



**MINUTES
TOWN OF HILLSBORO BEACH
FISCAL YEAR 2021-2022 SECOND BUDGET HEARING
SEPTEMBER 23, 2021**

5:01 P.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 5:01 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 Jane Reiser

Commissioner Barbara Baldassarre
Commissioner Vicky Feaman

Town Staff:

Mac Serda, Town Manager
Julie F. Klahr, Town Attorney
Sherry D. Henderson, Town Clerk
Jay Szesnat, Police Chief

I. PUBLIC HEARINGS

A. Resolution No. 2021-44

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A FINAL MILLAGE RATE OF 3.50 FOR THE TOWN'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney Julie F. Klahr read the Resolution by title only.

a. Staff Presentation

Town Manager Mac Serda stated the Board members had all reviewed the budget and it complied with all regulations.

Stephen Bloom, Inframark, gave a brief *PowerPoint* presentation outlining the proposed Fiscal Year 2022 Millage Rate. He explained the budget was based on a flat Millage Rate

of 3.50 mills. He stated that rate was 4.38 percent higher than the roll back rate of 3.3530 mills and provided analysis of that proposed rate.

Mr. Bloom stated the total FY22 taxable values were \$1,537,126,077, representing an increase of 6.58 percent over the current year total. He reviewed a breakdown of the increase to the tax base, which included market value increase and new additions.

Mayor Tarrant commented that 3.50 was a flat Millage Rate year to year. Mr. Bloom confirmed this was correct and noted the change on any given parcel was related to the market value change of that parcel.

Mr. Bloom reviewed changes made to the budget since the first public hearing, including:

- Town Clerk Department
 - Increase Contracts – Minutes Preparation budget by \$1,100 (to \$4,100)
 - Added budget for Temporary Labor - \$6,500 (based on estimate for first quarter)
 - Reduced total hours on Administrative Assistant position
- Police Department
 - Increased Legal budget by \$5,000 for PBA negotiation (to \$10,000)
 - Increased Contracts – Other Services by \$5,000 for additional contracts and price changes (to \$29,406)
- Insurance Premiums
 - Reduced Workers' Compensation budget by \$5,673 based on FY22 FMIT quote (to \$51,438)
 - Reduced General Liability / Property / Liability / Auto Premiums budget by \$21,982 based on FY22 FMIT quote (to \$85,394)
- Marine Grant
 - Increased grant amount by \$6,944 (to \$37,280)
- Contingency
 - Increased General Fund Contingency budget by \$21,477 (to \$209,655)
 - Added Water Fund Contingency budget by \$92,295 (to \$92,295)
- Building/Permitting Fund
 - Increased budgeted Revenue and Expenditures by \$100,000 (to \$505,000)
- General Fund – Capital Improvement Program
 - Reduced loan amount for Hurricane Dorian project by \$566,875 (to \$570,625)
 - Increased FEMA grant for Hurricane Dorian project by \$566,875 (to \$4,066,845)
- Water Fund – Capital Improvement Fund
 - Reduced cost of AIA Redesign project by \$475,761 (to \$174,239)
 - Increased American Rescue Plan Act grant amount by \$53,859 (to \$503,859)

- Removed State Revolving Loan budget (was \$1,160,000)
- Reduced Transfer-In Budget by \$79,620 (to \$41,726)
- Split Storage Reservoir Project over two (2) fiscal years to mirror projects grant funding

b. Open Public Hearing

Mayor Tarrant opened a public hearing on the proposed millage rate of 3.50.

Town Clerk Sherry D. Henderson stated there were no advance comments received.

Mr. Serda stated there were no virtual attendees wishing to speak.

c. Close Public Hearing

Mayor Tarrant closed the public hearing.

d. Commission Discussion

No further discussion.

e. Motion to Adopt Tentative Millage Rate

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to adopt the final Millage Rate of 3.50. In a roll call vote, the **motion** passed unanimously. (5-0)

f. Motion to Adopt Resolution

Motion made by Commissioner Baldassarre, seconded by Vice Mayor Kirdahy, to adopt Resolution 2021-44 with the Millage Rate of 3.50 and 4.38 percent over roll back rate of 3.3530 mills. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Resolution No. 2021-45

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney Klahr read the Resolution by title only.

a. Staff Presentation

Mr. Serda stated the budget as amended was in the meeting backup materials.

Mr. Bloom stated the changes had been provided, and explained he was present to review any questions.

b. Open Public Hearing

Mayor Tarrant opened a public hearing on the proposed budget.

Town Clerk Sherry D. Henderson stated there were no advance comments received.

Mr. Serda stated there were no virtual attendees wishing to speak.

c. Close Public Hearing

Mayor Tarrant closed the public hearing.

d. Commission Discussion

Mayor Tarrant asked for clarification on the Water Fund Capital Improvements. Mr. Serda explained briefly. Discussion ensued regarding the connection between emergency preparedness and the water tank project.

Mayor Tarrant asked about reserves in the Community Bus fund. Mr. Serda stated the account was earmarked for transportation funding, and the ADA ramp for the Town Hall may be a use for those funds.

Mayor Tarrant referenced the Town's contingency funds and stated she would like to encourage the Commission to consider about adding a part-time staff person for beach management. Mayor Tarrant discussed issues in the past regarding beach management. She asserted Hillsboro Beach needed a knowledgeable person whose first loyalty was to the Town and was working for the Town's interests. She stated she believed a part time person in the range of \$40-50,000 would be a smart investment.

Commissioner Reiser shared her experience attending the Florida Shore & Beach Preservation Association Conference and stated someone in that position would need to be knowledgeable and focused on that area.

Mayor Tarrant agreed that the role required expertise. Discussion ensued regarding the expertise needed, the logistics of the position, and additional action items the Town could be involved in if staff was available.

Commissioner Baldasarre stated the position would pay for itself. Discussion continued regarding the opportunity for the work to be done remotely and the need for consistency.

Mayor Tarrant asked Mr. Serda to comment on the state of the Town's reserves. Mr. Serda stated the goal for reserves was typically 25 percent of the General Fund, and the Town exceeded that number. He asserted the reserve fund would continue to be healthy as it was a point of focus for staff.

Mayor Tarrant reopened the public hearing.

Town Clerk Sherry D. Henderson read a question submitted by resident Gail Wiser, asking for an explanation why Building Dept permit revenue is doubling for 2022 and why zoning fees are projected for a 150% increase.

Mr. Serda explained Building costs are captured in the building permit process and offset expenses. He explained there was an increase to anticipated projects for the fiscal year and stated the increases in the budget reflected that.

Mayor Tarrant closed the public hearing.

e. Motion to Adopt Resolution

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to approve and adopt Resolution 2021-45 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

II. ADJOURNMENT

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to adjourn the meeting at 5:43 p.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS 5th DAY OF October, 2021

By: Deborah L. Tarrant
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson
Sherry D. Henderson, CMC, Town Clerk
10/5/2021

