\$	339,376.02	\$	237,563.22
	Citrus County		0.929715661117%	\$	181,294.55	\$	139,457.35	\$	97,620.14
	Crystal River		0.021928789266%	\$	4,276.11	\$	3,289.32	\$	2,302.52
	Inverness		0.018001326222%	\$	3,510.26	\$	2,700.20	\$	1,890.14
Clay		1.193429461456%		\$	543,010.40	\$	417,700.31	\$	292,390.22
	Clay County		1.055764891131%	\$	205,874.15	\$	158,364.73	\$	110,855.31
	Green Cove Springs		0.057762577142%	\$	11,263.70	\$	8,664.39	\$	6,065.07
	Keystone Heights		0.000753535443%	\$	146.94	\$	113.03	\$	79.12
	Orange Park		0.078589207339%	\$	15,324.90	\$	11,788.38	\$	8,251.87
	Penney Farms		0.000561066149%	\$	109.41	\$	84.16	\$	58.91
Collier		1.551333376427%		\$	705,856.69	\$	542,966.68	\$	380,076.68
	Collier County		1.354673336030%	\$	264,161.30	\$	203,201.00	\$	142,240.70
	Everglades		0.000148891341%	\$	29.03	\$	22.33	\$	15.63
	Marco Island		0.062094952003%	\$	12,108.52	\$	9,314.24	\$	6,519.97
	Naples		0.134416197054%	\$	26,211.16	\$	20,162.43	\$	14,113.70
Columbia		0.446781150792%		\$	203,285.42	\$	156,373.40	\$	109,461.38
	Columbia County		0.341887201373%	\$	66,668.00	\$	51,283.08	\$	35,898.16
	Fort White		0.000236047247%	\$	46.03	\$	35.41	\$	24.78
	Lake City		0.104659717920%	\$	20,408.64	\$	15,698.96	\$	10,989.27
DeSoto		0.113640407802%		\$	51,706.39	\$	39,774.14	\$	27,841.90
	DeSoto County		0.096884684746%	\$	18,892.51	\$	14,532.70	\$	10,172.89
	Arcadia		0.016755723056%	\$	3,267.37	\$	2,513.36	\$	1,759.35
Dixie		0.103744580900%		\$	47,203.78	\$	36,310.60	\$	25,417.42
	Dixie County		0.098822087921%	\$	19,270.31	\$	14,823.31	\$	10,376.32
	Cross City		0.004639236282%	\$	904.65	\$	695.89	\$	487.12
	Horseshoe Beach		0.000281440949%	\$	54.88	\$	42.22	\$	29.55
Duval		5.434975156935%		\$	2,472,913.70	\$	1,902,241.30	\$	1,331,568.91
	Jacksonville		5.270570064997%	\$	1,027,761.16	\$	790,585.51	\$	553,409.86
	Atlantic Beach		0.038891507601%	\$	7,583.84	\$	5,833.73	\$	4,083.61
	Baldwin		0.002251527589%	\$	439.05	\$	337.73	\$	236.41
	Jacksonville Beach		0.100447182431%	\$	19,587.20	\$	15,067.08	\$	10,546.95
	Neptune Beach		0.022814874318%	\$	4,448.90	\$	3,422.23	\$	2,395.56
Escambia		1.341634449244%		\$	610,443.67	\$	469,572.06	\$	328,700.44
	Escambia County		1.005860871574%	\$	196,142.87	\$	150,879.13	\$	105,615.39
	Century		0.005136751249%	\$	1,001.67	\$	770.51	\$	539.36
	Pensacola		0.330636826421%	\$	64,474.18	\$	49,595.52	\$	34,716.87
Flagler		0.389864712244%		\$	177,388.44	\$	136,452.65	\$	95,516.85
	Flagler County		0.279755934409%	\$	54,552.41	\$	41,963.39	\$	29,374.37
	Beverly Beach		0.000154338585%	\$	30.10	\$	23.15	\$	16.21
	Bunnell		0.009501809575%	\$	1,852.85	\$	1,425.27	\$	997.69
	Flagler Beach		0.015482883669%	\$	3,019.16	\$	2,322.43	\$	1,625.70
	Marineland		0.000114392127%	\$	22.31	\$	17.16	\$	12.01
	Palm Coast		0.084857169626%	\$	16,547.15	\$	12,728.58	\$	8,910.00
Franklin		0.049911282550%		\$	22,709.63	\$	17,468.95	\$	12,228.26
	Franklin County		0.046254365966%	\$	9,019.60	\$	6,938.15	\$	4,856.71
	Apalachicola		0.001768538606%	\$	344.87	\$	265.28	\$	185.70
	Carabelle		0.001888377978%	\$	368.23	\$	283.26	\$	198.28
Gadsden		0.123656074077%		\$	56,263.51	\$	43,279.63	\$	30,295.74
	Gadsden County		0.090211810642%	\$	17,591.30	\$	13,531.77	\$	9,472.24

	Chattahoochee		0.00418166772%	\$	815.43	\$	627.25	\$	439.08
	Greensboro		0.000492067723%	\$	95.95	\$	73.81	\$	51.67
	Gretna		0.00224063101%	\$	436.92	\$	336.09	\$	235.27
	Havana		0.005458954403%	\$	1,064.69	\$	818.99	\$	573.30
	Midway		0.001202025213%	\$	234.39	\$	180.30	\$	126.21
	Quincy		0.019867915223%	\$	3,874.24	\$	2,980.19	\$	2,086.13
Gilchrist		0.064333769355%		\$		\$	29,271.87	\$	22,516.82
	Gilchrist County		0.061274233881%	\$	11,948.48	\$	9,191.14	\$	6,433.79
	Bell		0.000099866143%	\$	19.47	\$	14.98	\$	10.49
	Fanning Springs		0.000388570084%	\$	75.77	\$	58.29	\$	40.80
	Trenton		0.002571099247%	\$	501.36	\$	385.66	\$	269.97
Glades		0.040612836758%		\$		\$	18,478.84	\$	14,214.49
	Glades County		0.040420367464%	\$	7,881.97	\$	6,063.06	\$	4,244.14
	Moore Haven		0.000192469294%	\$	37.53	\$	28.87	\$	20.21
Gulf		0.059914238588%		\$		\$	27,260.98	\$	20,969.98
	Gulf County		0.054715751905%	\$	10,669.57	\$	8,207.36	\$	5,745.15
	Port St. Joe		0.004817179591%	\$	939.35	\$	722.58	\$	505.80
	Wewahitchka		0.000381307092%	\$	74.35	\$	57.20	\$	40.04
Hamilton		0.047941195910%		\$		\$	21,813.24	\$	16,779.42
	Hamilton County		0.038817061931%	\$	7,569.33	\$	5,822.56	\$	4,075.79
	Jasper		0.004869836285%	\$	949.62	\$	730.48	\$	511.33
	Jennings		0.002623755940%	\$	511.63	\$	393.56	\$	275.49
	White Springs		0.001630541754%	\$	317.96	\$	244.58	\$	171.21
Hardee		0.067110048132%		\$		\$	30,535.07	\$	23,488.52
	Hardee County		0.058100306280%	\$	11,329.56	\$	8,715.05	\$	6,100.53
	Bowling Green		0.001797590575%	\$	350.53	\$	269.64	\$	188.75
	Wauchula		0.006667426860%	\$	1,300.15	\$	1,000.11	\$	700.08
	Zolfo Springs		0.000544724417%	\$	106.22	\$	81.71	\$	57.20
Hendry		0.144460915297%		\$		\$	65,729.72	\$	50,561.32
	Hendry County		0.122147187443%	\$	23,818.70	\$	18,322.08	\$	12,825.45
	Clewiston		0.017589151414%	\$	3,429.88	\$	2,638.37	\$	1,846.86
	LaBelle		0.004724576440%	\$	921.29	\$	708.69	\$	496.08
Hernando		1.510075949110%		\$		\$	687,084.56	\$	528,526.58
	Hernando County		1.447521612849%	\$	282,266.71	\$	217,128.24	\$	151,989.77
	Brooksville		0.061319627583%	\$	11,957.33	\$	9,197.94	\$	6,438.56
	Weeki Wachee		0.001234708678%	\$	240.77	\$	185.21	\$	129.64
Highlands		0.357188510237%		\$		\$	162,520.77	\$	125,015.98
	Highlands County		0.287621754986%	\$	56,086.24	\$	43,143.26	\$	30,200.28
	Avon Park		0.025829016090%	\$	5,036.66	\$	3,874.35	\$	2,712.05
	Lake Placid		0.005565267790%	\$	1,085.23	\$	834.79	\$	584.35
	Sebring		0.038172471371%	\$	7,443.63	\$	5,725.87	\$	4,008.11
Hillsborough		8.710984113657%		\$		\$	3,963,497.77	\$	3,048,844.44
	Hillsborough County		6.523111204400%	\$	1,272,006.68	\$	978,466.68	\$	684,926.68
	Plant City		0.104218491142%	\$	20,322.61	\$	15,632.77	\$	10,942.94
	Tampa		1.975671881253%	\$	385,256.02	\$	296,350.78	\$	207,445.55
	Temple Terrace		0.107980721113%	\$	21,056.24	\$	16,197.11	\$	11,337.98
Holmes		0.081612427851%		\$		\$	37,133.65	\$	28,564.35
	Holmes County		0.066805002459%	\$	13,026.98	\$	10,020.75	\$	7,014.53
	Bonifay		0.006898026863%	\$	1,345.12	\$	1,034.70	\$	724.29
	Esto		0.006269778036%	\$	1,222.61	\$	940.47	\$	658.33
	Noma		0.001278286631%	\$	249.27	\$	191.74	\$	134.22
	Ponce de Leon		0.000179759057%	\$	35.05	\$	26.96	\$	18.87
	Westville		0.000179759057%	\$	35.05	\$	26.96	\$	18.87
Indian River		0.753076058781%		\$		\$	342,649.61	\$	263,576.62
	Indian River County		0.623571460217%	\$	121,596.43	\$	93,535.72	\$	65,475.00
	Fellsmere		0.004917045734%	\$	958.82	\$	737.56	\$	516.29
	Indian River shores		0.025322422382%	\$	4,937.87	\$	3,798.36	\$	2,658.85
	Orchid		0.000306861421%	\$	59.84	\$	46.03	\$	32.22
	Sebastian		0.038315915467%	\$	7,471.60	\$	5,747.39	\$	4,023.17
	Vero Beach		0.060642353558%	\$	11,825.26	\$	9,096.35	\$	6,367.45
Jackson		0.158936058795%		\$		\$	72,315.91	\$	55,627.62
	Jackson County		0.075213731704%	\$	14,666.68	\$	11,282.06	\$	7,897.44
	Alford		0.000303229925%	\$	59.13	\$	45.48	\$	31.84
	Bascom		0.000061735434%	\$	12.04	\$	9.26	\$	6.48
	Campbellton		0.001648699234%	\$	321.50	\$	247.30	\$	173.11
	Cottondale		0.001093080329%	\$	213.15	\$	163.96	\$	114.77
	Graceville		0.002794436257%	\$	544.92	\$	419.17	\$	293.42
	Grandridge		0.000030867717%	\$	6.02	\$	4.63	\$	3.24
	Greenwood		0.001292812616%	\$	252.10	\$	193.92	\$	135.75
	Jacob City		0.000481173235%	\$	93.83	\$	72.18	\$	50.52
	Malone		0.000092603151%	\$	18.06	\$	13.89	\$	9.72
	Marianna		0.073519638768%	\$	14,336.33	\$	11,027.95	\$	7,719.56
	Sneads		0.002404050426%	\$	468.79	\$	360.61	\$	252.43
Jefferson		0.040821647784%		\$		\$	18,573.85	\$	14,287.58
	Jefferson County		0.037584169001%	\$	7,328.91	\$	5,637.63	\$	3,946.34
	Monticello		0.003237478783%	\$	631.31	\$	485.62	\$	339.94
Lafayette		0.031911772076%		\$		\$	14,519.86	\$	11,169.12
				\$		\$		\$	7,818.38

	Lafayette County		0.031555885457%	\$	6,153.40		\$	4,733.38		\$	3,313.37		
	Mayo		0.000355886619%	\$	69.40		\$	53.38		\$	37.37		
Lake		1.139211224519%				\$	518,341.11		\$	398,723.93		\$	279,106.75
	Lake County		0.757453827343%	\$	147,703.50		\$	113,618.07		\$	79,532.65		
	Astatula		0.002727253579%	\$	531.81		\$	409.09		\$	286.36		
	Clermont		0.075909163209%	\$	14,802.29		\$	11,386.37		\$	7,970.46		
	Eustis		0.041929254098%	\$	8,176.20		\$	6,289.39		\$	4,402.57		
	Fruitland Park		0.008381493024%	\$	1,634.39		\$	1,257.22		\$	880.06		
	Groveland		0.026154034992%	\$	5,100.04		\$	3,923.11		\$	2,746.17		
	Howey-In-The-Hills		0.002981458307%	\$	581.38		\$	447.22		\$	313.05		
	Lady Lake		0.025048244426%	\$	4,884.41		\$	3,757.24		\$	2,630.07		
	Leesburg		0.091339390185%	\$	17,811.18		\$	13,700.91		\$	9,590.64		
	Mascotte		0.011415608025%	\$	2,226.04		\$	1,712.34		\$	1,198.64		
	Minneola		0.016058475803%	\$	3,131.40		\$	2,408.77		\$	1,686.14		
	Montverde		0.001347285057%	\$	262.72		\$	202.09		\$	141.46		
	Mount Dora		0.041021380070%	\$	7,999.17		\$	6,153.21		\$	4,307.24		
	Tavares		0.031820984673%	\$	6,205.09		\$	4,773.15		\$	3,341.20		
	Umatilla		0.005623371728%	\$	1,096.56		\$	843.51		\$	590.45		
Lee		3.325371883359%				\$	1,513,044.21		\$	1,163,880.16		\$	814,716.11
	Lee County		2.115268407509%	\$	412,477.34		\$	317,290.26		\$	222,103.18		
	Bonita Springs		0.017374893143%	\$	3,388.10		\$	2,606.23		\$	1,824.36		
	Cape Coral		0.714429677167%	\$	139,313.79		\$	107,164.45		\$	75,015.12		
	Estero		0.012080171813%	\$	2,355.63		\$	1,812.03		\$	1,268.42		
	Fort Myers		0.431100350585%	\$	84,064.57		\$	64,665.05		\$	45,265.54		
	Fort Myers Beach		0.000522935440%	\$	101.97		\$	78.44		\$	54.91		
	Sanibel		0.034595447702%	\$	6,746.11		\$	5,189.32		\$	3,632.52		
Leon		0.897199244939%				\$	408,225.66		\$	314,019.74		\$	219,813.82
	Leon County		0.471201146391%	\$	91,884.22		\$	70,680.17		\$	49,476.12		
	Tallahassee		0.425998098549%	\$	83,069.63		\$	63,899.71		\$	44,729.80		
Levy		0.251192401748%				\$	114,292.54		\$	87,917.34		\$	61,542.14
	Levy County		0.200131750679%	\$	39,025.69		\$	30,019.76		\$	21,013.83		
	Bronson		0.005701448994%	\$	1,111.78		\$	855.22		\$	598.65		
	Cedar Key		0.005180329202%	\$	1,010.16		\$	777.05		\$	543.93		
	Chiefland		0.015326729337%	\$	2,988.71		\$	2,299.01		\$	1,609.31		
	Fanning Springs		0.000808007885%	\$	157.56		\$	121.20		\$	84.84		
	Inglis		0.004976965420%	\$	970.51		\$	746.54		\$	522.58		
	Otter Creek		0.000408543312%	\$	79.67		\$	61.28		\$	42.90		
	Williston		0.017774357715%	\$	3,466.00		\$	2,666.15		\$	1,866.31		
	Yankeetown		0.000884269303%	\$	172.43		\$	132.64		\$	92.85		
Liberty		0.019399452225%				\$	8,826.75		\$	6,789.81		\$	4,752.87
	Liberty County		0.019303217578%	\$	3,764.13		\$	2,895.48		\$	2,026.84		
	Bristol		0.000096234647%	\$	18.77		\$	14.44		\$	10.10		
Madison		0.063540287455%				\$	28,910.83		\$	22,239.10		\$	15,567.37
	Madison County		0.053145129837%	\$	10,363.30		\$	7,971.77		\$	5,580.24		
	Greenville		0.000110760631%	\$	21.60		\$	16.61		\$	11.63		
	Lee		0.000019973229%	\$	3.89		\$	3.00		\$	2.10		
	Madison		0.010264423758%	\$	2,001.56		\$	1,539.66		\$	1,077.76		
Manatee		2.721323346235%				\$	1,238,202.12		\$	952,463.17		\$	666,724.22
	Manatee County		2.201647174006%	\$	429,321.20		\$	330,247.08		\$	231,172.95		
	Anna Maria		0.009930326116%	\$	1,936.41		\$	1,489.55		\$	1,042.68		
	Bradenton		0.379930754632%	\$	74,086.50		\$	56,989.61		\$	39,892.73		
	Bradenton Beach		0.014012127744%	\$	2,732.36		\$	2,101.82		\$	1,471.27		
	Holmes Beach		0.028038781473%	\$	5,467.56		\$	4,205.82		\$	2,944.07		
	Longboat Key		0.034895046131%	\$	6,804.53		\$	5,234.26		\$	3,663.98		
	Palmetto		0.052869136132%	\$	10,309.48		\$	7,930.37		\$	5,551.26		
Marion		1.701176168960%				\$	774,035.16		\$	595,411.66		\$	416,788.16
	Marion County		1.303728892837%	\$	254,227.13		\$	195,559.33		\$	136,891.53		
	Bellevue		0.009799592256%	\$	1,910.92		\$	1,469.94		\$	1,028.96		
	Dunnellon		0.018400790795%	\$	3,588.15		\$	2,760.12		\$	1,932.08		
	McIntosh		0.000145259844%	\$	28.33		\$	21.79		\$	15.25		
	Ocala		0.368994504094%	\$	71,953.93		\$	55,349.18		\$	38,744.42		
	Reddick		0.000107129135%	\$	20.89		\$	16.07		\$	11.25		
Martin		0.869487298116%				\$	395,616.72		\$	304,320.55		\$	213,024.39
	Martin County		0.750762795758%	\$	146,398.75		\$	112,614.42		\$	78,830.09		
	Jupiter Island		0.020873839646%	\$	4,070.40		\$	3,131.08		\$	2,191.75		
	Ocean Breeze Park		0.008270732393%	\$	1,612.79		\$	1,240.61		\$	868.43		
	Sewall's Point		0.008356072551%	\$	1,629.43		\$	1,253.41		\$	877.39		
	Stuart		0.081223857767%	\$	15,838.65		\$	12,183.58		\$	8,528.51		
Miami-Dade		5.232119784173%				\$	2,380,614.50		\$	1,831,241.92		\$	1,281,869.35
	Miami-Dade County		4.282797675552%	\$	835,145.55		\$	642,419.65		\$	449,693.76		
	Aventura		0.024619727885%	\$	4,800.85		\$	3,692.96		\$	2,585.07		
	Bal Harbour		0.010041086747%	\$	1,958.01		\$	1,506.16		\$	1,054.31		
	Bay Harbor Islands		0.004272455175%	\$	833.13		\$	640.87		\$	448.61		
	Biscayne Park		0.001134842535%	\$	221.29		\$	170.23		\$	119.16		
	Coral Gables		0.071780152131%	\$	13,997.13		\$	10,767.02		\$	7,536.92		
	Cutler Bay		0.009414653668%	\$	1,835.86		\$	1,412.20		\$	988.54		
	Doral		0.013977628531%	\$	2,725.64		\$	2,096.64		\$	1,467.65		

	El Portal		0.000924215760%	\$	180.22	\$	138.63	\$	97.04	
	Florida City		0.003929278792%	\$	766.21	\$	589.39	\$	412.57	
	Golden Beach		0.002847092951%	\$	555.18	\$	427.06	\$	298.94	
	Hialeah		0.098015895785%	\$	19,113.10	\$	14,702.38	\$	10,291.67	
	Hialeah Gardens		0.005452691411%	\$	1,063.27	\$	817.90	\$	572.53	
	Homestead		0.024935668046%	\$	4,862.46	\$	3,740.35	\$	2,618.25	
	Indian Creek		0.002543863026%	\$	496.05	\$	381.58	\$	267.11	
	Key Biscayne		0.013683477346%	\$	2,668.28	\$	2,052.52	\$	1,436.77	
	Medley		0.008748274131%	\$	1,705.91	\$	1,312.24	\$	918.57	
	Miami		0.292793005448%	\$	57,094.64	\$	43,918.95	\$	30,743.27	
	Miami Beach		0.181409572478%	\$	35,374.87	\$	27,211.44	\$	19,048.01	
	Miami Gardens		0.040683650932%	\$	7,933.31	\$	6,102.55	\$	4,271.78	
	Miami Lakes		0.007836768608%	\$	1,528.17	\$	1,175.52	\$	822.86	
	Miami Shores		0.006287935516%	\$	1,226.15	\$	943.19	\$	660.23	
	Miami Springs		0.006169911893%	\$	1,203.13	\$	925.49	\$	647.84	
	North Bay Village		0.005160355974%	\$	1,006.27	\$	774.05	\$	541.84	
	North Miami		0.030379280717%	\$	5,923.96	\$	4,556.89	\$	3,189.82	
	North Miami Beach		0.030391990953%	\$	5,926.44	\$	4,558.80	\$	3,191.16	
	Opa-locka		0.007847663096%	\$	1,530.29	\$	1,177.15	\$	824.00	
	Palmetto Bay		0.007404620570%	\$	1,443.90	\$	1,110.69	\$	777.49	
	Pinecrest		0.008296152866%	\$	1,617.75	\$	1,244.42	\$	871.10	
	South Miami		0.007833137111%	\$	1,527.46	\$	1,174.97	\$	822.48	
	Sunny Isles Beach		0.007693324511%	\$	1,500.20	\$	1,154.00	\$	807.80	
	Surfside		0.004869836285%	\$	949.62	\$	730.48	\$	511.33	
	Sweetwater		0.004116300842%	\$	802.68	\$	617.45	\$	432.21	
	Virginia Gardens		0.001172973244%	\$	228.73	\$	175.95	\$	123.16	
	West Miami		0.002654623657%	\$	517.65	\$	398.19	\$	278.74	
Monroe		0.476388738585%			\$	216,756.88	\$	166,736.06	\$	116,715.24
	Monroe County		0.330124785469%	\$	64,374.33	\$	49,518.72	\$	34,663.10	
	Islamorada		0.022357305808%	\$	4,359.67	\$	3,353.60	\$	2,347.52	
	Key Colony Beach		0.004751812661%	\$	926.60	\$	712.77	\$	498.94	
	Key West		0.088087385417%	\$	17,177.04	\$	13,213.11	\$	9,249.18	
	Layton		0.000150707089%	\$	29.39	\$	22.61	\$	15.82	
	Marathon		0.030916742141%	\$	6,028.76	\$	4,637.51	\$	3,246.26	
Nassau		0.476933463002%			\$	217,004.73	\$	166,926.71	\$	116,848.70
	Nassau County		0.392706357951%	\$	76,577.74	\$	58,905.95	\$	41,234.17	
	Callahan		0.000225152759%	\$	43.90	\$	33.77	\$	23.64	
	Fernandina Beach		0.083159445195%	\$	16,216.09	\$	12,473.92	\$	8,731.74	
	Hillard		0.000842507098%	\$	164.29	\$	126.38	\$	88.46	
Okaloosa		0.819212865955%			\$	372,741.85	\$	286,724.50	\$	200,707.15
	Okaloosa County		0.612059617545%	\$	119,351.63	\$	91,808.94	\$	64,266.26	
	Cinco Bayou		0.000733562214%	\$	143.04	\$	110.03	\$	77.02	
	Crestview		0.070440130066%	\$	13,735.83	\$	10,566.02	\$	7,396.21	
	Destin		0.014678507281%	\$	2,862.31	\$	2,201.78	\$	1,541.24	
	Fort Walton Beach		0.077837487644%	\$	15,178.31	\$	11,675.62	\$	8,172.94	
	Laurel Hill		0.000079892914%	\$	15.58	\$	11.98	\$	8.39	
	Mary Esther		0.009356549730%	\$	1,824.53	\$	1,403.48	\$	982.44	
	Niceville		0.021745398713%	\$	4,240.35	\$	3,261.81	\$	2,283.27	
	Shalimar		0.001824826796%	\$	355.84	\$	273.72	\$	191.61	
	Valparaiso		0.010456893052%	\$	2,039.09	\$	1,568.53	\$	1,097.97	
Okeechobee		0.353495278692%			\$	160,840.35	\$	123,723.35	\$	86,606.34
	Okeechobee County		0.314543851405%	\$	61,336.05	\$	47,181.58	\$	33,027.10	
	Okeechobee		0.038951427287%	\$	7,595.53	\$	5,842.71	\$	4,089.90	
Orange		4.671028214546%			\$	2,125,317.84	\$	1,634,859.88	\$	1,144,401.91
	Orange County		3.063330386979%	\$	597,349.43	\$	459,499.56	\$	321,649.69	
	Apopka		0.097215150892%	\$	18,956.95	\$	14,582.27	\$	10,207.59	
	Bay Lake		0.023566594013%	\$	4,595.49	\$	3,534.99	\$	2,474.49	
	Belle Isle		0.010798253686%	\$	2,105.66	\$	1,619.74	\$	1,133.82	
	Eatonville		0.008325204835%	\$	1,623.41	\$	1,248.78	\$	874.15	
	Edgewood		0.009716067845%	\$	1,894.63	\$	1,457.41	\$	1,020.19	
	Lake Buena Vista		0.010355211161%	\$	2,019.27	\$	1,553.28	\$	1,087.30	
	Maitland		0.046728276209%	\$	9,112.01	\$	7,009.24	\$	4,906.47	
	Oakland		0.005429086686%	\$	1,058.67	\$	814.36	\$	570.05	
	Ocoee		0.066599822928%	\$	12,986.97	\$	9,989.97	\$	6,992.98	
	Orlando		1.160248481490%	\$	226,248.45	\$	174,037.27	\$	121,826.09	
	Windermere		0.007548064667%	\$	1,471.87	\$	1,132.21	\$	792.55	
	Winter Garden		0.056264584996%	\$	10,971.59	\$	8,439.69	\$	5,907.78	
	Winter Park		0.0104903028159%	\$	20,456.09	\$	15,735.45	\$	11,014.82	
Osceola		1.073452092940%			\$	488,420.70	\$	375,708.23	\$	262,995.76
	Osceola County		0.837248691390%	\$	163,263.49	\$	125,587.30	\$	87,911.11	
	Kissimmee		0.162366006872%	\$	31,661.37	\$	24,354.90	\$	17,048.43	
	St. Cloud		0.073837394678%	\$	14,398.29	\$	11,075.61	\$	7,752.93	
Palm Beach		8.601594372053%			\$	3,913,725.44	\$	3,010,558.03	\$	2,107,390.62
	Palm Beach County		5.552548475026%	\$	1,082,746.95	\$	832,882.27	\$	583,017.59	
	Atlantis		0.018751230169%	\$	3,656.49	\$	2,812.68	\$	1,968.88	
	Belle Glade		0.020828445945%	\$	4,061.55	\$	3,124.27	\$	2,186.99	
	Boca Raton		0.472069073961%	\$	92,053.47	\$	70,810.36	\$	49,567.25	

	Boynton Beach		0.306498271771%	\$	59,767.16		\$	45,974.74	\$	32,182.32
	Briny Breezes		0.003257452012%	\$	635.20		\$	488.62	\$	342.03
	Cloud Lake		0.000188837798%	\$	36.82		\$	28.33	\$	19.83
	Delray Beach		0.351846579457%	\$	68,610.08		\$	52,776.99	\$	36,943.89
	Glen Ridge		0.000052656694%	\$	10.27		\$	7.90	\$	5.53
	Golf		0.004283349663%	\$	835.25		\$	642.50	\$	449.75
	Greenacres		0.076424835657%	\$	14,902.84		\$	11,463.73	\$	8,024.61
	Gulf Stream		0.010671151322%	\$	2,080.87		\$	1,600.67	\$	1,120.47
	Haverhill		0.001084001589%	\$	211.38		\$	162.60	\$	113.82
	Highland Beach		0.032510968934%	\$	6,339.64		\$	4,876.65	\$	3,413.65
	Hypoluxo		0.005153092982%	\$	1,004.85		\$	772.96	\$	541.07
	Juno Beach		0.016757538804%	\$	3,267.72		\$	2,513.63	\$	1,759.54
	Jupiter Island		0.125466374888%	\$	24,465.94		\$	18,819.96	\$	13,173.97
	Jupiter Inlet Colony		0.005276563849%	\$	1,028.93		\$	791.48	\$	554.04
	Lake Clarke Shores		0.007560774903%	\$	1,474.35		\$	1,134.12	\$	793.88
	Lake Park		0.029433275980%	\$	5,739.49		\$	4,414.99	\$	3,090.49
	Lake Worth		0.117146617298%	\$	22,843.59		\$	17,571.99	\$	12,300.39
	Lantana		0.024507151505%	\$	4,778.89		\$	3,676.07	\$	2,573.25
	Loxahatchee Groves		0.002531152789%	\$	493.57		\$	379.67	\$	265.77
	Manalapan		0.021632822333%	\$	4,218.40		\$	3,244.92	\$	2,271.45
	Mangonia Park		0.010696571795%	\$	2,085.83		\$	1,604.49	\$	1,123.14
	North Palm Beach		0.044349646256%	\$	8,648.18		\$	6,652.45	\$	4,656.71
	Ocean Ridge		0.012786497807%	\$	2,493.37		\$	1,917.97	\$	1,342.58
	Pahokee		0.004018250447%	\$	783.56		\$	602.74	\$	421.92
	Palm Beach		0.185476848123%	\$	36,167.99		\$	27,821.53	\$	19,475.07
	Palm Beach Gardens		0.233675880257%	\$	45,566.80		\$	35,051.38	\$	24,535.97
	Palm Beach Shores		0.014135598612%	\$	2,756.44		\$	2,120.34	\$	1,484.24
	Palm Springs		0.038021764282%	\$	7,414.24		\$	5,703.26	\$	3,982.29
	Riviera Beach		0.163617057282%	\$	31,905.33		\$	24,542.56	\$	17,179.79
	Royal Palm Beach		0.049295743959%	\$	9,612.67		\$	7,394.36	\$	5,176.05
	South Bay		0.001830274040%	\$	356.90		\$	274.54	\$	192.18
	South Palm Beach		0.005866681967%	\$	1,144.00		\$	880.00	\$	616.00
	Tequesta		0.031893614595%	\$	6,219.25		\$	4,784.04	\$	3,348.83
	Wellington		0.050183644758%	\$	9,785.81		\$	7,527.55	\$	5,269.28
	West Palm Beach		0.549265602541%	\$	107,106.79		\$	82,389.84	\$	57,672.89
Pasco		4.692087260494%				\$	2,134,899.70		\$	1,642,230.54
	Pasco County		4.319205239813%	\$	842,245.02		\$	647,880.79	\$	453,516.55
	Dade City		0.055819726723%	\$	10,884.85		\$	8,372.96	\$	5,861.07
	New Port Richey		0.149879107494%	\$	29,226.43		\$	22,481.87	\$	15,737.31
	Port Richey		0.049529975458%	\$	9,658.35		\$	7,429.50	\$	5,200.65
	San Antonio		0.002189792155%	\$	427.01		\$	328.47	\$	229.93
	St. Leo		0.002790804761%	\$	544.21		\$	418.62	\$	293.03
	Zephyrhills		0.112672614089%	\$	21,971.16		\$	16,900.89	\$	11,830.62
Pinellas		7.934889816777%				\$	3,610,374.87		\$	2,777,211.44
	Pinellas County		4.546593184553%	\$	886,585.67		\$	681,988.98	\$	477,392.28
	Belleair		0.018095745121%	\$	3,528.67		\$	2,714.36	\$	1,900.05
	Belleair Beach		0.004261560686%	\$	831.00		\$	639.23	\$	447.46
	Belleair Bluffs		0.007502670965%	\$	1,463.02		\$	1,125.40	\$	787.78
	Belleair Shore		0.000439411029%	\$	85.69		\$	65.91	\$	46.14
	Clearwater		0.633863120196%	\$	123,603.31		\$	95,079.47	\$	66,555.63
	Dunedin		0.102440873796%	\$	19,975.97		\$	15,366.13	\$	10,756.29
	Gulfport		0.047893986460%	\$	9,339.33		\$	7,184.10	\$	5,028.87
	Indian Rocks Beach		0.008953453662%	\$	1,745.92		\$	1,343.02	\$	940.11
	Indian Shores		0.011323004874%	\$	2,207.99		\$	1,698.45	\$	1,188.92
	Kenneth City		0.017454786058%	\$	3,403.68		\$	2,618.22	\$	1,832.75
	Largo		0.374132990777%	\$	72,967.63		\$	56,128.95	\$	39,290.26
	Madeira Beach		0.022616957779%	\$	4,410.31		\$	3,392.54	\$	2,374.78
	North Reddington Beach		0.003820333909%	\$	744.97		\$	573.05	\$	401.14
	Oldsmar		0.039421706033%	\$	7,687.23		\$	5,913.26	\$	4,139.28
	Pinellas Park		0.251666311991%	\$	49,074.93		\$	37,749.95	\$	26,424.96
	Redington Beach		0.003611522882%	\$	704.25		\$	541.73	\$	379.21
	Redington Shores		0.006451352841%	\$	1,258.01		\$	967.70	\$	677.39
	Safety Harbor		0.038061710740%	\$	7,422.03		\$	5,709.26	\$	3,996.48
	Seminole		0.095248695748%	\$	18,573.50		\$	14,287.30	\$	10,001.11
	South Pasadena		0.029968921656%	\$	5,843.94		\$	4,495.34	\$	3,146.74
	St. Pete Beach		0.071791046619%	\$	13,999.25		\$	10,768.66	\$	7,538.06
	St. Petersburg		1.456593090134%	\$	284,035.65		\$	218,488.96	\$	152,942.27
	Tarpon Springs		0.101970595050%	\$	19,884.27		\$	15,295.59	\$	10,706.91
	Treasure Island		0.040652783215%	\$	7,927.29		\$	6,097.92	\$	4,268.54
Polk		2.150483025298%				\$	978,469.78		\$	752,669.06
	Polk County		1.558049828484%	\$	303,819.72		\$	233,707.47	\$	163,595.23
	Auburndale		0.028636162584%	\$	5,584.05		\$	4,295.42	\$	3,006.80
	Bartow		0.043971970660%	\$	8,574.53		\$	6,595.80	\$	4,617.06
	Davenport		0.005305615818%	\$	1,034.60		\$	795.84	\$	557.09
	Dundee		0.005597951255%	\$	1,091.60		\$	839.69	\$	587.78
	Eagle Lake		0.002580177987%	\$	503.13		\$	387.03	\$	270.92
	Fort Meade		0.007702403251%	\$	1,501.97		\$	1,155.36	\$	808.75

	Frostproof		0.005857603227%	\$	1,142.23	\$	878.64	\$	615.05
	Haines City		0.047984773863%	\$	9,357.03	\$	7,197.72	\$	5,038.40
	Highland Park		0.000063551182%	\$	12.39	\$	9.53	\$	6.67
	Hillcrest Heights		0.000005447244%	\$	1.06	\$	0.82	\$	0.57
	Lake Alfred		0.007489960729%	\$	1,460.54	\$	1,123.49	\$	786.45
	Lake Hamilton		0.002540231530%	\$	495.35	\$	381.03	\$	266.72
	Lakeland		0.294875668468%	\$	57,500.76	\$	44,231.35	\$	30,961.95
	Lake Wales		0.036293172134%	\$	7,077.17	\$	5,443.98	\$	3,810.78
	Mulberry		0.005414560702%	\$	1,055.84	\$	812.18	\$	568.53
	Polk City		0.001080370093%	\$	210.67	\$	162.06	\$	113.44
	Winter Haven		0.097033576087%	\$	18,921.55	\$	14,555.04	\$	10,188.53
Putnam		0.384893194068%		\$	175,126.40	\$	134,712.62	\$	94,298.83
	Putnam County		0.329225990182%	\$	64,199.07	\$	49,383.90	\$	34,568.73
	Crescent City		0.005561636294%	\$	1,084.52	\$	834.25	\$	583.97
	Interlachen		0.001877483489%	\$	366.11	\$	281.62	\$	197.14
	Palatka		0.046955244716%	\$	9,156.27	\$	7,043.29	\$	4,930.30
	Pomona Park		0.000379491344%	\$	74.00	\$	56.92	\$	39.85
	Welaka		0.000893348043%	\$	174.20	\$	134.00	\$	93.80
Santa Rosa		0.701267319513%		\$	319,076.63	\$	245,443.56	\$	171,810.49
	Santa Rosa County		0.592523984216%	\$	115,542.18	\$	88,878.60	\$	62,215.02
	Gulf Breeze		0.061951507906%	\$	12,080.54	\$	9,292.73	\$	6,504.91
	Jay		0.000159785829%	\$	31.16	\$	23.97	\$	16.78
	Milton		0.046632041562%	\$	9,093.25	\$	6,994.81	\$	4,896.36
Sarasota		2.805043857579%		\$	1,276,294.96	\$	981,765.35	\$	687,235.75
	Sarasota County		1.924315263251%	\$	375,241.48	\$	288,647.29	\$	202,053.10
	Longboat Key		0.044489458856%	\$	8,675.44	\$	6,673.42	\$	4,671.39
	North Port		0.209611717277%	\$	40,874.30	\$	31,441.77	\$	22,009.24
	Sarasota		0.484279979635%	\$	94,434.60	\$	72,642.00	\$	50,849.40
	Venice		0.142347384560%	\$	27,757.74	\$	21,352.11	\$	14,946.48
Seminole		2.141148264544%		\$	974,222.46	\$	749,401.89	\$	524,581.32
	Seminole County		1.508694164839%	\$	294,195.36	\$	226,304.12	\$	158,412.89
	Altamonte Springs		0.081305566430%	\$	15,854.59	\$	12,195.83	\$	8,537.08
	Casselberry		0.080034542791%	\$	15,606.74	\$	12,005.18	\$	8,403.63
	Lake Mary		0.079767627827%	\$	15,554.69	\$	11,965.14	\$	8,375.60
	Longwood		0.061710013415%	\$	12,033.45	\$	9,256.50	\$	6,479.55
	Oviedo		0.103130858057%	\$	20,110.52	\$	15,469.63	\$	10,828.74
	Sanford		0.164243490362%	\$	32,027.48	\$	24,636.52	\$	17,245.57
	Winter Springs		0.062262000824%	\$	12,141.09	\$	9,339.30	\$	6,537.51
St. Johns		0.710333349554%		\$	323,201.67	\$	248,616.67	\$	174,031.67
	St. Johns County		0.656334818131%	\$	127,985.29	\$	98,450.22	\$	68,915.16
	Hastings		0.000010894488%	\$	2.12	\$	1.63	\$	1.14
	Marineland		0.000000000000%	\$	-	\$	-	\$	-
	St. Augustine		0.046510386442%	\$	9,069.53	\$	6,976.56	\$	4,883.59
	St. Augustine Beach		0.007477250493%	\$	1,458.06	\$	1,121.59	\$	785.11
St. Lucie		1.506627843552%		\$	685,515.67	\$	527,319.75	\$	369,123.82
	St. Lucie County		0.956156584302%	\$	186,450.53	\$	143,423.49	\$	100,396.44
	Fort Pierce		0.159535255654%	\$	31,109.37	\$	23,930.29	\$	16,751.20
	Port St. Lucie		0.390803453989%	\$	76,206.67	\$	58,620.52	\$	41,034.36
	St. Lucie Village		0.000132549608%	\$	25.85	\$	19.88	\$	13.92
Sumter		0.326398870459%		\$	148,511.49	\$	114,239.60	\$	79,967.72
	Sumter County		0.302273026046%	\$	58,943.24	\$	45,340.95	\$	31,738.67
	Bushnell		0.006607507174%	\$	1,288.46	\$	991.13	\$	693.79
	Center Hill		0.001312785844%	\$	255.99	\$	196.92	\$	137.84
	Coleman		0.000748088199%	\$	145.88	\$	112.21	\$	78.55
	Webster		0.001423546476%	\$	277.59	\$	213.53	\$	149.47
	Wildwood		0.014033916721%	\$	2,736.61	\$	2,105.09	\$	1,473.56
Suwannee		0.191014879692%		\$	86,911.77	\$	66,855.21	\$	46,798.65
	Suwannee County		0.161027800555%	\$	31,400.42	\$	24,154.17	\$	16,907.92
	Branford		0.000929663004%	\$	181.28	\$	139.45	\$	97.61
	Live Oak		0.029057416132%	\$	5,666.20	\$	4,358.61	\$	3,051.03
Taylor		0.092181897282%		\$	41,942.76	\$	32,263.66	\$	22,584.56
	Taylor County		0.069969851319%	\$	13,644.12	\$	10,495.48	\$	7,346.83
	Perry		0.022212045963%	\$	4,331.35	\$	3,331.81	\$	2,332.26
Union		0.065156303224%		\$	29,646.12	\$	22,804.71	\$	15,963.29
	Union County		0.063629259109%	\$	12,407.71	\$	9,544.39	\$	6,681.07
	Lake Butler		0.001398126003%	\$	272.63	\$	209.72	\$	146.80
	Raiford		0.000012710236%	\$	2.48	\$	1.91	\$	1.33
	Worthington Springs		0.000116207876%	\$	22.66	\$	17.43	\$	12.20
Volusia		3.130329674480%		\$	1,424,300.00	\$	1,095,615.39	\$	766,930.77
	Volusia County		1.708575342287%	\$	333,172.19	\$	256,286.30	\$	179,400.41
	Daytona Beach		0.447556475212%	\$	87,273.51	\$	67,133.47	\$	46,993.43
	Daytona Beach Shores		0.039743093439%	\$	7,749.90	\$	5,961.46	\$	4,173.02
	DeBary		0.035283616215%	\$	6,880.31	\$	5,292.54	\$	3,704.78
	DeLand		0.08983689498%	\$	19,301.82	\$	14,847.55	\$	10,393.29
	Deltona		0.199329190038%	\$	38,869.19	\$	29,899.38	\$	20,929.56
	Edgewater		0.058042202343%	\$	11,318.23	\$	8,706.33	\$	6,094.43
	Flagler Beach		0.000223337011%	\$	43.55	\$	33.50	\$	23.45

	Holly Hill		0.031615805143%	\$	6,165.08		\$	4,742.37		\$	3,319.66				
	Lake Helen		0.004918861482%	\$	959.18		\$	737.83		\$	516.48				
	New Smyrna Beach		0.104065968306%	\$	20,292.86		\$	15,609.90		\$	10,926.93				
	Oak Hill		0.004820811087%	\$	940.06		\$	723.12		\$	506.19				
	Orange City		0.033562287058%	\$	6,544.65		\$	5,034.34		\$	3,524.04				
	Ormond Beach		0.114644516477%	\$	22,355.68		\$	17,196.68		\$	12,037.67				
	Pierson		0.002333236251%	\$	454.98		\$	349.99		\$	244.99				
	Ponce Inlet		0.023813535748%	\$	4,643.64		\$	3,572.03		\$	2,500.42				
	Port Orange		0.177596501562%	\$	34,631.32		\$	26,639.48		\$	18,647.63				
	South Daytona		0.045221205323%	\$	8,818.14		\$	6,783.18		\$	4,748.23				
Wakulla		0.115129321208%				\$	52,383.84		\$	40,295.26		\$	28,206.68		
	Wakulla County		0.114953193647%	\$	22,415.87		\$	17,242.98		\$	12,070.09				
	Sopchoppy		0.000107129135%	\$	20.89		\$	16.07		\$	11.25				
	St. Marks		0.00006898426%	\$	13.45		\$	10.35		\$	7.24				
Walton		0.268558216151%				\$	122,193.99		\$	93,995.38		\$	65,796.76		
	Walton County		0.224268489581%	\$	43,732.36		\$	33,640.27		\$	23,548.19				
	DeFuniak Springs		0.017057137234%	\$	3,326.14		\$	2,558.57		\$	1,791.00				
	Freeport		0.003290135477%	\$	641.58		\$	493.52		\$	345.46				
	Paxton		0.023942453860%	\$	4,668.78		\$	3,591.37		\$	2,513.96				
Washington		0.120124444109%				\$	54,656.62		\$	42,043.56		\$	29,430.49		
	Washington County		0.104908475404%	\$	20,457.15		\$	15,736.27		\$	11,015.39				
	Caryville		0.001401757499%	\$	273.34		\$	210.26		\$	147.18				
	Chipley		0.012550450560%	\$	2,447.34		\$	1,882.57		\$	1,317.80				
	Ebro		0.000221521263%	\$	43.20		\$	33.23		\$	23.26				
	Vernon		0.000361333863%	\$	70.46		\$	54.20		\$	37.94				
	Wausau		0.000680905521%	\$	132.78		\$	102.14		\$	71.50				
		100.00%	100.00%	\$	19,500,000.00	\$	45,500,000.00	\$	15,000,000.00	\$	35,000,000.00	\$	10,500,000.00	\$	24,500,000.00



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS™
1800 Eller Drive, Suite 600, Fort Lauderdale, Florida 33316
Phone: 954.921.7781 • Fax: 954.921.8807

TOWN OF HILLSBORO BEACH
1210 HILLSBORO MILE
HILLSBORO BEACH, FL 33062

Invoice number 86104
Date 05/31/2021

Project **179902 HILLSBORO BEACH BUILDING
CODE**

Billing period through May 31, 2021

CGA PM: Peter Deveaugh

emailto: Mac Serda (mserda@townofhillsborobeach.com)

cc: Stephen.Bloom@inframark.com
terri.lusk@inframark.com
ranathan@townofhillsborobeach.com
Sherry D. Henderson (shenderson@townofhillsborobeach.com)
Billing 85% of Permit Fees Collected

Description	Contract Amount	Prior Billed	Current Billed
65-100 BUILDING CODE SERVICES	0.00	953,165.45	16,154.29
Total	0.00	953,165.45	16,154.29

Invoice total **16,154.29**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
85371	04/30/2021	48,068.50		48,068.50			
86104	05/31/2021	16,154.29	16,154.29				
Total		64,222.79	16,154.29	48,068.50	0.00	0.00	0.00

Permit Fees - \$ 18,769.75

Town Revenue- \$ 2,815.46

CGA Revenue - \$ 15,954.29

CGA Admin Fee- \$ 200.00

CGA Total- \$ 16,154.29



**Town of Hillsboro Beach
Building Department
Finance Report**

**Start Date: 5/1/2021
End Date: 5/31/2021**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$18,769.75	\$2,815.46	\$600.00	\$600.00	\$200.00	\$15,954.29	\$271.08	\$233.96	\$186.83
YTD	\$265,281.60	\$39,792.24	\$10,100.00	\$9,712.50	\$3,100.00	225,489.36	\$3,772.60	\$2,988.30	\$2,142.84

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
06/29/2021
ACCOUNT NO: 1182-0606490
STATEMENT NO: 36434

General Matters

			HOURS
05/25/2021	DJD	Review emails.	0.40
05/26/2021	DJD	Address Agenda item re: Special Magistrate.	0.40
05/27/2021	DS	Discussed Miami Beach and Surfside sand quality ordinance with D.J.D.	
		Discussed excavation West of CCCL with DEP.	0.90
	DJD	Address legal issues related to excavated sand; review HB421 and FAC 62B-33; telephone conference with Town Manager.	2.80
05/28/2021	DJD	Review agenda; prepare for Commission Meeting.	1.40
06/01/2021	DJD	Prepare for and attend Town Commission Meeting; Post-Commission Meeting follow-up; participate in conference call with Mayor and Town Manager.	5.70
06/02/2021	DJD	Review emails re: conditional use and special meeting.	0.40
06/03/2021	DJD	Finalize Development Order for 985 Hillsboro Mile.	0.30
06/07/2021	DJD	Revise ordinance re: excavation; review proposed agenda for special meeting.	1.20
06/08/2021	DJD	Receipt of email from Debbie Orshefsky re: conditional use; review emails from James Hickey re: conditional use.	1.20
06/09/2021	DS	Researched beach nourishment studies. Reviewed and analyzed FDEP Strategic Beach Management Plan. Reviewed and analyzed florida statutes and the Florida administrative code re: CCCL and JCP permitting considerations.	0.80
	DJD	Review response from Debbie Orshefsky.	0.60
06/11/2021	DS	Reviewed and analyzed Comprehensive Plan. Discussed research findings with DJD.	1.30
	DJD	Telephone conference with Town Manager; address issues associated with excavation ordinance.	1.20
06/13/2021	DS	Drafted sand reuse ordinance. Reviewed research findings.	1.20
06/14/2021	DS	Reviewed and analyzed section 70.001, florida statutes. Reviewed and revised draft ordinance. Reviewed and analyzed Town code of ordinances. Reviewed and analyzed ch. 62b-49 and 62b-33. Discussed draft ordinance	

General Matters

			HOURS	
		with DJD.	1.30	
	DJD	Review proposed excavation ordinance.	1.20	
06/15/2021	DJD	Attend Special Meeting; review e-mails; revise Excavation Ordinance.	1.80	
06/16/2021	DS	Reviewed Miami Dade Sand Quality Ordinance. Discussed excavation of sand ordinance with Moffatt Nichol. Reviewed City code. Revised draft sand ordinance.	2.00	
	DJD	Review proposed ordinance.	0.50	
06/17/2021	DJD	Continuing efforts to draft excavation ordinance; Telephone conference with Town Manager.	1.30	
06/18/2021	SMS	Research on ability of delivery trucks to stop on A1A.	1.60	
	DJD	Revise proposed excavation ordinance.	0.50	
06/21/2021	DJD	Revise Opioid Memo.	1.10	
06/23/2021	DS	Researched geo-technical reports and sand excavation.	1.00	
	DJD	Revise excavation ordinance.	0.70	
06/25/2021	DS	Revised sand ordinance. Discussed stock piling of sand with FDEP. Discussed revised ordinance with DJD.	1.40	
	DJD	Review Staff Report from James Hickey; review e-mail from Chuck Davis.	0.80	
06/28/2021	DJD	Prepare Resolution for MOU; discussions relative to conditional use (2) review staff report; revise excavation ordinance.	3.40	
		FOR CURRENT SERVICES RENDERED	38.40	8,640.00

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. DOODY	26.90	\$225.00	\$6,052.50
SEAN M. SWARTZ	1.60	225.00	360.00
DANIELLE SCHWABE	9.90	225.00	2,227.50

Photocopies	188.65
TOTAL EXPENSES	188.65
TOTAL CURRENT WORK	8,828.65
BALANCE DUE	<u>\$8,828.65</u>

GOREN, CHEROF, DOODY & EZROL, P.A.
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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
06/29/2021
ACCOUNT NO: 1182-1200993
STATEMENT NO: 36435

Development

			HOURS	
05/26/2021	DJD	Attend meeting.	2.20	
06/02/2021	DJD	Review proposed criteria for height bonus.	0.60	
06/15/2021	DJD	Review of proposed text amendment.	0.80	
06/22/2021	DJD	Telephone conference with Mac Serda and Jim Hickey re: proposed text amendment.	0.80	
06/28/2021	DJD	Participate in conference call discussion.	1.00	
		FOR CURRENT SERVICES RENDERED	5.40	1,215.00

	RECAPITULATION			
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>	
D.J. DOODY	5.40	\$225.00	\$1,215.00	

TOTAL CURRENT WORK 1,215.00

BALANCE DUE \$1,215.00



AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE



INVOICE

Inframark, LLC

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

INVOICE#

#64724

CUSTOMER ID

C1312

PO#**DATE**

6/16/2021

NET TERMS

Net 30

DUE DATE

7/16/2021

BILL TO

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

Services provided for the Month of: June

DESCRIPTION	QTY	UOM	RATE	AMOUNT
Accounting Services for the Month of: June 2021				
Financial Accounting Service 001-532004-51308-5000	1	Ea	7,314.84	7,314.84
Postage 001-541010-51307-5000	1	Ea	71.76	71.76
Storage 001-544025-51307-5000	1	Ea	11.10	11.10
Subtotal				7,397.70

Subtotal

\$7,397.70

Tax

\$0.00

Total Due

\$7,397.70

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: 5/31/2021
Date Invoice Submitted: 6/2/2021
Invoice #: 21-0531-26
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
May-21

SHUTTLE BUS	3 days a week 9:00am to 5:50pm (8.83/day)		
	105.96 Service Hrs. @ \$53.00/Hr.	\$	5,615.88
Mon - Wed - Fri	12 Svc Days @ 8.83 Svc Hrs/Day = 105.96 Svc Hrs. (see details)		

Total Amount due this Invoice	\$	5,615.88
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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

May-21

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
50		47		50	
43		50		50	
50		46		48	
47		14		29	

0

Total Monthly Passengers:

524

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
107.00		105.00		107.00	
106.00		106.00		107.00	
107.00		106.00		107.00	
107.00		111.00		103.00	

0.0

Total Monthly Revenue Miles:

1279.0

Total Scheduled Revenue Miles

1306.0

Total Vehicle Hours

116.0

Total Revenue Hours

106.0

Service Days

12

Missed Service in Minutes

0

Passengers per revenue hour

4.9

Total Monthly Vehicle Miles: **

1,561.0

AM - 1st day this month

PM - Last day this month

Veh 2017

1,809

3,518

Alt Veh #



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 : 00761050
Invoice Date : 6/17/2021
Project : 9225/02
Project Name : Hillsboro Beach Coastal
Engineering

For Professional Services Rendered For 3/28/2021 Through 5/29/2021

	Fee	% Complete	Billings		
			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) - Construction 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
	Fee	Available	Billings		
			To Date	Previous	Current
Phase 3 (T/M) - Construction Administration (T&M only)					
3a - Construction Administration (T&M)	31,700.00	235.00	31,697.25	31,465.00	232.25
Rate Labor		232.25			
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	1,410.50	44,700.00	43,289.50	1,410.50
Rate Labor		1,410.50			
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	905.50	9,037.00	8,154.50	882.50
Rate Labor	882.50				
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

Amount Due This BillUSD

2,525.252,525.25

Total Fee :	207,210.00
To Date Billings :	204,081.00
Total Remaining :	3,129.00

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>
Eng II/Environmental Scientist				
Jacqueline Brower	4/5/2021	1.00	139.000	139.00
Principal/Environmental Mngr				
Timothy Blankenship	4/12/2021	0.25	250.000	62.50
Supervisory Engineer/Scientist				
Christy Brush	4/20/2021	0.15	205.000	30.75
Total Rate Labor				232.25
Total Bill Task: 3a - Construction Administration (T&M)				232.25

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	5/7/2021	1.50	139.000	208.50
	5/27/2021	2.00	139.000	278.00
Total Eng II/Environmental Scientist				486.50
Principal/Environmental Mngr				
Timothy Blankenship	4/28/2021	0.50	250.000	125.00
	5/3/2021	0.50	250.000	125.00
	5/13/2021	0.50	250.000	125.00
	5/14/2021	0.75	250.000	187.50
Total Principal/Environmental Mngr				562.50
Staff Engineer/Scientist				
Lauren Jonaitis	5/18/2021	1.00	95.000	95.00
Supervisory Engineer/Scientist				
Christy Brush	5/14/2021	0.85	205.000	174.25
	5/14/2021	0.20	205.000	41.00
	5/19/2021	0.25	205.000	51.25
Total Supervisory Engineer/Scientist				266.50
Total Rate Labor				1,410.50
Total Bill Task: Phase 4 - Resident Project Administration (T&M)				1,410.50

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	3/29/2021	1.50	139.000	208.50
	4/10/2021	1.00	139.000	139.00
	4/11/2021	1.50	139.000	208.50
	4/12/2021	1.00	139.000	139.00
Total Eng II/Environmental Scientist				695.00
Principal/Environmental Mngr				
Timothy Blankenship	4/26/2021	0.75	250.000	187.50
Total Rate Labor				882.50

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

882.50

Total Project: 9225/02 - Hillsboro Beach Coastal Engineering

2,525.25

Invoice Date:
June 16, 2021

Services from
05/01/21 thru 05/31/21

Invoice Number: 4604
1 of 6



REINVENTING YOUR CITY

Town of Hillsboro Beach
Attn: Mayor Deborah L. Tarrant
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Re: Services

General Planning

	Date (date)	Description (detail)	(hours)
general	5/5/2021	generator setbacks call Ashley Reyes, call, code research + email	0.50
general	5/10/2021	call re: code enforcement violation	0.25
general	5/10/2021	call with FEMA	3.00
general	5/14/2021	coordinate FEMA review Mac + Chen Moore	0.25
general	5/20/2021	Mayor's email addressed hacked- Sherry	0.25
Chen Moore	5/20/2021	calls with Derrick + Daniel Town services	0.50
957	5/14/2021	letter of consistency email w/ GC	0.25
957	5/17/2021	letter of consistency	1.00
961	5/2/2021	respond to Architect email	0.25
961	5/7/2021	emails w/ Architect Stuart Brenner + bldg height + call	0.50
1205	5/2/2021	code requirements for RM-16	0.50
1205	5/7/2021	emails, additional code research. Arch request + call regarding existing plans - survey	0.75
1205	5/20/2021	call w/ architect - zoning designation	0.25
1225	5/6/2021	calls + emails w/ architect, code research	0.50
1225	5/7/2021	email w/ Architect Jack Hawk - Royal Flamingo	0.25
Total General Planning			9.00

Invoice Date:
June 16, 2021

Services from
05/01/21 thru 05/31/21

Invoice Number: 4604
2 of 6



REINVENTING YOUR CITY

Town of Hillsboro Beach
Attn: Mayor Deborah L. Tarrant
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Re: Services

Site Plan / Variance Rev.		(hours)
985 site plan	5/2/2021 finalize review comments	2.00
	5/3/2021 call w/ Justice - FEMA review	0.25
	5/10/2021 pick up response to comments	Flat Rate #4
	5/10/2021 emails w/ Justice - electronic plans	0.25
	5/10/2021 coordinate w/ Derrick FEMA review	0.25
	5/10/2025 mail out research coordination	0.25
	5/13/2021 review emailed plans - updated comments to Justice	1.25
	5/18/2021 pick up site plan	Flat Rate #6
	5/18/2021 calls & text with Justice	0.25
	5/18/2021 public notice, property owner notification, mailing radius	1.75
	5/19/2021 call w/Justice	0.25
	5/25/2021 staff report	1.75
	5/25/2021 calls w/ Justice & Sherry	0.50
	5/26/2021 coordinate FEMA review w/ Derrick	0.25
	5/26/2021 coordinate w/ Justice & Sherry info needed	0.50
	5/28/2021 call w/ Justice	0.25
		9.75
925 site plan variance/synthetic	5/17/2021 review turf perc calcs, requested by Comm	0.75
	5/18/2021 drop off perc calcs	Flat Rate #6
	5/20/2021 call, email, zoning research, HSHoldings	0.50
	5/25/2021 coordinate FEMA review w/ Derrick	0.25
	5/27/2021 call w/ Joan	0.25
		1.75
Total Site Plan / Variance Review		Time - hrs. 11.50

Invoice Date:
June 16, 2021

Services from
05/01/21 thru 05/31/21

Invoice Number: 4604
3 of 6



REINVENTING YOUR CITY

Town of Hillsboro Beach
Attn: Mayor Deborah L. Tarrant
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Re: Services

Permitting

Address	Date and Description	(hours)
923	Permit # (885289)	
	5/20/2021 elevation certificates email w/ Steve Mitchell	0.25
	5/25/2021 pick up elevation certificate	Flat Rate #8
	5/26/2021 review Cert Occupancy file, coord w/ Steve	0.75
	5/28/2021 email search / email cert. of occupancy to Mariana	0.50
		1.50
925	Permit # (285807)	
	5/3/2021 pick up	Flat Rate #1
	5/17/2021 initial review	0.75
	5/31/2021 review	1.75
		2.50
925	Permit # (286011)	
	5/5/2021 pick up	Flat Rate #2
	5/11/2021 review	1.00
	5/12/2021 drop off	Flat Rate #5
	5/18/2021 pick up	Flat Rate #6
	5/21/2021 review	1.00
	5/24/2021 drop off	Flat Rate #7
	5/26/2021 file FEMA approval	0.25
		2.25
957	Permit # (449373)	
	5/18/2021 pick up	Flat Rate #6
		0.00
999	Permit # (93190)	
	5/24/2021 pick up	Flat Rate #7
	5/27/2021 call with Bomar	0.25
		0.25

Invoice Date:
June 16, 2021

Services from
05/01/21 thru 05/31/21

Invoice Number: 4604
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REINVENTING YOUR CITY

Town of Hillsboro Beach
Attn: Mayor Deborah L. Tarrant
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Re: Services

1001	Permit # (285657)		
	5/2/2021 review		1.00
	5/3/2021 drop off	Flat Rate #1	
	5/12/2021 pick up	Flat Rate #5	
	5/24/2021 review		1.00
	5/25/2021 drop off	Flat Rate #8	
	5/28/2021 call w/ fence contractor		0.25
			2.25
1009	Permit # (285597)		
	5/3/2021 drop off	Flat Rate #1	
			0.00
1051	Permit # (124637)		
	5/27/2021 drop off	Flat Rate #9	
			0.00
1057	Permit # (121760)		
	5/3/2021 pick up	Flat Rate #1	
	5/4/2021 Final Inspection		1.25
	5/12/2021 emails re- inspection results		0.25
	5/27/2028 drop off file	Flat Rate #9	
			1.50
1057	Permit # 119782 rev #1		
	5/3/2021 meet with Derrick		1.25
	5/7/2021 site visit confirm slope towards intracoastal		1.00
	5/25/2021 call w/ civil engineer		0.25
	5/27/2021 meet w/ Mac review status		0.75
			3.25
1060	Permit # (123669)		
	5/5/2021 call with GC - inspection		0.25
			0.25

Invoice Date:
June 16, 2021

Services from
05/01/21 thru 05/31/21

Invoice Number: 4604
5 of 6



REINVENTING YOUR CITY

Town of Hillsboro Beach
Attn: Mayor Deborah L. Tarrant
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Re: Services

1149	Permit # (122745)		
	5/5/2021 pick up	Flat Rate #2	
	5/11/2021 review		1.00
	5/12/2021 drop off	Flat Rate #5	
			1.00
1159	Permit # (123800)		
	5/7/2021 coordinate w/ Mariana		0.25
	5/20/2021 call with contractor		0.25
	5/24/2021 pick up	Flat Rate #7	
	5/24/2021 review		1.00
	5/25/2021 drop off	Flat Rate #8	
			1.50
1159	Permit # (123801)		
	5/7/2021 coordinate w/ Mariana		0.25
	5/20/2021 call with contractor		0.25
	5/24/2021 pick up	Flat Rate #7	
	5/24/2021 review		1.00
	5/25/2021 drop off	Flat Rate #8	
			1.50
1160	Permit # (123669)		
	5/6/2021 pick up	Flat Rate #3	
	5/7/2021 Final inspection		1.25
	5/7/2021 call w/ condo		0.25
	5/12/2021 drop off	Flat Rate #5	
			1.50

Invoice Date:
June 16, 2021

Services from
05/01/21 thru 05/31/21

Invoice Number: 4604
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REINVENTING YOUR CITY

Town of Hillsboro Beach
Attn: Mayor Deborah L. Tarrant
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Re: Services

1200	Permit # (285863)	
	5/5/2021 pick up	Flat Rate #2
	5/12/2021 coordinate w/ Sherry Development Order	0.25
	5/14/2021 review Dev Order - call with Tim Rowem	0.50
	5/17/2021 review	1.00
	5/18/2021 drop off	Flat Rate #6
	5/24/2021 pick up	Flat Rate #7
	5/24/2021 review	1.00
	5/25/2021 drop off	Flat Rate #8
		2.75

1210	Permit # (285642)	
	5/3/2021 drop off	Flat Rate #1
		0.00

General Planning Hours	9.00
Site Plan / Variance Review Hours	11.50
Permitting Hours	22.00
Sub-total Hourly Services	42.50

Total Hours	42.50
Hourly Rate	100.00
Amount Due	4250.00
Flat Rate Services:	
9 drop off/pick up at \$25 each	225.00
Total Amount Due	\$ 4,475.00



Hillsboro Beach Police Monthly Report

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

Patrol Snapshot:

Activity	Current Month	April 2021	May 2020
Contacts			
Motor Vehicle	50	62	43
Crosswalk	52	79	23
Marine Unit	71	148	62
Beach Unit	4	92	137
Cyclists	25	31	100
Arrests	0	2	1
Service			
Alarms	11	17	13
Dogs on Beach/Animal	5	7	5
Vessel	9	29	11
Noise	3	3	3
Open Doors	1	3	8
Police Assists	47	36	39
Domestic/Disturbances	2	3	5
Sick/Injured	12	21	15
Crash	1	0	0
Trespassing	85	75	272
Security Checks	6510	6322	6551
Total Calls	227	240	410

Investigations Snapshot:

May 2021 (new)	Actively Working	Inactivated/Cleared
Fraud	Identity Theft	Property Damage
	Burglary Residence	Hit and Run
	Stolen Vehicle	
	Fraud (2)	
	Grand Theft	

Personnel: News

On May 17th we welcomed our new part-time Marine Unit Officer James Fondo, he was hired to fill our existing vacancy. Officer Fondo retired from the Broward Sheriff's Office, rising through the ranks to various command staff positions over his thirty plus years. As with Officer Grant, Officer Fondo also brings to Hillsboro Beach his extensive resume. We look forward to his successfully passing our Field Training Program. Our Part-Time Marine Unit training includes; Orientation and High Liability Training, Acknowledgement of all General Orders, 80-hours on our vessel with a Field Training Officer, 80-hours with the Florida Wildlife Conservation Training Lieutenant, and 80 hours of Road Patrol with a Field Training Sergeant. He will then complete a one year probationary period.

May Notable Events:

On May 13th an HBPD Road Patrol Officer located a bicyclist that was the victim of a "Hit and Run" just outside of our jurisdiction on State Road A1A. The officer rendered aid to the cyclist who did not want or require a Fire Rescue response. The Officer did broadcast the vehicle description and our Officers were the able to locate the "suspect" vehicle (unoccupied) a short time later. The investigation and "suspect" vehicle were then turned over to the Broward Sheriff's Office.

On May 22nd HBPD personnel joined Town Hall Staff and Commission members in a "Drop-Off" Community event from 9AM until 12PM. In addition to services we normally make available, the Broward County Department of Health staff established a "pop-up" vaccination site. The participants expressed their appreciation for these services and the community event.

On May 24th HBPD Road Patrol Officers responded to a medical emergency involving an unconscious 59 YOA female victim not breathing. Sergeant Kirchoff arrived within 2 minutes of our receiving the CAD complaint and immediately initiated a CPR jaw-thrust technique on the individual, this cleared her airway enabling breathing to resume. BSO Fire Rescue arrived and continued the resuscitation efforts as it appeared her vital signs had improved. Sergeant Kirchoff assisted by Officer Nolan, will be receiving formal "Life Saving" recognition for their prompt response, and action taken to save this victim's life.

On May 29th our Marine Unit was flagged down by another vessel alerting us about a wave-runner operator in distress. Officer MacLellan and Officer Fondo aboard Marine One responded to the Hillsboro Inlet and began a search. They located the wave-runner minus the operator, seas were choppy and it took a moment for them to spot the wave-runner operator in the water some distance away. Our personnel promptly responded, initiating a rescue of the female victim in the water and the retrieval of her watercraft. Officers MacLellan and Officer Fondo will each receive a Letter of Commendation for their diligent efforts.

On May 31st our Marine Unit was again flagged down for assistance by a BSO Marine Unit. This incident involved a migrant landing on the south side of the Hillsboro Inlet along the ICW. Immediate back-up assistance was provided to the Sheriff's Office.

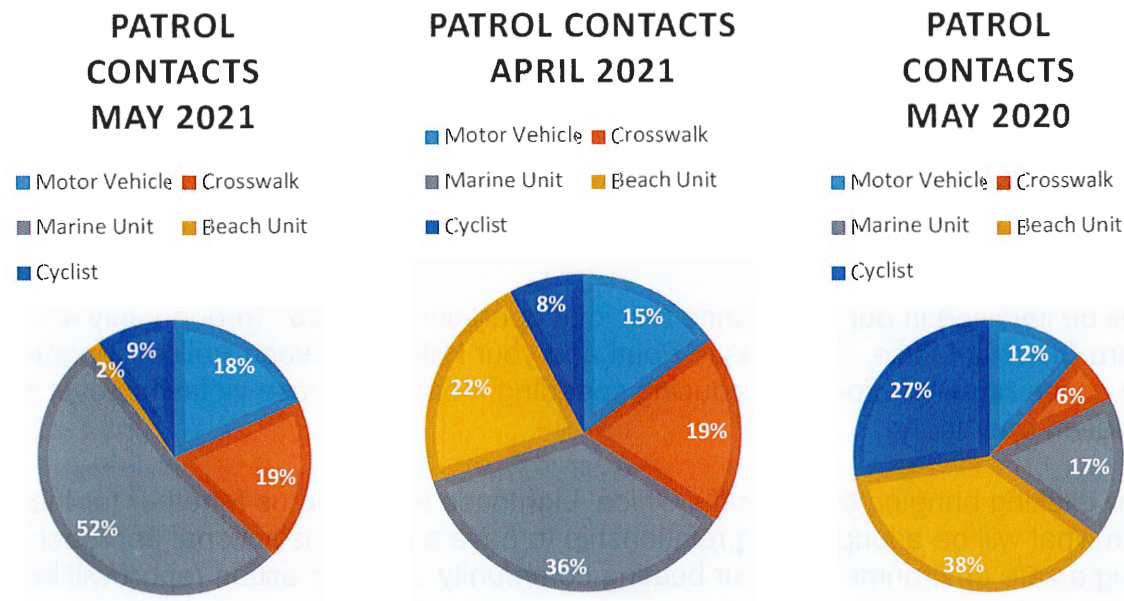
Training:

Police Law Institute (Online): Elder Abuse Investigation

Power DMS Topics: Sovereign Citizens Training

Patrol Services:

Contacts:

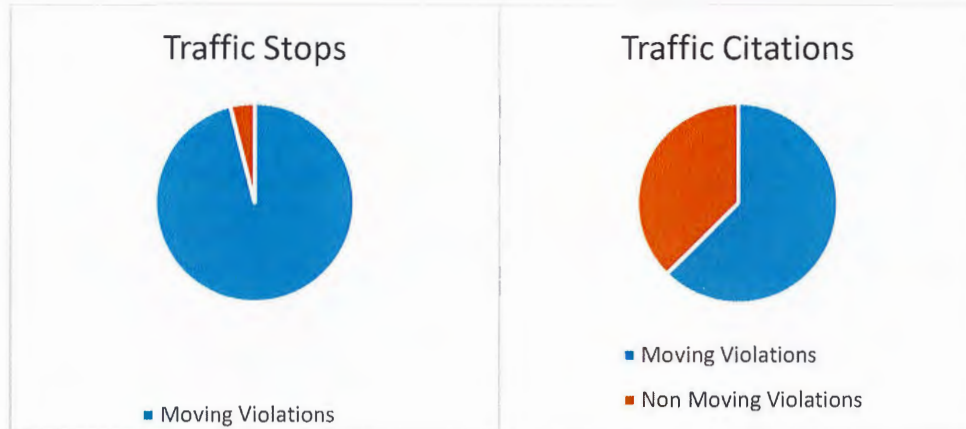


Road Patrol:

The pandemic has shifted on us once again, we are slowly returning to normal patrol. Keeping in mind that COVID is still out there, the influx of vehicles, cyclists and pedestrians we are observing additional congestion on A1A. We are asking that the community assist us in keeping our paved shoulders clear of obstacles. Obstacles can be defined as trash, trash cans, vehicles, bushes, overgrown tree branches, dirt, water, or anything that does not belong on that area causing cyclists and pedestrians to venture into the roadway.

A clean shoulder initiative has begun. Our officers will be showing great care and perseverance in this area. Sergeant Mastandrea and Kirchoff are leading this initiative.

Traffic:

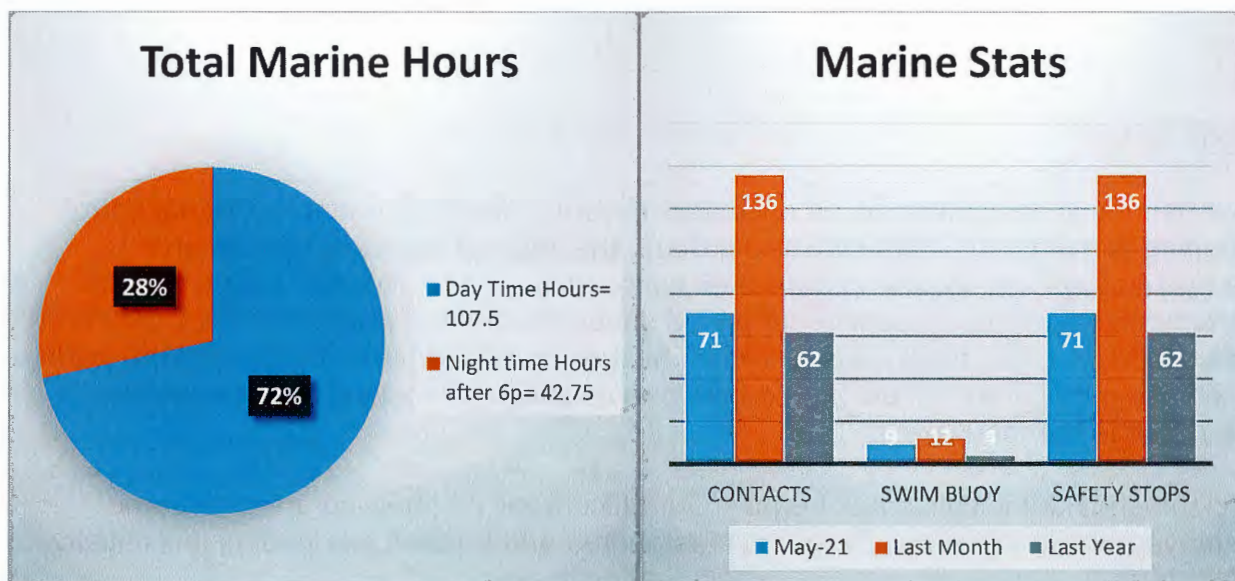


Marine/Beach Patrol:

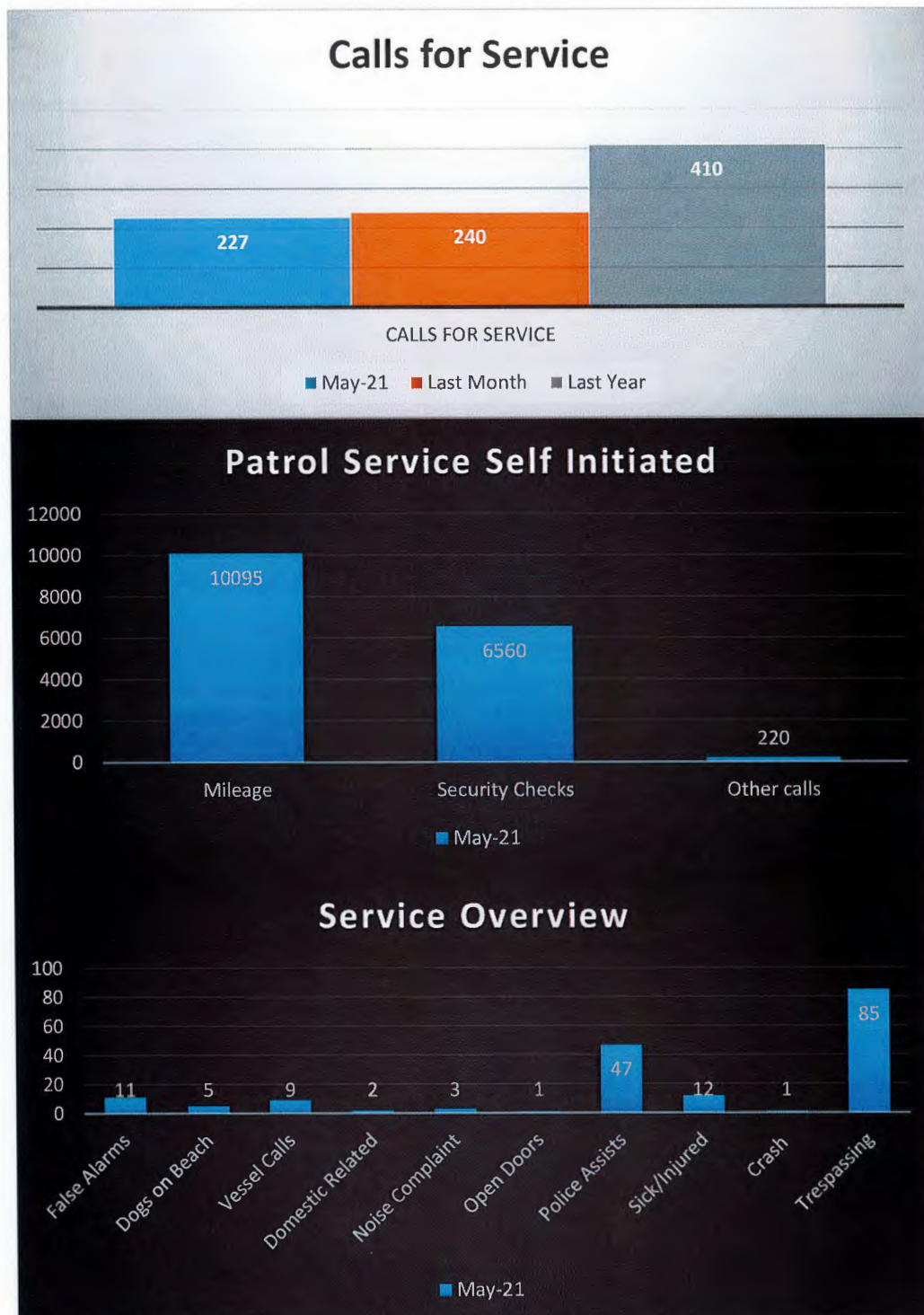
FIRST JOINT OPERATION

We will be involved in our first marine unit joint operation June 28th through July 4th. The Broward Sheriff's Office, Lighthouse Point and your Hillsboro Beach Police Department will be concentrating effort on reducing speeding, noise and wake violations over this two phased operation.

We are exciting bringing the Sheriff's Office, Lighthouse Point and us together for the first time, in what will be a long lasting relationship to have a multijurisdictional approach to creating a safe environment for our boating community. An after action report will be completed to analyze the effectiveness of the operation.



Overall Calls for Service:



ATTACHED COMMENDATIONS AND RECOMMENDATIONS:

Sergeant AJ Kirchoff, Officer James Nolan, and CRS Tyler Franco
Marine Unit Officer MacLellan and Officer James Fondo
Officer Dan McGrath (Email)
Officer Dan McGrath (Letter)

2020 Gas Usage Police Department

Employee	Department	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total Gallons
1-Szesnat	Police	107.9	98.9	93.3	113.0	31.9								445.0
13-O'Neill	Police	0.0	14.2	31.3	0.0	0.0								45.5
3-Pugliese	Police	74.9	60.3	65.1	66.5	66.1								332.9
4-Mastandrea	Police	52.0	137.3	82.0	180.3	142.7								594.3
5-Clark	Police	193.5	170.6	110.5	193.2	237.8								905.6
12-Gianino	Police	0.0	0.0	0.0	10.2	65.1								75.3
11-Kirchoff	Police	12.6	13.2	1.7	34.0	84.8								146.3
7-McGrath	Police	135.4	149.0	152.9	189.0	165.8								792.1
8-Kelly	Police	47.8	0.0	10.3	0.0	76.7								134.8
9-Steel	Police	118.8	118.2	157.7	102.7	148.1								645.5
10-Nolan	Police	77.4	36.5	9.2	26.1	16.1								165.3
14-Pope	Police	0.0	66.3	1.9	82.3	15.9								166.4
15-Stengel	Police	14.0	0.0	43.9	29.8	0.0								87.7
27-Torres	Police	47.9	0.0	49.8	48.3	56.4								202.4
16-MacLellan	Police	0.0	0.0	0.0	0.0	0.0								0.0
18-Beauparlant	Police	207.4	151.0	118.4	117.1	103.7								697.6
17-Bukata	Police	0.0	0.0	0.0	0.0	0.0								0.0
26-Joseph	Maintenance	21.3	0.0	12.4	0.0	0.0								33.7
Police Totals	TOTALS	1110.9	1015.5	940.4	1192.5	1211.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	5470.4

Gas Usage Water Department

19-Garray	Water Dept	45.9	37	0	18	16.3								117.2
20-Bullard	Water Dept	57.3	83.7	103.4	55.7	56.8								356.9
21-Charles	Water Dept	20.4	59.8	36.7	43.9	36.8								197.6
22-Knapstein	Water Dept	0	0	0	0	0								0
23-Rivera	Water Dept	0	0	0	0	0								0
Water Totals		123.6	180.5	140.1	117.6	109.9	0	0	0	0	0	0	0	

Gas Tank 30 1/2'" = 1897 gal



HILLSBORO BEACH POLICE DEPARTMENT



Date: May 31, 2021
To: Chief Jay Szesnat
From: Deputy Chief Robert O'Neill *R.O.*
Subject: Recommendation for Commendation

On Saturday, May 29th at 1:24PM, our Marine Unit was flagged down by another vessel alerting us about a wave-runner operator in distress. Officer MacLellan and Officer Fondo aboard Marine One responded to the Hillsboro Inlet and began a search. They located the wave-runner minus the operator, seas were choppy and it took a moment for them to spot the operator in the water some distance away.

Our personnel promptly responded, initiating a rescue of the female victim in the water and the retrieval of her watercraft. The victim was wearing a recreational type life jacket however, sea conditions had separated her from the watercraft and she became fatigued trying to get back aboard. The victim expressed to the Officers, her level of exhaustion had reached the point that she began to panic and feared her circumstance was quickly becoming a life threatening emergency.

Once safely aboard Marine One, Officers MacLellan and Fondo determined that the victim was not in need of medical treatment she was therefore returned to her residence. The Marine Unit's rapid response and subsequent rescue of the victim certainly averted what may have been a tragic incident. It is my recommendation that the afore-mentioned public safety professionals each receive departmental recognition for their efforts.

I further recommend that Officers MacLellan and Officer Fondo each receive the Chief's Letter of Commendation. We are proud of our staff and the outstanding team effort exhibited, their combined efforts resulted in an excellent outcome!

*I AGREE
PLACE IN FILE
Sent*



HILLSBORO BEACH POLICE DEPARTMENT

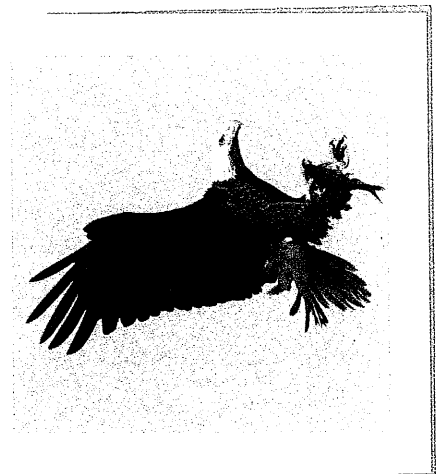


Date: May 31, 2021
To: Chief Jay Szesnat
From: Deputy Chief Robert O'Neill *R.O.*
Subject: Recommendation for Commendation

On Monday, May 24th at 8:09PM, we responded to a CAD alert referencing a 59 YOA female that was unconscious and not breathing at a condominium building in Town. Our personnel promptly responded, locating a female victim who had collapsed and was in fact not breathing. Officers were advised that this victim takes medication for her medical condition however, she also consumed a small quantity of an alcoholic beverage and this may have caused her life threatening emergency.

Hillsboro Beach Police Sergeant Andrew Kirchoff, along with Officer James Nolan assessed the situation and immediately provided emergency life support to the victim. Sergeant Kirchoff, who is our department's Emergency First Aid Instructor, performed a jaw thrust on the victim, clearing her airway and restoring sporadic breathing. Officer James Nolan was preparing to engage the AED, monitoring the victim's pulse until Fire Rescue arrived. Logistical assistance was provided by Communications Resource Specialist Tyler Franco relaying detailed information in a timely manner, and ensuring our units rapid response. It is therefore my recommendation that the afore-mentioned public safety professionals each receive departmental recognition for their efforts.

I further recommend that Sergeant Andrew Kirchoff receive the Hillsboro Beach Police Department's Life Saving Award. A Certificate of Commendation for both Officer James Nolan and Communications Resource Specialist Tyler Franco. I am most proud of our staff and the outstanding team effort exhibited, most of all their combined efforts resulted in an excellent outcome!



Officer M. Krath

Thank you for stopping me
the other night and letting me know
my lights were not on. New Car !!

I give these USMC magnets to
LEO's who are USMC Veterans at the
trauma conferences & speak at -

Sending you a USSS coin also -

Stay Safe !!

Joel Hill



Robert O'Neill <roneill@townofhillsborobeach.com>

Officer Dan McGrath

1 message

Robert O'Neill <roneill@townofhillsborobeach.com>

Tue, Jun 1, 2021 at 2:53 PM

To: johnkorman2001@gmail.com

Cc: Command Staff <commandstaff@townofhillsborobeach.com>, David Clark <dclark@townofhillsborobeach.com>, Daniel McGrath <dmcgrath@townofhillsborobeach.com>

Hello Mr. Korman,

We are most thankful that you and your wife returned home safely! I gratefully acknowledge receipt of your email and the kind words describing your interaction with Officer McGrath. He has most certainly dedicated his life to service, first as a United States Marine, and then for the past 21 years as a valued member of the Hillsboro Beach Police Department. I am copying Officer McGrath, his supervisor Sergeant Clark, and your expression of appreciation will also become part of his personnel file. Again, we thank you for taking the time to acknowledge Officer McGrath and a job well done!

Fraternally,

Robert "Rob" O'Neill**Deputy Chief****Hillsboro Beach Police Department****1210 Hillsboro Mile Suite B****Hillsboro beach, FL 33062****954-427-6600**Phone**954-427-7428**Faxroneill@townofhillsborobeach.com

Please Note: If you have received this email in error please notify the system administrator. If you are not the named addressee you should not disseminate, distribute or copy this email. Please notify the sender by email if you have received this message by mistake. Thank You!

**Graduate 228th Session - FBI National Academy**

From: John Korman

Sent: Tuesday, June 1, 2021 2:13 PM

To: pdrecords@townofhillsborobeach.com

Subject: Officer Dan McGrath.

I would like Hillsboro Beach Police Department to be aware of the courtesy shown last night by one of your officers, a Dan McGrath. My antique car broke down on Hillsboro mile. Officer McGrath stopped and offered his assistance which was not needed at that time so he went about his business. Officer McGrath returned about an hour later and saw we were still stuck on the side of the road, stopped behind us with his lights on as it was now dark outside and he wanted to avoid anyone hitting us. By this time I had relented and called a tow truck after trying to repair the car, whereby Officer McGrath told my wife and I he would wait with us for the tow truck. Once the tow truck showed up Officer McGrath directed traffic so the tow truck could pick up my vehicle safely. My wife and I were rather impressed with the

courtesy / professionalism shown by Officer McGrath. My wife and I wish to thank the Hillsboro Beach Police Department for getting my wife and I home safely last night. On a personal note, I think the Hillsboro Beach Police Department is fortunate to have an officer like Dan McGrath in its service.

John and Pamela Korman

Sent from my iPhone



TOWN OF HILLSBORO BEACH



FINANCIAL REPORT MAY 31, 2021

Meeting Date: July 6, 2021

1

GENERAL FUND

Overview

- ▶ Surplus of \$1.6 million through May. (Total funding over/under Expenditures)

Revenue / Other Sources

- ▶ Total funding for May was at 95.6% of the annual budget (excluding use of fund balance).
 - Revenue from property tax collections was 96.3% through May.
 - Intergovernmental Revenue includes CARES Act for \$72.3 thousand, Covid-19 Emergency Enforcement Orders for \$2.1 thousand and CESF Grant for \$20.9 thousand.
 - The CARES Act Program has closed. The Town's available funding under the American Rescue Plan is \$850 thousand.

Description	Budget	Actual	% of Budget
Property Taxes	\$ 4,884,842	\$ 4,705,864	96.3%
Other Local Taxes	260,000	174,765	67.2%
Intergovernmental Revenues	151,536	213,924	141.2%
Fines & Forfeitures	2,550	1,968	77.2%
Miscellaneous Revenues	53,000	41,414	78.1%
Interest Income	33,000	22,119	67.0%
Transfer In	50,000	33,333	66.7%
Total Funding	\$ 5,434,928	\$ 5,193,387	95.6%



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May 2021 Financial Report

2

GENERAL FUND

Expenditures

- ▶ Total expenditures for May were 55.3% of the annual budget or \$3.5 million.
- ▶ Interfund Transfer was reduced due to FEMA Grant funding received in May.

General Fund- % of Budget Spent by Department



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May 2021 Financial Report

3

SPECIAL REVENUE FUNDS

Fund Highlights

- ▶ Community Bus Fund – Surplus of \$19.8 thousand due to County Transportation Grant.
 - Revenue collected is 56.5% of annual budget or \$67 thousand.
 - Expenses are 39.7% of annual budget or \$47 thousand.
- ▶ Marine Law Enforcement Fund – 59.7% of annual budget or \$18.1 thousand.
- ▶ Building Permits Fund – Surplus of \$25.6 thousand.
 - Revenue collected is 112.1% of the annual budget or \$280.2 thousand.
 - Expenses are 101.8% of annual budget or \$254.6 thousand.
- ▶ P&Z, Code Compliance Fund – 67.8% of annual budget or \$33.9 thousand.
- ▶ Federal Forfeitures / Asset Sharing Fund- Balance for May is \$56 thousand (includes interest income).
 - Expenses include 2 boat engines and portable radios required as part of the WAVES program.



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May 2021 Financial Report

4

OTHER FUNDS

Debt Service Fund – FEMA Bridge Loan

- ▶ FEMA Grant funding through May was \$372.5 thousand.
- ▶ The FEMA Bridge Loan was paid off on October 1, 2020.

Capital Projects Fund – (General Fund Improvements)

- ▶ The capital expenditures for May were \$200.5 thousand or 92% of the annual budget.
 - Expenses include a police vehicle, laptops and FIBRS software project which is offset by the FIBRS grant funds.



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May 2021 Financial Report

5

WATER FUND

Overview

- ▶ Overall, the Water fund had a deficit of \$21.7 thousand.
- ▶ Operations had a surplus of \$86.6 thousand.
- ▶ Debt Service had a deficit of \$108.3 thousand.
 - ▶ Payments made through May totaled \$609.4 thousand.

Revenue/Other Sources

- ▶ Total revenue for the Water fund – 63.2% of the annual budget.
- ▶ Total water service revenue – 64.3% of the annual budget.
- ▶ The water usage billings through May were up by 4.7% compared to last year at this time.



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May 2021 Financial Report

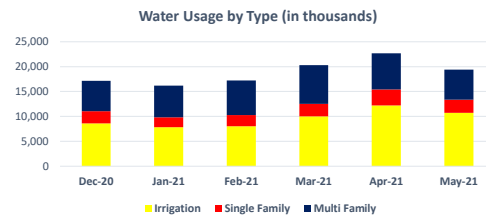
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WATER FUND

Water Usage Comparison

- ▶ The chart below on the left shows the usage for May by service type.
- ▶ The total gallons used compared to last month decreased by 3,295 thousand gallons or 14.5%.
- ▶ 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		
	May-'20	Apr-'21	May-'21	Change in Usage	% Change
Irrigation	9,347	12,195	10,709	-1,486	-12.2%
Single Family	2,284	3,216	2,620	-596	-18.5%
Multi Family	6,796	7,255	6,042	-1,213	-16.7%
Total	18,427	22,666	19,371	-3,295	-14.5%



7

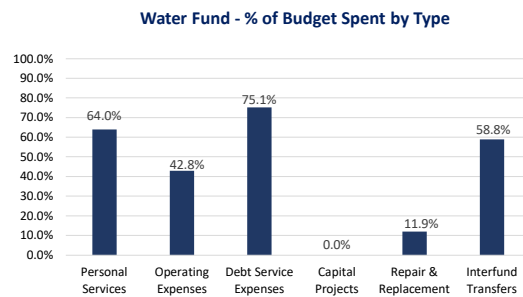
May 2021 Financial Report

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WATER FUND

Expenses

- ▶ Total expenses through May were at 48.2% of the annual budget or \$1.4 million.
- Debt Service Expenses:
 - Loan payment for Water Main project was paid on May 14, 2021.
 - Loan payment for Water Plant project was paid on March 15, 2021.
- Capital Purchases:
 - There are no capital purchases through May.



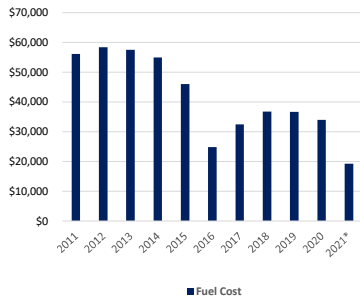
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May 2021 Financial Report

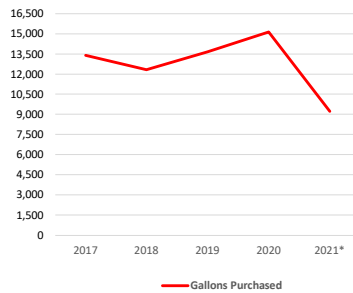
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FUEL COSTS ANALYSIS

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*	\$19,235	9,226	\$2.08

3 Year Comparison thru May	Fuel Cost	Gallons Purchased	Avg Price / Gallon
2019	\$21,957	8,593	\$2.56
2020	\$20,397	9,922	\$2.06
2021	\$19,235	9,226	\$2.08

* FY2021 totals thru May 31, 2021



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May 2021 Financial Report

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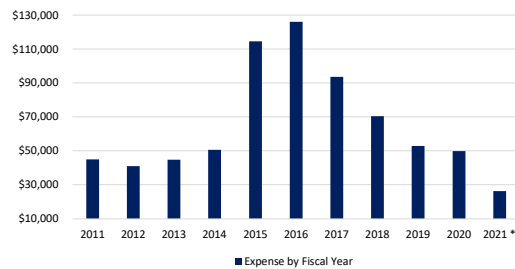
WORKERS' COMPENSATION INSURANCE – PREMIUM COST

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 *	\$ 998	\$ 20,012	\$ 5,277	\$ 26,286
TOTAL	\$ 31,760	\$ 514,679	\$ 168,559	\$ 714,997

*FY2021 Totals thru May 31, 2021

Total Expenses by Fiscal Year



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May 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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May 2021 Financial Report

MEMORANDUM

TO: Mayor Deb Tarrant and Commissioners
FROM: Stephen Bloom, Finance Director
CC: Commissioner Vicky Feaman, Treasurer / Ken Cassel, Project Manager
DATE: June 24, 2021
SUBJECT: May Financial Report

Please find included in this agenda item the May 2021 financial report. At this point in the fiscal year (through May), the revenues and expenditures should be at approximately 66.7% 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 May was at 80.9% of the annual budget.
 - Ad valorem taxes are 96.4% collected through May.
- Total expenditures through May were at 55.3% of the annual budget.

Special Revenue Funds

Community Bus

- Total funding through May were at 56.5% of the annual budget.
- Total expenditures through May were at 39.7% of the annual budget.

Marine Law Enforcement Grant

- Total funding and expenditures through May were at 59.7% of the annual budget.

Building Permits

- Total funding through May were at 112.1% of the annual budget.
- Total expenditures through May were at 101.8% of the annual budget.

P&Z and Code Compliance

- Total funding and expenditures through May were at 67.8% of the annual budget.

Federal Forfeitures / Asset Sharing

- Total funds available through May - \$56,037.

Debt Service Fund – (FEMA Bridge Loan)

- FEMA funds were received in September 2020 and May 2021.- Total received was \$3,624,577.
- The Bridge Loan was paid in full October 1, 2020.

Capital Projects Fund – (General Fund Improvements)

- Total funding and expenditures through May were at 92% of the annual budget.

MEMORANDUM

Town of Hillsboro Beach
Subject: May Financial Report
Page 2

Water Fund – (Operations)

- Total funding through May was at 62.3% of the annual budget.
- The water usage billings through May (YTD) is up by 4.7% compared to last year at the same time.
- The chart below compares the usage for May by category (Single Family, Multi Family, Irrigation) with last month and with the prior year - May 2020. The “Change in usage” and “% change” compares the current month with the prior month.
 - Total gallons used for the month of May was down by 14.5% or (3,295) thousand gallons compared to last month.

Usage Comparison in thousands)

				Month-to-Month Change	
(Prior Yr)					
Service Type	May-20	Apr-21	May-21	Change in Usage	% Change
Irrigation	9,347	12,195	10,709	-1,486	-12.2%
Single Family	2,284	3,216	2,620	-596	-18.5%
Multi Family	6,796	7,255	6,042	-1,213	-16.7%
Total	18,427	22,666	19,371	-3,295	-14.5%

- Total expenses through May were at 56.4% of the annual budget.

Debt Service – (State Revolving Loans)

- Total funding through May was 61.8% of the annual budget.
- The loan payment for the water plant was made on March 15, 2021.
- The loan payment for the water main project was made on May 14, 2021.

Capital Projects Fund – (Water Fund Improvements)

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

Town of Hillsboro Beach

Financial Report

May 31, 2021

Prepared by



Town of Hillsboro Beach

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Town of Hillsboro Beach

Financial Statements

(Unaudited)

May 31, 2021



Balance Sheet
May 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
<u>ASSETS</u>					
Current Assets					
Equity in Pooled Cash	\$ 4,645,692	\$ 160,135	\$ (52,288)	\$ 2,554,541	\$ 7,308,080
Accounts Receivable	89,983	358	-	213,577	303,918
Allow -Doubtful Accounts	(26,072)	-	-	(32,187)	(58,259)
Due From Other Gov'tl Units	36,995	44,164	61,283	-	142,442
Deferred Outflow of Resources	-	-	-	83,810	83,810
Fuel	7,610	-	-	-	7,610
Money Market Account	-	33,417	-	-	33,417
Prepaid Items	128,616	149,472	-	325	278,413
Total Current Assets	4,882,824	387,546	8,995	2,820,066	8,099,431
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	\$ 4,882,824	\$ 387,546	\$ 8,995	\$14,126,043	\$19,405,408

LIABILITIES

Current Liabilities

Accounts Payable	\$ 8,445	\$ 65,032	\$ 8,995	\$ 483	\$ 82,955
Accrued Expenses	79,182	23,179	-	5,538	107,899
DBPR/DCA/BRA Surcharges	-	1,706	-	-	1,706
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	54,940	-	-	7,897	62,837
Accrued Taxes Payable	4,060	-	-	594	4,654
Payroll Deduction - Misc.	12,014	-	-	4,002	16,016
Deferred Compensation-ICMA 457	4,895	-	-	1,150	6,045



Balance Sheet
May 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
AFLAC	355	-	-	272	627
ICMA-Retirement Health Savings	2,619	-	-	-	2,619
Flexible Spending Account	779	-	-	(952)	(173)
Deposits	8,125	16,018	-	-	24,143
Total Current Liabilities	199,693	105,935	8,995	689,102	1,003,725
Long-Term Liabilities					
Note/Loan Payable - LT (Water Plant)	-	-	-	3,062,509	3,062,509
Note/Loan Payable - LT (Water Main)	-	-	-	5,974,246	5,974,246
Compensated Absences-Long-Term	-	-	-	81,592	81,592
OPEB Liability	-	-	-	8,177	8,177
Deferred Inflow of Resources	-	-	-	14,361	14,361
Net Pension Liability	-	-	-	353,731	353,731
Total Long-Term Liabilities	-	-	-	9,494,616	9,494,616
TOTAL LIABILITIES	199,693	105,935	8,995	10,183,718	10,498,341

FUND BALANCES / NET ASSETS

Fund Balances

Nonspendable:

Prepaid Items	128,616	149,472	-	-	278,088
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Restricted for:

Special Revenue	-	132,139	-	-	132,139
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Assigned to:

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

	4,546,308	-	-	-	4,546,308
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Net Assets

Invested in capital assets,

net of related debt	-	-	-	1,627,845	1,627,845
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Unrestricted/Unreserved

	-	-	-	2,314,480	2,314,480
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TOTAL FUND BALANCES / NET ASSETS	\$ 4,683,131	\$ 281,611	\$ -	\$ 3,942,325	\$ 8,907,067
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TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	\$ 4,882,824	\$ 387,546	\$ 8,995	\$ 14,126,043	\$ 19,405,408
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**Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund**

For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
FUNDING						
Revenues						
Property Taxes	\$ 4,884,842	\$ 4,705,864	\$ 178,978	96.3%	\$ 4,578,216	\$ 127,648
Other Local Taxes	260,000	174,765	85,235	67.2%	177,500	(2,735)
Intergovernmental Revenues	151,536	213,924	(62,388)	141.2%	114,624	99,300
Fines & Forfeitures	2,550	1,968	582	77.2%	2,242	(274)
Miscellaneous Revenues	53,000	41,414	11,586	78.1%	38,410	3,003
Interest Income	33,000	22,119	10,881	67.0%	77,124	(55,005)
Total Revenues	5,384,928	5,160,054	224,874	95.8%	4,988,117	171,937
Other Sources						
Transfer In	50,000	33,333	16,667	66.7%	33,333	-
Use / (Add't) Fund Balance	981,013	-	-	0.0%	-	-
Total Other Sources	1,031,013	33,333	16,667	3.2%	33,333	-
TOTAL FUNDING	6,415,941	5,193,387	241,541	80.9%	5,021,450	171,937
EXPENDITURES						
Town Commission	46,603	20,940	25,663	44.9%	22,655	1,714
Town Manager	319,821	200,363	119,458	62.6%	209,483	9,120
Town Clerk	258,583	116,785	141,798	45.2%	117,202	417
Police	2,952,458	1,982,030	970,428	67.1%	1,899,115	(82,915)
Facility Services	217,518	127,737	89,781	58.7%	126,881	(857)
Finance	117,480	73,688	43,792	62.7%	76,083	2,396
Fire Rescue	833,021	555,347	277,674	66.7%	546,171	(9,176)
Solid Waste	334,682	214,666	120,016	64.1%	178,809	(35,856)
Beaches	587,000	26,269	560,731	4.5%	413,225	386,957
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	3,321,668	\$ 2,509,321	57.0%	3,593,685	272,016
Interfund Transfer - Out	584,952	227,331	357,621	38.9%	330,988	103,657
TOTAL EXPENDITURES	6,415,941	3,548,999	\$ 2,866,942	55.3%	3,924,672	375,673
Total Funding over (under)						
Expenditures	\$ -	1,644,388			\$ 1,096,778	\$ 547,610
Fund Balance - Beginning		3,038,743				
Fund Balance - Ending		\$ 4,683,131				



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
FUNDING						
Revenues						
Property Tax						
Ad Valorem Taxes	\$ 5,066,779	\$ 4,883,965	\$ 182,814	96.4%	\$ 4,742,705	\$ 141,259
Ad Valorem Taxes - Prior Years	3,000	(522)	3,522	-17.4%	7,874	(8,395)
Ad Valorem Taxes - Discounts	(184,937)	(177,579)	(7,358)	96.0%	(172,363)	(5,216)
Total - Property Tax	4,884,842	4,705,864	178,978	96.3%	4,578,216	127,648
Other Local Taxes						
FPL Franchise	230,000	150,967	79,033	65.6%	150,046	921
Local Communications Tax	30,000	23,798	6,202	79.3%	27,454	(3,657)
Total - Other Local Taxes	260,000	174,765	85,235	67.2%	177,500	(2,735)
Intergovernmental Revenues						
Occupational Licenses	1,900	525	1,375	27.6%	453	72
FDLE - JAG grant	-	2,170	(2,170)	n/a	2,613	(443)
State Revenue Sharing	24,000	27,653	(3,653)	115.2%	28,189	(536)
Alcoholic Beverage License	636	636	(0)	100.0%	636	-
Half-Cent Sales Tax	125,000	87,610	37,390	70.1%	82,733	4,878
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	213,924	(62,388)	141.2%	114,624	99,300
Fines & Forfeitures						
Judgments and Fines	2,500	1,918	582	76.7%	2,242	(324)
Other Fines and/or Forfeits	50	50	-	100.0%	-	50
Total - Fines & Forfeitures	2,550	1,968	582	77.2%	2,242	(274)
Miscellaneous Revenue						
Miscellaneous	3,000	2,935	65	97.8%	1,307	1,627
Police Reimbursement	35,000	19,379	15,621	55.4%	27,303	(7,924)
Lien Search Fee	15,000	19,100	(4,100)	127.3%	9,800	9,300
Total - Misc. Revenue	53,000	41,414	11,586	78.1%	38,410	3,003
Interest Income						
Interest - Investments	65,000	32,862	32,138	50.6%	60,748	(27,886)
Interest - Tax Collector	3,000	70	2,930	2.3%	2,863	(2,793)
Net Incr (Decr) In FMV-Invest	(35,000)	(10,813)	(24,187)	30.9%	13,513	(24,326)
Total - Interest Income	33,000	22,119	10,881	67.0%	77,124	(55,005)
Total Revenue	5,384,928	5,160,054	224,874	95.8%	4,988,117	171,937



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Transfer In						
Water Fund	50,000	33,333	16,667	66.7%	33,333	-
Total - Transfer In	50,000	33,333	16,667	66.7%	33,333	-
Use / (Add't) Fund Balance	981,013	-	981,013	0.0%	-	-
TOTAL FUNDING	6,415,941	5,193,387	1,222,554	80.9%	5,021,450	171,937



General Fund - Town Commission

For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Personal Services						
Mayor/Commission Stipend	\$ 28,800	\$ 18,750	\$ 10,050	65.1%	\$ 19,200	\$ 450
FICA	2,203	1,435	768	65.1%	1,469	34
Total Personal Services	31,003	20,185	10,818	65.1%	20,669	484
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	\$ 20,940	\$ 25,663	44.9%	\$ 22,655	\$ 1,714



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Personal Services						
Salaries	\$ 139,514	\$ 92,901	\$ 46,613	66.6%	\$ 89,421	\$ (3,480)
Payroll - Vacation	11,856	2,683	9,173	22.6%	-	(2,683)
Car Allowance	6,500	4,000	2,500	61.5%	3,750	(250)
FICA	12,077	7,333	4,744	60.7%	6,874	(459)
Florida Retirement System	41,309	25,625	15,684	62.0%	23,590	(2,035)
Health and Life Insurance	18,252	16,025	2,227	87.8%	11,919	(4,107)
Workers' Comp Insurance	213	101	112	47.5%	131	30
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	230,221	148,668	81,553	64.6%	135,685	(12,984)
Operating Expenses						
Town Attorney	75,000	47,496	27,504	63.3%	67,760	20,264
Prof. Services - IT Services	9,100	3,177	5,924	34.9%	4,858	1,681
Miscellaneous	1,000	973	27	97.3%	600	(373)
Computer Expense / Supplies	1,000	-	1,000	0.0%	-	-
Training Expenses	3,500	50	3,450	1.4%	581	531
Total Operating Expenses	89,600	51,695	37,905	57.7%	73,798	22,103
TOTAL TOWN MANAGER	\$ 319,821	\$ 200,363	\$ 119,458	62.6%	\$ 209,483	\$ 9,120



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Personal Services						
Salaries	\$ 117,426	\$ 51,936	\$ 65,490	44.2%	\$ 48,859	\$ (3,077)
Payroll - Vacation	2,301	-	2,301	0.0%	920	920
Employee Award	-	200	(200)	n/a	-	(200)
FICA	9,159	3,967	5,192	43.3%	3,786	(181)
Florida Retirement System	11,973	5,103	6,870	42.6%	4,244	(860)
Health and Life Insurance	31,562	12,638	18,924	40.0%	12,012	(626)
Workers' Comp Insurance	180	85	95	47.5%	113	28
Unemployment Compensation	250	-	250	0.0%	-	-
Total Personal Services	172,851	73,930	98,921	42.8%	69,935	(3,994)
Operating Services						
Coding Ordinance	3,000	1,383	1,617	46.1%	2,284	901
Prof. Services- Digitize records	10,000	811	9,189	8.1%	-	(811)
Contracts - Minutes Preparation	3,000	2,231	769	74.4%	-	(2,231)
Temporary Labor	-	12,272	(12,272)	n/a	10,378	(1,893)
Contracts - Other Services	4,000	2,119	1,881	53.0%	4,820	2,702
Software Maintenance/Support	16,065	4,747	11,318	29.6%	5,182	434
Postage and Freight	2,500	992	1,508	39.7%	1,453	461
Copier	6,100	2,918	3,182	47.8%	4,275	1,357
Advertising	10,000	5,285	4,715	52.9%	4,571	(714)
Office Supplies	5,900	1,125	4,775	19.1%	2,346	1,221
Website Support	4,967	3,116	1,851	62.7%	3,311	196
Subscriptions and Memberships	5,700	2,067	3,633	36.3%	3,676	1,609
Office Equipment	1,000	225	775	22.5%	-	(225)
Training Expenses	3,500	279	3,221	8.0%	597	319
Resident Mailings	10,000	3,285	6,715	32.9%	4,373	1,088
Total Operating Services	85,732	42,855	42,877	50.0%	47,267	4,412
TOTAL TOWN CLERK	\$ 258,583	\$ 116,785	\$ 141,798	45.2%	\$ 117,202	\$ 417



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					May-20	Fav (unfav)
Personal Services						
Salaries	\$ 1,551,140	\$ 1,067,618	\$ 483,522	68.8%	\$ 1,040,346	\$ (27,272)
Paid Holidays	50,201	37,800	12,401	75.3%	41,237	3,436
Overtime	20,000	18,648	1,352	93.2%	21,121	2,474
Overtime - Task Force	26,000	21,141	4,859	81.3%	13,355	(7,785)
Sick Leave Cash Out	31,000	26,714	4,286	86.2%	30,638	3,924
Incentive	17,270	10,236	7,034	59.3%	9,020	(1,216)
Employee Award	-	4,200	(4,200)	n/a	-	(4,200)
FICA	129,715	91,877	37,838	70.8%	89,197	(2,680)
Florida Retirement System	370,871	246,973	123,898	66.6%	246,753	(221)
Health and Life Insurance	460,326	274,599	185,727	59.7%	265,810	(8,789)
Workers' Comp Insurance	42,153	20,012	22,141	47.5%	21,879	1,867
Tuition Reimbursement	2,250	-	2,250	0.0%	-	-
AD&D Insurance	739	447	292	60.4%	448	1
Unemployment Compensation	1,000	113	887	11.3%	-	(113)
Total Personal Services	2,702,665	1,820,378	882,287	67.4%	1,779,804	(40,574)
Operating Expenses						
Contracts - Other Services	22,856	17,401	5,455	76.1%	8,365	(9,037)
Town Attorney	5,000	-	5,000	0.0%	-	-
Prof. Services - IT Services	5,000	1,414	3,586	28.3%	1,053	(361)
Telephone Services	4,100	1,742	2,358	42.5%	2,464	722
Mobile Phones	4,140	2,271	1,869	54.9%	2,437	166
Postage	500	105	395	21.1%	56	(49)
Electricity	8,500	5,156	3,344	60.7%	5,249	93
Liability and Property Insurance	23,188	15,625	7,563	67.4%	13,442	(2,184)
Building Repairs & Maintenance	5,000	1,895	3,105	37.9%	198	(1,697)
Radio Maintenance	2,100	-	2,100	0.0%	-	-
Auto Repairs and Maintenance	25,000	8,890	16,110	35.6%	15,733	6,843
Boat Repairs and Maintenance	30,000	31,058	(1,058)	103.5%	9,870	(21,187)
ATV Repairs and Maintenance	1,500	181	1,319	12.1%	146	(35)
Rental - Vehicles	9,500	5,986	3,514	63.0%	6,495	509
Vehicles - GPS	1,364	518	846	38.0%	-	(518)
Copier	3,000	1,512	1,488	50.4%	2,164	652
Miscellaneous Services	1,500	-	1,500	0.0%	20	20
Internet Service	6,550	4,339	2,211	66.2%	4,425	86
Physical Examinations	2,500	1,665	835	66.6%	435	(1,230)
Office Supplies	3,000	1,694	1,306	56.5%	628	(1,066)
Operating Supplies	10,000	2,717	7,283	27.2%	5,629	2,912
Fuel & Oil	32,000	16,568	15,432	51.8%	17,853	1,285



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Uniforms Supplies	15,000	6,518	8,482	43.5%	7,058	540
Investigation Division	1,500	147	1,353	9.8%	491	344
Subscriptions and Memberships	1,995	1,339	656	67.1%	1,945	606
Protective PPE	2,500	6,117	(3,617)	244.7%	-	(6,117)
Protective PPE (Facilities)	2,500	21,764	(19,264)	870.6%	-	(21,764)
Education / Training	20,000	5,029	14,971	25.1%	13,155	8,126
Total Operating Expenses	249,793	161,652	88,141	64.7%	119,311	(42,341)
TOTAL POLICE	\$ 2,952,458	\$ 1,982,030	\$ 970,428	67.1%	\$ 1,899,115	\$ (82,915)



General Fund - Facility Services

For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					May-20	Fav (unfav)
Personal Services						
Salaries	\$ 48,818	\$ 32,764	\$ 16,054	67.1%	\$ 33,347	\$ 583
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	2,654	1,511	63.7%	2,824	170
Florida Retirement System	5,445	3,200	2,245	58.8%	2,901	(300)
Health and Life Insurance	33,969	15,806	18,163	46.5%	19,614	3,808
Workers' Comp Insurance	1,709	811	898	47.5%	1,476	665
Total Personal Services	99,737	57,313	42,424	57.5%	63,729	6,415
Operating Expenses						
Telephone Service	8,400	3,157	5,243	37.6%	5,136	1,979
Utility - Water	7,050	4,213	2,837	59.8%	4,412	199
Electricity	4,000	2,447	1,553	61.2%	2,393	(54)
Utility - Sewer	900	463	437	51.5%	495	32
Internet Service	5,500	3,300	2,200	60.0%	3,445	145
Liability and Property Insurance	19,531	14,052	5,479	71.9%	11,215	(2,837)
Pest Control - Building/Grounds	1,200	774	426	64.5%	769	(6)
R&M - Equipment	10,000	826	9,174	8.3%	1,242	416
R&M - Grounds	2,000	920	1,080	46.0%	569	(351)
Landscape Maintenance	10,000	1,160	8,840	11.6%	2,550	1,390
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%	2,202	(1,998)
R&M - Bocce Court	5,000	5,047	(47)	100.9%	2,488	(2,559)
Operating Supplies - General	4,000	1,849	2,151	46.2%	5,895	4,047
Town Events	25,000	13,030	11,970	52.1%	18,425	5,394
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	70,424	47,357	59.8%	63,152	(7,272)



General Fund - Other Departments

For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Finance						
Auditing Services	\$ 19,500	\$ 9,125	\$ 10,375	46.8%	\$ 13,125	\$ 4,000
Accounting/Financial Services	87,640	58,446	29,194	66.7%	57,375	(1,071)
Investment Services	10,340	6,116	4,224	59.2%	5,448	(669)
Bank Fees	-	-	-	n/a	135	135
Total Finance Expense	117,480	73,688	43,792	62.7%	76,083	2,396
Fire Rescue						
Fire Service Agreement	833,021	555,347	277,674	66.7%	546,171	(9,176)
Total Fire Rescue Expense	833,021	555,347	277,674	66.7%	546,171	(9,176)
Solid Waste						
Contracts Services	334,682	214,666	120,016	64.1%	178,809	(35,856)
Total Solid Waste Expense	334,682	214,666	120,016	64.1%	178,809	(35,856)
Beach Management						
Engineering – FIND Sand Project	-	-	-	n/a	115	115
Engineering – Legal Matters	50,000	-	50,000	0.0%	16,173	16,173
Engineering – Other	15,000	-	15,000	0.0%	2,675	2,675
Beach Attorney	500,000	23,845	476,155	4.8%	391,347	367,502
Beach Salvage (Boat removal)	2,000	-	2,000	0.0%	-	-
Buoys	20,000	2,424	17,576	12.1%	2,916	492
Total Beach Management Expense	587,000	26,269	560,731	4.5%	413,225	386,957
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	873,813	1,162,193		1,218,349	344,536



General Fund - Other Departments

For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Transfer Out						
To P&Z and Code Enf. Fund	38,500	14,105	24,395	36.6%	12,737	(1,368)
To Debt Service Fund	387,952	96,383	291,569	24.8%	-	(96,383)
To General Fund CIP	158,500	116,843	41,657	73.7%	318,251	201,408
Total Transfer Out	584,952	227,331	357,621	38.9%	\$ 330,988	\$ 103,657
TOTAL OTHER DEPARTMENTS	\$ 2,620,958	\$ 1,101,144	\$ 1,519,814	42.0%	\$ 1,549,337	\$ 448,193
TOTAL GENERAL FUND EXPENDITURES	\$ 6,415,941	\$ 3,548,999	\$ 2,866,942	55.3%	\$ 3,924,672	\$ 375,673



Notes to the Financial Statements - General Fund May 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 66.7% through May. 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	27,653	115.2%	Revenue from the State.
Local Govt .05c Sales Tax	125,000	87,610	70.1%	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.
Expenditures				
<u>Town Manager</u>				
Life and Health Insurance	18,252	16,025	87.8%	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	2,231	74.4%	Summary meeting minutes and zoning minutes.
Temporary Labor	-	12,272	N/A	Temporary Administrative Assistant.
<u>Police</u>				
Payroll-Salaries	1,551,140	1,067,618	68.8%	Police officer's salaries includes hours for COVID. COVID hours reimbursed by CESF Grant and CARES Act.
Paid Holidays	50,201	37,800	75.3%	Paid for holidays.
Overtime	20,000	18,648	93.2%	Staffing during vacations, sick time and COVID. COVID hours reimbursed by CESF Grant and CARES Act.
Overtime - Task Force	26,000	21,141	81.3%	DEA overtime.
Sick Leave Cash Out	31,000	26,714	86.2%	Paid out annually in December.
Contracts - Other Services	22,856	17,401	76.1%	Annual recorder service, Voice logging recording agreement, USA software, Nixle Engage, NDI annual support, gas hose repair, fuel tank inspection, FL MLUR, Adobe subscription
Liability and Property Insurance	23,188	15,625	67.4%	General Liability/Auto/Property insurance.
Boat Repairs and Maintenance	30,000	31,058	103.5%	Boat and engine repairs, oil, GPS, rewire dash panel, engine capacitor, fuel hose, boat lift, noise signs on ICW.
Subscriptions and Memberships	1,995	1,339	67.1%	Annual memberships for BCCPA, FCPA, FLA-PAC, IACP, NIGP SEFL, FBINAA
Protective PPE	2,500	6,117	244.7%	Black masks, blue masks with logo, hand sanitizer stand, gloves. Expenditures were reimbursed by CESF Grant and CARES Act.
Protective PPE (Facilities)	2,500	21,764	870.6%	Fogging and sanitizing services, hand sanitizer, soap dispenser, HEPA Rx UV Filter machine, cleaning supplies. Expenditures were reimbursed by CESF Grant and CARES Act.



**Notes to the Financial Statements - General Fund
May 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	14,052	71.9%	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	5,047	100.9%	Remove/replace concrete slab at bocce court, trash bin, paint courts, pads & deck, repair bathroom.
Protective PPE	-	4,030	N/A	Hand sanitizer stand, gloves, blue masks with logo. Expenditures were reimbursed by CARES Act.
Protective PPE (Facilities)	-	3,602	N/A	Accrylic shields in Commission Chambers, COVID cleaning supplies. Expenditures were reimbursed by CARES Act.



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Local Option Gas Tax	35,971	19,779	16,192	55.0%	21,908	(2,129)
County Transportation Grant	81,900	46,799	35,101	57.1%	48,203	(1,404)
Total Revenues	117,871	66,578	51,293	56.5%	70,111	(3,533)
TOTAL FUNDING	117,871	66,578	51,293	56.5%	70,111	(3,533)
<u>EXPENDITURES</u>						
Contractual Services	81,900	46,799	35,101	57.1%	48,203	1,404
Reserves - Future Use	35,971	-	35,971	0.0%	-	-
TOTAL EXPENDITURES	117,871	46,799	\$ 71,072	39.7%	48,203	1,404
Total Funding over (under)						
Expenditures	\$ -	19,779			\$ 21,908	\$ (2,129)
Fund Balance - Beginning		30,696				
Fund Balance - Ending		\$ 50,475				



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Marine Law Enforcement Grant	30,336	18,110	12,226	59.7%	15,515	2,595
Total Revenues	30,336	18,110	12,226	59.7%	15,515	2,595
TOTAL FUNDING	30,336	18,110	12,226	59.7%	15,515	2,595
<u>EXPENDITURES</u>						
Police Wages	30,336	18,110	12,226	59.7%	15,515	(2,595)
TOTAL EXPENDITURES	30,336	18,110	\$ 12,226	59.7%	15,515	(2,595)
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 May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Building Permit Fees	250,000	277,089	(27,089)	110.8%	216,617	60,472
Building Admin Fees	-	3,100	(3,100)	n/a	250	2,850
Total Revenues	250,000	280,189	(30,189)	112.1%	216,867	63,322
TOTAL FUNDING	250,000	280,189	(30,189)	112.1%	216,867	63,322
<u>EXPENDITURES</u>						
ProfServ-Building Permits - RMA	30,000	15,375	14,625	51.3%	21,125	5,750
ProfServ-Building Permits - CGA	212,500	229,952	(17,452)	108.2%	183,656	(46,296)
Credit Card Processing Fees	7,500	9,235	(1,735)	123.1%	3,166	(6,069)
Total Building Permits	250,000	254,562	(4,562)	101.8%	207,947	(46,615)
TOTAL EXPENDITURES	250,000	254,562	\$ (4,562)	101.8%	207,947	(46,615)
Total Funding over (under)						
Expenditures	\$ -	25,627			\$ 8,920	\$ 16,707
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ 25,627				



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Planning & Zoning Fees	10,000	9,713	288	97.1%	3,700	6,013
Fire Fees	1,500	10,100	(8,600)	673.3%	850	9,250
Total Revenues	11,500	19,813	(8,313)	172.3%	4,550	15,263
<u>Other Sources</u>						
Transfer In	38,500	14,105	24,395	36.6%	12,737	1,368
Total Other Sources	38,500	14,105	24,395	36.6%	12,737	1,368
TOTAL FUNDING	50,000	33,918	16,083	67.8%	17,287	16,631
<u>EXPENDITURES</u>						
P&Z and Code Compliance						
ProfServ-General Admin - RMA	15,000	6,900	8,100	46.0%	7,625	725
ProfServ-Site Planning - RMA	10,000	10,725	(725)	107.3%	9,025	(1,700)
ProfServ-Engineering - Other	10,000	6,138	3,863	61.4%	1,400	(4,738)
Code Compliance	15,000	10,155	4,845	67.7%	8,157	(1,998)
Total P&Z, and Code Compliance	50,000	33,918	16,083	67.8%	26,207	(7,711)
TOTAL EXPENDITURES	50,000	33,918	\$ 16,083	67.8%	26,207	(7,711)
Total Funding over (under)						
Expenditures	\$ -	-			\$ (8,920)	\$ 8,920
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 May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Federal Forfeitures	-	22,620	(22,620)	n/a	117,170	(94,550)
Interest Income	-	223	(223)	n/a	1,997	(1,774)
Total Revenues	-	22,843	(22,843)	n/a	119,167	(96,324)
TOTAL FUNDING						
	-	22,843	(22,843)	n/a	119,167	(96,324)
<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	15,610	(110,140)
TOTAL EXPENDITURES						
	-	131,756	\$ (131,756)	n/a	15,610	(116,146)
Total Funding over (under)						
Expenditures	\$	-	(108,912)		\$	103,557 \$ (212,470)
Fund Balance - Beginning			314,421			
Fund Balance - Ending		\$	205,509			



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

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
FEMA Grant	\$ -	\$ 372,471	\$ (372,471)	n/a	\$ -	\$ 372,471
Total Revenues	-	372,471	(372,471)	n/a	-	372,471
Other Sources						
Transfer In	387,952	96,383	291,569	24.8%	-	96,383
Total Other Sources	387,952	96,383	291,569	24.8%	-	96,383
TOTAL FUNDING	387,952	468,854	(80,902)	120.9%	-	468,854
<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	\$ -	(3,204,106)			\$ -	\$ (3,204,106)
Fund Balance - Beginning		3,204,106				
Fund Balance - Ending	\$ -					



Statement of Revenues, Expenditures and Changes in Fund Balances
Capital Projects Fund - (General Fund Improvements)
For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
FUNDING						
Revenues						
FEMA reimbursement	\$ 59,500	\$ -	\$ 59,500	0.0%	\$ 525	\$ (525)
Other Grant Revenue	-	61,283	(61,283)	n/a	-	61,283
Insurance Reimbursements	-	22,401	(22,401)	n/a	-	22,401
Total Revenues	59,500	83,684	(24,184)	140.6%	525	83,159
Other Sources						
Transfer From General Fund	158,500	116,843	41,657	73.7%	318,251	(201,408)
Loan Proceeds	-	-	-	n/a	3,573,979	(3,573,979)
Total Other Sources	158,500	116,843	41,657	73.7%	3,892,230	(3,775,387)
TOTAL FUNDING	218,000	200,527	17,473	92.0%	3,892,755	(3,692,228)
EXPENDITURES						
Land Purchase						
Town Attorney	-	1,085	(1,085)	n/a	48,095	47,010
Postage	-	-	-	n/a	1,474	1,474
Miscellaneous Services	-	28,632	(28,632)	n/a	3,165	(25,467)
Contracts - Other Services	-	-	-	n/a	13,675	13,675
Total Land Purchase Expense	-	29,717	(29,717)	n/a	66,409	36,693
Beach Projects						
Engineering – FY20 Project	54,500	37,683	16,817	69.1%	145,798	108,115
Engineering – Qtrly Monitoring	5,000	-	5,000	0.0%	-	-
Beach Salvage (Boat removal)	-	5,470	(5,470)	n/a	-	(5,470)
Construction – FY20 Project	-	-	-	n/a	3,652,569	3,652,569
Total Beach Project Expense	59,500	43,153	16,347	72.5%	3,798,367	3,755,214
Miscellaneous						
Buoy Relocation	-	-	-	n/a	20,124	20,124
Underground Utility Project	35,000	4,763	30,238	13.6%	995	(3,768)
Police Cars / Equipment	66,000	116,636	(50,636)	176.7%	6,859	(109,777)
Comm. Chambers Upgrade	50,000	-	50,000	0.0%	-	-
Comm. Chambers Modifications	7,500	6,257	1,243	83.4%	-	(6,257)
Total Misc. Expense	158,500	127,656	30,844	80.5%	27,978	(99,678)
TOTAL EXPENDITURES	218,000	200,527	17,473	92.0%	3,892,755	3,692,228

Total Funding over (under)

Expenditures

\$ - -

\$ - \$(7,384,456)

Fund Balance - Beginning

-

Fund Balance - Ending

\$ -



Statement of Revenues, Expenditures and Changes in Fund Balances
Water Fund (Summary)
For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenue						
Water Service Revenue	\$ 1,326,480	\$ 852,578	\$ 473,902	64.3%	\$ 895,443	\$ (42,865)
Water Surcharge	346,700	231,776	114,924	66.9%	231,419	357
Other Miscellaneous Revenue	135,247	57,805	77,442	42.7%	113,028	(55,223)
Total Revenue	1,808,427	1,142,159	666,268	63.2%	1,239,891	(97,731)
Other Sources						
Transfer In	477,496	277,074	200,422	58.0%	314,582	(37,508)
Loan Proceeds	640,000	-	640,000	0.0%	-	-
Use (Add to) Net Assets	60,750	-	-	0.0%	-	-
Total Other Sources	1,178,246	277,074	840,422	23.5%	314,582	(37,508)
TOTAL FUNDING	2,986,673	1,419,233	1,506,690	47.5%	1,554,472	(135,239)
<u>EXPENSES</u>						
Personal Services	535,294	342,441	192,853	64.0%	336,113	(6,328)
Operating Expenses	398,937	170,883	228,054	42.8%	166,887	(3,996)
Debt Service Expenses	811,446	609,448	201,998	75.1%	581,328	(28,120)
Capital Projects	648,500	-	648,500	0.0%	22,021	22,021
Repair & Renewal	65,000	7,743	57,257	11.9%	23,230	15,487
Transfer Out	527,496	310,407	217,089	58.8%	347,915	37,508
TOTAL EXPENSES	2,986,673	1,440,922	1,545,751	48.2%	1,477,494	36,572
Total Funding over (under)						
Expenses	\$ -	\$ (21,690)			\$ 76,978	\$ (171,811)
Net Assets - Beginning			3,964,014			
Net Assets - Ending	\$ 3,942,324					



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)
For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
FUNDING						
Revenue						
Water Service						
Water-Base Rate	\$ 472,000	\$ 314,328	\$ 157,672	66.6%	\$ 314,712	\$ (384)
Water-Usage	854,480	538,250	316,230	63.0%	580,731	(42,481)
Total Water Service Revenue	1,326,480	852,578	473,902	64.3%	895,443	(42,865)
Other Revenue						
Miscellaneous Revenues	5,500	3,939	1,561	71.6%	1,441	2,497
Sprint Spectrum Cell Tower	65,675	19,253	46,422	29.3%	63,149	(43,897)
T-Mobile Cell Tower	33,072	22,180	10,892	67.1%	21,327	853
Hillsboro Inlet	6,000	4,000	2,000	66.7%	3,900	100
Interest	30,000	12,470	17,530	41.6%	18,166	(5,695)
Net Incr (Decr) In FMV-Invest	(5,000)	(4,037)	(963)	80.7%	5,045	(9,082)
Total Other Revenue	135,247	57,805	77,442	42.7%	113,028	(55,223)
TOTAL FUNDING	1,461,727	910,383	551,344	62.3%	1,008,471	(98,088)

EXPENSES

Personal Services

Salaries	344,997	216,437	128,560	62.7%	217,566	1,129
Overtime	25,000	15,205	9,795	60.8%	14,745	(461)
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	19,245	9,677	66.5%	18,849	(396)
Florida Retirement System	39,325	22,743	16,582	57.8%	19,832	(2,911)
Health and Life Insurance	62,182	39,261	22,921	63.1%	37,210	(2,051)
Workers' Comp Insurance	11,116	5,277	5,839	47.5%	9,717	4,440
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	535,294	342,441	192,853	64.0%	336,113	(6,328)

Operating Expenses

Auditing Services	16,500	8,875	7,625	53.8%	6,875	(2,000)
Contracts - Other Services	750	-	750	0.0%	-	-
Postage and Freight	1,000	-	1,000	0.0%	-	-
Telephone Service	7,300	5,014	2,286	68.7%	4,683	(331)
Electricity	54,000	34,175	19,825	63.3%	31,945	(2,230)
Liability and Property Insurance	47,373	32,572	14,801	68.8%	27,463	(5,110)



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)

For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
Maint - Distribution System	7,500	3,011	4,489	40.2%	5,300	2,289
Maint - Bldgs / Grounds	15,000	9,010	5,990	60.1%	8,419	(591)
Maint - SCADA System	10,000	-	10,000	0.0%	-	-
Repair & Maint - Equipment	32,000	8,446	23,554	26.4%	14,376	5,930
Tools and Equipment	1,000	1,019	(19)	101.9%	509	(510)
Advertising	1,000	-	1,000	0.0%	-	-
Licenses & Permits	5,400	362	5,038	6.7%	1,381	1,019
Office Supplies	1,500	904	596	60.3%	669	(235)
Computer Expense	6,000	4,786	1,214	79.8%	3,908	(878)
Uniform Supplies	5,500	4,028	1,472	73.2%	4,566	538
Fuel and Oil	5,000	2,667	2,333	53.3%	2,544	(122)
Sand Change	8,000	4,813	3,187	60.2%	4,688	(125)
Chemicals - Water Treatment	85,000	48,379	36,621	56.9%	46,364	(2,015)
Lab Test Analysis & Supplies	12,500	2,821	9,679	22.6%	2,917	95
Subscriptions and Memberships	500	-	500	0.0%	280	280
Contingency	73,114	-	73,114	0.0%	-	-
Water Conservation Program	3,000	-	3,000	0.0%	-	-
Total Operating Expenses	398,937	170,883	228,054	42.8%	166,887	(3,996)
Total Exp. Before Transfer Out	934,231	513,324	420,907	54.9%	503,000	(10,324)
Transfer Out						
General Fund	50,000	33,333	16,667	66.7%	33,333	-
Water Debt Service Fund	403,996	269,331	134,665	66.7%	269,331	-
Water CIP Fund	73,500	7,743	65,757	10.5%	45,251	37,508
Total Transfer Out	527,496	310,407	217,089	58.8%	347,915	37,508
TOTAL EXPENSES	1,461,727	823,731	637,996	56.4%	850,915	27,184
Total Funding over (under)						
Expenses	\$ -	86,652			\$ 157,556	\$ (70,904)
Net Assets - Beginning		3,025,926				
Net Assets - Ending		\$ 3,112,578				



Notes to the Financial Statements - Water Fund May 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 66.7% through May. 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.
Telephone Service	7,300	5,014	68.7%	Phone and cell phone service with Comcast and Verizon. Comcast added additional charge for 911 services.
Liability and Property Insurance	47,373	32,572	68.8%	General Liability/Auto/Property insurance.
Tools and Equipment	1,000	1,019	101.9%	Annual fire extinguisher certification, misc tools and safety equipment
Computer Expense	6,000	4,786	79.8%	Monthly Google expense, Annual Quikwaters charge \$2,995.
Uniform Supplies	5,500	4,028	73.2%	Monthly uniform service, work boots, safety glasses, gloves.



Statement of Revenues, Expenses and Changes in Net Assets
Water Debt Service Fund - (State Revolving Loans)
For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Water Surcharge	\$ 346,700	\$ 231,776	\$ 114,924	66.9%	\$ 231,419	\$ 357
Total Revenues	346,700	231,776	114,924	66.9%	231,419	357
Other Sources						
Operating Transfers-In	403,996	269,331	134,665	66.7%	269,331	-
Use of Fund Balance	60,750	-	60,750	0.0%	-	-
Total Other Sources	464,746	269,331	195,415	58.0%	269,331	-
TOTAL FUNDING	811,446	501,107	310,339	61.8%	500,750	357
<u>EXPENSES</u>						
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	341,079	(7,138)	102.1%	315,555	(25,523)
Interest Expense	73,509	66,371	7,138	90.3%	63,775	(2,597)
Total Debt Services Expenses	811,446	609,448	201,998	75.1%	581,328	(28,120)
TOTAL EXPENSES	811,446	609,448	201,998	75.1%	581,328	(28,120)
Total Funding over (under)						
Expenses	\$ -	(108,341)			\$ (80,578)	\$ (27,763)
Net Assets - Beginning		938,088				
Net Assets - Ending		\$ 829,746				



Statement of Revenues, Expenses and Changes in Net Assets
Capital Projects Fund - (Water Fund Improvements)
For the Period Ending May 31, 2021

(66.67% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date May-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Other Sources						
Interfund Transfer - In	\$ 73,500	\$ 7,743	\$ 65,757	10.5%	\$ 45,251	\$ (37,508)
Loan Proceeds	640,000	-	640,000	0.0%	-	-
Total Other Sources	713,500	7,743	705,757	1.1%	45,251	(37,508)
TOTAL FUNDING	713,500	7,743	705,757	1.1%	45,251	(37,508)
<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%	23,230	15,487
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%	45,251	37,508
TOTAL EXPENSES	713,500	7,743	705,757	1.1%	45,251	37,508
Total Funding over (under)						
Expenses	\$ -	-			\$ -	\$ -
Net Assets - Beginning		-				
Net Assets - Ending	\$	-				

Town of Hillsboro Beach

Supporting Schedules

May 31, 2021



**Cash and Investment Balances
May 31, 2021**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>MATURITY</u>	<u>BALANCE</u>	<u>NOTES</u>
Checking Account	BankUnited	0.00%	N/A	\$652,459	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	\$1,936,463	Excess cash from General & Water Funds.
Money Market Account	BankUnited	0.20%	N/A	\$813,545	(1) Reserve for both SRL Loans.
Money Market Account	BankUnited	0.25%	N/A	\$33,417	(2) Federal Forfeitures/Asset sharing. Received \$22,620 in May which will be transferred in June.
State Board Account	Florida Prime	0.11%	N/A	\$431,148	Excess cash from the General Fund.
Investment Account	BB & T	1.37%	N/A	\$3,433,836	See Investment Report for further details.
TOTAL				<u>\$7,300,869</u>	

Footnotes:

(1) Restricted funds for State Revolving Loans.

(2) Restricted funds for Federal Forfeiture/Asset sharing.



Investment Portfolio

Trades Settled as of 05/31/21

Posting Date	CUSIP #	Description	Rating	Maturity Date	Par Value	Total Cost	Premium / Discount	Market Value	Accrued Interest	Annual Income	Yield to Maturity
	SA0000560	TRUIST BK TRUST DEPOSIT			39,460	39,460	-	39,460	-	7.00	0.01%
		Subtotal			39,460	39,460	-	39,460	-	7.00	0.01%
09/27/19	037833DL1	APPLE INC	AA1	09/11/22	50,000	49,928	(72)	50,972	47	850	0.19%
10/30/19	166764BN9	CHEVRON CORP	AA2	03/03/22	50,000	50,307	307	50,781	201	1,249	0.45%
01/27/21	3130AKQM1	FED HOME LOAN BANKS	AAA	01/27/26	200,000	200,000	-	198,246	-	600	0.49%
02/03/21	3130AKYD2	FED HOME LOAN BANKS	WR	08/17/26	70,000	70,000	-	69,329	-	490	0.89%
11/03/15	313381BR5	FED HOME LOAN BANK	AAA	12/09/22	100,000	98,196	(1,804)	102,667	896	1,875	0.13%
08/26/20	3133EL3P7	FED FARM CREDIT BANK	AAA	08/12/25	250,000	249,750	(250)	247,523	55	1,325	0.77%
06/23/20	3133ELE67	FED FARM CREDIT BANK	AAA	06/03/24	290,000	289,855	(145)	290,009	98	1,682	0.58%
06/23/20	3134GVYP7	FED HOME LOAN MTGE CORP	AAA	05/27/25	210,000	209,003	(997)	209,042	79	1,050	0.62%
10/09/20	3134GW4B9	FED HOME LOAN MTGE CORP	AAA	10/29/25	55,000	54,890	(110)	54,177	-	275	0.85%
10/28/20	3136G45H2	FED NATL MTGE ASSN	AAA	10/29/25	55,000	54,945	(55)	54,403	-	275	0.75%
10/23/20	3136G45X7	FED NATL MTGE ASSN	AAA	10/29/26	140,000	140,000	-	138,624	-	980	0.89%
07/16/18	341271AB0	FLORIDA ST BRD OF ADMIN FIN CORP	AA3	07/01/21	200,000	197,798	(2,202)	200,368	-	5,276	0.62%
09/16/20	341271AD6	FLORIDA ST TXBL	AA3	07/01/25	185,000	185,000	-	187,209	-	2,327	0.96%
04/09/20	342816P66	FLORIDA ST MUN PWR AGY REV	A2	10/01/22	200,000	201,694	1,694	205,568	186	5,160	0.50%
05/21/20	43232VVH1	HILLSBOROUGH CNTY TXBL	A2	07/01/25	200,000	200,000	-	206,820	-	3,830	1.06%
12/31/18	54289SBG1	LONGBOAT KEY FL SPL ASSMNT REV	AA+	08/01/24	105,000	104,116	(884)	107,797	-	4,200	3.11%
08/09/18	59333HCL8	MIAMI-DADE CNTY FL PROF SPORTS	AA	10/01/22	75,000	75,000	-	78,135	-	2,517	0.23%
08/05/20	593561BE2	MIAMI GARDENS FL TXBL	A1	07/01/25	125,000	125,000	-	128,418	-	1,674	0.66%
01/17/20	661046BV3	NORTH MIAMI BEACH FLA WTR	A+	08/01/24	160,000	160,000	-	165,926	-	3,234	0.84%
01/18/19	68389XBB0	ORACLE CORP	BAA2	05/15/22	60,000	59,706	(294)	61,093	283	1,500	0.60%
05/16/18	68389XBK0	ORACLE CORP	BAA2	09/15/21	50,000	48,217	(1,783)	50,178	166	950	0.70%
02/27/20	758449RV6	REEDY CREEK FL IMPT DIST TXBL	AA3	06/01/24	150,000	150,000	-	155,577	-	2,504	0.42%
04/03/20	822582AX0	SHELL INTERNATIONAL FIN	AA2	08/12/23	30,000	30,976	976	32,060	156	1,020	0.28%
01/16/19	89236TCQ6	TOYOTA MOTOR CREDIT CORP	A1	07/13/22	60,000	59,351	(649)	61,713	23	1,680	0.26%
04/06/20	89236TGW9	TOYOTA MOTOR CREDIT CORP	A1	03/30/23	30,000	30,276	276	31,447	-	870	0.27%
05/20/21	912828Z45	U.S. TREASURY NOTES	AAA	01/31/22	300,000	300,369	369	300,294	30	507	0.02%
		Subtotal			3,400,000	3,394,377	(5,623)	3,438,374	2,221	47,899	1.39%
		Total			3,439,460	3,433,836	(5,623)	3,477,834	2,221	47,906	1.37%



Ridership Summary

May 31, 2021

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
50		47		50	
43		50		50	
50		46		48	
47		14		29	

Total Monthly Passengers:

524

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
107.0		105.0		107.0	
106.0		106.0		107.0	
107.0		106.0		107.0	
107.0		111.0		103.0	

Total Monthly Revenue Miles:

1279.0

Total Scheduled Revenue Miles

1306.1

Total Vehicle Hours

116.0

Total Revenue Hours

106.0

Service Days

12

Missed Service in Minutes

0

Passengers per revenue hour

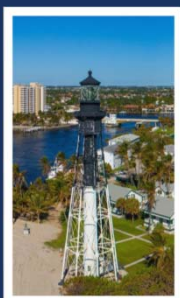
4.9

Total Monthly Vehicle Miles:

1,561.0



TOWN OF HILLSBORO BEACH



FY 2022 BUDGET PRESENTATION

Meeting Date: July 06, 2021

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BUDGET SCHEDULE

July 6, 2021

Budget presentation and discussion. Set time, date and place of the first public hearing. Adopt the Preliminary Millage Rate for inclusion in County Appraiser August TRIM Notice.

September 13, 2021

Public Hearing – Adopt Tentative Millage Rate & Tentative Annual Budget – Starts at 5:01 p.m.

September 20, 2021

Publish Budget Summary & Notice of Budget Hearing (or Proposed Tax Increase as required) In Sun-Sentinel.

September 23, 2021

Public Hearing – Adopt Final Millage Rate & Final Annual Budget – Starts at 5:01 p.m.

September 26, 2021

Final Millage Rate submitted to County Appraiser, County Tax Collector and State Department of Revenue

Budget Book Page #7

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GOALS FOR MEETING

- Budget presentation and discussion.
- Commission and Resident Feedback
- Set time, date and place of the First Public Hearing.
- Adopt the Preliminary Millage Rate for inclusion in TRIM Notice.

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BUDGET BOOK

- Town Vision And Mission Statements To Provide Overarching Framework For Decision Making And Resource Allocation
- Comprehensive Budget Document To Integrate Financial Results And Decisions With Town's Accomplishments and Goals Operations
 - ❑ Documented Alignment of Resources To Services
 - ❑ Celebration of FY2021 Accomplishments
 - ❑ Insight As To Forward Direction – FY2022
- Ensured Transparency Through Insight Into Department Missions And Justification Of Resources Expended.
- Focus On Fund Balance
- Increased Time Horizon (Five-Year Capital Improvement Program)

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FUND STRUCTURE

- **General Fund – General Government Activity**
 - ❑ Capital Improvement Program – General Fund Capital Projects
- **Special Revenue Fund – Activities for Which Funding Is Available Only For Those Activities, e.g.,**
 - ❑ Transportation (Community Bus)
 - ❑ Marine Law Enforcement
 - ❑ Building Permits
 - ❑ Planning & Zoning / Code Enforcement
- **Debt Service Fund – Payment of FEMA Loan (No FY2022 budget)**
- **Water Fund – Operations**
 - ❑ Debt Service Fund – Payment Of Loans For Water Plant & Water Main Projects
 - ❑ Capital Improvement Program – Water Fund Capital Projects

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BUDGET ASSUMPTIONS

- FY 2022 Budget – Developed using FY 2021 Service Levels as a starting point.
- General Fund Contingency Of \$188,179 Available For Possible Additional Initiatives Or Retention.
- General Fund Millage Rate – Budget includes 3.50 Mills (same as current year)
 - 4.38% higher than rollback rate of 3.3530.
- **Staffing Plan**
 - Police Department - Added 2 new marine Reserve (P/T) positions - \$35,546. Additional positions required to operate boat during weekend, holiday, and weekday hours.
 - Water Department – Removed 1 P/T position - \$25,059.
- **Compensation**
 - Step Increase – \$14,894
 - COLA Increases – \$97,081 (Includes Wages & Benefits). The April 2021 Consumer Price Index (Fort Lauderdale/Miami) as published in May was 4.1%. Per Police agreement, a cap of 3% was included in the budget.
 - FRS Net Increase – \$31,600
 - Health Premiums – 15% – \$64,180 (Rate Increase Estimated)
 - Life, Vision & Dental Premiums – 10% – \$2,779 (Rate Increase Estimated)
 - Workers Comp Premiums – Small Year-over-Year increase - \$1,835

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BUDGET ASSUMPTIONS (CONTINUED)

- **Contract Increases**
 - Fire Rescue (\$82,769), Solid Waste (\$13,187), Finance (\$2,697).
- **Insurance Premiums – 15% contingency for GL/Property/Liability, Flood, Pollution and Auto insurances.**
- **Beach Management**
 - Elimination of Beach Attorney budget - \$500,000.
 - Addition of Engineering budget for Deerfield Joint Project - \$55,000.
- **General Fund Capital Improvement Program (CIP) increased from \$218,000 in FY 2021 to \$4,742,470 in FY 2022.**
 - \$40,000 for (1) Police Vehicle / \$15,000 for Underground Utility Project
 - \$60,000 for Town Hall Renovation Projects.
 - \$4,565,000 for Hurricane Dorian Beach Mitigation Project (75% FEMA funding).
 - Annual Budget for Project-related Beach Management - \$72,470 (100% FEMA funding).
- **Water Fund Capital Improvement Program (CIP) decreased from \$713,500 in FY 2021 to \$1,125,000 in FY 2022.**
 - \$40,000 for Utility Truck.
 - \$120,000 for Well Rehabilitation / \$390,000 for Storage Reservoir.
 - \$450,000 for A1A Design & Relocation Project (American Rescue Plan Grant)
 - \$30,000 for Mobile Home Repairs (Partial funded by Insurance Reimbursement)
 - \$30,000 for Perimeter Fence Rehab / \$65,000 for Repairs & Renewal Projects.

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STAFFING SUMMARY

Department/Fund	FY 2020		FY 2021		FY 2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Commission	–	5	–	5	–	5
Manager	1	–	1	–	1	–
Clerk	2	–	2	–	2	–
Police	19	3	19	3	19	5
Facility Services	1	–	1	–	1	–
Total General Fund	23	8	23	8	23	10
Water Fund	5	1	5	1	5	–
Total Staffing	28	9	28	9	28	10

Budget Book Page #13

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Property Taxes / Millage Rate



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PROPERTY TAX - ROLLED-BACK RATE ANALYSIS

(\$ Millions)

Tax Base Analysis

FY 2021 Tax Base

FY 2022 Tax Base

Growth - Enhanced Market Value

FY 2022 Tax Base - Before New Additions

Growth - New Additions To Tax Base

FY 2022 Tax Base - Total

Taxable Base	% Growth
1,442.2	
63.2	4.38%
1,505.4	
31.7	2.20%
1,537.1	6.58%

Property Tax Analysis

FY 2021 Millage Rate & FY 2021 Final Tax Base

FY 2022 Tax Base Before New Additions

FY 2022 Rolled Back Rate & FY 2022 Tax Base

Millage Rate	Tax Base	Prop Tax
3.5000	1,442.2	5.048
		↑
3.3530	1,505.4	5.048

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GENERAL FUND - OVERVIEW

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr / (Decr) Budget	% Incr vs. Budget
Revenue / Transfer In	\$5,435	\$5,585	150	\$5,781	\$346	6%
Use of Fund Balance	981	(231)	(1,212)	-	(981)	(100%)
Total Funding	6,416	5,354	(1,062)	5,781	(635)	(10%)
Expenditures – (Ex Cont., Trf. Out)	5,674	5,099	574	5,453	(221)	(4%)
Contingency	157	0	157	188	31	19%
Transfer Out	585	255	330	140	(445)	(76%)
Total Expenditures	6,416	5,354	1,062	5,781	(635)	(10%)
Opening Fund Balance	3085	3,085	-	3,316	231	8%
Add to (Use of) Fund Balance	(981)	231	1,212	-	981	(100%)
Closing Fund Balance	\$2,104	\$3,316	\$1,212	\$3,316	\$1,212	58%
Closing Bal As % Expend	33%	62%	29%	57%	25%	N/A

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GENERAL FUND - FUNDING

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr / (Decr) Budget	% Incr. vs. Budget
Property Tax (Net)	\$4,885	\$4,889	\$4	\$5,187	\$302	6%
FPL Franchise	230	228	(2)	230	-	0%
Local Comm. Tax	30	36	6	36	6	20%
State Rev Sharing	24	41	17	43	19	79%
Half Cent Sales Tax	125	127	2	127	2	2%
Net Interest	33	38	5	30	(3)	(9%)
Other	58	176	118	78	20	34%
Total Revenue	5,385	5,535	150	5,731	346	6%
Transfer In	50	50	-	50	-	0%
Use of (Add to) Fund Balance	981	(231)	(1,212)	-	(981)	(100%)
Total Funding	\$6,416	\$5,354	(\$1,062)	\$5,781	(\$635)	10%

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GENERAL FUND – EXPENDITURES BY DEPARTMENT

(\$ 000)	FY 2021			FY 2022			Notes
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr. vs. Budget	
Commission	\$47	\$37	\$10	\$47	\$ -	1%	Increase in election costs
Town Manager	320	307	13	321	1	0%	Payroll Increase; Reduction Vacation Payout
Town Clerk	259	207	51	270	11	4%	Payroll Increase
Police	2,952	2,910	42	3,116	164	6%	Payroll increases; 2 new P/T positions; Boat - R&M
Facility Services	218	202	16	228	10	5%	Increase for Repairs; Change in Health Coverage
Finance	117	118	(0)	120	3	2%	Annual Contract Increase
Fire Rescue	833	833	0	916	83	10%	Annual Contract Increase; Capital Contribution
Solid Waste	335	325	10	348	13	4%	Annual Contract Increase
Beach Management	587	155	432	81	(506)	(86%)	Removal of Beach Attorney Budget
Donations	6	6	-	6	-	0%	No change in budget
Contingency	157	-	157	188	31	19%	Incr. in contingency / reserve for future projects
Transfer Out	585	255	330	140	(445)	(76%)	Bridge loan was paid off
Total Expenditures	\$6,416	\$5,354	\$1,062	\$5,781	(\$635)	(10%)	

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GENERAL FUND - PERSONNEL COST (YOY BRIDGE)

FY 2021 Budget			\$3,236,476
Payroll Changes			
Two (2) new Reserve (P/T) positions	35,546		
Health Insurance Premiums (15%)	64,180		
Life/Vision/Dental Premiums (10%)	2,388		
Florida Retirement System	28,346		
Step Increase	11,815		
COLA Increase	84,721		
Increase in Town Manager Health Insurance Premiums	6,142		
Increase for Dispatcher Supervisor Position	3,473		
Increase in OT for Task Force	9,000		
Year over year change in premiums / employee adjustments	(86,743)		
Reduction in Vacation Payout	(16,203)		
All other wage adjustments / staffing changes compared to budget	(446)		
Total Changes	142,219	→	142,219
FY 2022 Budget			\$3,378,695

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SPECIAL REVENUE FUND – COMMUNITY BUS

(\$0)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr vs. Budget
Local Opt Gas Tax	\$35,971	\$28,798	(\$7,173)	\$30,750	(\$5,221)	(15%)
County Trans Grant	81,900	70,600	(11,300)	81,900	-	0%
Total Funding	117,871	99,397	(18,474)	112,650	(5,221)	(4%)
Bus Contract	81,900	70,600	11,300	81,900	-	0%
Roadways - R&M	-	1,000	(1,000)	10,000	10,000	N/A
Reserve for Future Use	35,971	-	35,971	20,750	(15,221)	(42%)
Total Expenditures	117,871	71,600	46,271	\$112,650	(5,221)	(4%)
Opening Fund Balance	30,696	30,696	-	58,494	27,797	91%
Add to (Use of) Fund Balance	35,971	27,797	(8,174)	20,750	(15,221)	(42%)
Closing Fund Balance	\$66,667	\$58,494	(\$8,174)	\$79,244	\$12,576	19%

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SPECIAL REVENUE FUND – MARINE LAW ENFORCEMENT GRANT

(\$0)	FY 2021			FY 2022		
	Budget	Fcst	Fav/ (Unfav)	Budget	Incr / (Decr)	% Incr vs. Fcst
Grant	\$30,336	\$27,103	(\$3,233)	\$30,336	\$-	0%
Total Funding	\$30,336	\$27,103	(\$3,233)	\$30,336	\$-	0%
Police Expense	\$30,336	\$27,103	\$3,233	\$30,336	\$-	0%
Total Expenditures	\$30,336	\$27,103	\$3,233	\$30,336	\$-	0%

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SPECIAL REVENUE FUND – BUILDING PERMITS

(\$0)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr vs. Budget
Building Permit Fees	\$250,000	\$376,935	\$126,935	\$400,000	\$150,000	60%
Building Administrative Fees	-	4,886	4,886	5,000	5,000	N/A
Total Funding	250,000	381,821	131,821	405,000	155,000	62%
Prof Serv. - Bldg. Permits – RMA	30,000	20,975	9,025	40,000	10,000	33%
Prof Serv. - Bldg. Permits - CG&A	212,500	319,876	(107,376)	340,000	127,500	60%
Credit Card Processing Fees	7,500	14,985	(7,485)	25,000	17,500	233%
Total Expenditures	250,000	355,836	(105,836)	405,000	155,000	62%
Opening Fund Balance	-	-	-	25,985	25,985	N/A
Use of (Add to) Fund Balance	-	25,985	25,985	-	-	N/A
Closing Fund Balance	\$-	\$25,985	\$25,985	\$25,985	\$25,985	N/A

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SPECIAL REVENUE FUND –PLANNING & ZONING, CODE ENFORCEMENT

(\$0)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr/(Decr) Budget	% Incr vs. Budget
Planning & Zoning Fees	\$10,000	\$23,614	\$13,614	\$25,000	\$15,000	150%
Fire Fees	1,500	11,657	10,157	15,000	13,500	900%
Transfer in from General Fund	38,500	16,139	(22,361)	25,000	(13,500)	(35%)
Total Funding	50,000	51,411	1,411	65,000	15,000	30%
Prof Serv. - Gen Admin – RMA	15,000	10,329	4,671	15,000	-	0%
Prof Serv. - Site Planning – RMA	10,000	13,329	(3,329)	15,000	5,000	50%
Prof Serv. - Eng. (Other)	10,000	11,425	(1,425)	15,000	5,000	50%
Code Compliance	15,000	16,329	(1,329)	20,000	5,000	33%
Total Expenditures	\$50,000	\$51,411	(\$1,411)	\$65,000	\$15,000	30%

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GENERAL FUND - CAPITAL IMPROVEMENT PROGRAM

Beach Renourishment

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./ (Decr.) Budget	% Incr. vs. Budget
Grant Revenue	\$60	\$65	\$5	\$3,500	\$3,440	5,782%
Loans	-	-	-	1,138	1,138	N/A
Total Funding	60	65	5	4,638	4,578	7,694%
Engineering - FY2020 Monitoring	55	55	-	57	3	4.6%
Engineering - Quarterly Reporting	5	5	-	10	5	100.0%
Beach Tilling / Scarp Removal	-	5	(5)	5	5	N/A
Engineering - FY2022 Project	-	-	-	365	365	N/A
Construction - FY2022 Project	-	-	-	4,200	4,200	N/A
Total Expenses	\$60	\$65	(\$5)	\$4,638	\$4,578	7,694%

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GENERAL FUND - CAPITAL IMPROVEMENT PROGRAM

Miscellaneous

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr.) Budget	% Incr. vs. Budget
Grant Revenue	\$-	\$61	\$61	\$-	\$-	N/A
Insurance Reimbursement	-	22	22	-	-	N/A
Transfer from General Fund	159	160	2	115	(44)	N/A
Total Funding	159	244	86	115	(44)	(27%)
Underground Utility Project	35	20	15	15	(20)	(57%)
Police Car	66	98	(32)	40	(26)	(39%)
Police Equipment	-	68	(68)	-	-	N/A
Town Hall Renovations	50	50	-	60	10	20%
Chamber Modifications	8	8	-	0	(8)	(100%)
Total Expenses	\$159	\$244	(\$86)	\$115	(\$44)	(27%)

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WATER FUND - OPERATIONS

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr.) Budget	% Incr. vs. Budget
Revenue	\$1,462	\$1,395	(\$67)	\$1,463	2	0%
Use / (Add) Bal	-	40	40	-	-	N/A
Total Funding	1,462	1,435	(27)	1,463	2	0%
Expenses (excluding transfers)	934	817	117	888	(46)	(5%)
Transfer Out	527	617	(90)	575	48	9%
Total Expenses	1,462	1,435	27	1,463	2	0%
Fund Bal. – Open	1,765	1,765	-	1,725	(40)	(2%)
Add to (Use of) Fund Bal.	-	(40)	(40)	-	-	N/A
Fund Bal – Close	\$1,765	\$1,725	(40)	\$1,725	(\$40)	(2%)
Closing Balance % Expenses	120.8%	120.2%	(1%)	118%	(3%)	N/A

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WATER FUND - DEBT SERVICE

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr.) Budget	% Incr. vs. Budget
Water Surcharge	\$347	\$347	\$-	\$347	\$-	0%
Trf In – Water Fund	404	404	-	404	-	0%
Use (Add) Fund Bal	61	61	-	61	-	0%
Total Funding	811	811	-	811	-	0%
Debt Service – Water Main	407	407	-	407	-	0%
Debt Service – Plant	404	404	-	404	-	0%
Total Debt Service	811	811	-	811	-	4%
Fund Bal - Open	939	939	-	878	(61)	(6%)
Add to (Use of) Fund Bal.	(61)	(61)	-	(61)	-	N/A
Fund Bal - Close	\$878	\$878	\$-	\$817	(\$61)	(7%)

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WATER FUND - CAPITAL IMPROVEMENT PROGRAM

(\$ 000)	FY 2021			FY 2022		
	Budget	Forecast	Fav/ (Unfav)	Budget	Incr./(Decr) Budget	% Incr. vs. Budget
Grant Revenue	\$ -	\$ -	\$ -	\$450	\$450	N/A
Misc. Revenue	-	-	-	14	14	N/A
Loans	640	-	(640)	540	(100)	(16%)
Trf In – Water Fund (Op)	74	164	90	121	47	64%
Total Funding	714	164	(550)	1,125	411	58%
Well Rehabilitation	120	-	120	120	-	0%
Storage Tank	350	-	350	390	40	11%
Repair & Renewal	65	65	-	65	-	0%
Mobile Home Repairs	-	-	-	30	30	N/A
Truck	-	-	-	40	40	N/A
Roof - Pump House	60	60	-	-	(60)	(100%)
Perimeter Fence	10	-	10	30	20	200%
Water Tower Rehab	100	-	100	-	(100)	(100%)
A1A Design / Relocation	-	30	(30)	450	450	N/A
Beach Tank Repainting	9	9	-	-	(9)	(100%)
Total Expenses	\$714	\$164	\$550	\$1,125	\$411	58%

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Town of Hillsboro Beach

Florida's **Magnificent** Mile

ANNUAL BUDGET

FISCAL YEAR 2022



TOWN OF HILLSBORO BEACH

Vision

To protect our coastal town's beauty and natural resources and provide a tranquil, safe and peaceful community for all residents.

Mission

To maximize community safety, continually exceed residents' expectations and always provide friendly, cost-effective, forward-looking and responsive service to all residents and other users of Town services.

Public Officials

Deb Tarrant

Mayor

Irene Kirdahy

Vice Mayor

Vicky Feaman

Commissioner / Treasurer

Barbara Baldasarre

Commissioner

Jane Reiser

Commissioner

Administrative Staff

Mac Serda, Town Manager

Jay Szesnat, Police Chief

Sherry D. Henderson, Town Clerk

D. J. Doody, Town Attorney

Elliott Garay, Water Plant Superintendent

Inframark Financial Services

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Date: June 25, 2021

To: Honorable Mayor and Town Commission

From: Mac Serda, Town Manager

Subject: Fiscal Year 2022 Annual Town Budget

In accordance with Article IV, Section 5(5.c) of the Town's Charter, it is with great pleasure that I present the Town's Proposed Budget and Capital Plan for Fiscal Year 2022, which begins on October 1, 2021 and ends on September 30, 2022. Included in this budget book are financial tables, graphs and documentation in regard to missions, accomplishments, and goals to incentivize continuing improvement. This information provides a review of the Town's historical financial experience, plus a look forward to the challenges and opportunities that we are likely to face as we continue to move the Town along the path established by the Mayor and Commission. Together, the graphs, tables and documents are assembled to communicate the recommended priorities and focus of the Town's staff and financial resources.

Many of the enhancements first introduced back in the 2019 budget were continued in the 2022 budget; always with the goal of making the document easier to read, complying with charter requirements, providing a greater level of detail and organizing the data into sections that assist the reader with analyzing the financial results of the various Town operations.

To begin with, the same fund and department structure was maintained in the 2022 budget. As a brief review, below are the recent funds created and included in this budget:

- Special Revenue Fund: includes items where the funding is dedicated to a specific type of activity. This includes the Community Bus program (funded by grants and Local Option Gas Tax revenue) and Permitting, Planning & Zoning and Code Compliance activity (funded by Permit and Planning & Zoning fees).
- FEMA Loan Fund: used to account for the annual payment of the principal and interest for the loan obtained by the Town to pay for the 2020 beach nourishment. This fund will not have a budget for FY 2022.
- General Fund - Capital Improvement Program (CIP): includes all General Fund capital expenditures and is used to plan capital requirements five years into the future. Capital projects are defined as items greater than \$1,000 with a useful life greater than one year.
- Water Debt Service Fund: used to account for the annual payment of the principal and interest for the loans obtained by the Town to pay for the water plant expansion and water main replacement projects.
- Water Fund - Capital Improvement Program (CIP): includes all Water Fund capital expenditures and is used to plan capital requirements five years into the future.

From a financial perspective, the Town remains very strong, even with the expenditures incurred for the beach litigation. As discussed elsewhere, even though Town finances are reported in eleven funds, nine are ancillary funds primarily dependent on the General Fund and Water Fund for funding. Consequently, the General Fund and the Water Fund are the best indicators of the Town's overall financial health.

The General Fund can be summarized in the following table:

(\$000)	FY 2021			FY 2022		
	Adopted Budget	Forecast	Var	Proposed Budget	Change (2)	% Chg. (2)
Revenue ⁽¹⁾ / Transfer In	5,435	5,585	150	5,781	346	6%
Use of Fund Balance	<u>981</u>	<u>-231</u>	<u>-1,212</u>	<u>0</u>	<u>-981</u>	<u>-100%</u>
Total Funding	6,416	5,354	-1,062	5,781	-635	-10%
Expenditures – (Excl. Contingency)	6,258	5,354	905	5,593	-666	-11%
Contingency	<u>157</u>	<u>0</u>	<u>157</u>	<u>188</u>	<u>31</u>	<u>19%</u>
Total Expenditure	6,416	5,354	1,062	5,781	-635	-10%
Opening Fund Balance	3,085	3,085	0	3,316	231	7%
Use of Fund Balance	<u>-981</u>	<u>231</u>	<u>1,212</u>	<u>0</u>	<u>981</u>	<u>-100%</u>
Closing Fund Balance	2,104	3,316	1,212	3,316	1,212	58%
Closing Fund Balance As % Of Expenditure	33%	62%	29%	57%	25%	NA

(1) FY 2022 revenue based on a millage rate of 3.50.

(2) FY 2022 proposed budget compared to FY 2021 adopted budget.

Based on the above table, the following are pertinent observations:

Revenue / Transfer In – The FY 2022 budget is expected to increase by 6% compared to this year primarily due to a 4.38% growth in the tax base with a tax (millage) rate of 3.5000 mills.

Use of Fund Balance – The fund is not expected to use fund balance in FY 2021 due to settlement of the beach litigation and lower than budgeted capital spending. The General fund is not budgeted to use fund balance in FY 2022.

Expenditures – (Excluding Contingency) – The FY 2022 budget is significantly lower than FY 2021 primarily due to the settlement of the beach litigation. These decreases will be offset by an increase in the Fire contract as well personnel costs.

Contingency – A contingency amount of \$188,179 is available in FY 2022 for Commission consideration. This amount can be used for initiatives not currently reflected in the proposed budget.

Closing Fund Balance – Primarily due to the completion of the beach litigation as well as lower than anticipated capital spending, the fund balance is forecasted to increase in FY 2021. By the end of FY 2022, the fund balance is expected to be 57% of the FY 2022 expenditures. A percentage of 25% (equivalent to three months of operation) is considered to be healthy.

The Water Fund can be summarized as follows:

(\$000)	FY 2021			FY 2022		
	Adopted Budget	Forecast	Var	Proposed Budget	Change (1)	% Chg. (1)
Revenue / Transfer In	1,462	1,395	-67	1,463	2	0%
Use of Fund Balance	<u>0</u>	<u>40</u>	<u>40</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Total Funding	1,462	1,435	-27	1,463	2	0%
Total Expenses	1,462	1,435	27	1,463	-2	0%
Opening Fund Balance	1,765	1,765	NA	1,725	-40	-2%
Use of Fund Balance	<u>0</u>	<u>-40</u>	<u>-40</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Closing Fund Balance	1,765	1,725	-40	1,725	-40	-2%
Closing Balance As % of Expenses	121%	120%	-1%	118%	-3%	NA

(1) FY 2022 proposed budget compared to FY 2021 adopted budget.

Based on the above table, the following observations are relevant:

Revenue / Transfer In – Lower water usage anticipated in FY 2021. An increase in water usage is included in next year's budget. This increase is offset by the expiration of the Sprint cell tower lease in April 2022.

Use of Fund Balance – FY 2021 is forecasted to utilize \$40K in fund balance to complete capital projects. The Water fund is not expected to use fund balance in FY 2022, but this assumes the water usage rebounds back to pre-pandemic levels.

Expenses – FY 2021 is forecasted below budget due to the unspent contingency line. The FY 2022 budget does not include a line for contingency expenses.

Closing Fund Balance – Between FY2021 and FY 2022, the balance is expected to decrease by approximately \$40,000 due to anticipated capital spending. At that point the closing fund balance will be 118% of the FY 2022 Water Fund expenses when a percentage of 25% is considered to be healthy.

The budget book provides additional details in regard to the FY 2021 forecasted results and the proposed FY 2022 recommended budget.

FY 2021 Highlights

This past year was a challenging one with the pandemic requiring the entire Town to re-think and adjust our day-to-day activities. In spite of these challenges, the following is a summary of some of the accomplishments in response to your direction.

- Maintained workforce and continued service levels during pandemic, while experiencing staffing issues with exposed and positive-testing workforce.
- Transitioned to virtual and then hybrid meetings.

- Worked with the Department of Health to create a vaccination site at Town Hall.
- Coordinated with Deerfield the selection of engineer for joint beach project and currently working on a nourishment project that includes Boca Raton, Deerfield.
- Qualified Town for FEMA funding for next beach nourishment project due to Hurricane Dorian damages. Currently securing FEMA funding (75%) for FY2022 (~\$4.2M estimated project cost). Currently assisting in funding obligation for beach and hazard mitigation funds.
- Pursuing FEMA approval for \$4.2 million (50% cost share) for hazard mitigation and beach management project.
- \$983,036 DEP grant award for beach nourishment related to Hurricane Irma. This grant is expected to fund the Town's share of the beach nourishment project completed in 2020. Currently processing reimbursement for Town.
- Introduction of a pre-construction process for large projects, to inform contractors of specific local community standards and requirements such as cleaning road shoulder, staff parking and deliveries, and construction hours.
- Website enhancements to increase user awareness of the permitting process.
- Expanded ACH Vendor Payments.
- Revised and continued enhancement of Financial Presentation.
- Initiated Process for online Lobbyist Registration Portal to meet compliance with County requirements.
- Added additional community shredding/HHW events for residents to safely purge/destroy sensitive records and discard paint and solvents.
- Enhanced Bocce Ball courts with new amenities: mats, trashcans, recycle bins, flowers.
- Extended faster Wi-Fi throughout Town Hall.
- Completed three (3) Community Blood Drives.
- Maintained & updated contact database for Condo Property Managers and Board Presidents for monthly Condo Forum.
- Developed Town Reference Guide for Newly Elected Officials.
- Audited Town Website quarterly for State regulatory and ADA compliance.
- Implementing online automated Public Records Request management software by year-end to simplify and track public records requests.
- Implemented a new policy requiring police officers to intervene when unnecessary force is deployed.
- Created a marine task force with the Broward Sheriff's, Florida Fish and Wildlife and Lighthouse Point's, Pompano Beach to address vessel speeding, noise and wake violations.
- Deployed the P25 radio communication system for the Police Department that provides interconnectivity to other departments.

- Revised and enhanced Crosswalk/Pedestrian/Cyclist/Motorist Safety and Enforcement Program.
- Implemented new uniformed computers, with up-to-date devices, several software programs and CJIS Criminal Justice Information Systems databases.
- Deployed body cameras and in-car videos to all patrol cars and officers.
- Replacing all sodium chloride feeders with new units that are easier and cheaper to maintain and operate.

These projects, changes and enhancements were undertaken with a focus of continuing to provide quality service to our residents while prudently spending Town resources, in accordance with the Commission-approved Vision and Mission statements, laying the groundwork for further improvement as the Town moves forward.

Looking Forward to FY 2022

Nothing will be more important than the continued effort to protect the Town's beach. Moving forward with the joint beach project with the City of Deerfield Beach will be an important project for FY2022.

Similar to this year, FY 2022 will focus on several key capital projects and construction. Staff will be continuing their efforts to fully digitize and store all records offsite to provide usable space within the planning room, and improvements to the surrounding parking lot are being developed. In addition, the focus will be to complete the renovations to Town Hall.

A few other key projects for FY 2022 include the beach nourishment project, FDOT's A1A design, and water utility projects that will continue to preserve the Town's water supply. For the beach, the Town is earnestly working on the pre-construction design for a 64,000 cubic yard joint beach re-nourishment project. Our coastal engineers will be working on the design plans, obtaining the necessary permits and managing the bid process for our next nourishment with Deerfield. The current funding provides for FEMA to contribute 75%; however, we hope the State will agree to participate with 12.5% funding and the Town matching with 12.5%. As always, staff and our consultants will be investigating and researching alternative funding sources for future beach projects.

Working with our contracted engineer, we will be advocating for the best possible design for A1A, one that raises the road, protects against the effects of king tides and intense rainfall, and safely maintains traffic flow. Our water utility, with its newly replaced distribution system, is looking to expand its finished water tank to provide additional capacity, and to install variable frequency drives that allow for a mixture of raw water from different wells while reducing chemical and electricity costs. In addition to the previously mentioned projects, the goal in FY 2022 is to complete the easement acquisition phase of the underground utility project. Staff will also continue the focus on internal processes, policy review, technology upgrades to key systems and other critical updates of the Town to ensure that the Town continues to adopt best practices.

Finally, as in other years, we have included in this budget book goals for each department for the new budget year. We look forward to hearing feedback from the Commission and community as we work towards providing superior service to our residents.

I would like to thank the entire finance department. This budget book would not be possible without the expertise and tireless efforts of Stephen Bloom and the entire Inframark Team. Thanks are also owed to the entire Town Staff: Chief Szesnat, Elliott Garay, and Sherry Henderson, and our contracted strategic

partners: Waste Pro, BSO Fire Department, Moffatt & Nichol; Calvin, Giordano & Associates, and Redevelopment Management & Associates.

Particular thanks to the Mayor, Vice Mayor and Commissioners for your unwavering leadership, guidance and cooperation in planning and providing the direction for our great Town. It is a pleasure and a gift to be able to be of assistance in your efforts toward moving the Town toward excellence.

A handwritten signature in blue ink, reading "William M. Serda". The signature is fluid and cursive, with the first name "William" and last name "Serda" clearly legible, and a middle initial "M." in between.

Respectfully submitted,

William Serda

Budget Calendar

Key Dates	Activity / Tasks
April 19	Budget worksheets provided to Department Heads
May 25	Review Budget worksheets with Town Manager and Department Heads
May 31	Receipt of Estimated Assessable Property Values
June 1 – 9:00 AM	Preliminary budget discussion to establish budget priorities
June 16	Preliminary budget submitted to Town Manager
July 1	Property Appraiser certifies the taxable values
July 6 - 9:00 AM	Town Commission discusses preliminary budget and adopts Proposed Millage Rate
August 3	County School Board Budget Hearing #1
August 4	Deadline for submitting DR 420 to Property Appraiser & Tax Collector a) Include Proposed Millage Rate b) the current rollback rate c) The date, time, and meeting place of the Tentative Budget Hearing
September 9	County Budget Hearing #1
September 13 - 5:01 PM	Town of Hillsboro Beach 1st Budget & Millage Rate Hearing (date pending approval)
September 14	County School Board Budget Hearing #2
September 15	Certify non-ad valorem assessment roll to tax collector
September 20	Publish Budget Summary in Local Newspaper
September 21 – 5:01 PM	County Budget Hearing #2
September 23 - 5:01 PM	Town of Hillsboro Beach 2nd and Final Budget Hearing (date pending approval)
September 26	Remit Adopted Millage Rate to Property Appraiser & Tax Collector
October 1	Submit all Tax Documents to Florida Department of Revenue

** Per Florida Statutes, the hearing dates scheduled by the county commission and school board shall not be utilized by any other taxing authority within the county for its public hearings.

Funds Overview

General Fund

- Purpose – This fund provides funding for most ongoing operational activities within the Town other than the Water Department. There is a minimum of “one-off” activities in this fund, allowing for reasonably predictable year-to-year change. Additionally, this fund provides funding to various other funds requiring additional funding as described below.
- Funding Sources – Funding is from taxes, assessments, permits, distributions from other governmental organizations and other miscellaneous sources. Revenue received in this fund isn’t restricted as to how it can be spent, although in other than the most extraordinary circumstances, the General Fund won’t provide funding to activities related to the Water Department.

Special Revenue Funds

- Purpose – Funds focus on those activities for which revenue has been received and can only be spent for specific purposes. This fund matches revenues received to the expenditures for which they were intended. Failure to make the necessary expenditure within a defined period may result in the forfeiture of the revenue.
- Funding Sources – Funding is normally from grants. In many instances the grant is insufficient to cover the expenditure, e.g., a 50-50 match, necessitating an “internal transfer” from the General Fund to fully fund the expenditure.

Debt Service Fund

- Purpose – Debt service funds are established to ensure focus on long-term debt obligations requiring annual funding.
- Funding Sources – Funding is derived from an assessment on the annual property tax bill. This assessment is intended to meet the annual funding requirement. However, an “internal fund transfer” from the General Fund may be occasionally required due to the timing of the assessment funding.

General Fund - Capital Improvement Program (CIP)

- Purpose – This fund allows focus on significant capital investments to be made in various projects and other capital requirements over the next five years. A long-term outlook ensures requirements are identified in a timely way and, since capital expenditures can be large, permits for the necessary planning to ensure funding will be available when the project is to be undertaken.
- Funding Sources – Funding can be derived in part through grants, e.g., FEMA funding of the beach re-nourishment project and loans. However, even if a grant is available in conjunction with a project, it usually won’t cover all costs and an “internal fund transfer” will then be required from the General Fund to fully fund capital expenditures.

Funds Overview

Water Fund - Operations

- Purpose – This fund provides funding for most ongoing operational activities within the Water Department. There is a minimum of “one-off” activities in this fund, allowing for reasonably predictable year-to-year change. Additionally, this fund provides funding to various other Water Department-related funds requiring additional funding as described below. Finally, there also is an “internal fund transfer”, currently \$50,000 per year, to the General Fund as payment for Commission oversight and the financial and other management services provided by General Fund departments.
- Funding Sources – This fund is funded fully from water service fees and other minor miscellaneous revenue sources.

Water Fund - Debt Service

- Purpose – Water debt service funds are established to ensure focus on long-term debt obligations related to the Water Department requiring annual funding.
- Funding Sources – Funding is available in part through a surcharge on the monthly water bill. All remaining required funding occurs from “internal fund transfers” from the Water Fund.

Water Fund - Capital Improvement Program (CIP)

- Purpose – This fund allows focus on capital investments to be made in various projects and other capital requirements over the next five years related to the water department. A long-term outlook ensures requirements are identified in a timely way and, since capital expenditures can be large, permits for the necessary planning to ensure funding will be available when the project is to be undertaken.
- Funding Sources – Funding can be derived in part through grants and loans. However, to the extent that grants and loans may be insufficient, an “internal fund transfer” will be required from the Water Fund to fully fund capital expenditures.

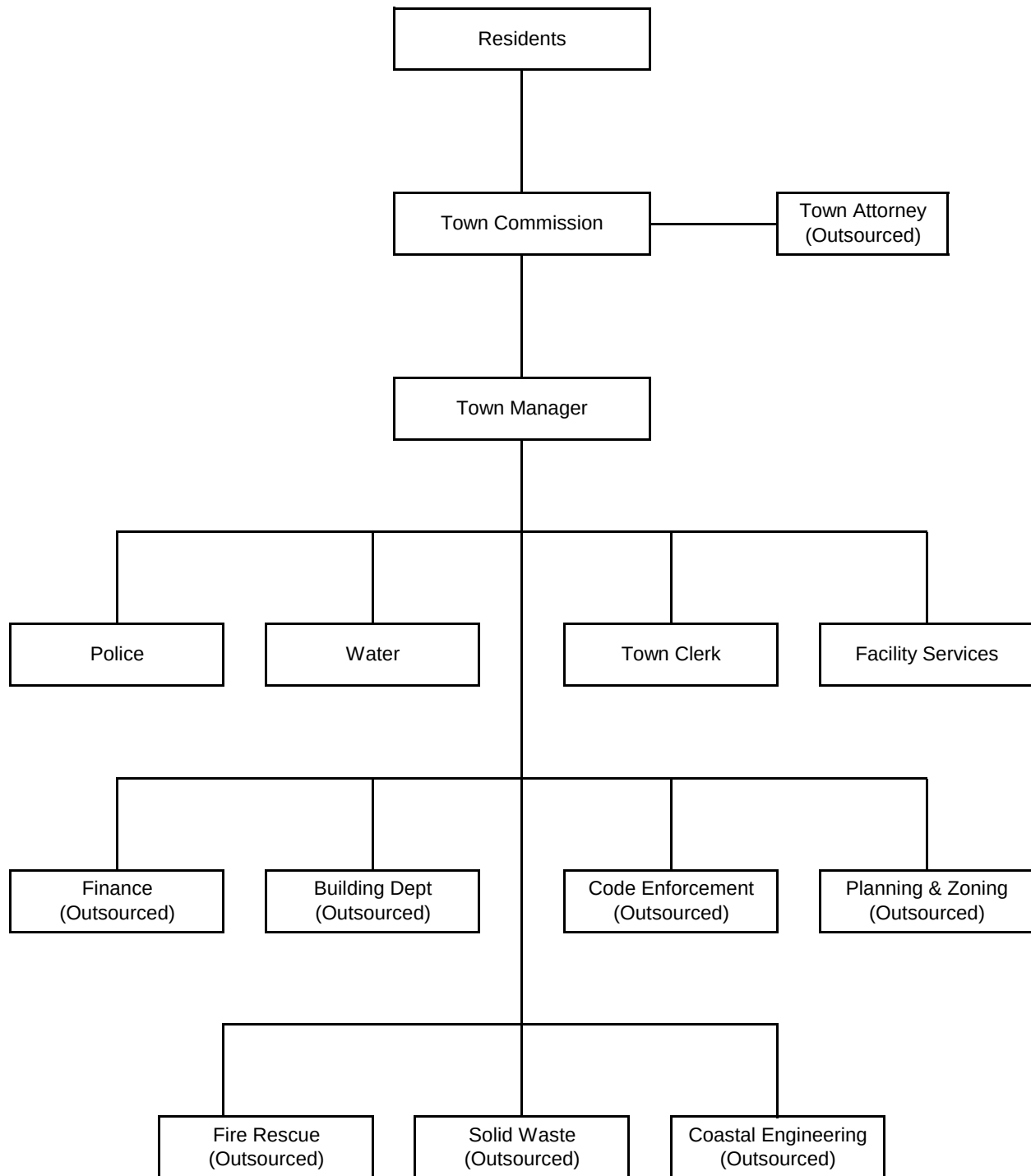
Budget Assumptions

- o The FY 2022 budget was developed using the FY 2021 service levels as the starting point.
- o The FY 2022 budget includes a contingency amount of \$188,179 in the General Fund, which is available for additional initiatives or future projects.
- o Property Taxes
 - A millage rate of 3.50 was used to budget the property taxes for FY 2022. This is the same rate used in FY 2021.
 - That millage rate is 4.38% higher than the rollback rate of 3.3530.
- o Staffing Plan
 - (2) Marine Reserve part-time (P/T) positions were added to the Police Department. The total annual cost of the new positions will be \$35,546.
 - The additional positions are required to operate the boat during weekend, holiday, and weekday hours.
 - (1) P/T position was removed from the Water Department. The annual cost of the positions was \$25,059.
- o Compensation
 - Payroll includes Step increases totaling \$14,894 and COLA increases totaling \$97,081. These totals include both wages & the related cost for benefits.
 - The April 2021 Consumer Price Index (Fort Lauderdale/Miami) as published in May was 4.1%. Per the Police agreement, a cap of 3% was included in the budget for COLA.
 - The net budgeted increase for the Florida Retirement System (FRS) is \$31,600.
 - Special Risk (Police) contribution rate increased by 5.9%.
 - Regular Employees contribution rate increased by 8.2%.
 - Town Manager contribution rate increased by 6.3%.
 - DROP contribution rate increased by 8.0%.
 - Health Insurance Premiums budgeted with an estimated 15% increase or \$64,180 compared to the current forecasted premiums.
 - This increase was offset by lower current year premiums and employee coverage adjustments which totaled \$86,549.
 - The result was a \$22,563 net decrease in the year-over-year budget.
 - Life, Vision & Dental Premiums budgeted with an estimated increase of 10% or \$2,779.
 - Workers Compensation Premiums budgeted with a small year-over-year increase of \$1,835.

Budget Assumptions

- o Contract Increases
 - Fire Rescue (\$82,769), Solid Waste (\$13,187) and Finance (\$2,697)
- o Insurance Premiums budgeted with a 15% increase or \$17,284 for General Liability, Property Liability, Flood, Pollution and Auto Insurances.
- o Beach Management
 - Removed Beach Attorney budget line - \$500,000.
 - Added Engineering budget line for Deerfield Joint Project - \$55,000.
- o General Fund Capital Improvement Program (CIP) increased from \$218,000 in FY 2021 to \$4,742,470 in FY 2022.
 - \$40,000 for (1) Police Vehicle.
 - \$15,000 for Underground Utility Project
 - \$60,000 for Town Hall Renovation Projects.
 - \$4,565,000 for Hurricane Dorian Beach Mitigation Project (75% FEMA funding).
 - Annual Budget for Project-related Beach Management - \$72,470 (100% FEMA funding).
- o Water Fund Capital Improvement Program (CIP) decreased from \$713,500 in FY 2021 to \$1,125,000 in FY 2022.
 - \$40,000 for Utility Truck.
 - \$120,000 for Well Rehabilitation
 - \$390,000 for Storage Reservoir.
 - \$450,000 for A1A Design & Relocation Project (American Rescue Plan Grant)
 - \$30,000 for Mobile Home Repairs (Partial funded by Insurance Reimbursement)
 - \$30,000 for Perimeter Fence Rehab
 - \$65,000 for Repairs & Renewal Projects.

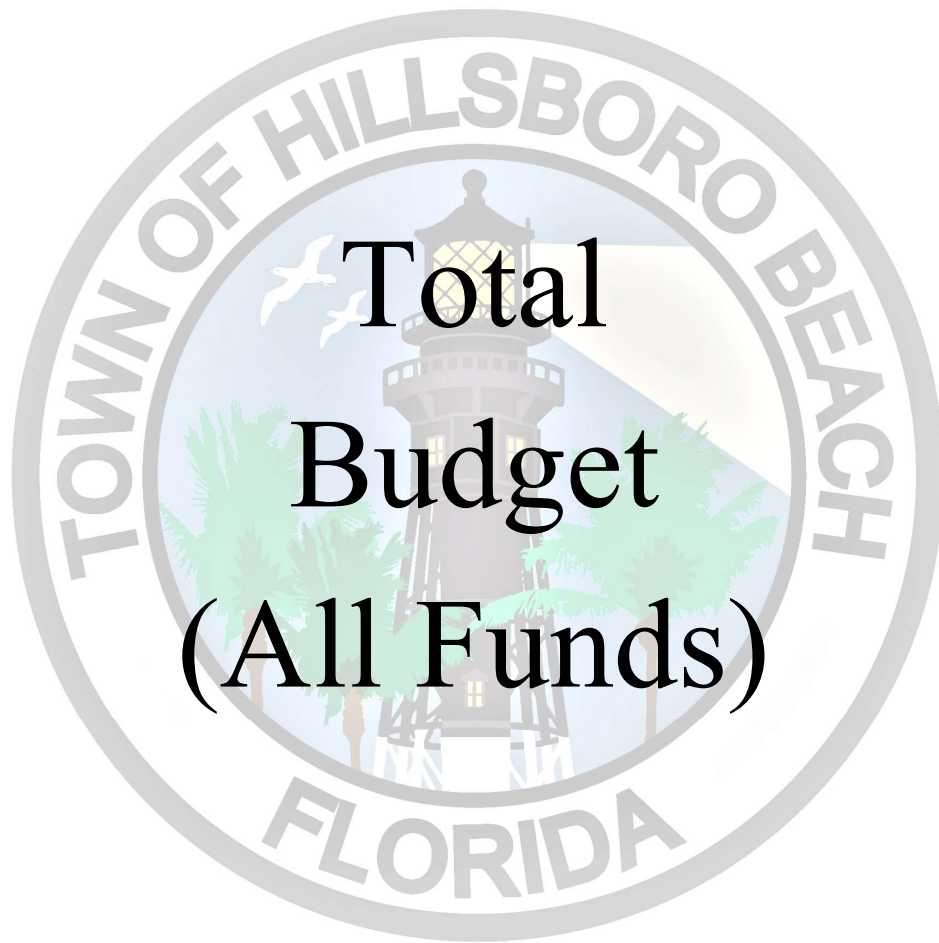
Organizational Chart



Staffing Summary

	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
<u>GENERAL FUND</u>										
Town Commission	–	5	–	5	–	5	–	5	–	5
Town Manager	2	–	1	–	1	–	1	–	1	–
Town Clerk	1	–	2	–	2	–	2	–	2	–
Police	19	1	19	3	19	3	19	3	19	5
Facility Services	1	–	1	–	1	–	1	–	1	–
Total General Fund	23	6	23	8	23	8	23	8	23	10
<u>ENTERPRISE FUND</u>										
Water	5	1	5	1	5	1	5	1	5	0
Total Enterprise Fund	5	1	5	1	5	1	5	1	5	0
Total Team Count	28	7	28	9	28	9	28	9	28	10

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Total Budget (All Funds)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Total Budget

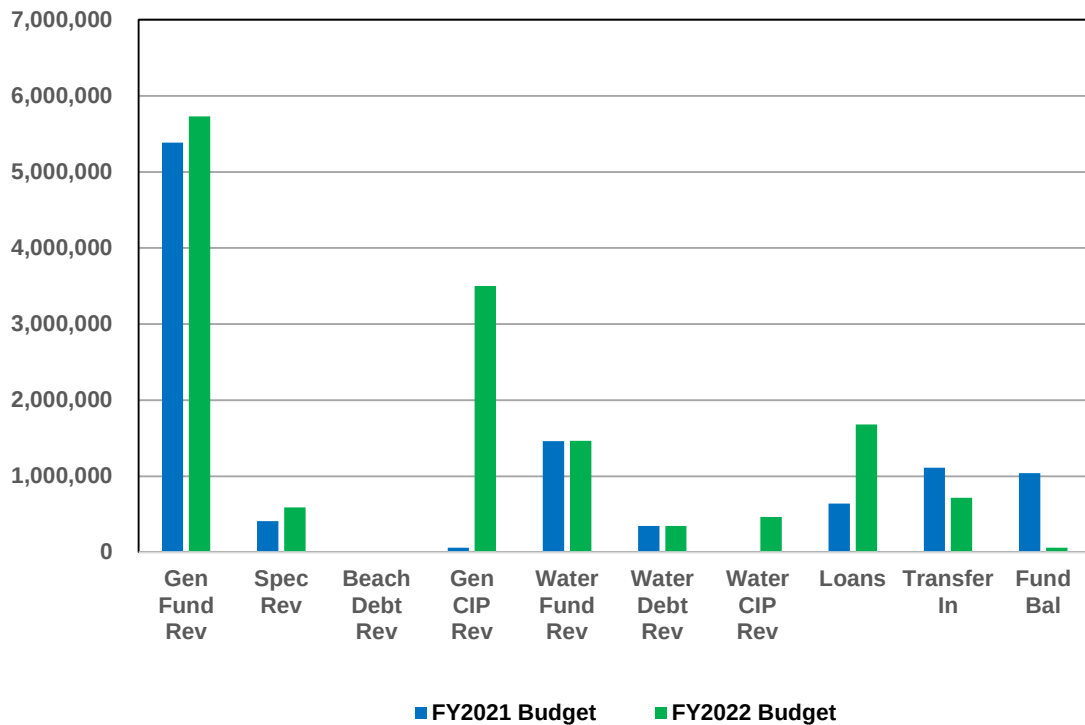
	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Total Revenue - (Excl. Grants)	\$ 7,490,826	\$ 8,178,210	\$ 687,384	\$ 8,480,072	\$ 989,246	13.2%
Grants	171,736	162,672	(9,064)	3,612,206	3,440,470	2003.3%
Loan Proceeds	640,000	-	(640,000)	1,677,500	1,037,500	N/A
Transfer In	1,112,448	872,188	(240,260)	715,342	(397,106)	-35.7%
Total Fund Bal. Use / (Addition)	1,041,763	3,068,229	2,026,466	60,750	(981,013)	-94.2%
Total Funding	\$ 10,456,773	\$ 12,281,299	\$ 1,824,526	\$ 14,545,870	\$ 4,089,097	39.1%
<u>EXPENDITURES/EXPENSES</u>						
Personnel Expenses	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%
Operating Expenses	3,253,841	2,786,311	467,530	3,002,602	(251,239)	-7.7%
Debt Service Expenses	1,199,398	4,484,406	(3,285,008)	811,446	(387,952)	-32.3%
Capital Expenditures	931,500	502,323	429,177	5,877,470	4,945,970	531.0%
Transfers Out	1,112,448	872,188	240,260	715,342	(397,106)	-35.7%
Total Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expenditures/Expenses	\$ 10,456,773	\$ 12,281,299	\$ (1,824,526)	\$ 14,545,870	\$ 4,089,097	39.1%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Source Of Funds

	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue						
General Fund	\$ 5,384,928	\$ 5,534,530	\$ 149,602	\$ 5,730,689	\$ 345,761	6.4%
Special Revenue Funds	409,707	543,592	133,885	587,986	178,279	43.5%
Debt Service Fund - (Bridge Loan)	-	372,471	372,471	-	-	N/A
General Fund - Capital Projects	59,500	148,654	89,154	3,499,970	3,440,470	5782.3%
Water Fund	1,461,727	1,394,936	(66,791)	1,463,279	1,552	0.1%
Water Debt Service Fund	346,700	346,700	-	346,700	-	0.0%
Water Fund - Capital Projects	-	-	-	463,654	463,654	N/A
Total Revenue	7,662,562	8,340,882	678,320	12,092,278	4,429,716	57.8%
Loan Proceeds	640,000	-	(640,000)	1,677,500	1,037,500	162.1%
Transfer In	1,112,448	872,188	(240,260)	715,342	(397,106)	-35.7%
Use of / (Add To) Fund Balance	1,041,763	3,068,229	2,026,466	60,750	(981,013)	-94.2%
Total Funding	\$ 10,456,773	\$ 12,281,299	\$ 1,824,526	\$ 14,545,870	\$ 4,089,097	39.1%

FY 2021 Budget vs. FY 2022 Budget

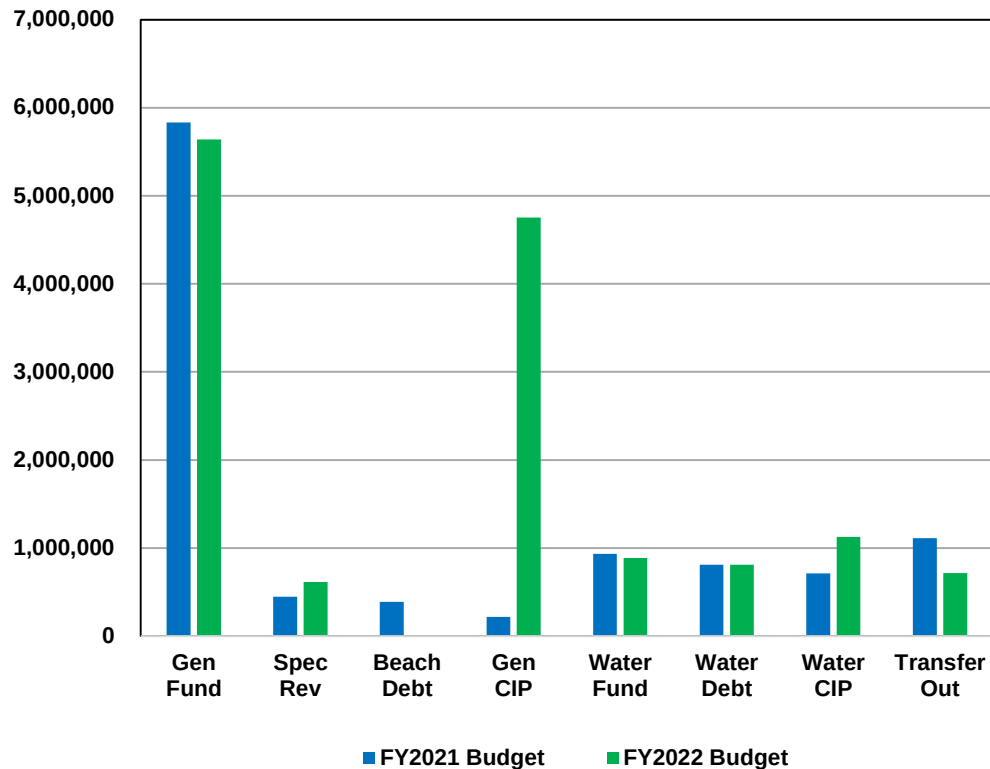


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Total Expenditures/Expenses By Fund

<u>Expenditures/Expenses</u>	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
General Fund	\$ 5,830,989	\$ 5,099,091	\$ 731,898	\$ 5,640,689	\$ (190,300)	-3.3%
Special Revenue Funds	448,207	505,949	(57,742)	612,986	164,779	36.8%
Debt Service Funds	387,952	3,672,960	(3,285,008)	-	(387,952)	-100.0%
General Fund - CIP	218,000	338,823	(120,823)	4,752,470	4,534,470	2080.0%
Water Fund	934,231	817,342	116,889	887,937	(46,294)	-5.0%
Water Debt Service Fund	811,446	811,446	-	811,446	-	0.0%
Water Fund - CIP	713,500	163,500	550,000	1,125,000	411,500	57.7%
Total Expense	9,344,325	11,409,111	(2,064,787)	13,830,528	4,486,204	48.0%
Transfer Out	1,112,448	872,188	240,260	715,342	(397,106)	-35.7%
Total Expenditures/Expenses	\$ 10,456,773	\$ 12,281,299	\$ (1,824,526)	\$ 14,545,870	\$ 4,089,097	39.1%

FY2021 Budget vs. FY2022 Budget

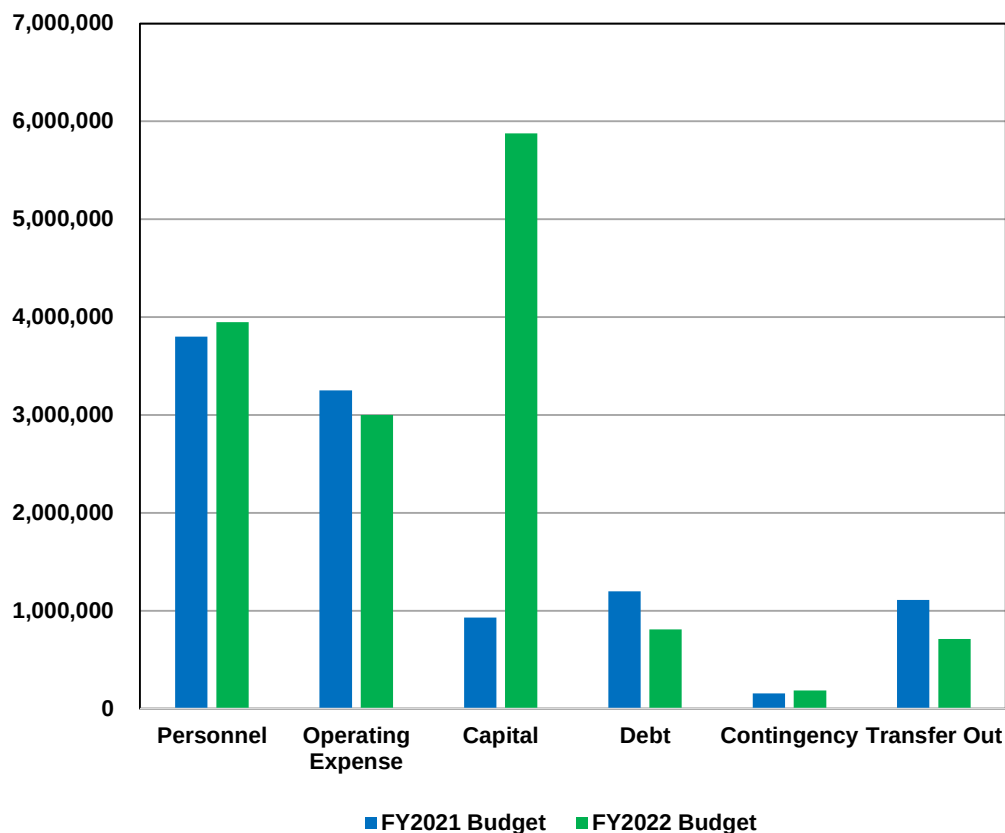


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Total Expenditures By Category

<u>Expenditures/Expenses</u>	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personnel	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%
Operating Expense	3,253,841	2,786,311	467,530	3,002,602	(251,239)	-7.7%
Capital	931,500	502,323	429,177	5,877,470	4,945,970	531.0%
Debt Service	1,199,398	4,484,406	(3,285,008)	811,446	(387,952)	-32.3%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expense	9,344,325	11,409,111	(2,064,787)	13,830,528	4,486,204	48.0%
Transfer Out	1,112,448	872,188	240,260	715,342	(397,106)	-35.7%
Total Expenditures/Expenses	\$ 10,456,773	\$ 12,281,299	\$ (1,824,526)	\$ 14,545,870	\$ 4,089,097	39.1%

FY2021 Budget vs. FY2022 Budget



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

All Funds - Personnel Expense Summary

Description	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
DEPARTMENT						
Commission	\$ 31,003	\$ 31,003	\$ -	\$ 31,003	\$ -	0.0%
Town Manager	230,221	224,491	5,730	231,189	968	0.4%
Town Clerk	172,850	111,099	61,751	183,961	11,111	6.4%
Police	2,702,664	2,654,718	47,946	2,837,201	134,537	5.0%
Facility Services	99,738	85,169	14,569	95,341	(4,397)	-4.4%
Total General Fund	3,236,476	3,106,481	129,996	3,378,695	142,219	4.4%
Water	535,294	502,489	32,805	541,801	6,507	1.2%
Marine Law Enforcement Grant	30,336	27,103	3,233	30,336	-	0.0%
Total	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%

Description	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
EXPENSE TYPE						
Commission Stipend	\$ 28,800	\$ 28,800	\$ -	\$ 28,800	\$ -	0.0%
Salaries	2,232,231	2,170,875	61,355	2,338,688	106,457	4.8%
Car Allowance	6,500	6,000	500	6,000	(500)	-7.7%
Paid Holidays	50,201	32,600	17,601	50,683	482	1.0%
Overtime	71,000	79,524	(8,524)	80,000	9,000	12.7%
Vacation Leave Cash Out	33,099	23,254	9,845	21,243	(11,856)	-35.8%
Sick Leave Cash Out	40,941	33,210	7,732	40,941	(0)	0.0%
Employee Award	-	5,600	(5,600)	-	-	N/A
Incentive Pay	17,270	14,900	2,370	17,030	(240)	-1.4%
Salary & Wages	2,480,042	2,394,763	85,279	2,583,385	103,343	4.2%
FICA	186,240	183,824	2,416	194,146	7,906	4.2%
Florida Retirement System	468,923	463,556	5,367	519,806	50,883	10.9%
401(A) Plan	-	-	-	-	-	N/A
Health and Life Insurance	606,291	539,063	67,227	591,129	(15,162)	-2.5%
Tuition Reimbursement	2,250	2,250	-	2,250	-	0.0%
AD&D	739	670	69	737	(2)	-0.3%
Workers' Comp Insurance	55,371	51,582	3,789	57,128	1,757	3.2%
Unemployment Compensation	2,250	363	1,887	2,250	-	0.0%
Total Benefits	1,322,065	1,241,309	80,755	1,367,446	45,382	3.4%
Total Compensation	\$ 3,802,106	\$ 3,636,072	\$ 166,035	\$ 3,950,832	\$ 148,725	3.9%



Property Tax Revenue

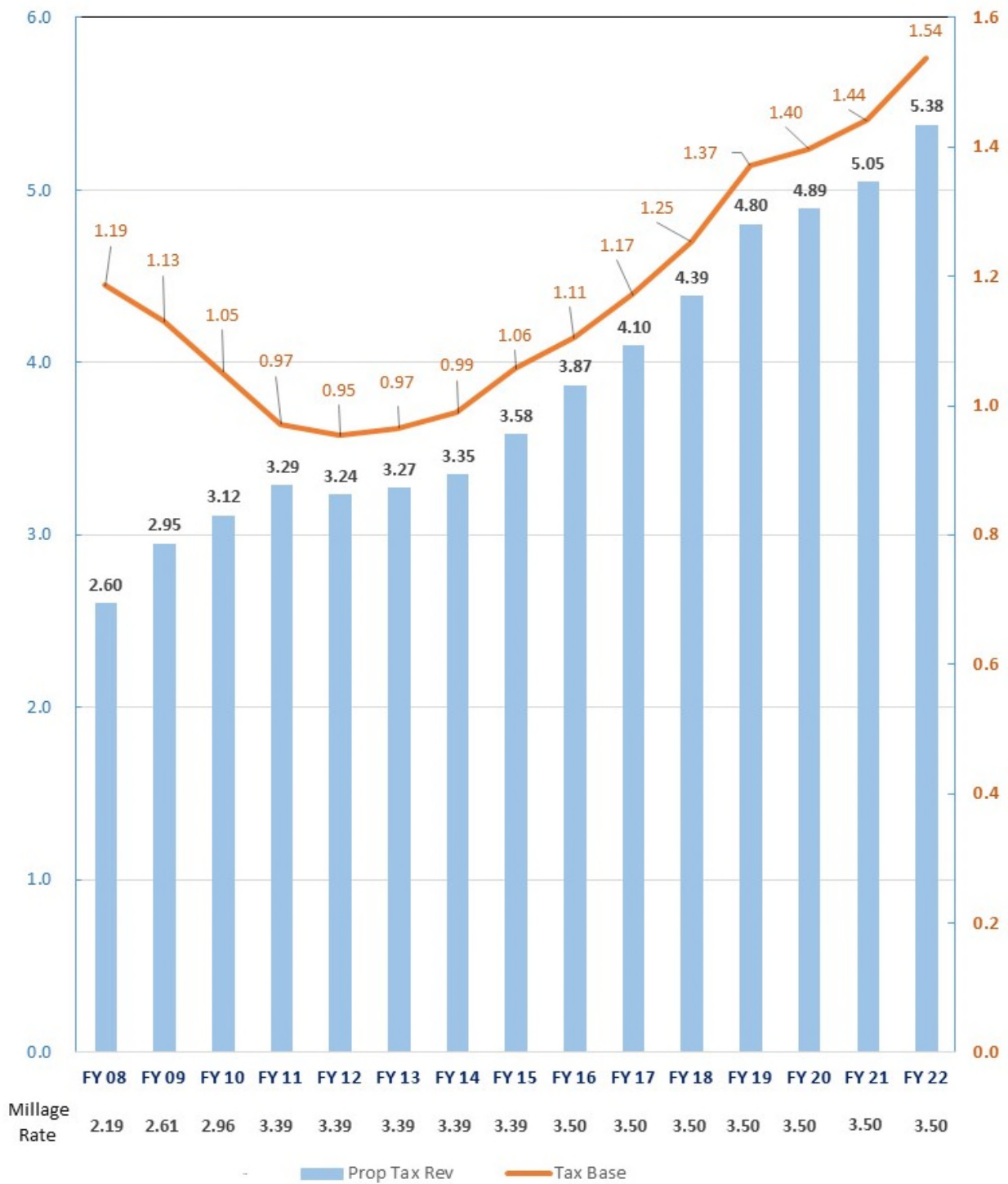
Property Tax Base Detail

	Vacant Property	Single Family Res	Town- houses	Condos & Co-ops	Other	Total Real Property	Personal Property	Total Taxable Values
<u>FY 2021</u>								
Number	25	47	88	2,078	50	2,288		
Homesteaded	0	31	34	695	0	760		
Homesteaded %	0.0%	66.0%	38.6%	33.4%	0.0%	33.2%		
Market Value (\$M)	\$122.0	\$555.4	\$62.3	\$882.9	\$76.2	\$1,698.8		
Taxable Value (\$M)	\$118.1	\$454.5	\$51.2	\$746.2	\$63.4	\$1,433.5	\$8.8	\$1,442.2
% Of Tot Tax Val	8.2%	31.7%	3.6%	52.1%	4.4%	100.0%		
Average Mkt Val (\$)	\$4,880,510	\$11,818,036	\$708,429	\$424,877	\$1,523,054	\$742,504		
Average Tax Val (\$)	\$4,723,688	\$9,669,285	\$582,250	\$359,113	\$1,268,737	\$626,512		
% Taxable To Market	96.8%	81.8%	82.2%	84.5%	83.3%	84.4%		
<u>FY 2022</u>								
Number	25	47	88	2,078	50	2,288		
Homesteaded	1	32	31	690	0	754		
Homesteaded %	4.0%	68.1%	35.2%	33.2%	0.0%	33.0%		
Market Value (\$M)	\$160.1	\$625.1	\$61.7	\$905.8	\$73.2	\$1,825.9		
Taxable Value (\$M)	\$158.3	\$484.0	\$53.1	\$771.7	\$61.9	\$1,529.0	\$8.1	\$1,537.1
% Of Tot Tax Val	10.4%	31.7%	3.5%	50.5%	4.0%	100.0%		
Average Mkt Val (\$)	\$6,405,948	\$13,300,949	\$700,579	\$435,877	\$1,464,783	\$798,049		
Average Tax Val (\$)	\$6,330,967	\$10,298,557	\$603,671	\$371,357	\$1,237,454	\$668,262		
% Taxable To Market	98.8%	77.4%	86.2%	85.2%	84.5%	83.7%		
<u>CHANGE</u>								
Number	0	0	0	0	0	0		
Homesteaded	1	1	(3)	(5)	0	(6)		
Market Value (\$M)	\$38.1	\$69.7	(\$0.7)	\$22.9	(\$2.9)	\$127.1		
Year Over Year Growth	31.3%	12.5%	-1.1%	2.6%	-3.8%	7.5%		
Taxable Value (\$M)	\$40.2	\$29.6	\$1.9	\$25.4	(\$1.6)	\$95.5	(\$0.6)	\$94.9
Year Over Year Growth	34.0%	6.5%	3.7%	3.4%	-2.5%	6.7%		
Average Mkt Val (\$)	\$1,525,438	\$1,482,912	(\$7,850)	\$10,999	(\$58,270)	\$55,544		
Year Over Year Growth	31.3%	12.5%	-1.1%	2.6%	-3.8%	7.5%		
Average Tax Val (\$)	\$1,607,279	\$629,272	\$21,421	\$12,244	(\$31,283)	\$41,749		
Year Over Year Growth	34.0%	6.5%	3.7%	3.4%	-2.5%	6.7%	-7.4%	6.6%

Prop Tax (\$M)

Property Tax & Tax Base (FY2008 to Present)

Tax Base (\$B)



Rolled-Back Rate Analysis

(\$ Millions)

Tax Base Analysis

FY 2021 Tax Base

(As Adjusted through May 24, 2021)

FY 2022 Tax Base

Growth - Enhanced Market Value

FY 2022 Tax Base - Before New Additions

Growth - New Additions To Tax Base

FY 2022 Tax Base - Total

Taxable Base	% Growth
1,442.2	
63.2	4.38%
1,505.4	
31.7	2.20%
1,537.1	6.58%

Property Tax Analysis

FY 2021 Millage Rate & FY 2021 Final Tax Base

FY 2022 Tax Base Before New Additions

FY 2022 Rolled Back Rate & FY 2022 Tax Base
Before New Additions (Same Prop Tax Rev)

Millage Rate	Tax Base	Property Tax Revenue (Tax Base X Rate)
3.5000	1,442.2	5.048
		↑↓
3.3530	1,505.4	5.048

**Impact of Potential FY 2022 Millage Rates
Homestead vs. Non-Homestead Properties**

	Market Value \$400,000		Market Value \$1,000,000		Market Value \$5,000,000	
<u>FY 2021</u>	H-Stead	N-H-Stead	H-Stead	N-H-Stead	H-Stead	N-H-Stead
Market Value	400,000	400,000	1,000,000	1,000,000	5,000,000	5,000,000
SOH % Of Market Value	86.4%	NA	86.4%	NA	86.4%	NA
SOH Value	345,579	400,000	863,947	1,000,000	4,319,737	5,000,000
Exemptions	50,000	NA	50,000	NA	50,000	NA
Taxable Value	295,579	400,000	813,947	1,000,000	4,269,737	5,000,000
Millage Rate	3.5000	3.5000	3.5000	3.5000	3.5000	3.5000
Property Tax	\$1,035	\$1,400	\$2,849	\$3,500	\$14,944	\$17,500
<u>FY 2022</u>						
Market Value Growth %	6.1%	6.1%	6.1%	6.1%	6.1%	6.1%
Market Value	424,486	424,486	1,061,214	1,061,214	5,306,070	5,306,070
SOH % Of Market Value	85.0%	NA	85.0%	NA	85.0%	NA
SOH Value	360,653	424,486	901,632	1,061,214	4,508,162	5,306,070
Exemptions	50,000	NA	50,000	NA	50,000	NA
Taxable Value	310,653	424,486	851,632	1,061,214	4,458,162	5,306,070
Taxable Value % Increase	5.1%	6.1%	4.6%	6.1%	4.4%	6.1%
<u>Millage Rate = 3.3530 Mills (Rolled-Back Rate)</u>						
Millage Rate (Rolled-Back Rate)	3.3530	3.3530	3.3530	3.3530	3.3530	3.3530
Millage Rate % Reduction	-4.2%	-4.2%	-4.2%	-4.2%	-4.2%	-4.2%
Property Tax	\$1,042	\$1,423	\$2,856	\$3,558	\$14,948	\$17,791
Property Tax Incr /(Decr)	\$7	\$23	\$7	\$58	\$4	\$291
Property Tax % Increase	0.7%	1.7%	0.2%	1.7%	0.0%	1.7%
<u>Millage Rate = 3.5000 Mills (FY 22 Millage Rate)</u>						
Property Tax	\$1,087	\$1,486	\$2,981	\$3,714	\$15,604	\$18,571
Property Tax Incr /(Decr)	\$53	\$86	\$132	\$214	\$659	\$1,071
Property Tax % Increase	5.1%	6.1%	4.6%	6.1%	4.4%	6.1%

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General Fund

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Summary

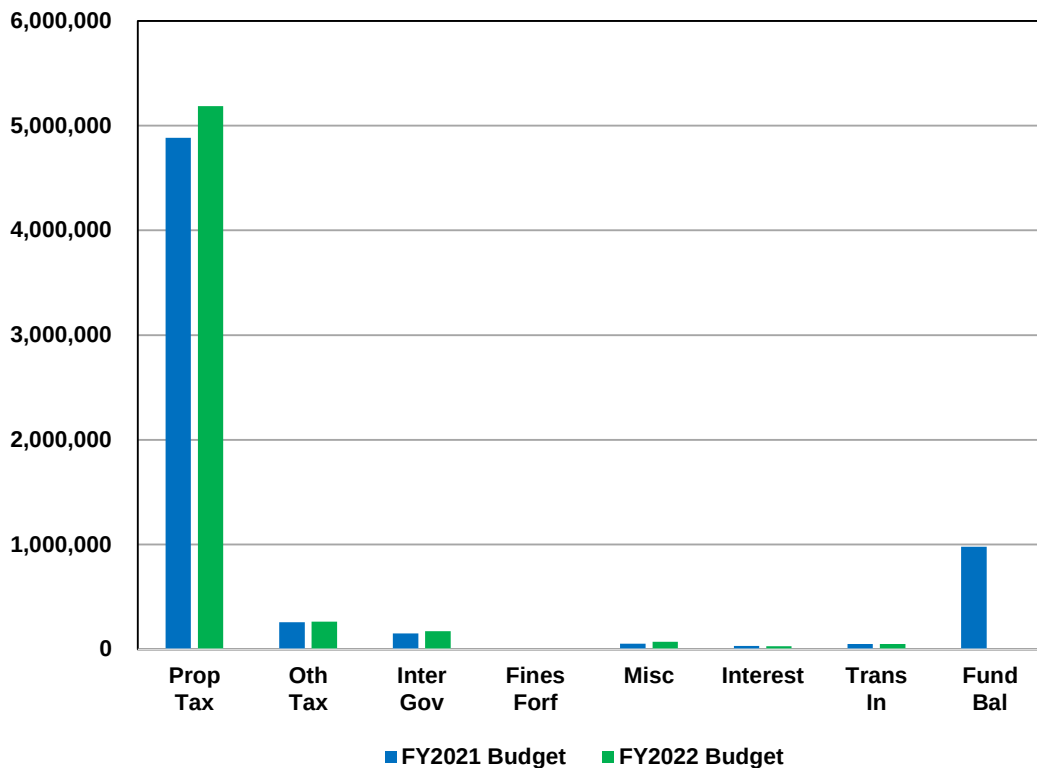
	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Total Revenue	\$ 5,384,928	\$ 5,534,530	\$ 149,602	\$ 5,730,689	\$ 345,761	6.4%
Transfer In	50,000	50,000	-	50,000	-	0.0%
Use of / (Add To) Fund Balance	981,013	(230,747)	(1,211,760)	-	(981,013)	-100.0%
Total Funding	6,415,941	5,353,783	(1,062,158)	5,780,689	(635,252)	-9.9%
<u>EXPENDITURES</u>						
Personnel Expense	3,236,476	3,106,481	129,996	3,378,695	142,219	4.4%
Operating Expense - Excl. Cont.	2,437,033	1,992,610	444,422	2,073,815	(363,218)	-14.9%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Transfers Out	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Expenditures	6,415,941	5,353,783	1,062,158	5,780,689	(635,252)	-9.9%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	3,085,186	3,085,186	-	3,315,933	230,747	7.5%
(Use) / Add To Fund Balance	(981,013)	230,747	1,211,760	-	981,013	-100.0%
Closing Balance	\$ 2,104,173	\$ 3,315,933	\$ 1,211,760	\$ 3,315,933	\$ 1,211,760	57.6%
Closing Bal % Of Total Exp	32.8%	61.9%	29.1%	57.4%	24.6%	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Source Of Funds

FUNDING	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue						
Property Tax	\$ 4,884,842	\$ 4,889,462	\$ 4,620	\$ 5,186,503	\$ 301,661	6.2%
Other Local Taxes	260,000	263,730	3,730	266,000	6,000	2.3%
Intergovernment Revenue	151,536	268,576	117,040	172,536	21,000	13.9%
Fines & Forfeitures	2,550	4,453	1,903	2,550	-	0.0%
Miscellaneous Revenue	53,000	69,917	16,917	73,000	20,000	37.7%
Interest Income	33,000	38,392	5,392	30,100	(2,900)	-8.8%
Total Revenue	5,384,928	5,534,530	149,602	5,730,689	345,761	6.4%
Transfer In	50,000	50,000	-	50,000	-	0.0%
Use (Add To) Fund Balance	981,013	(230,747)	(1,211,760)	-	(981,013)	-100.0%
Total Funding	\$ 6,415,941	\$ 5,353,783	\$ (1,062,158)	\$ 5,780,689	\$ (635,252)	-9.9%

FY2021 Budget vs. FY2022 Budget



Town of Hillsboro Beach

Fiscal Year 2022 Budget

General Fund - Revenue Details

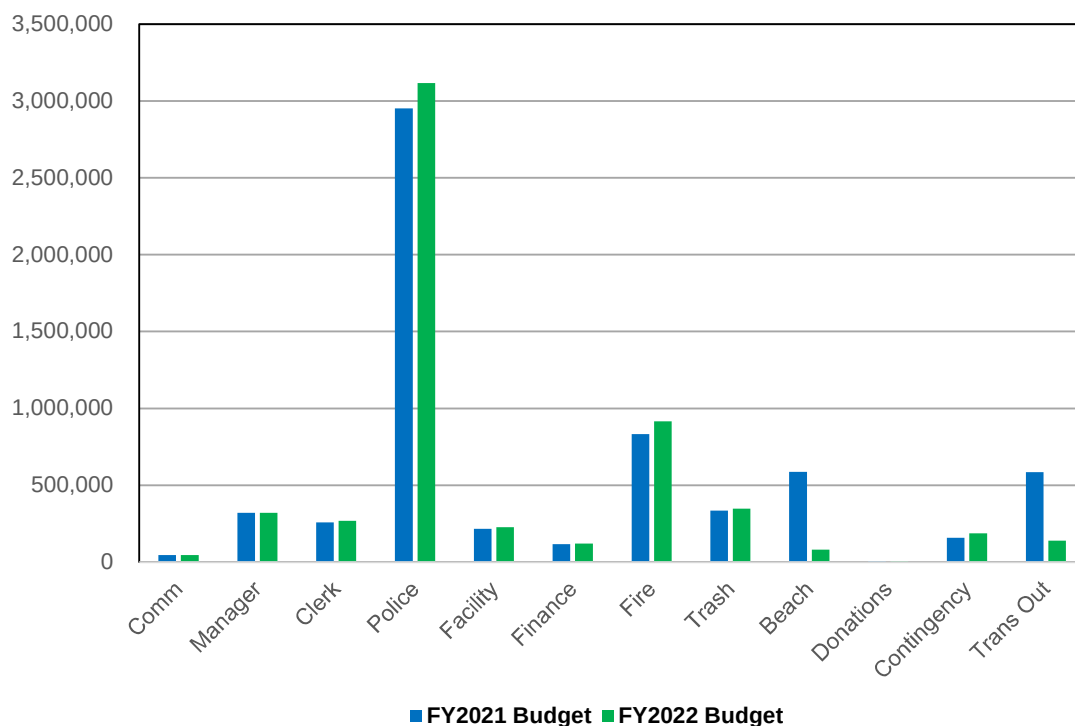
Description	FY 2020	FY 2021			FY 2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Property Tax							
Tax Receipts - Current Year	\$ 4,859,033	\$ 5,066,779	\$ 5,066,779	\$ -	\$ 5,379,868	\$ 313,089	6.2%
Tax Receipts - Discounts	(167,266)	(184,937)	(178,110)	6,827	(196,365)	(11,428)	6.2%
Tax Receipts - Delinquent	7,885	3,000	793	(2,207)	3,000	-	0.0%
Total - Property Tax	4,699,652	4,884,842	4,889,462	4,620	5,186,503	301,661	6.2%
Other Local Taxes							
FPL Franchise	223,730	230,000	227,819	(2,181)	230,000	-	0.0%
Local Communications Tax	40,148	30,000	35,912	5,912	36,000	6,000	20.0%
Total - Other Local Taxes	263,878	260,000	263,730	3,730	266,000	6,000	2.3%
Intergovernmental Revenues							
Occupational Licenses	2,071	1,900	1,900	-	1,900	-	0.0%
Federal Grants	-	-	20,923	20,923	-	-	N/A
FDLE - JAG Grant	2,613	-	2,170	2,170	-	-	N/A
State Revenue Sharing	43,876	24,000	41,479	17,479	43,000	19,000	79.2%
Alcoholic Beverage License	636	636	636	0	636	-	0.0%
Half-Cent Sales Tax	117,240	125,000	127,061	2,061	127,000	2,000	1.6%
Recycling Revenue	2,800	-	74,406	74,406	-	-	N/A
Total - Intergov. Revenue	169,236	151,536	268,576	117,040	172,536	21,000	13.9%
Fines & Forfeitures							
Fines	2,712	2,500	4,378	1,878	2,500	-	0.0%
Seizures and Forfeitures	-	50	75	25	50	-	0.0%
Total - Fines & Forfeitures	2,712	2,550	4,453	1,903	2,550	-	0.0%
Miscellaneous Revenue							
Miscellaneous	4,278	3,000	2,919	(81)	3,000	-	0.0%
Misc. - Police reimbursement	31,779	35,000	42,498	7,498	50,000	15,000	42.9%
Rental Revenue	12,682	-	-	-	-	-	N/A
Lien Search Fee	16,000	15,000	24,500	9,500	20,000	5,000	33.3%
Sale of Surplus Equipment	6,591	-	-	-	-	-	N/A
Total - Misc. Revenue	71,330	53,000	69,917	16,917	73,000	20,000	37.7%
Interest Income							
Interest Income	73,556	65,000	51,785	(13,215)	35,000	(30,000)	-46.2%
Net Incr (Decr) In FMV-Invest	24,504	(35,000)	(13,514)	21,486	(5,000)	30,000	-85.7%
Interest Income - Tax Collector	2,942	3,000	121	(2,879)	100	(2,900)	-96.7%
Total - Interest Income	101,002	33,000	38,392	5,392	30,100	(2,900)	-8.8%
Total Revenue	5,307,809	5,384,928	5,534,530	149,602	5,730,689	345,761	6.4%
Non-Operating Revenues							
Transfer In							
Water Fund	50,000	50,000	50,000	-	50,000	-	0.0%
Beach Assessments	8,906	-	-	-	-	-	N/A
Transfer In	58,906	50,000	50,000	-	50,000	-	0.0%
Use / (Add't) Fund Balance	-	981,013	(230,747)	(1,211,760)	-	(981,013)	-100.0%
Total Funding	\$ 5,366,716	\$ 6,415,941	\$ 5,353,783	\$(1,062,158)	\$ 5,780,689	\$ (635,252)	-9.9%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Total Expenditures By Department

EXPENDITURES Expense	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Town Commission	\$ 46,603	\$ 36,759	\$ 9,844	\$ 46,903	\$ 300	0.6%
Town Manager	319,821	306,612	13,209	320,789	968	0.3%
Town Clerk	258,582	207,372	51,210	269,693	11,111	4.3%
Police	2,952,458	2,910,248	42,209	3,116,020	163,562	5.5%
Facility Services	217,518	201,856	15,662	227,926	10,407	4.8%
Finance	117,480	117,546	(65)	120,177	2,697	2.3%
Fire Rescue	833,021	833,021	-	915,790	82,769	9.9%
Solid Waste	334,682	324,560	10,122	347,869	13,187	3.9%
Beaches	587,000	154,773	432,227	81,000	(506,000)	-86.2%
Charitable Donations	6,344	6,344	-	6,344	-	0.0%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expense	5,830,989	5,099,091	731,898	5,640,689	(190,300)	-3.3%
Transfer Out	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Expenditures	\$ 6,415,941	\$ 5,353,783	\$ 1,062,158	\$ 5,780,689	\$ (635,252)	-9.9%

FY2020 Budget vs. FY2021 Budget

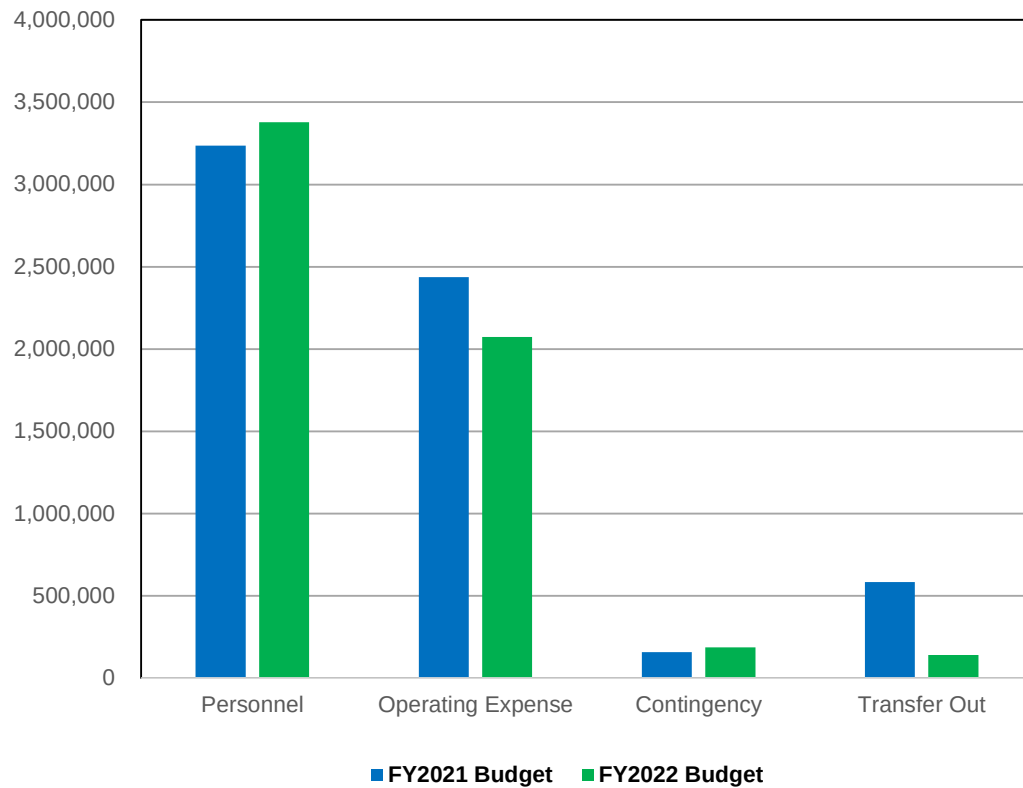


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Total Expenditures By Category

	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
EXPENDITURES						
Expense						
Personnel	\$ 3,236,476	\$ 3,106,481	\$ 129,996	\$ 3,378,695	\$ 142,219	4.4%
Operating Expense	2,437,033	1,992,610	444,422	2,073,815	(363,218)	-14.9%
Contingency	157,479	-	157,479	188,179	30,699	19.5%
Total Expense	5,830,989	5,099,091	731,898	5,640,689	(190,300)	-3.3%
Transfer Out	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Expenditures	\$ 6,415,941	\$ 5,353,783	\$ 1,062,158	\$ 5,780,689	\$ (635,252)	-9.9%

FY2021 Budget vs. FY2022 Budget



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Personnel Expense Summary

Description	FY 2021			FY 2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Commission	\$ 31,003	\$ 31,003	\$ -	\$ 31,003	\$ -	0.0%
Town Manager	230,221	224,491	5,730	231,189	968	0.4%
Town Clerk	172,850	111,099	61,751	183,961	11,111	6.4%
Police	2,702,664	2,654,718	47,946	2,837,201	134,537	5.0%
Facility Services	99,738	85,169	14,569	95,341	(4,397)	-4.4%
Total Personnel Expense	3,236,476	3,106,481	129,996	3,378,695	142,219	4.4%

Description	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>EXPENSE TYPE</u>						
Commission Stipend	28,800	28,800	-	28,800	-	0.0%
Salaries	1,887,234	1,846,872	40,362	1,990,066	102,832	5.4%
Car Allowance	6,500	6,000	500	6,000	(500)	-7.7%
Paid Holidays	50,201	32,600	17,601	50,683	482	1.0%
Overtime	46,000	55,949	(9,949)	55,000	9,000	19.6%
Vacation Leave Cash Out	17,912	4,599	13,313	6,056	(11,856)	-66.2%
Sick Leave Cash Out	32,876	28,592	4,284	32,876	-	0.0%
Employee Award	-	4,600	(4,600)	-	-	N/A
Incentive Pay	17,270	14,900	2,370	17,030	(240)	-1.4%
Transfer To Special Revenue	(30,336)	(27,103)	(3,233)	(30,336)	-	0.0%
Salary & Wages	2,056,457	1,995,809	60,648	2,156,175	99,718	4.8%
FICA	157,318	154,555	2,763	164,947	7,629	4.8%
Florida Retirement System	429,598	429,105	493	476,864	47,266	11.0%
Health and Life Insurance	544,109	480,085	64,023	530,076	(14,032)	-2.6%
Tuition Reimbursement	2,250	2,250	-	2,250	-	0.0%
AD&D	739	670	69	737	(2)	-0.3%
Workers' Comp Insurance	44,255	43,644	611	45,896	1,640	3.7%
Unemployment Compensation	1,750	363	1,387	1,750	-	0.0%
Total Benefits	1,180,020	1,110,672	69,348	1,222,520	42,501	3.6%
Total Compensation	\$ 3,236,476	\$ 3,106,481	\$ 129,996	\$ 3,378,695	\$ 142,219	4.4%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Commission Department

Mission

To serve the residents of the community by fulfilling duties as the legislative body through developing policies designed to successfully conduct municipal government, perform municipal functions and render municipal services.

Major Issues

- o Ensure development orders preserve Town's peacefulness and harmonious appearance while preparing for the future of sea level rise and other threats.
- o Ensure transparency.
- o Residential and roadway safety.
- o Protection and preservation of the Town beach.
- o Customer service excellence.
- o Resilient and well-maintained infrastructure.
- o Maintenance of an attractive and tranquil residential community.

Current Year Highlights

- o Enhanced monthly Condo Forum with Commissioner Baldassarre, with an emphasis on guest speakers.
- o Hired engineer to advocate for the Town's interests regarding A1A redesign.
- o Expanded vacation rental regulations to condos.
- o Contracted with new professional planner to assist with developer's discussion.
- o Began easement acquisition for burying utilities.
- o Updated seawall ordinance to comply with County standards.
- o Enhanced restrictions for illegal dumping down private storm drains.
- o Instituted enclosure requirement for all waste/recycling containers permanently located along A1A.
- o Provided new cameras and radios for police department.

Next Year Goals

- o Continued policy direction for organizational performance.
- o Adoption of an annual budget balancing community needs with fiscal constraints.

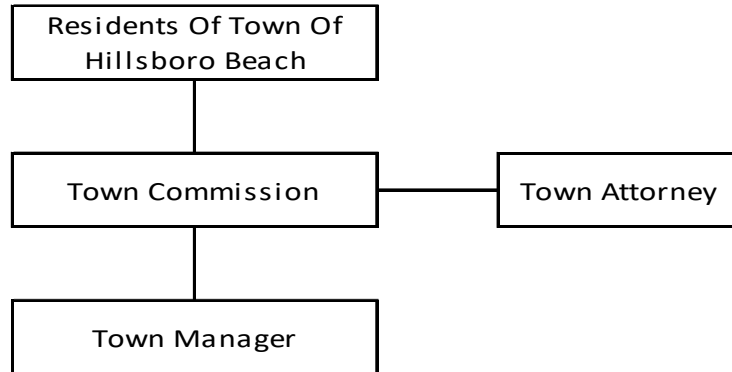
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Commission Department

Positions

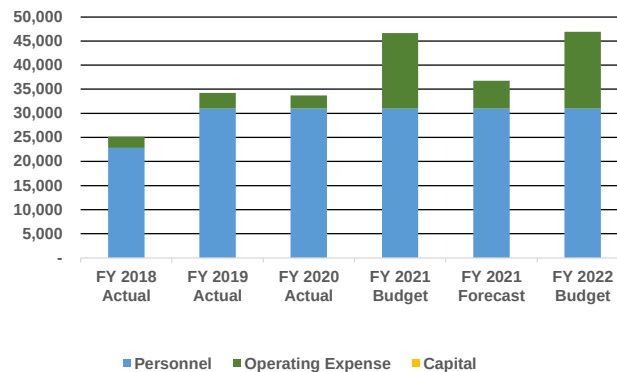
Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Mayor	1	1	1	1	1
Vice Mayor	1	1	1	1	1
Commissioner – Treasurer	1	1	1	1	1
Commissioner	2	2	2	2	2
Total	5	5	5	5	5

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$22,808	\$31,003	\$31,003	\$31,003	\$31,003	\$31,003
Operating Expense	2,323	3,225	2,708	15,600	5,756	15,900
Capital	-	-	-	-	-	-
Total	\$25,131	\$34,228	\$33,711	\$46,603	36,759	\$46,903



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Commission Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Mayor/Commission Stipend	\$ 28,800	\$ 28,800	\$ 28,800	\$ -	\$ 28,800	\$ -	0.0%
FICA	2,203	2,203	2,203	-	2,203	-	0.0%
Total Personal Services	31,003	31,003	31,003	-	31,003	-	0.0%
Operating Expenses							
Election Fees	108	3,600	406	3,194	3,900	300	8.3%
Conferences/Seminars	300	6,000	3,000	3,000	6,000	-	0.0%
BLC Annual Event	-	2,500	-	2,500	2,500	-	0.0%
Mayor/Commission Expense	2,300	3,500	2,350	1,150	3,500	-	0.0%
Total Operating Expenses	2,708	15,600	5,756	9,844	15,900	300	1.9%
Total Commission	\$ 33,711	\$ 46,603	\$ 36,759	\$ 9,844	\$ 46,903	\$ 300	0.6%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Mission

Provide overall leadership and strategic management direction to the organization in support of Town Commission policies and offer public policy recommendations for Town Commission consideration.

Major Issues

- o Ensure fiscal integrity.
- o Enhance residential and roadway safety.
- o Defend Town's interest during the redesign of A1A.
- o Chart path of Commission's vision as it relates to hotel and new development.
- o Preservation of the Town beach.
- o Ensure customer service excellence.
- o Resilient and well-maintained infrastructure.
- o Maintenance of an attractive and tranquil residential community, including marine issues.
- o Effective and efficient governmental operations.
- o Execute items from utility's capital project plan.

Current Year Highlights

- o Coordinated with Deerfield the selection of engineer for joint beach project.
- o Continued operations through Covid pandemic, including:
 - o Maintained workforce and continued service levels during pandemic, while experiencing staffing issues with exposed, and positive-testing workforce.
 - o Revised employee sick policy to modernize with industry standards for pandemic.
 - o Deployed branded masks to residents.
 - o Transitioned to virtual and then hybrid meetings.
 - o Installed partitions and a PTZ digital camera in Commission Chambers for virtual meetings.
- o Successfully orchestrated reimbursement for all Covid-related expenses.
- o Worked with the Department of Health to create a vaccination site at Town Hall.
- o Successfully maintained a full inventory of deployed vessel exclusion buoys for the year, replacing only 5 for the year as soon as needed.
- o Completed an additional network security assessment as part of our annual audit, which was included in existing audit fee.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Current Year Highlights (continued)

- o Without using general fund dollars, purchased and installed:
 - o In-car video in all patrol cars
 - o Deployed body cameras on all patrol officers
 - o Purchased two new motors for police boat.
 - o Updated all police radios with new, updated P-25 radios; the industry standard for inter-connectivity among agencies.

Next Year Goals

- o Conduct successful national and municipal elections.
- o Continue to provide an environment that timely responds to developers and maintains the Town's interests at the heart of all discussions.
- o Maintain an active Code Compliance presence.
- o Continue focus on roadway safety.
- o Coordinate next Beach re-nourishment project.
- o Examine funding alternatives for future beach projects.
- o Continue to expand and enhance Town Events.
- o Finalize easement acquisition phase of FPL underground utility project.
- o Continue security training to increase awareness of phishing concerns.
- o Begin FEMA funded Beach Mitigation Study and Beach Management Plan.

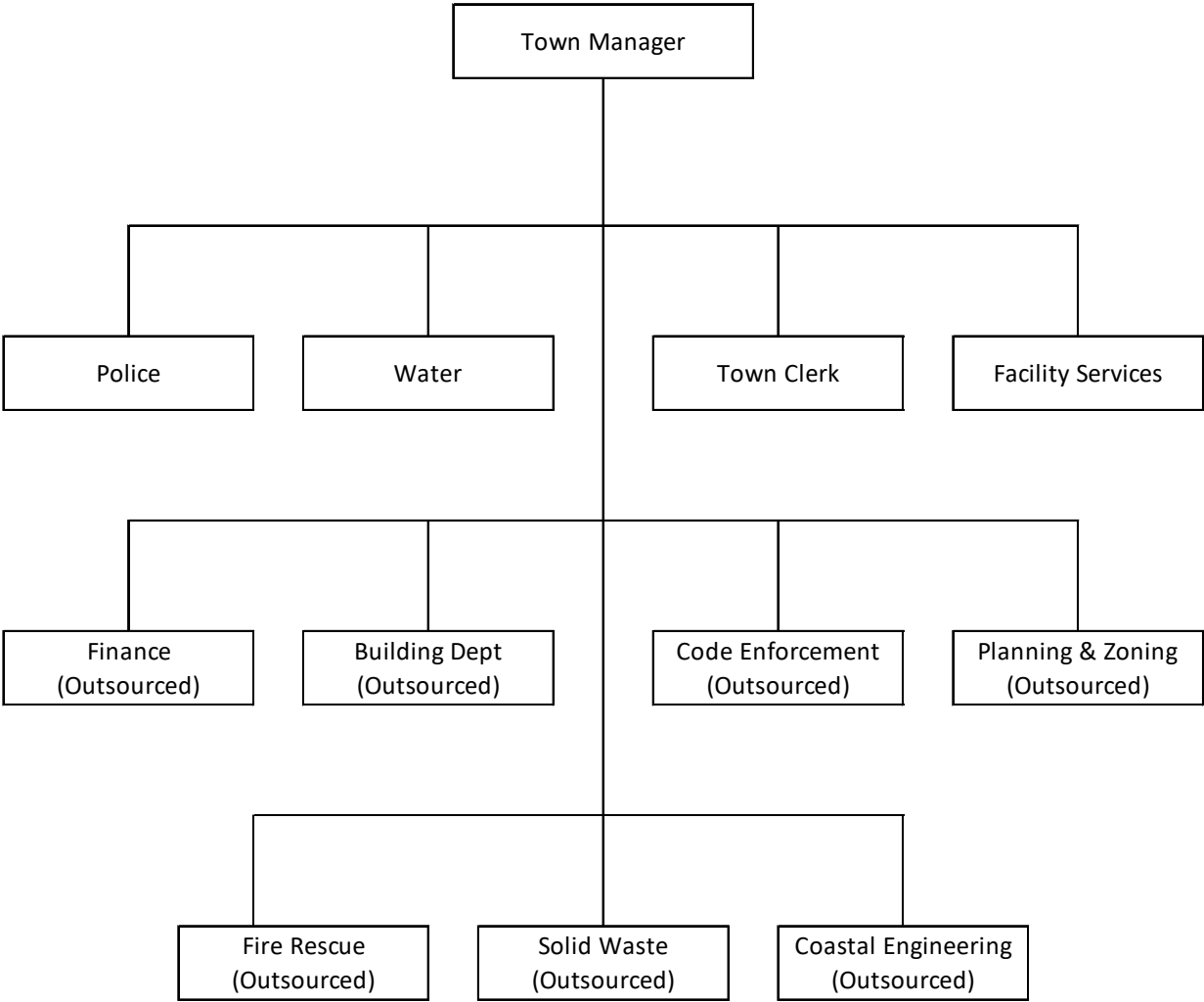
Positions

Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Town Manager	1	1	1	1	1
Executive Assistant	1	–	–	–	–
Total	2	1	1	1	1

Town of Hillsboro Beach
Fiscal Year 2022 Budget

General Fund - Town Manager Department

Organizational Chart

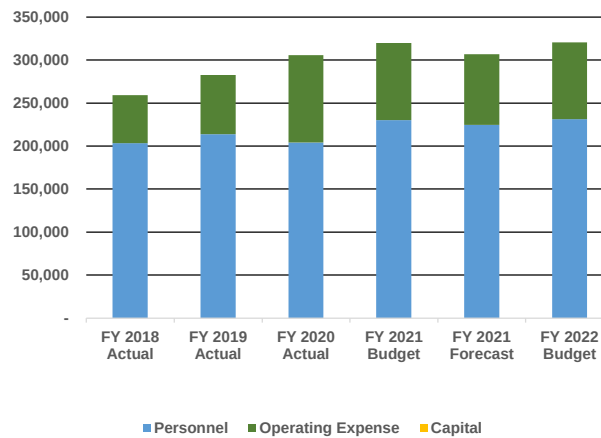


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Five-Year History Summary

	Historical Data			FY 2021		FY2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$203,489	\$213,780	\$204,216	\$230,221	\$224,491	\$231,189
Operating Expense	55,865	68,897	101,528	89,600	82,121	89,600
Capital	—	—	—	—	—	—
Total	\$259,354	\$282,677	\$305,744	\$319,821	\$306,612	\$320,789



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Manager Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 134,392	\$ 139,514	\$ 139,514	\$ -	\$ 143,699	\$ 4,185	3.0%
Vacation Leave Cash Out	-	11,856	4,599	7,257	-	(11,856)	-100.0%
Car Allowance	6,000	6,500	6,000	500	6,000	(500)	-7.7%
FICA	10,574	12,077	10,937	1,140	11,452	(625)	-5.2%
Florida Retirement System	35,950	41,309	38,908	2,401	41,687	378	0.9%
Health and Life Insurance	17,077	18,252	24,381	(6,130)	27,630	9,379	51.4%
Workers' Comp Insurance	222	213	152	61	220	6	3.0%
Unemployment Compensation	-	500	-	500	500	-	0.0%
	204,216	230,221	224,491	5,730	231,189	968	0.4%
Operating Expenses							
Town Attorney	91,565	75,000	71,806	3,194	75,000	-	0.0%
Prof. Services - IT Services	7,512	9,100	6,843	2,257	9,100	-	0.0%
Contracts - Other Services	1,875	-	-	-	-	-	N/A
Miscellaneous	-	1,000	973	27	1,000	-	0.0%
Computer Expenses/Supplies	220	1,000	500	500	1,000	-	0.0%
Training Expenses	356	3,500	2,000	1,500	3,500	-	0.0%
Total Operating Expenses	101,528	89,600	82,121	7,479	89,600	-	0.0%
Total Town Manager	\$ 305,744	\$ 319,821	\$ 306,612	\$ 13,209	\$ 320,789	\$ 968	0.3%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Mission

Preserve access to official public records; coordinate and administer Town elections; prepare and distribute Town Commission agendas; provide public information, certify and distribute ordinances and resolutions, publish legal notices and enhance community outreach through implementation and continuous improvement of new Town website.

Major Issues

- o Significant backlog of documents which needed to be organized, digitized, stored off site or some instances destroyed in accordance with State record retention requirements.
- o Implementation of a lobbyist registration portal on Town website for accountability and transparency.

Current Year Highlights

- o Initiated Process for online Lobbyist Registration Portal to meet compliance with County requirements.
- o Initiated Employee Intranet to provide a private, secure online network where employees can communicate, collaborate, manage tasks/events, provide central repository for Workplace Safety, Open Enrollment and Community Events.
- o Completed community shredding event for residents to safely purge/destroy sensitive records.
- o Completed three (3) Community Blood Drives.
- o Completed Phase II of off-site scanning of government records for off-site storage solution with the storage of 75 boxes and scanning & storage of 10 boxes of building plans and permits.
- o Doubled the number of email subscribers from prior year and enhanced e-newsletters with relevant information to keep residents informed on Town news.
- o Updated Town website & Email Marketing System major projects to include A1A redesign, Covid-19 updates & resources.
- o Maintained & updated database for Condo Property Managers and Board Presidents for monthly Condo Forum.
- o Developed Town Reference Guide for Newly Elected Officials.
- o Initiated Tracking System for contract agreements to include expiration date.
- o Created Tracking Log for invoice payment.
- o Audited Town Website quarterly for State regulatory and ADA compliance.
- o Audited Town legislative documents and contract agreements annually.
- o Implementing automated Lien Search processing system by year-end, for quicker responses to facilitate faster closings on homes.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Current Year Highlights (continued)

- o Implementing online automated Public Records Request management software by year-end. Simplified process provides management of the public records request from intake to delivery, streamline the process for efficiency and accountability, provides two (2) public records request portals to better serve the public - general requests and police department.
- o Implement MuniDocs by Municode– public document archival tool by year-end, provides an outlet to make public records easily accessible.
- o Achieve Master Municipal Clerk designation by year-end.

Next Year Goals

- o Improve the effectiveness of the Town's forms – simplify the process to receive, review and process forms at Town Hall more efficiently.
- o Propose online payment options for various Town services – such as variance applications and public records requests.
- o Increase knowledge base on Florida Retirement System.
- o Develop process for online Vendor Registration.
- o Further Develop the online Lobbyist Registration portal to include contact tracking log and reporting as required by Broward County.
- o Maintain reporting system for Town Community Shuttle for Broward County.
- o Further develop the Tracking System for Contract Agreements.
- o Create Open Government page on Town Website, further promote transparency and accessibility for public records.
- o Install free update for electronic agenda management software and train staff and engage participants. Provide officials a personal, secure location to review and take notes on meeting content.
- o Simplify the process on Town Website for sign-up Notifications for NIXLE, Email Alerts, and Town News.
- o Host shredding events to purge Town records pursuant to state law.
- o Implement Phase III of Planning Room (Water Utility Records) and sort records for scanning and destruction in accordance to records retention requirements.
- o Continue off-site scanning and storage of all government records.

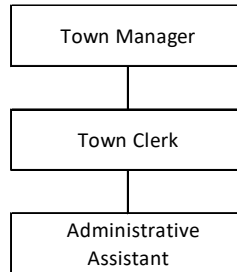
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Positions

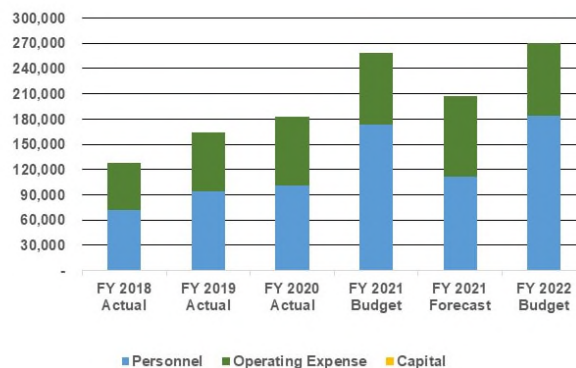
Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Town Clerk	1	1	1	1	1
Administrative Assistant	–	1	1	1	1
Total – Full-Time	1	2	2	2	2
Administrative Assistant	–	–	–	–	–
Total – Part-Time	–	–	–	–	–
Total	1	2	2	2	2

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$71,906	\$94,274	\$101,175	\$172,850	\$111,099	\$183,961
Operating Expense	56,077	69,520	81,750	85,732	96,273	85,732
Capital	–	–	–	–	–	–
Total	\$127,983	\$163,794	\$182,925	\$258,582	\$207,372	\$269,693



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Town Clerk Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 73,535	\$ 117,426	\$ 78,066	\$ 39,360	\$ 126,652	\$ 9,226	7.9%
Vacation Leave Cash Out	920	2,301	-	2,301	2,301	-	0.0%
Employee Award	-	-	200	(200)	-	-	N/A
FICA	5,663	9,159	5,969	3,190	9,865	706	7.7%
Florida Retirement System	6,681	11,973	7,751	4,222	13,953	1,980	16.5%
Health and Life Insurance	14,184	31,562	18,985	12,577	30,747	(815)	-2.6%
Workers' Comp Insurance	192	180	129	51	194	14	7.7%
Unemployment Compensation	-	250	-	250	250	-	0.0%
Total Personal Services	101,175	172,850	111,099	61,751	183,961	11,111	6.4%
Operating Expenses							
Coding Ordinances	3,504	3,000	3,000	-	3,000	-	0.0%
Prof. Services - Digitize Records	4,625	10,000	10,000	-	10,000	-	0.0%
Temporary Labor	15,657	-	19,152	(19,152)	-	-	N/A
Contracts - Other Services	8,219	4,000	4,000	-	4,000	-	0.0%
Contracts - Minutes Preparation	-	3,000	3,343	(343)	3,000	-	0.0%
Software Maint / Support	8,635	16,065	16,065	-	16,065	-	0.0%
Postage	2,308	2,500	1,541	959	2,500	-	0.0%
Copier	6,046	6,100	4,394	1,706	6,100	-	0.0%
Advertising	7,635	10,000	10,000	-	10,000	-	0.0%
Office Supplies	3,592	5,900	1,461	4,439	5,900	-	0.0%
Website Support	4,967	4,967	4,967	-	4,967	-	0.0%
Subscriptions and Memberships	4,385	5,700	5,700	-	5,700	-	0.0%
Office Equipment	633	1,000	1,000	-	1,000	-	0.0%
Training Expenses	1,497	3,500	1,650	1,850	3,500	-	0.0%
Resident Mailings	10,047	10,000	10,000	-	10,000	-	0.0%
Total Operating Expenses	81,750	85,732	96,273	(10,541)	85,732	-	0.0%
Total Town Clerk	\$ 182,925	\$ 258,582	\$ 207,372	\$ 51,210	\$ 269,693	\$ 11,111	4.3%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Mission

Dedicated to professional police services and committed to your protection.

What We Do

The Hillsboro Beach Police Department provides 24/7 Police services for the Town to all emergency and non-emergency calls. Continuous patrols of the Town occur as crime prevention measures and include activities such as traffic enforcement, safety and education, as well as community policing efforts. The Police Department conducts follow-up and investigations into crimes that occur and proactively works on crime prevention.

The Police Department consistently strives to develop our level of service through continuous training in preparation for all natural or manmade situations.

What We Produce

The Police Department's primary focus is the deterrence and prevention of crime through:

- o High visibility patrols to deter criminal activity,
- o Traffic education and enforcement activities,
- o Investigations into crimes that are committed,
- o And crime prevention and education provided to residents.

Measurables

The Police Department routinely measures, records and analyzes the following:

- o All Police calls for service and response times,
- o Criminal activity is tracked and analyzed for trends and patterns,
- o Officer self-initiated activity – arrests, traffic/vessel safety, field interrogations, security checks and trespassing and other service or quality of life issues.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Current Year Highlights

- o Completed mandatory ongoing Firearm/Use of Force/Defensive Tactic De-Escalation Training.
- o Concentrated efforts on marine safety in the ICW.
- o Deployed two Marine Safety Operations.
- o Created a task group with the Broward Sheriff's, Florida Fish and Wildlife and Lighthouse Point's marine units.
- o Deployed the P25 radio communication system for the Police Department.
- o Focused efforts on buoys and swim zone violations.
- o Post-Traumatic Stress Awareness and De-escalation Training.
- o Incorporate National Incident Management (NIMS) Training for all Police members, currently working on Town employees.
- o Revised and enhanced our Crosswalk/Pedestrian/Cyclist/ Motorist Safety Program.
- o Deployed three Hybrid Police vehicles for the Town.
- o Implemented new uniformed computers, with up-to-date devices, several software programs and CJIS Criminal Justice Information Systems databases.
- o Deployed in-car and body camera capabilities.
- o Participated in Broward County virtual Web EOC exercises.

Next Year Goals

- o Begin developing a plan for an emergency operations center located at the Water Department facility property.
- o Continue efforts with educating boaters in best boating safe practices.
- o Implement a training facility for the Hillsboro Beach Police Department to improve decision making and reality-based training for officers.
- o Implementing and educate a comprehensive fraud awareness program.
- o Continue efforts with motor vehicle, pedestrian and cyclist safety.
- o Implement a Wellness program for our Town.
- o Create a Communication Supervisor position to work on Communication training, create a social media platform and keep us up to date with FCIC, local workgroups, necessary equipment and CJIS to better serve our community.

Town of Hillsboro Beach

Fiscal Year 2022 Budget

General Fund - Police Department

Goals for Next 2-3 Years

- o Maintain a “Good Standing” CFA-Commission for Florida Accreditation status.
- o Develop a plan for an emergency operations center located at the Water Department facility property.
- o Continue education and training concerning mental health response, in cooperation and partnership with Broward County Behavioral Health.
- o Aggressive maritime law enforcement presence. Explore into a second vessel option.
- o Support compliance in enforcing Town's ordinances.
- o Continue efforts to discourage trespassing.
- o Update department training programs and policy manuals.
- o Active, visible traffic control to minimize speeding, enhance safety and keep our roadways clear of debris, vehicles and obstructions.
- o Increase use of social media (ie: Twitter, Facebook) to communicate with residents.

Positions

Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Full-Time					
Chief	1	1	1	1	1
Deputy Chief	1	1	1	1	1
Lieutenant	1	1	1	1	1
Sergeant	3	4	4	4	4
Officer / Lead Investigator	8	7	7	7	7
Officer – Detached	1	1	1	1	1
Communication Specialist	4	4	4	4	4
Total Full-Time	19	19	19	19	19
Part-Time / Other					
Accreditation Manager	1	1	1	1	1
Officer – Marine (P/T)	–	2	2	2	4
Total Part-Time / Other	1	3	3	3	5
Total	20	22	22	22	24

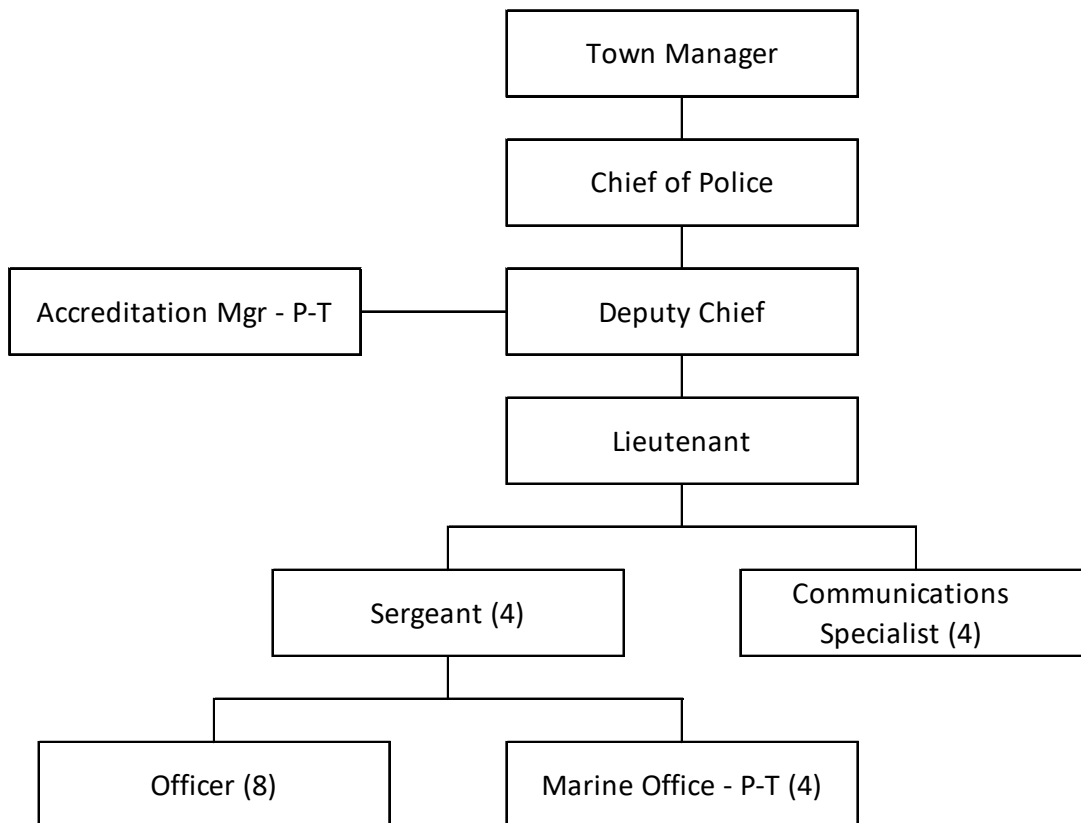
Town of Hillsboro Beach

Fiscal Year 2022 Budget
General Fund - Police Department

Organizational Chart

The Police Department is staffed by;

- o 3 - Command Staff Officers
- o 11 - Police Patrol Officers
- o 4 - Part/Time Police Officers
- o 1 - Detached Police Officer
- o 4 - Civilian Communication Resource Specialist
- o 1 - Civilian Part/Time



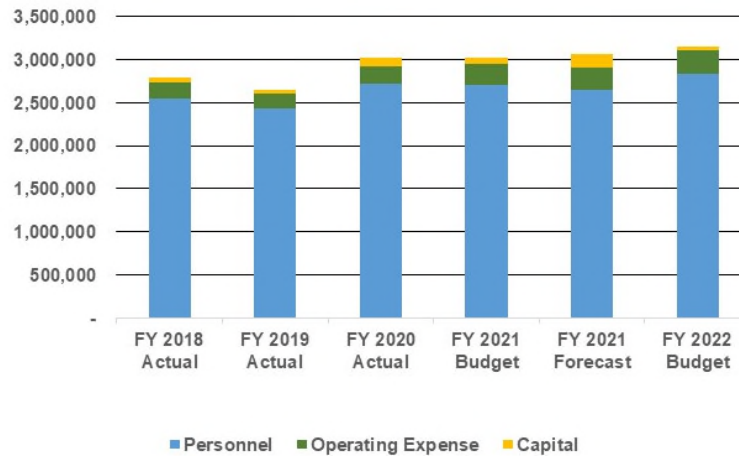
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	\$2,553,096	\$2,438,599	\$2,717,306	\$2,702,664	\$2,654,718	\$2,837,201
Operating Expense	180,143	174,374	200,196	249,793	258,487	278,819
Capital *	60,473	31,878	108,960	66,000	153,898	40,000
Total	\$2,793,712	\$2,644,851	\$3,026,193	\$3,018,457	\$3,067,104	\$3,156,020

* Capital reported in the General Fund - Capital Improvement Program section.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 1,558,602	\$ 1,581,476	\$ 1,580,448	\$ 1,029	\$ 1,669,441	\$ 87,965	5.6%
Offset- Marine Law Enfor. Grant	-	(30,336)	(27,103)	\$ (3,233)	\$ (30,336)	\$ -	0.0%
Paid Holidays	52,338	50,201	32,600	17,601	50,683	482	1.0%
Overtime	33,902	20,000	23,713	(3,713)	20,000	-	0.0%
Overtime - Task Force	23,851	26,000	32,235	(6,235)	35,000	9,000	34.6%
Sick Leave Cash Out	82,896	31,000	26,714	4,286	31,000	-	0.0%
Incentive	14,760	17,270	14,900	2,370	17,030	(240)	-1.4%
Employee Award	-	-	4,200	(4,200)	-	-	N/A
FICA	137,400	129,714	131,453	(1,738)	137,151	7,436	5.7%
Florida Retirement System	385,985	370,871	377,628	(6,756)	410,971	40,100	10.8%
Health and Life Insurance	389,808	460,326	412,504	47,821	448,553	(11,773)	-2.6%
Workers' Comp Insurance	37,092	42,153	42,143	10	43,722	1,569	3.7%
Tuition Reimbursement	-	2,250	2,250	-	2,250	-	0.0%
AD&D	672	739	670	69	737	(2)	-0.3%
Unemployment Compensation	-	1,000	363	637	1,000	-	0.0%
Total Personal Services	2,717,306	2,702,664	2,654,718	47,946	2,837,201	134,537	5.0%
Operating Expenses							
Contracts - Other Services	13,582	22,856	22,856	-	24,406	1,550	6.8%
Town Attorney	-	5,000	-	5,000	5,000	-	0.0%
Prof. Services - IT Services	3,983	5,000	5,000	-	5,000	-	0.0%
Telephone Service	6,977	4,100	2,612	1,488	4,100	-	0.0%
Mobile Phones	4,521	4,140	3,856	284	4,140	-	0.0%
Postage	95	500	162	338	500	-	0.0%
Electricity	8,627	8,500	7,700	800	8,500	-	0.0%
Liability & Property Insurance	20,163	23,188	23,438	(250)	26,954	3,766	16.2%
Building Repairs & Maintenance	3,410	5,000	5,000	-	7,000	2,000	40.0%
Radio Maintenance	132	2,100	2,100	-	2,100	-	0.0%
Auto Repairs & Maintenance	19,952	25,000	19,892	5,108	25,000	-	0.0%
Boat Repairs & Maintenance	19,147	30,000	40,743	(10,743)	50,000	20,000	66.7%
ATV Repairs & Maintenance	947	1,500	1,500	-	1,500	-	0.0%
Rental - Vehicles	8,932	9,500	10,263	(763)	15,000	5,500	57.9%
Vehicles - GPS	-	1,364	777	587	1,364	(0)	0.0%
Copier	2,970	3,000	2,382	618	3,000	-	0.0%
Miscellaneous Services	1,173	1,500	1,500	-	1,500	-	0.0%
Internet Service	6,676	6,550	6,325	225	6,550	-	0.0%
Physical Examinations	2,795	2,500	1,954	546	2,500	-	0.0%
Office Supplies	1,494	3,000	1,449	1,551	3,000	-	0.0%
Operating Supplies	12,840	10,000	3,846	6,154	10,000	-	0.0%
Fuel & Oil	30,456	32,000	24,942	7,058	28,000	(4,000)	-12.5%
Uniform Supplies	12,371	15,000	12,664	2,336	15,000	-	0.0%
Investigation Division	1,289	1,500	1,500	-	1,500	-	0.0%
Subscriptions & Memberships	2,507	1,995	1,995	-	2,205	210	10.5%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Police Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<i>Operating Expenses (continued)</i>							
Weapons & Gear (Lease)	1,056	-	-	-	-	-	N/A
Protective PPE	-	2,500	8,617	(6,117)	2,500	-	0.0%
Protective PPE (facilities)	-	2,500	26,391	(23,891)	2,500	-	0.0%
Education & Training	14,102	20,000	16,064	3,936	20,000	-	0.0%
<i>Total Operating Expenses</i>	200,196	249,793	255,530	(5,737)	278,819	29,026	11.6%
Total Police	\$ 2,917,502	\$ 2,952,458	\$ 2,910,248	\$ 42,209	\$ 3,116,020	\$ 163,562	5.5%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Facility Services Department

Mission

To provide responsive and cost-effective service in maintaining and preserving Town buildings, to provide reliable and cost-effective facility support services and to provide safe, clean, attractive and properly maintained facilities exceeding staff's and the public's expectations.

Major Issues

- o Complete exterior renovation of Town Hall.
- o Refresh interior of Commission Chambers.
- o Develop better plan-review area.
- o Improve functionality of Community Room and Planning Room.

Current Year Highlights

- o Added new TVs and laptop connections for visual presentations to be viewed from all seats in the chambers.
- o Transitioned Commission Meetings to virtual during pandemic.
- o Installed audio components and camera in Chambers to allow hybrid Commission Meetings with Commissioners present and public virtual.
- o Deployed partitions to separate seats along dais.
- o Deployed laptops/iPad to Commissioners as requested.
- o Updated outside bathroom with new tile and fixtures.
- o Enhanced Bocce Ball courts with new amenities: mats, trashcans, recycle bins, flowers.
- o Extended faster Wi-Fi throughout Town Hall.
- o Replace utility "pump house" roof in 4th Quarter of FY 2021
- o Implemented auction service for old fixed assets.

Next Year Goals

- o Complete renovation of Town Hall exterior.
- o Paint Commission Chambers.

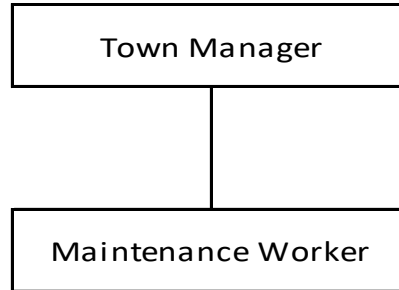
Positions

Position	FY 18	FY 19	FY 20	FY 21	FY 22
Maintenance Worker	1	1	1	1	1
Total	1	1	1	1	1

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Facility Services Department

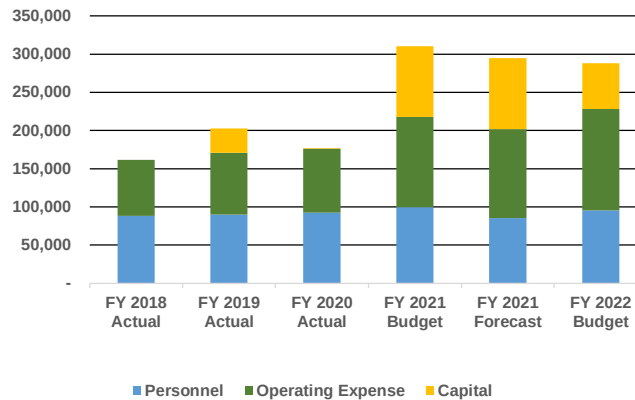
Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	\$88,429	\$90,007	\$92,633	\$99,738	\$85,169	\$95,341
Operating Expense	73,288	80,631	\$83,661	117,781	116,687	132,585
Total Before Capital	161,717	170,638	176,295	217,519	201,856	227,926
Capital *	—	32,172	995	92,500	92,500	60,000
Total	\$161,717	\$202,810	\$177,289	\$310,019	\$294,356	\$287,926

* Capital reported in the General Fund - Capital Improvement Program section.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Facility Services Department

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Salaries	\$ 49,870	\$ 48,818	\$ 48,844	\$ (27)	\$ 50,274	\$ 1,456	3.0%
Vacation Leave Cash Out	1,878	3,755	-	3,755	3,755	-	0.0%
Sick Leave Cash Out	2,089	1,876	1,878	(1)	1,876	-	0.0%
Employee Award	-	-	200	(200)	-	-	N/A
FICA	4,088	4,165	3,994	171	4,277	111	2.7%
Florida Retirement System	4,533	5,445	4,818	627	10,253	4,808	88.3%
Health and Life Insurance	27,673	33,969	24,214	9,755	23,146	(10,823)	-31.9%
Workers' Comp Insurance	2,502	1,709	1,220	489	1,760	51	3.0%
Total Personal Services	92,633	99,738	85,169	14,569	95,341	(4,397)	-4.4%
Operating Expenses							
Telephone Service	7,565	8,400	3,920	4,480	4,500	(3,900)	-46.4%
Utility - Water	6,501	7,050	7,033	17	7,050	-	0.0%
Electricity	4,017	4,000	3,549	451	4,000	-	0.0%
Utility - Sewer	751	900	679	221	900	-	0.0%
Internet Service	5,225	5,500	4,866	634	5,500	-	0.0%
Liability & Property Insurance	16,965	19,531	21,074	(1,543)	24,235	4,704	24.1%
Town Events	-	25,000	17,661	7,339	25,000	-	0.0%
Pest Control - Building/Grounds	1,153	1,200	1,158	42	1,200	-	0.0%
R&M - Equipment	1,555	10,000	5,826	4,174	10,000	-	0.0%
R&M - Grounds	589	2,000	1,920	80	2,000	-	0.0%
Landscape Maintenance	2,550	10,000	8,660	1,340	10,000	-	0.0%
Town Hall Maint/Repairs	4,902	8,000	12,608	(4,608)	20,000	12,000	150.0%
Generator Maint Contract	2,371	5,200	4,538	662	5,200	-	0.0%
R&M - Bocce Court	2,488	5,000	8,008	(3,008)	7,500	2,500	50.0%
Operating Supplies-General	7,263	4,000	3,056	944	3,500	(500)	-12.5%
Paint Town Hall	19,386	-	-	-	-	-	N/A
A/C Maintenance Contract	381	2,000	2,000	-	2,000	-	0.0%
Protective PPE	-	-	6,530	(6,530)	-	-	N/A
Protective PPE (Facilities)	-	-	3,602	(3,602)	-	-	N/A
Total Operating Expenses	83,661	117,781	116,687	1,093	132,585	14,804	12.6%
Total Facility Services	\$ 176,295	\$ 217,518	\$ 201,856	\$ 15,662	\$ 227,926	\$ 10,407	4.8%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Finance Department

Mission

Ethically provide oversight, fiscal management and outstanding customer service through accountability and transparency. Provide a variety of financial services to the Commission and Town staff, including accounts payable, accounts receivable, payroll, financial analysis, cash management, utility billing, and budget and financial reporting. Maintain Town accounts in accordance with Governmental Accounting Standards Board (GASB) guidance to satisfactorily meet annual audit requirements. Ensures Town remains in compliance with all covenant requirements and provide financial guidance on issues as needed.

Major Issues

- o Some Town financially-related processes require further automation.

Current Year Highlights

- o Revised and continued enhancement of Financial Presentation.
- o Complete review and update of Internal Control Policies and Procedures by fiscal year end.
- o Implemented ACH Vendor Payments.
- o Complete implementation of Key Financial Performance Indicators (KPIs) by year end.
- o Complete implementation of electronic meter reading by year end.
- o Complete revised collection policy by fiscal year end.

Next Year Goals

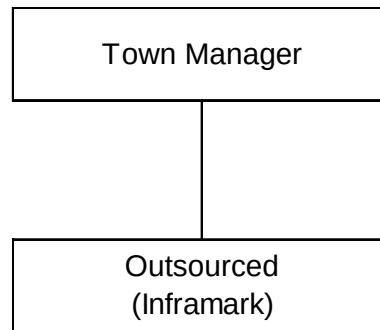
- o Implement Employee Accessibility Portal (Payroll)
- o Develop Online Utility Billing/Payments for Residents
- o Upgrade Financial Software

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

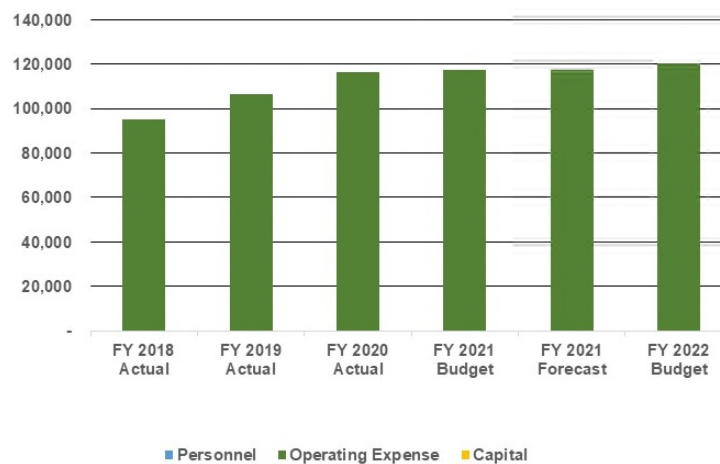
General Fund - Finance Department

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	—	—	—	—	—	—
Operating Expense	95,342	106,385	116,264	117,480	117,546	120,177
Capital	—	—	—	—	—	—
Total	\$95,302	\$106,385	\$116,264	\$117,480	\$117,546	\$120,177



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Fire Rescue Department

Mission

Provide an exceptional level of fire suppression, fire prevention, emergency medical services, educational programs and community services to Town residents through providing a professional, well-trained and well-equipped response in a timely manner to all calls for service in a committed effort to prevent loss of life and property and mitigate medical emergencies. The department will strive to motivate and empower all staff to provide exceptional customer service.

Major Issues

- o Monitoring road construction to ensure no adverse impact to response times.

Current Year Highlights

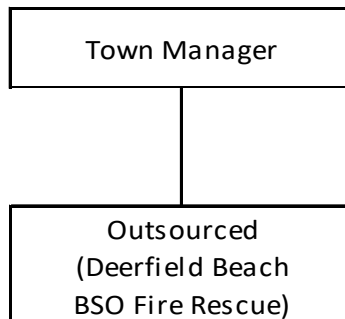
- o Responded to service calls and performed fire inspections.
- o 100% completion of annual fire hydrants testing.

Next Year Goals

- o Complete 100% of required fire plan reviews in a responsive and efficient manner.
- o Annual inspection of Town fire hydrants.
- o Continue educational programs through department Life Safety Educators.

Positions – (Outsourced)

Organizational Chart

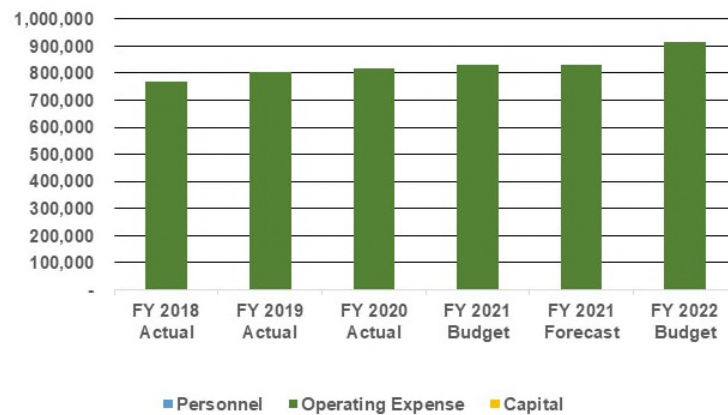


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Fire Rescue Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense	769,636	803,114	819,257	833,021	833,021	915,790
Capital	—	—	—	—	—	—
Total	\$769,636	\$803,114	\$819,257	\$833,021	\$833,021	\$915,790



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Solid Waste Department

Mission

Provide reliable, courteous and responsive solid waste customer service to the Town's residents while charging the Town a fair market rate.

Major Issues

- o Shortage of qualified drivers and mechanics is resulting in wage increases and profit issues.
- o Steel and parts shortages cause delays in dumpster repair and replacement, and truck repair.

Current Year Highlights

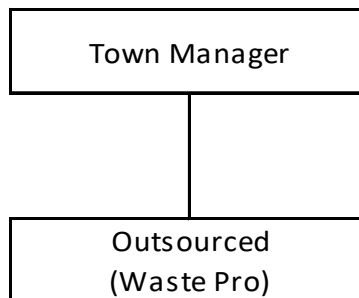
- o 2 calls for service in first 6 months in 2021.
- o Replaced/repaired 10 containers.
- o No days missed during pandemic.

Next Year Goals

- o Replace at least 10 dumpsters in 180 days.
- o Install and test new durable dumpster wheel design.
- o Continue high level of customer service excellence.
- o Continue program to refurbish solid waste containers.
- o Continue Community Recycling Program – and develop recycling educational material.
- o Provide monthly recycling tonnage.

Positions – (Outsourced)

Organizational Chart

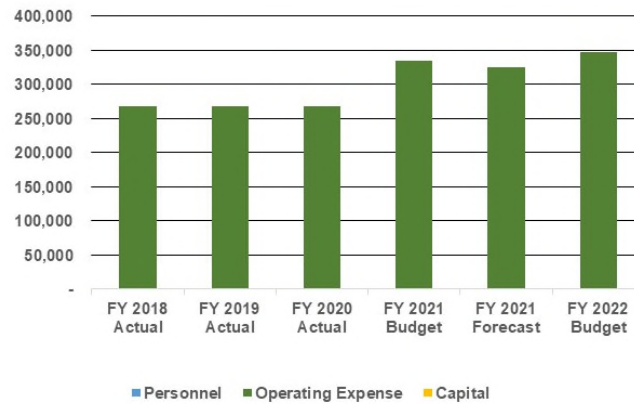


**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Solid Waste Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel	—	—	—	—	—	—
Operating Expense	\$268,214	\$268,214	\$268,214	\$334,682	\$324,560	\$347,869
Non-Operating Expense	—	—	—	—	—	—
Capital	—	—	—	—	—	—
Total	\$268,214	\$268,214	\$268,214	\$334,682	\$324,560	\$347,869



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund – Beach Management Department

Mission

Designing, permitting and overseeing construction for beach nourishment projects. Monitoring beach performance, including response to storms and advising on inlet management activities at both Boca and Hillsboro Inlets. Support Town in obtaining State and Federal funding for beach management projects. Promote communication on beach management issues and respond to resident concerns.

Major Issues

- o Ongoing significant storm events exacerbating man-made sand erosion issues.
- o Deerfield Beach coastal structures.
- o Boca Raton Inlet management.
- o Rising Sea level.
- o Securing beach management funding.
- o Develop long range beach management plan.

Current Year Highlights

- o Currently working with Town and Deerfield Beach on permitting and design for joint beach nourishment project.
- o Completed fully funded 2020 beach nourishment project. Currently assisting in reimbursement requests and annual monitoring requirements.
- o Qualified Town for FEMA funding for next beach nourishment project due to Hurricane Dorian damages. Currently securing FEMA funding (75%) for FY2021 (~\$4.2M estimated project cost). Currently assisting in funding obligation for beach and hazard mitigation funds.
- o \$983,036 DEP grant award for beach nourishment related to Hurricane Irma. This grant is expected to fund the Town's share of the beach nourishment project completed in 2020. Currently processing reimbursement for Town.
- o Provided FEMA support related to hurricanes Matthew Irma, and Dorian.
- o Conducted research modeling.
- o Initiated study of Intracoastal Waterway dredged sand as a potential source for future re-nourishment projects.
- o Completed swim zone buoy relocation permit modification, project design, and installation.
- o Successfully renewed FDEP beach management permit and Army Corps of Engineers truck haul environmental permits.
- o Consolidated beach permit modifications to streamline process.
- o Monitoring resiliency with respect to sea level rise and changes in County ordinance.
- o Advised Town on FDEP Beach Ranking criteria to better position Town's beach management strategy.
- o Advised Town in property acquisition to support access for future beach management projects.
- o Provided comments on behalf of Town for Strategic Beach Management Plan (SBMP) and the SAD SAND study.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund – Beach Management Department

Current Year Highlights (continued)

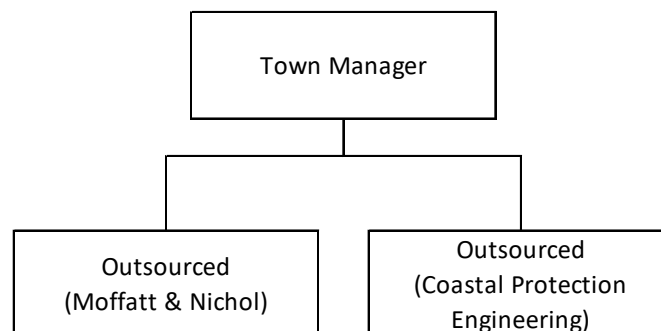
- o Met with USACE and FDEP representatives to promote the inlet-to-inlet strategy for beach management.

Next Year Goals

- o Assist in construction administration and post-construction monitoring for joint beach nourishment project with the Town and Deerfield Beach.
- o Conduct post-construction monitoring requirements related to the 2020 nourishment (Irma).
- o Design, obtain permits, and manage bidding process for new 64,000 cubic yard beach nourishment project (Hurricane Dorian), to be 75% FEMA funded.
- o Coordinating the FEMA beach re-nourishment and Mitigation Project through the Hurricane Dorian disaster declaration. Project to include feasibility study and update of the Town's beach management plan, and is anticipated to be 75% funded by FEMA, up to nourishment cost (\$4.2M).
- o Attend Commission meetings on a quarterly basis to provide updates on beach related projects.
- o Continue support of beach.
- o Assist in improving the Town's ranking for FDEP funding.
- o Review with Town beach-related resiliency planning.
- o Monitor neighboring projects for potential impacts on Town beach.

Positions – (Outsourced)

Organizational Chart



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

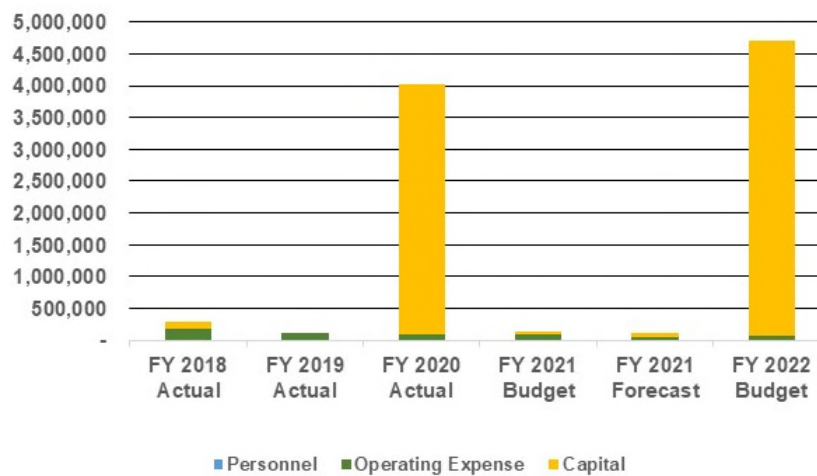
General Fund – Beach Management Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	–	–	–	–	–	–
Operating Expense *	\$187,932	\$111,565	\$96,361	\$87,000	\$51,000	\$81,000
Capital **	110,783	–	3,937,660	59,500	64,970	4,637,470
Total	\$298,715	\$111,565	\$4,034,021	\$146,500	\$115,970	\$4,718,470

* Excludes Beach Attorney Fees.

** Capital reported in General Fund - Capital Improvement Program section.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Other Departments

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Finance							
Audit Services	\$ 19,125	\$ 19,500	\$ 19,500	\$ -	\$ 19,500	\$ -	0.0%
Accounting/Financial Services	86,909	87,640	87,706	(65)	90,337	2,697	3.1%
Investment Services	10,090	10,340	10,340	-	10,340	-	0.0%
Bank Fees	140	-	-	-	-	-	N/A
Total Finance Expense	116,264	117,480	117,546	(65)	120,177	2,697	2.3%
Fire Rescue							
Fire Service Agreement	819,257	833,021	833,021	-	874,672	41,651	5.0%
Fire Service Agreement - Capital	-	-	-	-	41,118	41,118	N/A
Total Fire Expense	819,257	833,021	833,021	-	915,790	82,769	9.9%
Solid Waste Services							
Contract Services	268,214	334,682	324,560	10,122	347,869	13,187	3.9%
Total Solid Waste Expense	268,214	334,682	324,560	10,122	347,869	13,187	3.9%
Beach Management							
Eng - Monitoring - 2018 Project	36,095	-	-	-	-	-	N/A
Eng - FIND Sand Project	115	-	-	-	-	-	N/A
Eng - Deerfield Joint Project	-	-	45,000	(45,000)	55,000	55,000	N/A
Eng - Legal Matters	56,211	50,000	-	50,000	20,000	(30,000)	-60.0%
Eng - Other	-	15,000	-	15,000	-	(15,000)	-100.0%
Beach Attorney	602,025	500,000	103,773	396,227	-	(500,000)	-100.0%
Beach Salvage (Boat Removal)	250	2,000	1,000	1,000	1,000	(1,000)	-50.0%
Buoys	3,690	20,000	5,000	15,000	5,000	(15,000)	-75.0%
Total Beach Expense	698,385	587,000	154,773	432,227	81,000	(506,000)	-86.2%
Charitable Donations							
Lighthouse Preservation	2,500	2,500	2,500	-	2,500	-	0.0%
Area. Council on Aging Contrib.	4,060	3,844	3,844	-	3,844	-	0.0%
Total Charitable Donations	6,560	6,344	6,344	-	6,344	-	0.0%
Contingency	-	157,479	-	157,479	188,179	30,699	19.5%
Total Exp Before Transfer Out	1,908,681	2,036,006	1,436,243	599,763	1,659,358	(376,648)	-18.5%
Transfer Out							
To Debt Service - FEMA Loan	-	387,952	48,383	339,569	-	(387,952)	-100.0%
To P&Z / Code Compliance Fund	30,682	38,500	16,139	22,361	25,000	(13,500)	-35.1%
To General Fund CIP	645,590	158,500	190,170	(31,670)	115,000	(43,500)	-27.4%
Total Transfer Out	676,272	584,952	254,692	330,260	140,000	(444,952)	-76.1%
Total Other Departments	\$ 2,584,953	\$ 2,620,958	\$ 1,690,935	\$ 930,024	\$ 1,799,358	\$ (821,600)	-31.3%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - FY2021 vs. FY2022 Budget

	FY 2021 Budget	Incr / (Decr)	FY 2022 Budget	Comments
<u>FUNDING</u>				
Revenue				
Property Tax	\$ 4,884,842	\$ 301,661	\$ 5,186,503	4.38% net increase in taxable values.
Misc. - Police reimbursement	35,000	15,000	50,000	Increase for task force activities (based on expenditures)
Other Revenue	465,086	29,100	494,186	Increase in intergovernmental revenue.
Interest Income	33,000	(2,900)	30,100	Decrease due to market conditions
Total Revenue	5,384,928	345,761	5,730,689	
Transfer In				
From Water Fund	50,000	-	50,000	No change from prior year.
Total Transfer In	50,000	-	50,000	
Use Of Fund Balance	981,013	(981,013)	-	Balanced budget without using fund balance
Total Funding	6,415,941	(635,252)	5,780,689	
<u>EXPENDITURES</u>				
Personnel Expenses	3,236,476	142,219	3,378,695	See next schedule for details
<u>Operating Expenses</u>				
Commission	15,600	300	15,900	Small increase in cost for municipal elections.
Town Manager	89,600	-	89,600	No change in operating budget
Town Clerk	85,732	-	85,732	No change in operating budget
<u>Police</u>				
Contracts - Other Services	22,856	1,550	24,406	Increase for various contracts / license renewals
Liability & Property Insur	23,188	3,766	26,954	Contingency for increase in premiums included in FY2022
Building R&M	5,000	2,000	7,000	Increase based on expected repairs.
Boat Repair	30,000	20,000	50,000	Increased due to historical spending
Rental - Vehicles	9,500	5,500	15,000	Increased budget line item for task force rentals
Fuel & Oil	32,000	(4,000)	28,000	Reduced budget based on historical spending
Subscriptions	1,995	210	2,205	Additional memberships
Total Police	249,793	29,026	278,819	

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - FY2021 vs. FY2022 Budget

	FY 2021 Budget	Incr / (Decr)	FY 2022 Budget	Comments
<u>Facility Services</u>				
Telephone Service	8,400	(3,900)	4,500	Reduced based on FY 2021 activity
Liability & Property Insur.	19,531	4,704	24,235	Contingency for increase in premiums included in FY2022
Town Hall Maint/Repairs	8,000	12,000	20,000	Increase based on expected repairs.
R&M - Bocce Court	5,000	2,500	7,500	Increase based on expected repairs.
Other	64,900	(500)	64,400	All other minor changes
Total Facility Services	117,781	14,804	132,585	
<u>Finance</u>				
Accounting Services	87,640	2,697	90,337	3% budgeted CPI increase per contract.
Total Finance	117,480	2,697	120,177	
Fire	833,021	82,769	915,790	Added capital contribution per contract and 5% CPI increase
Solid Waste Services	334,682	13,187	347,869	4% budgeted CPI increase per contract.
<u>Beach</u>				
Eng - Legal Matters	50,000	(30,000)	20,000	Reduction in proposed beach attorney expenses.
Eng - Deerfield Joint Proj.	-	55,000	55,000	New budget for Deerfield Joint Beach Project.
Eng - Other	15,000	(15,000)	-	Expense included in Capital Project Fund
Legal	500,000	(500,000)	-	Elimination of beach attorney expense
Buoys	20,000	(15,000)	5,000	Reduction in proposed expense
Beach Salvage	2,000	(1,000)	1,000	Reduction in proposed expense
Total Beach	587,000	(506,000)	81,000	
Charity	6,344	-	6,344	No year-over-year change
Contingency	157,479	30,699	188,179	Net increase in contingency
Total Operating Expenses	2,594,512	(332,518)	2,261,994	
<u>Transfer Out</u>				
To Debt Service - FEMA Loan	387,952	(387,952)	-	Bridge loan paid off in FY2021
To P&Z Fund	38,500	(13,500)	25,000	Funding for Planning, Zoning & Code Compliance activities.
To General Fund CIP	158,500	(43,500)	115,000	Increase in FY 2022 capital projects/purchases.
Total Transfer Out	584,952	(444,952)	140,000	
Total Operating Expenditure	3,179,465	(777,471)	2,401,994	
Total Expenditure	6,415,941	(635,252)	5,780,689	

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Compensation Comparison
(FY2021 vs FY2022)**

FY 2021 Budget			\$3,236,476
Compensation Changes			
<u>Position Changes</u>			
Added two (2) new Reserve (P/T) positions	35,546		
Subtotal	35,546		
<u>Rate Changes</u>			
Health (15%)	64,180		
Life/Vision/Dental (10%)	2,388		
FRS (Special Risk contribution rate increased by 5.9%; Regular rate increased by 8.2%, DROP increased by 8% and City Manager rate increased by 6.3%)	28,346		
Subtotal	94,914		
<u>Compensation Increases (Includes Benefits Impact)</u>			
Step Increase	11,815		
COLA Increase	84,721		
Subtotal	96,536		
<u>Other Changes</u>			
Increase in Town Manager Health Insurance Premiums	6,142		
Increase for Dispatcher Supervisor Position	3,473		
Increase in OT for Task Force	9,000		
Year over year change in premiums / employee adjustments	(86,743)		
Reduction in Vacation Payout	(16,203)		
All other wage adjustments / staffing changes compared to budget	(446)		
Subtotal	(84,777)		
Total Changes	142,219		142,219
FY 2022 Budget			\$3,378,695



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Transportation (Community Bus)

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Local Option Gas Tax	\$ 30,829	\$ 35,971	\$ 28,798	\$ (7,173)	30,750	\$ (5,221)	-14.5%
County Transportation Revenue	72,874	81,900	70,600	(11,300)	81,900	-	0.0%
Total Revenue	103,703	117,871	99,397	(18,474)	112,650	(5,221)	-4.4%
Transfer In From General Fund	-	-	-	-	-	-	N/A
Total Funding	103,703	117,871	99,397	(18,474)	112,650	(5,221)	-4.4%
Expenditure							
Contractual Services	73,006	81,900	70,600	11,300	81,900	-	0.0%
Roadways - R&M	-	-	1,000	(1,000)	10,000	10,000	N/A
Reserve for Future Use	-	35,971	-	35,971	20,750	(15,221)	-42.3%
Total Expenditure	73,006	117,871	71,600	46,271	112,650	(5,221)	-4.4%
Funding Over/(Under) Exp	30,696	-	27,798	27,798	-	-	N/A
AVAILABLE FUND BALANCE							
Opening Balance	-	30,696	30,696	-	58,494	27,798	90.6%
Addition To / (Use Of)	30,696	35,971	27,798	(8,173)	20,750	(15,221)	-42.3%
Closing Balance	\$ 30,696	\$ 66,667	\$ 58,494	\$ (8,173)	\$ 79,244	\$ 12,577	18.9%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Marine Law Enforcement Grant

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Grant Revenue	30,184	30,336	27,103	(3,233)	30,336	-	0.0%
Total Revenue	30,184	30,336	27,103	(3,233)	30,336	-	0.0%
Total Funding	30,184	30,336	27,103	(3,233)	30,336	-	0.0%
Expenditure							
Police Wages	30,184	30,336	27,103	3,233	30,336	-	0.0%
Total Expenditure	30,184	30,336	27,103	3,233	30,336	-	0.0%
Funding Over/(Under) Exp	-	-	-	-	-	-	N/A
<u>AVAILABLE FUND BALANCE</u>							
Opening Balance	-	-	-	-	-	-	N/A
Addition To / (Use Of)	-	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Building Department

Mission

To partner with the community to provide friendly and effective compliance with Florida Building Code and Town Ordinances by providing the highest level of professionalism and service to facilitate completion of projects through timely inspections and plan reviews & maintaining continual availability and open communication to enhance the customer experience.

Major Issues

- o Adjusting operations to service the dramatic increase in new Single Family Home construction.
- o Modifying plan review process to accommodate new large multi-family residential project.

Current Year Highlights

- o Implementation of processes and procedures to operate in the Covid-19 pandemic environment.
- o Expansion of online permitting.
- o Website enhancements to increase user awareness of the permitting process.
- o Integration of Drop Box for permitting into continuing operations.
- o Introduction of a pre-construction process for large projects, to inform contractors of specific local community standards and requirements.

Next Year Goals

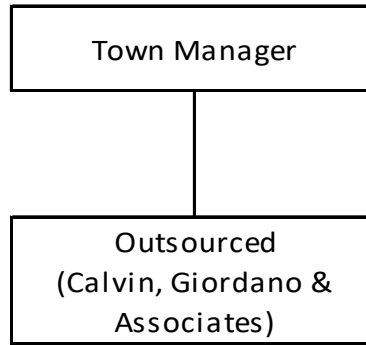
- o Implementation of complete online, digital plan review.
- o Expansion of Community Outreach and Education
- o Continuing staff training with emphasis on community specific needs and policies

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Building Department

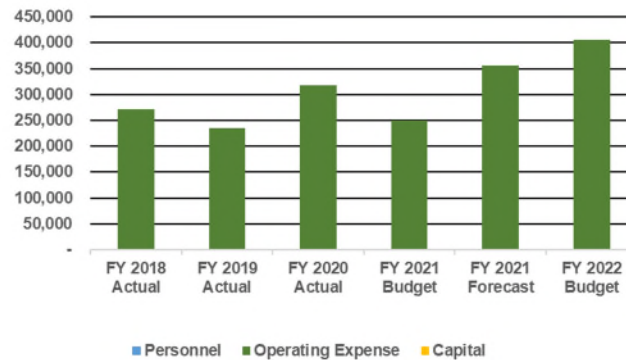
Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense *	272,036	234,784	318,547	250,000	355,836	405,000
Capital	—	—	—	—	—	—
Total	\$272,036	\$234,784	318,547	\$250,000	355,836	405,000

* Prior to February 12, 2018 all permitting revenue was Broward County pass-through revenue with Town having neither permitting revenue nor expense.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Building Permitting

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Building Permit Fees	\$ 316,322	\$ 250,000	\$ 376,935	\$ 126,935	\$ 400,000	\$ 150,000	60.0%
Building Administrative Fees	2,225	-	4,886	4,886	5,000	5,000	N/A
Total Revenue	318,547	250,000	381,821	131,821	405,000	155,000	62.0%
Transfer In From General Fund	-	-	-	-	-	-	N/A
Total Funding	318,547	250,000	381,821	131,821	405,000	155,000	62.0%
Expenditures							
Prof Serv - Bldg Permits - RMA	32,675	30,000	20,975	9,025	40,000	10,000	33.3%
Prof Serv - Bldg Permits - CG&A	270,835	212,500	319,876	(107,376)	340,000	127,500	60.0%
Credit Card Processing Fees	6,863	7,500	14,985	(7,485)	25,000	17,500	233.3%
Total Expend. before Transfers	310,373	250,000	355,836	(105,836)	405,000	155,000	62.0%
Transfer to General Fund	8,175	-	-	-	-	-	N/A
Total Expenditures	318,547	250,000	355,836	(105,836)	405,000	155,000	62.0%
Funding Over/(Under) Exp.	-	-	25,985	25,985	-	-	N/A
AVAILABLE FUND BALANCE							
Opening Balance	-	-	-	-	25,985	25,985	N/A
Addition To / (Use Of)	-	-	25,985	25,985	-	-	N/A
Closing Balance	\$ -	\$ -	\$ 25,985	\$ 25,985	\$ 25,985	\$ 25,985	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Planning & Zoning Department

Mission

To provide outstanding customer service while ensuring development is consistent with the Town's Comprehensive Plan and meets or exceeds the requirements of the Land Development Code.

Major Issues

- o Customer service delivery requires improvement.
- o Accuracy and clarity of information provided to zoning board.

Current Year Highlights

- o Fulfilled all functions required to carry out the planning processes in a timely manner.
- o Modified conditional use ordinance to address hotel and restaurant issues.
- o Implement new ordinance to require deposit from developers to pay for consultant's reviewing proposals and discussing new issues.
- o Contracted with new professional planner to assist with development proposals.

Next Year Goals

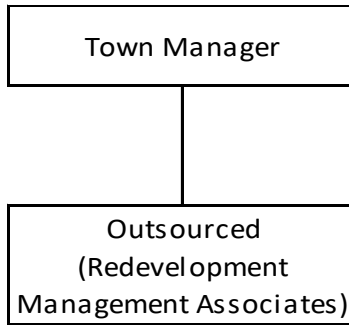
- o Increase emphasis on customer service.
- o Continue implementation of digital plan reviews for development applications.
- o Improve the development review process.
 - Updates to development application document and land development regulations – Create user-friendly graphics.
 - Updates to planning documents/maps graphics.
 - Improve website development process information.
 - Application process
 - Timing
 - Zoning districts
 - Land Development regulations diagrams
 - Definitions

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Planning & Zoning Department

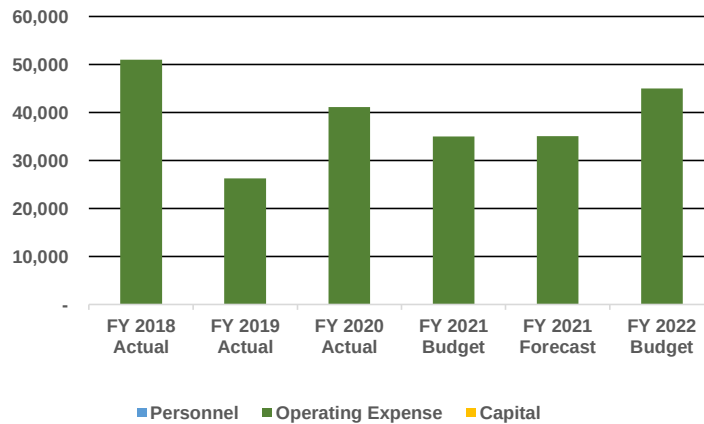
Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense *	\$50,975	\$26,276	\$41,115	\$35,000	\$35,082	\$45,000
Capital	—	—	—	—	—	—
Total	\$50,975	\$26,276	\$41,115	\$35,000	\$35,082	\$45,000

* Includes Permitting, Site Plan/Variance Reviews and General Support – Recovered Through Planning & Zoning / Fire Fees Revenue.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund – Code Enforcement Department

Mission

The mission of the Code Compliance Department is to enhance the beauty and prosperity of the community through education and awareness.

Major Issues

- o Artificial lighting regulations during sea turtle nesting season.
- o Roadway and private property flooding due to king tide / sea level rise.
- o Public Nuisance and Property maintenance issues (i.e. landscaping maintenance; overgrowth; beach and dune maintenance)
- o Work conducted without the benefits of permits.

Current Year Highlights

- o Proactive enforcement to curb flooding on roadway and private property during king tide events.
- o Vacation rental regulations extend to multi-family residences.
- o Trash cans in the path of bicycle and pedestrians.
- o 1205 Hillsboro Mile is now in compliance and the Town has a Final Order from the Special Magistrate allowing the town to abate and cost recovery to abate.

Next Year Goals

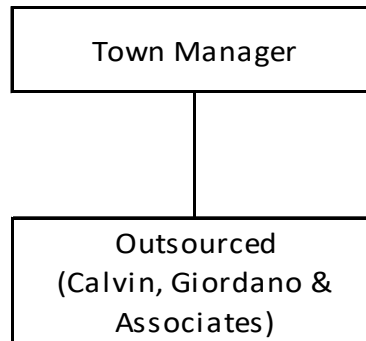
- o Parking along Intracoastal Waterway side of Hillsboro Mile.
- o Address landscaping growing into the bike path on the West side of A1A.
- o Move forward with all code cases for king tide flooding prevention presented and Final Order issued delayed by Army Corp of Engineer permitting process.
- o Address vacant homes that need exterior maintenance.
- o Address driveway, parking lots and parking areas that are in disrepair or lack of maintenance.

Positions – (Outsourced)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

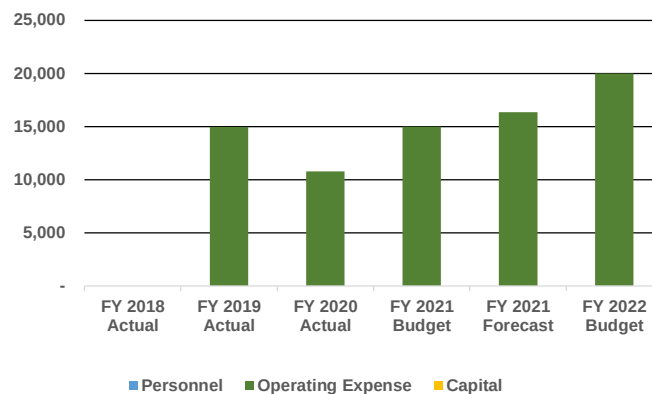
Special Revenue Fund – Code Enforcement Department

Organizational Chart



Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personal	—	—	—	—	—	—
Operating Expense	—	14,945	10,754	15,000	16,329	20,000
Capital	—	—	—	—	—	—
Total	—	\$14,945	\$10,754	\$15,000	\$16,329	\$20,000



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Special Revenue Fund - Planning & Zoning / Code Compliance

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Revenue							
Planning & Zoning Fees	\$ 15,538	\$ 10,000	\$ 23,614	\$ 13,614	\$ 25,000	\$ 15,000	150.0%
Fire Fees	5,650	1,500	11,657	10,157	15,000	13,500	900.0%
Total Revenue	21,188	11,500	35,271	23,771	40,000	28,500	247.8%
Transfer In From General Fund	30,682	38,500	16,139	(22,361)	25,000	(13,500)	-35.1%
Total Funding	51,869	50,000	51,411	1,411	65,000	15,000	30.0%
Expenditures							
Prof Serv - Gen Admin - RMA	11,300	15,000	10,329	4,671	15,000	-	0.0%
Prof Serv - Site Plng - RMA	14,475	10,000	13,329	(3,329)	15,000	5,000	50.0%
Prof Serv - Eng (Other)	15,340	10,000	11,425	(1,425)	15,000	5,000	50.0%
Code Compliance	10,754	15,000	16,329	(1,329)	20,000	5,000	33.3%
Total Expenditures	51,869	50,000	51,411	(1,411)	65,000	15,000	30.0%
Funding Over/(Under) Exp	-	-	-	-	-	-	N/A
AVAILABLE FUND BALANCE							
Opening Balance	-	-	-	-	-	-	N/A
Addition To / (Use Of)	-	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

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Debt Service Fund

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Debt Service Fund - FEMA Loan

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>							
Revenue							
FEMA Grant	\$ 3,252,106	\$ -	\$ 372,471	\$ 372,471	\$ -	\$ -	N/A
Total Revenue	3,252,106	-	372,471	372,471	-	-	N/A
Transfer In from General Fund	-	387,952	48,383	(339,569)	-	(387,952)	-100.0%
Total Funding	3,252,106	387,952	420,854	32,902	-	(387,952)	-100.0%
<u>EXPENDITURES</u>							
Expenditures							
Principal Payment	-	333,628	3,621,979	(3,288,351)	-	(333,628)	-100.0%
Interest Payment	-	54,324	50,930	3,394	-	(54,324)	-100.0%
Bank Charges	-	-	50	(50)	-	-	NA
Total Expenditures	-	387,952	3,672,960	(3,285,008)	-	(387,952)	-100.0%
Funding Over/(Under) Exp	3,252,106	-	(3,252,106)	(3,252,106)	-	-	N/A
<u>AVAILABLE FUND BALANCE</u>							
Opening Balance	-	3,252,106	3,252,106	-	-	(3,252,106)	-100.0%
Addition To / (Use Of)	3,252,106	-	(3,252,106)	(3,252,106)	-	-	N/A
Closing Balance	\$ 3,252,106	\$ 3,252,106	\$ -	\$ (3,252,106)	\$ -	\$ (3,252,106)	-100.0%

The seal of the Town of Hillsboro Beach, Florida, is a circular emblem. It features a central illustration of a lighthouse with a yellow light, set against a blue sky and green palm trees. The words "TOWN OF HILLSBORO BEACH" are written in a circular path around the top half of the seal, and "FLORIDA" is written along the bottom half.

General Fund - Capital Improvement Program

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ 59,500	\$ 148,654	\$ 89,154	\$ 3,499,970	\$ 3,440,470	5782%
Loans	-	-	-	1,137,500	1,137,500	N/A
Transfer In	158,500	190,170	31,670	115,000	(43,500)	-27%
Total Funding	218,000	338,823	120,823	4,752,470	4,534,470	2080%
<u>EXPENDITURES</u>						
Expense	218,000	338,823	(120,823)	4,752,470	4,534,470	2080.0%
Total Expenditures	\$ 218,000	\$ 338,823	\$ (120,823)	\$ 4,752,470	\$ 4,534,470	2080.0%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	-	-	-	-	-	N/A
(Use) / Add To Fund Balance	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Beach Renourishment							
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ 525	\$ 59,500	\$ 64,970	\$ 5,470	\$ 3,499,970	\$ 3,440,470	5782.3%
Total Revenue	525	59,500	64,970	5,470	3,499,970	3,440,470	5782.3%
Loans							
Bank Loan	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Loans	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Transfer From General Fund	257,992	-	-	-	-	-	N/A
Total Funding	3,832,496	59,500	64,970	5,470	4,637,470	4,577,970	7694.1%
<u>EXPENDITURES</u>							
Engineering - FY2020 Project	138,731	-	-	-	-	-	N/A
Construction - FY2020 Project	3,693,764	-	-	-	-	-	N/A
Engineering - FY2020 Monitoring	-	54,500	54,500	-	57,000	2,500	4.6%
Engineering - Qtrly Reporting	-	5,000	5,000	-	10,000	5,000	100.0%
Beach Tilling / Scarp Removal	-	-	5,470	(5,470)	5,470	5,470	N/A
Engineering - FY2022 Project	-	-	-	-	365,000	365,000	N/A
Construction - FY2022 Project	-	-	-	-	4,200,000	4,200,000	N/A
Total Expenditures	3,832,496	59,500	64,970	(5,470)	4,637,470	4,577,970	7694.1%
Funding Over/(Under) Expend.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Land Purchase							
<u>FUNDING</u>							
Transfer From General Fund	\$ 173,265	\$ -	\$ 29,717	\$ 29,717	\$ -	\$ -	N/A
Total Funding	173,265	-	29,717	29,717	-	-	N/A
Expenditures							
Town Attorney	154,226	-	1,085	(1,085)	-	-	N/A
Postage	1,474	-	-	-	-	-	N/A
Miscellaneous Services	3,165	-	28,632	(28,632)	-	-	N/A
Contracts - Other Services	14,400	-	-	-	-	-	N/A
Total Expenditures	173,265	-	29,717	(29,717)	-	-	N/A
Funding Over/(Under) Expend.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Miscellaneous							
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ -	\$ -	\$ 61,283	\$ 61,283	\$ -	\$ -	N/A
Insurance Reimbursement	-	-	22,401	22,401	-	-	N/A
Sale of General Capital Assets	7,200	-	-	-	-	-	N/A
Total Revenue	7,200	-	83,684	83,684	-	-	N/A
Transfer From General Fund	214,334	158,500	160,453	1,953	115,000	(43,500)	-27.4%
Total Funding	221,534	158,500	244,136	85,636	115,000	(43,500)	-27.4%
<u>EXPENDITURES</u>							
Underground Utility Project	995	35,000	20,000	15,000	15,000	(20,000)	-57.1%
Buoys Relocation	105,164	-	-	-	-	-	N/A
Police Car	108,690	66,000	98,414	(32,414)	40,000	(26,000)	-39.4%
Police Equipment	-	-	68,222	(68,222)	-	-	N/A
Town Hall Renovation	-	50,000	50,000	-	60,000	10,000	20.0%
Commission Chambers- MODS	-	7,500	7,500	-	-	(7,500)	-100.0%
Office Equipment	3,485	-	-	-	-	-	N/A
Total Expenditures	218,334	158,500	244,136	(85,636)	115,000	(43,500)	-27.4%
Funding Over/(Under) Expend.	\$ 3,200	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Total							
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ 525	\$ 59,500	\$ 126,253	\$ 66,753	\$ 3,499,970	\$ 3,440,470	5782.3%
Insurance Reimbursement	-	-	22,401	22,401	-	-	N/A
Sale of General Capital Assets	7,200	-	-	-	-	-	N/A
Total Revenue	7,725	59,500	148,654	89,154	3,499,970	3,440,470	5782.3%
Loans							
Beach Nourishment	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Loans	3,573,979	-	-	-	1,137,500	1,137,500	N/A
Transfer In							
Beach Nourishment	257,992	-	-	-	-	-	N/A
Land Purchase	173,265	-	29,717	29,717	-	-	N/A
Miscellaneous	214,334	158,500	160,453	1,953	115,000	(43,500)	-27.4%
Total Transfer In	645,590	158,500	190,170	31,670	115,000	(43,500)	-27.4%
Total Funding	4,227,295	218,000	338,823	120,823	4,752,470	4,534,470	2080.0%
<u>EXPENDITURES</u>							
Expenditures							
Beach Nourishment	3,832,496	59,500	64,970	(5,470)	4,637,470	4,577,970	7694.1%
Land Purchase	173,265	-	29,717	(29,717)	-	-	N/A
Miscellaneous	218,334	158,500	244,136	(85,636)	115,000	(43,500)	-27.4%
Total Expenditures	4,224,095	218,000	338,823	(120,823)	4,752,470	4,534,470	2080.0%
Funding Over/(Under) Expend.	\$ 3,200	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

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Water Fund - Operations

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Water Department

Mission

To produce and deliver high quality water in an environmentally protective manner, preserve the integrity of the production and distribution facilities, provide highly responsive, cost-effective and friendly service in response to all customer issues, ensure accurate water usage billing reporting and ensure reliable potable water service for residential usage and firefighting purposes.

Major Issues

- o Contract with Underground Utility Service Contractor for future water main breaks.
- o Expansion of current clearwell reservoir located at water plant.
- o Addition of VFD's on well motors to lower energy consumption and improve treatment.

Current Year Highlights

- o Current years water loss is estimated at 4.36% vs acceptable national standard of 10%
- o Juan Rivera obtained a Class 'B' water treatment operator's license.
- o Garth Charles obtained a Class "B" water treatment operator's license.
- o The pump house's roof will be replaced by fiscal year end.
- o Chlorine pumps at water plant will be retrofitted with newer model pumps by fiscal year end.
- o New water main and hydrant valves were exercised throughout the distribution system.
- o Will have the electronic meter reading system completed by year end.

Next Year Goals

- o Complete the Variable Frequency Drives (VFDs) additions on well motors.
- o Initiate the clearwell expansion project.

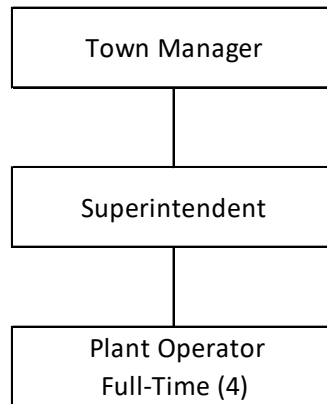
**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Water Department

Positions

Position	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Full-Time					
Superintendent	1	1	1	1	1
Plant Operator	3	3	4	4	4
Technician – Level 3	1	1	0	0	0
Total – Full-Time	5	5	5	5	5
Part-Time					
Plant Operator	1	1	1	1	0
Total – Part-Time	1	1	1	1	0
Total	6	6	6	6	5

Organizational Chart



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

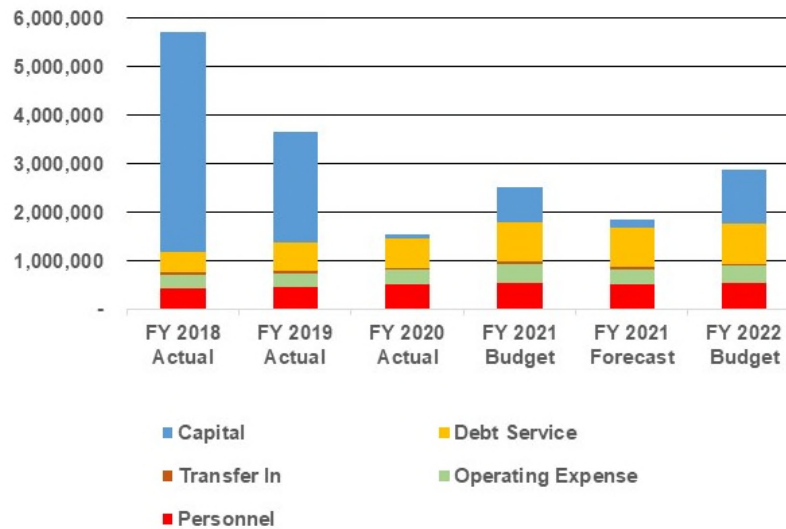
Water Department

Five-Year History Summary

	Historical Data			FY 2021		FY 2022
	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	Annual Budget	Forecast	Annual Budget
Personnel Expenses	433,383	459,030	496,874	535,294	502,489	541,801
Operating Expenses	280,269	278,439	304,547	398,937	314,854	346,137
Transfers Out	50,000	50,000	50,000	50,000	50,000	50,000
Debt Service Expenses *	403,966	593,661	593,661	811,446	811,446	811,446
Total Before Capital	1,167,618	1,381,130	1,445,082	1,795,677	1,678,789	1,749,384
Capital **	4,544,321	2,258,369	87,310	713,500	163,500	1,125,000
Total	\$5,711,939	\$3,639,499	\$1,532,392	\$2,509,177	\$1,842,289	\$2,874,384

* Debt Service expenses recorded in separate Debt Service Fund.

** Capital recorded in Water Capital Improvement Program Fund.



**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Operations
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ 1,461,727	\$ 1,394,936	\$ (66,791)	\$ 1,463,279	\$ 1,552	0.1%
Use / (Add To) Fund Balance	-	39,902	39,902	-	-	N/A
Total Funding	1,461,727	1,434,838	(26,889)	1,463,279	1,552	0.1%
<u>EXPENDITURES</u>						
Personnel Expense	535,294	502,489	32,805	541,801	6,507	1.2%
Operating Expense	398,937	314,854	84,083	346,137	(52,800)	-13.2%
Transfer Out	527,496	617,496	(90,000)	575,342	47,846	9.1%
Total Expenditures	1,461,727	1,434,838	26,889	1,463,279	1,552	0.1%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	1,765,268	1,765,268	-	1,725,366	(39,902)	-2.3%
(Use) / Add To Fund Balance	-	(39,902)	(39,902)	-	-	N/A
Closing Balance	\$ 1,765,268	\$ 1,725,366	\$ (39,902)	\$ 1,725,366	\$ (39,902)	-2.3%
Closing Bal % Of Total Exp	120.8%	120.2%	-0.5%	117.9%	-2.9%	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Operations
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>							
Revenue							
Base Water Fees	\$ 471,924	\$ 472,000	\$471,492	\$ (508)	\$ 472,000	\$ -	0.0%
Usage Water Fees	898,604	854,480	798,844	(55,636)	885,502	31,022	3.6%
Water Service Revenue	1,370,528	1,326,480	1,270,336	(56,144)	1,357,502	31,022	2.3%
WATER MISCELLANEOUS							
Miscellaneous Revenues	3,550	5,500	5,182	(318)	5,500	-	0.0%
Sprint Spectrum Cell Tower	63,149	65,675	65,675	-	39,843	(25,832)	-39.3%
T-Mobile Cell Tower	32,351	33,072	33,110	38	34,434	1,362	4.1%
Hillsboro Inlet	5,900	6,000	6,000	-	6,000	-	0.0%
Interest	22,662	30,000	19,679	(10,321)	25,000	(5,000)	-16.7%
Net Incr / (Decr) In FMV-Invest	9,148	(5,000)	(5,045)	(45)	(5,000)	-	0.0%
Total Other Revenue	136,761	135,247	124,600	(10,647)	105,777	(29,470)	-21.8%
Total Revenue	1,507,289	1,461,727	1,394,936	(66,791)	1,463,279	1,552	0.1%
Use / (Add To) Net Assets	-	-	39,902	39,902	-	-	N/A
Total Funding	1,507,289	1,461,727	1,434,838	(26,889)	1,463,279	1,552	0.1%
<u>EXPENSES</u>							
Expense							
Personal Services							
Salaries	322,636	344,997	324,003	20,994	348,622	3,625	1.1%
Overtime	26,222	25,000	23,575	1,425	25,000	-	0.0%
Sick Leave Cash Out	7,081	8,065	4,618	3,447	8,065	(0)	0.0%
Vacation Leave Cash Out	14,798	15,187	18,655	(3,468)	15,188	1	0.0%
Employee Award	-	-	1,000	(1,000)	-	-	N/A
FICA	27,921	28,922	29,269	(347)	29,199	277	1.0%
Florida Retirement System	31,748	39,325	34,452	4,873	42,942	3,617	9.2%
Health and Life Insurance	49,992	62,182	58,978	3,204	61,053	(1,129)	-1.8%
Workers' Comp Insurance	16,476	11,116	7,938	3,178	11,233	117	1.0%
Unemployment Compensation	-	500	-	500	500	-	0.0%
Total Personal Services	496,874	535,294	502,489	32,805	541,801	6,507	1.2%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Operations
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Operating Expenses							
Audit Services	11,875	16,500	16,500	-	16,500	-	0.0%
Contracts - Other Services	-	750	750	-	750	-	0.0%
Postage	-	1,000	1,000	-	1,000	-	0.0%
Telephone Service	7,071	7,300	7,509	(209)	7,300	-	0.0%
Electricity	49,544	54,000	50,302	3,698	54,000	-	0.0%
Liability and Property Insurance	41,194	47,373	48,858	(1,485)	56,187	8,814	18.6%
Maint - Distribution System	3,927	7,500	4,471	3,029	7,500	-	0.0%
Maint - Bldgs / Grounds	13,144	15,000	15,080	(80)	15,000	-	0.0%
Maint - SCADA system	273	10,000	10,000	-	10,000	-	0.0%
Repair & Maint - Equip	24,560	32,000	32,000	-	32,000	-	0.0%
Tools and Equipment	631	1,000	1,747	(747)	1,000	-	0.0%
Advertising	-	1,000	1,000	-	1,000	-	0.0%
Licenses & Permits	3,406	5,400	5,400	-	5,400	-	0.0%
Office Supplies	1,398	1,500	1,500	-	1,500	-	0.0%
Computer Expense	5,530	6,000	6,000	-	6,000	-	0.0%
Uniform Supplies	6,724	5,500	6,147	(647)	6,000	500	9.1%
Fuel and Oil	3,486	5,000	3,759	1,241	5,000	-	0.0%
Generator Fuel (Diesel)	-	-	6,000	(6,000)	-	-	N/A
Sand Change	5,536	8,000	8,000	-	8,000	-	0.0%
Filter Sand Excavation	-	-	-	-	17,500	17,500	N/A
Chemicals - Water Treatment	82,505	85,000	80,661	4,339	85,000	-	0.0%
Lab Test Analysis & Supplies	4,474	12,500	7,669	4,831	9,000	(3,500)	-28.0%
Subscriptions and Memberships	468	500	500	-	500	-	0.0%
Water Conservation Program	200	3,000	-	3,000	-	(3,000)	-100.0%
Operational Evaluation	30,000	-	-	-	-	-	N/A
Water Sufficiency Evaluation	8,600	-	-	-	-	-	N/A
Contingency	-	73,114	-	73,114	-	(73,114)	-100.0%
Total Operating Expenses	304,547	398,937	314,854	84,083	346,137	(52,800)	-13.2%
Net Operating Income	801,421	934,231	817,342	(51,278)	887,937	(46,294)	-5.0%
Transfer Out							
To General Fund	50,000	50,000	50,000	-	50,000	-	0.0%
To Water Debt Service	403,996	403,996	403,996	-	403,996	-	0.0%
To Water CIP	87,310	73,500	163,500	(90,000)	121,346	47,846	65.1%
Total Transfer Out	541,306	527,496	617,496	(90,000)	575,342	47,846	9.1%
Total Expenses	1,342,726	1,461,727	1,434,838	26,889	1,463,279	1,552	0.1%
Funding Over/(Under) Exp	\$ 164,563	\$ -	\$ -	\$ (0)	\$ -	\$ -	N/A

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Water Fund - Debt Service

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Debt Service
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ 346,700	\$ 346,700	\$ -	\$ 346,700	\$ -	0.0%
Transfer In	403,996	403,996	-	403,996	-	0.0%
Use / (Add To) Fund Balance	60,750	60,750	-	60,750	-	0.0%
Total Funding	811,446	811,446	-	811,446	-	0.0%
<u>EXPENSES</u>						
Expense	811,446	811,446	-	811,446	-	0.0%
Total Expenses	811,446	811,446	-	811,446	-	0.0%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	939,045	939,045	-	878,295	(60,750)	-6.5%
(Use) / Add To Fund Balance	(60,750)	(60,750)	-	(60,750)	-	N/A
Closing Balance	\$ 878,295	\$ 878,295	\$ -	\$ 817,545	\$ (60,750)	-6.9%

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Debt Service
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
Water Plant Renovation Loan							
<u>FUNDING</u>							
Transfer From Water Fund	\$ 403,996	\$ 403,996	\$ 403,996	\$ -	\$ 403,996	\$ -	0.0%
Total Funding	403,996	403,996	403,996	-	403,996	-	0.0%
<u>EXPENSES</u>							
Principal Payments	308,771	324,180	324,180	-	331,877	7,697	2.4%
Interest Payments	95,225	79,816	79,816	-	72,119	(7,697)	-9.6%
Total Debt Service	403,996	403,996	403,996	-	403,996	-	0.0%
Funding Over/(Under) Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Water Main Renovation Loan							
<u>FUNDING</u>							
Revenue							
Water Surcharge	\$ 347,182	\$ 346,700	\$ 346,700	\$ -	\$ 346,700	\$ -	0.0%
Total Revenue	347,182	346,700	346,700	-	346,700	-	0.0%
Use Of / (Add To) Fund Balance	(157,517)	60,750	60,750	-	60,750	-	0.0%
Total Funding	189,665	407,450	407,450	-	407,450	-	0.0%
<u>EXPENSES</u>							
Principal Payments	162,102	333,941	333,941	-	337,235	3,293	1.0%
Interest Payments	27,563	73,509	73,509	-	70,215	(3,293)	-4.5%
Total Debt Service	189,665	407,450	407,450	-	407,450	-	0.0%
Funding Over/(Under) Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

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The seal of Hillsboro Beach, Florida, is a circular emblem. It features a central illustration of a lighthouse with a yellow light, set against a blue sky and green palm trees. The words "TOWN OF HILLSBORO BEACH" are written in a circular path around the top half of the seal, and "FLORIDA" is written along the bottom half. The seal is rendered in a light gray, semi-transparent style.

Water Fund - Capital Improvement Program

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Capital Improvement Program (CIP)
(Budget Summary)**

Description	FY2021			FY2022		
	Annual Budget	Forecast	Fav / (Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Revenue	\$ -	\$ -	\$ -	\$ 463,654	\$ 463,654	N/A
Loans	640,000	-	(640,000)	540,000	(100,000)	-15.6%
Transfer In	73,500	163,500	90,000	121,346	47,846	65.1%
Total Funding	713,500	163,500	(550,000)	1,125,000	411,500	57.7%
<u>EXPENSES</u>						
Expenses	713,500	163,500	550,000	1,125,000	411,500	57.7%
Total Expenses	713,500	163,500	550,000	1,125,000	411,500	57.7%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	-	-	-	-	-	N/A
(Use) / Add To Fund Balance	-	-	-	-	-	N/A
Closing Balance	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund - Capital Improvement Program (CIP)
(Budget Details)**

Description	FY2020	FY2021			FY2022		
	Actual	Annual Budget	Forecast	Variance Fav/(Unfav)	Annual Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	N/A
Insurance Reimbursement	-	-	-	-	13,654	13,654	N/A
Total Revenue	-	-	-	-	463,654	463,654	NA
Loans							
Plant Expansion	-	640,000	-	(640,000)	540,000	(100,000)	-15.6%
Loans	-	640,000	-	(640,000)	540,000	(100,000)	-15.6%
Transfer From Water Fund	87,310	73,500	163,500	90,000	121,346	47,846	65.1%
Total Funding	87,310	713,500	163,500	(550,000)	1,125,000	411,500	57.7%
<u>EXPENSES</u>							
Engineering Fees	27,182	-	-	-	-	-	N/A
Total Distribution Project	27,182	-	-	-	-	-	N/A
Well Rehabilitation	-	120,000	-	120,000	120,000	-	0.0%
Storage Tank	-	350,000	-	350,000	390,000	40,000	11.4%
Total Plant Project	-	470,000	-	470,000	510,000	40,000	8.5%
Repair & Renewal	32,684	65,000	65,000	-	65,000	-	0.0%
Mobile Home Repairs	-	-	-	-	30,000	30,000	N/A
Meters & Supplies	3,796	-	-	-	-	-	N/A
Truck	23,647	-	-	-	40,000	40,000	N/A
Roof - Pump House	-	60,000	60,000	-	-	(60,000)	-100.0%
Perimeter Fence	-	10,000	-	10,000	30,000	20,000	200.0%
Water Tower Rehab	-	100,000	-	100,000	-	(100,000)	-100.0%
AIA Design/Relocation	-	-	30,000	(30,000)	450,000	450,000	N/A
Beach Tank Repainting	-	8,500	8,500	-	-	(8,500)	-100.0%
Total Expenses	87,310	713,500	163,500	550,000	1,125,000	411,500	57.7%
Funding Over/(Under) Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

[This page was left intentionally blank]

The seal of Hillsboro Beach, Florida, is a circular emblem. It features a central lighthouse with a yellow light, surrounded by palm trees and a blue sky with white clouds. The words "HILLSBORO BEACH" are written in a semi-circle at the top, and "FLORIDA" is at the bottom. The word "TOWN" is partially visible on the left side.

General Fund - Capital Improvement Program (5 Years)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

General Fund - Five Year Capital Improvement Program (CIP)

Description	FY2021 Forecast	Five Year Plan					Total
		FY2022	FY2023	FY2024	FY2025	FY2026	
Funding							
Revenue							
Grant Revenue	\$ 126,253	\$3,499,970	\$ -	\$ -	\$ -	\$ -	\$ 3,499,970
Insurance Reimbursement	22,401	-	-	-	-	-	-
Total Revenue	148,654	3,499,970	-	-	-	-	3,499,970
Loans							
Bank Loan	-	1,137,500	6,000,000	2,020,000	80,000	-	9,237,500
Loans	-	1,137,500	6,000,000	2,020,000	80,000	-	9,237,500
Transfer From General Fund	190,170	115,000	65,000	-	-	-	180,000
Total Funding	338,823	4,752,470	6,065,000	2,020,000	80,000	-	12,917,470
Expenditures							
Beach							
Beach Engineering - Monitoring	54,500	57,000	-	-	-	-	57,000
Beach Engineering - Qtrly Reporting	5,000	10,000	-	-	-	-	10,000
Beach Tilling / Scarp Removal	5,470	5,470	-	-	-	-	5,470
Beach Engineering	-	365,000	-	-	-	-	365,000
Beach Nourishment	-	4,200,000	-	-	-	-	4,200,000
Total Beach	64,970	4,637,470	-	-	-	-	4,637,470
Other Projects / Purchases							
Underground Utility Project	20,000	15,000	6,000,000	2,020,000	80,000	-	8,115,000
Police Car	98,414	40,000	-	-	-	-	40,000
Police Equipment	68,222	-	-	-	-	-	-
Town Hall Renovation	50,000	60,000	-	-	-	-	60,000
Commission Chambers - Modifications	7,500	-	-	-	-	-	-
Land Purchase	29,717	-	-	-	-	-	-
Roof - Police Building	-	-	65,000	-	-	-	65,000
Total Other Projects / Purchases	273,853	115,000	6,065,000	2,020,000	80,000	-	8,280,000
Total Expenditures	\$ 338,823	\$4,752,470	\$6,065,000	\$2,020,000	\$ 80,000	\$ -	\$ 12,917,470

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: **Beach Engineering – FY2020 Monitoring**
Amount: \$57,000 (Engineering)
Fiscal Year: FY 2022
Description: Post-monitoring compliance - Irma

- Physical (annual)
- Biological (annual)

Funding Source: 100% reimbursable from FEMA.

Name: **Beach Engineering – Quarterly Reporting**
Amount: \$10,000 (Engineering)
Fiscal Year: FY 2022
Description: Quarterly Reporting (Matthew, Irma)
Funding Source: 100% reimbursable from FEMA.

Name: **Beach Tilling / Scarp Removal**
Amount: \$5,470
Fiscal Year: FY 2022
Description: Annual Tilling and Scarp Removal
Funding Source: 100% reimbursable from FEMA.

Name: **Beach Nourishment (Dorian)**
Amount: \$365,000 (Engineering)
Fiscal Year: FY 2022
Description: Dorian Beach Mitigation project.

Amount: \$4,200,000 (Construction)
Fiscal Year: FY 2022
Description: Dorian Beach Mitigation project.
Funding Source: 75% - FEMA / Bank Loan.

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**General Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: **Underground Utility Project**
Amount: \$8,115,000
Fiscal Year: FY 2022 (\$15,000), FY 2023 (\$6,000,000), FY 2024 (\$2,020,000),
FY 2025 (\$80,000)
Description: Undergrounding of Overhead Utility Facilities
Funding Source: General Fund / Bank Loan

Name: **Police Car & Equipment**
Amount: \$40,000 (net after trade-in)
Fiscal Year: FY 2022
Description: One Police vehicles will be replaced.
Funding Source: General Fund

Name: **Police Building Roof**
Amount: \$65,000
Fiscal Year: FY 2023
Description: Replacement of tile roof on Police building (including Community Room
annex) to make it consistent with Town Hall and in response to cracked
tiles in current roof.
Funding Source: General Fund

The seal of Hillsboro Beach, Florida, is a circular emblem. It features a central lighthouse with a yellow light, surrounded by palm trees and a blue sky with white clouds. The words "HILLSBORO BEACH" are written in a semi-circle at the top, and "FLORIDA" is at the bottom. The words "TOWN OF" are on the left side.

Water Fund - Capital Improvement Program (5 Years)

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Water Fund - Five Year Capital Improvement Program (CIP)

Description	FY2021 Forecast	Five Year Plan					Total
		FY2022	FY2023	FY2024	FY2025	FY2026	
<u>FUNDING</u>							
Revenue							
Grant Revenue	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Insurance Reimbursement	-	13,654	-	-	-	-	13,654
Total Revenue	-	463,654	-	-	-	-	463,654
Loans							
State - Plant Expansion	-	540,000	30,000	530,000	30,000	30,000	1,160,000
Total Loans	-	540,000	30,000	530,000	30,000	30,000	1,160,000
Water Fund Transfer In	163,500	121,346	250,000	65,000	65,000	65,000	566,346
Total Funding	163,500	1,125,000	280,000	595,000	95,000	95,000	2,190,000
<u>EXPENSES</u>							
Well Rehab	-	120,000	-	-	-	-	120,000
Storage Reservoir	-	390,000	-	-	-	-	390,000
Total	-	510,000	-	-	-	-	510,000
Repair & Renewal	65,000	65,000	65,000	65,000	65,000	65,000	325,000
Mobile Home Repair	-	30,000	-	-	-	-	30,000
Truck	-	40,000	-	-	-	-	40,000
Roof - Pump House	60,000	-	-	-	-	-	-
Perimeter Fence Rehab	-	30,000	30,000	30,000	30,000	30,000	150,000
Beach Tank Repainting	8,500	-	-	-	-	-	-
Water Line Relocation	-	-	-	500,000	-	-	500,000
AIA Design/Relocation	30,000	450,000	-	-	-	-	450,000
New Office /Employee Room	-	-	185,000	-	-	-	185,000
Total Expenses	\$ 163,500	\$ 1,125,000	\$ 280,000	\$ 595,000	\$ 95,000	\$ 95,000	\$ 2,190,000

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: Well Rehabilitation
Amount: \$120,000
Fiscal Year: FY 2022
Description: Well #1 is currently in standby mode since its pumping capacity is insufficient to independently meet Town needs and currently can't be used in parallel with the other wells. A study will be done to evaluate the hydrogeological conditions to ensure the availability of a sufficient underground water supply and, assuming adequacy, the pumping infrastructure will be upgraded to permit Well #1 to operate in a standalone mode. Additionally, the pump motors for Wells #3 and #4 will be modified to permit parallel pumping operations. This will provide redundancy to Well #3 which currently is the primary source of water to the Town.
Funding Source: State Revolving Fund loan.

Name: Storage Reservoir – Finished Water
Amount: \$390,000
Fiscal Year: FY 2022
Description: The Chen Moore & Associates engineering report on the Town's water transmission and distribution system, completed in 2015, recommended an additional 260,000-gallon storage tank be incorporated into the Town's water system to further ensure sufficient firefighting capacity. The tank would be installed at the water plant.
Funding Source: State Revolving Fund loan.

Name: Repair & Renewal
Amount: \$65,000 per year – Five Years
Fiscal Year: FY 2022 – FY 2026
Description: Historically, certain requirements for repair and renewal activity become apparent during the course of each year. An approximate amount is included in the CIP budget to ensure sufficient funds are available to address emerging needs.
Funding Source: Water Fund

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: **Mobile Home Repairs**
Amount: \$30,000
Fiscal Year: FY 2022
Description: Repair and renewal of the mobile home at the Water Plant
Funding Source: Insurance Reimbursement and Water Fund

Name: **Truck**
Amount: \$40,000
Fiscal Year: FY 2022
Description: Replacement of F-150 with approximately 90,000 miles as of FY 2022.
Funding Source: Water Fund

Name: **Perimeter Fence**
Amount: FY 2022 – FY 2026: \$30,000 Per Year
Fiscal Year: FY 2022 – FY 2026
Description: Water plant security involves an inner fence immediately surrounding the water plant and an outer chain link fence, in excess of 4,000 feet, surrounding the 22-acre property. The outer perimeter fence has seriously deteriorated, has become significantly overgrown in various portions and requires major rehabilitation. To fully replace a 100-foot section, including clearing vegetation, has been determined to be in the range of \$7,500.
Funding Source: State Revolving Fund loan

Name: **Water Line Relocation – NE 36th Street Bridge**
Amount: \$500,000
Fiscal Year: FY 2024
Description: The Town's water transmission system includes a water main attached to the underside of a small bridge passing over a canal immediately east of the 2500 block of NE 36th Street in Lighthouse Point. The Town has been advised by Lighthouse Point this bridge is scheduled for replacement in FY 22 or FY 23, which will require relocating this water main.
Funding Source: State Revolving Fund loan

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

**Water Fund – Five Year Capital Improvement Program (CIP)
Project Description**

Name: **A1A Design & Relocation Project**
Amount: \$450,000
Fiscal Year: FY 2023
Description: As part of the A1A project, the utility department will be expected to raise valves, relocate hydrants and possibly move/resolve conflicts in the water main.
Funding Source: Grant Revenue

Name: **New Office / Employee Room**
Amount: \$185,000
Fiscal Year: FY 2023
Description: Plant functions are currently spread out in various structures, including a trailer, none of which are strongly reinforced for hurricane conditions. The construction of a main structure for office, lab and staff support functions (eating, showering at the end of shifts, etc.) designed to withstand severe hurricane conditions is deemed to be important.
Funding Source: Water Fund

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Debt Service Schedule

**Town of Hillsboro Beach
Fiscal Year 2022 Budget**

Debt Service Schedule

	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	Beyond
<u>Water Plant</u>									
Principal	324,180	331,877	339,957	348,233	356,712	365,396	374,292	383,405	562,733
Interest	79,816	72,119	64,039	55,763	47,284	38,600	29,704	20,591	562,733
Total	403,996	403,996	403,996	403,996	403,996	403,996	403,996	403,996	1,125,465
<u>Water Distribution System</u>									
Principal	341,078	337,235	341,214	345,240	349,314	353,436	357,607	361,826	3,504,587
Interest	66,372	70,215	66,236	62,210	58,136	54,014	49,843	45,624	212,899
Total	407,450	407,450	407,450	407,450	407,450	407,450	407,450	407,450	3,717,486
<u>Combined Debt Service</u>									
Principal	665,258	669,111	681,171	693,474	706,026	718,832	731,899	745,231	4,067,320
Interest	146,188	142,335	130,275	117,972	105,420	92,614	79,547	66,215	775,632
Total	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 811,446	\$ 4,842,952

Loan Source:

Original Principal Amount:

Total Principal Remaining:

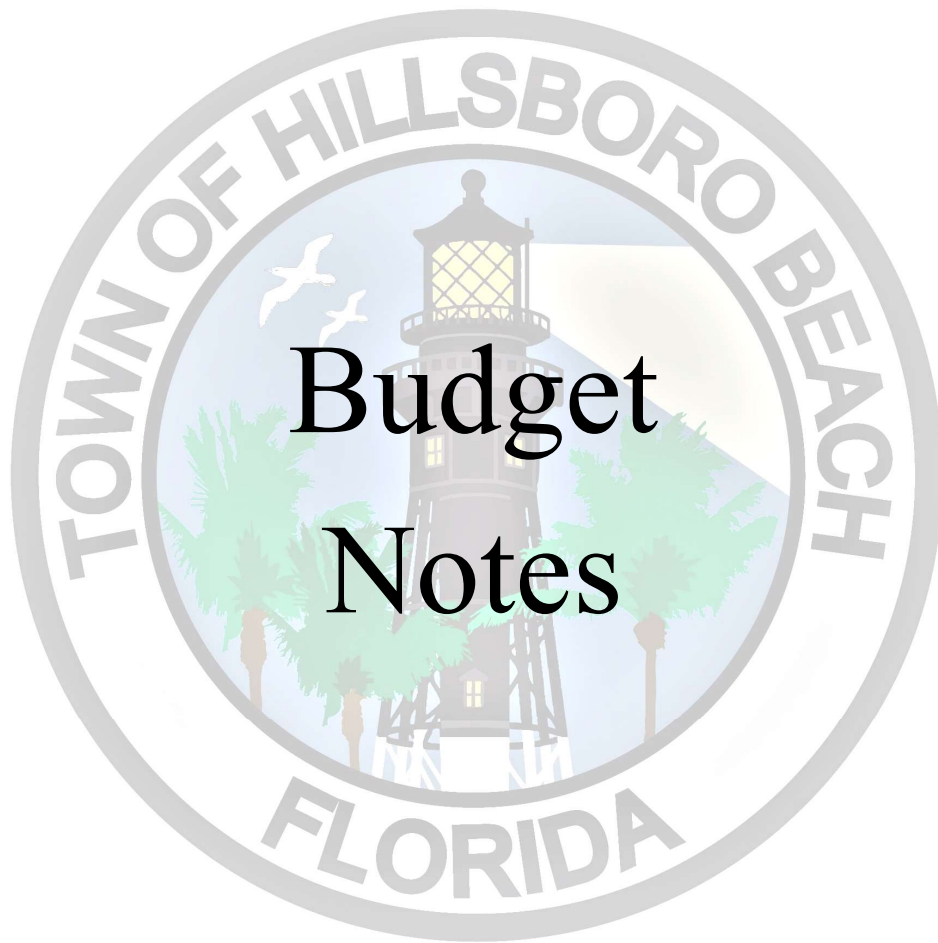
Total Payments Remaining:

Interest %:

Duration of Loan:

Last Payment Date:

Water Plant	Water Distribution
FDEP SRF	FDEP SRF
\$6,400,664	\$7,306,728
\$3,386,785	\$6,291,537
\$4,357,433	\$6,977,086
2.42% / 2.00%	1.08% / 1.18%
20 Years	20 Years
September 15, 2030	November 15, 2038



Budget Notes

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Funding Sources (Revenue)**

Account Name / Source Name	Description / Purpose	Budgeted Amount
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PROPERTY TAX

Tax Receipts - Current Year

Broward County Tax Collector	Property tax to be collected in current year	\$5,379,868
	Account Total:	\$5,379,868

Tax Receipts - Discounts

Broward County Tax Collector	Early payment discounts and Value Board Adjustment adjustments	(\$196,365)
	Account Total:	(\$196,365)

Tax Receipts - Delinquent

Broward County Tax Collector	Property tax collected from prior year tax bills	\$3,000
	Account Total:	\$3,000

OTHER LOCAL TAXES

FPL Franchise

FPL	Charge to FPL to operate in Town. Collected by FPL	\$230,000
	Account Total:	\$230,000

Local Communications Tax

State Dept of Revenue	Uniform tax on communications collected by State	\$36,000
	Account Total:	\$36,000

INTERGOVERNMENTAL REVENUES

Occupational Licenses

Broward County	County Occupational Licenses for Town hotel properties	\$1,900
	Account Total:	\$1,900

State Revenue Sharing

State Dept of Revenue	Town's share of State Revenue Sharing Trust for Municipalities	\$43,000
	Account Total:	\$43,000

Alcoholic Beverage License

State Dept of Revenue	Town's share of State Alcoholic License fees	\$636
	Account Total:	\$636

Half-Cent Sales Tax

State Dept of Revenue	Town's share of State Sales Tax	\$127,000
	Account Total:	\$127,000

FINES AND FORFEITURES

Fines

Broward County Courts	Town's share of local traffic ticket fines	\$2,500
	Account Total:	\$2,500

Seizures and Forfeitures

Various Agencies	Town's share of seizures resulting from criminal prosecutions	\$50
	Account Total:	\$50

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Funding Sources (Revenue)**

Account Name / Source Name	Description / Purpose	Budgeted Amount
MISCELLANEOUS REVENUE		
Miscellaneous Revenue		
Various	Various small charges, rebates and refunds	\$3,000
Account Total:		\$3,000
Miscellaneous Revenue - Police Reimbursement		
DEA	Reimbursement for Task Force expenses	\$50,000
Account Total:		\$50,000
Lien Search Fee		
Lien Search Firms	Town's fee to perform utility status and property lien searches	\$20,000
Account Total:		\$20,000
INTEREST INCOME		
Interest Income		
Investment Firms & Banks	Interest income from investment and bank accounts	\$35,000
Account Total:		\$35,000
Net Incr (Decr) In Fair Market Value Investments		
Investment Portfolio	Bookkeeping adjustment to reflect current market value of debt securities in investment portfolio resulting from rising interest rates	(\$5,000)
Account Total:		(\$5,000)
Interest Income - Property Tax Collector		
Broward County	Interest earned on collected property tax before distribution to Town	\$100
Account Total:		\$100
TRANSFER IN		
Water Fund - Operations		
Water Fund	Payment to General Fund for general and administrative services	\$50,000
Account Total:		\$50,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Compensation**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
COMPENSATION (COMMISSION, MANAGER, CLERK, POLICE & FACILITY SERVICES)		
Commission Stipend		
Payroll	Compensation for Commissioner services.	\$28,800
	Account Total:	\$28,800
Salaries		
Payroll	Base compensation for the regular work week.	\$1,990,066
	Account Total:	\$1,990,066
Car Allowance		
Payroll	Town Manager compensation for extensive use of personal vehicle to conduct Town business.	\$6,000
	Account Total:	\$6,000
Paid Holidays		
Payroll	Compensation to Police officers related to working on holidays	\$50,683
	Account Total:	\$50,683
Overtime		
Payroll	Compensation for non-exempt employees working in excess of normal work week	\$55,000
	Account Total:	\$55,000
Vacation Leave Cash Out		
Payroll	Payments for unused vacation time.	\$6,056
	Account Total:	\$6,056
Sick Leave		
Payroll	Payments for unused sick time.	\$32,876
	Account Total:	\$32,876
Incentive Pay		
Payroll	Payment to Police officers for education accomplishments	\$17,030
	Account Total:	\$17,030
Transfer To Marine Law Enforcement Fund		
Payroll	Transfer of Police compensation to Special Revenue Fund to offset matching Marine Law Enforcement Grant	(\$30,336)
	Account Total:	(\$30,336)
FICA		
IRS	Town Social Security and Medicare payments on employee compensation	\$164,947
	Account Total:	\$164,947
Florida Retirement System		
FRS	Pension plan payments to the Florida Retirement System	\$476,864
	Account Total:	476,864

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Compensation**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
COMPENSATION (COMMISSION, MANAGER, CLERK, POLICE & FACILITY SERVICES)		
Health and Life Insurance		
TBD	Payment for employee health and life insurance plans	\$530,076
	Account Total:	\$530,076
Tuition Reimbursement		
TBD	Reimbursement for employees taking work-related college courses	\$2,250
	Account Total:	\$2,250
Accidental Death & Dismemberment (AD&D)		
TBD	Insurance to cover work-related accidental death or dismemberment	\$737
	Account Total:	\$737
Workers Compensation Insurance		
TBD	Insurance to cover work-related injuries, medical expense and lost income	\$45,896
	Account Total:	\$45,896
Unemployment Compensation		
State of Florida	Payment to fund State unemployment compensation payments	\$1,750
	Account Total:	\$1,750

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Commission Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Election Fees		
County Supervisor of Elections	Supervisory fees for conducting Town election	\$3,900
Account Total:		\$3,900
Conferences / Seminars		
Various	2 commissioners to attend Florida League of Cities	\$3,000
Various	2 commissioners to attend Broward Days in Tallahassee	\$3,000
Account Total:		\$6,000
Broward League of Cities - Annual Event		
Broward League of Cities	Sponsorship of annual event	\$2,500
Account Total:		\$2,500
Mayor / Commission Expense		
Various	Miscellaneous expenses for Commission.	\$3,500
Account Total:		\$3,500

Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Manager Department

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Town Attorney		
Goren, Cherof, Doody & Ezrol, P.A.	Provide legal guidance in support of all Town activities	\$75,000
Account Total:		\$75,000
Professional Services - IT Services		
Node0	Monthly Fee	\$3,600
TBD	Other	\$5,500
Account Total:		\$9,100
Miscellaneous		
Various	Other	\$1,000
Account Total:		\$1,000
Computer Expenses / Supplies		
TBD	Supplies	\$1,000
Account Total:		\$1,000
Training Expense		
TBD	Town Manager conferences and seminars	\$3,500
Account Total:		\$3,500

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Clerk Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Coding Ordinances		
MuniCode	Inserting Town ordinances into Town Code of Ordinances	\$1,805
	Annual Renewal	\$1,195
	Account Total:	\$3,000
Professional Service - Digitizing records		
TBD	Scanning Town records	\$10,000
	Account Total:	\$10,000
Contracts - Other Services		
Infinisource	FBA Monthly Administration Fee (\$80/month)	\$960
Vital Records Control	Contracted Storage and Services (\$50/month)	\$600
TBD	All other	\$2,440
	Account Total:	\$4,000
Contracts - Minutes Preparation		
Prototype	Minutes preparation	\$3,000
	Account Total:	\$3,000
Software Maint / Support		
DCR Recording Software	DCR maintenance (\$94.17 / month)	\$1,130
NextRequest	Records Request Software	\$8,250
MuniCode	MuniDocs	\$350
Civic Clerk	Agenda Management System - Annual Renewal	\$3,240
Laserfiche	Annual maintenance	\$2,370
TBD	Electronic Candidate Campaign Finance Reporting	\$225
TBD	Other	\$500
	Account Total:	\$16,065
Postage		
USPS	Miscellaneous Town Hall mailings	\$2,500
	Account Total:	\$2,500
Copier		
Toshiba	Copier lease and usage charge	\$6,100
	Account Total:	\$6,100
Advertising		
Sun-Sentinel	September budget advertising	\$3,700
Sun-Sentinel	Municipal election	\$3,400
Sun-Sentinel	Other statutory requirements	\$2,900
	Account Total:	\$10,000
Office Supplies		
Office Depot / Other	Miscellaneous office supplies	\$4,400
	Promotional Giveaway Items	\$1,500
	Account Total:	\$5,900

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Town Clerk Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Website Support		
CivicPlus	Support of new Town website - third of four annual payments	\$4,967
Account Total:		\$4,967
Subscriptions and Memberships		
County Municipal Clerk Assoc	Membership fees	\$75
Florida Association of Clerks	Membership fees	\$75
Florida League of Cities	Membership fees	\$446
Florida League of Mayors	Membership fees	\$350
Florida Shore & Beach Assoc	Membership fees	\$502
FSBBPA Sponsor Agreement	Membership fees	\$1,000
International Institute of Muni Clerks	Membership fees	\$160
County League of Cities	Membership fees	\$203
County League of Mayors	Membership fees	\$500
FL City/County Management Assoc	Membership fees	\$350
County City Manager Assoc	Membership fees	\$150
International City/County Mgmt Assoc	Membership fees	\$1,040
Costco	Membership fees	\$120
TBD	Other	\$729
Account Total:		\$5,700
Office Equipment		
TBD	Furniture	\$1,000
Account Total:		\$1,000
Training Expense		
TBD	Conferences and seminars	\$3,500
Account Total:		\$3,500
Resident Mailings		
Custom Plastic Card Company	Quarterly newsletter	\$6,000
TBD	Resident guide (mailed out)	\$4,000
Account Total:		\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Police Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Contracts - Other Services		
Marlin Business	Voice Logging Equipment	\$2,376
Everbridge, Inc.	Nixle Engage	\$2,750
BIS Digital Recording	Digital Recording system maintenance	\$1,130
PowerDMS	Annual license - Online reporting, tracking and management system used for policies, report generation and instructions	\$3,500
USA Software	Annual license - Online report writing	\$6,000
NDI Technology	Annual license - License plate recognition	\$4,500
Dataworks Plus	Annual license - Air card related	\$200
Fire Master Protection	Fire extinguisher inspections	\$500
Insight Public Sector	Annual license - Air card related	\$100
Enforcement Electronics	Radar certification	\$400
United Fire & Security	Alarm testing	\$400
Slater	Fuel pump certification	\$400
PAC	Accreditation	\$150
TBD	Other	\$2,000
Account Total:		\$24,406
Town Attorney		
Goren, Cherof, Doody & Ezrol, P.A.	Labor and other legal issues.	\$5,000
Account Total:		\$5,000
Professional Services - IT Services		
Node0	Miscellaneous IT goods and services	\$5,000
Account Total:		\$5,000
Telephone Service		
AT&T	Monthly phone service	\$4,100
Account Total:		\$4,100
Mobile Phones		
Verizon Wireless	Cell phones, modems, vehicle computers	\$4,140
Account Total:		\$4,140
Postage		
Various	Miscellaneous mailing expense	\$500
Account Total:		\$500
Electricity		
Florida Power & Light	Police building electric service.	\$8,500
Account Total:		\$8,500
Liability and Property Insurance		
TBD	General property and liability	\$26,303
FMIT	Storage tank insurance	\$650
Account Total:		\$26,953

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Police Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Building Repairs & Maintenance		
Various	Police building various repairs and maintenance	\$7,000
	Account Total:	\$7,000
Radio Maintenance		
Motorola Solutions	Radio repair and maintenance	\$2,100
	Account Total:	\$2,100
Auto Repairs and Maintenance		
Various	Various vehicle repair and maintenance	\$25,000
	Account Total:	\$25,000
Boat Repairs and Maintenance		
Various	Various boat repair and maintenance	\$50,000
	Account Total:	\$50,000
ATV Repairs and Maintenance		
Various	Miscellaneous ATV repair and maintenance	\$1,500
	Account Total:	\$1,500
Rental - Vehicles		
Various	Task Force vehicle rentals	\$15,000
	Account Total:	\$15,000
Vehicles - GPS		
Verizon Connect NWF, Inc.	GPS for police vehicles	\$1,364
	Account Total:	\$1,364
Copier		
Toshiba	Copier expense	\$3,000
	Account Total:	\$3,000
Miscellaneous Services		
TBD	Miscellaneous minor services	\$1,500
	Account Total:	\$1,500
Internet Services		
Comcast	Internet service provider	\$4,800
Google	Website charges	\$1,750
	Account Total:	\$6,550
Physical Examinations		
Various	Officer physical examinations	\$2,500
	Account Total:	\$2,500
Office Supplies		
Office Depot	Miscellaneous office supplies	\$3,000
	Account Total:	\$3,000
Operating Supplies		
Various	Supplies related to policing activities	\$10,000
	Account Total:	\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Police Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Fuel & Oil		
Wright Express/Port Consolidated	Boat, vehicle and generator fuel	\$28,000
Account Total:		\$28,000
Uniform Supplies		
Gold Nugget/Red Uniform Tailor	Uniforms, vests, flashlights, belts, etc.	\$15,000
Account Total:		\$15,000
Investigation Division		
Various	Miscellaneous supplies	\$1,500
Account Total:		\$1,500
Subscriptions and Memberships		
FBI / NABI (National Academy)	Membership fees (3)	\$345
FL Police Chief Assoc.	Membership fees (3)	\$345
Int. Assoc of Police Chiefs	Membership fees (2)	\$400
FL Police Accreditation Coalition	Membership fees	\$150
County Chief of Police Assoc	Membership fees (3)	\$500
SE FL Crime Prevention Assoc.	Membership fees	\$50
Broward County	Hazard Material License Renewal	\$180
NIGPSEFL (Purchasing)	Annual Renewal	\$35
Other		\$200
Account Total:		\$2,205
Protective PPE		
TBD	Additional Personal Protective Equipment required for Police Officers	\$2,500
Account Total:		\$2,500
Protective PPE (facilities)		
TBD	Additional Material & Equipment required for Police building	\$2,500
Account Total:		\$2,500
Education& Training		
Various training sites	Various professional training opportunities	\$20,000
Account Total:		\$20,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Facility Services Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Telephone Services		
AT&T	Town Hall telephone service	\$4,500
Account Total:		\$4,500
Utility - Water		
Hillsboro Beach Water Dept	Water service for 1210 Hillsboro Beach	\$7,050
Account Total:		\$7,050
Electricity		
Florida Power & Light	Town Hall electrical service	\$4,000
Account Total:		\$4,000
Utility - Sewer		
Broward County Sewer Service	Sewer service for 1210 Hillsboro Beach	\$900
Account Total:		\$900
Internet Services		
Google	Website Charges	\$2,825
Comcast	Internet Service Provider	\$2,380
Various	Other	\$295
Account Total:		\$5,500
Liability and Property Insurance		
Jallad	Town Hall general liability and property insurance	\$22,751
FMIT	Storage tank insurance - Town Hall / Police building generator	\$1,484
Account Total:		\$24,235
Town Events		
TBD	Holiday decorations	\$20,000
TBD	Other Town Events	\$5,000
Account Total:		\$25,000
Pest Control - Building/Grounds		
Orkin	Preventative spraying, other.	\$1,200
Account Total:		\$1,200
Repair & Maintenance - Equipment		
Various	Lawn and other equipment maintenance and repair	\$10,000
Account Total:		\$10,000
Repair & Maintenance - Grounds		
Various	Irrigation, plantings, fertilizer	\$2,000
Account Total:		\$2,000
Landscape Maintenance		
Various	Tree trimming, etc.	\$10,000
Account Total:		\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Facility Services Department**

Account Name / Vendor Name		Budgeted Amount
OPERATING EXPENSES		
Town Hall Maintenance & Repair		
Various	Miscellaneous maintenance & repairs to Town Hall	\$20,000
Account Total:		\$20,000
Generator Maintenance Contract		
KW Power Systems	Quarterly Generator Maintenance	\$2,479
TBD	Service calls	\$2,721
Account Total:		\$5,200
Repair & Maintenance - Bocce Courts		
TBD	Court maintenance	\$7,500
Account Total:		\$7,500
Operating Supplies - General		
Various	Miscellaneous cleaning and maintenance supplies	\$3,500
Account Total:		\$3,500
Air Conditioning Maintenance Contract		
Palm Air	Maintenance contract and repairs	\$2,000
Account Total:		\$2,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Other Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
FINANCE		
Audit Services		
TBD	Standard Audit - 50%-50% Split	\$13,500
TBD	Federal Single Audit (FEMA project)	\$4,000
TBD	GASB 45 Report - 80%-20% Split	\$2,000
Account Total:		\$19,500
Accounting / Financial Services		
Inframark	Accounting, Financial and Assessment Services	\$90,337
Account Total:		\$90,337
Investment Services		
BB&T	Investment account - Custodial services	\$3,600
Cumberland Advisors, Inc.	Investment account - Investment management services	\$6,740
Account Total:		\$10,340
FIRE RESCUE		
Fire Service Agreement		
Deerfield Beach BSO	Annual service agreement	\$874,672
Account Total:		\$874,672
Fire Service Agreement - Capital		
Deerfield Beach BSO	Annual capital contribution per agreement	\$41,118
Account Total:		\$41,118
SOLID WASTE SERVICES		
Contract Services		
Waste Pro	Annual service agreement	\$347,869
Account Total:		\$347,869

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Other Department**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
BEACH MANAGEMENT		
Engineering - Legal Matters		
TBD	Technical support related to beach matters	\$55,000
Account Total:		\$55,000
Engineering - Legal Matters		
TBD	Technical support related to beach matters	\$20,000
Account Total:		\$20,000
Beach Salvage (Boat Removal)		
TBD	Removal of washed-up boats	\$1,000
Account Total:		\$1,000
Buoys		
TBD	Replacement of buoys lost in storms	\$5,000
Account Total:		\$5,000
CHARITABLE DONATIONS		
Lighthouse Preservation		
Lighthouse Preservation Society	Donation to support preservation of lighthouse station	\$2,500
Account Total:		\$2,500
Area Council on Aging		
Area Council on Aging	Donation to support area senior citizen services	\$3,844
Account Total:		\$3,844
CONTINGENCY		
Contingency		
TBD	To establish funding for unknown requirements and possible initiatives.	\$188,179
Account Total:		\$188,179
TRANSFERS OUT		
To Planning & Zoning / Code Enforcement Fund		
General Fund	To fund planning & code enforcement activities not funded by fees.	\$25,000
Account Total:		\$25,000
To General Fund - Capital Improvement Program (CIP)		
General Fund	To fund General Fund capital improvement projects.	\$115,000
Account Total:		\$115,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
Special Revenue Funds - Notes**

Account Name / Source / Vendor Name		Description / Purpose	Budgeted Amount
TRANSPORTATION (COMMUNITY BUS) - FUNDING			
Local Option Gas Tax			
FL Dept of Revenue		Town portion of State distributed fuel taxes	\$30,750
Account Total:			\$30,750
County Transportation Grant			
Broward County		Subsidy provided by Broward County Transit Department to support Community Bus program.	\$81,900
Account Total:			\$81,900
TRANSPORTATION (COMMUNITY BUS) - EXPENDITURES			
Contractual Services			
Limousines of South Florida		Fees for operating and maintaining Town Community Bus	\$81,900
Account Total:			\$81,900
Roadways - Repair and Maintenance			
TBD		Various repairs & maintenance expenses	\$10,000
Account Total:			\$10,000
Reserve for Future Use			
TBD		Reserve for future roadway expenditures	\$20,750
Account Total:			\$20,750
MARINE LAW ENFORCEMENT GRANT - FUNDING			
Marine Law Enforcement Grant			
Broward County		County grant to cover portion of Town marine law enforcement expense	\$30,336
Account Total:			\$30,336
MARINE LAW ENFORCEMENT GRANT - EXPENDITURE			
Police Wages			
Payroll		Police compensation qualified for marine law enforcement grant reimbursement	\$30,336
Account Total:			\$30,336

**Town of Hillsboro Beach
FY 2022 Budget Notes
Special Revenue Funds - Notes**

Account Name / Source / Vendor Name		Description / Purpose	Budgeted Amount
BUILDING PERMITTING - FUNDING			
Building Permit Fees			
Contractors		Fees received from contractors requiring permits for construction	\$400,000
Account Total:			\$400,000
Building Administrative Fees			
Contractors		Fee required to support permitting activities.	\$5,000
Account Total:			\$5,000
BUILDING PERMITTING - EXPENDITURES			
Professional Services - Building Permits - RMA			
Redevelopment Mgmt. Associates		RMA support of the permitting process	\$40,000
Account Total:			\$40,000
Professional Services - Building Permits - CG&A			
Calvin, Giordano & Associates		Permitting and plan review services. 85% of Building Permit Fees.	\$340,000
Account Total:			\$340,000
Credit Card Processing Fees			
Various		Fees on Credit Card Receipts.	\$25,000
Account Total:			\$25,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
Special Revenue Funds - Notes**

Account Name / Source / Vendor Name		Budgeted Amount
PLANNING & ZONING / CODE COMPLIANCE - FUNDING		
Planning & Zoning Fees		
Contractors	Fees related to site plan reviews, requests for variances, etc.	\$25,000
Account Total:		\$25,000
Fire Fees		
Contractors	Fees related to Fire Inspections.	\$15,000
Account Total:		\$15,000
Transfer in From General Fund		
General Fund	Transfer from General Fund to fund Planning & Zoning / Code Compliance costs.	\$25,000
Account Total:		\$25,000
PLANNING & ZONING / CODE COMPLIANCE - EXPENDITURES		
Professional Services - General Administration - RMA		
Redevelopment Mgmt. Associates	RMA activities unrelated to project specific permitting or planning and zoning issues	\$15,000
Account Total:		\$15,000
Professional Services - Site Planning - RMA		
Redevelopment Mgmt. Associates	Site plan reviews, requests for variances, etc.	\$15,000
Account Total:		\$15,000
Professional Services - Engineering Other		
Various	Comprehensive Plan, floodplain studies, etc.	\$15,000
Account Total:		\$15,000
Code Compliance		
Calvin, Giordano & Associates	Monitor Town properties to ensure compliance with Town Code	\$20,000
Account Total:		\$20,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Capital Improvement Program (CIP)**

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
SOURCES OF FUNDING		
Grant Revenue		
FEMA	Reimbursement for Beach Renourishment Project.	\$3,499,970
	Account Total:	\$3,499,970
Bank Loan		
TBD	Loan to fund Beach Renourishment project	\$1,137,500
	Account Total:	\$1,137,500
Transfer From General Fund		
General Fund	Funding for capital improvement projects	\$115,000
	Account Total:	\$115,000
CAPITAL EXPENDITURES		
Projects		
TBD	Project descriptions in General Fund Capital Improvement Program	
	Engineering - FY2020 Monitoring	\$57,000
	Engineering - Qtrly Reporting	\$10,000
	Beach Tilling / Scarp Removal	\$5,470
	Engineering - FY2022 Project	\$365,000
	Construction - FY2022 Project	\$4,200,000
	Underground Utility Project	\$15,000
	Police vehicle (1)	\$40,000
	Town Hall Renovations	\$60,000
	Account Total:	\$4,752,470

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Funding Sources (Revenue)**

Account Name / Source Name	Description / Purpose	Budgeted Amount
SOURCES OF FUNDING		
Base Water Fees		
Water Customers	Base availability fee charged to each water account	\$472,000
	Account Total:	\$472,000
Usage Water Fees		
Water Customers	Water fees based on water consumption	\$885,502
	Account Total:	\$885,502
Miscellaneous Revenue		
Water Customers	Late fees, change of ownership fees and other miscellaneous receipts	\$5,500
	Account Total:	\$5,500
Sprint Spectrum Cell Tower		
Sprint Spectrum	Lease of water tower for mobile phone equipment	\$39,843
	Account Total:	\$39,843
T-Mobile Cell Tower		
T-Mobile	Lease of water tower for mobile phone equipment	\$34,434
	Account Total:	\$34,434
Hillsboro Inlet		
Hillsboro Inlet District	Lease payment	\$6,000
	Account Total:	\$6,000
Interest Income		
Investment Portfolio	Interest income from investment and bank accounts	\$25,000
	Account Total:	\$25,000
Net Incr (Decr) In Fair Market Value Investments		
Investment Portfolio	Bookkeeping adjustment to reflect current market value of debt securities in investment portfolio resulting from rising interest rates. Debt securities in this portfolio aren't normally sold before maturity. Consequently these losses normal disappear at time bond matures.	(\$5,000)
	Account Total:	(\$5,000)

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Compensation**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
WATER FUND COMPENSATION		
Salaries		
Payroll	Base compensation for employee regular workweek services.	\$348,622
	Account Total:	\$348,622
Overtime		
Payroll	Compensation for non-exempt employees working in excess of normal work week.	\$25,000
	Account Total:	\$25,000
Sick Leave		
Payroll	Payments for unused sick time.	\$8,065
	Account Total:	\$8,065
Vacation Leave		
Payroll	Payments for unused vacation time.	\$15,188
	Account Total:	\$15,188
FICA		
IRS	Town Social Security and Medicare payments on employee compensation.	\$29,199
	Account Total:	\$29,199
Florida Retirement System		
FRS	Pension plan payments to the Florida Retirement System.	\$42,942
	Account Total:	\$42,942
Health and Life Insurance		
TBD	Payment for employee health and life insurance plans.	\$61,053
	Account Total:	\$61,053
Workers Compensation Insurance		
TBD	Insurance to cover work-related injuries medical expense and lost income.	\$11,233
	Account Total:	\$11,233
Unemployment Compensation		
State of Florida	Payment to fund State unemployment compensation payments.	\$500
	Account Total:	\$500

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Operations**

Account Name / Vendor Name		Description / Purpose	Budgeted Amount
OPERATING EXPENSES			
Audit Services			
TBD		Standard Audit - (50%-50% Split)	\$13,500
TBD		Single Audit - (Water Main Project)	\$2,000
TBD		GASB 45 Report - (80%-20% Split)	\$1,000
Account Total:			\$16,500
Contracts - Other Services			
TBD		Vehicle tracking services - Two vehicles	\$750
Account Total:			\$750
Postage			
USPS		Water bill postage	\$1,000
Account Total:			\$1,000
Telephone Services			
Verizon Wireless		Mobile phone service	\$1,020
Comcast		Phone & internet service (SCADA)	\$6,280
Account Total:			\$7,300
Electricity			
Florida Power & Light		Electricity - water plant and pump house	\$54,000
Account Total:			\$54,000
Liability and Property Insurance			
Jallad		General liability and property insurance	\$49,051
FMIT		B-1 Pollution / Remediation	\$1,232
FMIT		B-2 Storage tanks - water plant and pump house	\$1,265
Wright National		Flood insurance - lab and control center	\$4,639
Account Total:			\$56,187
Maintenance - Distribution System			
Various		Maintenance of water distribution system	\$7,500
Account Total:			\$7,500
Maintenance - Building / Grounds			
All Seasons Landscape		Landscaping Services	\$5,280
TBD		Miscellaneous maintenance items	\$9,720
Account Total:			\$15,000
Maintenance - SCADA system			
TBD		Annual maintenance of SCADA system	\$10,000
Account Total:			\$10,000

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Operations**

Account Name / Vendor Name	Description / Purpose	Budgeted Amount
OPERATING EXPENSES		
Repair & Maintenance - Equipment		
TBD	Miscellaneous repair and maintenance items	\$32,000
Account Total:		\$32,000
Tools & Equipment		
TBD	Miscellaneous small tools used for maintenance and repairs	\$1,000
Account Total:		\$1,000
Advertising		
Sun-Sentinel	Possible advertising to fill staff vacancies	\$1,000
Account Total:		\$1,000
Licenses & Permits		
County Health Dept.	Water plant licenses	\$3,010
County Tax Collector	Mobile home (office) registration	\$104
County	Air pollution	\$180
State DEP	Emergency Generator	\$100
TBD	Pump station license renewal	\$320
TBD	WTP License Renewal	\$690
TBD	Other	\$996
Account Total:		\$5,400
Office Supplies		
Various	Miscellaneous paper and other office supplies	\$1,500
Account Total:		\$1,500
Computer Expense		
Tak Technology	Utility billing system	\$3,000
Various	Other	\$3,000
Account Total:		\$6,000
Uniforms Supplies		
G&K Services	Uniforms	\$5,000
Ritz Safety	Safety equipment	\$500
Various	Other	\$500
Account Total:		\$6,000
Fuel and Oil		
Various	Vehicle and generator fuel	\$5,000
Account Total:		\$5,000
Sand Change		
Standard Sand & Silica Co., Inc.	Sand required for use in water softening (spiractor) equipment	\$8,000
Account Total:		\$8,000
Filter Sand Excavation		
TBD	Sandpit removal every/8yrs, last was 2014	\$17,500
Account Total:		\$17,500

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Operations**

Account Name / Vendor Name		Description / Purpose	Budgeted Amount
OPERATING EXPENSES			
Chemical - Water Treatment			
Allied Universal Corp		CL2, Sodium Hypo disinfectant	\$10,000
Cameuse Lime & Stone		Calcium Hydroxide for water treatment	\$65,000
Hawkins Inc.		Phosphates and fluorides	\$10,000
Account Total:			\$85,000
Lab Test Analysis and Supplies			
Environmental Reagent Services		Lab chemicals and analysis	\$8,000
TBD		Other	\$1,000
Account Total:			\$9,000
Subscriptions and Memberships			
Florida Rural Water Association		Annual membership	\$200
TBD		Other	\$300
Account Total:			\$500

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Transfers Out**

Account Name /		Budgeted
Vendor Name	Description / Purpose	Amount
TRANSFERS OUT		
To General Fund		
Water Fund	Payment to General Fund for Administrative Services	\$50,000
	Account Total:	\$50,000
To Water Fund - Debt Service		
Water Fund	Transfer of funds to the Water Debt Service fund to pay for principal and interest on the State loan which provided the funds for the water plant renovation project	\$403,996
	Account Total:	\$403,996
To Water Fund - Capital Improvement Program (CIP)		
Water Fund	Transfer of funds to the Water CIP fund to cover capital projects not funded by other revenue sources.	\$121,346
	Account Total:	\$121,346

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Debt Service**

Account Name / Source / Vendor	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Water Surcharge

Water Customers	Water bill surcharge to fund loan for water main project.	\$346,700
	Account Total:	\$346,700

Transfer From Water Fund - Operations

Water Fund	Transfer of funds to the Water Debt Service fund to pay for principal and interest on the State loan which provided the funds for the water plant renovation project.	\$403,996
	Account Total:	\$403,996

Use of / (Addition to) Fund Balance

Available Water Fund Reserves	Use of available water fund balance to provide additional funding for State (DEP Loan).	\$60,750
	Account Total:	\$60,750

DEBT SERVICE EXPENSES

Debt Service - Principal

State (DEP Loan)	Principal on plant expansion loan	331,877
State (DEP Loan)	Principal on water main project loan	337,235
	Account Total:	\$669,111

Debt Service - Interest

State (DEP Loan)	Interest on plant expansion loan	72,119
State (DEP Loan)	Interest on water main project loan	70,215
	Account Total:	\$142,335

**Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Capital Improvement Program (CIP)**

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Grant Revenue

American Rescue Plan Act	For AIA Design/Relocation Project	\$450,000
	Account Total:	\$450,000

Insurance Reimbursement

Jallad	For Mobile Home Repair/Replacement	\$13,654
	Account Total:	\$13,654

Loan

State (DEP Loan)	To cover additional plant improvements	
	For Well Rehabilitation Project	\$120,000
	For Storage Tank Project	\$390,000
	For Fence Rehabilitation Project	\$30,000
	Account Total:	\$540,000

Transfer From Water Fund - Operations

Water Fund	For Beach Tank Rehab	\$40,000
	For Mobile Home Repair/Replacement	\$16,346
	For Repair and Renewal	\$65,000
	Account Total:	\$121,346

CAPITAL EXPENSES

Projects

TBD	Descriptions in Water Fund CIP - Five Year Program section	
	Well rehabilitation project	\$120,000
	Storage tank project	\$390,000
	Fence Rehabilitation Project	\$30,000
	AIA Design/Relocation Project	\$450,000
	Mobile Home Repair/Replacement	\$30,000
	Truck (1)	\$40,000
	Repair and Renewal	\$65,000
	Account Total:	\$1,125,000

Town of Hillsboro Beach
FY 2022 Budget Notes
General Fund - Five Year Capital Improvement Program (CIP)

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Grant Revenue

FEMA	Reimbursement for Beach Renourishment Project.	\$3,499,970
	Account Total:	\$3,499,970

Bank Loan

TBD	Loan to fund Beach Renourishment Project	\$1,137,500
	Loan to fund Underground Utility Project	\$8,100,000
	Account Total:	\$9,237,500

Transfer From General Fund

General Fund	Funding for capital improvement projects	\$180,000
	Account Total:	\$180,000

CAPITAL EXPENDITURES

Projects

TBD	Project descriptions in General Fund Capital Improvement Program (FY2022 - FY2026)	
	Engineering - FY2020 Monitoring	\$57,000
	Engineering - Qtrly Reporting	\$10,000
	Beach Tilling / Scarp Removal	\$5,470
	Engineering - FY2022 Project	\$365,000
	Construction - FY2022 Project	\$4,200,000
	Underground Utility Project	\$8,115,000
	Police vehicle (1)	\$40,000
	Town Hall Renovations	\$60,000
	Roof - Police Building	\$65,000
	Account Total:	\$12,917,470

Town of Hillsboro Beach
FY 2022 Budget Notes
Water Fund - Five Year Capital Improvement Program (CIP)

Account Name / Source / Vendor Name	Description / Purpose	Budgeted Amount
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SOURCES OF FUNDING

Grant Revenue

American Rescue Plan Act	For AIA Design/Relocation Project	\$450,000
	Account Total:	\$450,000

Insurance Reimbursement

Jallad	For Mobile Home Repair/Replacement	\$13,654
	Account Total:	\$13,654

Loan

State DEP Loan	To cover additional infrastructure improvements	
	For Well Rehabilitation Project	\$120,000
	For Storage Tank Project	\$390,000
	For Water Line Relocation Project	\$500,000
	For Perimeter Fence Project	\$150,000
	Account Total:	\$1,160,000

Transfer From Water Fund - Operations

Water Fund	Transfer for projects not covered by Other Revenue Sources	\$566,346
	Account Total:	\$566,346

CAPITAL EXPENSES

Projects

TBD	Project descriptions in Water Fund Five Year CIP section	
	Well Rehabilitation Project	\$120,000
	Storage Tank Project	\$390,000
	Repair & Renewal	\$325,000
	Mobile Home Repair / Replacement	\$30,000
	Truck	\$40,000
	Perimeter Fence Rehabilitation	\$150,000
	Water Line Replacement	\$500,000
	AIA Design/Relocation	\$450,000
	New Office /Employee Room	\$185,000
	Account Total:	\$2,190,000

Town of Hillsboro Beach
Budget Calendar - Fiscal Year 2022

Key Dates	Activity / Tasks
April 19	Budget worksheets provided to Department Heads
May 25	Review Budget worksheets with Town Manager and Department Heads
May 31	Receipt of Estimated Assessable Property Values
June 1 – 9:00 AM	Preliminary budget discussion to establish budget priorities
June 14	Preliminary budget submitted to Town Manager for July Agenda Package
July 1	Property Appraiser certifies the taxable values
July 6 - 9:00 AM	Town Commission discusses preliminary budget and adopts Proposed Millage Rate
TBD **	County School Board Budget Hearing #1
August 4	Deadline for submitting DR 420 to Property Appraiser & Tax Collector a) Include Proposed Millage Rate b) the current rollback rate c) The date, time, and meeting place of the Tentative Budget Hearing
TBD **	County School Board Budget Hearing #2
September 9 – 5:01 PM	County Budget Hearing #1
September 15 - 5:01 PM	Town of Hillsboro Beach 1st Budget & Millage Rate Hearing (date pending approval)
September 15	Certify non-ad valorem assessment roll to tax collector
September 20	Publish Budget Summary in Local Newspaper
September 21 – 5:01 PM	County Budget Hearing #2
September 23 - 5:01 PM	Town of Hillsboro Beach 2nd and Final Budget Hearing (date pending approval)
September 26	Remit Adopted Millage Rate to Property Appraiser & Tax Collector
October 1	Submit all Tax Documents to Florida Department of Revenue

** Per Florida Statutes, the hearing dates scheduled by the county commission and school board shall not be utilized by any other taxing authority within the county for its public hearings.



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: June 23, 2021

SUBJECT: May 2021 Building Department Report

Very little change to report this month. Our workloads are about the same as reported for April, and the immediate future looks to be more of the same. We're still very busy with reviews for the large single-family homes with renovations, replacements, and new starts all active. Later this year, there should be significant construction activity throughout the community.

Interior renovation work in the condominiums. both common areas and within the units, continues to be steady.

Seabonay/Hillsboro Beach Resort is successfully completing life safety inspections, and likely will receive a temporary Certificate of Occupancy (to load furniture only) while construction final inspections are performed. The temporary CO may be eventually upgraded to allow staff training if building inspections are being completely successfully.

Respectfully Submitted,

Steven Mitchell

Building Official | Chief Electrical Inspector
Building Code Services | Town of Hillsboro Beach

Calvin, Giordano & Associates, Inc.



1210 Hillsboro Mile | Hillsboro Beach FL 33062
Office: 954.427.4011 | Fax: 954.427.4834 | Cell: 954.592.5057
Fort Lauderdale | Miami-Dade | West Palm Beach | Clearwater/Tampa | Estero | Port St. Lucie



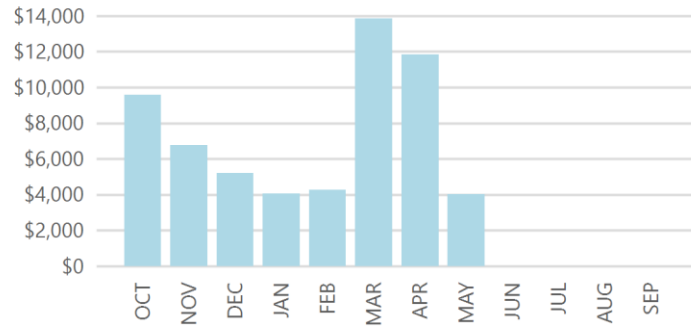
**Town of Hillsboro Beach
Building Department**

**Start Date: 5/1/2021
End Date: 5/31/2021**

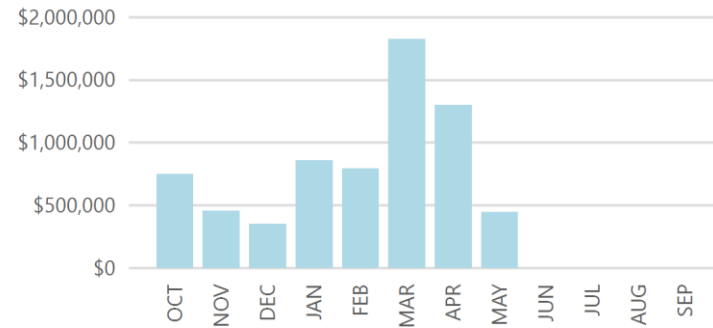
SUMMARY REPORT

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD
Construction Value	\$750,861	\$456,107	\$352,406	\$858,794	\$793,025	\$1,825,713	\$1,299,997	\$443,642	\$0	\$0	\$0	\$0	\$6,780,545
Building Permit Fees	\$30,365	\$16,721	\$27,694	\$23,155	\$25,451	\$67,778	\$55,348	\$18,770	\$0	\$0	\$0	\$0	\$265,282
Fire & Zoning Fees	\$5,038	\$4,275	\$1,050	\$600	\$450	\$3,675	\$3,525	\$1,200	\$0	\$0	\$0	\$0	\$19,813
Total Revenue	\$35,403	\$20,996	\$28,744	\$23,755	\$25,901	\$71,453	\$58,873	\$19,970	\$0	\$0	\$0	\$0	\$285,094
CGA Expense	\$25,811	\$14,212	\$23,540	\$19,681	\$21,633	\$57,611	\$47,046	\$15,954	\$0	\$0	\$0	\$0	\$225,489
Town Revenue	\$9,592	\$6,783	\$5,204	\$4,073	\$4,268	\$13,842	\$11,827	\$4,015	\$0	\$0	\$0	\$0	\$59,605

Net Revenue



Construction Value





**Town of Hillsboro Beach
Building Department
Finance Report**

**Start Date: 5/1/2021
End Date: 5/31/2021**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$18,769.75	\$2,815.46	\$600.00	\$600.00	\$200.00	\$15,954.29	\$271.08	\$233.96	\$186.83
YTD	\$265,281.60	\$39,792.24	\$10,100.00	\$9,712.50	\$3,100.00	225,489.36	\$3,772.60	\$2,988.30	\$2,142.84



**Town of Hillsboro Beach
Building Department
Permit Report**

**Start Date: 5/1/2021
End Date: 5/31/2021**

Permit Type	# Issued	Building Permit Fees
COMMERCIAL BACKFLOW	1	125.00
COMMERCIAL MECHANICAL MISCELLANEOUS	1	95.00
COMMERCIAL STRUCTURAL MISCELLANEOUS	1	143.10
RESIDENTIAL A/C CHANGE OUT	13	2,093.66
RESIDENTIAL ADDITION	1	125.00
RESIDENTIAL ALTERATION	12	9,031.78
RESIDENTIAL DOCK	1	682.38
RESIDENTIAL ELECTRICAL MISCELLANEOUS	1	125.00
RESIDENTIAL IRRIGATION SYSTEM/SPRINKLERS	1	530.00
RESIDENTIAL RE-ROOF	2	603.80
RESIDENTIAL WATER HEATER	4	500.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	14	4,715.03
	52	\$18,769.75



**Town of Hillsboro Beach
Building Department
Issued Permits Report**

**Start Date: 5/1/2021
End Date: 5/31/2021**

Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
RESIDENTIAL ALTERATION					
484308BD0200	21335536-0	5/6/2021	1150 HILLSBORO MILE (UNIT 305)	OPAL TOWERS WEST CONDO	\$11,050.00
484308AH0340	21335565-0	5/11/2021	1149 HILLSBORO MILE (UNIT 406)	OPAL TOWERS CONDO	\$35,000.00
484308AH1290	21336568-0	5/11/2021	1147 HILLSBORO MILE (UNIT 214)	OPAL TOWERS CONDO	\$16,000.00
484317AD0470	21336596-0	5/13/2021	1021 HILLSBORO MILE (UNIT 603)	LANDMARK AT HILLSBORO CONDO	\$38,100.00
484308AH2070	21336769-0	5/25/2021	1147 HILLSBORO MILE (UNIT 807)	OPAL TOWERS CONDO	\$0.00
484308AH0950	21336840-0	5/28/2021	1149 HILLSBORO MILE (UNIT 907)	OPAL TOWERS CONDO	\$44,880.00
484308BM0070	21336843-0	5/28/2021	1170 HILLSBORO MILE (UNIT 201)	HARBORSIDE AT HILLSBORO BEACH CONDO	\$1,250.00
Grand Total					\$146,280.00



**Town of Hillsboro Beach
Building Department
Activity Report**

**Start Date: 5/1/2021
End Date: 5/31/2021**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	43	42	22
Electrical	20	32	10
Plumbing	21	25	9
Mechanical	24	34	22
Fire	5	9	3
Zoning	0	12	2
Totals	113	156	68



**Town of Hillsboro Beach
Building Department
Plan Review Times Report**

**Start Date: 5/1/2021
End Date: 5/31/2021**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	154	4.02	20.69



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011
Fax: (954) 427-4834

Town of Hillsboro Beach BUILDING DEPARTMENT Current Large Projects 6/24/2021

<u>Add</u>	<u>Contractor</u>	<u>Type</u>	<u>Status</u>
925	Ellemar	SFR	Not submitted
925	Ellemar	Guest House	In Plan Review
957	Arvani	SFR	Issuing Soon
961		SFR	Proposed
963	Gonzalez	Interior Reno	Issued
971	Baron	SFR	Proposed
985	WA Bentz	SFR	In Plan Review
995	CMI	Interior Reno	Issued
995	CMI	Site	In Plan Review
999	Bomar	SFR	Issuing Soon
1007	Bomar	Int. Reno	In Plan Review
1007	Bomar	Site	In Plan Review
1009	PPM	Int. Reno	In Plan Review
1105	HMJC	SFR	Issued



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 5/1/2021 To 5/31/2021 Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	24
Cases Opened During Period	6
Cases Opened as result of Complaint	6
Cases Closed During Period	0
Cases Closed due to compliance	0
Cases Open at End of Period	30
Inspections	6
Reinspections	3
Total	9
Special Magistrate Cases During Period	0

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	6	6	0	0	23
M. Sotolongo/N/A	7	0	0	0	0	7
Total	24	6	6	0	0	30



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 5/1/2021

To 5/31/2021

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	6	3	9
Total	6	3	9

Summary of Cases Opened by Incident Type

Incident Type	Number
Artificial Lighting Regulations	4
Building Permit Required	1
Landscape Violation	1
Total	6

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$46,050.00	\$17,350.00	\$63,400.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$46,050.00		\$63,400.00



Case Action Report*

From 5/1/2021

To 5/31/2021

Corridor (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued		
5/14/2021	Artificial Lighting Regulations *White glow and lighting in violation of the Artificial Lighting Regulations.	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/21/2021	Courtesy Notice	B. Pita
				5/21/2021	Complaint	B. Pita
5/21/2021	Artificial Lighting Regulations *White glow and lighting in violation of the Artificial Lighting Regulations.	1223 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/21/2021	Courtesy Notice	B. Pita
				5/21/2021	Complaint	B. Pita
5/21/2021	Artificial Lighting Regulations *White glow and lighting in violation of the Artificial Lighting Regulations.	1199 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/21/2021	Courtesy Notice	B. Pita
				5/21/2021	Complaint	B. Pita
5/21/2021	Artificial Lighting Regulations *White glow and lighting in violation of the Artificial Lighting Regulations.	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/21/2021	Courtesy Notice	B. Pita
				5/21/2021	Complaint	B. Pita
5/28/2021	Building Permit Required *Artificial Turf installed with no approval/permit.	1115 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/28/2021	Courtesy Notice	B. Pita
				5/28/2021	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

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Agenda Item Cover Memo

Agenda Item: 1. State Road A1A Design
2. Town Hall Exterior
3. Pumphouse Re-roof

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

Agenda Date: July 6, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None