



AGENDA

Town of Hillsboro Beach Commission Meeting

November 9, 2021
9:30 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

November 9, 2021 | 9:30 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, November 9, 2021 immediately following adjournment of the Board of Zoning Appeals. 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.** October 5, 2021 Board of Zoning Appeals Public Hearing
- B.** October 5, 2021 Regular Town Commission Meeting

II. PRESENTATIONS

III. ORDINANCES

A. Ordinance No. 2021-09

Amendment to the Town's Code of Ordinance, Chapter 12 Land Development Code Amending Sec. 12-396 to Provide for the Use of Artificial Synthetic Turf. (First Reading)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE"; BY SPECIFICALLY AMENDING SECTION 12-396 ENTITLED "APPROPRIATE PLANT SELECTION, LOCATION AND ARRANGEMENT" TO PROVIDE FOR THE USE OF ARTIFICIAL TURF; PROVIDING FOR AN AMENDMENT TO PROCEDURE, REVIEW CRITERIA, AND DESIGN STANDARDS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

IV. DISCUSSION & POSSIBLE ACTION

A. Discussion on Procedures for Proclamations

B. Discussion on Amending Land Development Code, Regarding Maximum Lot Size

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2021-50

Consideration to Approve and Authorize the Appropriate Town Officials to Execute Maintenance Memorandum of Agreement (MMOA) with Florida Department of Transportation - District, Relating to State Road A1A Project #441360-1-56-01.

B. Resolution No. 2021-51

Consideration to Approve and Authorize \$19,996.00 Purchase of Speed Variable Signs from Transportation Solution and Lighting for the Police Department.

C. Resolution No. 2021-52

Consideration to Approve and Authorize \$25,342.15 Purchase of Office Furniture from Russ Bassett for Communications Area at Police Station.

D. Resolution No. 2021-53

Consideration to Approve and Authorize Fiscal Year 2021 Budget Amendments.

E. Resolution No. 2021-54 Consideration to Approve and Adopt the Town of Hillsboro Beach 2022 Commission Meeting Schedule.

VI. CONSENT

A. INVOICES

1. **LSF Shuttle** Invoice #21-0930-26 Services for Sept 2021 **\$6,083.87**
2. **LSF Shuttle Invoice #21-1031-26 Oct 2021 \$6,083.87**
3. **CG&A** Invoice#8911 Services for Sept 2021 **\$31,657.33**
4. **CG&A** Invoice #90078 Services for Oct 2021 **\$71,165.11**
5. **Inframark** Invoice#68833 Services for Oct 2021 **\$7,325.94**
6. **GCDE** Invoice #37935 9/27-10/26/2021 **\$6,680.65** (General Matters)
7. **GCDE** Invoice #37936 9/28-10/18/2021 **\$1,397.70** (Development)
8. **GCDE** Invoice #37937 9/27/2021 **\$180.00** (Writ of Garnishment)
9. **RMA** Invoice #4637 8/20 thru 10/1/2021 **\$8,650.00**
10. **LSF Shuttle** Invoice #21-1031-26 Oct 2021 **\$6,083.87**

B. PROCLAMATIONS

1. Proclamation Recognizing January 23-29, 2022 as National School Choice Week
2. Proclamation Celebrating Angelique Salic's 100th Birthday (ratify)

VII. BEACH REPORT

- A.** Update on Beach Renourishment Project with City of Deerfield Beach
- B.** Update for Florida Shore & Beach Preservation Association Conference Action Items

VIII. STAFF UPDATES

A. Police Department

Presented by Chief Jay Szesnat

1. Police Department Monthly Activity Report
2. Vehicle Noise Enforcement

B. Finance Dept

Presented by Stephen Bloom, Inframark

C. Building Department

Presented by Steve Mitchell, Building Official, CG&A

D. Code Compliance

Presented by Bernard Pita, Code Enforcement, CG&A

IX. TOWN MANAGER REPORT

- A.** Update on RFP #2021-002 Audit Professional Services (Request for Proposal)
- B.** Town's Comprehensive Fee Schedule
- C.** Town Hall Renovation Update

D. Saturday Oct 23, 2021 Community Event - update

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

**TOWN OF HILLSBORO BEACH
BOARD OF ZONING & APPEALS MEETING
OCTOBER 5, 2021**

9:00 A.M

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 9:00 a.m. Roll was called with the Commission members and staff present as listed below.

Town Commission:

Mayor Deborah L. Tarrant
Vice Mayor Irene Kirdahy
Commissioner Jane Reiser

Commissioner Barbara Baldassarre
Commissioner Vicky Feaman

Town Staff:

Town Manager Mac Serda
Town Attorney DJ Doody
Town Clerk Sherry D. Henderson, CMC
Police Chief Jay Szesnat

I. QUASI-JUDICIAL PUBLIC HEARINGS

- A. Site Plan Approval Request submitted by Mr. James Wentzel with Bomar Builders, authorized agent for property located at 1007 Hillsboro Mile, Hillsboro Beach, FL 33062.**

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

Joe Arenal, Town Planner with Calvin, Giordano & Associates (CG&A) presented the item. He explained the applicant was requesting Site Plan Approval for property to include a three (3) story, 2,823 square foot addition on the south side of the property and site improvements to include a half basketball court with site walls and landscaping west of the proposed addition. He stated no improvements were proposed west of A1A.

Mr. Arenal noted four (4) comments remaining to be addressed, to be conditions recommended by staff if the application were to be approved, including:

1. Submittal of Civil Engineering plans for building permit.
2. Broward County Tree removal permit.
3. Construction Site Management Plan per 12-50.
4. Compliance with Section 3-9 requirements for Marine Turtle Protection.

Bob Mayer and James Wentzel with Bomar Builders made a brief presentation.

Mayor Tarrant stated she had visited the property, and seeing it cleared things up for her. She noted there were no setback issues and there was no variance request. She pointed to the construction management plan and stated construction parking needed to be addressed, possibly off-site.

Vice Mayor Kirdahy asked if there was a rendering of the street view upon completion available. Mr. Mayer explained the addition would not be visible from the road.

Town Attorney DJ Doody asked if the applicant accepted the conditions of staff. Mr. Mayer stated they did.

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 Approval Request for 1007 Hillsboro Mile with conditions as outlined by staff. In a roll call vote, the **motion** passed unanimously. (5-0)

- B. Artificial/Synthetic Turf Conditional Use Request submitted by Mr. Peter Farinas with Syntech Turf, authorized agent for property located at 1115 Hillsboro Mile, Hillsboro Beach, FL 33062.**

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

Mr. Arenal presented the item. He explained the applicant was requesting use of artificial synthetic turf on both sides of State Road A1A. He stated the total area of proposed installation was approximately 1,300 square feet using a product called Zoysia Manufactured by Syntech Turf. He explained the results of testing of permeability of the material. Mr. Arenal noted the turf had been installed prior to approval and stated one (1) comment remain unaddressed and was a condition recommended by staff if the application were to be approved.

Comments:

1. Acceptance of the use of synthetic turf in the right of way from FDOT.

Peter Farinas with Syntech Turf and Jim Lambert made a brief presentation.

Mayor Tarrant asked if the applicant was aware of the pending FDOT project along A1A which may impact the turf. Mr. Lambert stated the owner was aware and noted that the

previous owner had replaced sod there every few months because grass would not grow in the area.

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

Commissioner Reiser asked about fade, and Mr. Farinas responded briefly.

Vice Mayor asked for clarification on how long the turf should last and asked for a sample to view. Mr. Lambert provided the sample and explained that the turf would be rolled back for the FDOT project rather than requiring replacement.

Mr. Doody asked the applicant to clarify title of the property. Mr. Lambert explained the status of the trust ownership of the property and noted the beneficiary of the trust was the occupant.

Motion made by Commissioner Barbara Baldassarre, seconded by Commissioner Feaman, to approve the Conditional Use Request to install Artificial Synthetic Turf for 1115 Hillsboro Mile. In a roll call vote, the **motion** passed unanimously. (5-0)

- C. Artificial/Synthetic Turf Conditional Use Request submitted by David M. Dayan, authorized agent for property located at 981 Hillsboro Mile, Hillsboro Beach, FL 33062.

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

Jim Hickey, Development Planner with Calvin, Giordano & Associates (CG&A) presented the item. He explained the applicant was requesting use of artificial synthetic turf along the Intracoastal side of his property in lieu of sod. The portion of property is west of State Road A1A, parallel to the property's dock and seawall. He outlined the issues with keeping sod in the area and stated the total area of proposed installation was approximately 2,500 square feet using a product called Suntech.

Mr. Lambert provided a brief presentation. He stated the material was the recommendation of the contractor.

Mayor Tarrant clarified the east side of A1A already had synthetic turf, so this material would match.

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 Artificial/Synthetic Turf Conditional Use Request for 981 Hillsboro Mile. In a roll call vote, the **motion** passed unanimously. (5-0)

Mayor Tarrant stated artificial turf was becoming a trend and discussed the possible need for an Ordinance to control the specifications of turf allowable. She recommended a future agenda item to discuss.

Town Manager Mac Serda discussed the lack of industry standard for artificial turf and stated with an Ordinance, applications could be approved by staff rather than going through the Board of Zoning and Appeals process.

Mayor Tarrant continued to review items to include in an Ordinance, including permeability and maintenance.

Mr. Serda stated the maintenance standard adopted by the Town would apply.

Mr. Doody asked that Mayor Tarrant bring the item forward during the Regular Meeting of the Town Commission.

- D. Ms. Debbie Orshefsky with Holland & Knight Law, authorized agent for property located at 1159 Hillsboro Mile, Hillsboro Beach, FL 33062, is requesting Conditional Use Approval to permit a special event space within the Hillsboro Beach Resort, submitted pursuant to Ordinance No. 2021-03.

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

Mr. Hickey presented the item. He explained Conditional Use was before the Board on July 6, but at that time the special event space was pulled out for further analysis. He reviewed the needs study and valet operations plan provided by the applicant and explained staff had analyzed the methodology and compared with other hotels with similar uses. Mr. Hickey noted the intent was to utilize valet service to meet the demand for parking on the site.

Debbie Orshefsky, Holland & Knight, presented on behalf of the applicant. She introduced owner's representative Charles Carreno and traffic engineer Joaquin Vargas. Ms. Orshefsky reviewed the methodology for determining the number of parking spaces required and the standards for trip generation. She stated the hotel had welcomed its first guests the prior week with its limited Certificate of Occupancy..

Mayor Tarrant congratulated the hotel on its soft opening and stated she was looking forward to seeing what she had heard is a beautiful space. She stated she was surprised

and disappointed to see the request come through following the previous discussion. She discussed the reasons the restaurant was warranted and noted that none of those reasons applied to a potential event space. She also mentioned discrepancies in the number of hotel guest rooms for the hotel.

Continuing, Mayor Tarrant addressed the numbers of parking spaces reflected in the proposal and outlined the reasons she did not find it sufficient. She asserted the 19 spaces for special events would be utilized by service personnel for an event and stated she did not believe there was space for stacking vehicles by utilizing a valet.

Mayor Tarrant stated she was also upset the website inaccurately advertised event spaces which had not been approved.

Ms. Orshefsky clarified that 72 hotel rooms existed in the hotel, despite what The Pelican Newspaper may have reported.

Steve Mitchell, Building Official, CG&A, stated the original plan reflected additional rooms, and it was not clear until the last version of the plan. He noted by the configuration of space, the space was set up for a lower number of rooms.

Mayor Tarrant asserted three (3) bedroom rooms could contemplate three couples traveling, and three (3) cars.

Mr. Doody asked Mr. Mitchell to confirm his testimony as to the number of rooms.

Mr. Mitchell stated he did not have the numbers in front of him, but it was in the range of 72.

Ms. Orshefsky explained the Town did not have a parking ratio within the Code for an event space and discussed the rate used to determine the rates. She stated the rate for parking spaces associated with the hotel was a vetted rate used as a standard in other municipalities. She asserted the proposal was a conservative analysis using the Institute of Traffic Engineers (ITE) rate of 0.71 parking spaces per hotel room.

Vice Mayor Kirdahy asked whether an off-site location had been arranged for valet parking for events. Ms. Orshefsky stated if the Town wanted to impose an off-site requirement for parking, it would be easier for the hotel to move staff to another location. She addressed the number of people who would attend a banquet or conference and how many of those would stay at the hotel.

Commissioner Reiser asked for clarification on the number of staff members that would be present on site. Ms. Orshefsky provided additional clarification.

Commissioner Reiser read the valet information on the hotel's website and asked for an explanation as to an advertised discount with a receipt from the restaurant. Mr. Carreno clarified the website was set up in advance of the peak season January through April. He explained the language would be revised to make it clearer the restaurant was only available to hotel guests.

Commissioner Reiser shared information she had gathered regarding other hotels and the comparison between the number of rooms and the number of parking spaces. She stated the numbers did not make sense to her.

Ms. Orshefsky stated the applicant sensed the discomfort, and noted they thought they had addressed the issues but were willing to make additional concessions.

She requested a six (6) month trial period similar to that of the restaurant to give the owners an opportunity to prove themselves.

She stated similar concerns were brought up with the building of the Hillsboro Club, and she hoped the hotel would become an asset to the community the way Hillsboro Club had.

Commissioner Feaman asserted the whole thing changes when high season comes. Ms. Orshefsky stated a six (6) month trial period would take the hotel through the peak season.

Commissioner Reiser suggested the hotel use the trial period for the restaurant to prove itself, then come back to show success before moving on to special events. Ms. Orshefsky stated the food preparation and event space were complementary, and they would like to have the opportunity to take advantage of the high season.

Vice Mayor Kirdahy asserted with the approval already granted, it did not make sense to deny special events. She stated it was her opinion that if they were giving the hotel six (6) months, they had to give them six (6) months to prove themselves without their hands tied. She noted she understood and shared the concerns.

Mayor Tarrant opened the public hearing.

Beth Vogl, 1170 Hillsboro Mile, thanked the Commission for their due diligence and stated she was not in support of the event space. She stated two (2) friends had come to visit the hotel and see a room over the weekend and were encouraged to come back and utilize the bar and restaurant as beach residents.

Gail Wiser, 1160 Hillsboro Mile, stated there had been a discussion regarding remote parking at the previous meeting, but no plan had been presented. She asked the plan for remote parking for employees or guests. Continuing, she asked about added security for special events, inside and outside.

Donna Purre, 1173 Hillsboro Mile, asserted she was not a fan of the project. She stated she had heard something about happy hour and was concerned. She asked how parking would be handled with limited parking spaces.

Cindy Westhuizen, 1155 Hillsboro Mile, expressed concern regarding the event space. She asked how the hotel would control that destination weddings were in front of the hotel and not further down the beach, and stated she had issues with the restaurant potentially being open to the public. Ms. Westhuizen stated the parking needed to be addressed and noted valet drivers in other areas were not always concerned with other drivers on the road.

Town Clerk Sherry D. Henderson read written comments received ahead of the meeting, as follows:

Nancy Robbins asked whether non-hotel guests would be served alcohol in the event space.

Rose Silvers stated the site had been a location for decades and asserted she was in opposition to the event space.

Carol Olson, 1160 Hillsboro Mile, stated she had concerns regarding event parking and noted there had been issues in the past regarding hotel guests parking at the condos. She noted she did not see special events at the hotel as anything but a problem.

Mayor Tarrant closed the public hearing.

Mr. Doody reviewed the criteria for approval of conditional use and conditions. He noted staff had recommended approval and outlined how to include the criteria in a motion.

Mayor Tarrant stated the Commission wanted the hotel to be successful, but their first responsibility was to the residents. She noted there was not a special event space in the initial site plan, and if there had been, this issue may have been addressed then.

Vice Mayor Kirdahy stated she understands the concerns. However, she stated this hotel was a much more upscale establishment than when it was a hotel previously under different management. She stated the Town Commission had given the owner a six (6) month review period to prove themselves.

Motion made by Commissioner Reiser, seconded by Commissioner Baldasarre, to deny the Conditional Use Approval to permit a special event space within the Hillsboro Beach Resort. In a roll call vote, the **motion** passed by majority vote. (4-1). Vice Mayor Kirdahy voted no.

Mayor Tarrant asked that the applicant remove the references to the event space on their website within two (2) weeks and asserted that the use of the space would be monitored.

II. ADJOURNMENT

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

There being no further business before the Board of Zoning and Appeals, the meeting was adjourned at 10:25 a.m.

ADOPTED THIS ____ DAY OF _____, 2021

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC, Town Clerk



WRITTEN PUBLIC COMMENTS

Public Comments emailed to the Town Clerk –Were Read aloud at Meeting and Entered into the Record

OCTOBER 5, 2021

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

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

From: Nancy Robbins <nbdr13@icloud.com>
Sent: Saturday, September 25, 2021 4:51 PM
To: townclerk@townofhillsborobeach.com
Subject: Re: Public Hearing Oct. 5, 2021

Will non-hotel guest be permitted to obtain alcohol at special events or functions.
Is my understanding that only hotel guest would be able to be served.

Nancy

From: BILL SILVERS <rssilvers@bellsouth.net>
Sent: Saturday, October 2, 2021 1:10 PM
To: townclerk@townofhillsborobeach.com
Subject: Hillsboro Resort zoning for Special Events

I have received your letter concerning the Hillsboro Resort applying for event approval. This property has been a problem since I have moved here 32 years ago. They have been trying all kinds of schemes to open this facility to the public. There is certainly no parking for the cars they bring and the problems they will cause to our area. Hillsboro Beach is a residential area and we pay enough taxes to maintain our way of life. It all comes down to Greed and Money by this facility and they should never have been allowed here to begin with. Please do not approve this permit.

Thank you. Rose Silvers, Overlook Condo (1167)



DRAFT

**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
OCTOBER 5, 2021**

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 10:30 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 Jane Reiser

Commissioner Barbara Baldassarre
Commissioner Vicky Feaman

Town Staff:

Town Manager Mac Serda, ICMA-CM
Town Attorney DJ Doody, Esq.
Town Clerk Sherry D. Henderson, CMC
Police Chief Jay Szesnat

APPROVAL OF AGENDA

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the agenda as printed. In a roll call vote, the **motion** passed unanimously. (5-0)

I. APPROVAL OF MINUTES

A. Minutes of the September 7, 2021 Regular Commission Meeting

Mayor Tarrant noted a correction to page 12.

Motion made by Commissioner Baldassarre, seconded by Commissioner Feaman, to approve the minutes from the September 7, 2021 Regular Commission Meeting as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Minutes of the September 13, 2021 FY2021-2022 1st Budget Hearing

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the minutes from the September 13, 2021 FY22 1st Budget Hearing as printed. In a roll call vote, the **motion** passed unanimously. (5-0)

C. Minutes of the September 23, 2021 FY2021-2022 2nd Budget Hearing

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to approve the minutes from the September 23, 2021 FY22 2nd Budget Hearing as printed. In a roll call vote, the **motion** passed unanimously. (5-0)

II. PRESENTATIONS

None.

III. ORDINANCES

A. Ordinance No. 2021-08 Amendment to the Town's Code of Ordinance, Creation of "Civil Citations." (Second Reading)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY SPECIFICALLY CREATING CHAPTER 11, ENTITLED "CIVIL CITATIONS," PROVIDING FOR CODE ENFORCEMENT CITATION PROCEDURES AND APPLICABLE PENALTIES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Town Manager Mac Serda asked the Commission to consider an amendment to add two (2) possible violations, including lights or beach furniture in violation of the turtle Ordinance. He noted the civil citations were intended to address issues in lieu of the current process for addressing Code violations. He stated the enforcement would be attached to properties.

Mayor Tarrant opened public comment on the Ordinance, however there being none to speak, closed the public comment.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldassarre, to amend Ordinance 2021-08 to include Town Manager Serda's suggestions. In a roll call vote, the **motion** passed unanimously. (5-0)

Motion made by Commissioner Feaman, seconded by Commissioner Reiser, to approve Ordinance 2021-08 on second reading as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

IV. DISCUSSION & POSSIBLE ACTION

A. Discussion and Possible Action Concerning Code Compliance Case #21020001 for 1189 Hillsboro Mile, #16, Hillsboro Beach, FL 33062. Property owner is requesting the Town Commission's approval to mitigate outstanding Code violation fees.

Steve Mitchell, Building Official, CG&A, stated the condo at 1189 Hillsboro Mile, #16, had been reported as conducting work without permit, and explained the follow-up was conducted by Bernard Pita, Code Compliance Official.

Mr. Pita added that the matter had appeared before the Special Magistrate and were granted four (4) continuances by the Special Magistrate.

Mr. Serda provided additional context. He stated the condo had an appraised value of \$322,000, and construction costs were about \$50,000. He explained the permit cost, including after-the-fact permit, was \$4,500. He stated Code violations totaled \$10,350 of which hard costs would be \$150 plus the time associated with Code Enforcement. Mr. Serda stated staff was recommending mitigation in the range of 50 percent. He noted he and others had spoken with the applicant and felt she has learned a valuable lesson regarding the permit process. He stated mitigation was normal in other municipalities.

Debra Raphael, applicant, stated because of miscommunication, the project had cost a large amount of money. She explained she had lost money on contractors that were not reputable and stated she had misinterpreted a great deal as well as being misinformed. She asserted \$5,000 in fines would create a hardship at this time. Ms. Raphael explained she had purchased the condo with no intention of living in it and was oblivious to the difference in requirements between New York and Florida. She stated she had learned her lessons from the process. She asked that the fine be reduced to the cost and original fee.

Mayor Tarrant stated under the circumstances she would suggest forgiving 90 percent of the violation fees, for a total due of \$1,170.00 payable to the Town.

Mr. Serda supported the reduced fee and noted the amount would cover the Town's hard costs.

Commissioner Reiser stated a lot of people moving from out of state do not know the permit process and asserted getting residents a copy of the Building Dept's permit process as noted on the Town website.

Mr. Serda asked if the Commission thought a flyer discussing the Building Department requirements would be helpful. Discussion ensued.

Motion made by Commissioner Feaman, seconded by Commissioner Reiser, to mitigate 90 percent of the fine, for a total due of \$1,170. In a roll call vote, the **motion** passed unanimously. (5-0)

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2021-46

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE LICENSE AGREEMENT WITH FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), AS IT RELATES TO THE STATE ROAD A1A REDESIGN PROJECT - ID NO. 441360-1-52-01, GRANTING FDOT LICENSE TO OCCUPY AND USE PREMISES PARCEL NO. 953 (ITEM/ SEGMENT NO. 4413601).

Mr. Doody read the Resolution by title only.

Mr. Serda explained the agreement was related to the A1A redesign and would have no cost to the Town. He stated it would provide a temporary right-of-way to the Florida Department of Transportation (FDOT).

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to adopt Resolution 2021-46 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Resolution No. 2021-47

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE AGREEMENT BETWEEN BROWARD COUNTY AND THE TOWN OF HILLSBORO BEACH FOR IMPLEMENTATION OF PROJECTS PURSUANT TO THE ENHANCED MARINE LAW ENFORCEMENT GRANT FOR GOVERNMENTAL ENTITIES FY 2021-2022.

Mr. Doody read the Resolution by title only.

Mr. Serda explained this was a grant received from the County fund the Marine Patrol Unit. He stated it had no matching funds and provided the bulk of the funding for the unit.

Motion made by Commissioner Baldassarre, seconded by Commissioner Feaman, to adopt Resolution 2021-47 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

C. Resolution No. 2021-48

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE AGREEMENT WITH BROWARD COUNTY SUPERVISOR OF ELECTIONS OFFICE TO CONDUCT THE TOWN'S 2022 MUNICIPAL ELECTIONS.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Feaman, seconded by Commissioner Reiser, to adopt Resolution 2021-48 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

D. Resolution No. 2021-49

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE ENGAGEMENT LETTER WITH GRAU & ASSOCIATES CERTIFIED PUBLIC ACCOUNTANTS FOR REQUIRED AUDITING SERVICES FOR FISCAL YEAR 2020-2021.

Mr. Doody read the Resolution by title only.

Mayor Tarrant asked the reason behind the 30 percent increase in the cost to the audit, and why Wilton Manor, with a population triple that of Hillsboro Beach, paid less for their audit. She noted the Town had the second largest audit cost compared to total budget of the communities surveyed and asked whether the Town should consider audit services from the Wilton Manor auditor.

Stephen Bloom stated the auditor had kept their fees flat for the past five (5) years but were no able to do so due to increasing complexity. He noted he could review the reason for the Wilton Manor audit cost and stated he worked with that firm in other capacities and could reach out for a quote.

Mayor Tarrant stated there were a number of items on the comparative analysis which did not make sense to her. Mr. Bloom discussed the difficulty in knowing what was being compared between municipalities without having the full information regarding their process.

Mr. Doody asserted that if comparative analysis was going to be considered, he would strongly encourage a Request for Proposals (RFP).

Mayor Tarrant asked if it was possible to do an RFP. Mr. Bloom responded in the affirmative.

Mr. Serda asked if it was possible to do that for the next engagement in the new year. Mr. Bloom stated there was time to squeeze it in.

Discussion ensued regarding the Town's audit responsibilities.

Mr. Serda stated he wanted to see flexibility built into the RFP.

Mr. Bloom explained the RFP package would be brought forward at the November Commission meeting, and proposals to the December meeting.

Discussion continued regarding requirements.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman to table Resolution 2021-49 to allow time for an RFP to be distributed. In a roll call vote, the **motion** passed unanimously. (5-0)

VI. CONSENT AGENDA

A. Invoices for Approval

1. **Goren, Cherof, Doody & Ezrol P.A.:** Invoice #37542 Services rendered 9/6/2021 through 9/27/21 **\$3,314.40** (General Matters)
2. **Goren, Cherof, Doody & Ezrol P.A.:** Invoice #37543 Services rendered 9/1/2021 through 9/26/21 **\$4,387.50** (Development)
3. **Inframark:** Invoice #66922 Services rendered through August 2021 **\$7,477.20**
4. **Inframark:** Invoice #67793 Services rendered through September 2021 **\$7,399.23**
5. **LSF:** Invoice #21-0831-26 Services rendered through August 2021 **\$6,083.87**

Motion made by Commissioner Feaman, seconded by Commissioner Baldasarre, to approve the invoices for approval in the Consent Agenda as printed. In a roll call vote, the **motion** passed unanimously. (5-0)

VII. BEACH REPORT

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

Mr. Serda provided a brief update. He stated things are moving along on the same path as last reported, and Deerfield Beach is moving forward with placing the sand they have in storage at the end of the turtle season. He noted it was not known the specific amount which would go on the Hillsboro Beach side, but about 10,000 cubic yards would be introduced into the system. Mr. Serda reviewed the timeline for the report containing recommendations related to mitigation strategies.

B. Update on Florida Shore & Beach Preservation Association 2021 Annual Conference

Mayor Tarrant stated she, Commissioner Reiser, and Mr. Serda had attended the conference and a write up was included in the backup materials. She pointed to action items and questions within the summary and noted the Town needed to address those items as soon as possible. Continuing, Mayor Tarrant discussed the importance of developing the appropriate relationships and reiterated her previous request to add a beach person to staff.

Mayor Tarrant asked if the joint beach project was among the 36 beach project funding requests to be presented to the State Legislature in 2022-2023. Mr. Serda stated he was not familiar with the list, but the project had been approved for presentation.

Discussion ensued regarding the gap between the total of the projects and the beach funding from the legislature.

Mayor Tarrant commented on the requirement for a sea level rise study and asked if that was included in the project. Mr. Serda stated the Town had brought the issue up, but he would need to get legal interpretation to make sure the requirements were met.

VIII. STAFF UPDATES

A. Police Department

Police Chief Szesnat presented his report. He stated the patrol snapshot was similar to last month, with a focus on cyclists. He noted efforts to communicate with other municipalities to address safety surrounding bicycle riding groups.

Discussion ensued regarding riding single file and bike lanes.

Vice Mayor Kirdahy commended the Police Department for handling of an issue related to pedestrians.

Police Chief Szesnat shared a letter of commendation received for Sergeant Lou Mastandrea from John and Suzanne Carlson at 975 Hillsboro Mile following an issue with where they had to contact the Marine Unit.

Discussion continued regarding handling of a recent beach landing, noise from vehicles and enforcement of related Florida State Statutes, and assistance from Broward Sheriff's Office and other municipalities.

B. Finance Department

1. Financial Report for August 2021

Steven Bloom, Inframark, presented the August financial report.

Mayor Tarrant commented on the Workers' Compensation tracking, noting the lack of activity had resulted in the lowest cost in a decade.

2. Review of Fiscal Year 2019-2020 Audit Report

Mr. Bloom presented the Fiscal Year 2019-2020 Audit Report and noted there were no significant or material concerns presented. He reviewed financial highlights and a year-to-year comparison. Mr. Bloom reviewed the single audit report of Federal Funds and stated no compliance issues were found.

3. Discussion on Financial Reporting Frequency

Mayor Tarrant stated there had been a suggestion to cover financial reporting quarterly rather than monthly, with items of note being added to the monthly agenda as needed. She asked for and received consensus to make the change.

Mr. Serda noted there was a financial calendar included in the backup materials and stated a 2022 Commission Meeting calendar would be discussed at the November meeting.

C. Building Services

Steve Mitchell, Building Official, CG&A, presented the August Building Services report. He stated growth had been exponential and noted there was work all over Town. He explained CG&A would be adding an additional administrative assistant half time to meet the workload and discussed growing to meet the needs.

Mr. Mitchell discussed the fire at Opal Towers West and associated issues.

Mayor Tarrant commented on the report and asked the goal for average days in review.

Mr. Mitchell stated anything short of two (2) business weeks was not a bad thing, but five (5) days or better was his goal. He explained the State allows 30 days, and discussed penalties implemented by recent legislation. Discussion ensued regarding the regulation.

Mr. Mitchell referenced the 40-year inspections and stated County Mayor Geller had put out a report showing most of the information in the files was not accurately kept. He explained the recommendations included modifying the system.

Vice Mayor Kirdahy referenced the discussion regarding vacating the fines for 1189 Hillsboro Mile and asked if the Building Department was seeing an uptick in General Contractors walking away from jobs.

Mr. Mitchell stated there was a pattern of people walking away from smaller jobs as larger jobs become available. He discussed lessons to be learned from the situation.

Commissioner Reiser asked if the Surfside tragedy had impacted the department. Mr. Mitchell stated it was a fair question, but because it was still not known what happened, it had not changed practices yet, other than making sure people were following through on inspections as required. Discussion continued.

D. Code Compliance

Bernard Pita, Code Official, CG&A, stated he had been out looking at the sea wall due to recent tides. He presented the Code Compliance report, explaining he had noted 10 lighting violations and had also cited a blighted property. He noted several calls had been exchanged regarding remediation of the lighting.

Discussion ensued regarding parking changes coming because of the FDOT project.

IX. TOWN MANAGER REPORT

A. Excavation Ordinance

Mr. Serda shared progress with legal counsel regarding the proposed excavation ordinance and specific issues to address. He explained the quotes were obtained through another County's Request for Qualifications (RFQ).

B. Town Hall Renovation

Mr. Serda explained the drawings had been revised due to some ADA issues and stated he had just received the revisions and would pass those on to the Town Commission for review. He stated the front yard would be paused until after the holiday lights were cleared, but the remainder of the project would move forward.

C. Shred/Recycle Event

Mr. Serda stated there would be a shred/recycle event on October 23, and noted the flyer was in the backup materials.

D. 2021 Holiday Decor

Mr. Serda stated the holiday lighting question had been cleared up during review of the September meeting minutes.

X. TOWN ATTORNEY REPORT

A. Town Manager's COLA

Mr. Doody stated as a follow-up to the Commission's discussion at the Sept 2021 Commission Meeting, Mr. Serda would be receiving a COLA increase consistent with the second amendment of the Town Manager's contract.

Mayor Tarrant noted Mr. Serda was eligible for a base increase in FY 2022-2023.

XI. TOWN COMMISSION COMMENTS/REPORTS

A. Commissioner Jane Reiser

Commissioner Reiser stated she recently attended the 2021 Broward Leaders Water and Climate Academy Workshop on sea-level rise and provided a brief update.

B. Commissioner Vicky Feaman

Commissioner Feaman asked for clarification on the mapping initiative discussed at the Florida Shore & Beach Preservation Association conference. Mayor Tarrant provided additional detail, explaining the entire coast was being mapped through the initiative.

Commissioner Feaman asked if there was an update on hiring a beach person. Mayor Tarrant stated she had spoken with a few people and was leaving the issue to staff. Discussion ensued regarding connecting with potential candidates for the position.

C. Commissioner Barbara Baldasarre

Commissioner Baldasarre stated the Broward League of Cities was starting to meet in person again, and it would be in Hollywood on Thursday. Commissioner Baldasarre updated on the Condo Presidents & Property Manager Forum, and explained the group was discussing insurance rates, the building permit process, and the 40-year inspections.

Mayor Tarrant asked for a list of condo organizations that were not participating and should be.

D. Vice Mayor Irene Kirdahy

Vice Mayor Kirdahy shared an update on the Metropolitan Planning Organization (MPO). She stated they were back in person at their last meeting but could not get a quorum in person. Vice Mayor Kirdahy noted she would be out of Town until the next meeting.

E. Mayor Deborah L. Tarrant

Mayor Tarrant stated she would send staff her comments regarding a potential ordinance on artificial synthetic turf.

XII. PUBLIC COMMENTS

Karen Olson, 1160 Hillsboro Mile, stated how nice it was to enjoy a Commission meeting. She noted she had participated in the Zoom meetings for several months, but it was nice to see Town Hall in-person.

XIII. ADJOURNMENT

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to adjourn the meeting at 12:36 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

ORDINANCE NO. 2021-09

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 SECTION 12-396 ENTITLED "APPROPRIATE PLANT SELECTION, LOCATION AND ARRANGEMENT" TO PROVIDE FOR THE USE OF ARTIFICIAL TURF; PROVIDING FOR AN AMENDMENT TO PROCEDURE, REVIEW CRITERIA, AND DESIGN STANDARDS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission hereby finds it is in the best interest of the Town to amend the Town Code of Ordinances, by specifically amending Chapter 12 related to appropriate plant selection, location and arrangement;

WHEREAS, the Town Commission deems it in the best interest of the Town to allow for the use of artificial turf under specific conditions.

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

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

Section 2. Chapter 12 entitled "Land Development Code" of the Town's Code of Ordinances, specifically Section 12-396 entitled "Appropriate Plant Selection, Location, and Arrangement" is hereby amended as follows:

Sec. 12-396 - Appropriate plant selection, location and arrangement.

(M) The use of artificial ~~plants and vegetation~~ turf shall be substituted for natural ~~plants and vegetation~~ turf grass only in those instances where an ~~conditional use~~ application is filed by the property owner and the application is approved by the Town ~~Commission Administrator or designee for single-family residences within the R-2 Zoning District~~. The ~~conditional use allowing for the~~ use of artificial ~~plants and vegetation~~ turf for landscaping shall be subject to the following:

~~(1) Procedure. Artificial Turf Permit required. All conditional uses shall be subject to approval of the Town Commission, and no conditional use shall be approved until after a public hearing by the Town Commission, at which time all interested parties shall have an opportunity to be heard. The Artificial Turf Permit application shall include, at a minimum, the following information:~~

~~1. A site-landscape plan of the intended area of installation showing the location of the artificial turf, area of living plant material, and and method of separation between~~

1 these areas. All other minimum landscape requirements for the property shall be
2 required.

3 2. Details regarding existing or proposed irrigation proximate to the artificial turf.

4 3. Brand and type of artificial turf including all manufacturer specifications and
5 warranties. If not currently used within the Town, the application shall also include a
6 sample of the material to be installed.

7 4. A scaled cross section and details of the proposed materials and installation, including
8 but not limited to subgrade, drainage, base or leveling layer, and infill.

9 (2) *Review criteria.* The Town Manager or his or her designee ~~Commission~~ shall ~~not~~
10 approve ~~a conditional use, unless and until it finds that~~ the use of artificial turf based
11 on compliance with the following criteria:

12 ~~(a) The use of artificial plants and vegetation is deemed desirable for the public~~
13 ~~convenience or welfare, and the use is in harmony with the purpose and intent of~~
14 ~~this chapter and will not be detrimental or injurious to the town.~~

15 ~~(b) When granting approval for a conditional use, the Town Commission may attach~~
16 ~~conditions and safeguards, as it may determine is necessary for the protection and~~
17 ~~aesthetic appearance of the town.~~

18 ~~(c)(a) Design Standards.~~ The application shall meet all of the following ~~criteria design~~
19 ~~standards, and shall where appropriate:~~

20 1. ~~Harmony with adjacent uses (existing or zoned). Simulate the appearance of~~
21 ~~live turf, organic turf, grass, sod or lawn, and shall have a minimum eight (8) year~~
22 ~~"no fade" warranty.~~

23 2. ~~Use not hazardous to the town. Have a minimum face weight of 75 ounces per~~
24 ~~square yard.~~

25 3. ~~The landscape plan identifying the location and dimension of the use of artificial~~
26 ~~plants and vegetation is compatible with the character and aesthetics of the~~
27 ~~town. Be manufactured from polyethylene monofilament, dual yarn system, and~~
28 ~~manufactured in the United States.~~

29 4. Have backing that is permeable.

30 5. Be lead free and flame retardant.

31 6. Be of a type known as cut pile infill with pile fibers of a minimum height of 1.75
32 inches and a maximum height of 2.5 inches, except for Putting Greens, which may
33 have a minimum height of ¼ inch.

34
35 (b) Installation Standards. Artificial turf shall comply with all of the following
36 installation standards and shall:

37 1. Be installed by a Florida-licensed general contractor in a manner prescribed by
38 the manufacturer.

39 2. Be installed over an evenly graded, porous crushed rock aggregate material that
40 is a minimum of three inches in depth.

3. Be anchored at all edges and seams consistent with the manufacturer's specifications.
4. Not have visible seams between multiple panels.
5. Have seams that are joined in a tight and secure manner.
6. Be a minimum of six feet from a tree or palm and 12 inches from hedges, shrubs, or groundcover, including the separator.
7. Have an infill medium consisting of clean silica sand or other mixture, pursuant to the manufacturer's specifications that shall:
 - a. Be brushed into the fibers to ensure that the fibers remain in an upright position;
 - b. Provide ballast that will help hold the Synthetic Turf in place; and
 - c. Provide a cushioning effect.
- (c) Additional Standards. Artificial turf shall comply with all of the following installation standards and shall:
 1. Areas of living plant material shall be installed and/or maintained in conjunction with the installation of Synthetic Turf. Living plant material shall be provided per the minimum code requirements.
 2. Irrigation systems proximate to the Synthetic Turf shall be directed so that no Irrigation affects the Synthetic Turf.
- (d) Maintenance Standards. Artificial turf shall comply with all of the following maintenance standards and shall:
 1. Be maintained in an attractive and clean condition, and shall not contain holes, tears, stains, discoloration, seam separations, uplifted surfaces or edges, heat degradation or excessive wear.
 2. Be maintained in a green fadeless condition and free of weeds, debris, and impressions.
- (e) Prohibitions. Synthetic Turf shall not be used as a screening material where screening is required by the Code.

(3) ~~Conditional use approval amendments. A conditional use approval is specific to the landscape plan and any supplemental conditions approved. Modifications to any of the specifics or conditions of the approval shall be deemed a code violation and subject to code enforcement action and/or revocation of the conditional use approved.~~

(4) Each application ~~for a conditional use under this section~~ for artificial turf shall be submitted with a landscape plan and accompanied by a check made payable to the town in an amount set from time to time by resolution adopted by the Town Commission to offset administrative fees and costs.

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

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

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

7 **Section 6.** This Ordinance shall be effective after its passage and adoption by the Town
8 Commission of the Town of Hillsboro Beach.
9

10 PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH,
11 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.

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

15 ATTEST:

16
17 By: _____
18 Sherry D. Henderson, CMC
19

20 APPROVED AS TO FORM:

21 _____
22 Donald J. Doody, Town Attorney



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Phone: (954) 427-4011
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Agenda Item Cover Memo

Agenda Item: Discussion on Procedures for Proclamations

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. agenda cover memo - proclamations
 2. Proposed Proclamation Amendments for Discussion (11-9-2021 meeting)
 3. 2016-872 Approve Rules of Procedure for Regular and Special Meetings
 4. 2017-84 Amend Res 2016-872 Provide Procedure for Proclamation



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Agenda Item Cover Memo

Agenda Item: Proclamation Process

Submitting Dept: Town Manager

Agenda Date: November 1, 2021

1. BACKGROUND / HISTORY

The current process for proclamation requests may limit the Town's ability to be responsive to immediate requests based on Resolution 2017-874 which provides the process for proclamations. Specifically, the resolution states proclamations "must be on an agenda and voted by the Commission... at a meeting prior to the meeting it is issued".

This does not allow for flexibility for any Commissioner to request a proclamation between monthly Commission meetings, or during the month of August when the Commission is on break.

2. CURRENT ACTIVITY

Should the Commission wish to include flexibility in the proclamation request process, the following process includes a manner for any Commissioner to request a proclamation, and also to require a proclamation to come before the Commission for a vote.

3. FINANCIAL IMPACT

No financial impact.

4. RECOMMENDATION

No recommendation or preference for this action.

**PROCLAMATIONS
(Amending Reso 2017-874)**

Proclamations:

Proclamations must meet one of the following criteria:

1. Pertain to an organization or event occurring within the Town or benefitting the Town.
2. Apply to a government or governmental issue or governmental event at the state, local or federal level.
3. Reference an individual who has resided or worked in Hillsboro Beach and/or made lasting contributions to the Town.

Proclamations should not be issued:

1. Endorsing candidates for public or private office
2. In support or opposition of any ballot issues

Request Procedures:

1. Requests for Proclamations may be made to any member of the City Commission
2. Requests should include: name of honoree(s), description of accomplishment, contact information, details including dates, historical significance, names of those involved.
3. The proclamation is forwarded to Mayor for review and signature.
4. Notice to all the Commission shall be issued by Town Manager or designee of the Mayor's determination to issue (or not to issue) proclamation 3 days prior to issuance.

Resolution of Objections to Issue or not to issue Proclamation:

1. If any Commissioner objects to the Mayor's determination, the Proclamation will be temporarily suspended and not issued. Instead the proclamation will be placed on the next available Commission agenda for determination by the Commission.
2. By majority vote the Commission may determine to issue or not the proclamation.
3. The Mayor and Vice Mayor shall have the option to sign the proclamation. If both decide not to sign the proclamation, the next presiding officer may sign.
4. If the Commission determines to not issue the proclamation, then the proclamation shall not be issued.

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SECTION 3. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

SECTION 4. 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 5. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this 4th day of October 2016.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant
Deborah L. Tarrant, Mayor

ATTEST:

Yude Alvarez, CMC
Town Clerk



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1 Agenda may be removed from the Consent Agenda by any Commissioner, and
2 discussed and deliberated by the Town Commission.
3

4 C. **Proclamations, Keys to the City, Awards, Certificates:** The Town
5 Commission establishes a procedure to be adhered to by the Town Commission relative,
6 but not limited to, the issuance of proclamations, the issuance of keys to the Town,
7 awards, certificates, and other ceremonial items or documents. The deadline for
8 submission of proposed proclamations or any other ceremonial items or documents shall
9 be the same as for any agenda item. The placement of a proclamation on the agenda shall
10 be at the discretion of the Town Manager after consulting with the Mayor.

11
12 1. Any certificate or plaque presented from a Commissioner or the Commission must
13 be on an agenda and voted by the Commission in favor of presenting said certificate or
14 plaque at a meeting prior to the meeting it is issued.

15
16 2. Proclamations and other ceremonial items or documents shall be read by the Town
17 Clerk and issued by the Town Commission only after they have been reviewed,
18 considered, and approved by a majority vote of the Town Commission.

19
20 **SECTION 3.** All Resolutions or parts of Resolutions in conflict herewith, be
21 and the same are repealed to the extent of such conflict.
22

23 **SECTION 4.** If any clause, section or other part of this Resolution shall be held
24 by any court of competent jurisdiction to be unconstitutional or invalid, such
25 unconstitutional or invalid part shall be considered eliminated and will in no way affect
26 the validity of the other provisions of this Resolution.
27

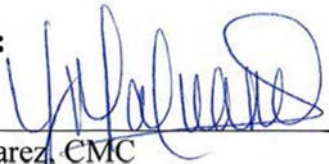
28 **SECTION 5.** This Resolution shall become effective immediately upon its
29 passage and adoption.
30

31 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this 10th
32 day of January 2017.
33

34 **TOWN OF HILLSBORO BEACH, FLORIDA**

35 
36 _____
37 Deborah L. Tarrant, Mayor
38

39 **ATTEST:**

40 
41 _____
42 Yude Alvarez, CMC
43 Town Clerk





TOWN OF HILLSBORO BEACH

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Hillsboro Beach, FL 33062

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Agenda Item Cover Memo

Agenda Item: Discussion on Amending Land Development Code, Regarding Maximum Lot Size

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: Resolution No. 2021-50

Consideration to Approve and Authorize the Appropriate Town Officials to Execute Maintenance Memorandum of Agreement (MMOA) with Florida Department of Transportation - District, Relating to State Road A1A Project #441360-1-56-01.

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. agenda cover memo - MMOA
 2. RESOLUTION
 3. FDOT Maintenance Memorandum of Agreement (SR A1A)



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TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: Agreement with FDOT for Maintenance of Pedestrian Lights

Submitting Dept: Town Manager

Agenda Date: November 1, 2021

1. BACKGROUND / HISTORY

Over the past few years, while in conversation with the Florida Department of Transportation (FDOT) regarding the redesign of A1A, the Town has continually advocated for FDOT to install Rectangular Rapid Flashing Beacons (RRFD) on each side of the pedestrian crosswalks within the Town to indicate to moving vehicles that pedestrians are crossing. Furthermore, the Town has requested two additional crosswalks at 1050 and 1198.

Unfortunately, FDOT has not approved the additional two crosswalks, but they have agreed to provide and install the RRFDs at our existing crosswalks.

2. CURRENT ACTIVITY

The attached Maintenance Memorandum of Agreement (MMOA) provides for the Town to maintain or replace the RRFDs as needed. The agreement may be terminated by FDOT if the Town does not maintain the lights, and the Town will be required to reimburse FDOT for the lights.

The termination clause is onerous, with FDOT able to cancel the agreement for the Town's nonperformance, and the Town will be required to repay for the initial investment.

3. FINANCIAL IMPACT

The actual financial burden of repair and maintenance is unknown, however the purchase and installation of each RRFD is expected to cost about \$10,000 which is to be originally funded by FDOT. A possible source of funding for the maintenance or replacement as needed are the funds from the state's local option gas tax revenue, which annually is about \$36,000 and the current balance is approximately \$62,000.

4. RECOMMENDATION

Considering the resident's ongoing requests for the RRFDs, approval is recommended.

RESOLUTION NO. 2021-50

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE THE FLORIDA DEPARTMENT OF TRANSPORTATION- DISTRICT FOUR MAINTENANCE MEMORANDUM OF AGREEMENT (MMOA); A COPY OF WHICH IS ATTACHED HERETO AS EXHIBIT "A"; 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 and authorize the proper Town officials to execute the Florida Department of Transportation- District Four Maintenance Memorandum of Agreement (MMOA).

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.

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida hereby approves and authorizes the proper Town officials to execute the Florida Department of Transportation- District Four Maintenance Memorandum of Agreement (MMOA). A copy of the Agreement is attached hereto as Exhibit "A".

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

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11 **ATTEST:**

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16 _____
Sherry D. Henderson, CMC, Town Clerk

RESOLUTION NO. 2021-50

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	☐	☐

FLORIDA DEPARTMENT OF TRANSPORTATION - DISTRICT FOUR
MAINTENANCE MEMORANDUM OF AGREEMENT (MMOA)

THIS AGREEMENT, made and entered into on _____ by and between the **STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION**, a component agency of the State of Florida hereinafter called the **DEPARTMENT**, and **TOWN OF HILLSBORO BEACH**, a municipal corporation existing under the Laws of Florida, hereinafter called the **AGENCY**.

WITNESSETH

WHEREAS, the **DEPARTMENT** has jurisdiction over State Road A1A and

WHEREAS, as part of the continual updating of the State of Florida Highway System, the **DEPARTMENT**, for the purpose of safety, protection of the investment and other reasons, has constructed and does maintain State Road A1A; and

WHEREAS, the **DEPARTMENT** seeks to install certain highway and pedestrian **IMPROVEMENTS**, specifically solar-powered Rectangular Rapid Flashing Beacon (RRFB) sign assemblies at existing pedestrian midblock crosswalk locations within the right-of-way of State Road A1A as described within **Exhibit A (Project Location, Description and Location Map)**, and have maintained by the **AGENCY**; and

WHEREAS, it is the intent of the **AGENCY** and the **DEPARTMENT** that the **AGENCY** shall maintain all the **IMPROVEMENTS** constructed within the project limits under FM No. 441360-1-52-01, along State Road A1A between Mile Post (M.P.) 12.108 and M.P. 15.162 [BL1][EA2], as detailed within **Exhibit A**.

WHEREAS, the Project involves the scope of work as described within **Exhibit A** and **Exhibit B (Construction Plans)**, which will benefit the **AGENCY**; and

WHEREAS, the parties hereto mutually recognize the need for entering into an agreement designation and setting forth the responsibilities of each party; and

WHEREAS the **AGENCY** by Resolution Number _____ entered into this date _____ attached hereto and by this reference made a part hereof, desires to enter into this **AGREEMENT** and authorizes its officers to do so;

NOW THEREFORE, for and in consideration of the mutual benefits to flow each to the other, the parties covenant and agree as follows:

1. RECITALS

The recitals set forth above are true and correct and are deemed incorporated herein.

2. INSTALLATION OF FACILITIES

The **DEPARTMENT** shall construct under **FM No. 44160-1-52-01** the **IMPROVEMENTS** as detailed in **Exhibit A** and **Exhibit B**, which will benefit the **AGENCY**. The **AGENCY** agrees to maintain the **IMPROVEMENTS** described herein as: Rectangular Rapid Flashing Beacon

(RRFB) sign assemblies, at existing midblock crosswalk locations within the right of way of State Road A1A, as described within **Exhibit A** and **Exhibit B**; and

- a) If there are any major changes to the plan(s), the **DEPARTMENT** shall provide the modified plan(s) to the **AGENCY** and the **AGENCY** shall provide their approval or disapproval to the **DEPARTMENT** within ten (10) business days. The **DEPARTMENT** may elect to withdraw the **IMPROVEMENTS** if changes are not approved within the given time frame.
- b) The **IMPROVEMENTS** shall comply with the laws and regulations relating to the Americans with Disabilities Act of 1990, as currently enacted or as may be amended from time to time ("ADA").
- c) The **AGENCY** shall be invited to assist the **DEPARTMENT** in final inspection before acceptance of the job by the **DEPARTMENT**.
- d) The **AGENCY** must maintain the **IMPROVEMENTS** associated within the limits of the project.

3. MAINTENANCE OF FACILITIES

The **AGENCY** agrees to maintain the **IMPROVEMENTS** to be installed under Project Number **441360-1-52-01** as provided herein Maintenance by the **AGENCY** will include but not limited to inspection, repair, restoration, replacement and general maintenance of all features within the limits of construction, as described within **Exhibit A**.

- a) The **AGENCY** agrees to maintain as its sole cost and expense, the **IMPROVEMENTS** set forth in **Exhibit A** in compliance with any and all applicable laws which shall include, but not be limited to laws and regulations relating to the Americans with Disabilities Act (ADA") of 1990, as currently enacted or as may be amended from time to time.
- b) The above-named functions to be performed by the **AGENCY** may be subject to periodic inspections by the **DEPARTMENT** at the discretion of the **DEPARTMENT**. Such inspection findings will be shared with the **AGENCY** and shall be the basis of all decisions regarding, reworking or **AGREEMENT** termination, The **AGENCY** shall not change or deviate from the **AGENCY's** approved Maintenance Plan as referenced in **Exhibit C** (Maintenance Plan Requirements) without written approval from the **DEPARTMENT**.
- c) The **IMPROVEMENTS** shall be kept clean and free from trash and debris. The **IMPROVEMENTS** shall be kept free of graffiti. The **IMPROVEMENTS** shall be free of pests such as stinging insects, rodents and vermin, including removal of nests as needed.
- d) The **AGENCY** shall be solely responsible for any damages to surrounding property, real estate, vehicles, pedestrians, attachments to the light poles or other assets occurring as a

result of maintaining the **IMPROVEMENTS** and shall repair such damage to the satisfaction of the **DEPARTMENT** at no expense to the **DEPARTMENT**.

- e) As part of the maintenance responsibility, the **AGENCY** shall keep in good repair and replace, defective or worn out parts of the **IMPROVEMENTS**. The **AGENCY**'s responsibility to keep the **IMPROVEMENTS** in good repair shall include all necessary inspection, maintenance, repair and replacement of any type or nature, including, but not limited to, maintenance, repair, and replacement due to normal wear and tear, named storm event, acts of God, vandalism and accidents. The **AGENCY** shall take all necessary steps to maintain the **IMPROVEMENTS** in a manner to protect against injury to any person or property.
- f) The **AGENCY** shall be responsible for the **IMPROVEMENTS** as referenced in **Exhibit A** immediately after final acceptance of the construction project by the **DEPARTMENT**.
- g) The above-named functions to be performed by the **AGENCY** may be subject to periodic inspections by the **DEPARTMENT** at the discretion of the **DEPARTMENT**. Such inspection findings will be shared with the **AGENCY** and shall be the basis of all decisions regarding, reworking or **AGREEMENT** termination. The **AGENCY** shall not change or deviate from said plans without written approval of the **DEPARTMENT**.
- h) All **IMPROVEMENTS** shall at all times have a notification sign posted with the name and phone number of the appropriate department within the **AGENCY** responsible for maintenance of the **IMPROVEMENTS** so that members of the public may contact **AGENCY** regarding problems with the **IMPROVEMENTS**. The **AGENCY** shall promptly respond and correct all complaints regarding maintenance. The **IMPROVEMENTS** to be constructed with this project shall not contain advertising. Nor shall advertising be placed upon them by any party in the future.
- i) It is understood and agreed by the parties that upon "final acceptance" (as that term is described in the Standard Specifications for Roadway and Bridge Construction, as amended by contract documents section 5-11) by the **DEPARTMENT** of the Project and Notice thereof to the **AGENCY**, the **AGENCY** shall be responsible for maintenance of the Project in accordance with the following Federally and State accepted standards (current editions at the time of execution of this **AGREEMENT** and any amendments hereafter) and all costs related thereto: (a) FDOT Design Manual (FDM), (b) Florida Green Book, (c) Standard Specifications for Roadway and Bridge Construction, (d) FDOT Standard Plans for Roadway Construction, (e) Manual on Uniform Traffic Control Devices (MUTCD), and (f) all other applicable local, state, or federal laws, rules, resolutions, or ordinances, and FDOT procedures. In the event of a conflict between documents, standards, and procedures the more stringent shall apply.
- j) Any work impacting traffic flow on A1A must be coordinated with the **DEPARTMENT**. Lane closures must be submitted for approval in accordance with **DEPARTMENT** procedures and policies and will meet the goals established in the **DEPARTMENTS** Open Roads Policy.

4. NOTICE OF MAINTENANCE DEFICIENCIES

If at any time while the terms of this **AGREEMENT** are in effect it shall come to the attention of the **DEPARTMENT** that the **AGENCY's** responsibility as established herein or a part thereof is not being properly accomplished pursuant to the terms of this **AGREEMENT**, the **DEPARTMENT** may issue a written notice, that a deficiency or deficiencies exist(s). by sending a certified letter to the **AGENCY**, in care of the **TOWN OF HILLSBORO BEACH, TOWN MANAGER**. to place the **AGENCY** on notice regarding its maintenance deficiencies. Thereafter, the **AGENCY** shall have a period of sixty (60) days within which to correct the cited deficiency or deficiencies. If the deficiencies are not corrected within the time period, the **DEPARTMENT** may at its option, proceed under one or more or a combination of the following items.

- a) The **DEPARTMENT** may repair any item or a number of items corrective actions will be performed with the **DEPARTMENT** and/or its independent contractor's materials equipment and personnel. The actual cost for such work will be charged to the **AGENCY**.
- b) The **DEPARTMENT** may remove or replace any item or number of items with the standard **DEPARTMENT** item Corrective actions will be performed with the **DEPARTMENT** and/or its independent contractor's materials equipment and personnel The actual cost for such work will be charged to the **AGENCY**.
- c) If there is no standard equivalent item or if in the **DEPARTMENT'S** discretion the item is not necessary for the operations of the roadway the **DEPARTMENT** may remove the item in its entirety and restore the area to a condition acceptable to the **DEPARTMENT**. Corrective actions will be performed with the **DEPARTMENT** and/or its independent contractor's materials equipment and personnel. The actual cost for such work will be charged to the **AGENCY**.
- d) At the discretion of the **DEPARTMENT**, terminate the Agreement in accordance with Paragraph 7 of this Agreement and remove within the limits of the **DEPARTMENTS** Right-of-Way, by the **DEPARTMENT** or its Contractor's personnel all of the **IMPROVEMENTS** installed under this Agreement and charge the **AGENCY** the reasonable cost of such removal.

5. FUTURE DEPARTMENT IMPROVEMENTS

It is understood between the parties hereto that the **IMPROVEMENTS** covered by this Agreement may be removed, relocated or adjusted at any time in the future as determined to be necessary by the **DEPARTMENT** in order that the state road be widened, altered or otherwise changed to meet with future criteria or planning of the **DEPARTMENT**.

6. FUTURE AGENCY IMPROVEMENTS

The **AGENCY** may construct additional **IMPROVEMENTS** within the limits of the rights of ways identified as a result of this document, subject to the following conditions:

- a) Plans for any new **IMPROVEMENTS** shall be subject to approval by the **DEPARTMENT**. The **AGENCY** shall not change or deviate from said plans without written approval by the **DEPARTMENT**.
- b) The **AGENCY** shall procure a permit and/or Construction Agreement from the **DEPARTMENT**, as appropriate.
- c) All **IMPROVEMENTS** shall be developed and implemented in accordance with appropriate state safety and roadway design standards.
- d) The **AGENCY** agrees to comply with the requirements of this Agreement with regard to any additional **IMPROVEMENTS** installed at no cost to the **DEPARTMENT**.

7. AGREEMENT TERMINATION

This Agreement may be terminated under any one (1) of the following conditions

- a) By the **DEPARTMENT**, if the **AGENCY** fails to perform its duties under this Agreement, following ten (10) days written notice. The **AGENCY** shall reimburse the **DEPARTMENT** for any expenditures for the installation of said **IMPROVEMENTS** and the cost to remove and or replace said improvement with the standard improvement or remove in its entirety.
- b) By the **DEPARTMENT**, for refusal by the **AGENCY** to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119. Florida Statutes and made or received by the **AGENCY** in conjunction with this Agreement.
- c) By the **DEPARTMENT**, within a six (6) month written notice.

8. AGREEMENT TERM

The term of this Agreement commences upon execution by all parties. The term of this Agreement shall remain in effect for as long as the **IMPROVEMENTS** shall exist.

9. LIABILITY AND INSURANCE REQUIREMENTS

- A. With respect to any of the **AGENCY'S** agents, consultants, sub-consultants, contractors, and/or sub-contractors, such party in any contract for the **IMPROVEMENTS** shall agree to indemnify, defend, save and hold harmless the **DEPARTMENT** from all claims, demands, liabilities, and suits of any nature arising out of, because of or due to any intentional and/or negligent act or occurrence, omission or commission of such agents, consultants, sub consultants, contractors and/or subcontractors. The **AGENCY** shall provide to

the **DEPARTMENT** written evidence of the foregoing upon the request of the **DEPARTMENT**. It is specifically understood and agreed that this indemnification clause does not cover or indemnify the **DEPARTMENT** for its own negligence.

B. In the event that **AGENCY** contracts with a third party to provide the services set forth herein, any contract with such third party shall include the following provisions:

- 1) **AGENCY'S** contractor shall at all times during the term of this Agreement keep and maintain in full force and effect, at contractor's sole cost and expense, Comprehensive General Liability with minimum limits of \$1,000,000.00 per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability and Worker's Compensation insurance with minimum limits of \$500,000.00 per Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Comprehensive General Liability and Worker's Compensation policy without restrictive endorsements, as filed by the Insurance Services Office and shall name the **DEPARTMENT** as an additional insured.
- 2) **AGENCY'S** contractor shall furnish **AGENCY** with Certificates of Insurance of Endorsements evidencing the insurance coverages specified herein prior to the beginning performance of work under this Agreement.
- 3) Coverage is not to cease and is to remain in full force and effect (subject to cancellation notice) until all performance required of **AGENCY'S** contractor is completed. All policies must be endorsed to provide the **DEPARTMENT** with at least thirty (30) days' notice of cancellation and or/or restriction. If any of the insurance coverages will expire prior to the completion of work, copies of renewal policies shall be furnished at least (30) days prior to the date of

10. E-VERIFY REQUIREMENTS

The **AGENCY** shall:

- 1) Utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the **AGENCY** for the work performed under this **AGREEMENT**; and
- 2) Expressly require any contractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

11. ENTIRE AGREEMENT

This writing embodies the entire Agreement and understanding between the parties hereto and there are no other Agreements and understanding, oral or written, with reference to the subject matter hereof that are not merged herein and superseded hereby except the plans under FM #441360-1-52-01.

12. EXPENDITURE OF MONEY

The **DEPARTMENT**, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The **DEPARTMENT** shall require a statement from the Comptroller of the **DEPARTMENT** that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one (1) year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the **DEPARTMENT** which are for an amount in excess of TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) and which have a term for a period of more than one year.

13. DISPUTES

The **DEPARTMENT'S** District Secretary shall decide all questions, difficulties, and disputes of any nature whatsoever that may arise under or by reason of this Agreement, the prosecution or fulfillment of the service hereunder and the character, quality, amount and **IN WITNESS OF THE FOREGOING**, the parties have set their hands and seals the day and year first above written.

14. ASSIGNMENT

This Agreement may not be assigned or transferred by the **AGENCY** in whole or part without the consent of the **DEPARTMENT**.

15. LAWS GOVERNING

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. In the event of a conflict between any portion of the contract and Florida law, the laws of Florida shall prevail. The venue for any dispute arising from this Agreement shall be in Broward County, Florida.

16. NOTICES

Any and all notices given or required under this Agreement shall be in writing and either personally delivered with receipt acknowledgement or sent by certified mail, return receipt requested. All notices shall be sent to the following addresses.

If to the **DEPARTMENT**:

State of Florida Department of Transportation
Attention: District Maintenance Engineer
3400 West Commercial Blvd
Ft. Lauderdale, FL 33309-3421

If to the **AGENCY**:

Town of Hillsboro Beach
Attention: Town Manager
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

17. LIST OF EXHIBITS

Exhibit A: Project Location, Description and Project Aerial
Exhibit B: Plans
Exhibit C: Maintenance Plan Requirements

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

AGENCY

Town of Hillsboro Beach, a municipal
Corporation of the State of Florida

By: _____ **Date:** _____
William "Mac" Serda, Town Manager

ATTEST:

_____ **Date:** _____
Sherry D. Henderson, CMC, Town Clerk

Approved as to form

_____ **Date** _____
Donald J. Doody, Town Attorney

SECTION No: 86050
COUNTY: Broward
S.R. No: A1A
FM No: 441360-1-52-01

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

DEPARTMENT:

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

Sign: _____
Paul A. Lampley, P. E., Director of Operations

Date: _____

Approval as to Form:

Sign: _____
Dawn Raduano, District General Counsel

Date: _____

EXHIBIT A

PROJECT LOCATION, DESCRIPTION AND AERIAL

I. Project Location

The **IMPROVEMENTS** associated with this Agreement are located within the Town of Hillsboro Beach in Broward County, Florida along SR A1A from MP 12.108 to MP 15.162.

II. Description

The Proposed Project consists of providing continuous paved shoulders (bike lanes), curb & gutter/sidewalk on west side of SR A1A from Opal Towers Condo to SE 10th Street, milling & resurfacing, road raising with overbuild and signing & pavement marking. All improvements are within SR A1A right of way.

III. Aerial

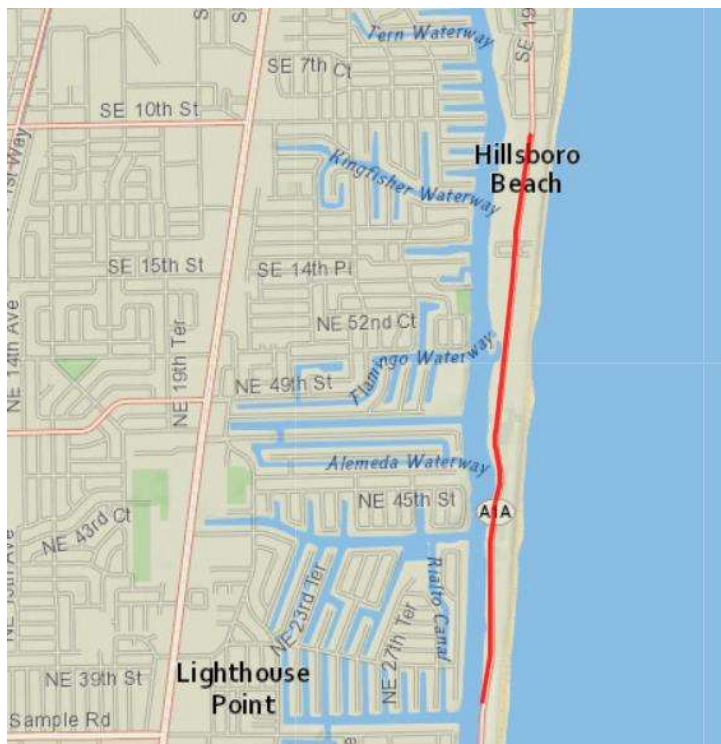


EXHIBIT B

PLANS

Signing & Pavement Marking Plans by Q. Amin Ahmed, PE, Stanley Consultants, Inc. dated August 16, 2021 as approved by the Department.

PLANS (attached)

Sheets Included:

PDF Page Number (#)	Plan Sheet (#)	Sheet(s) Description
13	1	KEY SHEET
14 - 17	S-2 thru S-5	TABULATION OF QUANTITIES
18	S-6	S&PM GENERAL NOTES
19- 52	S-7 thru S-40	S&PM PLAN

[The remainder of this page intentionally left blank.]

INDEX OF SIGNING AND PAVEMENT MARKING PLANS

SHEET NO.	SHEET DESCRIPTION
S-1	KEY SHEET
S-2 thru S-5	TABULATION OF QUANTITIES
S-6	SIGNING AND PAVEMENT MARKING GENERAL NOTES
S-7 thru S-40	SIGNING AND PAVEMENT MARKING PLAN

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

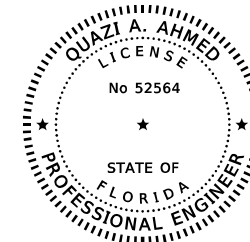
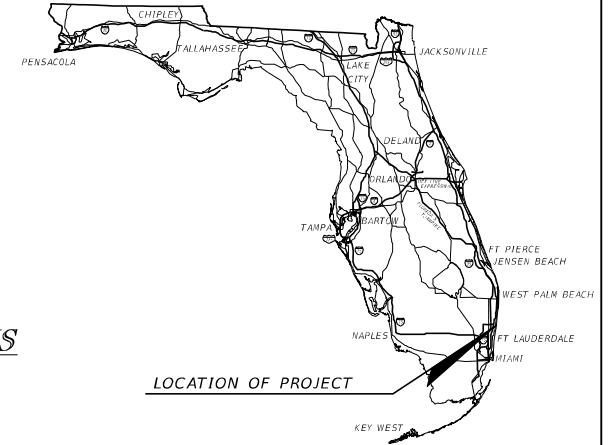
CONTRACT PLANS

FINANCIAL PROJECT ID 441360-1-52-01

BROWARD COUNTY (86050)

SR A1A MOBILITY IMPROVEMENTS
FROM SOUTHERN TOWN LIMIT OF HILLSBORO BEACH TO SE 3RD STREET

SIGNING AND PAVEMENT MARKING PLANS



THIS ITEM HAS BEEN DIGITALLY
SIGNED AND SEALED BY

ON THE DATE ADJACENT TO THE SEAL
PRINTED COPIES OF THIS DOCUMENT ARE
NOT CONSIDERED SIGNED AND SEALED
AND THE SIGNATURE MUST BE VERIFIED
ON ANY ELECTRONIC COPIES.

**SIGNING AND PAVEMENT
MARKING PLANS
ENGINEER OF RECORD:**

Q. AMIN AHMED, P.E.
P.E. NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL. 33409
(561) 689-7444
CONTRACT NO. CA340
VENDOR NO. VF-421320758-001

**BIDDABILITY
SUBMITTAL
AUGUST, 2021**

FDOT PROJECT MANAGER:
BINOD BASNET, P.E.

CONSTRUCTION CONTRACT NO.	FISCAL YEAR	SHEET NO.
E4V59	22	S-1

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

[illegible]

REVISIONS <table> <tr> <th>DATE</th> <th>DESCRIPTION</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>				DATE	DESCRIPTION	DATE	DESCRIPTION					Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION <table> <tr> <th>ROAD NO.</th> <th>COUNTY</th> <th>FINANCIAL PROJECT ID</th> </tr> <tr> <td>SR A1A</td> <td>BROWARD</td> <td>441360-1-52-01</td> </tr> </table>	ROAD NO.	COUNTY	FINANCIAL PROJECT ID	SR A1A	BROWARD	441360-1-52-01	TABULATION OF QUANTITIES	SHEET NO. S-2
DATE	DESCRIPTION	DATE	DESCRIPTION																		
ROAD NO.	COUNTY	FINANCIAL PROJECT ID																			
SR A1A	BROWARD	441360-1-52-01																			

TABULATION OF QUANTITIES

PAY ITEM NO.	DESCRIPTION	UNIT	SHEET NUMBERS																		TOTAL THIS SHEET		
			S-16		S-17		S-18		S-19		S-20		S-21		S-22		S-23		S-24				
			PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN
654-2-22	MIDBLOCK CROSSWALK: RECTANGULAR RAPID FLASHING BEACON, F&I - SOLAR, COMPLETE SIGN ASSEMBLY - BACK TO BACK	AS			1						1											2	
700-1-11	SINGLE POST SIGN, F&I GROUND MOUNT, UP TO 12 SF	AS			3		1		3		4											11	
700-1-50	SINGLE POST SIGN, RELOCATE	AS	2		1						2		1									6	
700-1-60	SINGLE POST SIGN, REMOVE	AS			2		1				4				1							8	
710-90	PAINTED PAVEMENT MARKING - FINAL SURFACE	LS																					
*	RETRO-REFLECTIVE PAVEMENT MARKER:	EA																					
*	BI-DIRECTIONAL BLUE/BLUE	EA	2		2		1		4		4		3		2		1		2			21	
*	BI-DIRECTIONAL YELLOW/YELLOW	EA	26		26		26		26		26		28		28		26		26			238	
*	BI-DIRECTIONAL WHITE/RED	EA																					
*	PAINTED PAVT. MARKINGS, STANDARD, WHITE, SOLID, 6"	GM	0.205		0.200		0.204		0.204		0.208		0.212		0.205		0.205		0.197			1.840	
*	PAINTED PAVT. MARKINGS, STANDARD, WHITE, SOLID, FOR CROSSWALK & ROUNDABOUT, 12"	LF			33		34				64										131		
*	PAINTED PAVT. MARKINGS, STANDARD, WHITE, SOLID, FOR STOP LINE OR CROSSWALK, 24"	LF			50						50										100		
*	PAINTED PAVT. MARKINGS, STANDARD, WHITE, MESSAGE OR SYMBOL	EA	2						2				2						2			8	
*	PAINTED PAVT. MARKINGS, STANDARD, WHITE, ARROWS	EA	2						2				2						2			8	
*	PAINTED PAVT. MARKINGS, STANDARD, YELLOW, SOLID, 6"	GM	0.205		0.200		0.204		.204		0.208		0.212		0.204		0.205		0.197			1.839	
711-11-123	THERMOPLASTIC, STANDARD, WHITE, SOLID, 12" FOR CROSSWALK AND ROUNDABOUT	LF			33		34				64											131	
711-11-125	THERMOPLASTIC, STANDARD, WHITE, SOLID, 24" FOR STOP LINE AND CROSSWALK	LF																					
711-14-125	THERMOPLASTIC, PREFORMED, WHITE, SOLID, 24" FOR CROSSWALK	LF			50						50											100	
711-14-160	THERMOPLASTIC, PREFORMED, WHITE, MESSAGE	EA	2						2				2						2			8	
711-14-170	THERMOPLASTIC, PREFORMED, WHITE, ARROW	EA	2						2				2						2			8	
711-16-101	THERMOPLASTIC, STANDARD-OTHER SURFACES, WHITE, SOLID, 6"	GM	0.205		.200		.204		.204		0.208		0.212		0.205		0.205		0.197			1.840	
711-16-201	THERMOPLASTIC, STANDARD-OTHER SURFACES, YELLOW, SOLID, 6"	GM	0.205		0.200		0.204		.204		0.208		0.212		0.204		0.205		0.197			1.839	

* THESE QUANTITIES ARE PAID FOR UNDER PAINTED PAVEMENT MARKINGS (FINAL SURFACE), LUMP SUM - ITEM 710-90. THE QUANTITIES SHOWN ARE FOR ONE APPLICATION, SEE SPECIFICATION 710 FOR THE NUMBER OF APPLICATIONS REQUIRED.

REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			TABULATION OF QUANTITIES	SHEET NO. S-3
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
					SR AIA	BROWARD	441360-1-52-01		

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TABULATION OF QUANTITIES

[illegible]

* THESE QUANTITIES ARE PAID FOR UNDER PAINTED PAVEMENT MARKINGS (FINAL SURFACE), LUMP SUM - ITEM 710-90. THE QUANTITIES SHOWN ARE FOR ONE APPLICATION, SEE SPECIFICATION 710 FOR THE NUMBER OF APPLICATIONS REQUIRED.

REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			TABULATION OF QUANTITIES	SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		S-4
					SR A1A	BROWARD	441360-1-52-01		

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TABULATION OF QUANTITIES

[illegible]

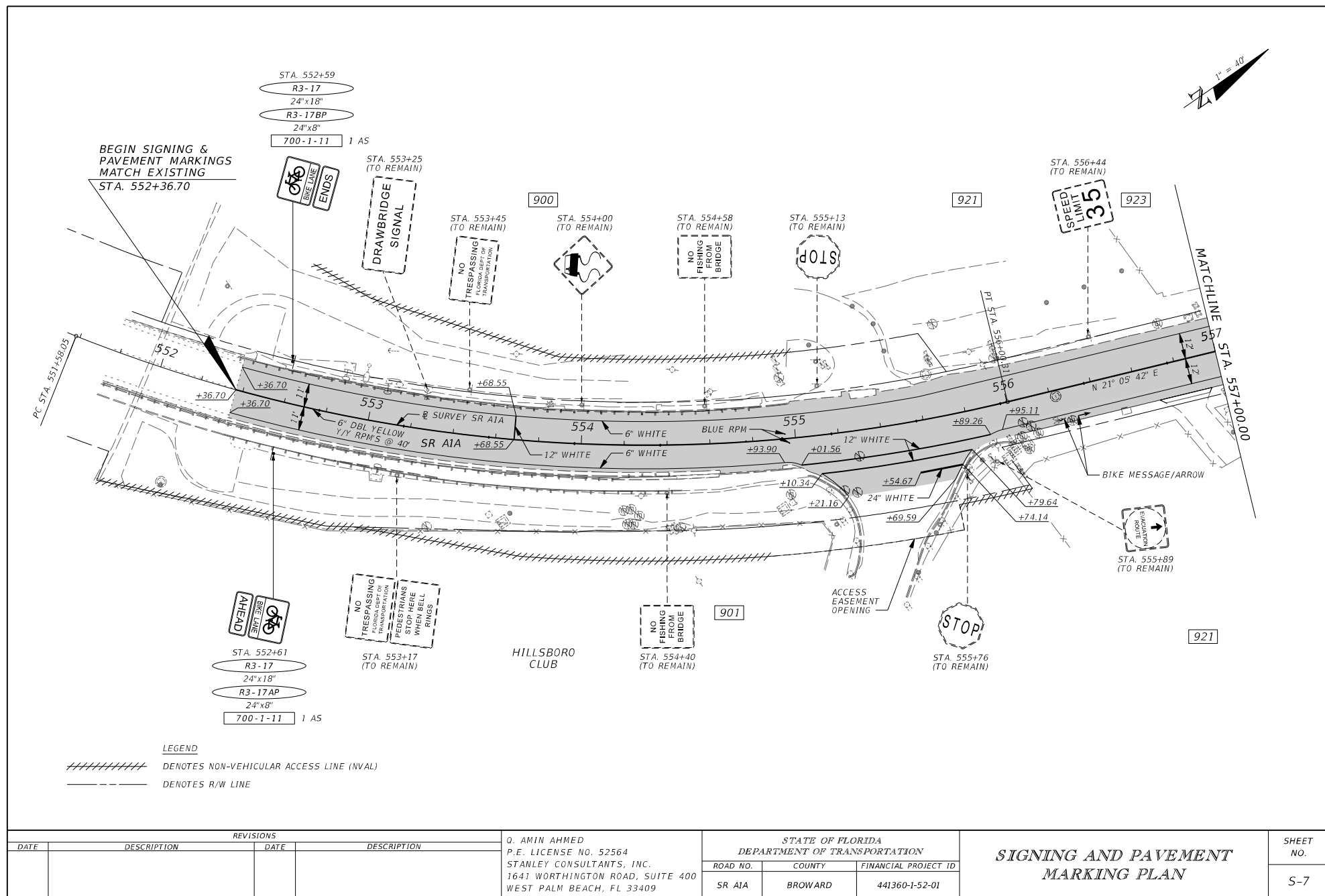
* THESE QUANTITIES ARE PAID FOR UNDER PAINTED PAVEMENT MARKINGS (FINAL SURFACE), LUMP SUM - ITEM 710-90. THE QUANTITIES SHOWN ARE FOR ONE APPLICATION, SEE SPECIFICATION 710 FOR THE NUMBER OF APPLICATIONS REQUIRED.

REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			TABULATION OF QUANTITIES	SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID <td rowspan="3">S-5</td>		S-5
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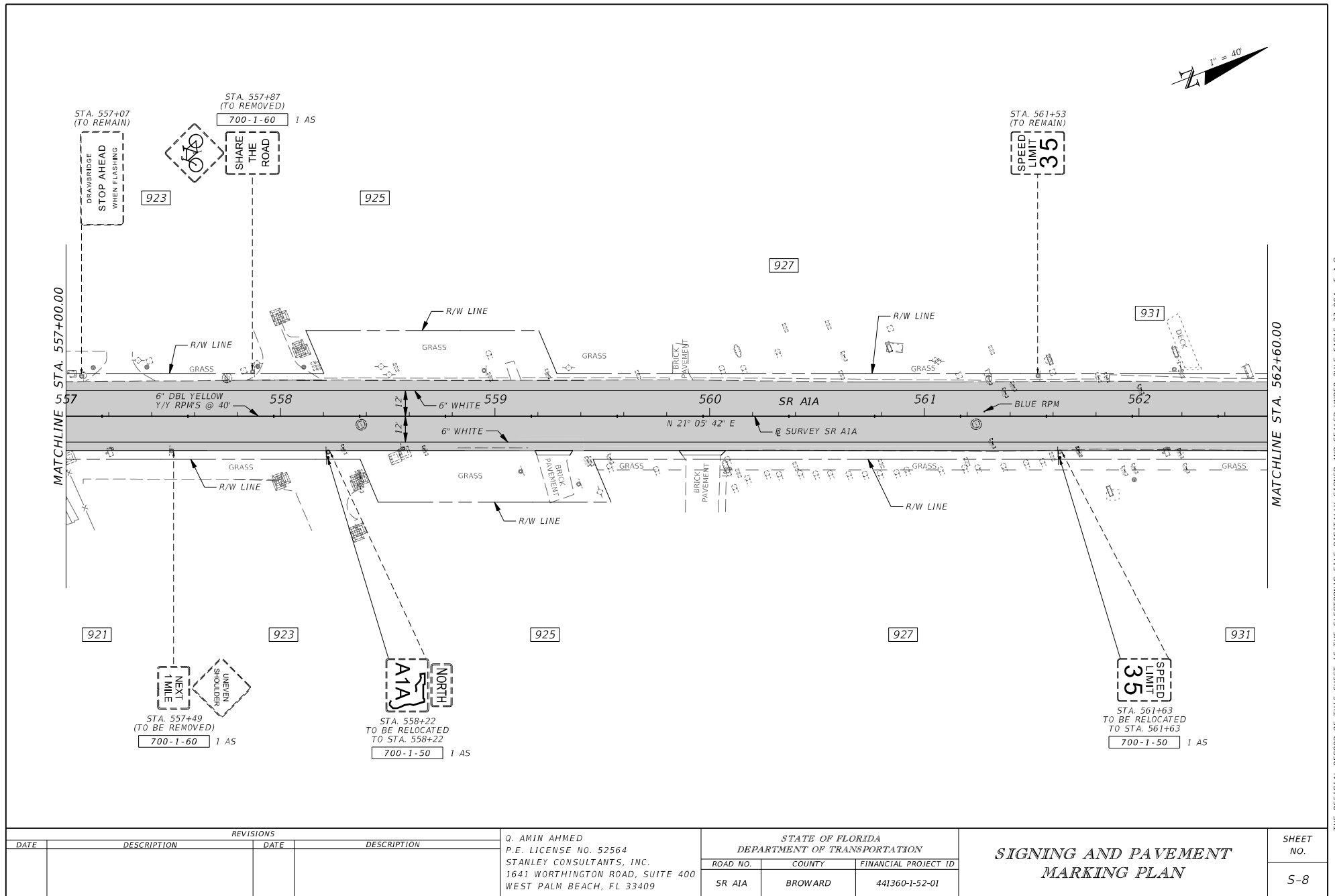
SIGNING AND PAVEMENT MARKING GENERAL NOTES:

1. SEE THE LEAD (ROADWAY) COMPONENT'S GENERAL NOTES SHEET FOR AGENCY AND UTILITY OWNERS, AND THEIR CONTACT INFORMATION, AS WELL AS CONTACT INFORMATION FOR OTHER REQUIRED ACTIONS.

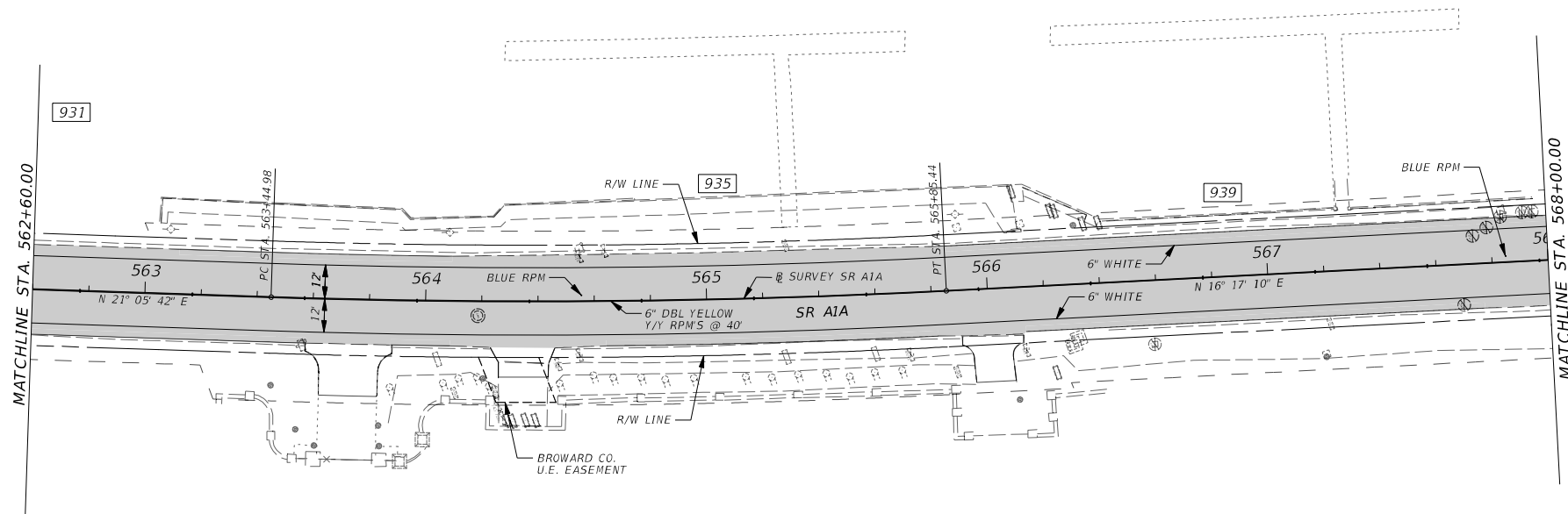
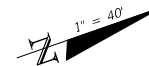
REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING GENERAL NOTES	SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		S-6
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-7
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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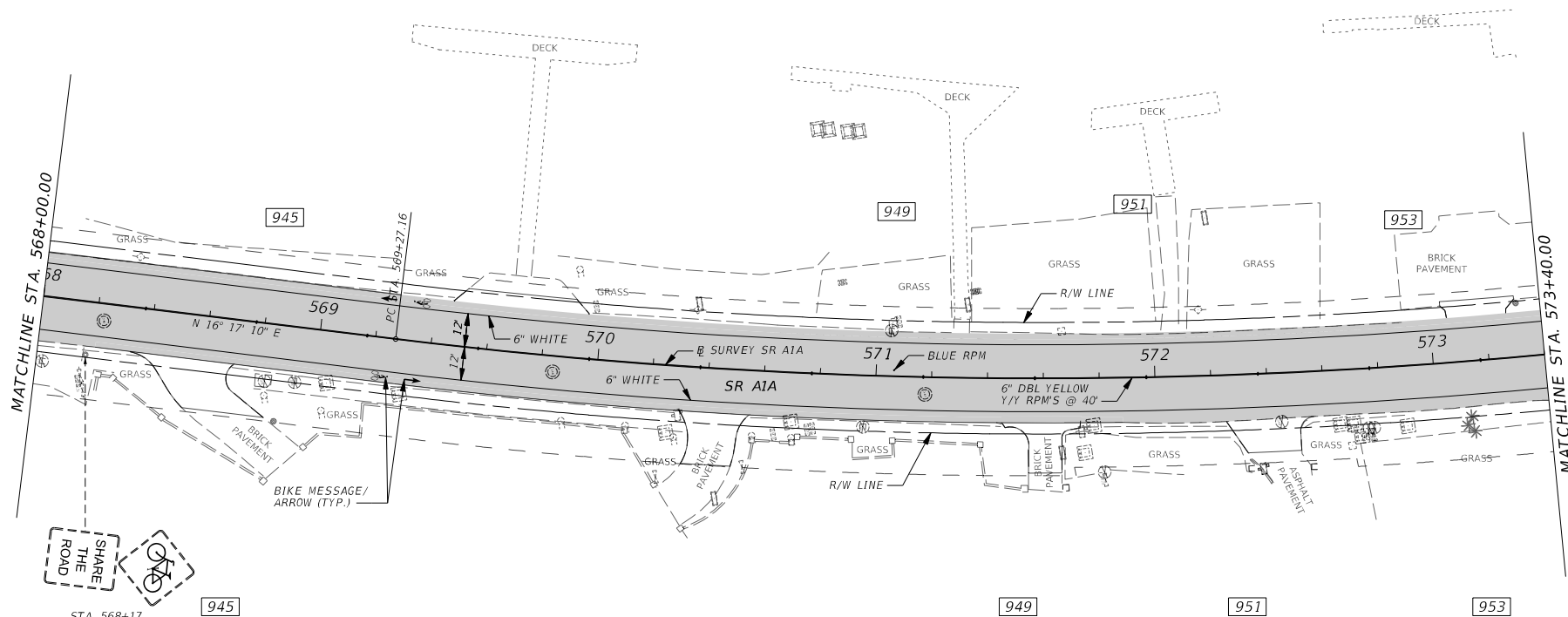
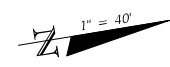
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-9
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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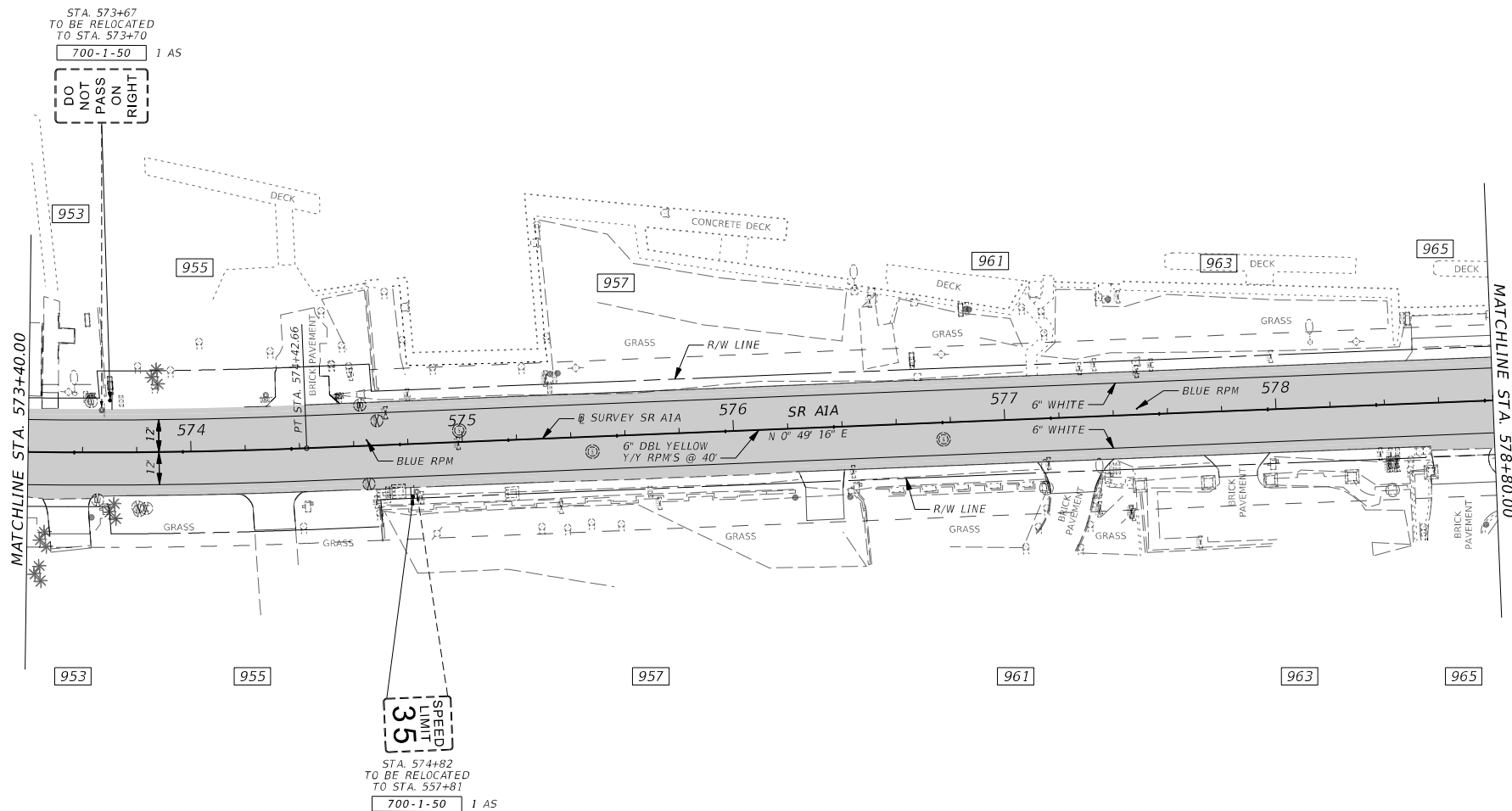
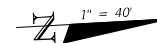


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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-10
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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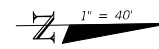
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REVISIONS				STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION	SIGNING AND PAVEMENT MARKING PLAN		SHEET NO. S-11
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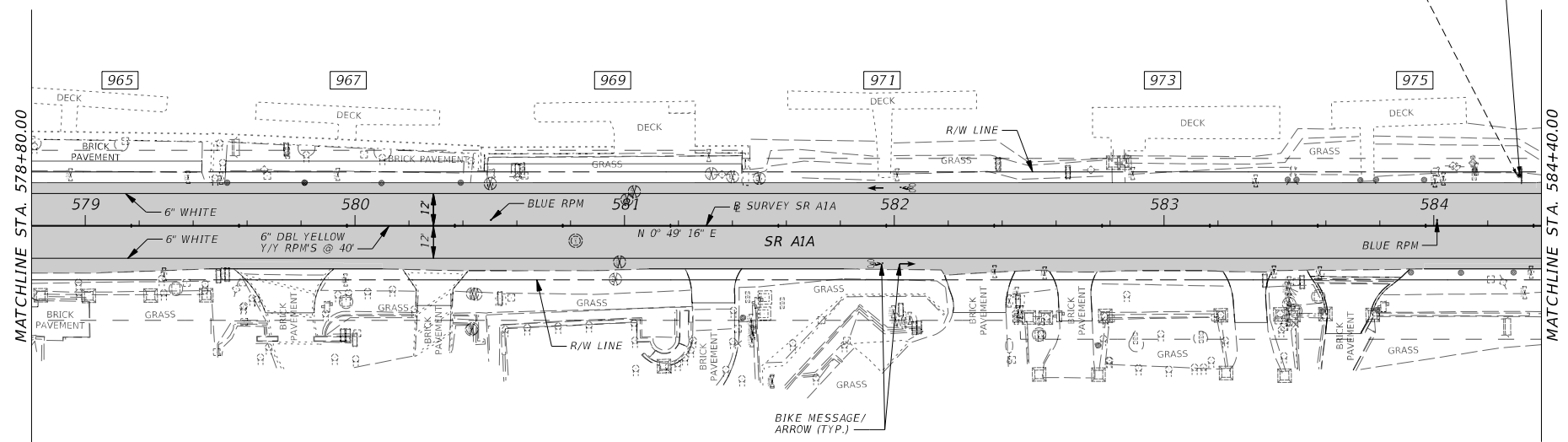
Q. AMIN AHMED
P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

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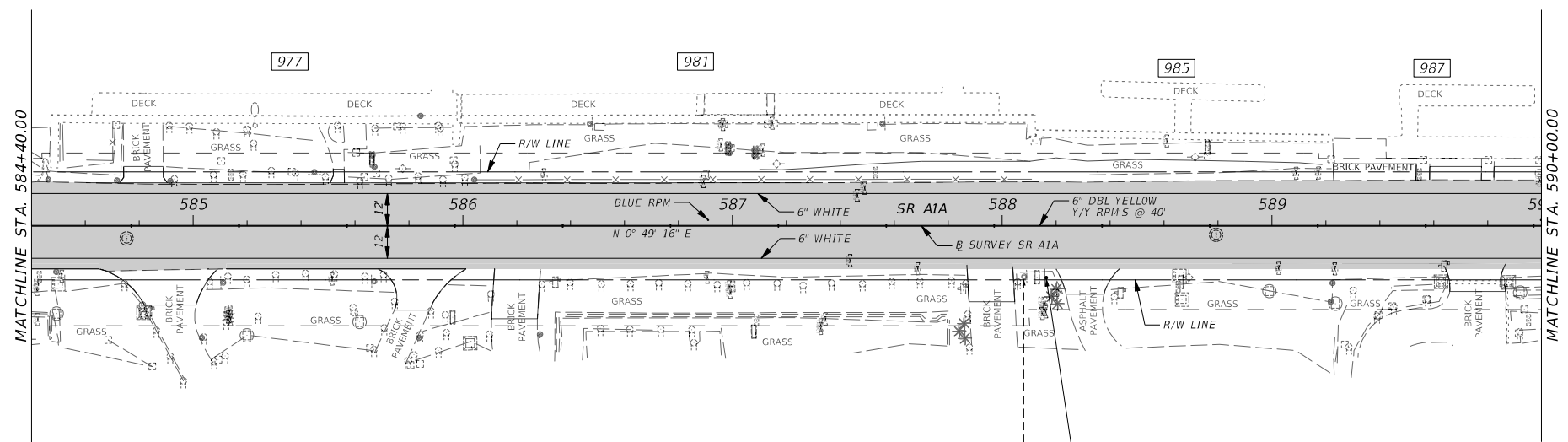
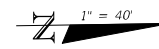


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DATE	DESCRIPTION	DATE	DESCRIPTION				
				ROAD NO.	COUNTY	FINANCIAL PROJECT ID	
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Q. AMIN AHMED
P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

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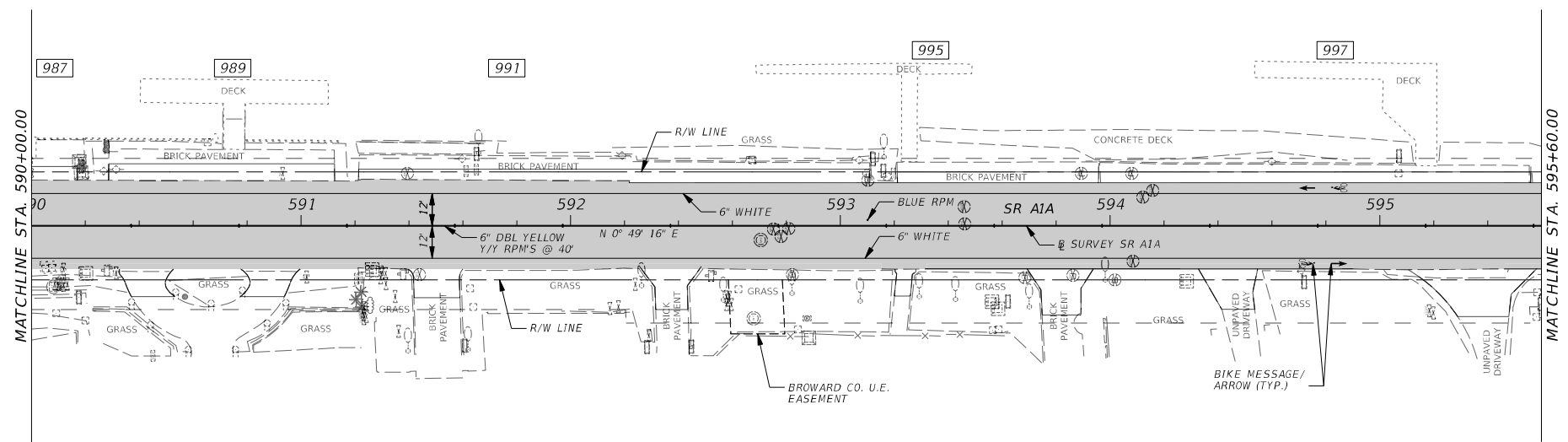
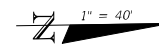
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-13
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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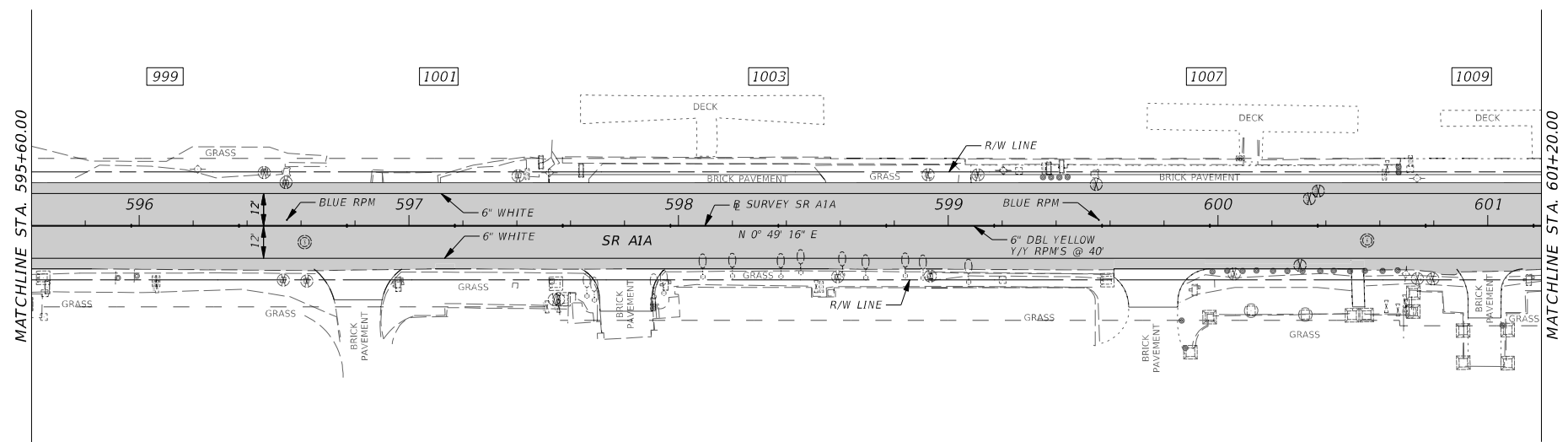
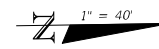


REVISIONS				STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION	SIGNING AND PAVEMENT MARKING PLAN		SHEET NO. S-14
DATE	DESCRIPTION	DATE	DESCRIPTION				
				ROAD NO.	COUNTY	FINANCIAL PROJECT ID	
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P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

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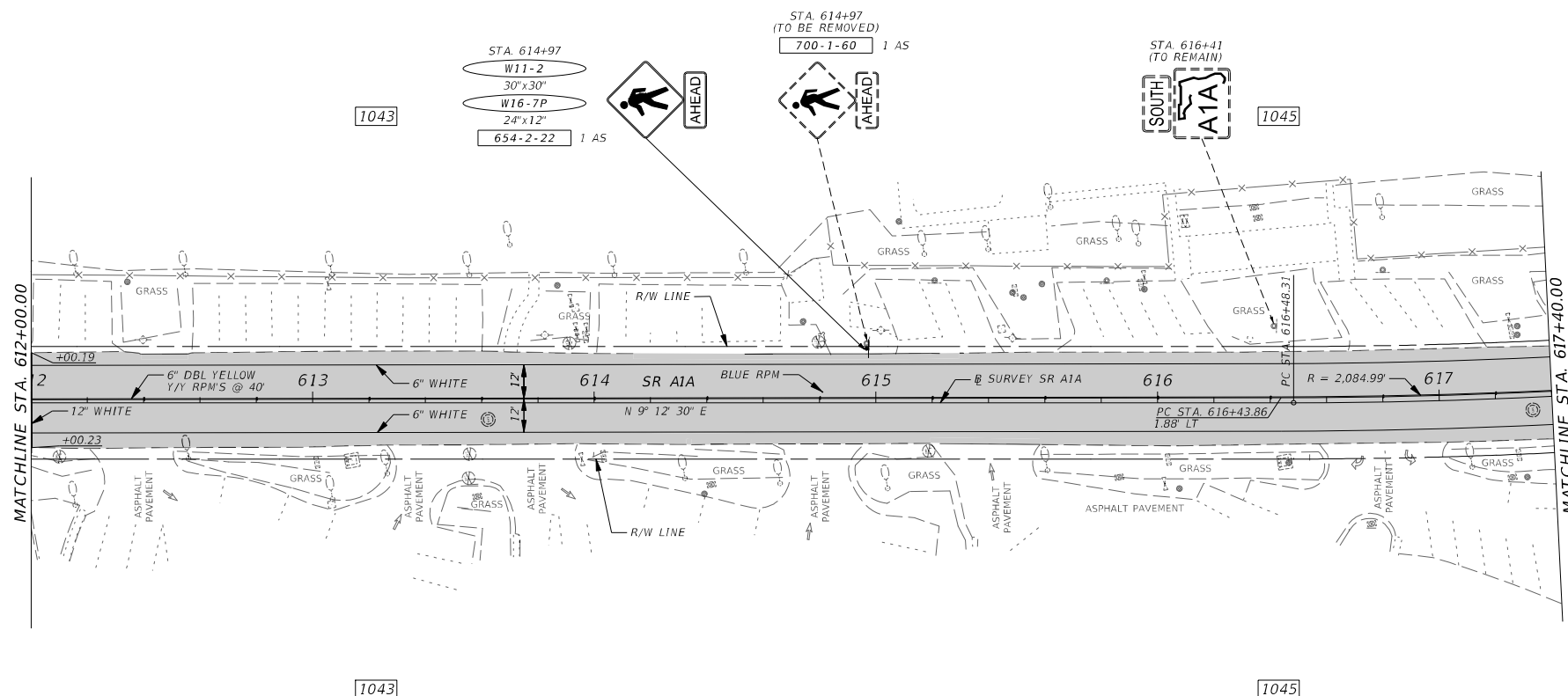
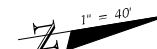
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-15
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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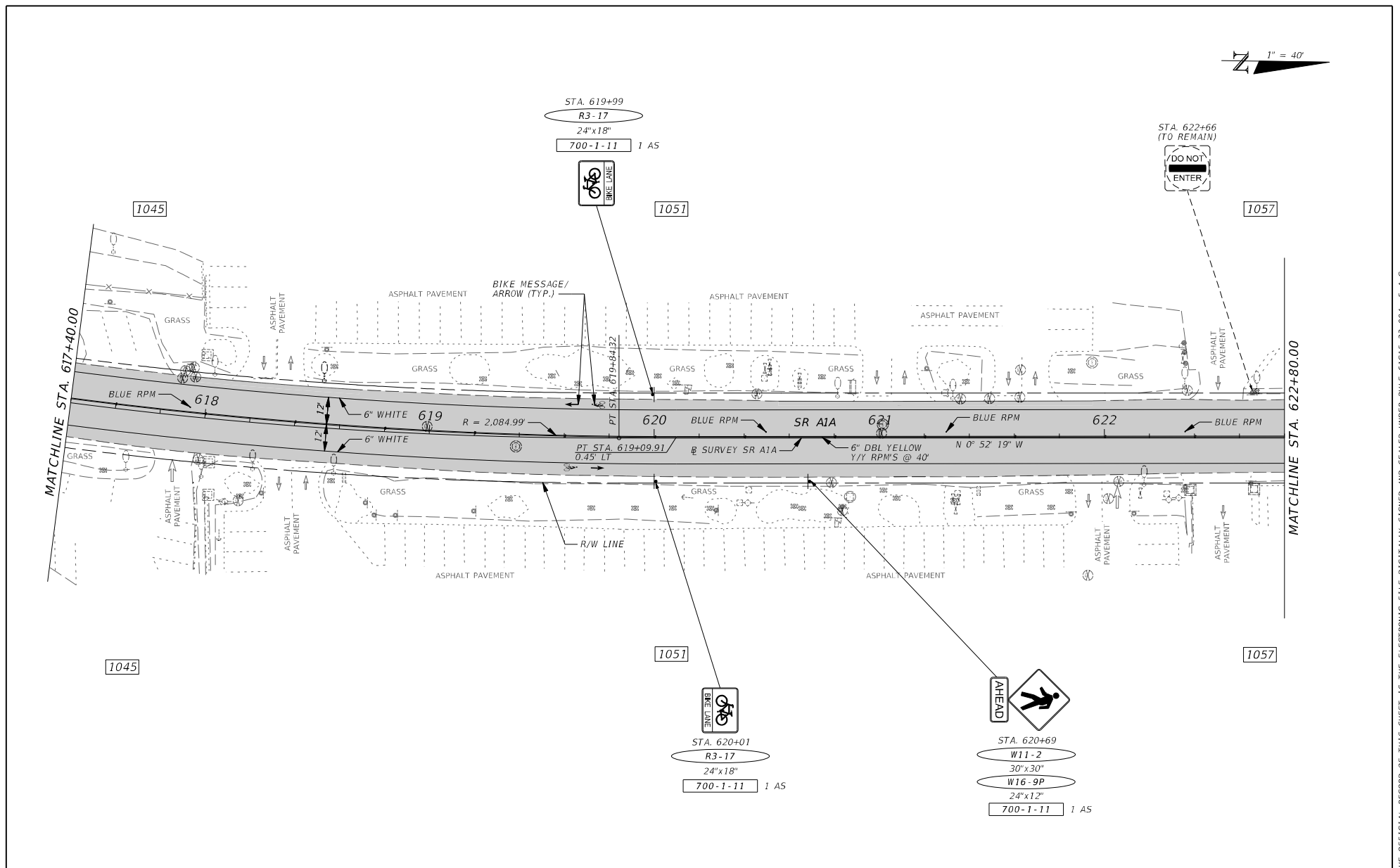
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-18
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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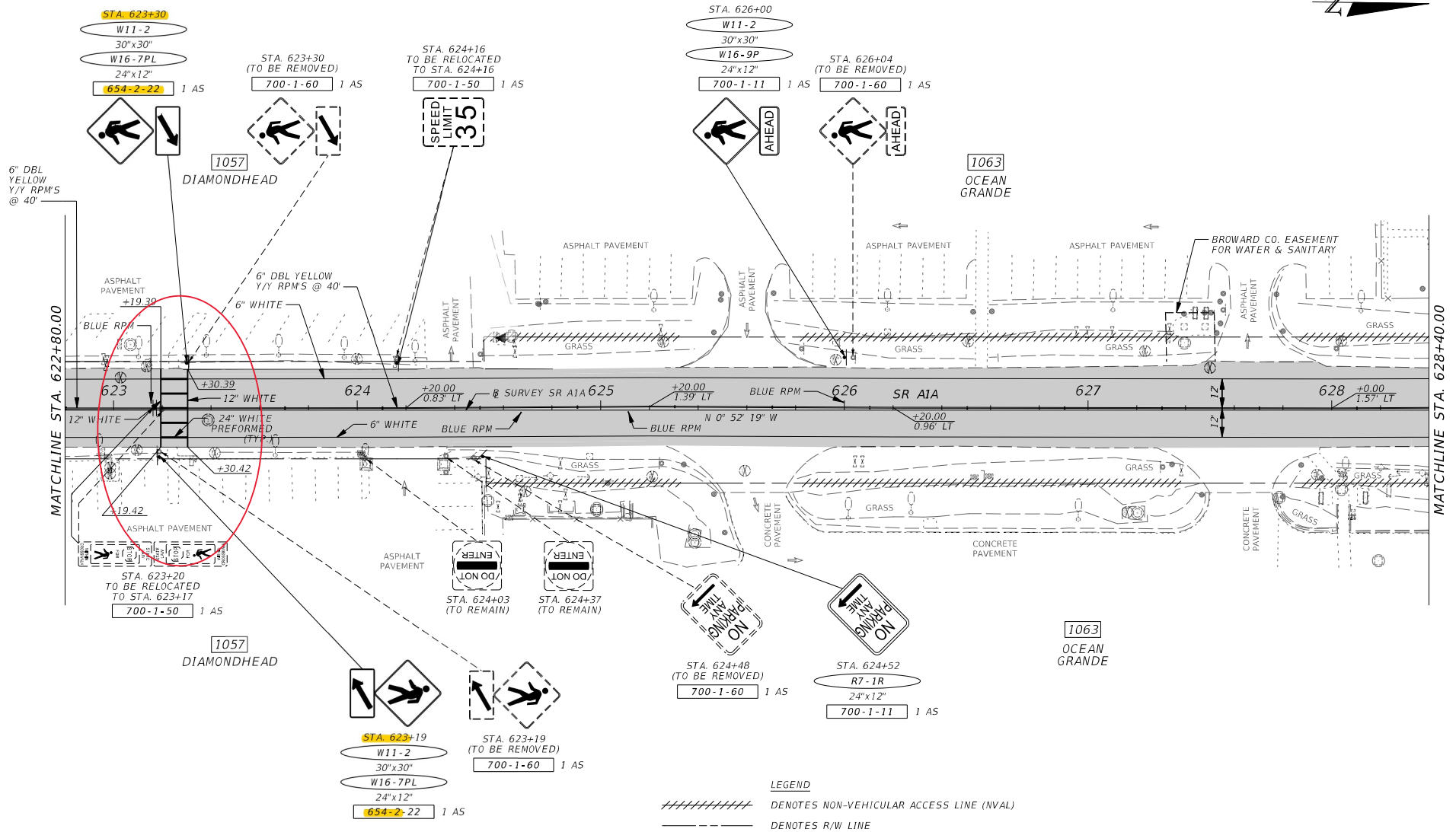


REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-19
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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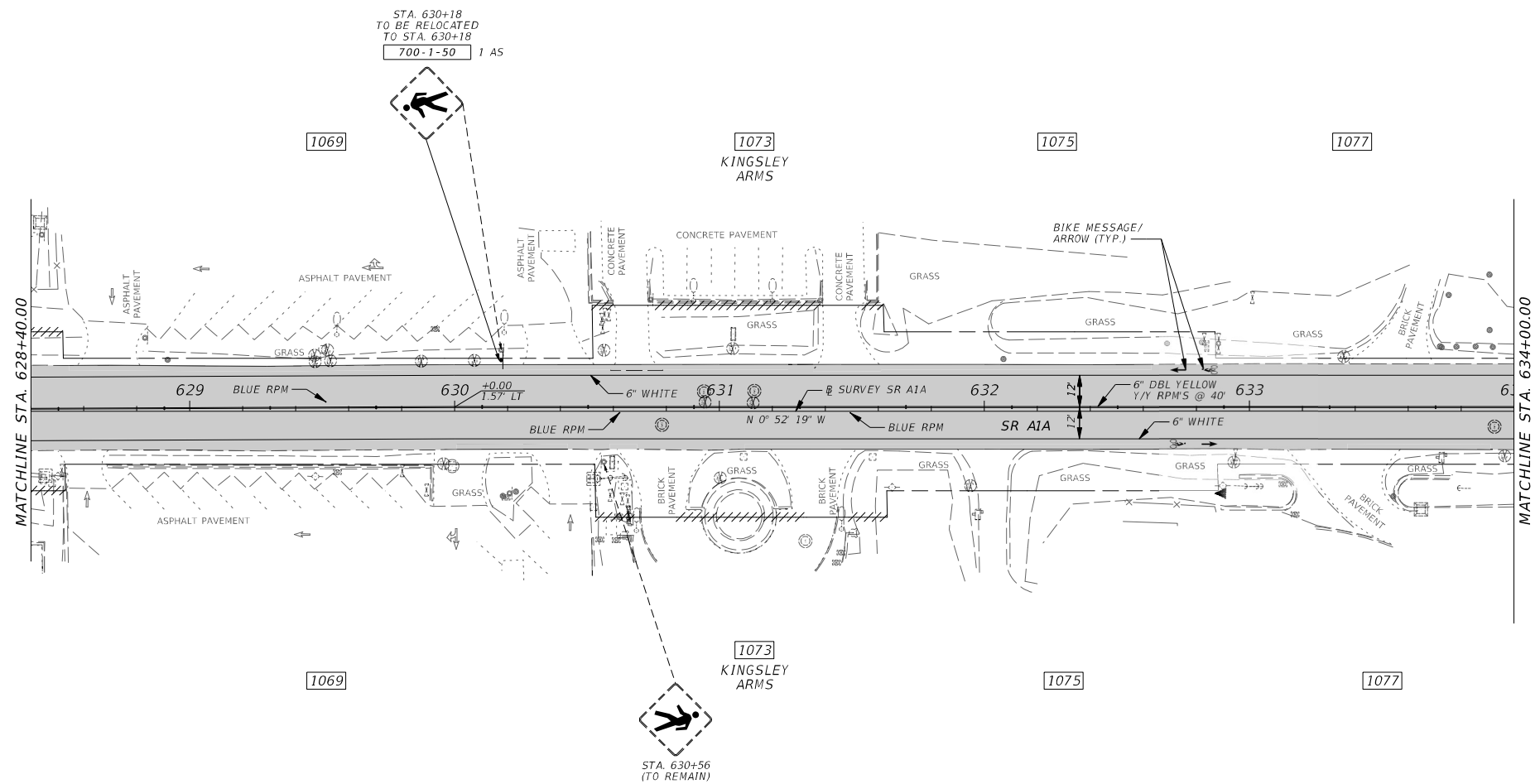
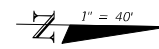
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Mid-block #2



REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-20
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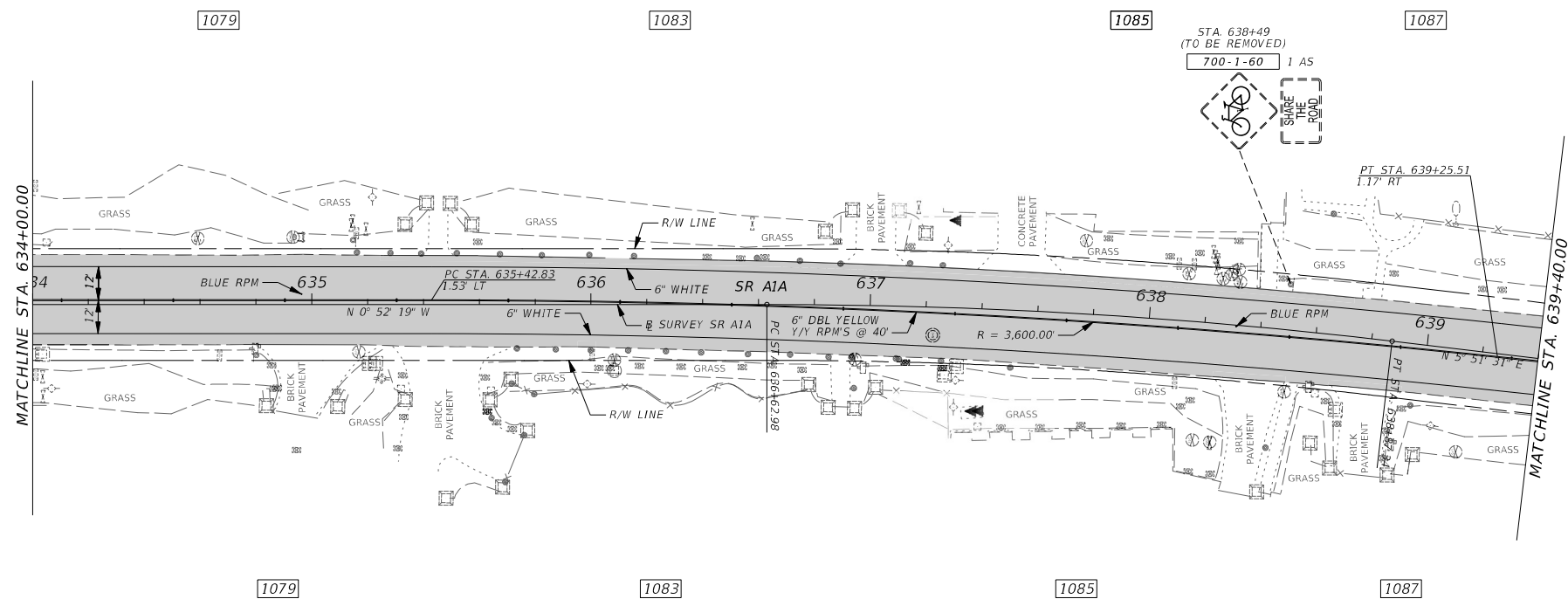
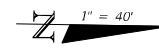


LEGEND
DENOTES NON-VEHICULAR ACCESS LINE (NVAL)
----- DENOTES R/W LINE

REVISIONS				O. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-21
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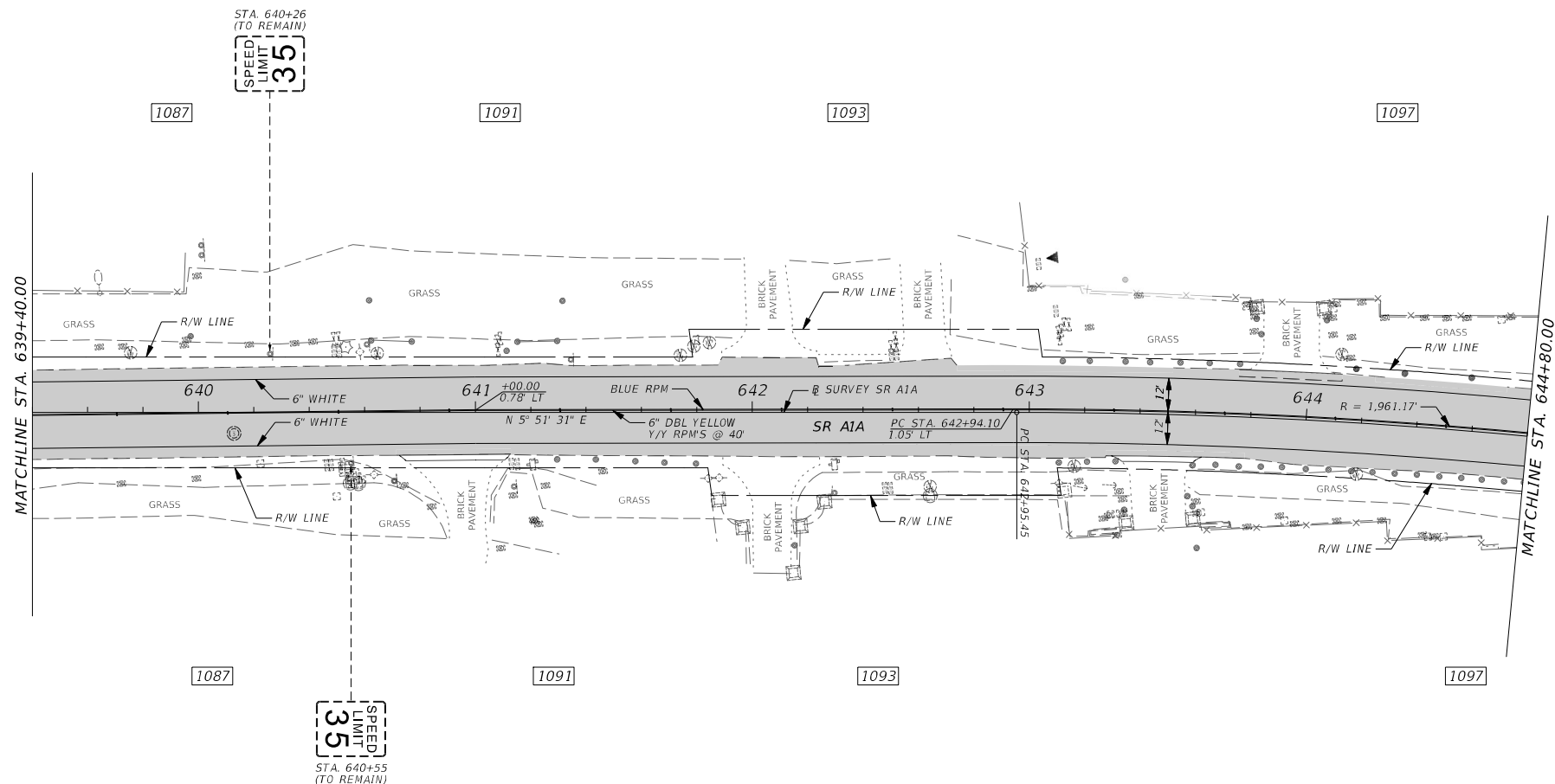
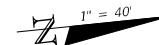


REVISIONS				STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION	SIGNING AND PAVEMENT MARKING PLAN		SHEET NO. S-22
DATE	DESCRIPTION	DATE	DESCRIPTION				
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Q. AMIN AHMED
P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

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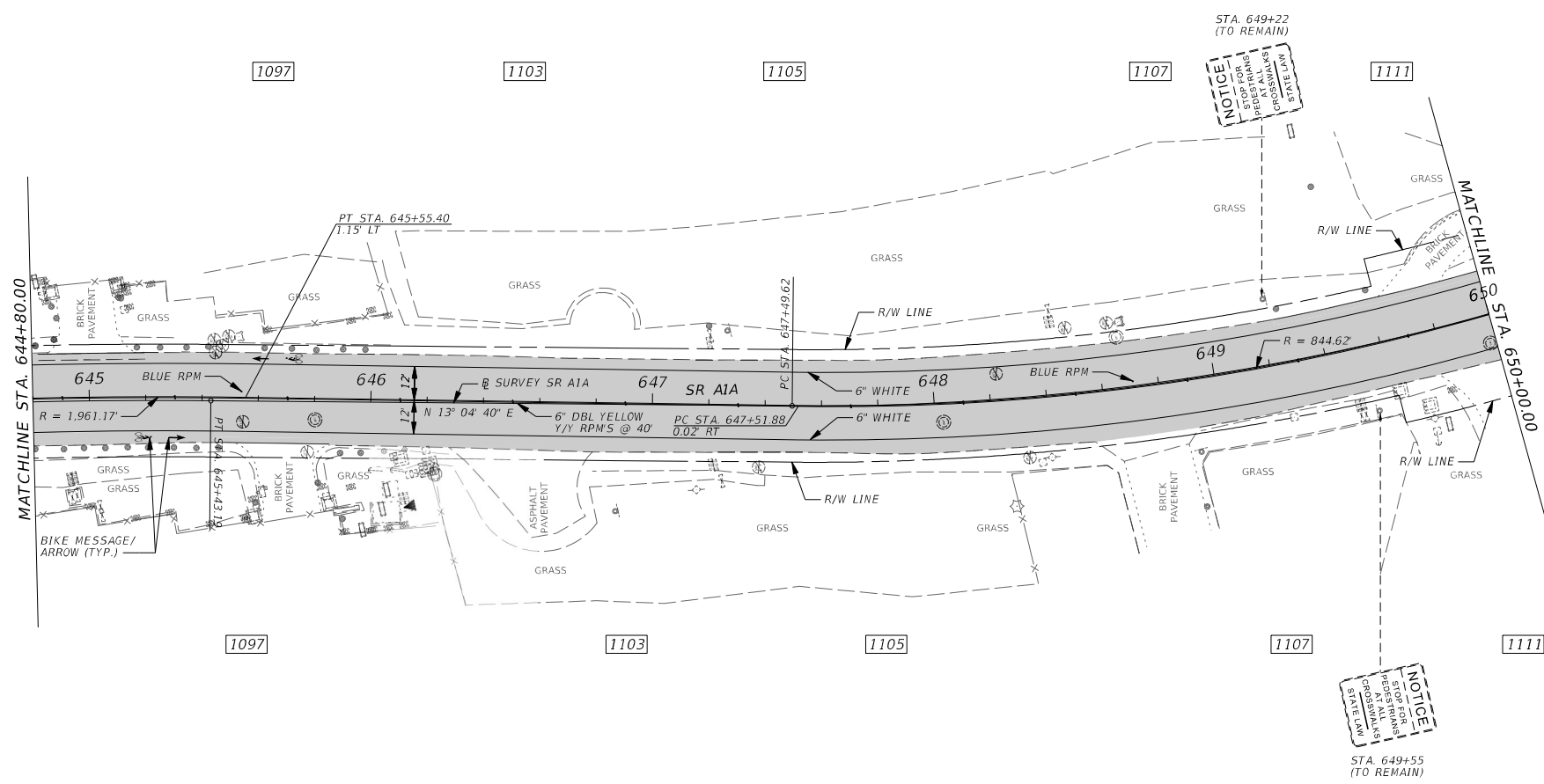
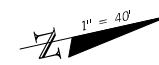


REVISIONS				STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION	SIGNING AND PAVEMENT MARKING PLAN		SHEET NO. S-23
DATE	DESCRIPTION	DATE	DESCRIPTION				
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Q. AMIN AHMED
P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

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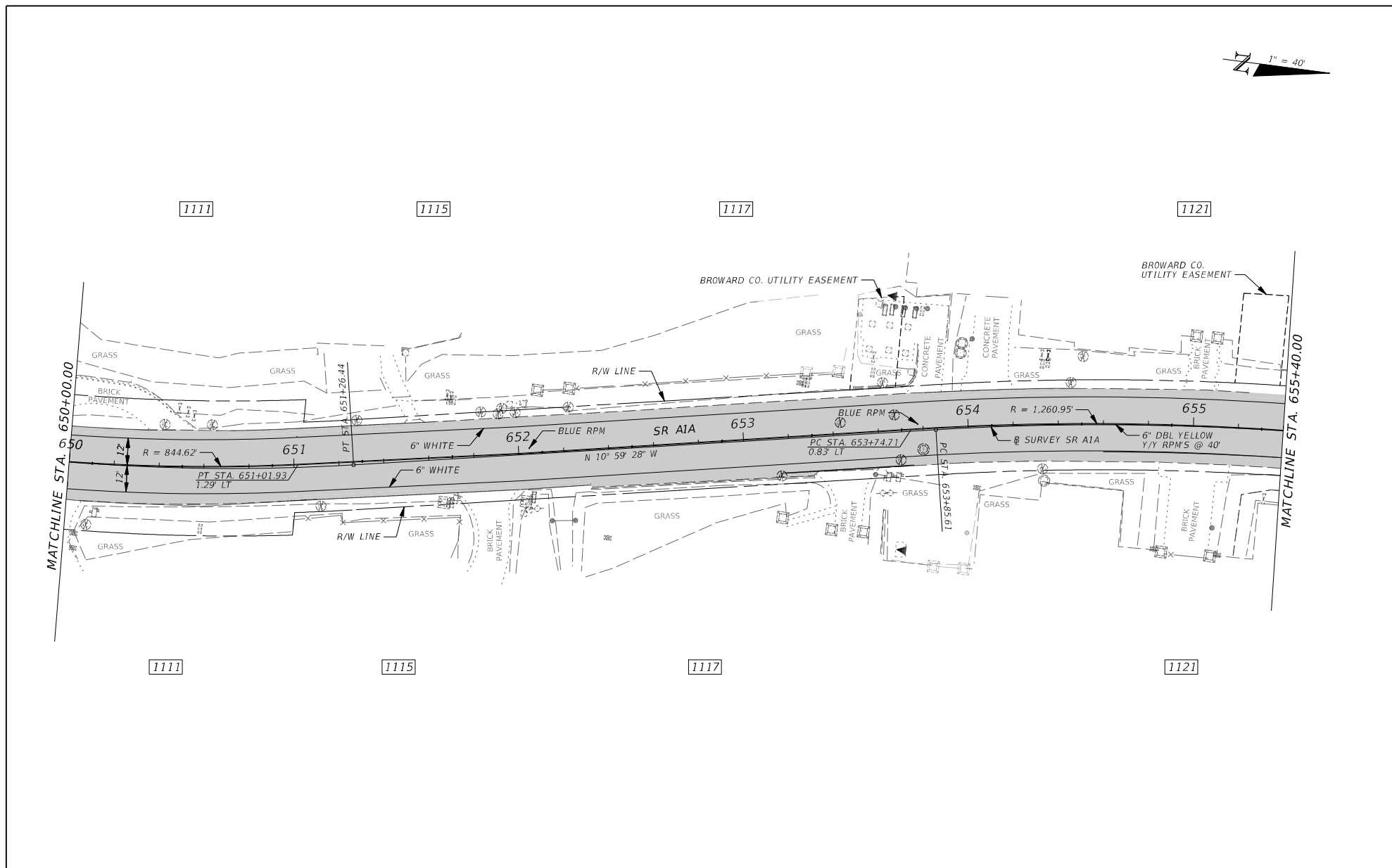


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Q. AMIN AHMED
P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

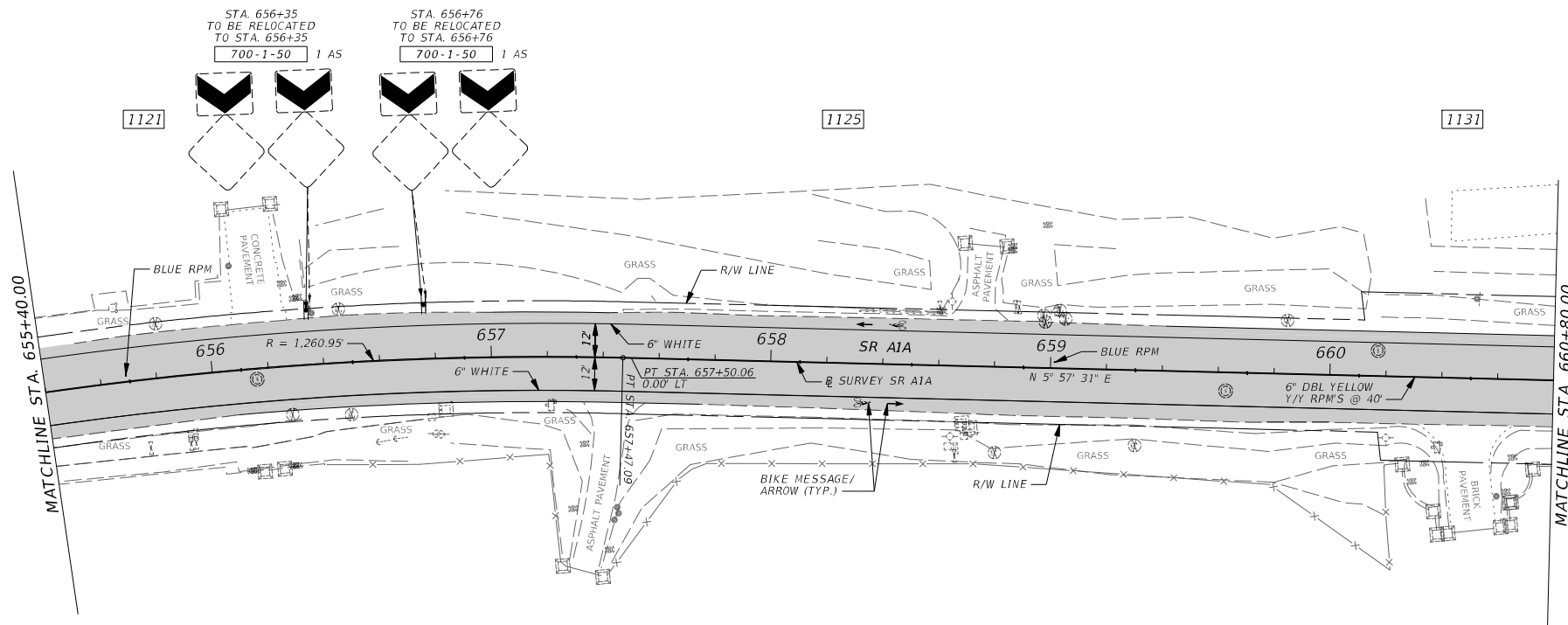
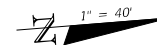
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-25
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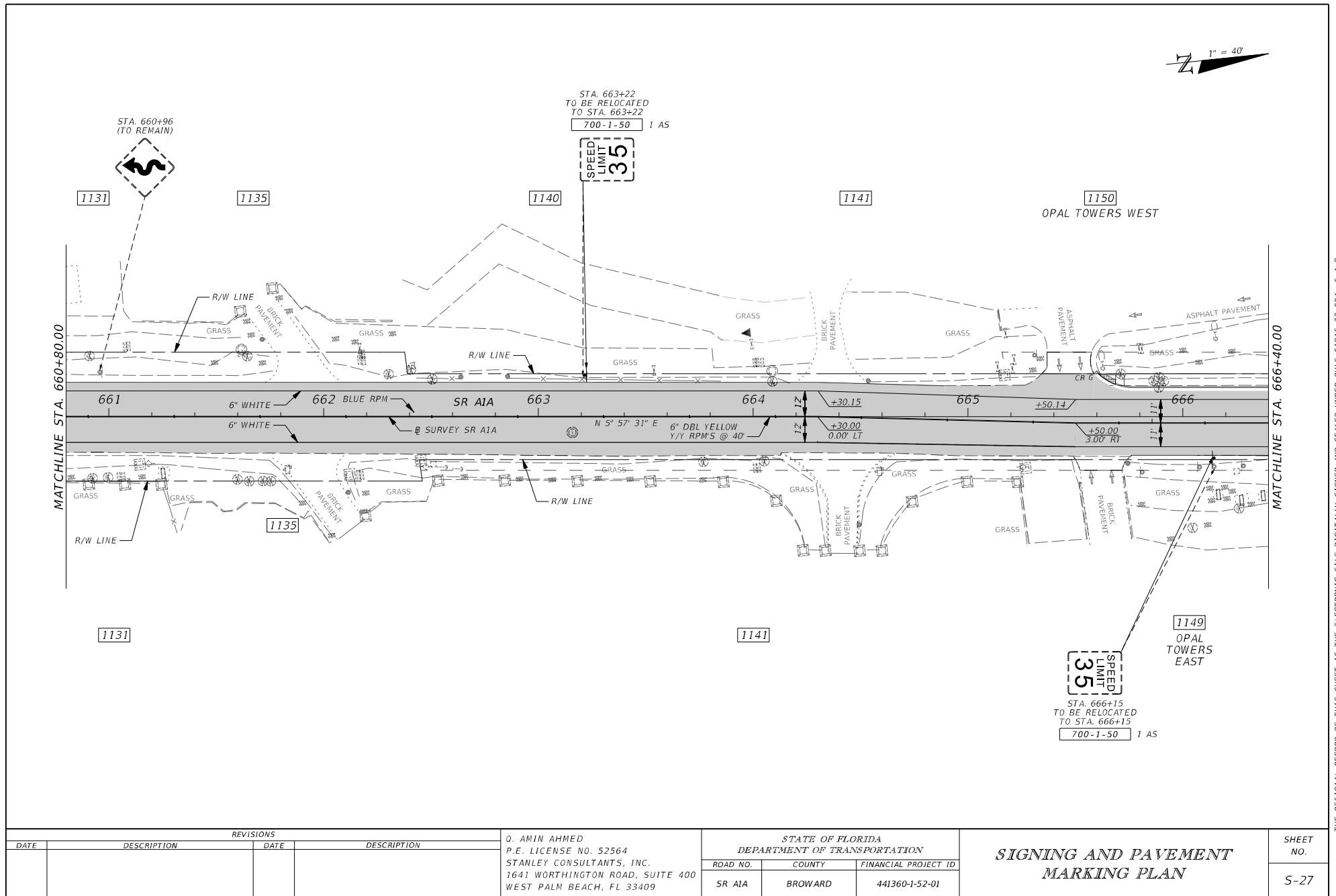


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Q. AMIN AHMED
P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

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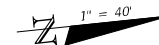
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-27
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
					SR A1A	BROWARD	441360-1-52-01		

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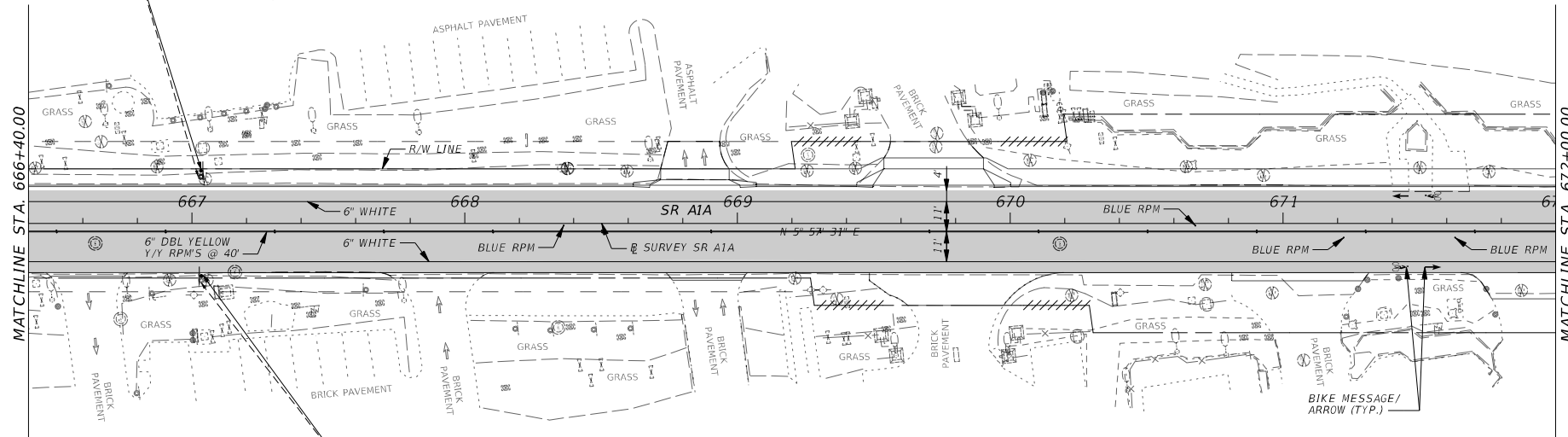


STA. 667+03
TO BE RELOCATED
TO STA. 667+03
700-1-50 1 AS

1150
OPAL
TOWERS
WEST

1154

1155



1149
OPAL
TOWERS
EAST

STA. 667+03
TO BE RELOCATED
TO STA. 667+03
700-1-50 1 AS

LEGEND

- ////////// DENOTES NON-VEHICULAR ACCESS LINE (NVAL)
- DENOTES R/W LINE

REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-28
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
					SR A1A	BROWARD	441360-1-52-01		

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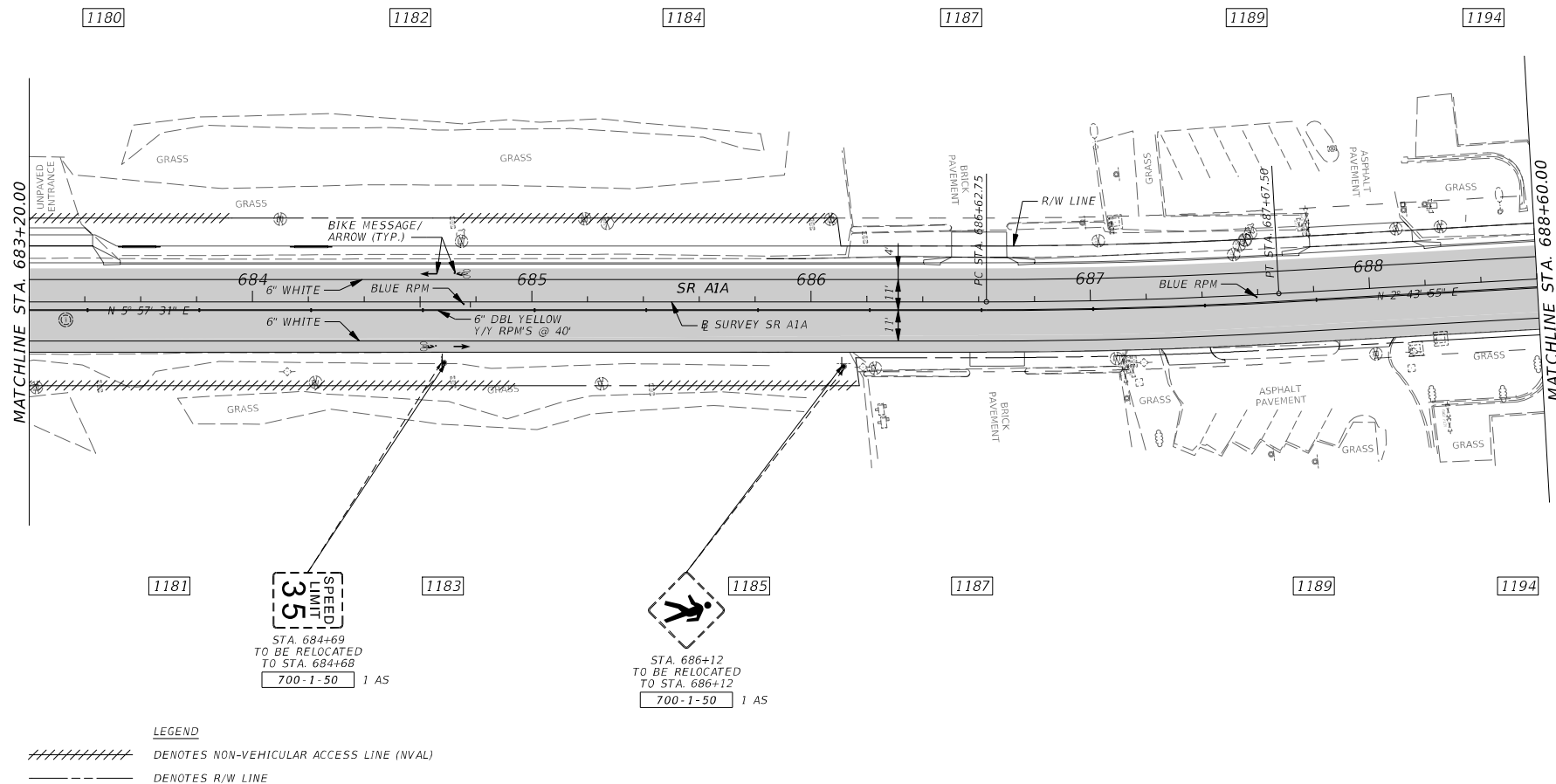
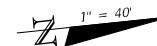
THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.



MATCHLINE STA. 677+60.00

REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		S-29
					SR A1A	BROWARD	441360-1-52-01		

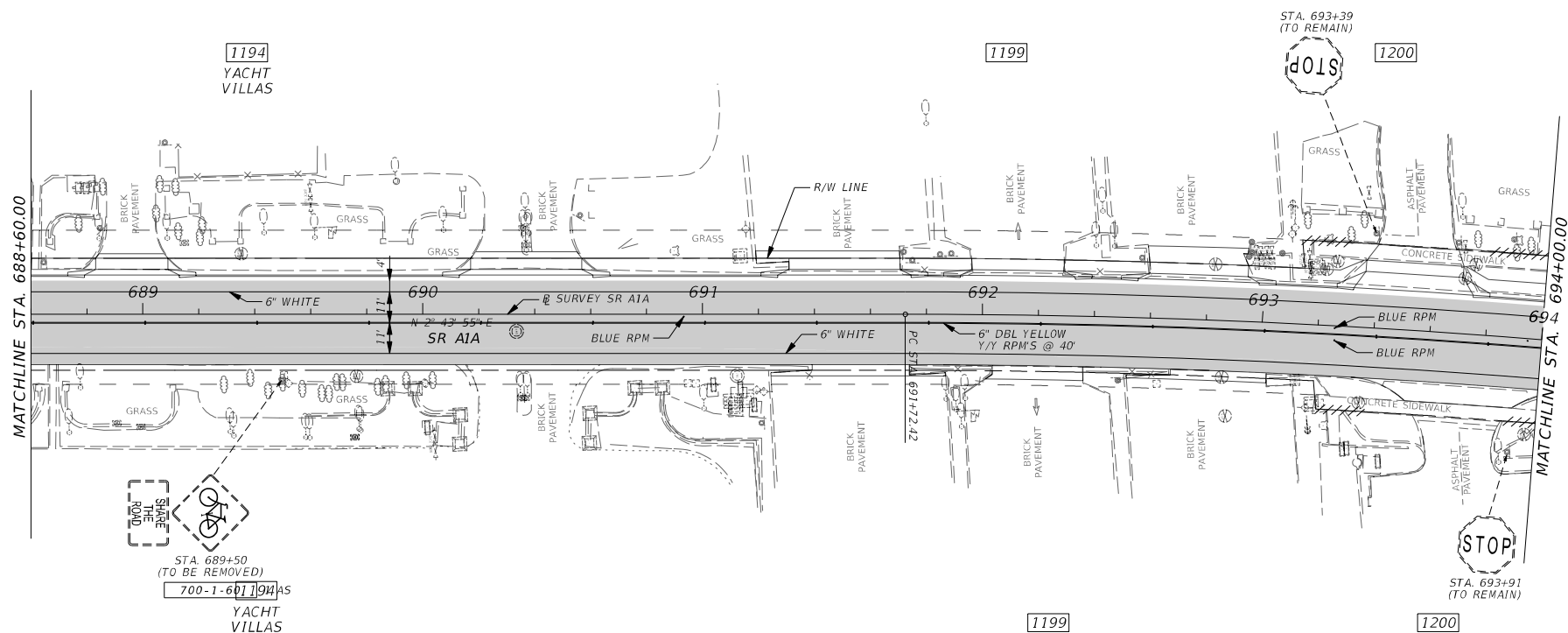
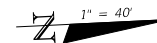
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REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-31
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
					SR A1A	BROWARD	441360-1-52-01		

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THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.



LEGEND

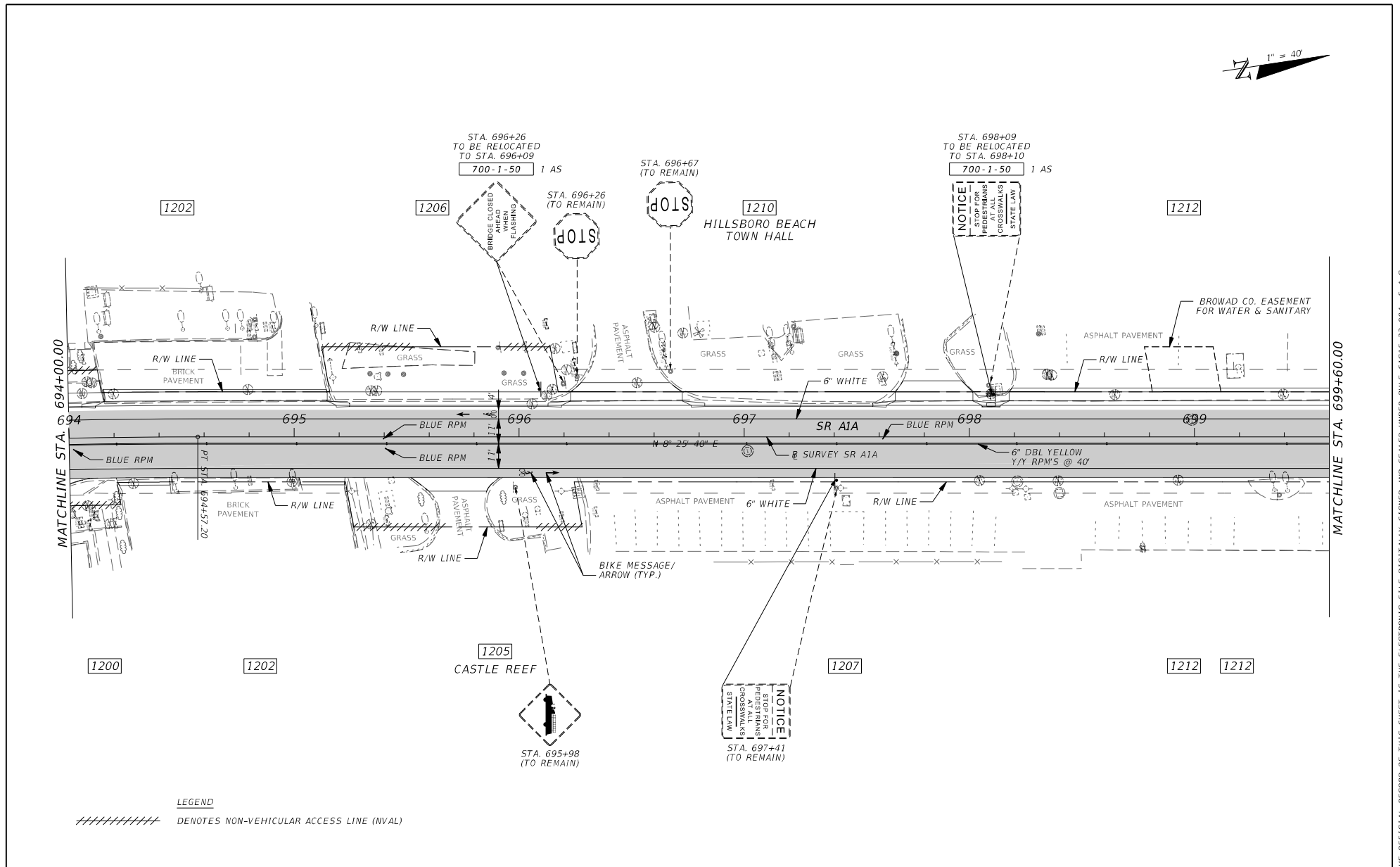
- DENOTES NON-VEHICULAR ACCESS LINE (NVAL)
----- DENOTES R/W LINE

REVISIONS				STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION	SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-32
DATE	DESCRIPTION	DATE	DESCRIPTION			
				ROAD NO.	COUNTY	FINANCIAL PROJECT ID
				SR A1A	BROWARD	441360-1-52-01

Q. AMIN AHMED
P.E. LICENSE NO. 52564
STANLEY CONSULTANTS, INC.
1641 WORTHINGTON ROAD, SUITE 400
WEST PALM BEACH, FL 33409

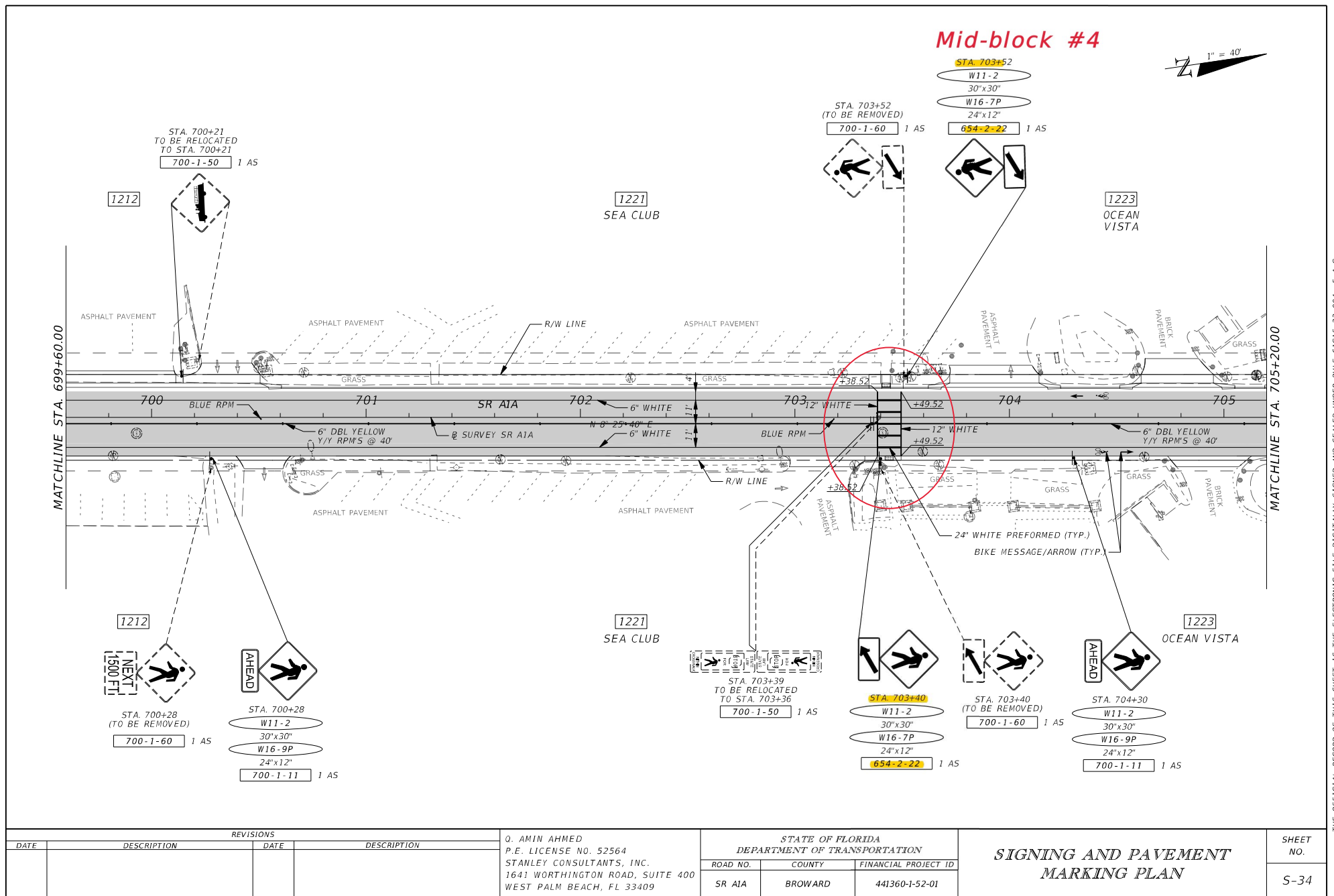
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THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.



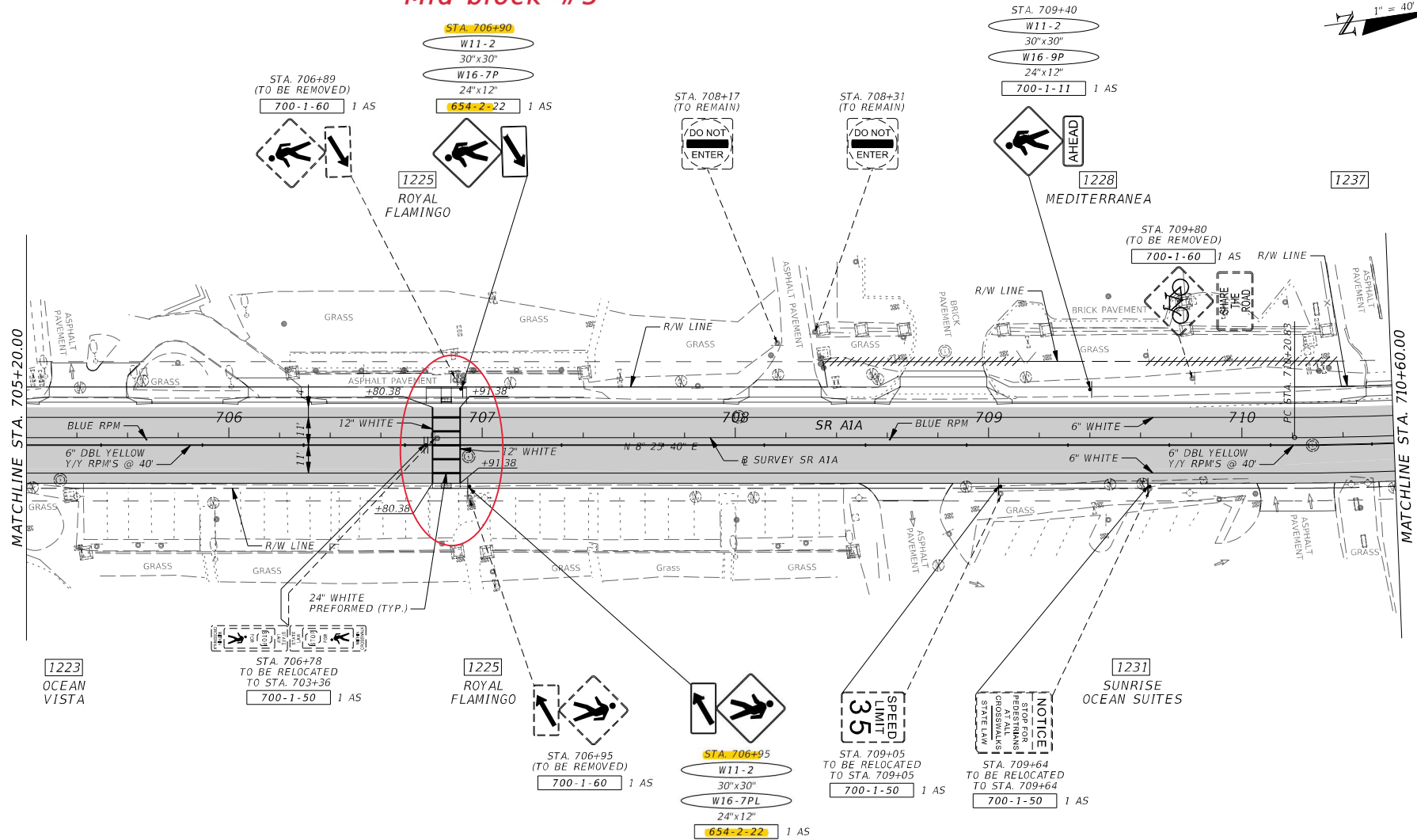
REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-33
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
					SR AIA	BROWARD	441360-1-52-01		

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THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

Mid-block #5

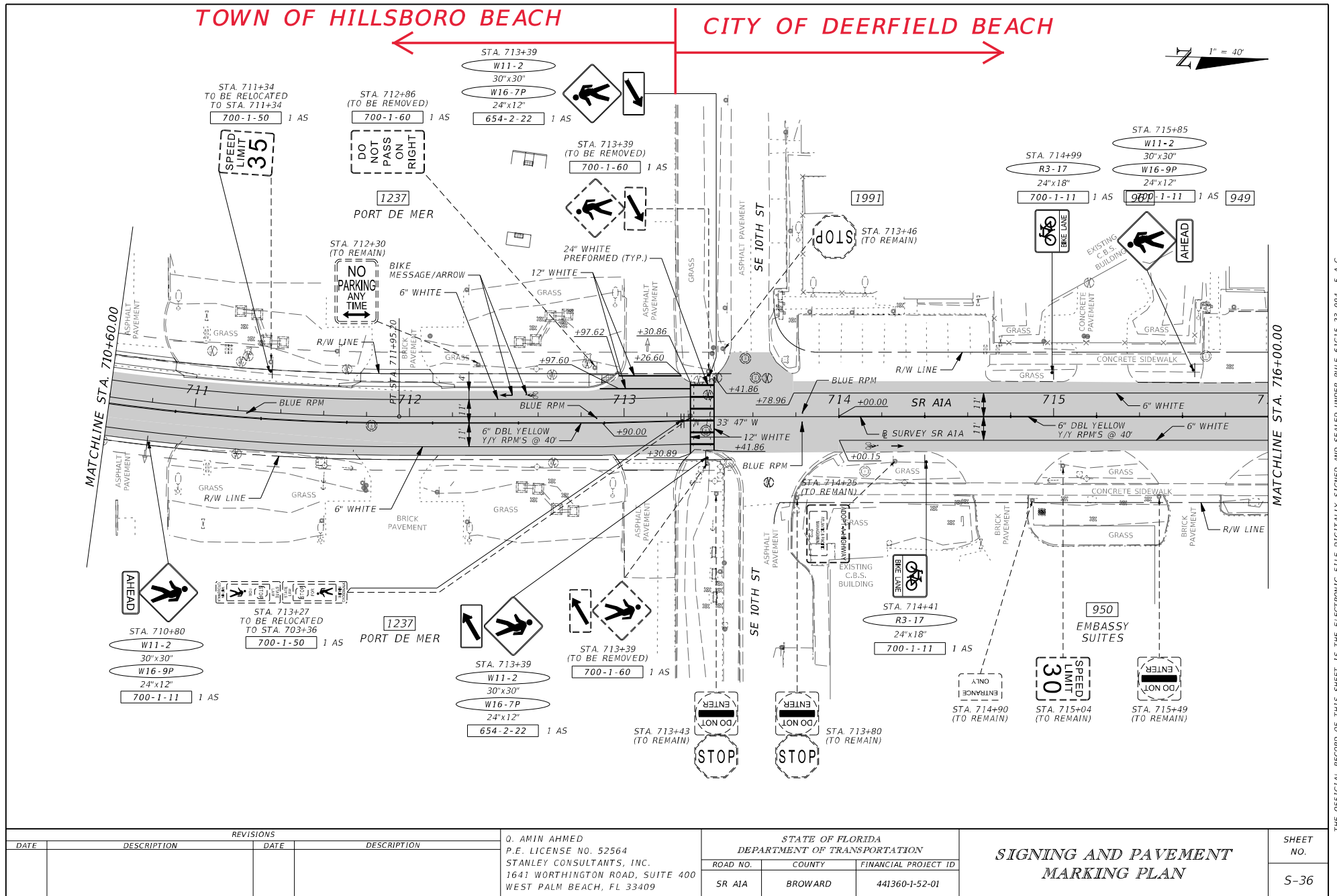


LEGEND

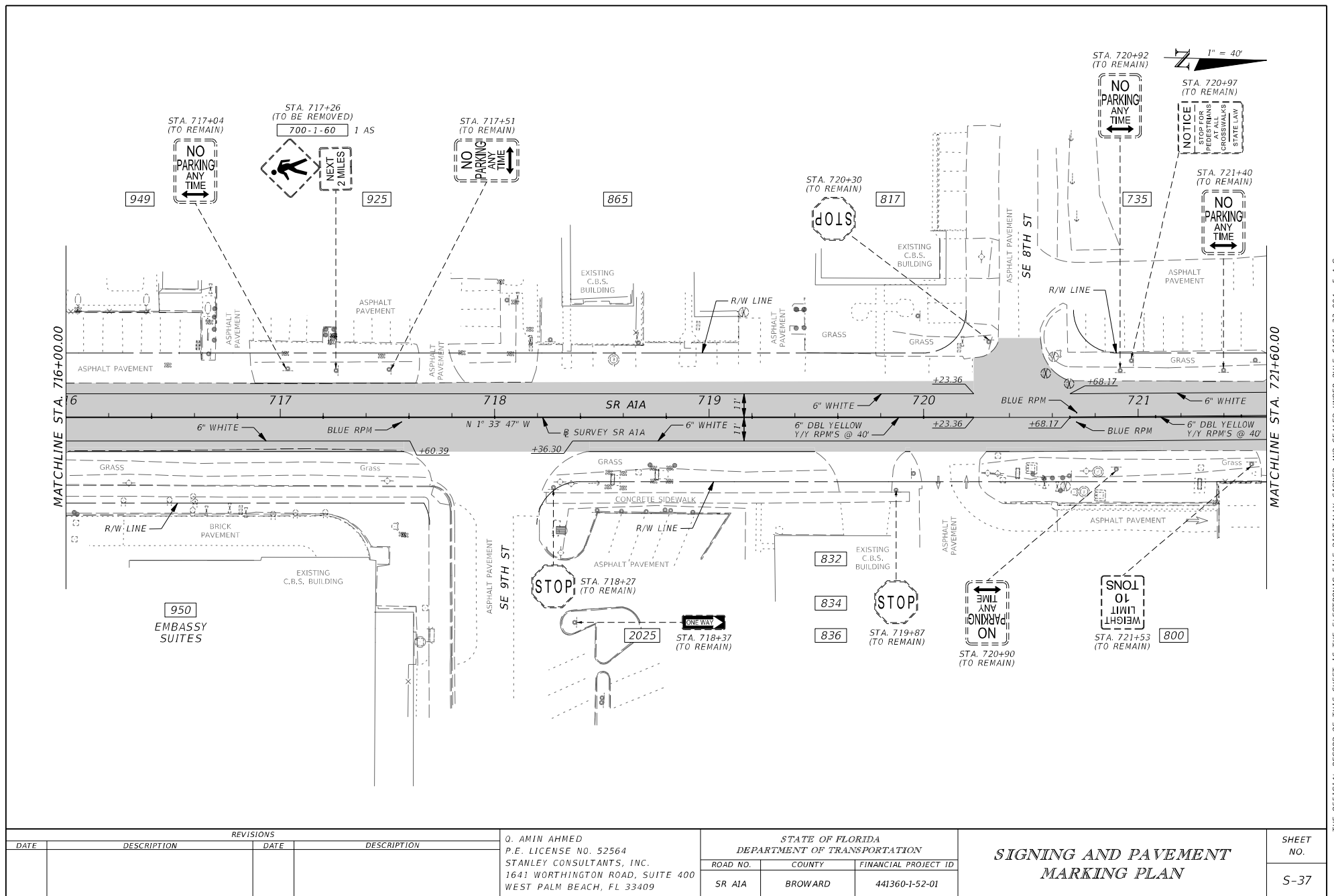
DENOTES NON-VEHICULAR ACCESS LINE (NVAL)

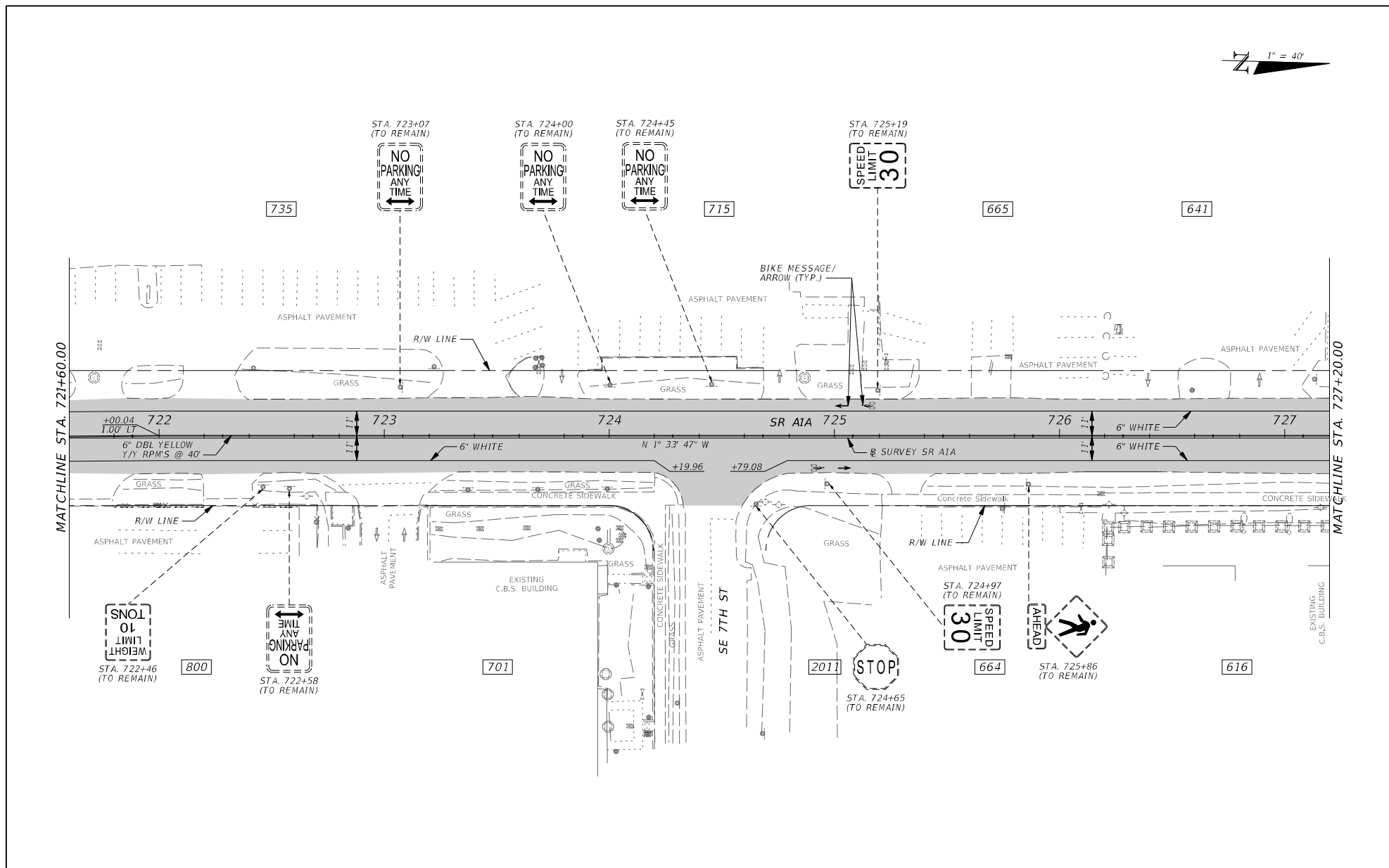
REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		S-35
					SR A1A	BROWARD	441360-1-52-01		

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.



THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

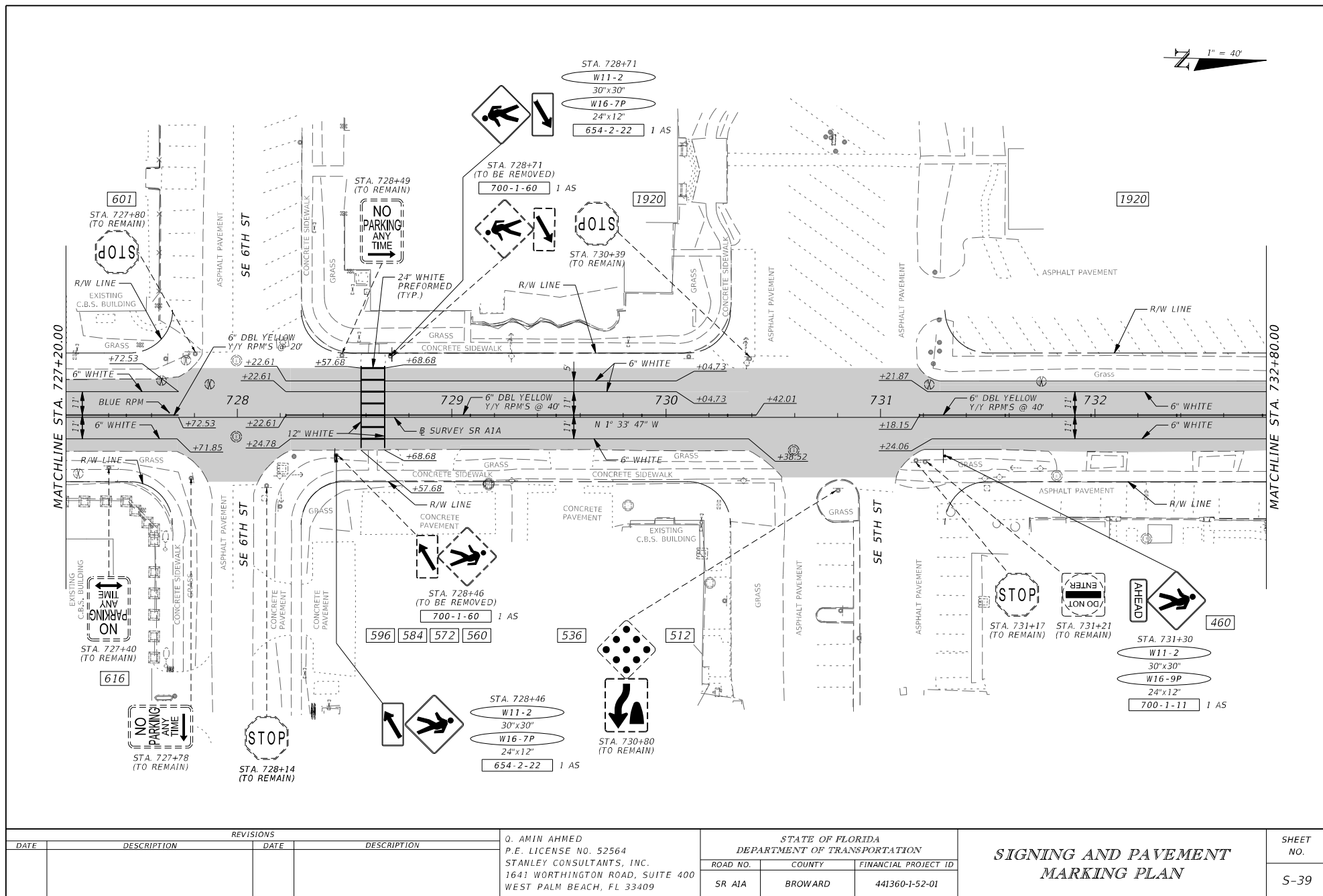




REVISIONS				Q. AMIN AHMED P.E. LICENSE NO. 52564 STANLEY CONSULTANTS, INC. 1641 WORTHINGTON ROAD, SUITE 400 WEST PALM BEACH, FL 33409	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SIGNING AND PAVEMENT MARKING PLAN	SHEET NO. S-38
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
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THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

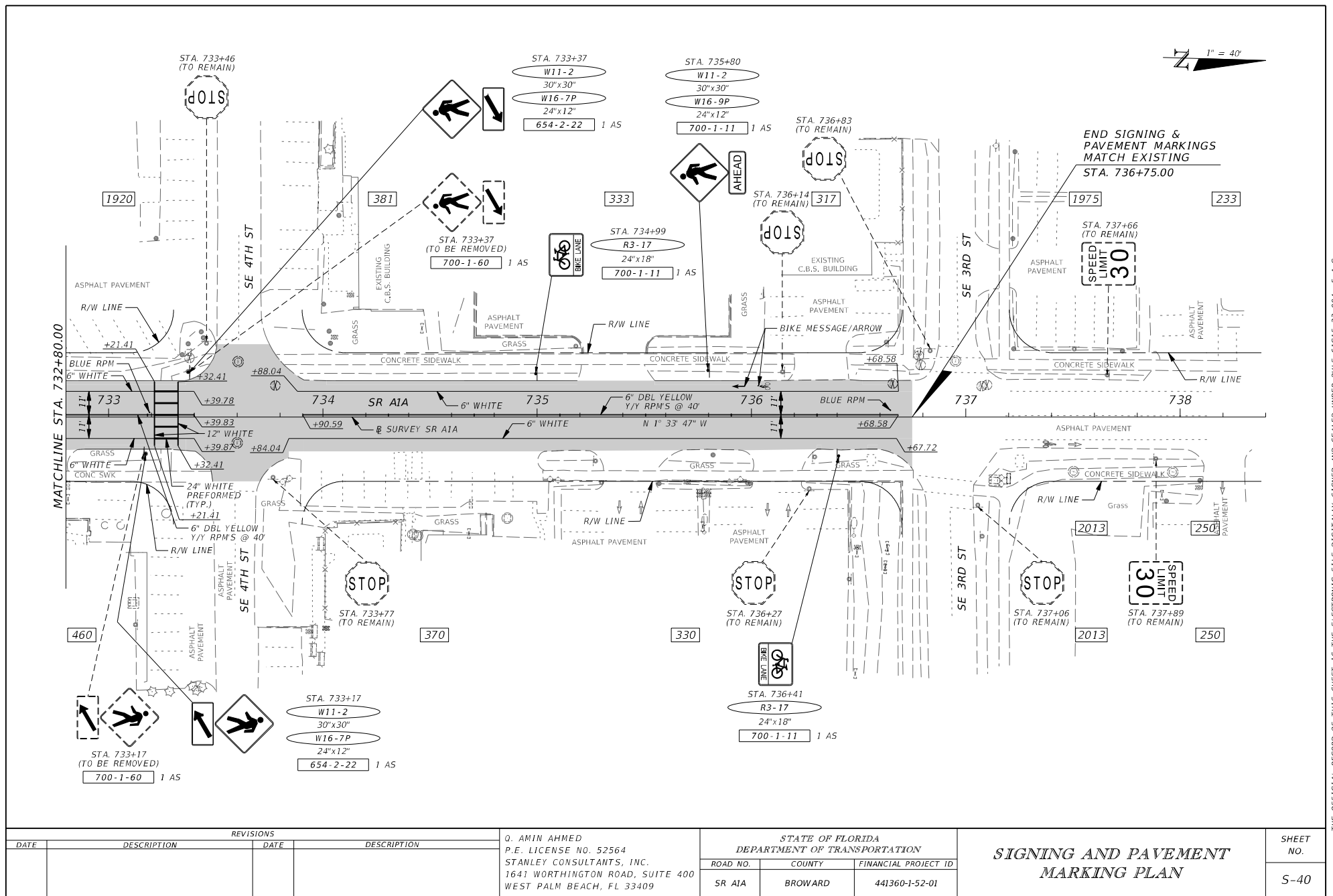


EXHIBIT C

MAINTENANCE PLAN REQUIREMENTS

In reference to Maintenance to be performed under this **AGREEMENT**, the **AGENCY** shall submit to the **DEPARTMENT** a maintenance plan detailing the means and methods for accomplishing any maintenance or repairs to the **IMPROVEMENTS** in accordance with all **DEPARTMENT** Standards, Procedures and Specifications. This plan shall be submitted and approved by the **DEPARTMENT** prior to commencing any maintenance or repair activities. The **AGENCY** shall comply with the **DEPARTMENT's** applicable Maintenance Rating Program Standards. The plan should at minimum detail how the **AGENCY** will address the following:

1. Providing for continuous traffic control and necessary traffic control devices as required for the safe movement of traffic of vehicular and pedestrian traffic past the location of the structure being repaired for the duration of the repair in accordance with **DEPARTMENT** Standards, Procedures and Specifications.
2. Protection of adjacent surrounding property, real estate, vehicles, pedestrians, attachments to the light poles, or other assets during the preparation and recoating of surfaces.
3. Containment of debris or materials used in or resulting from the repair.

After the maintenance plan is approved, the **AGENCY** shall submit a work plan to the **DEPARTMENT** for approval prior to each repair to be performed detailing:

1. The proposed date of the repair
2. The location of the repair
3. The nature of the repair
4. The materials to be used for the repair
5. The methods to be used for the repair



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Resolution No. 2021-51

Consideration to Approve and Authorize \$19,996.00 Purchase of Speed Variable Signs from Transportation Solution and Lighting for the Police Department.

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Agenda Cover Memo - Speed Variable Signs
2. RESOLUTION
3. Radar Speed Signs



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 Speed Variable Signs.

Submitting Dept: Police Chief

Agenda Date: November 9, 2021

1. BACKGROUND / HISTORY

Speed and wake violations are a concern in the Intracoastal Waterways. Earlier this summer we successfully experimented with speed display signs. We positioned these signs behind the Police Department facing south on the ICW. The sign gave the boater the visual display of their speed as they traveled through the ICW. We recorded vessels slowed down and observed the posted speed sign.

2. CURRENT ACTIVITY

In September we received approval to utilize forfeiture funds to purchase these signs. Quotes were obtained utilizing Govquote.gov system. Commission approval is requested to authorize purchasing from the lowest, responsible, responsive vendor, Transportation Solution and Lighting.

3. FINANCIAL IMPACT

This will be purchased from forfeiture funds. The costs for this equipment is **\$19,996.00** out of \$20,000 of forfeiture funds that were approved to be used for Speed Variable Sign, in the September Commission meeting.

4. RECOMMENDATION

Authorize the \$19,996.00 to purchase from Transportation Solution and Lighting.

RESOLUTION NO. 2021-51

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE USE OF \$19,996.00 OF FEDERAL FORFEITURE FUNDS FOR THE PURCHASE OF SPEED VARIABLE SIGNS FROM TRANSPORTATION SOLUTION AND LIGHTING; 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 \$19,996.00 of Federal Forfeiture Funds to purchase of Speed Variable Signs from Transportation Solution and Lighting.

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 \$19,996.00 of Federal Forfeiture Funds for the purchase of Speed Variable Signs from Transportation Solution and Lighting.

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

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13 ATTEST:

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Sherry D. Henderson, CMC, Town Clerk

RESOLUTION NO. 2021-51

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	☐	☐



HILLSBORO BEACH POLICE DEPARTMENT



Date: 09/23/2021
To: Chief Szesnat
From: Lt Pugliese 
Subject: Radar Speed Signs

On 04/12/2021 I opened bidding via Govquote.gov for (4) four Solar Powered Electronic Speed Signs that read: Electronic Digital Speed Signs showing miles per hour, solar powered, with safety calm data collection software to collect data. The sign measurements should be at a minimum 30"w X 40"h with a programmable digital LED screen that is capable of messaging words/emoji on the digital screen that measures 28"w X 18"h. The system must have Bluetooth connectivity to be able to download data with no extra fees. Please include installation costs, mounting onto provided concrete pylons on the Intracoastal Waterway. 5 Year warranty on the LED Digital Screen that is manufactured in the USA and free unlimited USA based tech support for life.

Four bids were received via Govquote.com, only two of the companies offered installation.

Transportation Solution and Lighting \$3,196 dollars per unit and a \$799.00 dollar installation fee per unit. Total \$19,996.00

Prologics ITS \$4,652.92 per unit and a \$849.00 dollar installation fee per unit. Total \$22,507.68.



Estimate

EST-004594

Transportation Solutions & Lighting, Inc.

980 North Federal Highway
Suite 110
Boca Raton, Florida 33432

Bill To

Town of Hillsboro Beach

1210 Hillsboro Mile
Hillsboro Beach Florida 33062

Ship To

Town of Hillsboro Beach
Chief Jay Szenat
1210 Hillsboro Mile
Hillsboro Beach Florida 33062

Estimate Date : 23 Sep 2021

Expiry Date : 30 Oct 2021

#	Item & Description	Qty	Rate	Amount
1	iQ1500 Full Matrix - White SKU : M75-15DFB-U001 Driver Feedback Sign - Includes solar panel & all custom fabricated stainless steel mounting brackets & clamps	4.00	4,075.00	16,300.00
2	Sign Installation SKU : TSLSIGNINS Install radar sign on piling on dock. Includes labor, materials, equipment, mobilization and programming.	4.00	799.00	3,196.00
3	Customer Support - TS&L SKU : TSLCS Annual fee for programming, integration & technical support. Remotely or onsite depending on customers needs. - Flat yearly rate for unlimited TS&L support - 3 years included - No Charge	3.00	0.00	0.00
Sub Total				19,496.00
Shipping charge				500.00
Total				\$19,996.00

Notes

Standard Manufactures Warranty Applies



ProLogic ITS
106 Northpoint Parkway
Acworth, Georgia 30102
United States
(P) 866-923-0513

Quotation (Open)

Date

Sep 27, 2021 04:13 PM EDT

Modified Date

Sep 30, 2021 12:12 PM EDT

Quote #

20221 - rev 1 of 1

Description

SpeedAlert 18B Radar Message Sign

SalesRep

Cox, Cheryl
(P) 866-923-0513 ext. 710

Customer Contact

Pugliese, James
(P) 925-427-4011
jpugliese@townofhillsborobeach.com

Customer

Town of Hillboro Beach (TO2158)
Pugliese, James
1210 Hillsboro Mile
Hillsboro, FL 33062
United States

Bill To

Town of Hillboro Beach
Payable, Accounts
1210 Hillsboro Mile
Hillsboro, FL 33062
United States

Ship To

Town of Hillboro Beach
PO, REF
1210 Hillsboro Mile
Hillsboro, FL 33062
United States

Customer PO:**Terms:**

Undefined

Ship Via:

UPS Ground

Special Instructions:**Carrier Account #:**

#	Description	Part #	Qty	Unit Price	Total
1	SpeedAlert 18B Radar Message Sign (RMS); Base Unit with Mounting Bracket Bluetooth, Traffic Data Collection, Solar Battery Kit with Controller, License, Solar Panel with Pole.	4000885	4	\$4,652.92	\$18,611.68
2	ProLogic Professional Services Onsite Installation of Speed Alert Sign Includes Mounting Hardware to Existing Pole or Pole Included with the Hardware, but does not include pulling permits of any kind.	PROLOGICSVCS	4	\$849.00	\$3,396.00

Subtotal: \$22,007.68
Tax (.0000%): \$0.00
Shipping: \$500.00
Misc: \$0.00
Total: \$22,507.68

TIPS 210102

Payment Terms: Net 30 Days.

After 30 days, unpaid balances are subject to a 1.5% handling fee per month (18% annual).

Warranty covers manufacturer defects only, excluding battery defects, unless explicitly stated herein.

Dual-signed Scope of Work will be required prior to placing initial order.

Prices and tax rates are valid in the U.S only and are subject to change. Taxes represented in quotes are estimates and may vary from taxes reflected on invoice (based on physical ship-to address).

Sales/Use tax is a destination charge (i.e., based on physical ship-to address on purchase order). Please indicate your taxability status on your PO. If you are tax exempt, please include proper documentation. If you are not tax exempt, please calculate and include all applicable tax on your PO.

Hardware cancellations may be subject to up to a 50% restocking fee.

See Terms and Conditions at www.prologicits.com/terms-conditions/

Quotes are valid for 30 days only and are subject to change without notice due to the imposition of new trade tariffs.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Resolution No. 2021-52

Consideration to Approve and Authorize \$25,342.15 Purchase of Office Furniture from Russ Bassett for Communications Area at Police Station.

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. 11-9-2021 Agenda Cover Memo - Purchase Furniture for Communications
 2. RESOLUTION
 3. Purchase Office Furniture
 4. Equitable Sharing (002)



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 Furniture for Communications.

Submitting Dept: Police Chief

Agenda Date: November 9, 2021

1. BACKGROUND / HISTORY

Our Communication is undergoing a needed modernization process.

2. CURRENT ACTIVITY

We have researched many different styles of desks for our Communication area. Russ Basset style and comfort fits for what our Communication team needs in the limited space we have. Russ Basset specializes in Communications and Dispatch areas with ergonomically correct desks. Russ Basset is a professional organization with a ten-year warranty on all equipment and known to be a great industry standard. This purchase will be through Contract Number (EC07-20) under the Purchasing Cooperative HGACBUY(ILC21-11458), which we have an Interlocal Contract Agreement with. Effective dates of the contract are 07/2020-06/2022.

3. FINANCIAL IMPACT

This will be purchased from forfeiture funds. The costs for this equipment is **\$25,342.15**. \$50,000 of forfeiture funds were approved to be used for Communication equipment in the September Commission meeting.

4. RECOMMENDATION

Authorize the \$25,342.15 to purchase from Russ Bassett utilizing the purchasing cooperative HGACBUY.

RESOLUTION NO. 2021-52

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE USE OF \$25,342.15 OF FEDERAL FORFEITURE FUNDS TO PURCHASE COMMUNICATIONS AND DISPATCH FURNITURE PIGGYBACKING THE TERMS OF CONTRACT NUMBER EC07-20 UNDER THE PURCHASING COOPERATIVE HGACBUY (ILC21-11458); 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 \$25,342.15 of Federal Forfeiture Funds to purchase Communications and Dispatch furniture piggybacking the terms of Contract Number EC07-20 under the Purchasing Cooperative HGACBUY (ILC21-11458).

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 \$25,342.15 of Federal Forfeiture Funds to purchase Communications and Dispatch furniture piggybacking the terms of Contract Number EC07-20 under the Purchasing Cooperative HGACBUY (ILC21-11458).

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

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13 ATTEST:

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18 _____
Sherry D. Henderson, CMC, Town Clerk

RESOLUTION NO. 2021-52

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



Date: 9/29/2021
To: Chief Szesnat
From: Lt. Pugliese 
Subject: Communications Furniture-Russ Bassett- Contract Pricing

Attached is a copy of the Russ Bassett Corporation Quotation received on 9/24/2021. Russ Bassett has Cooperative Purchasing Pricing through HGACBuy (Contract EC07-20) and offers 45% off their catalog list price as long as you are a member of HGACBuy.

Russ Bassett Quotation is labeled as: Q1 - Q4

Russ Bassett Catalog List Price is labeled as: LP 1 - LP18

HGACBuy Contract labeled as: Contract 1 - 3

HGACBuy Membership labeled as: Member of HGACBuy M1, M2

Quotation



Russ Bassett Corporation

8189 Byron Road Whittier, CA 90606

Tel: 800.350.2445 Fax: 562.698.8972

www.russbassett.com

PROJECT #: DC-31034-01 **Option:** 1
REVISION: B
PROJECT NAME: Hillsboro Beach Police Department

QUOTE DATE: 9/24/2021 **SALES EXECUTIVE:** Elizabeth Porter
EXPIRATION DATE: 11/8/2021 **ADDRESS:** 8189 Byron Rd
Whittier, CA 90606
CUSTOMER: Hillsboro Beach Police Department **PHONE:** (813) 758-2127
CONTACT: Jay Szesnat **EMAIL:** eporter@russbassett.com
ADDRESS: 1210 Hillsboro Mile Ste B
Hillsboro, FL 33062
PHONE:
EMAIL: jzesnat@townofhillsborobeach.com

QTY	PART NUMBER	DESCRIPTION	HCACBuy PRICE	EXTENDED
AREA: 1			AREA 1 TOTAL: \$	16,107.30
1	DEF-WSL-3672-SSHD-W	Console, Linear SS, Height-Depth Array, 36D x 72	\$ 4,757.50	\$ 4,757.50
1	DEF-PNL-FF-18	Panel, Fabric, 18L	\$ 227.15	\$ 227.15
2	DEF-PNL-FF-36	Panel, Fabric, 36L	\$ 296.45	\$ 592.90
3	DEF-PNL-FF-42	Panel, Fabric, 42L	\$ 319.55	\$ 958.65
1	DEF-PNL-FF-48	Panel, Fabric, 48L	\$ 342.65	\$ 342.65
1	DEF-RAD-18	Rear Access Door, 18L	\$ 84.70	\$ 84.70
2	DEF-RAD-36	Rear Access Door, 36L	\$ 169.40	\$ 338.80
3	DEF-RAD-42	Rear Access Door, 42L	\$ 180.95	\$ 542.85
1	DEF-RAD-48	Rear Access Door, 48L	\$ 192.50	\$ 192.50
1	DEF-TOP-CRN-2436-W	Top, Sq Corner, 24D Left x 36D Right	\$ 553.85	\$ 553.85
1	DEF-TOP-REC-2442-W	Top, Rectangle, 24D x 42L	\$ 326.70	\$ 326.70
1	DEF-TOP-REC-3666-W	Top, Rectangle, 36D x 66L	\$ 1,020.25	\$ 1,020.25
1	DEF-PFP-3618-BC-LD-N	Fixed Ped, 36D x 18W, Box/Closed, Left Door	\$ 516.45	\$ 516.45
1	DEF-ACR-1218-F	Acrylic Adder, 12H, 18L, Frosted	\$ 131.45	\$ 131.45
2	DEF-ACR-1236-C	Acrylic Adder, 12H, 36L, Clear	\$ 143.55	\$ 287.10
1	DEF-CC-L90-FF	Corner Connector, L, 90 Deg, Fabric	\$ 204.05	\$ 204.05
3	DEF-EC-FXN-0742	End Cap, Fixed, 42H	\$ 115.50	\$ 346.50
1	DEF-EC-WSR-2042	End Cap, Console, 42H, RH	\$ 260.15	\$ 260.15
3	DEF-FRM-42	Base Frame, 42L	\$ 83.05	\$ 249.15
1	DEF-FRM-48	Base Frame, 48L	\$ 89.10	\$ 89.10
2	DEF-IAP-18	Inside Access Panel, 18W	\$ 35.75	\$ 71.50
2	DEF-IAP-21	Inside Access Panel, 21W	\$ 37.40	\$ 74.80
2	DEF-LEP-24-L	Laminate End Panel, 24D, LH	\$ 248.05	\$ 496.10
1	DEF-LEP-24-R	Laminate End Panel, 24D, RH	\$ 248.05	\$ 248.05
1	DEF-LSL-36-L	Laminate Support Leg, 36D, LH	\$ 218.90	\$ 218.90
1	DEF-LSL-36-R	Laminate Support Leg, 36D, RH	\$ 218.90	\$ 218.90
1	WAC-AMB-AR-L-72-B	Ambient Light, Array, Linear, 72", Blue	\$ 240.90	\$ 240.90
1	WAC-DASH-AMB-DIMMI	Dash Cartridge, Ambient Dimmer	\$ 211.20	\$ 211.20
1	WAC-DTB-14	14 Port Data Termination Bracket, Universal	\$ 72.60	\$ 72.60
1	DAC-AMB-PWR	Ambient Light Power Supply W/ Splitter	\$ 48.40	\$ 48.40
2	DAC-MM-01-SW-PM	Monitor Mount, Slaiwall, Pole Mount	\$ 316.25	\$ 632.50

Q 1

Quotation

PROJECT #:	DC-31034-01	Option: 1
REVISION:	B	
PROJECT NAME:	Hillsboro Beach Police Department	

russebassett
 Russ Bassett Corporation
 8189 Byron Road Whittier, CA 90606
 Tel: 800.350.2445 Fax: 562.698.8972
 www.russebassett.com

QTY	PART NUMBER	DESCRIPTION	HGACBuy PRICE	EXTENDED
1	FF	DAC-PCS-FLX-A Flex Personal Comfort System, Heat & Air, Array Console	\$ 1,310.10	\$ 1,310.10
2	GG	DAC-SW-MICROPC Slatwall Micro PC Mount	\$ 120.45	\$ 240.90
AREA: 2			AREA 2 TOTAL: \$	316.25
1	HH	DAC-MM-01-SW-PM Monitor Mount, Slatwall, Pole Mount	\$ 316.25	\$ 316.25
AREA: 3			AREA 3 TOTAL: \$	1,568.60
2	II	DEF-LKR-1572-2H-MS Personal Storage Locker, 19"D x 15"W x 72"H, 2 High Unit, Mail Slot, Locking	\$ 612.15	\$ 1,224.30
1	JJ	DEF-LKR-BSE-0230 Locker Base, 2 Wide, 19"D x 30"W x 2"H	\$ 131.45	\$ 131.45
1	KK	DEF-LKR-TOP-30 Locker Top, 2 Wide, 19"D x 30"W	\$ 212.85	\$ 212.85

SCOPE OF WORK:

Install (4) Define consoles per drawing in one single phase. All trash and shipping debris will be removed and disposed of by the Russ Bassett installation team unless on site arrangements have been made by the customer. The area and delivery path in which new consoles or components are to be installed shall be free and clear of debris and obstructions prior to Russ Bassett's arrival to the project site.

- All work to be completed during normal business hours of Monday through Friday from 7am to 5pm.
- All labor to comply with local standard labor rates and rules.

Cooperative Contract HGACBuy EC07-20 (9-1-1 Equipment & Services)

Product Total: \$ 17,992.15
 Price does not include applicable sales tax
 Delivery Services: \$ 4,250.00
 Russ Bassett Installation Services: \$ 3,100.00
Total Due \$ 25,342.15

Q 2

Quotation

PROJECT #: DC-31034-01	Option: 1
REVISION: B	
PROJECT NAME: Hillsboro Beach Police Department	

rus sbassett
Russ Bassett Corporation
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.rusbassett.com

Drawings

Any drawing submitted to the Client under this Quotation must be signed-off as "approved for manufacture" and returned with applicable purchase order.
Drawing REVISION level must match Quote REVISION level.

Delivery & Installation

A signed, completed delivery and installation checklist and purchase order is required to prevent any issues at time of delivery and installation.
Any unique requirements encountered at time of delivery and installation not covered on the installation checklist will be invoiced at cost in addition to the charges quoted herein.

Russ Bassett ships your products using our "Safe Ship" program. The program simply states that we guarantee your products will arrive damage free anywhere in the 48 contiguous United States. If damage should occur, notify customer service and Russ Bassett will rush a replacement part or unit and pick up the damaged product.

Due to the custom nature of our products, Russ Bassett recommends using only Certified Russ Bassett Installers.

Purchase Order

Send to: Russ Bassett Corporation
Attn: Customer Service
8189 Byron Road
Whittier, CA 90606

Fax to: (562) 698-8972

Purchase orders must include the following information to process with Russ Bassett:

Sold to, Ship to, Order Date, Requested Delivery/Install Date, PO Number, Quantity, Full Model Numbers & Total.

All purchase orders must also accompany the following documents to be considered a complete order:

Signed drawing noting console and work surface colors and/or cabinet color, signed quotation, & installation checklist.

Quote is Valid for 90 days from date of issue; and, may only be extended in writing by Russ Bassett.

Payment Terms

90% due 30 days after product shipment

10% due 30 days after final sign-off

Lead-time

For the products covered under this proposal is ten (10) to twelve (12) weeks AAO (After Acceptance of Order).

Incomplete Purchase Orders may delay the ship date; actual date will be confirmed on written Order Acknowledgment.

Q 3

Quotation

PROJECT #: DC-31034-01

Option: 1

REVISION: B

PROJECT NAME: Hillsboro Beach Police Department

 russbassett

Russ Bassett Corporation
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russbassett.com

Warranty

Russ Bassett warrants, to the original Buyer, that all products will be free from defects in material and workmanship for 10 full years.

In mission critical, 24/7/365 environments, quickly resolving a product issue is of top priority for both the Buyer and Russ Bassett. Prompt execution of this warranty requires cooperation. With guidance from Russ Bassett, Buyer agrees to perform basic troubleshooting tasks to determine the nature of the defect and to self-correct before on-site assistance can be provided.

For simple replacements, the part will be quickly shipped directly to Buyer. If the problem requires on-site assistance, Russ Bassett will come out during normal work hours to resolve the issue. If the defect is found to have resulted from circumstances outside of the warranty coverage, and/or Buyer imposes conditions or restrictions that increases the service cost, Buyer agrees to reimburse Russ Bassett for any resulting additional expense. Buyer also agrees to properly dispose of the old parts and packing material.

The few circumstances where this warranty against defects would not apply include normal wear and tear, damage, misuse, modifications, consumable items or product shipped outside the U.S.

Repairs, substitute products or replacements, of equal or higher value, used to resolve a warranty claim will in no way extend the applicable warranty period applied to the original product. Product repair or replacement is Buyer's exclusive remedy for all product defects covered under this non-transferable warranty. Russ Bassett makes no other express or implied warranties to any product except as stated above and makes no warranty of Russ Bassett product fitness except for use as standard console furniture.

Change Order & Cancellation Policy

Changes to an order, once it has been processed, can be very disruptive and costly. Once an order has been started in manufacturing, usually within 4 weeks of the scheduled ship date, it is not possible to make changes.

Any requests for changes to the design or scope of work shall be made in writing. RBC will notify Buyer if it is possible to accommodate the change requests. If there is still time to accommodate the change requests, RBC will provide a quotation covering the cost and lead-time impact of the change. If these impacts are acceptable to Buyer, RBC will produce changed drawings for review and approval. No change will be made without sign-off of the updated quote and drawing by Buyer.

Any cancellation requests must be submitted in writing and approved by an officer of Russ Bassett. Upon acceptance of canceled order, a cancellation charge of 25% of the contract amount will be incurred over and above the cost of materials produced or in production, labor or other services performed, freight, taxes and any other out of pocket expenses also incurred by Russ Bassett.

Buyer's Delay

Russ Bassett only builds products to order, based on bonified purchase orders and deploys manufacturing resources necessary to meet scheduled delivery requirements outlined in the order. The company realizes projects get delayed. Upon request, Russ Bassett may provide storage for the first 30 days from the original ship date at no cost. In extreme cases, the Russ Bassett Sales Executive may request the President to approve extending the grace period for an additional 30 days.

In all cases, unless approved by the President, the customer is to be invoiced for the full product total on the original ship date.

Storage fees are outlined below:

Storage after 30 days will only be approved, provided 90% of the initial invoice has been paid, allowing 10% hold-back till final project acceptance. Storage fees will be invoiced monthly and must be paid promptly to keep benefits intact.

Storage period

Fees

Up to 30 day delay	No cost as a courtesy
31 to 90-day delay	1% of product total per month
91 to 150-day delay	2% of product total per month
151 to 180-day delay	4% of product total per month

Storage is not offered after 180 days.

Storage arrangements may be canceled at any time for non-payment.

The customer may choose to arrange their own storage. In that case, claims for product damage will become the responsibility of the customer and their storage agent.

Acceptance Signature

Authorized Signature

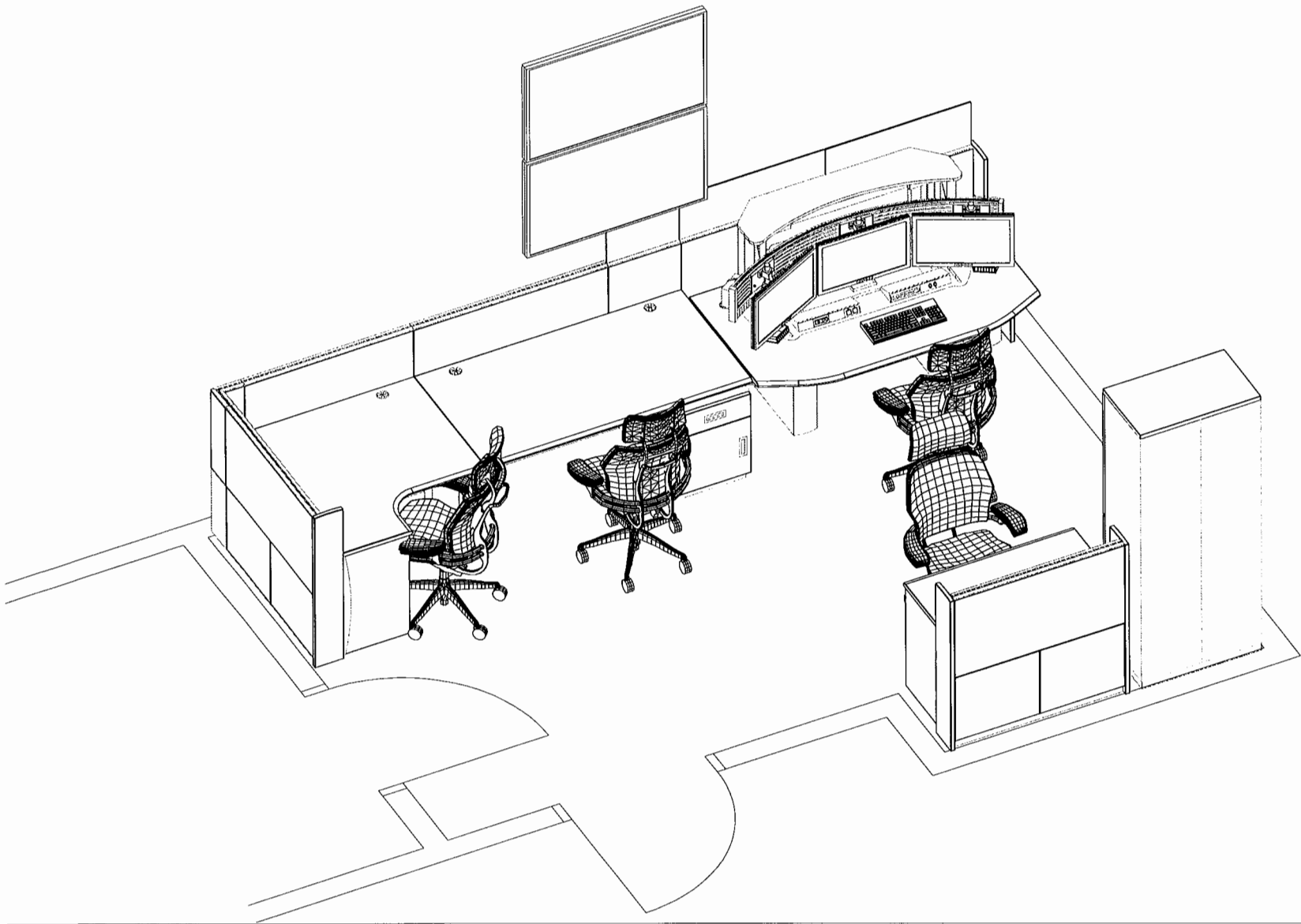
Print Name of Authorized Signature

Print Title

Print Company Name

P.O. Number

Date of Authorization



CUSTOMER

CUSTOMER:
**HILLSBORO BEACH
POLICE DEPARTMENT**
PROJECT ADDRESS:
1210 HILLSBORO MILE STE B
HILLSBORO BEACH, FL 33062

PROJECT

PROJECT NAME:

PROJECT INITIATION DATE:
07/30/21
CONSOLE TYPE: DEFINE NUMBER OF POSITION: 1
SCALE: NTS

SALES EXECUTIVE
ELIZABETH PORTER

DESIGNER
JEREMY NIXON

SHEET INDEX

NO.	SHEET NAME
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2	3D VIEW 2
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REVISIONS

REV	DATE	DESCRIPTION	B
A	08/04/21	2D & 3D PRELIMINARY DRAWING	J
B	08/24/21	CHANGE SIT STAND TO LINEAR	T

SHEET DESCRIPTION
3D VIEW 1

DRAWING #	OPTION	REV.	SHEET
DC-31034-01	1	B	1/7

RUSS BASSETT CORPORATION HEREBY EXPRESSLY RESERVES ITS COMMON LAW COPYRIGHT AND OTHER PROPERTY RIGHTS IN THESE PLANS. THESE PLANS ARE NOT TO BE COPIED, REPRODUCED OR CHANGED IN ANY FORM OR MANNER WHATSOEVER, NOR ARE THEY TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT FIRST OBTAINING THE EXPRESS WRITTEN PERMISSION AND CONSENT OF RUSS BASSETT CORPORATION.

Russ Bassett consoles do not require any kind of regularly scheduled service or preventative maintenance, though we do recommend deep cleaning be performed annually and we can make a recommendation if you are not already using a console detailing service.

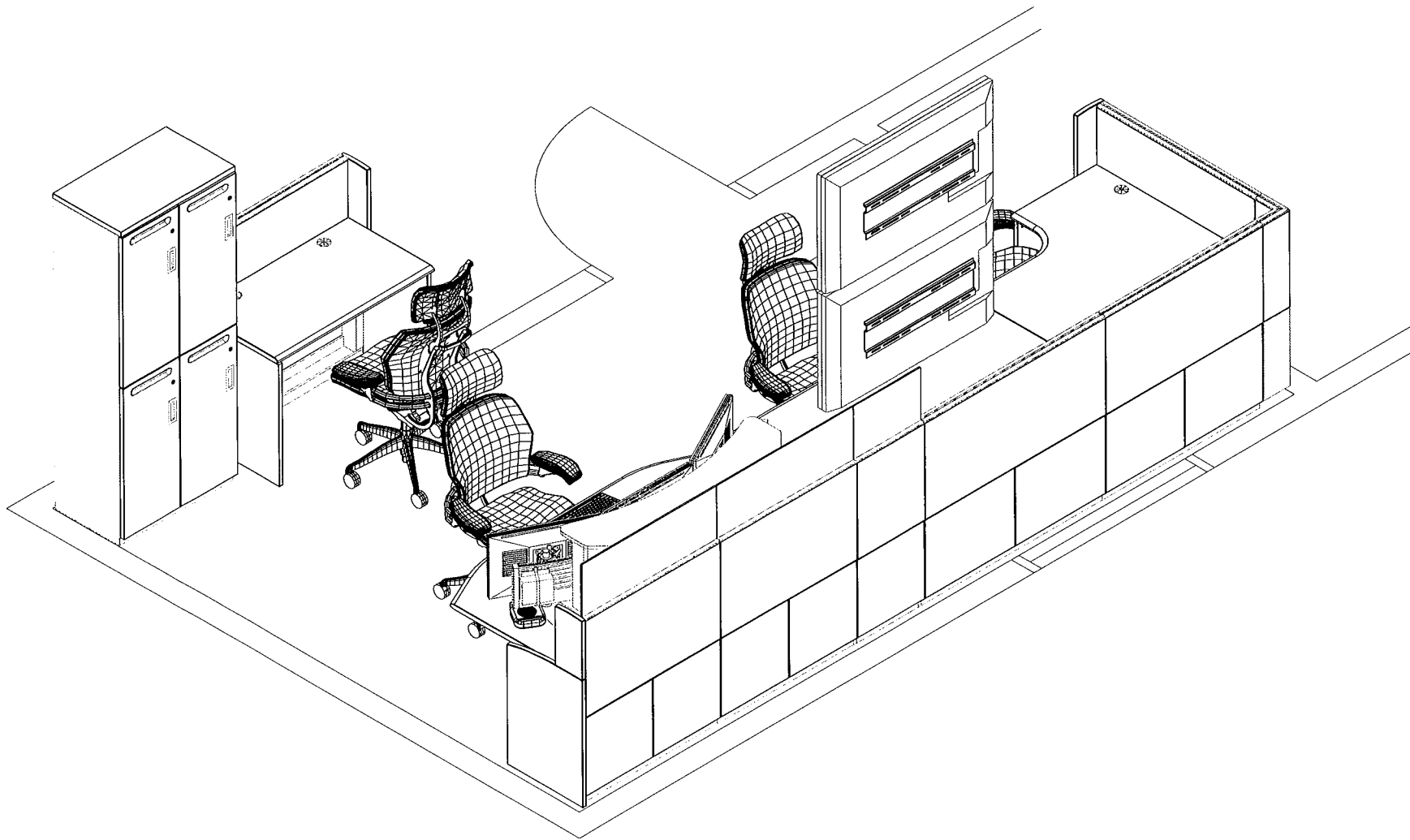
Conclusion

If selected as your partner for the project Mike, we will deliver both a best-in-class console furniture solution and customer experience.

Please don't hesitate to contact me with any questions or concerns as you review. My cell phone is (813) 758-2127 and email is eporter@russbassett.com.

Thank you again!

Elizabeth Porter



CUSTOMER

CUSTOMER:
**HILLSBORO BEACH
POLICE DEPARTMENT**
PROJECT ADDRESS:
1210 HILLSBORO MILE STE B
HILLSBORO BEACH, FL 33062

PROJECT

PROJECT NAME:

PROJECT INITIATION DATE: 07/30/21
CONSOLE TYPE: DEFINE NUMBER OF POSITION: 1
SCALE: NTS

SALES EXECUTIVE
ELIZABETH PORTER

DESIGNER
JEREMY NIXON

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REVISIONS

REV	DATE	DESCRIPTION	B
A	08/04/21	2D & 3D PRELIMINARY DRAWING	JJ
B	08/24/21	CHANGE SIT STAND TO LINEAR	T

SHEET DESCRIPTION

3D VIEW 2

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DRAWING #	OPTION	REV.	SHEET
DC-31034-01	1	B	2/7

CUSTOMER

CUSTOMER:
**HILLSBORO BEACH
POLICE DEPARTMENT**
PROJECT ADDRESS:
1210 HILLSBORO MILE STE B
HILLSBORO BEACH, FL 33062

PROJECT

PROJECT NAME:
-
PROJECT INITIATION DATE:
07/30/21
CONSOLE TYPE: DEFINE NUMBER OF POSITION: 1
SCALE:
1" = 1' - 0"

SALES EXECUTIVE
ELIZABETH PORTER

DESIGNER
JEREMY NIXON

SHEET INDEX

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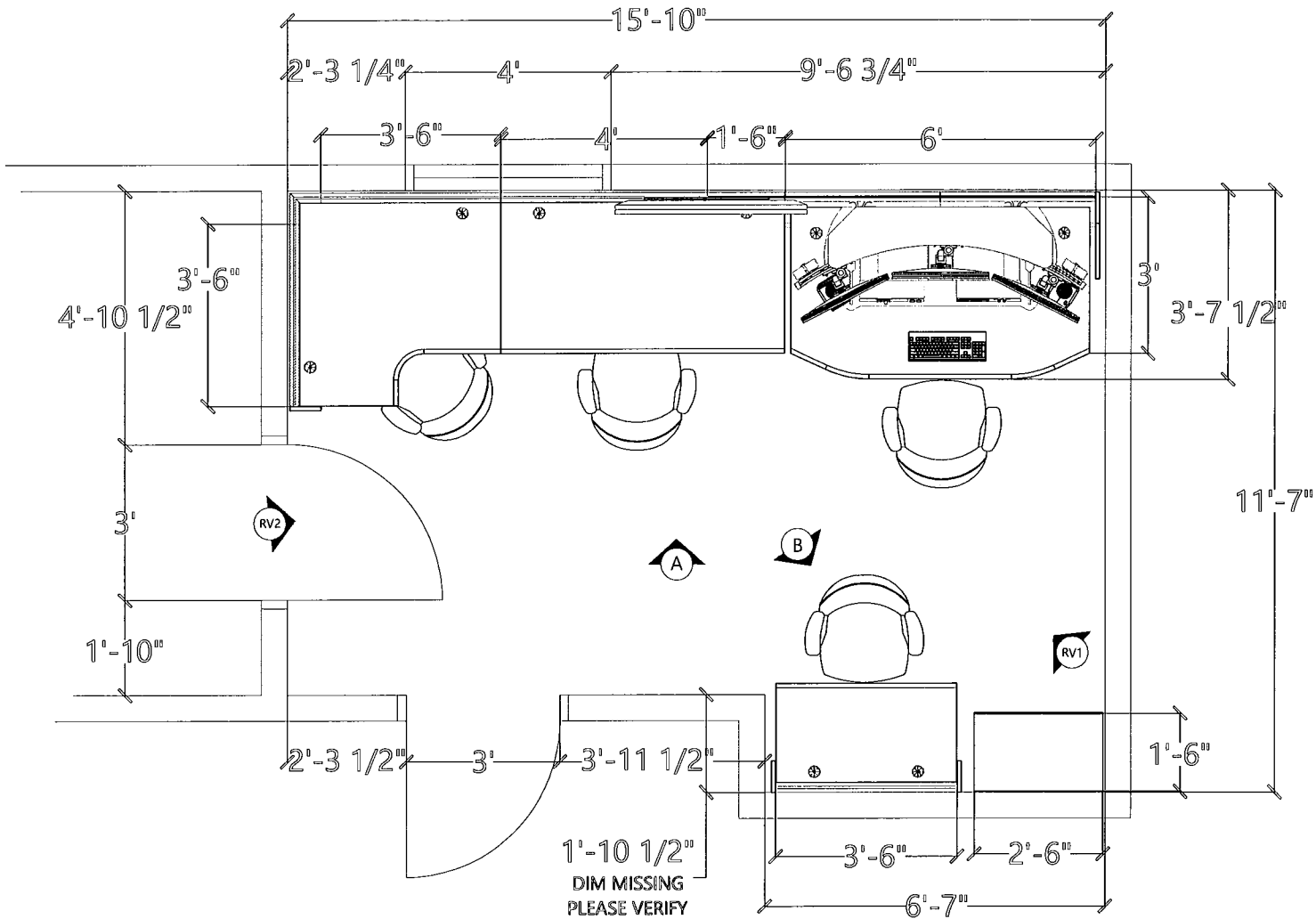
REVISIONS

REV	DATE	DESCRIPTION	B
A	08/04/21	2D & 3D PRELIMINARY DRAWING	J
B	08/24/21	CHANGE SIT STAND TO LINEAR	T

SHEET DESCRIPTION

PLAN VIEW

DRAWING #	OPTION	REV.	SHEET
DC-31034-01	1	B	3/7





CUSTOMER

CUSTOMER:
**HILLSBORO BEACH
POLICE DEPARTMENT**
PROJECT ADDRESS:
1210 HILLSBORO MILE STE B
HILLSBORO BEACH, FL 33062

PROJECT

PROJECT NAME:

PROJECT INITIATION DATE:
07/30/21
CONSOLE TYPE: DEFINE NUMBER OF POSITION: 1
SCALE:
NTS

SALES EXECUTIVE
ELIZABETH PORTER

DESIGNER
JEREMY NIXON

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SHEET DESCRIPTION

RENDERING VIEW 1

DRAWING #	OPTION	REV.	SHEET
DC-31034-01	1	B	6/7

COLOR SCHEME:	LAGUNA - A
FABRIC:	WATERFALL
LAMINATE:	VERANDA TEAK
POWDER COAT:	SUEDE

RV1 RENDERING VIEW 1

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COLOR SCHEME:	LAGUNA - A
FABRIC:	WATERFALL
LAMINATE:	VERANDA TEAK
POWDER COAT:	SUEDE



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RUSSbassett
8189 Byron Rd, Whittier, CA 90606 (800) 350-2445

CUSTOMER

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HILLSBORO BEACH, FL 33062

PROJECT

PROJECT NAME:
-
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07/30/21
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NTS

SALES EXECUTIVE
ELIZABETH PORTER

DESIGNER
JEREMY NIXON

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REVISIONS

REV	DATE	DESCRIPTION	B'
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SHEET DESCRIPTION

RENDERING VIEW 2

DRAWING #	OPTION	REV.	SHEET
DC-31034-01	1	B	7/7

Model Number	Description	List Price Per
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Regular Consoles (not R56 compliant)

90° Corner Consoles	DEF-WSC-3666-SSHD-W	Console, Corner Sit-Stand, Height-Depth Array, 36D x 66	\$	9,423
	DEF-WSC-3672-SSHD-W	Console, Corner Sit-Stand, Height-Depth Array, 36D x 72	\$	9,737
	DEF-WSC-3678-SSHD-W	Console, Corner Sit-Stand, Height-Depth Array, 36D x 78	\$	10,051
	DEF-WSC-3684-SSHD-W	Console, Corner Sit-Stand, Height-Depth Array, 36D x 84	\$	10,365
	DEF-WSC-3666-SSHA-W	Console, Corner Sit-Stand, Height Adj Array, 36D x 66L	\$	8,363
	DEF-WSC-3672-SSHA-W	Console, Corner Sit-Stand, Height Adj Array, 36D x 72L	\$	8,677
	DEF-WSC-3678-SSHA-W	Console, Corner Sit-Stand, Height Adj Array, 36D x 78L	\$	8,991
	DEF-WSC-3684-SSHA-W	Console, Corner Sit-Stand, Height Adj Array, 36D x 84L	\$	9,305
	DEF-WSC-3666-SSFA-W	Console, Corner Sit-Stand, Fixed Array, 36D x 66L	\$	7,833
	DEF-WSC-3672-SSFA-W	Console, Corner Sit-Stand, Fixed Array, 36D x 72L	\$	8,147
	DEF-WSC-3678-SSFA-W	Console, Corner Sit-Stand, Fixed Array, 36D x 78L	\$	8,461
	DEF-WSC-3684-SSFA-W	Console, Corner Sit-Stand, Fixed Array, 36D x 84L	\$	8,775
Corner Wrap Consoles	DEF-WSU-60114-SSHD-W	Console, Corner Wrap SS, Height-Depth Array, 60D x 114	\$	10,581
	DEF-WSU-64122-SSHD-W	Console, Corner Wrap SS, Height-Depth Array, 64D x 122	\$	10,895
	DEF-WSU-60114-SSHA-W	Console, Corner Wrap SS, Height Adj Array, 60D x 114	\$	9,521
	DEF-WSU-64122-SSHA-W	Console, Corner Wrap SS, Height Adj Array, 64D x 122	\$	9,835
	DEF-WSU-60114-SSFA-W	Console, Corner Wrap SS, Fixed Array, 60D x 114	\$	8,991
	DEF-WSU-64122-SSFA-W	Console, Corner Wrap SS, Fixed Array, 64D x 122	\$	9,305
Linear Consoles	DEF-WSL-3672-SSHD-W	Console, Linear SS, Height-Depth Array, 36D x 72	\$	8,650
	DEF-WSL-3678-SSHD-W	Console, Linear SS, Height-Depth Array, 36D x 78	\$	8,849
	DEF-WSL-3684-SSHD-W	Console, Linear SS, Height-Depth Array, 36D x 84	\$	9,048
	DEF-WSL-3690-SSHD-W	Console, Linear SS, Height-Depth Array, 36D x 90	\$	9,247
	DEF-WSL-3696-SSHD-W	Console, Linear SS, Height-Depth Array, 36D x 96	\$	9,446

RUSS BASSETT
LIST PRICE

LD 1

Panels	DEF-PNL-FF-12	Panel, Fabric, 12L	\$	371
	B DEF-PNL-FF-18	Panel, Fabric, 18L	\$	413
	DEF-PNL-FF-24	Panel, Fabric, 24L	\$	455
	DEF-PNL-FF-30	Panel, Fabric, 30L	\$	497
	C DEF-PNL-FF-36	Panel, Fabric, 36L	\$	539
	D DEF-PNL-FF-42	Panel, Fabric, 42L	\$	581
	E DEF-PNL-FF-48	Panel, Fabric, 48L	\$	623

Rear Access Doors

Rear Doors	DEF-RAD-12	Rear Access Door, 12L	\$	133
	F DEF-RAD-18	Rear Access Door, 18L	\$	154
	DEF-RAD-24	Rear Access Door, 24L	\$	175
	DEF-RAD-30	Rear Access Door, 30L	\$	287
	G DEF-RAD-36	Rear Access Door, 36L	\$	308
	H DEF-RAD-42	Rear Access Door, 42L	\$	329
	I DEF-RAD-48	Rear Access Door, 48L	\$	350

Acrylic Adders

12" Clear	DEF-ACR-1206-C	Acrylic Adder, 12H, 06L, Clear	\$	181
	DEF-ACR-1212-C	Acrylic Adder, 12H, 12L, Clear	\$	197
	DEF-ACR-1218-C	Acrylic Adder, 12H, 18L, Clear	\$	213
	DEF-ACR-1224-C	Acrylic Adder, 12H, 24L, Clear	\$	229
	DEF-ACR-1230-C	Acrylic Adder, 12H, 30L, Clear	\$	245
	O DEF-ACR-1236-C	Acrylic Adder, 12H, 36L, Clear	\$	261
	DEF-ACR-1242-C	Acrylic Adder, 12H, 42L, Clear	\$	277
	DEF-ACR-1248-C	Acrylic Adder, 12H, 48L, Clear	\$	293

12" Frosted	DEF-ACR-1206-F	Acrylic Adder, 12H, 06L, Frosted	\$	207
	DEF-ACR-1212-F	Acrylic Adder, 12H, 12L, Frosted	\$	223
	N DEF-ACR-1218-F	Acrylic Adder, 12H, 18L, Frosted	\$	239
	DEF-ACR-1224-F	Acrylic Adder, 12H, 24L, Frosted	\$	255
	DEF-ACR-1230-F	Acrylic Adder, 12H, 30L, Frosted	\$	271
	DEF-ACR-1236-F	Acrylic Adder, 12H, 36L, Frosted	\$	287
	DEF-ACR-1242-F	Acrylic Adder, 12H, 42L, Frosted	\$	303

DEF-TOP-SHP-3672-W	Top, Shared Peninsula, 36D x 72L	\$	1,924
DEF-TOP-SHP-3678-W	Top, Shared Peninsula, 36D x 78L	\$	1,935
DEF-TOP-SHP-3684-W	Top, Shared Peninsula, 36D x 84L	\$	1,946
DEF-TOP-SHP-3690-W	Top, Shared Peninsula, 36D x 90L	\$	1,961
DEF-TOP-SHP-3696-W	Top, Shared Peninsula, 36D x 96L	\$	1,977

WEDGES

Corner	DEF-TOP-WGC-3690-W	Top, Wedge Corner, 36D x 90°	\$	1,855
Peninsula	DEF-TOP-WGP-3690-72-W	Top, Wedge Peninsula, 36D x 90°, 72L	\$	1,961
	DEF-TOP-WGP-3690-84-W	Top, Wedge Peninsula, 36D x 90°, 84L	\$	2,067
	DEF-TOP-WGP-3690-96-W	Top, Wedge Peninsula, 36D x 90°, 96L	\$	2,173

FIXED HEIGHT CORNERS

Transitions	DEF-TOP-CRN-3636-W	Top, Sq Corner, 36D Left x 36D Right	\$	1,007
	DEF-TOP-CRN-2436-W	Top, Sq Corner, 24D Left x 36D Right	\$	1,007
	DEF-TOP-CRN-3624-W	Top, Sq Corner, 36D Left x 24D Right	\$	1,007

PENINSULAS

24"D	DEF-TOP-PEN-2448-S	Top, Peninsula, 24D x 48L	\$	530
	DEF-TOP-PEN-2454-S	Top, Peninsula, 24D x 54L	\$	546
	DEF-TOP-PEN-2460-S	Top, Peninsula, 24D x 60L	\$	933
	DEF-TOP-PEN-2466-S	Top, Peninsula, 24D x 66L	\$	939
	DEF-TOP-PEN-2472-S	Top, Peninsula, 24D x 72L	\$	944
	DEF-TOP-PEN-2478-S	Top, Peninsula, 24D x 78L	\$	949
	DEF-TOP-PEN-2484-S	Top, Peninsula, 24D x 84L	\$	954

CP 3

DEF-ACC-SLAT-F-60	Fixed Slatwall, 60L	\$	848
DEF-ACC-SLAT-F-66	Fixed Slatwall, 66L	\$	901
DEF-ACC-SLAT-F-72	Fixed Slatwall, 72L	\$	1,007
DEF-ACC-VCC-06	Vertical Cable Channel, 6"	\$	27

Return Tops - Rectangle

24"D

DEF-TOP-REC-2412-W	Top, Rectangle, 24D x 12L	\$	324
DEF-TOP-REC-2418-W	Top, Rectangle, 24D x 18L	\$	340
DEF-TOP-REC-2424-W	Top, Rectangle, 24D x 24L	\$	356
DEF-TOP-REC-2430-W	Top, Rectangle, 24D x 30L	\$	435
DEF-TOP-REC-2436-W	Top, Rectangle, 24D x 36L	\$	451
K DEF-TOP-REC-2442-W	Top, Rectangle, 24D x 42L	\$	594
DEF-TOP-REC-2448-W	Top, Rectangle, 24D x 48L	\$	610
DEF-TOP-REC-2454-W	Top, Rectangle, 24D x 54L	\$	626
DEF-TOP-REC-2460-W	Top, Rectangle, 24D x 60L	\$	1,034
DEF-TOP-REC-2466-W	Top, Rectangle, 24D x 66L	\$	1,050
DEF-TOP-REC-2472-W	Top, Rectangle, 24D x 72L	\$	1,060
DEF-TOP-REC-2478-W	Top, Rectangle, 24D x 78L	\$	1,076
DEF-TOP-REC-2484-W	Top, Rectangle, 24D x 84L	\$	1,092
DEF-TOP-REC-2490-W	Top, Rectangle, 24D x 90L	\$	1,103
DEF-TOP-REC-2496-W	Top, Rectangle, 24D x 96L	\$	1,119

36"D

DEF-TOP-REC-3612-W	Top, Rectangle, 36D x 12L	\$	419
DEF-TOP-REC-3618-W	Top, Rectangle, 36D x 18L	\$	451
DEF-TOP-REC-3624-W	Top, Rectangle, 36D x 24L	\$	562
DEF-TOP-REC-3630-W	Top, Rectangle, 36D x 30L	\$	705
DEF-TOP-REC-3636-W	Top, Rectangle, 36D x 36L	\$	721
DEF-TOP-REC-3642-W	Top, Rectangle, 36D x 42L	\$	1,002
DEF-TOP-REC-3648-W	Top, Rectangle, 36D x 48L	\$	1,018
DEF-TOP-REC-3654-W	Top, Rectangle, 36D x 54L	\$	1,034
DEF-TOP-REC-3660-W	Top, Rectangle, 36D x 60L	\$	1,840

UP 4

DEF-TOP-REC-3666-W	Top, Rectangle, 36D x 66L	\$ 1,855
DEF-TOP-REC-3672-W	Top, Rectangle, 36D x 72L	\$ 1,871
DEF-TOP-REC-3678-W	Top, Rectangle, 36D x 78L	\$ 1,882
DEF-TOP-REC-3684-W	Top, Rectangle, 36D x 84L	\$ 1,893
DEF-TOP-REC-3690-W	Top, Rectangle, 36D x 90L	\$ 1,908
DEF-TOP-REC-3696-W	Top, Rectangle, 36D x 96L	\$ 1,924

Shared Credenza Tops

Rectangle	DEF-TOP-SHC-3618-W	Top, Shared Credenza, 36D x 18L	\$ 504
	DEF-TOP-SHC-3624-W	Top, Shared Credenza, 36D x 24L	\$ 615
	DEF-TOP-SHC-3630-W	Top, Shared Credenza, 36D x 30L	\$ 758
	DEF-TOP-SHC-3636-W	Top, Shared Credenza, 36D x 36L	\$ 774
	DEF-TOP-SHC-3642-W	Top, Shared Credenza, 36D x 42L	\$ 1,055
	DEF-TOP-SHC-3648-W	Top, Shared Credenza, 36D x 48L	\$ 1,071
	DEF-TOP-SHC-3654-W	Top, Shared Credenza, 36D x 54L	\$ 1,087
	DEF-TOP-SHC-3660-W	Top, Shared Credenza, 36D x 60L	\$ 1,893
	DEF-TOP-SHC-3666-W	Top, Shared Credenza, 36D x 66L	\$ 1,908
	DEF-TOP-SHC-3672-W	Top, Shared Credenza, 36D x 72L	\$ 1,924
	DEF-TOP-SHC-3678-W	Top, Shared Credenza, 36D x 78L	\$ 1,935
	DEF-TOP-SHC-3684-W	Top, Shared Credenza, 36D x 84L	\$ 1,946
	DEF-TOP-SHC-3690-W	Top, Shared Credenza, 36D x 90L	\$ 1,961
	DEF-TOP-SHC-3696-W	Top, Shared Credenza, 36D x 96L	\$ 1,977

Peninsula	DEF-TOP-SHP-3624-W	Top, Shared Peninsula, 36D x 24L	\$ 615
	DEF-TOP-SHP-3630-W	Top, Shared Peninsula, 36D x 30L	\$ 758
	DEF-TOP-SHP-3636-W	Top, Shared Peninsula, 36D x 36L	\$ 774
	DEF-TOP-SHP-3642-W	Top, Shared Peninsula, 36D x 42L	\$ 1,055
	DEF-TOP-SHP-3648-W	Top, Shared Peninsula, 36D x 48L	\$ 1,071
	DEF-TOP-SHP-3654-W	Top, Shared Peninsula, 36D x 54L	\$ 1,087
	DEF-TOP-SHP-3660-W	Top, Shared Peninsula, 36D x 60L	\$ 1,893
	DEF-TOP-SHP-3666-W	Top, Shared Peninsula, 36D x 66L	\$ 1,908

UPS

Fixed Ped, FF

DEF-PFD-2418-FF-N	Fixed Ped, 24D x 18W, File/File	\$	864
DEF-PFD-2424-FF-N	Fixed Ped, 24D x 24W, File/File	\$	885
DEF-PFD-2430-FF-N	Fixed Ped, 24D x 30W, File/File	\$	927
DEF-PFD-3618-FF-N	Fixed Ped, 36D x 18W, File/File	\$	907
DEF-PFD-3624-FF-N	Fixed Ped, 36D x 24W, File/File	\$	928
DEF-PFD-3630-FF-N	Fixed Ped, 36D x 30W, File/File	\$	970
DEF-PFD-2418-FF-L	Fixed Ped, 24D x 18W, File/File, Lock	\$	952
DEF-PFD-2424-FF-L	Fixed Ped, 24D x 24W, File/File, Lock	\$	973
DEF-PFD-2430-FF-L	Fixed Ped, 24D x 30W, File/File, Lock	\$	1,015
DEF-PFD-3618-FF-L	Fixed Ped, 36D x 18W, File/File, Lock	\$	995
DEF-PFD-3624-FF-L	Fixed Ped, 36D x 24W, File/File, Lock	\$	1,016
DEF-PFD-3630-FF-L	Fixed Ped, 36D x 30W, File/File, Lock	\$	1,058

Fixed Ped, B/C

DEF-PFP-2418-BC-LD-N	Fixed Ped, 24D x 18W, Box/Closed, Left Door	\$	896
DEF-PFP-2418-BC-RD-N	Fixed Ped, 24D x 18W, Box/Closed, Right Door	\$	896
DEF-PFP-2424-BC-LD-N	Fixed Ped, 24D x 24W, Box/Closed, Left Door	\$	917
DEF-PFP-2424-BC-RD-N	Fixed Ped, 24D x 24W, Box/Closed, Right Door	\$	917
DEF-PFP-3618-BC-LD-N	Fixed Ped, 36D x 18W, Box/Closed, Left Door	\$	939
M DEF-PFP-3618-BC-RD-N	Fixed Ped, 36D x 18W, Box/Closed, Right Door	\$	939
DEF-PFP-3624-BC-LD-N	Fixed Ped, 36D x 24W, Box/Closed, Left Door	\$	960
DEF-PFP-3624-BC-RD-N	Fixed Ped, 36D x 24W, Box/Closed, Right Door	\$	960
DEF-PFP-2418-BC-LD-L	Fixed Ped, 24D x 18W, Box/Closed, Left Door, Lock	\$	984
DEF-PFP-2418-BC-RD-L	Fixed Ped, 24D x 18W, Box/Closed, Right Door, Lock	\$	984
DEF-PFP-2424-BC-LD-L	Fixed Ped, 24D x 24W, Box/Closed, Left Door, Lock	\$	1,005
DEF-PFP-2424-BC-RD-L	Fixed Ped, 24D x 24W, Box/Closed, Right Door, Lock	\$	1,005
DEF-PFP-3618-BC-LD-L	Fixed Ped, 36D x 18W, Box/Closed, Left Door, Lock	\$	1,027
DEF-PFP-3618-BC-RD-L	Fixed Ped, 36D x 18W, Box/Closed, Right Door, Lock	\$	1,027
DEF-PFP-3624-BC-LD-L	Fixed Ped, 36D x 24W, Box/Closed, Left Door, Lock	\$	1,048
DEF-PFP-3624-BC-RD-L	Fixed Ped, 36D x 24W, Box/Closed, Right Door, Lock	\$	1,048

UP 6

Corner Connectors			
Connectors	DEF-CC-L45-FF	Corner Connector, L, 45 Deg, Fabric	\$ 318
	P DEF-CC-L90-FF	Corner Connector, L, 90 Deg, Fabric	\$ 371
	DEF-CC-Y90-FF	Corner Connector, Y, 90 Deg, Fabric	\$ 530
	DEF-CC-T90-FF	Corner Connector, T, 90 Deg, Fabric	\$ 477
	DEF-CC-X90-FF	Corner Connector, X, 90 Deg, Fabric	\$ 636
	DEF-CC-W90-FF	Corner Connector, Wedge, 90 Deg, Fabric	\$ 477
	DEF-CC-Z90-FF	Corner Connector, 3-Way, 90 Deg, Fabric	\$ 742

Inside Access Panels			
Access Panels	DEF-IAP-06	Inside Access Panel, 06W	\$ 53
	DEF-IAP-09	Inside Access Panel, 09W	\$ 56
	DEF-IAP-12	Inside Access Panel, 12W	\$ 59
	DEF-IAP-15	Inside Access Panel, 15W	\$ 62
	U DEF-IAP-18	Inside Access Panel, 18W	\$ 65
	V DEF-IAP-21	Inside Access Panel, 21W	\$ 68
	DEF-IAP-24	Inside Access Panel, 24W	\$ 71

End Caps			
Laminate	Q DEF-EC-FXN-0742	End Cap, Fixed, 42H	\$ 210
	DEF-EC-FXB-1242	End Cap, Fixed, 42H, B-B	\$ 263
	DEF-EC-CRN-0713	End Cap, Credenza, 13H	\$ 132
	DEF-EC-WSL-2042	End Cap, Console, 42H, LH	\$ 473
	R DEF-EC-WSR-2042	End Cap, Console, 42H, RH	\$ 473
	DEF-EC-WSB-3842	End Cap, Console, 42H, B-B	\$ 578

Fixed Slatwall			
Bolt-through	DEF-ACC-SLAT-F-18	Fixed Slatwall, 18L	\$ 424
	DEF-ACC-SLAT-F-24	Fixed Slatwall, 24L	\$ 477
	DEF-ACC-SLAT-F-30	Fixed Slatwall, 30L	\$ 530
	DEF-ACC-SLAT-F-36	Fixed Slatwall, 36L	\$ 583
	DEF-ACC-SLAT-F-42	Fixed Slatwall, 42L	\$ 689
	DEF-ACC-SLAT-F-48	Fixed Slatwall, 48L	\$ 742
	DEF-ACC-SLAT-F-54	Fixed Slatwall, 54L	\$ 795

LP7

Linear Wrap Consoles

DEF-WSL-3678-SSFA-W-R56	Console, R56, Linear SS, Fixed Array, 36D x 78	\$	8,715
DEF-WSL-3684-SSFA-W-R56	Console, R56, Linear SS, Fixed Array, 36D x 84	\$	8,914
DEF-WSL-3690-SSFA-W-R56	Console, R56, Linear SS, Fixed Array, 36D x 90	\$	9,113
DEF-WSL-3696-SSFA-W-R56	Console, R56, Linear SS, Fixed Array, 36D x 96	\$	9,312
DEF-WSW-4872-SSHD-W-R56	Console, R56, Linear Wrap SS, Height-Depth Array, 48D x 72	\$	10,530
DEF-WSW-4878-SSHD-W-R56	Console, R56, Linear Wrap SS, Height-Depth Array, 48D x 78	\$	10,729
DEF-WSW-4884-SSHD-W-R56	Console, R56, Linear Wrap SS, Height-Depth Array, 48D x 84	\$	10,928
DEF-WSW-4890-SSHD-W-R56	Console, R56, Linear Wrap SS, Height-Depth Array, 48D x 90	\$	11,127
DEF-WSW-4896-SSHD-W-R56	Console, R56, Linear Wrap SS, Height-Depth Array, 48D x 96	\$	11,326
DEF-WSW-4872-SSHA-W-R56	Console, R56, Linear Wrap SS, Height Adj Array, 48D x 72	\$	9,470
DEF-WSW-4878-SSHA-W-R56	Console, R56, Linear Wrap SS, Height Adj Array, 48D x 78	\$	9,669
DEF-WSW-4884-SSHA-W-R56	Console, R56, Linear Wrap SS, Height Adj Array, 48D x 84	\$	9,868
DEF-WSW-4890-SSHA-W-R56	Console, R56, Linear Wrap SS, Height Adj Array, 48D x 90	\$	10,067
DEF-WSW-4896-SSHA-W-R56	Console, R56, Linear Wrap SS, Height Adj Array, 48D x 96	\$	10,266
DEF-WSW-4872-SSFA-W-R56	Console, R56, Linear Wrap SS, Fixed Array, 48D x 72	\$	8,940
DEF-WSW-4878-SSFA-W-R56	Console, R56, Linear Wrap SS, Fixed Array, 48D x 78	\$	9,139
DEF-WSW-4884-SSFA-W-R56	Console, R56, Linear Wrap SS, Fixed Array, 48D x 84	\$	9,338
DEF-WSW-4890-SSFA-W-R56	Console, R56, Linear Wrap SS, Fixed Array, 48D x 90	\$	9,537
DEF-WSW-4896-SSFA-W-R56	Console, R56, Linear Wrap SS, Fixed Array, 48D x 96	\$	9,736

Base Frames

Frames

DEF-FRM-12	Base Frame, 12L	\$	96
DEF-FRM-18	Base Frame, 18L	\$	107
DEF-FRM-24	Base Frame, 24L	\$	118
DEF-FRM-30	Base Frame, 30L	\$	129
DEF-FRM-36	Base Frame, 36L	\$	140
S DEF-FRM-42	Base Frame, 42L	\$	151
T DEF-FRM-48	Base Frame, 48L	\$	162
DEF-FRM-L-90	Base Frame, L-90	\$	106

Fabric Panels

CP8

End Panels

✓ DEF-LEP-24-L	Laminate End Panel, 24D, LH	\$	451
✗ DEF-LEP-24-R	Laminate End Panel, 24D, RH	\$	451
DEF-LEP-36-L	Laminate End Panel, 36D, LH	\$	477
DEF-LEP-36-R	Laminate End Panel, 36D, RH	\$	477

Support Legs

DEF-LSL-SC	Laminate Support Leg, Shared Credenza	\$	477
DEF-LSL-24-L	Laminate Support Leg, 24D, LH	\$	371
DEF-LSL-24-R	Laminate Support Leg, 24D, RH	\$	371
✓ DEF-LSL-36-L	Laminate Support Leg, 36D, LH	\$	398
✗ DEF-LSL-36-R	Laminate Support Leg, 36D, RH	\$	398

Corner Fillers

29H Shelf Stg

DEF-CST-SRD-2942-W-N	Corner Filler, T, Door Storage, 42"	\$	2,385
DEF-CST-SRD-2942-W-L	Corner Filler, T, Door Storage, 42", Lock	\$	2,473
DEF-CST-SRD-2948-W-N	Corner Filler, T, Door Storage, 48"	\$	2,491
DEF-CST-SRD-2948-W-L	Corner Filler, T, Door Storage, 48", Lock	\$	2,579

29H Tech Stg

DEF-CST-TRD-2942-W-N	Corner Filler, T, Tech Storage, 42"	\$	2,544
DEF-CST-TRD-2942-W-L	Corner Filler, T, Tech Storage, 42", Lock	\$	2,632
DEF-CST-TRD-2948-W-N	Corner Filler, T, Tech Storage, 48"	\$	2,650
DEF-CST-TRD-2948-W-L	Corner Filler, T, Tech Storage, 48", Lock	\$	2,738

42H Open

DEF-CFL-OP-4242-S	Corner Filler, L, Open, 42H, 42"	\$	795
DEF-CFL-OP-4248-S	Corner Filler, L, Open, 42H, 48"	\$	816
DEF-CFT-OP-4242-S	Corner Filler, T, Open, 42H, 42"	\$	901
DEF-CFT-OP-4248-S	Corner Filler, T, Open, 42H, 48"	\$	922
DEF-CFX-OP-4242-S	Corner Filler, X, Open, 42H, 42"	\$	1,007

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Arr:

AA	WAC-AMB-AR-L-72-B	Ambient Light, Array, Linear, 72", Blue	\$	438
	WAC-AMB-AR-L-78-B	Ambient Light, Array, Linear, 78", Blue	\$	438
	WAC-AMB-AR-L-84-B	Ambient Light, Array, Linear, 84", Blue	\$	438
	WAC-AMB-AR-L-90-B	Ambient Light, Array, Linear, 90", Blue	\$	438
	WAC-AMB-AR-L-96-B	Ambient Light, Array, Linear, 96", Blue	\$	438
Slatwall Consoles	WAC-AMB-SW-C-54-B	Ambient Light, Slatwall, 90-Crn, 54", Blue	\$	548
	WAC-AMB-SW-C-60-B	Ambient Light, Slatwall, 90-Crn, 60", Blue	\$	603
	WAC-AMB-SW-C-66-B	Ambient Light, Slatwall, 90-Crn, 66", Blue	\$	630
	WAC-AMB-SW-C-72-B	Ambient Light, Slatwall, 90-Crn, 72", Blue	\$	657
	WAC-AMB-SW-C-78-B	Ambient Light, Slatwall, 90-Crn, 78", Blue	\$	712
	WAC-AMB-SW-C-84-B	Ambient Light, Slatwall, 90-Crn, 84", Blue	\$	712
	WAC-AMB-SW-Y-42-B	Ambient Light, Slatwall, 120-Crn, 42", Blue	\$	384
	WAC-AMB-SW-Y-48-B	Ambient Light, Slatwall, 120-Crn, 48", Blue	\$	493
	WAC-AMB-SW-Y-54-B	Ambient Light, Slatwall, 120-Crn, 54", Blue	\$	493
	WAC-AMB-SW-Y-60-B	Ambient Light, Slatwall, 120-Crn, 60", Blue	\$	603
	WAC-AMB-SW-Y-66-B	Ambient Light, Slatwall, 120-Crn, 66", Blue	\$	603
	WAC-AMB-SW-Y-72-B	Ambient Light, Slatwall, 120-Crn, 72", Blue	\$	603
	WAC-AMB-SW-L-54-B	Ambient Light, Slatwall, Linear, 54", Blue	\$	274
	WAC-AMB-SW-L-60-B	Ambient Light, Slatwall, Linear, 60", Blue	\$	329
	WAC-AMB-SW-L-66-B	Ambient Light, Slatwall, Linear, 66", Blue	\$	329
	WAC-AMB-SW-L-72-B	Ambient Light, Slatwall, Linear, 72", Blue	\$	329
	WAC-AMB-SW-L-78-B	Ambient Light, Slatwall, Linear, 78", Blue	\$	329
	WAC-AMB-SW-L-84-B	Ambient Light, Slatwall, Linear, 84", Blue	\$	438
	WAC-AMB-SW-L-90-B	Ambient Light, Slatwall, Linear, 90", Blue	\$	438
	WAC-AMB-SW-L-96-B	Ambient Light, Slatwall, Linear, 96", Blue	\$	438
	WAC-FWL-AR-B	Footwell Light, Array Console, Blue	\$	165
	WAC-FWL-SW-B	Footwell Light, Slatwall Console, Blue	\$	219

LARGE SCREEN DISPLAY KITS

CP10

STATUS INDICATOR LIGHTS	DAC-SL-POLE-24	Status Light Pole, 24"	\$	187
	DAC-SL-POLE-36	Status Light Pole, 36"	\$	274
	DAC-SL-POLE-40	Status Light Pole, 40"	\$	307
	DAC-SL-CIS	Status Indicator Light - Custom Interchangeable Sign	\$	192
	DAC-SB-US-1-R	Switch Box, Under Surface, Single Switch, Red	\$	137
STATUS INDICATOR LIGHTS	DAC-SB-US-1-B	Switch Box, Under Surface, Single Switch, Blue	\$	137
	DAC-SB-US-2-RB	Switch Box, Under Surface, Double Switch, Red, Blue	\$	203
	DAC-SB-US-2-BR	Switch Box, Under Surface, Double Switch, Blue, Red	\$	203
	DAC-SB-AS-1-R	Switch Box, Above Surface, Single Switch, Red	\$	137

WAC ACCESSORIES (Flex Specific)

	Model Number	Description	List Price Per
CONVENIENCE OUTLETS			
Data Plates	WAC-CO-BLANK	Convenience Outlet Plate, Blank Filler Plate	\$ 99
	WAC-CO-2P4D	Convenience Outlet Plate, 2 Power Outlets, 4 Data Ports	\$ 247
	WAC-CO-1P2U4D	Convenience Outlet Plate, 1 Power Outlet, 2 USB Power, 4 Data Ports	\$ 356
	WAC-CO-6D	Convenience Outlet Plate, 6 Data Ports	\$ 137
ARRAY DASH CARTRIDGES			
Dash Cartridges	WAC-DASH-BLANK	Dash Cartridge, Blank	\$ 99
	WAC-DASH-2D	Dash Cartridge, 2 Data Ports	\$ 110
	WAC-DASH-2P	Dash Cartridge, 2 Power	\$ 247
	WAC-DASH-1P2U	Dash Cartridge, 1 Power / 2 Power-only USB	\$ 329
	WAC-DASH-TL-GSNK	Dash Cartridge, Gooseneck Light	\$ 504
	WAC-DASH-AMB-DIMMER	Dash Cartridge, Ambient Dimmer	\$ 384
	WAC-DASH-SW-SIL-R	Dash Cartridge, Switch, Status Indicator Light, Red	\$ 165

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WAC-DASH-SW-SIL-Y	Dash Cartridge, Switch, Status Indicator Light, Yellow	\$	165
WAC-DASH-SW-SIL-B	Dash Cartridge, Switch, Status Indicator Light, Blue	\$	165
WAC-DASH-SW-SIL-G	Dash Cartridge, Switch, Status Indicator Light, Green	\$	165
WAC-DASH-SW-SIL-BR	Dash Cartridge, Switch, Status Indicator Light, Blue/Red	\$	274
WAC-DASH-SW-SIL-RYB	Dash Cartridge, Switch, Status Indicator Light, Red/Yellow/Blue	\$	384
WAC-DASH-SW-SIL-RGB	Dash Cartridge, Switch, Status Indicator Light, Red/Green/Blue	\$	384

WALL ACCESSORIES

Wall Accessories	WAC-DTB-14	14 Port Data Termination Bracket, Universal	\$	132
	WAC-DTB-3P	Data Termination Bracket, 3 Panduit Mini-Com Cutouts	\$	132
	WAC-PSTRIP-H-15	Power Strip, 15 Amp, 7 Outlet, With Horizontal Trough Mounting Bracket	\$	105
	WAC-PSTRIP-H-20	Power Strip, 20 Amp, 6 Outlet, With Horizontal Trough Mounting Bracket	\$	356
	WAC-PSTRIP-V-15	Power Strip, 15 Amp, 7 Outlet, With Vertical Wall Mounting Bracket	\$	105
	WAC-PSTRIP-V-20	Power Strip, 20 Amp, 6 Outlet, With Vertical Wall Mounting Bracket	\$	356
	WAC-PSTRIP-V-15-R56	SPD, Power Strip, Vertical Wall Mounting Bracket, 6 Outlet, R56	\$	362
	WAC-PSTRIP-H-15-R56	SPD, Power Strip, Horizontal Wall Mounting Bracket, 6 Outlet, R56	\$	362
	WAC-PSTRIP-T-15	Power Strip, 15 Amp, 7 Outlet, Tech Cabinet	\$	105
	WAC-PSTRIP-T-20	Power Strip, 20 Amp, 6 Outlet, Tech Cabinet	\$	356
	WAC-IV-RMK-1	1U Internal Vertical Rack Kit	\$	154
	WAC-IV-RMK-2	2U Internal Vertical Rack Kit	\$	165
	WAC-PAN-0718	7" PC Pan for 7" Wall, 18" Long	\$	88
	WAC-TRAY-0418	4" PC Tray for 7" Wall, 18" Long	\$	88
	WAC-UEM-12	Universal Equipment Mount Kit, 12"	\$	137
	WAC-CIE-KT	CIE Radio Integration Kit	\$	537
	WAC-JBOX-BRKT	Quad J-Box Mounting Bracket	\$	83
	WAC-SL-CNCT-KT	Status Indicator Light Connection Kit with Power Supply	\$	274

AMBIENT LIGHTING

ay Consoles	WAC-AMB-AR-C-66-B	Ambient Light, Array, 90-Crn, 66", Blue	\$	438
	WAC-AMB-AR-C-72-B	Ambient Light, Array, 90-Crn, 72", Blue	\$	438
	WAC-AMB-AR-C-78-B	Ambient Light, Array, 90-Crn, 78", Blue	\$	438
	WAC-AMB-AR-C-84-B	Ambient Light, Array, 90-Crn, 84", Blue	\$	438

LP12

Task I	DAC-LED-GSNK-SW	Dimmable LED Task Light - Goose Neck	\$	493
	DAC-LED-TL-DM	Dimmable LED Task Light - Desk Mount	\$	504
	DAC-TL-SWHUB-S	Slatwall LED Task Light Hub	\$	61
	DAC-TL-DTBASE-S	Desktop LED Task Light Base	\$	126

AMBIENT LIGHTS

Ambient Lights	DAC-AMB-SW-18	Ambient Light, Slatwall, 18", Blue	\$	165
	DAC-AMB-SW-24	Ambient Light, Slatwall, 24", Blue	\$	219
	DAC-AMB-SW-36	Ambient Light, Slatwall, 36", Blue	\$	274
	DAC-AMB-SW-48	Ambient Light, Slatwall, 48", Blue	\$	329
	DAC-AMB-SW-72	Ambient Light, Slatwall, 72", Blue	\$	438
	DAC-AMB-PWR	Ambient Light Power Supply W/ Splitter	\$	88
	DAC-AMB-DMR-S	Ambient Light Dimmer Switch, Slatwall	\$	329

Glazing Lights

Glazing Lights	DAC-GLT-BL-062	Glazing Light, Blue, .62M (2')	\$	250
	DAC-GLT-BL-125	Glazing Light, Blue, 1.25M (4.1')	\$	300
	DAC-GLT-BL-250	Glazing Light, Blue, 2.50M (8.2')	\$	400
	DAC-GLT-BL-500	Glazing Light, Blue, 5.00M (16.4')	\$	500
	DAC-GLT-EC-200	Light Extension Cable, 2.00M (6.6')	\$	80
	DAC-GLT-PWR	Light Power Supply, 5A	\$	250

MISC. ACCESSORIES

Misc.	DAC-LSDK-U	Large Screen Display Shroud Kit, Universal	\$	411
	DAC-RR-36-FS	36" Rotating Resource Center - Free Standing	\$	4,928
	DAC-RR-36-FS-G	36" Rotating Resource Center - Free Standing, W/ Grommet	\$	4,983
	DAC-SPT-BS-36	Peninsula Support, Binder Storage, 36"	\$	745
	DAC-SPT-BS-36-CC	Peninsula Support, Binder Storage, 36" with Cable Channel	\$	855

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	DAC-MA-01-SW-E	Fully Articulating Monitor Arm - Weight Range 5-17 lbs	\$	493
	DAC-MA-01-SW-E-LW	Fully Articulating Monitor Arm - Weight Range 2-13 lbs	\$	493
	DAC-MA-01-SW-E-HD	Fully Articulating Monitor Arm - Weight Range 12-31 lbs	\$	493
	DAC-MA-01-SW-75E-HD	Fully Articulating Monitor Arm - Weight Range 13.5-44 lbs	\$	548
Monitor Mounts	DAC-MM-01-SW-PM	Monitor Mount, Slatwall, Pole Mount	\$	575
	DAC-MM-10-SW-PM	Monitor Mount, 1-Over-0, Slatwall, Pole Mount	\$	822
	DAC-MM-11-SW-PM	Monitor Mount, 1-Over-1, Slatwall, Pole Mount	\$	931
	DAC-MM-LG-200	Monitor Mount, Large Screen, 200MM VESA	\$	548
	DAC-MM-01-11-CONV-PM	Monitor Mount, 0-over-1 to 1-over-1 Conversion Kit, Pole Mount	\$	548
	DAC-MM-01-SW-PM-EX	Monitor Mount, Slatwall, Pole Mount, Ext	\$	630
	DAC-MM-10-SW-PM-EX	Monitor Mount, 1-Over-0, Slatwall, Pole Mount, Ext	\$	876
	DAC-MM-11-SW-PM-EX	Monitor Mount, 1-Over-1, Slatwall, Pole Mount, Ext	\$	1,041
	DAC-MM-01-11-CONV-PM-EX	Monitor Mount, 0-over-1 to 1-over-1 Conversion Kit, Pole Mount, Ext	\$	603
Acc.	DAC-VESA-1X2	VESA Adapter Plate, 100mm x 200mm	\$	126
	DAC-VESA-2X2	VESA Adapter Plate, 200mm x 200mm	\$	137
	DAC-VESA-2X4	VESA Adapter Plate, 200mm x 400mm	\$	219
	DAC-VESA-4X4	VESA Adapter Plate, 400mm x 400mm	\$	160
	DAC-90732	Weighted 100x100mm VESA Plate w/ Screws	\$	50
	DAC-HUBEXT5-S	Monitor Arm 5" Vertical Slatwall Hub Extension	\$	126
	DAC-HUBEXT6-75E	Monitor Arm 6" Vertical Hub Extension - 7500 HD Arm	\$	126
	DAC-HUBEXT6-E	Monitor Arm 6" Vertical Hub Extension - Standard Arm	\$	126
	DAC-MA-SWHUB-S	Slatwall Monitor Arm Hub - SpaceCo	\$	77
	DAC-MA-SWHUB-E	Slatwall Monitor Arm Hub - Innovative	\$	121
	DAC-MA-QRB-S	Monitor Arm VESA Quick Release Bracket - SpaceCo	\$	22
	DAC-MA-ADJ-S	Monitor Arm Adjustment Kit	\$	50
	DAC-TL-ADJ-S	Task Light Adjustment Kit	\$	55
	DAC-DTC-ADA	Desktop Controller, ADA	\$	99
	DAC-DTC-ADA-DD	Desktop Controller, ADA, Digital Display	\$	219

TASK LIGHTS

_ights	DAC-LED-DA-SW	Dimmable LED Task Light - Double Arm, Slatwall Mount	\$	504
	DAC-LED-ZBAR-SW	Dimmable LED Task Light - Z-Bar, Slatwall Mount	\$	504

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DAC-CTRLBX-CNCT	Linak CBD6s Control Box Connection Kit	\$	165
DAC-PSTRIP-15-US	15 AMP, 7 Outlet Surge Protector, Under Surface Mount	\$	105
DAC-PSTRIP-COVER	Power Strip Switch Cover	\$	22
DAC-PSTRIP-06-15A-R56	SPD, Power Strip, Surface Mount, 6 Outlet, 15A, R56	\$	329
DAC-PSTRIP-14-15A-R56	SPD, Power Strip, Surface Mount, 14 Outlet, 15A, R56	\$	411
DAC-CTRL-DPT	Linak DPT Round Switch, Black	\$	373
DAC-PCS-FLX	Flex Personal Comfort System, Heat & Air	\$	2,382
DAC-PCS-FLX-A	Flex Personal Comfort System, Heat & Air, Array Console	\$	2,382
DAC-PCS-FAN	Personal Comfort System, Desktop Fan	\$	329
DAC-PCS-FLX-RPL	Flex Personal Comfort System, Heat & Air, Replacement Kit	\$	2,382
DAC-PCS-RPLCMT-HEATER	PCS Replacement Heater	\$	329
DAC-PCS-RPLCMT-FAN	PCS Replacement Fan	\$	274
DAC-PCS-RPLCMT-CNTRL	PCS Replacement Control Box	\$	1,533
DAC-PCS-RPLCMT-SWITCH-D	PCS Replacement Switch, Dash Cartridge	\$	274
DAC-PCS-RPLCMT-SWITCH-S	PCS Replacement Switch Box, Suspended	\$	219

DATA COMPONENTS

Keystones	DAC-CO-USB	USB-A 3.0 Keystone - Coupler (Includes 15' Extension)	\$	66
	DAC-CO-USB-CPLR	USB-A 3.0 Keystone - Coupler	\$	44
	DAC-CO-USB-C-CPLR	USB-C Keystone - Coupler	\$	44
	DAC-CO-RJ45	RJ45 Keystone - Coupler	\$	33
	DAC-CO-RJ45-BK	RJ45 Keystone - Coupler, Black	\$	33
	DAC-CO-RJ45-BL	RJ45 Keystone - Coupler, Blue	\$	33
	DAC-CO-RJ45-GN	RJ45 Keystone - Coupler, Green	\$	33
	DAC-CO-RJ45-GY	RJ45 Keystone - Coupler, Grey	\$	33
	DAC-CO-RJ45-OR	RJ45 Keystone - Coupler, Orange	\$	33
	DAC-CO-RJ45-RD	RJ45 Keystone - Coupler, Red	\$	33

2P15

Slatwall	DAC-SW-PENCIL	Slatwall Pencil Cup	\$	61
	DAC-SW-LTR-LT	Slatwall Letter Tray - Letter	\$	88
	DAC-SW-LTR-LG	Slatwall Letter Tray - Legal	\$	99
	DAC-SW-PAPER	Slatwall Paper Flow Mgr.	\$	165
	DAC-SW-TACK	Slatwall Tack Strip	\$	72
	DAC-SW-UHK	Slatwall Utility Hook	\$	83
	DAC-SW-PHONE-9	9"W Slatwall Phone Tray	\$	190
	DAC-SW-PHONE-12	12"W Slatwall Phone Tray	\$	214
	DAC-SW-USHD-0412	Slatwall Utility Shelf, Heavy Duty, 4"d x 12"w	\$	192
	DAC-SW-USHD-0612	Slatwall Utility Shelf, Heavy Duty, 6"d x 12"w	\$	203
	DAC-SW-USHD-0918	Slatwall Utility Shelf, Heavy Duty, 9"d x 18"w	\$	214
	DAC-SW-USHD-1224	Slatwall Utility Shelf, Heavy Duty, 12"d x 24"w	\$	230
	DAC-SW-USHD-1818	Slatwall Utility Shelf, Heavy Duty, 18"d x 18"w	\$	230
	DAC-SW-SANSTN	Slatwall Sanitation Station	\$	318
	DAC-SW-SANSTN-LYSL-110	Slatwall Sanitation Station - Lysol Disinfecting Wipes, 110 Count	\$	214
	DAC-SW-WIPES-425	Slatwall Disinfecting Wipes Holder, 4.25" Diameter	\$	214
	DAC-SW-BINDER-5	Slatwall Binder Holder, 5"	\$	110
	DAC-4SPKR-SW	Seimens Speaker Enclosure, Slatwall Mount	\$	822
	DAC-SW-PAPRTWL	Slatwall Paper Towel Holder	\$	274
	DAC-SW-KBTACO	Slatwall Keyboard Holder	\$	105
	DAC-SW-KBTACO-HS	Slatwall Keyboard Holder, Headset Hook	\$	137
	DAC-SW-DBL-KBTACO	Double Slatwall Keyboard Holder	\$	181
	DAC-SW-DBL-KBTACO-HS	Double Slatwall Keyboard Holder, Headset Hook	\$	214
	DAC-SW-CO-1P2U	Slatwall Convenience Outlets, 1 Power Outlet, 2 USB Power	\$	438
	DAC-SW-SORTER-LTR	Slatwall Sorter, Letter Size	\$	417
	DAC-SW-MICROPC	Slatwall Micro PC Mount	\$	219
Other	DAC-PES-RB-FLTR-10	Russ Bassett Personal Environment Replacement Filter, 10 Pack	\$	28
	DAC-FTRST-RCK-BLK	Ergonomic Rocking Footrest - Black	\$	203
	DAC-BOND-JMPR-10AWG-14	Bonding Jumper Cable, 10 AWG, 14"	\$	33

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Frame Access	DEF-ACC-IV-RMK-1	1U Internal Vertical Rack Kit	\$	128
	DEF-ACC-TRAY-0416	SFF PC Tray For Base Frame, 16" Long	\$	80
	DEF-ACC-UEM-12	Universal Equipment Mount Kit, 12"	\$	106
	DEF-ACC-JBOX-BRKT	Quad J-Box Mounting Bracket	\$	80
	DEF-ACC-SL-CNCT-KT	Status Indicator Light Connection Kit with Power Supply	\$	265
	DEF-ACC-GRND-BUS-4X12	Isolated Copper Ground Bus Bar, 4x12	\$	636
	DEF-ACC-BOND-KIT-R56	Define Console Bonding Kit, R56	\$	795
	DEF-ACC-CTR-06	Frame Cable Tray, 6"	\$	53
Power Poles	DEF-ACC-PWR-POLE-07-11	Power Pole, Adjustable, 7' - 11' Ceiling	\$	800

Logos and Artwork

Logos	DEF-ARTWORK	Logo Artwork Prep - Per Logo Design	\$	964
	DEF-ETCH-LOGO	Acrylic Etching, Logo - Per Logo Instance	\$	1,012
	DEF-ETCH-TEXT	Acrylic Etching, Text - Per 2 LF of Text	\$	1,157

Define Storage

LOCKERS

2 High	DEF-LKR-1549-2H-SD	Personal Storage Locker, 19"D x 15"W x 49"H, 2 High Unit, Solid Door, Locking	\$	848
	DEF-LKR-1549-2H-MS	Personal Storage Locker, 19"D x 15"W x 49"H, 2 High Unit, Mail Slot, Locking	\$	1,007
	DEF-LKR-1572-2H-SD	Personal Storage Locker, 19"D x 15"W x 72"H, 2 High Unit, Solid Door, Locking	\$	954
	DEF-LKR-1572-2H-MS	Personal Storage Locker, 19"D x 15"W x 72"H, 2 High Unit, Mail Slot, Locking	\$	1,113
3 High	DEF-LKR-1572-3H-SD	Personal Storage Locker, 19"D x 15"W x 72"H, 3 High Unit, Solid Door, Locking	\$	1,113
	DEF-LKR-1572-3H-MS	Personal Storage Locker, 19"D x 15"W x 72"H, 3 High Unit, Mail Slot, Locking	\$	1,352

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LOCKER COMPONENTS

Tops	DEF-LKR-TOP-30	Locker Top, 2 Wide, 19"D x 30"W	\$	387
	DEF-LKR-TOP-45	Locker Top, 3 Wide, 19"D x 45"W	\$	530
Base:	DEF-LKR-BSE-0230	Locker Base, 2 Wide, 19"D x 30"W x 2"H	\$	239
	DEF-LKR-BSE-0245	Locker Base, 3 Wide, 19"D x 45"W x 2"H	\$	292

BUFFET STORAGE

DEF-BFT-2430-SD	Buffet Storage Cabinet, 24"D x 30"W x 36"H, 2 Drawer, 2 Door	\$	1,045
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PERSONAL STORAGE DRAWERS

DEF-PSD-2415-3H-SD	Personal Storage Drawer, 24"D x 15"W x 42"H, 3 High Unit, Solid Drawer, Locking	\$	1,484
DEF-PSD-2415-3H-MS	Personal Storage Drawer, 24"D x 15"W x 42"H, 3 High Unit, Mail Slot, Locking	\$	1,724

PERSONAL DRAWER STORAGE COMPONENTS

DEF-PSD-BSE-0230	Drawer Base, 2 Wide, 24"D x 30"W x 2"H	\$	239
DEF-PSD-BSE-0245	Drawer Base, 3 Wide, 24"D x 45"W x 2"H	\$	292

GENERAL STORAGE CABINETS

2 High	DEF-SHF-1530-2H-SD	Lateral Shelving Cabinet, 15"D x 30"W x 29"H, 2 High Unit, Solid Door	\$	848
	DEF-SHF-1536-2H-SD	Lateral Shelving Cabinet, 15"D x 36"W x 29"H, 2 High Unit, Solid Door	\$	901
	DEF-SHF-2430-2H-SD	Lateral Shelving Cabinet, 24"D x 30"W x 29"H, 2 High Unit, Solid Door	\$	954
	DEF-SHF-2436-2H-SD	Lateral Shelving Cabinet, 24"D x 36"W x 29"H, 2 High Unit, Solid Door	\$	1,007
3 High	DEF-SHF-1530-3H-SD	Lateral Shelving Cabinet, 15"D x 30"W x 42"H, 3 High Unit, Solid Door	\$	1,060
	DEF-SHF-1536-3H-SD	Lateral Shelving Cabinet, 15"D x 36"W x 42"H, 3 High Unit, Solid Door	\$	1,140
	DEF-SHF-2430-3H-SD	Lateral Shelving Cabinet, 24"D x 30"W x 42"H, 3 High Unit, Solid Door	\$	1,166
	DEF-SHF-2436-3H-SD	Lateral Shelving Cabinet, 24"D x 36"W x 42"H, 3 High Unit, Solid Door	\$	1,246
2 High	DEF-SHF-1530-2H-OS	Lateral Shelving Cabinet, 15"D x 30"W x 29"H, 2 High Unit, Open Shelf	\$	636
	DEF-SHF-1536-2H-OS	Lateral Shelving Cabinet, 15"D x 36"W x 29"H, 2 High Unit, Open Shelf	\$	689
	DEF-SHF-2430-2H-OS	Lateral Shelving Cabinet, 24"D x 30"W x 29"H, 2 High Unit, Open Shelf	\$	742

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9-1-1 Equipment & Emergency Notification Software & Services

Contract Information

Contract Number

EC07-20

- CONTRACT

Effective Dates

07/01/2020 - 06/30/2022

- DATES

Contract Details

A variety of 911 related equipment, software and services is available through the HGACBuy Cooperative Purchasing Program. Many types of emergency notification related equipment, software and services are available encompassing dispatch and call control.

[View Contacts \(/contracts/contact-information?contractid=96\)](/contracts/contact-information?contractid=96)

[View Documents \(/contracts/documents?contractid=96\)](/contracts/documents?contractid=96)

[Return to Products & Services \(/products-and-services?contractid=96\)](/products-and-services?contractid=96)

All Products



Description	Code	Manufacturer	Price	Discount
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• 911 Datamaster, Inc: DataBond®. Automatic Location Information (ALI), Location Database (LDB), Database Management System (DBMS), and daily service order processing. • 911 Datamaster, Inc: DataNexus®. Location Validation Function / Emergency Call Routing Function. • 911 Datamaster, Inc: SpatialCentral®. Spatial Interface / master GIS database and GIS QA. • 911 Datamaster, Inc: SpatialStation®. GIS QA software • 911 Datamaster, Inc.: GIS professional services specific to 9-1-1 geodetic data. • 911 Datamaster, Inc.: ALI/LDB professional services specific to location database management. (/products-and-services/view-product?productid=25908)	EC20A1	911 Datamaster, Inc.
24/7 Big and Tall, Heavy Duty Dispatch seating, Heavy duty Lounge seating, Heavy duty non 24/7 seating. (/products-and-services/view-product?productid=25925)	EC20A18	Miller At Work, LLC
911 Equipment, including: fixed/portable PSAP workstation/terminal equipment; relayed hardwireless telephone equipment; servers, mobile data terminals, controllers, fiber optic cables, et cetera. 911 records management, management information systems, computer aided dispatch/mapping (CAD/CAM); in vehicle/hand-held mapping systems, automatic number/location id (ANI/ALI) Emergency notification equipment and software GIS Services Time synchronization PSAP/Administrative phone systems Next Gen Firewalls CYBERsecurity, NextGeneration Core Services, ESINET Services (/products-and-services/view-product?productid=25911)	EC20A4	CenturyLink
Airbus-Vesta, Vesta map, Vesta Analytics. West Public Safety-Viper, Power Metrics, Map Flex. SolaCom-Guardian IWS, Guardidian NG911 controller, mobile data, CAD. ECATS MIS. Voice Products- Nice recorder. Rapid Deploy Integrated Text-2-911, Outbound Text from 911, ALI/ANI (/products-and-services/view-product?productid=25909)	EC20A2	AT&T Communications, Inc.
CAD, Mobile Data Information System, Records Management System (RMS), Jail Management System (JMS) and related items including project management (Install/training/project management) and support. (/products-and-services/view-product?productid=25935)	EC20A28	Southern Software, Inc.
Carbyne specializes in global emergency	EC20A3	CARBYNE, INC.

Attachment A**Russ Bassett Corp.****911 Equipment & Emergency Notification Software and Services****Contract No. EC07-20**CONTRACT

	<u>H-GAC Product Code</u>	<u>Item Description</u>	<u>Offered Priced</u>
		Flex Consoles - Refer to Pricelist/Catalog	45% Off of List Price
		Accessories - Refer to Pricelist/Catalog	45% Off of List Price
90° Corner	SIT-STAND - SINGLE LIFT		
	FSS-CS-54	Flex Sit-Stand, 90° Corner, 54W, Single Lift	\$ 5,717
	FSS-CS-60	Flex Sit-Stand, 90° Corner, 60W, Single Lift	\$ 5,923
	FSS-CS-66	Flex Sit-Stand, 90° Corner, 66W, Single Lift	\$ 6,129
	FSS-CS-72	Flex Sit-Stand, 90° Corner, 72W, Single Lift	\$ 6,335
	FSS-CS-78	Flex Sit-Stand, 90° Corner, 78W, Single Lift	\$ 6,541
	FSS-CS-84	Flex Sit-Stand, 90° Corner, 84W, Single Lift	\$ 6,747
120° Corner			
	FSS-YS-42	Flex Sit-Stand, 120° Corner, 42W, Single Lift	\$ 4,347
	FSS-YS-48	Flex Sit-Stand, 120° Corner, 48W, Single Lift	\$ 4,553
	FSS-YS-54	Flex Sit-Stand, 120° Corner, 54W, Single Lift	\$ 4,759
	FSS-YS-60	Flex Sit-Stand, 120° Corner, 60W, Single Lift	\$ 4,965
	FSS-YS-66	Flex Sit-Stand, 120° Corner, 66W, Single Lift	\$ 5,171
	FSS-YS-72	Flex Sit-Stand, 120° Corner, 72W, Single Lift	\$ 5,377
Double 120° Corn			
	FSS-WS-4884	Flex Sit-Stand, Double 120° Sit-Stand, 48" Wing, 84" Center, Single Lift	\$ 10,146
	FSS-WS-4896	Flex Sit-Stand, Double 120° Sit-Stand, 48" Wing, 96" Center, Single Lift	\$ 10,661
	FSS-WS-5484	Flex Sit-Stand, Double 120° Sit-Stand, 54" Wing, 84" Center, Single Lift	\$ 10,558
	FSS-WS-5496	Flex Sit-Stand, Double 120° Sit-Stand, 54" Wing, 96" Center, Single Lift	\$ 11,073
	FSS-WS-6084	Flex Sit-Stand, Double 120° Sit-Stand, 60" Wing, 84" Center, Single Lift	\$ 10,970
	FSS-WS-6096	Flex Sit-Stand, Double 120° Sit-Stand, 60" Wing, 96" Center, Single Lift	\$ 11,485

45%
OFF
LIST
PRICE

CONTRACT

Records - Integrated Notifications from CAD, Insight Analytics - Operational & Clinical web-based Analytical Dashboards ZOLL Data Systems, Inc: Professional Services - EMS Compliance Consulting, Accounts Recivable EMS Billing Consulting, IT Onsite Assistance, Onsite Software Training, Software Implementation, Software Administration, and Emergency Vehicle Driver Safety Training (/products-and-services/view-product?productid=25944)

Russ Bassett is a leading designer and manufacturer of technical console furniture for 9-1-1 Communications Centers and other 24/7 mission critical environments. We offer turn key solutions including all associated accessories, design, project management and installation services. (/products-and-services/view-product?productid=25932)

EC20A25 Russ Bassett Corporation

SALES AND SERVICE OF ZETRON DISPATCH EQUIPMENT, MOTOROLA, HARRIS, TAIT AND BK PORTABLE AND MOBILE RADIOS SALES AND SERVICE OF ZETRON DISPATCH EQUIPMENT. SALES AND SERVICE RESPONSE TECHNOLOGIES NOTIFICATION SYSTEMS SALES AND SERVICE OF ZETRON DISPATCH FURNITURE. SALES AND SERVICE OF MISC. DISPATCH EQUIPMENT. (/products-and-services/view-product?productid=25938)

EC20A31 Tri-County Communications LTD

SecuLore Solutions, LLC: Paladin - Watcher Mode
SecuLore Solutions, LLC: Paladin - Overwatch Mode
SecuLore Solutions, LLC: CyberBenchmark SecuLore Solutions, LLC: Cybersecurity Analysis (Forensics)
SecuLore Solutions, LLC: Cyber Hygiene Training
SecuLore Solutions, LLC: Incident Response Drills
(/products-and-services/view-product?productid=25933)

EC20A26 SecuLore Solutions, LLC

SmartCOP is not proposing any type of 911 equipment. SmartCOP 's Computer Aided Dispatch (SmartCAD) provides comprehensive tracking of all calls for law enforcement, fire, and emergency medical units, as well as the status of assigned and unassigned officers. Calls are color-coded to reflect priority level and status. Updates post instantly and are available to all users. Changes are event-driven, meaning users do not have to refresh the data or request an update. SmartCAD accommodates multiple agency jurisdictions through a unique report numbering system. SmartCAD is simple to use, and the E911 feed, address verification, and pre-set complaint types result

EC20A27 SmartCOP, Inc.

ePCR NEMSIS files or web services, eliminating the majority of data entry required to create a patient record or claim. With a complete reporting and analytics package, financials can be accessed online at any time. Packaged Services, powered by AR Boost, is a web portal that provides billers a single tool that includes the ability to verify and discover patient demographics, validate insurance and eligibility, discover insurance for patients, and assign a propensity to pay score for self-pay patients. Packaged Services can be used as a stand-alone web portal, or integrated directly into a non-ZOLL billing system such as Central Square\Tritech or ESO. emsCharts ePCR is ZOLL's next generation, cloud-based ePCR solution accessed via ZOLL Online and a browser, providing a complete online ePCR system requiring no local installation or infrastructure. A proven solution that provides many additional modules for training, continuing education, supplies tracking, rostering, and custom special reports, emsCharts is the complete solution for EMS and Fire patient care reporting. Highly customizable and able to support everything from BLS to CCT, emsCharts is a cloud-based solution that still provides agencies the ability to customize picklists, validation rules, QA/QI levels, and other system configurations ensuring the solution can grow and adapt to changing agency requirements. While primarily an online application, emsCharts also has a Mobile application for Windows and a Tablet app for iOS and Android, providing offline charting options when connectivity is not available. A rich reporting and analytics platform which supports ad hoc report building and dashboard creation provides agencies the ability to mine and analyze their clinical and patient data to optimize operations and improve clinical outcomes. The ability to integrate with RescueNet Dispatch or 3rd party CAD systems to import incident and patient data for auto-population in the PCR saves time and improves accuracy of the PCR. Automatic NEMSIS data submission to the state or ZOLL's Billing solutions ensures the data can be utilized wherever and whenever needed, and complete support for facility faxing or online access ensures compliance with hospitals and partner entities. ZOLL Data Systems, Inc:

- Multiplie Software Offerings Including: RescueNet Dispatch & CommCAD - Integrated Advanced Paging Solutions, MDT Navigation & Vehicle Tracking - On Screen Emergent Alert Notifications, mobile device & web-based emergency response visibility, ePCR & Fire

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and **Town of Hillsboro Beach**, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at **1210 Hillsboro Mile Hillsboro Beach, FL 33062**.

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on **09/14/2021** (Date), and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began 10/01/20 and ends 09/30/21. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

MEMBER OF
HGAC BUY

M I

ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H- GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

Town of Hillsboro Beach

Name of End User (local government, agency, or non-profit corporation)

1210 Hillsboro Mile

Mailing Address

Hillsboro Beach, FL 33062

City, State ZIP Code

William Serda 9.14.21

Signature of chief elected or appointed official | Date

William Serda, Town Manager

Typed Name & Title of Signatory

Houston-Galveston Area Council

3555 Timmons Lane, Suite 120, Houston, TX
77027

By: _____

Executive Director

Date: _____

MZ

B. Use of Shared Funds

Except as noted in this *Guide*, equitably shared funds shall be used by law enforcement agencies for law enforcement purposes only. The uses outlined below are examples of permissible and impermissible expenditures. If an agency is unsure whether a proposed expenditure is permissible, it should email mlars.ESProgram@usdoj.gov for Department of Justice fund expenditures or treas.aca@treasury.gov for Department of the Treasury fund expenditures.

Shared funds may be used for any permissible agency expenditure and may be used by both sworn and non-sworn law enforcement personnel. The fact that shared property was forfeited by a particular unit or as a result of a particular federal violation does not limit its use to purchases only for that unit or to further investigations only for that particular federal violation. If an agency wishes to support a multi-agency expenditure, such as a new payroll system or city municipal building, with a non-law enforcement agency, the law enforcement agency's costs based on its use may be calculated on a pro-rata basis.

1. Permissible Uses

- a. **Law enforcement operations and investigations**—Support of investigations and operations that further the law enforcement goals or missions. Examples include reward money (annual dues paid to a crime tip organization or payment for a specific reward for information in a specific case), recruitment and advertisement costs, agency accreditation or agency membership dues (but individual dues are impermissible), equitable sharing account maintenance fees, reimbursement to the jurisdiction for payments to informants, purchase of evidence, buy-back programs, and “buy” money.
- b. **Law enforcement training and education**—Training of investigators, prosecutors, and sworn and non-sworn law enforcement personnel in any area necessary to perform official law enforcement duties, such as canine handler, narcotics, defensive tactics, criminal justice, language, constitutional law, accounting/finance, or forensics—provided that the employees' regular duties require knowledge of these topics. Examples include training and conference registration fees, tuition, speaker fees, or costs to produce training curricula.

This provision does not permit donations or transfers of funds to associations or organizations providing training.

- c. **Law enforcement, public safety, and detention facilities**—Costs associated with the purchase, lease, construction, expansion, improvement, or operation of law enforcement, public safety, or detention facilities used or managed by the recipient agency. Examples include the costs of leasing, operating, and furnishing an off-site undercover narcotics facility. Improvements should not be made on leased property or space since the law enforcement agency will not benefit from the improvements upon termination of the lease.

Agencies must contact MLARS prior to using Department of Justice equitable sharing funds for all improvement and expansion projects. For example, the construction of a new facility or minor renovations including drywall, electrical, HVAC replacements, and internal modifications to an existing facility. Expenditures such as lease payments or utilities do not require consultation.

- d. **Law enforcement equipment**—Costs associated with the purchase, lease, maintenance (including repairs or service agreements), or operation of law enforcement equipment for use by law enforcement personnel that supports law enforcement activities. Examples include furniture, file cabinets, office supplies, telecommunications equipment, copiers, safes, fitness equipment, computers, computer accessories and software, body armor, uniforms, firearms, radios, cellular telephones, electronic surveillance equipment, vehicles (e.g., patrol and unmarked vehicles), and animals and animal-related expenses.
- e. **Joint law enforcement/public safety operations**—Costs associated with the purchase of multi-use equipment and operations used by both law enforcement and non-law enforcement personnel. Examples include 911 call center equipment, defibrillators, search and rescue boats, aircraft, and diving equipment. These expenditures are exempt from the pro-rata calculation. This provision does not include equipment to be used solely by non-law enforcement personnel, such as fire and EMS vehicles.
- f. **Contracts for services**—Costs associated with a contract for a specific service that supports or enhances law enforcement is permitted. Examples include translation and language assistance services, staffing and feasibility studies, auditor to perform an audit of equitable sharing funds, subject matter expert, grant writer, or software developer. Employment-related contracts or contracts involving inherently law enforcement functions are prohibited. Examples include hiring an attorney, investigator, or civilian personnel to perform tasks typically or previously performed by agency or jurisdiction personnel. Under no circumstances should a contract for service be entered into where the payment of that service is based on a percentage of the seizures and forfeitures of the law enforcement agency.
- g. **Law enforcement travel and per diem**—Costs associated with travel and transportation to perform or in support of law enforcement duties and activities. All related costs must be in accordance with the jurisdiction's per diem policy and must not create the appearance of extravagance or impropriety.
- h. **Law enforcement awards and memorials**—Costs associated with the purchase of plaques, certificates, and challenge coins for law enforcement personnel in recognition of a law enforcement achievement, activity, or training. Shared funds may not be used to pay awards in the form of cash or cash equivalents or stored value cards.

Shared funds may be used to pay the costs for commemorative plaques, displays, or memorials on law enforcement property that serve to recognize or memorialize a law enforcement officer's contributions, such as a memorial plaque or stone in honor of an agency's officers killed in the line of duty. The plaque, display, or memorial must not create the appearance of extravagance.
- i. **Drug, gang, and other prevention or awareness programs**—Costs associated with conducting law enforcement agency awareness programs. Examples include public service announcements, meeting costs, motivational speakers, and items used or distributed by the agency such as child identification kits and anti-crime items, literature, or software. See Section V.B.1.k for supporting non-law enforcement agency community-based programs.

RESOLUTION NO. 2021-53

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE TOWN STAFF'S RECOMMENDATION TO AMEND THE BUDGET FOR FISCAL YEAR 2021; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Hillsboro Beach adopted the Budget for Fiscal Year 2021; and

WHEREAS, the Town Commission desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year 2021.

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

SECTION 1. The foregoing "WHEREAS" clauses are 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 hereby approves Town Staff's recommendation to amend the Budget for Fiscal Year 2021. A copy of the proposed budget amendment for FY 2021 is attached hereto as Exhibit "A".

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

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC, Town Clerk

**RESOLUTION NO. 2021-53
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	☐	☐



Agenda Item Cover Memo

Agenda Item: Resolution to Approve FY2021 Budget Amendment
Submitting Dept.: Finance
Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

The annual budget is how the Town ensures that its expenditures are consistent with the levels approved by Commission. When circumstances change, budget amendments are necessary to document the fiscal viability and ensure Commission approval of any additional expenditures.

Budget amendments must be adopted no later than 60 days after fiscal year end.

2. CURRENT ACTIVITY

Below is a recap of the recommended changes to the original adopted budget:

- Debt Service Fund (Bridge Loan) – The total budgeted expenditures would be increased by approximately \$3.3M to adjust for the final loan payment made in October 2020. The final payment was made after the reimbursement from FEMA was received in September 2020.
- General Fund – Capital Improvements – The proposed budget amendment increases the total expenditures by \$88.7K (from \$218K to \$306.7K). This increase is required due to unforeseen capital spending related to the FIBRS software project (\$72.5K) as well as the final invoices from the cancelled land purchase (\$29.7K). As an offset to the increase in total expenditures, the budget amendment proposes to adjust revenue by adding the grant funds received for the FIBRS software project (\$66.3K) as well as funds received from an insurance reimbursement for a police vehicle (\$22.4K). Finally, the amendment balances the budget by reducing the line item for the underground utility project (from \$35K to 16K) and adding an amount for a beach tilling invoice (\$5.5K).
- Marine Law Enforcement Fund – The budget for both the expenditures and revenue would be increased by approximately \$2.8K to match the final amount of the grant received from the County.
- Building Permits Fund – The budget for both the expenditures and revenue would be increased by \$238.1K to match the increased permitting activities during the year.

Agenda Item: Resolution to Approve FY2021 Budget Amendment

2. CURRENT ACTIVITY (continued)

- P&Z / Code Compliance Fund – The budget for both the expenditures and revenue would be increased by \$46K to match the increased engineering activities during the year. The actual FY2021 spending in the engineering-other line item includes support cost of \$52.9K for the A1A project.

3. FINANCIAL IMPACT

No Financial Impact

4. RECOMENDATION

Staff recommends the Commission approve the proposed budget amendments.

Attachments:

- 1) Budget Amendment Details (by Fund)
- 2) Budget Amendment Resolution

TOWN OF HILLSBORO BEACH
FY 2021 Budget Amendment
Debt Service Fund - FEMA Bridge Loan

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>FUNDING</u>					
Revenues					
FEMA Grants	\$ -	\$ 372,471	\$ 372,471	\$ 372,471	\$ -
Total Revenues	-	372,471	372,471	372,471	-
Other Sources					
Transfer In	387,952	(291,570)	96,382	96,382	-
Total Other Sources	387,952	(291,570)	96,382	96,382	-
TOTAL FUNDING	387,952	80,901	468,853	468,853	-
<u>EXPENDITURES</u>					
<u>Debt Service Expenses</u>					
Misc-Bank Charges	-	50	50	50	-
Principal Debt Retirement	333,628	3,288,351	3,621,979	3,621,979	-
Interest Expense	54,324	(3,394)	50,930	50,930	-
Total Debt Service Expenses	387,952	3,285,007	3,672,959	3,672,959	-
TOTAL EXPENDITURES	387,952	3,285,007	3,672,959	3,672,959	-
Excess (deficiency) of revenues Over (under) expenditures	-	(3,204,106)	(3,204,106)	(3,204,106)	-
FUND BALANCE, BEGINNING	3,204,106	-	3,204,106	3,204,106	-
FUND BALANCE, ENDING	\$ 3,204,106	\$ (3,204,106)	\$ -	\$ -	\$ -

TOWN OF HILLSBORO BEACH
FY 2021 Budget Amendment
Capital Projects Fund - (General Fund Improvements)

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>FUNDING</u>					
Revenues					
FEMA reimbursement	\$ 59,500	\$ -	\$ 59,500	\$ -	\$ (59,500)
Other Grant Revenue	-	66,270	66,270	61,283	(4,987)
Insurance Reimbursements	-	22,401	22,401	22,401	(0)
Total Revenues	59,500	88,671	148,171	83,684	(64,487)
Other Sources					
Interfund Transfer - In	158,500	-	158,500	161,778	3,278
Total Other Sources	158,500	-	158,500	161,778	3,278
TOTAL FUNDING	218,000	88,671	306,671	245,461	(61,210)
<u>EXPENDITURES</u>					
Land Purchase					
ProfServ-Town Attorney	-	1,085	1,085	1,085	-
Miscellaneous Services	-	28,632	28,632	28,632	-
Total Land Purchase	-	29,717	29,717	29,717	-
Beach Projects					
Engineering - FY2020 Project	54,500	-	54,500	51,214	3,286
Engineering - Qtrly Monitoring	5,000	-	5,000	-	5,000
Total Beach Projects	59,500	-	59,500	51,214	8,286
Miscellaneous					
Underground Utility Project	35,000	(19,050)	15,950	7,813	8,137
Beach Salvage (Boat Removal)	-	5,470	5,470	5,470	-
Commission Chambers Modifications	7,500	-	7,500	9,099	(1,599)
Commission Chambers Upgrade	50,000	-	50,000	21,200	28,800
Police Cars / Equipment	66,000	-	66,000	48,414	17,586
Police Equipment	-	72,534	72,534	72,534	(0)
Total Miscellaneous	158,500	58,954	217,454	164,530	52,924
TOTAL EXPENDITURES	218,000	88,671	306,671	245,461	61,210
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	-
FUND BALANCE, BEGINNING	-	-	-	-	-
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF HILLSBORO BEACH
FY 2021 Budget Amendment
Special Revenue Fund - Marine Law Enforcement Grant

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>					
Marine Law Enforcement Grant	\$ 30,336	\$ 2,848	\$ 33,184	\$ 33,184	\$ -
TOTAL REVENUES	30,336	2,848	33,184	33,184	-
<u>EXPENDITURES</u>					
Police Wages	30,336	2,848	33,184	33,184	-
TOTAL EXPENDITURES	30,336	2,848	33,184	33,184	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	-
Net change in fund balance	-	-	-	-	-
FUND BALANCE, BEGINNING	-	-	-	-	-
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF HILLSBORO BEACH
FY 2021 Budget Amendment
Special Revenue Fund - Building Permits

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>					
Building Permits Fees	\$ 250,000	\$ 232,500	\$ 482,500	\$ 483,968	\$ 1,468
Building Admin Fee	-	5,600	5,600	5,550	(50)
TOTAL REVENUES	250,000	238,100	488,100	489,518	1,418
<u>EXPENDITURES</u>					
ProfServ-Building Permits - RMA	30,000	(8,000)	22,000	21,513	487
ProfServ-Building Permits - CGA	212,500	207,600	420,100	413,833	6,267
Credit Card Processing Fees	7,500	6,500	14,000	13,999	1
Reserve for Future Building Dept. Costs	-	32,000	32,000	-	32,000
TOTAL EXPENDITURES	250,000	238,100	488,100	449,345	38,755
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	40,173	40,173
Net change in fund balance	-	-	-	40,173	40,173
FUND BALANCE, BEGINNING	-	-	-	-	-
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	\$ 40,173	\$ 40,173

TOWN OF HILLSBORO BEACH
FY 2021 Budget Amendment
Special Revenue Fund - P&Z and Code Compliance

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>FUNDING</u>			-	-	
Revenues					
Planning & Zoning Fees	\$ 10,000	\$ 9,800	\$ 19,800	\$ 19,613	\$ (187)
Fire Fees	1,500	14,900	16,400	14,900	(1,500)
Total Revenues	11,500	24,700	36,200	34,513	(1,687)
Other Sources					
Transfer In	38,500	21,300	59,800	59,795	(5)
Total Other Sources	38,500	21,300	59,800	59,795	(5)
TOTAL FUNDING	50,000	46,000	96,000	94,308	(1,692)
<u>EXPENDITURES</u>					
ProfServ-General Admin - RMA	15,000	(6,000)	9,000	8,800	200
ProfServ-Site Planning - RMA	10,000	4,000	14,000	13,800	200
ProServ-Engineering - Other	10,000	48,000	58,000	57,656	344
Code Compliance	15,000	-	15,000	14,052	948
TOTAL EXPENDITURES	50,000	46,000	96,000	94,308	1,692
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	-
FUND BALANCE, BEGINNING	-	-	-	-	-
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	\$ -	\$ -

RESOLUTION NO. 2021-54

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE 2022 TOWN COMMISSION MEETING SCHEDULE; 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 2022 Town Commission Meeting Schedule;

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 2022 Town Commission Meeting Schedule; a copy of the Meeting Schedule is attached hereto as Exhibit "A".

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

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12 **ATTEST:**

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Sherry D. Henderson, CMC, Town Clerk

RESOLUTION NO. 2021-54

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	☐	☐



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: 2022 Commission Meeting Schedule
Submitting Dept: Office of the Town Clerk
Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

Issue Statement: The Town is proposing adoption of the 2022 Commission Meeting Schedule.

Pursuant to Section 4 of the Town Charter, the Commission of The Town of Hillsboro Beach shall hold no less than one (1) meeting per month with the ability to allow for a one (1) month vacation. Special Meetings can be called by the Town Clerk upon written or electronic email communication request of the Mayor or any three (3) Commissioners. Such request shall state the subject or subjects to be considered at each such meeting and no other subject shall be considered. All regular and special meetings of the Commission shall be open to the public. Three (3) members of the Commission shall constitute a quorum for all purposes.

2. CURRENT ACTIVITY

Town Commission adopts the 2022 Commission Meeting Schedule and shall exercise their powers in the manner prescribed by the Town Charter, the Constitution and applicable laws of the State of Florida, or if not prescribed, then in such manner as prescribed by the duly established ordinances of the Town of Hillsboro Beach, Florida.

3. FINANCIAL IMPACT

None

4. RECOMMENDATION

Adoption of the 2022 Hillsboro Beach Commission Meeting Dates, with consideration to provide dates for the January 2022, July 2022, Sept 2022 and October 2022 meetings.

- New Year Day Sat, Jan. 1, 2022
- Independence Day Mon, July 4, 2022
- Labor Day Mon, Sept 5, 2022
- Yom Kipper Tue, Oct 4, 2022.

Attachments:

Proposed 2022 Hillsboro Beach Commission Meeting Dates (Exhibit A)



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile • Hillsboro Beach, FL 33062

Phone 954-427-4011 • TownofHillsboroBeach.com

2022 TOWN COMMISSION MEETING SCHEDULE

Date/Time	Meeting Type
✓ Tue, January __, 2022 9:00 am	Regular Meeting
Tue, February 1, 2022 9:00 am	Regular Meeting
Tue, March 1, 2022 9:00 am	Regular Meeting
Tue, March 8, 2022 9:00 am	Municipal Election
Tue, March 15, 2022 9:30 am	Reorganization Meeting
Tue, April 5, 2022 9:00 am	Regular Meeting
Tue, May 3, 2022 9:00 am	Regular Meeting
Tue, June 7, 2022 9:00 am	Regular Meeting
✓ Tue, July __, 2022 9:00 am	Regular Meeting
Town Commission is on Recess for the Month of August	
✓ Tue, September __, 2022 9:00 am	Regular Meeting
To Be Determined 5:01 pm	First Budget Hearing
To Be Determined 5:01 pm	Second Budget Hearing
✓ Tue, October __, 2022 9:00 am	Regular Meeting
Tue, November 1, 2022 9:00 am	Regular Meeting
Tue, December 6, 2022 9:00 am	Regular Meeting

HOLIDAYS

Holidays	Observed On
New Year's Day	Friday, December 31, 2021
Martin Luther King Jr. Day	Monday, January 17, 2022
President's Day	Monday, February 21, 2022
Good Friday	Friday, April 15, 2022
Memorial Day	Monday, May 30, 2022
Independence Day	Monday, July 4, 2022
Labor Day	Monday, September 5, 2022
Veteran's Day	Friday, November 11, 2022
Thanksgiving Day	Thursday, November 24, 2022
Day After Thanksgiving	Friday, November 25, 2022
Christmas Day	Monday, December 26, 2022

Pursuant to Section 4 of the Town Charter, the Commission of The Town of Hillsboro Beach shall hold no less than one (1) meeting per month with the ability to allow for a one (1) month vacation. Special Meetings can be called by the Town Clerk upon written or electronic email communication request of the Mayor or any three (3) Commissioners. All regular and special meetings of the Commission shall be open to the public. Three (3) members of the Commission shall constitute a quorum for all purposes.

Per ordinance No. 2020-04 "Limitation on Hours of Construction" adopted 7-6-2020, No construction activity shall take place in the Town on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day.

Adoption of the 2022 Town Commission Meeting Dates
Resolution No. 2021-54 Adopted: _____



Invoice Date: 9/30/2021
Date Invoice Submitted: 10/1/2021
Invoice #: 21-0930-26
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
Sep-21

SHUTTLE BUS	3 days a week 9:00am to 5:50pm (8.83/day)		
	114.79 Service Hrs. @ \$53.00/Hr.	\$	6,083.87
Mon - Wed - Fri	13 Svc Days @ 8.83 Svc Hrs/Day = 114.79 Svc Hrs. (see details)		

Total Amount due this Invoice	\$	6,083.87
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For Billing Inquiries Please Call Thomas Rankine (954) 463-0845

Remittance Instructions:

Limousines of South Florida, Inc.
2000 N SR 7
Lauderdale Lakes, FL 33313

Thank you for the Opportunity to Service your Transportation Needs

Town of Hillsboro Ridership Summary

September-21

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		48		42	
	43	44		52	
40		47		44	
45		43		45	
49		50			

Total Monthly Passengers:

0
592

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		107.00		107.00	
	107.00	107.00		107.00	
102.00		107.00		107.00	
108.00		107.00		107.00	
108.00		107.00			

Total Monthly Revenue Miles:

0.0
1388.0

Total Scheduled Revenue Miles

1414.9

Total Vehicle Hours

125.0

Total Revenue Hours

114.0

Service Days

13

Missed Service in Minutes

45

Passengers per revenue hour

5.2

Total Monthly Vehicle Miles: **

1,693.5

	<u>AM - 1st day this month</u>	<u>PM - Last day this month</u>
Veh 2017	9,280	11,129
Alt Veh #		



Invoice Date: 10/31/2021
Date Invoice Submitted: 11/3/2021
Invoice #: 21-1031-26
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
Oct-21

SHUTTLE BUS	3 days a week 9:00am to 5:50pm (8.83/day)		
	114.79 Service Hrs. @ \$53.00/Hr.	\$	6,083.87
Mon - Wed - Fri	13 Svc Days @ 8.83 Svc Hrs/Day = 114.79 Svc Hrs. (see details)		

Total Amount due this Invoice	\$	6,083.87
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For Billing Inquiries Please Call Thomas Rankine (954) 463-0845

Remittance Instructions:

Limousines of South Florida, Inc.
2000 N SR 7
Lauderdale Lakes, FL 33313

Thank you for the Opportunity to Service your Transportation Needs

Town of Hillsboro Ridership Summary

October-21

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				49	
49		44		51	
45		45		51	
51		49		47	
48		41		49	

0

Total Monthly Passengers:

619

Daily Revenue Miles:

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

0.0

Total Monthly Revenue Miles:

1383.0

Total Scheduled Revenue Miles

1414.9

Total Vehicle Hours

125.7

Total Revenue Hours

114.8

Service Days

13

Missed Service in Minutes

0

Passengers per revenue hour

5.4

Total Monthly Vehicle Miles: **

1,688.5

	<u>AM - 1st day this month</u>	<u>PM - Last day this month</u>
Veh 2017	9,280	11,129
Alt Veh #		



Calvin, Giordano & Associates, Inc.
E X C E P T I O N A L S O L U T I O N S™
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Phone: 954.921.7781 · Fax: 954.921.8807

RECEIVED

OCT 01 2021

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

Invoice number 89111
Date 09/30/2021

Project **179902 HILLSBORO BEACH BUILDING
CODE**

Billing period through September 30, 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

Invoice Summary

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	1,152,637.60	1,120,980.27	-1,152,637.60	31,657.33
FLOOD PLAIN MANAGEMENT	0.00	0.00	562.50	562.50	-562.50	0.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	1,153,200.10	1,121,542.77	-1,153,200.10	31,657.33

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	1,152,637.60	1,120,980.27	-1,152,637.60	31,657.33
Total	0.00	0.00	1,152,637.60	1,120,980.27	-1,152,637.60	31,657.33

Invoice total **31,657.33**

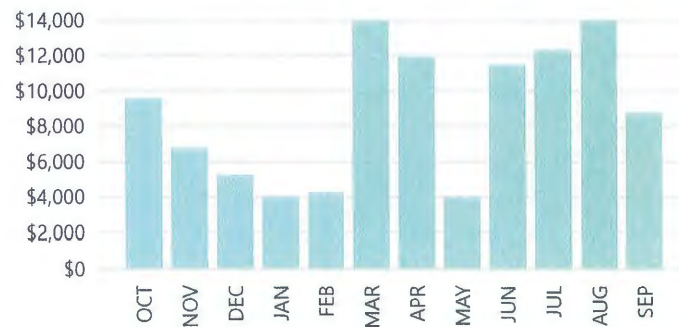


**Town of Hillsboro Beach
Building Department
Summary Report**

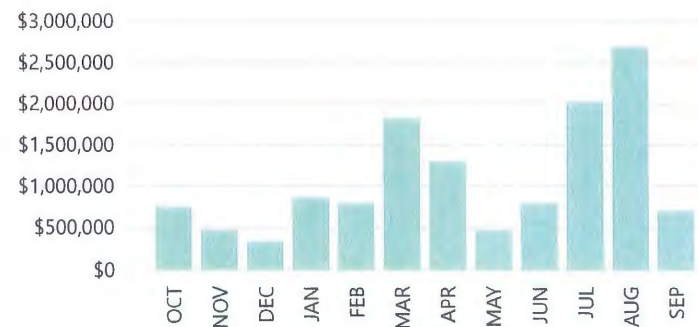
**Start Date: 9/1/2021
End Date: 9/30/2021**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Construction Value	\$750,861	\$464,191	\$352,406	\$858,794	\$793,025	\$1,825,713	\$1,299,997	\$465,342	\$792,554	\$2,024,693	\$2,690,142
Building Permit Fees	\$30,365	\$16,721	\$27,927	\$23,155	\$25,451	\$68,624	\$55,875	\$18,770	\$66,684	\$50,232	\$59,273
Fire & Zoning Fees	\$5,038	\$4,275	\$1,050	\$600	\$450	\$3,675	\$3,525	\$1,200	\$1,500	\$4,800	\$5,100
Total Revenue	\$35,403	\$20,996	\$28,977	\$23,755	\$25,901	\$72,299	\$59,400	\$19,970	\$68,184	\$55,032	\$64,373
CGA Expense	\$25,811	\$14,212	\$23,738	\$19,681	\$21,633	\$58,331	\$47,493	\$15,954	\$56,682	\$42,697	\$50,382
Town Revenue	\$9,592	\$6,783	\$5,239	\$4,073	\$4,268	\$13,969	\$11,906	\$4,015	\$11,503	\$12,335	\$13,991

Net Revenue



Construction Value



Sep	YTD
\$702,825	\$13,020,542
\$36,597	\$479,673
\$3,300	\$34,513
\$39,897	\$514,185
\$31,107	\$407,722
\$8,790	\$106,463



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

**Start Date: 9/1/2021
End Date: 9/30/2021**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$36,596.86	\$5,489.53	\$450.00	\$2,850.00	\$550.00	\$31,107.33	\$617.96	\$495.50	\$342.27
YTD	\$479,672.91	\$71,950.94	\$14,900.00	\$19,612.50	\$5,550.00	407,721.97	\$7,406.32	\$5,829.95	\$4,105.60



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

**Start Date: 9/1/2021
End Date: 9/30/2021**

Permit Type	# Issued	Building Permit Fees
ANTENNAS, POLE & TOWERS	1	655.00
COMMERCIAL ALTERATION	2	980.00
COMMERCIAL BACKFLOW	1	125.00
COMMERCIAL DEMOLITION	1	9,672.49
COMMERCIAL RE-ROOF	1	1,397.21
RESIDENTIAL A/C CHANGE OUT	7	1,307.70
RESIDENTIAL ALTERATION	15	14,397.93
RESIDENTIAL ELECTRICAL MISCELLANEOUS	3	375.00
RESIDENTIAL FIREPLACE	1	95.00
RESIDENTIAL GENERATOR	1	95.00
RESIDENTIAL SEAWALL	2	929.35
RESIDENTIAL SWIMMING POOL/SPA	1	2,094.00
RESIDENTIAL TEMP POLE	1	125.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	11	2,934.66
	48	\$35,183.34



**Town of Hillsboro Beach
Building Department
Issued Permits Report**

**Start Date: 9/1/2021
End Date: 9/30/2021**

	Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
COMMERCIAL ALTERATION	484308PR0000	21339291-0	9/20/2021	1231 HILLSBORO MILE (COMMON AREA)	RAINBOW OCEANSHORES CO-OP	\$5,000.00
	Grand Total					\$5,000.00
RESIDENTIAL ALTERATION	484317AB1430	21338928-0	9/1/2021	1050 HILLSBORO MILE (UNIT 802W)	HILLSBORO LE BARON CONDO	\$128,800.00
	484308AH2380	21339004-0	9/7/2021	1147 HILLSBORO MILE (UNIT 1010)	OPAL TOWERS CONDO	\$25,500.00
	484308AH2080	21339084-0	9/10/2021	1147 HILLSBORO MILE (UNIT 808)	OPAL TOWERS CONDO	\$28,500.00
	484308NN0260	21339208-0	9/16/2021	1221 HILLSBORO MILE (UNIT 18B)	SEA CLUB INC CO-OP	\$6,300.00
	484308BC1200	21339290-0	9/20/2021	1236 HILLSBORO MILE, (UNIT 210)	PORT DE MER CONDO	\$12,300.00
	484308AH2360	21339390-0	9/23/2021	1147 HILLSBORO MILE (UNIT 1008)	OPAL TOWERS CONDO	\$110,210.00
	484308CM0530	21339406-0	9/24/2021	1169 HILLSBORO MILE (UNIT 607)		\$46,750.00
	Grand Total					\$358,360.00



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

**Start Date: 9/1/2021
End Date: 9/30/2021**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	36	62	20
Electrical	26	32	10
Plumbing	35	42	15
Mechanical	10	35	18
Fire	5	4	1
Zoning	0	10	2
Totals	112	185	66



**Town of Hillsboro Beach
Building Department
Plan Review Times Report**

**Start Date: 9/1/2021
End Date: 9/30/2021**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	210	5.41	28.16



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS™
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Phone: 954.921.7781 · Fax: 954.921.8807

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

Invoice number 90078
Date 10/31/2021

Project **179902 HILLSBORO BEACH BUILDING
CODE**

Billing period through October 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

Invoice Summary

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	1,223,802.71	1,152,637.60	-1,223,802.71	71,165.11
FLOOD PLAIN MANAGEMENT	0.00	0.00	562.50	562.50	-562.50	0.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	1,224,365.21	1,153,200.10	-1,224,365.21	71,165.11

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	1,223,802.71	1,152,637.60	-1,223,802.71	71,165.11
Total	0.00	0.00	1,223,802.71	1,152,637.60	-1,223,802.71	71,165.11

Invoice total 71,165.11



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

**Start Date: 10/1/2021
End Date: 11/1/2021**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$83,458.95	\$12,518.84	\$300.00	\$1,050.00	\$225.00	\$70,940.11	\$1,227.68	\$955.24	\$675.15
YTD	\$83,458.95	\$12,518.84	\$300.00	\$1,050.00	\$225.00	70,940.11	\$1,227.68	\$955.24	\$675.15



INVOICE

Inframark, LLC

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

INVOICE#

#68833

CUSTOMER ID

C1312

PO#**DATE**

10/8/2021

NET TERMS

Net 30

DUE DATE

11/7/2021

BILL TO

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

Services provided for the Month of: October

DESCRIPTION	QTY	UOM	RATE	AMOUNT
Accounting Services for the Month of: October 2021				
Financial Accounting Service 001-532004-51308-5000	1	Ea	7,314.84	7,314.84
Storage 001-544025-51307-5000	1	Ea	11.10	11.10
Subtotal				7,325.94

Subtotal	\$7,325.94
Tax	\$0.00
Total Due	\$7,325.94

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

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
10/27/2021
ACCOUNT NO: 1182-0606490
STATEMENT NO: 37935

General Matters

			HOURS
09/27/2021	SMS	Additional revisions to Civil Citation Ordinance.	0.60
09/28/2021	SMS	Revisions to Civil Citation Ordinance and related correspondences.	0.50
	DJD	Review agenda items; County Mutual Aid Agreement, agreement with SOE, reports from Jim Hickey.	1.40
09/29/2021	DJD	Review agenda items.	0.60
09/30/2021	DJD	Address agenda items.	0.80
10/01/2021	DJD	Review agenda.	1.00
10/04/2021	DJD	Prepare for Town Commission Meeting; review Conditional Use Applications.	1.60
10/05/2021	DJD	Attend Town Commission Meeting.	4.40
	SMS	Review/draft RFP for Auditing Services; Correspondences and revisions to Civil Citation Code Ordinance.	3.10
10/06/2021	SMS	Revisions on draft RFP for Auditing Services based on bid protest.	0.40
	DJD	Review and review RFP for auditor; prepare development order.	1.50
10/07/2021	DJD	Review Code provisions relative to purchasing; telephone conference call with Jim Hickey; review e-mails; telephone conference call with Debbie Orshefsky, Esq.	1.30
10/15/2021	DJD	Review e-mails re: Development Order.	0.30
10/18/2021	DJD	Review emails; address revision for RFP.	0.30
10/19/2021	DJD	Address RFP for audit services; initial preparation of RFQ for professional services.	2.30
10/20/2021	DJD	Continuing effort on RFQ for Professional Services.	1.30
10/21/2021	DJD	Finalize draft of RFQ for Professional Services.	2.20
10/22/2021	DJD	Prepare Resolutions for Agenda; initial review of artificial turf ordinance.	1.60
10/25/2021	DJD	Revise proposed artificial Turf Ordinance; exchange of e-mails.	1.20

TOWN OF HILLSBORO BEACH

Page: 2

10/27/2021

ACCOUNT NO: 1182-0606490
STATEMENT NO: 37935

General Matters

			HOURS	
10/26/2021	DJD	Address agenda; research state law re: noise; address holiday schedule.	1.80	
		FOR CURRENT SERVICES RENDERED	28.20	6,345.00

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. DOODY	23.60	\$225.00	\$5,310.00
SEAN M. SWARTZ	4.60	225.00	1,035.00

Photocopies	335.65
-------------	--------

TOTAL EXPENSES	335.65
----------------	--------

TOTAL CURRENT WORK	6,680.65
--------------------	----------

BALANCE DUE	<u>\$6,680.65</u>
-------------	-------------------

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE



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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Mac Serda, Town Manager

Page: 1
10/27/2021
ACCOUNT NO: 1182-1200993
STATEMENT NO: 37936

Development

			HOURS	
09/28/2021	DJD	Telephone conference with Mayor and Town Manager; Telephone conference with Jim Hickey; review Plat; review Code.	1.60	
09/30/2021	DJD	Telephone conference with Debbie Orshefsky; review caselaw review emails.	1.30	
10/01/2021	DJD	Address variance related issues.	0.80	
10/12/2021	DJD	Telephone conference call with Debbie Orshefsky; telephone conference call with Town Manager; review code.	1.20	
10/18/2021	DJD	Participate in conference call; review code.	1.20	
		FOR CURRENT SERVICES RENDERED	6.10	1,372.50

RECAPITULATION			
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. DOODY	6.10	\$225.00	\$1,372.50

Photocopies	25.20
TOTAL EXPENSES	25.20
TOTAL CURRENT WORK	1,397.70
BALANCE DUE	<u>\$1,397.70</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
10/27/2021
ACCOUNT NO: 1182-1200994
STATEMENT NO: 37937

Writ of Garnishment

09/27/2021	SMS	Review monetary information and draft Writ of Garnishment.	HOURS	
			0.80	
		FOR CURRENT SERVICES RENDERED	0.80	180.00
RECAPITULATION				
	<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
	SEAN M. SWARTZ	0.80	\$225.00	\$180.00
TOTAL CURRENT WORK				180.00
BALANCE DUE				<u>\$180.00</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
1 of 9



REINVENTING YOUR CITY

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

General Planning

	Date and Description (date) (detail)	(hours)
rezoning	9/8/2021 calls w/ James Cohen RM16-RM30 zoning - code research	0.25
rezoning	9/8/2021 calls w/ James Cohen RM16-RM30 zoning - code research	0.25
rezoning	9/14/2021 email Jeff Cohen	0.25
general	9/8/2021 emails additional quasi-judicial hearing	0.50
general	9/9/2021 coordinate w/ Mariana	0.25
general	9/14/2021 coordinate w/ Sherry quasi-judicial applications	0.75
general	9/16/2021 zoning designation inquiry	0.25
general	9/20/2021 call from Realtor	0.25
general	9/20/2021 emails - fire review	0.25
general	9/28/2021 call from Architect - Designation - process	0.25
general	9/29/2021 coordinate w/ Steve FEMA review	0.50
931	8/27/2021 calls/email with architect -new scope of work	0.50
931	8/27/2021 review w/ current permit w/ Steve + email to applicant	0.50
1155	9/14/2021 call re bldg. permit + commission meeting	0.25
1155	9/14/2021 coordinate w/ qualifier - variance application	0.25
1155	9/14/2021 coordinate w/ Sherry	0.25
1189	9/2/2021 calls w/ architect Troy code question + research	0.50
1189	9/7/2021 email architect	0.25
1189	9/8/2021 email + code research parking	0.50
1159	9/13/2021 call liquor license	0.25
Total General Planning		7.00

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
2 of 9



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)
925 east site plan	8/20/2021 email + call w/ Joan	0.50
	9/7/2021 call w/ Joan	0.25
	9/13/2021 calls w/ Architect	0.50
		1.25
981 site plan	9/8/2021 call w/ Architect regarding email - CGA	0.25
	9/8/2021 call w/ Mac	0.25
	9/9/2021 call w/ Architect	0.25
		0.75
1007 site plan	8/20/2021 research 300 ft radius - notification	0.75
	9/7/2021 call w/ Mac	0.25
	9/8/2021 prep for call - Mac + James Wentzel	0.50
	9/8/2021 call w/ Mac + James Wentzel	0.50
	9/8/2021 email James Cruz	0.25
	9/9/2021 review site plan submittal	3.25
	9/10/2021 comments to applicant	1.00
	9/10/2021 FEMA review email w/ Steve Mitchell	0.25
	9/14/2021 emails James Cruz + James Wentzel re: site plan comments	0.50
	9/15/2021 SPA email Bomar	0.25
	9/21/2021 emails to Bomar re: response	0.25
	9/21/2021 emails w/ DJ	0.50
	9/22/2021 public notice + property owner notification	1.25
	9/22/2021 2nd review	1.50
	9/23/2021 add landscape comments	0.75
	9/23/2021 coordinate w/ Sherry - plans to comm.	0.25
	9/23/2021 coordiante w/ Bomar	0.25
	9/27/2021 3rd review	1.25
	9/29/2021 emails - coordinate w/ Bomar	0.50
	9/29/2021 emails + call - coordinate w/ Architect - deliverables	0.50
	10/1/2021 call w/a Bomar	0.25
		14.75

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
3 of 9



REINVENTING YOUR CITY

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

1115 turf	8/20/2021 research 300 ft radius - notification	0.75
	8/25/2021 coordinate w/ Sherry	0.25
	8/25/2021 e-mail + turf request (review past applications)	0.75
	8/25/2021 coordinate w/ Steve	0.25
	8/25/2021 email + call w/ Peter Farinas	0.50
	8/25/2021 email w/ Mac percolation rete + rate comparison calculations.	0.75
	8/26/2021 calls - coordinate with Peter Farinas	0.50
	8/27/2021 research 931 engineering report - permeability	0.75
	8/27/2021 coordinate w/ Sherry	0.25
	8/31/2021 coordinate advertising w/ Sherry	0.50
	8/31/2021 emails w/ Mac + DJ - ownership	0.50
	8/31/2021 emails w/ Sherry - re Sun Sentinel advertisement	0.50
	9/9/2021 call w/ applicant	0.25
	9/10/2021 comments to applicant	1.00
	9/28/2021 staff report	1.00
	9/29/2021 coordinate w/ Sherry	0.25
	10/1/2021 ownership emails + calls w/ DJ and applicant	0.75
		9.50

Total Site Plan / Variance Review	Time - hrs.	26.25
-----------------------------------	-------------	-------

Permitting

Address	Date and Description	(hours)
900	Permit # (91014)	
	10/1/2021 pick up	Flat Rate #15
		0.00

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
4 of 9



REINVENTING YOUR CITY

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

925	Permit # (285807)		
	9/13/2021 call with Joan		0.25
	9/16/2021 pick up	Flat Rate #11	
	9/22/2021 review		1.75
	9/23/2021 calls with Joan		0.50
	9/28/2021 review emailed material		0.75
	10/1/2021 drop-off	Flat Rate #15	
			3.25
925	Permit # (28601)		
	9/23/2021 pick up file	Flat Rate #12	
	9/24/2021 review file		0.25
	9/26/2021 inspection		1.25
	9/27/2021 drop off	Flat Rate #13	
			1.50
957	Permit # (122367) seawall		
	8/23/2021 pick up	Flat Rate #2	
	8/25/2021 review		1.25
	8/26/2021 drop off	Flat Rate #3	
			1.25
957	Permit # (449373)		
	9/10/2021 call w/ GC re FEMA review		0.25
	9/16/2021 pick up	Flat Rate #11	
	9/24/2021 review		1.25
	9/24/2021 call with Nikolas		0.25
	9/29/2021 coordinate comments w/ Mariana system down		0.25
	9/29/2021 email comments to applicant - out of system		0.50
	9/30/2021 review emailed material		0.25
	10/1/2021 drop off	Flat Rate #15	
			2.75

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
5 of 9



REINVENTING YOUR CITY

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

985	Permit # (459421) fence	
	8/31/2021 pick up	Flat Rate #4
	9/6/2021 review	1.00
	9/7/2021 drop off	Flat Rate #7
	9/8/2021 pick up	Flat Rate #8
	9/10/2021 review	0.75
	9/13/2021 drop off	Flat Rate #10
		1.75
985	Permit # (452256) SFR	
	9/16/2021 pick up	Flat Rate #11
	9/24/2021 review	1.50
	9/25/2021 call with GC	0.25
	9/29/2021 review	2.50
	9/30/2021 review emailed material	0.25
	10/1/2021 drop off	Flat Rate #15
		4.50
985	Permit # (459413) LP tank	
	8/26/2021 pick up	Flat Rate #3
	9/2/2021 review	1.00
	9/6/2021 drop off	Flat Rate #6
	9/30/2021 pick up	Flat Rate #14
	10/1/2021 review	1.00
		2.00
999	Permit # (93190)	
	9/9/2021 call w/ Hal	0.25
	9/17/2021 call w/ James Bomar	0.25
	9/22/2021 pre-con conf call w/ GC	0.75
		1.25

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
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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

1007	Permit # (455736) pool		
	8/26/2021 pick up	Flat Rate #3	
	8/30/2021 review		1.00
	8/31/2021 drop off	Flat Rate #4	
	9/2/2021 pick up	Flat Rate #5	
	9/6/2021 review		0.75
	9/7/2021 drop off	Flat Rate #7	
			1.75
1007	Permit # (122363)		
	8/26/2021 pick up	Flat Rate #3	
	9/2/2021 review		1.00
	9/6/2021 drop off	Flat Rate #6	
			1.00
1007	Permit # (125167)		
	8/26/2021 pick up	Flat Rate #3	
	8/31/2021 call w/ Steve		0.25
	9/2/2021 pick up	Flat Rate #5	
	9/3/2021 review		1.00
	9/3/2021 call w/ Bomar		0.25
	9/6/2021 review emailed material		0.25
	9/6/2021 review		1.25
	9/7/2021 drop off	Flat Rate #7	
	9/8/2021 call w/ Steve Mitchell - FDEP review		0.25
			3.25
1015	Permit # (122363)		
	8/23/2021 pick up	Flat Rate #2	
	8/25/2021 review		1.00
	8/26/2021 drop off	Flat Rate #3	
			1.00

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
7 of 9



REINVENTING YOUR CITY

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

1050	Permit # (457991)		
	8/23/2021 pick up	Flat Rate #2	
	8/25/2021 review		1.00
	8/26/2021 drop off	Flat Rate #3	
			1.00
1057	Permit # (19782)		
	9/30/2021 pick up file	Flat Rate #14	
	9/30/2021 review file		0.50
	10/1/2021 inspection		1.25
			1.75
1091	Permit # (456080) generator		
	9/13/2021 pick up	Flat Rate #10	
	9/15/2021 review		1.00
	9/16/2021 drop off	Flat Rate #11	
	9/30/2021 pick up	Flat Rate #14	
	9/30/2021 review		1.00
			2.00
1150	Permit # (459189)		
	9/2/2021 pick up	Flat Rate #5	
	9/6/2021 review		1.00
	9/7/2021 drop off	Flat Rate #7	
			1.00
1155	Permit # (459215)		
	8/31/2021 pick up	Flat Rate #4	
	9/6/2021 review		1.00
	9/7/2021 drop off	Flat Rate #7	
	9/13/2021 call w/ sign company		0.25
	9/13/2021 call w/ owner		0.25
			1.50

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
8 of 9



REINVENTING YOUR CITY

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

1155	Permit # (459218)	
	8/31/2021 pick up	Flat Rate #4
	9/6/2021 review	1.00
	9/7/2021 drop off	Flat Rate #7
		1.00

1155	Permit # (459219)	
	8/31/2021 pick up	Flat Rate #4
	9/6/2021 review	1.00
	9/7/2021 drop off	Flat Rate #7
		1.00

1159	Permit # (87633)	
	8/20/2021 pick up files for Seabonay	Flat Rate #1
	8/21/2021 review revision files	0.75
	8/24/2021 coordinate w/ Sherry + emails	0.50
	8/24/2021 emails w/ Charlie	0.25
	8/24/2021 coordinate w/ Steve	0.50
	8/25/2021 emails w/ Charlie	0.25
	8/25/2021 coordinate w/ Mariana	0.25
	8/26/2021 coordinate inspection with Mariana	0.25
	8/26/2021 coordinate with Steve Pool permit revision	0.25
	8/26/2021 pick up	Flat Rate #3
	8/30/2021 review	1.00
	8/30/2021 emails w/ Charlie	0.25
	8/31/2021 emails w/ Sherry - re Sun Sentinel advertisement	0.50
	8/31/2021 drop off	Flat Rate #4
	8/31/2021 coordinate w/ Mariana + print emailed plans	0.25
	9/2/2021 pick up	Flat Rate #5
	9/3/2021 call regarding inspection	0.25
	9/3/2021 site visit - sculpture	1.25
	9/6/2021 review	0.75
	9/6/2021 inspection	1.25
	9/7/2021 drop off	Flat Rate #7
	9/10/2021 call-email regarding inspection	0.25
		8.75

Invoice Date:
November 2, 2021

Services from
08/20/21 thru 10/01/21

Invoice Number: 4637
9 of 9



REINVENTING YOUR CITY

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

1159	Permit # (123800)		
	9/13/2021 pick up	Flat Rate #10	
	9/14/2021 review files		0.50
	9/15/2021 inspection		0.75
	9/16/2021 drop off	Flat Rate #11	
			1.25
1159	Permit # (123801)		
	9/13/2021 pick up	Flat Rate #10	
	9/14/2021 review files		0.50
	9/15/2021 inspection		0.75
	9/16/2021 drop off	Flat Rate #11	
			1.25
1159	Permit # (85322)		
	8/27/2021 Inspection		1.50
	9/2/2021 pick up	Flat Rate #5	
	9/6/2021 review		1.00
	9/7/2021 drop off	Flat Rate #7	
	9/10/2021 coordinate w/ GC		0.25
	9/13/2021 call w/ Charlie		0.25
			3.00
1200	Permit # (285863)		
	9/9/2021 pick up	Flat Rate #9	
	9/10/2021 review		0.75
	9/13/2021 drop off	Flat Rate #10	
			0.75
	General Planning Hours		7.00
	Site Plan / Variance Review Hours		26.25
	Permitting Hours		49.50
	Sub-total Hourly Services		82.75
	Total Hours		82.75
	Hourly Rate		100.00
	Amount Due		8275.00
	Flat Rate Services:		
	15 drop off/pick up at \$25 each		375.00
	Total Amount Due	\$	8,650.00



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: PROCLAMATIONS

1. Proclamation Recognizing January 23-29, 2022 as National School Choice Week
2. Proclamation Celebrating Angelique Salic's 100th Birthday (ratify)

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

Agenda Date: November 9, 2021

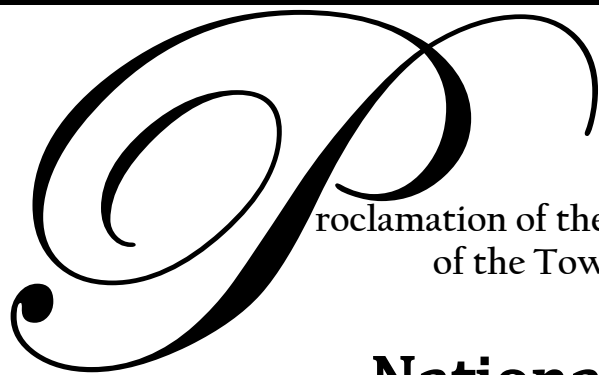
1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. National School Choice Week 2022
 2. REQUEST - School Choice Week
 3. REQUEST - Angelique Salic
 4. Celebrate Angelique Salic



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

National School Choice Week

January 23-29, 2022

Whereas, all children in Hillsboro Beach, should have access to the highest-quality education possible; and

Whereas, Hillsboro Beach recognizes the important role that an effective education plays in preparing all students in Hillsboro Beach/ Broward County to be successful adults; and



Whereas, quality education is critically important to the economic vitality of Hillsboro Beach; and

Whereas, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and

Whereas, Hillsboro Beach/ Broward County has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and

Whereas, National School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options.

Now, Therefore, I, Deborah L. Tarrant, Mayor of the Town of Hillsboro Beach do hereby recognize January 23-29, 2022 as National School Choice Week, and I call this observance to the attention of all our citizens.

In Witness Whereof, I have hereunto set my hand on this day, the 9th of November, 2021 and cause the official seal of the Town of Hillsboro Beach, Florida to be affixed.

TOWN OF HILLSBORO BEACH, FLORIDA

By:

Attested By:

Deborah L. Tarrant
Mayor

(seal)

Sherry D. Henderson, CMC
Town Clerk

Sherry D. Henderson

From: Deb Tarrant <dtarrant@townofhillsborobeach.com> on behalf of Deb Tarrant
Sent: Tuesday, October 19, 2021 10:36 AM
To: Mac Serda; Sherry D. Henderson
Subject: Fwd: Proclamation Request

Can we please include this on our November agenda? Thanks.

Sent from my iPhone

Begin forwarded message:

From: Proclamations Department <proclamations@schoolchoiceweek.com>
Date: October 19, 2021 at 10:01:18 AM EDT
To: Deborah Tarrant <dtarrant@townofhillsborobeach.com>
Subject: Proclamation Request
Reply-To: Proclamations Department <proclamations@schoolchoiceweek.com>

Dear Deborah Tarrant:

We are respectfully requesting that you consider joining city and county leaders across the country in officially recognizing January 23 – 29, 2022 as School Choice Week in HILLSBORO BEACH.

Issuing a proclamation provides an opportunity to shine a positive spotlight on the K-12 education options available for children and families in HILLSBORO BEACH.

Last year, more than 300 mayors and county leaders, along with 27 governors, and the unanimous United States Senate issued proclamations recognizing National School Choice Week.

National School Choice Week is entirely nonpolitical and nonpartisan, and we do not advocate for or against any legislation. Our goal is simply to raise awareness, among parents, of the public and nonpublic K-12 education options available to their children.

Please let me know if you will be able to issue this proclamation and help us raise awareness of the importance of opportunity in education. I greatly appreciate your consideration. We have provided both a Word and .PDF proclamation template on our website at:

<https://schoolchoiceweek.com/proclamations/>

Also, for your convenience, we have provided the suggested proclamation language below.

Best,
Andrew

Andrew Campanella

President

National School Choice Week

www.schoolchoiceweek.com

SUGGESTED PROCLAMATION LANGUAGE

HILLSBORO BEACH School Choice Week

WHEREAS all children in HILLSBORO BEACH should have access to the highest-quality education possible; and,

WHEREAS HILLSBORO BEACH recognizes the important role that an effective education plays in preparing all students in HILLSBORO BEACH to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of HILLSBORO BEACH; and,

WHEREAS HILLSBORO BEACH is home to a multitude of high quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS HILLSBORO BEACH has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Deborah Tarrant do hereby recognize January 23 – 29, 2022 as HILLSBORO BEACH School Choice Week, and I call this observance to the attention of all of our citizens.

INSTRUCTIONS

- **If you issue a proclamation, please send a .pdf copy of the proclamation to the Proclamations Department at proclamations@schoolchoiceweek.com, so that we may recognize you for participating.**
- **If you choose to send a hard copy of an issued proclamation, please send it to: National School Choice Week, 67 Mark Drive, San Rafael, CA 94903.**

[Follow on Twitter](#) [Friend on Facebook](#)

National School Choice Week provides an unprecedented opportunity, every January, to shine a spotlight on the need for effective education options for all children. Independently planned

by a diverse coalition of individuals, schools and organizations, NSCW features thousands of special events across the country. The Week is a nonpartisan and nonpolitical public awareness effort.

Our mailing address is:

Proclamations Department

67 Mark Drive

San Rafael, CA 94903

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).

You are subscribed to the National School Choice Week mailing list:

[unsubscribe from this list](#) [update subscription preferences](#)

This email was sent to dtarrant@townofhillsborobeach.com
[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

NSCW · 67 Mark Drive · San Rafael, California 94903 · USA

From: Deb Tarrant <dtarrant@townofhillsborobeach.com>
Sent: Tuesday, October 19, 2021 9:22 AM
To: thana.pavelic@gmail.com
Cc: Mac Serda <mserda@townofhillsborobeach.com>; Sherry D. Henderson <shenderson@townofhillsborobeach.com>
Subject: Re: Update: Angelique Salic's 100th Birthday Party

Good morning, Thana. Is it possible to get some additional information about your grandmother? I would like to have the Town issue a proclamation in recognition of her one hundredth birthday. In order to do that, I need to know a little more about her. If you can answer a few questions, it would be helpful.

What is her actual date of birth?
Where was she born?
Where did she grow up?
How long has she been a resident of Hillsboro Beach?
How did she come to choose Hillsboro Beach as her home?
How many children, grandchildren, and great-grandchildren does she have?
Did she have a profession?
What things have been important to her through the years?
Are there any unusual/interesting things about her that you would like people to know?

I have copied Town Manager Mac Serda and Town Clerk Sherry Henderson here. If you can Reply All, that would be very helpful.

Thank you so much for your help. I am looking forward to celebrating Angelique!

Regards,
Deb Tarrant, Mayor
Town of Hillsboro Beach

Sent from my iPhone

On Oct 8, 2021, at 11:35 AM, Thana Pavelic <paperlesspost@accounts.paperlesspost.com> wrote:

Hi everyone!,
We are very excited that you will be joining us to celebrate Angelique's 100th birthday! In an effort to stay safe, healthy and to make sure we can all enjoy the party stress free, Angelique is requesting that everyone provide proof of vaccination and a negative COVID test before coming to the party. You can send everything to thana.paveic@gmail.com a day or two before the event on November 7.

Thank you for your understanding and for helping us to keep Angelique safe so she can
enjoy her party!
All my best,
Thana



ANGELIQUE SALIC'S 100TH BIRTHDAY PARTY
Sunday, November 7th from 4:00 PM to 8:00 PM
1150 Hillsboro Mile, Hillsboro Beach, FL
[View card](#)



ANGELIQUE SALIC'S 100TH BIRTHDAY PARTY

Sunday, November 7th from 4:00 PM to 8:00 PM

From: Deb Tarrant <dtarrant@townofhillsborobeach.com>
Sent: Thursday, October 21, 2021 8:50 AM
To: Thana Pavelic <thana.pavelic@gmail.com>
Cc: Mac Serda <mserda@townofhillsborobeach.com>; Sherry D. Henderson <shenderson@townofhillsborobeach.com>
Subject: Re: Update: Angelique Salic's 100th Birthday Party

Wow, Thana! This is fantastic information! Thank you for sharing it. I'm looking forward to the party,

See you soon,

Deb Tarrant, Mayor
Town of Hillsboro Beach

On Oct 20, 2021, at 11:28 PM, Thana Pavelic <thana.pavelic@gmail.com> wrote:

Hello Mayor Deb,

This is so nice of you to offer to put together (a proclamation) for my grandmother's 100th birthday! She is absolutely thrilled!

All my best and thank you again,
Thana

Thana A. Pavelic
646-388-3691
thana.pavelic@gmail.com

On Oct 19, 2021, at 9:21 AM, Deb Tarrant <dtarrant@townofhillsborobeach.com> wrote:

Good morning, Thana. Is it possible to get some additional information about your grandmother? I would like to have the Town issue a proclamation in recognition of her one hundredth birthday. In order to do that, I need to know a little more about her. If you can answer a few questions, it would be helpful.

FLORIDA SHORE & BEACH PRESERVATION ASSOCIATION
FSBPA ANNUAL CONFERENCE
September 15-17, 2021 – Delray Beach
Summarized by Mayor Deb Tarrant

Wednesday, September 15

Palm Beach County's Beach Management Program: 5-Year Review – Michael Stahl, Deputy Director, and Andy Studt, Program Specialist, PBC Department of Environmental Resources Management

There are four possible components for Beach Management:

1. Inlet bypassing
2. Beach nourishment
3. Dune restoration
4. Erosion-control structures
 - This is typically a last resort.
 - Very costly
 - MUST be analyzed to be sure there will be no negative impact on neighbors.

Compromise among partners is the key to successful beach management.

In searching for an answer to any engineering problem, “no action” is always one of the options. However, by choosing to take no action, there is still an outcome. The South Palm Beach project to install seven groins turned into a “no action” project because of legal threats and high costs. (This refers to the fact that Manalapan, as the downdrift municipality, fought the South Palm Beach project.) By taking no action, the outcome is continued beach erosion.

ACTION ITEM: Meet with Michael and Andy as Palm Beach County representatives for Environmental Resource Management. Address the question of transitioning the focus for projects and partnerships from imaginary County lines to real coastal cell systems. Palm Beach County has established a partnership with the County to the north. We need to work on a partnership at the south end of the County.

Chronicles of the Delray Beach Shore Protection Program – Missie Barletto, Delray Beach Director of Public Works

Delray Beach has had a VERY successful dune restoration effort in conjunction with their beach nourishment history as follows:

1973	Initial Nourishment	1,634,500 cy	2.7 miles
1978	1 st Renourishment	701,300 cy	1.7 miles
1984	2 nd Renourishment	1,311,000 cy	2.7 miles
1992	3 rd Renourishment	1,196,500 cy	1.7 miles
2002	4 th Renourishment	1,230,000 cy	1.9 miles
2005	Storm Repair	250,000 cy	2.7 miles
2013	5 th Renourishment	1,115,300 cy	1.9 miles
2014	Storm Repair	381,200 cy	1.0 miles
2020	Storm Repair	365,000 cy	.8 miles

FLORIDA SHORE & BEACH PRESERVATION ASSOCIATION
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South Lake Worth Inlet Sediment Management History – Doug Mann, P.E., D.CE., APTIM
South Lake Worth Inlet used to be run by a separate district, but it changed to being run by Palm Beach County. It has been over a century of learning and adapting, but is finally “meeting” the requirements of F.S. 161.

Physical Monitoring Approaches – Tara Brenner, P.G., P.E., Coastal Protection Engineering
Physical monitoring is very important for every beach in order to be “storm ready.” A pre-storm survey provides a baseline for comparison after a storm hits to determine the impact and sand loss for a beach.

FEMA’s Public Assistance Program for ‘Engineered’ Beaches: Avoiding Problems – Bob Glassen, FEMA Region IV Beach Specialist
PAPPG is the acronym for very important guidelines and rules for FEMA funding. PAPPG can be downloaded on-line. Two very important pages – 180 & 181.

FEMA has two parts: Response and Recovery
Recovery has two parts: Individual & Public Assistance
Public Assistance has two parts: Emergency Work & Permanent Work (which includes beaches)

Questions to ask to determine if a beach can receive FEMA funding:

1. Is the beach a USACE beach? (In other words, does it get nourished with a federal project?) If the answer is yes, FEMA funding is not an option.
2. Is the project the responsibility of an eligible applicant?
3. Is the beach an eligible facility?
 - It must have a design with a slope, width, elevation, etc.
 - It must be constructed to a design.
 - It must be maintained by placement of sand.
 - It must have a monitoring program.

The amount of sand eligible for replacement is limited to the amount lost due to the incident – pre- and post-incident surveys are what show this. Any amount of sand that is just displaced within the eligible area, would not qualify to be replaced.

The time to use a FEMA funded award is within four years of the “Declaration Date.” If an extension is needed, it must be requested before that time period passes. If another extension is needed, it must be requested before the last extension expires.

South Atlantic Regional Biological Opinion (SARBO) – Angela Dunn, Chief, Environmental Brand, USACE, Jacksonville
SARBO has new project design criteria for all nourishments to protect species and habitats. Sections 2 & 3 cover corals and Johnson seagrass, which are relevant in our area.

FLORIDA SHORE & BEACH PRESERVATION ASSOCIATION
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Milan Mora, P.E., Chief, Programs and Projects Management, USACE – Jacksonville
Coastal Storm Risk Management Budgetary Process starts with a feasibility study, and applications for this must be ranked using certain criteria.
Once a feasibility study has been completed, the project has to apply for construction ranking.
Once a project ranks high enough for construction, appropriations are made.

DEP: Resiliency, Beaches, Funding – Lainie Edwards, Ph.D., Deputy Director, Office of Resilience and Coastal Protection, DEP

Guy Weeks spearheads the Inlet Management Plan update efforts.
An Annual Inlet Bypassing Report is newly required by law. This Report is posted on DEP's website. (See link below.) Currently included are 25 of the 66 inlets in the State. These 25 inlets are considered "managed" inlets.

<https://floridadep.gov/rcp/beaches-inlets-ports/documents/annual-inlet-report>

ACTION ITEM: Check this report for Boca Inlet stats.

DEP is drafting new requirements for turbidity criterion. This will primarily impact inlet projects, as opposed to beach projects. Once the draft is complete, it would require legislative ratification in order to be adopted. DEP is also drafting new rules for habitat monitoring.

DEP funding: Hanna Tillotson – DEP Beach Management Funding Program Administrator

60% of the state's critically eroded beaches are funded by DEP. The return on investment for every \$1 of DEP funding is \$5.40 based on tourist information.

DEP's Chapter 161 requirements for erosion mitigation, beach preservation, and storm protection include:

- Critical Erosion Report
- Strategic Beach Management Plan (SBMP)
- Inlet Management Plans
- 3-year working budget; 5-year long-range budget
- Local Government Funding Requests – based on eligibility and readiness to proceed

To be eligible for DEP funding:

- Shoreline must be classified as critically eroded.
- Projects must be consistent with the SBMP.
- Beach must have elements of public access (Rule 62.B-36 F.A.C.).

2019 Statutory Changes for Ranking of Beach Projects:

- Tourist impact
- Value of upland property

FLORIDA SHORE & BEACH PRESERVATION ASSOCIATION
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- Dune addition
- Previous State funding
- Accessible beach areas
- Armored shoreline within critical habitat areas (armoring is a negative)

2019 Statutory Changes for Ranking of Inlet Projects:

- Improvement to the amount of sand bypassed
- Cost effectiveness of using inlet sand to nourish
- Improvements to longevity of beach projects

DEP must now have a three-year budget plan, with additional long-range budgeting considered for years four and five. For 2022/2023 budget, there were 36 beach project requests (totaling \$63.75 million to be requested from the legislature) and 8 inlet project requests.

ACTION ITEM: Find out if Hillsboro Beach is included in the 36 projects (\$63.75 million) being requested from the legislature.

DEP Resiliency Updates – Alex Reed, Director, Office of Resiliency and Coastal Protection, DEP
Florida’s Resilient Coastline Program has been in existence since 2018. It is the first time resiliency has been addressed on a stateside basis.

SB 178 says any project using state funds must conduct a sea-level-rise impact study. This is true for projects for every agency and department in the State. This rule is in effect now, and strict enforcement will begin July 1, 2022.

ACTION ITEM: Make sure the Hillsboro Beach A1A project with DOT includes a sea-level-rise study.

There are different projection lines for sea-level-rise. DEP is using an “intermediate” one.

The Resilient Florida Program will:

- Address sea-level-rise
- Address flooding
- Address these issues on a statewide basis
- Start with a statewide vulnerability study
- Provide standards for vulnerability assessments
- Be planned on a rolling basis (like beaches)

“Florida Flood Hub” – newly created group at the University of South Florida, College of Marine Science. Will work with DEP for the science involved in resiliency planning.

The Florida Coastal Mapping initiative – to locate sand sources; has \$100 million in funding

FLORIDA SHORE & BEACH PRESERVATION ASSOCIATION
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Thursday, September 16

USACE Jacksonville District Update – Commander James Booth

On the job one week.

Infrastructure bill currently being discussed in D.C. would provide USACE additional funding.

LIDO KEY STORM PROTECTION PROJECT: GOVERNMENTS WORKING TOGETHER (Panel)

Milan Mora P.E., USACE Chief Water Resources

This project took 51 years to complete after initially being submitted. Two primary reasons:

- Florida laws changed along the way adding requirements/restrictions such as where the sand could come from. The project needed 6,600,000 cy, and with new restrictions, the sand sources that had been planned would only yield 500,000 cy.
- Downdrift neighbors were not happy. There was eleven years of litigation based on the fact that the project advocated dredging the Pass and back-passing all the sand.

Greg Garis, DEP Program Administrator, Office of Resilience and Coastal Protection

DEP played a role in the Lido Key project as well.

- “Public interest” is the determining factor for DEP to issue a permit.
- Administrative Judge ruled that DEP should issue the permit, but limit the amount of sand dredged and prohibit dredging in the interior of the Pass during certain times of the year (April – Sept). DEP Secretary upheld the Administrative Judge’s ruling.
- The project was done during turtle nesting season and required extensive involvement in relocating nests.
- Monitoring requirements were also extensive.

Will Reilly, P.E., Chief, Waterways Section, Jacksonville District USACE

Plans for the project were re-evaluated a number of times.

- Original plans submitted included three groins. Upon re-evaluation, this was reduced to two groins that were shortened and made narrower as well.
- The estimated historical erosion rate was 122,000 cy annually for 1.5 miles of beach.
- The project only got two proposals when it initially went to bid. Both were 50% over the maximum allowed based on the estimates of project engineers.
- The parameters of the project were re-evaluated, then it was re-advertised. This time there were five bids – all within parameters.

Tom Pierro, P.E., D.CE. Coastal Protection Engineering

Many interim nourishment projects were done while the big project was stalled.

- 1998, 2001, 2003, 2009, 2015, 2019 – averaging 200,000 cy each
- Inlet sand was shared between Longboat Key and Lido Key.

FLORIDA SHORE & BEACH PRESERVATION ASSOCIATION
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2021 Longboat Key Beach Construction – Tom Harmer, Town Manager, Town of Longboat Key

Town of Longboat Key facts:

- 7,500 year-round residents; 20,000+ in season
- 10.5 miles of beach
- \$6.5 billion taxable value
- Erosion Control Line established in 1977
- Split between Manatee County and Longboat County

The Town has a Beach Management Plan

- 5-8 year intervals between nourishments
- \$49.5 million estimate per nourishment, if five years
- Funding from two tax districts (passed by referendum) – Gulf side 80%; Bay side 20%
- Funding also from DEP, Tourist Dollars, FEMA (?)

QUESTION: If USACE is funding, why is FEMA participating. Perhaps this should read USACE, instead of FEMA?

ACTION ITEM: There was amazing cooperation between counties, cities/towns and residents. This reaffirms my recommendation that Hillsboro Beach needs a part-time Beach staff position to: nurture relationships with neighbors, agencies and the County; communicate with residents, etc.; in addition to being the guru on technical issues for the beach.

Key Biscayne: The Process for Becoming a Federal Project – Spencer Crowley, Esq., Akerman
1987 photos show the Key Biscayne shoreline looking like Port de Mer when there is no beach. Over the years, efforts have been made to mitigate erosion, including offshore breakwaters added in an area of shoreline that sits way back from the rest of the shore and a 2018 Beach Management Plan.

Key Biscayne and Miami-Dade County:

- After Irma, Key Biscayne was allowed to be included in the Miami-Dade Federal Project.
- Key Biscayne faced hurdles to becoming a permanent part of the Miami-Dade project:
 - Funding for a feasibility study
 - Public access needed every half mile – they exist, but currently have “restricted” access
 - Seagrass – 40 acres impacted
 - Because of the seagrass, the final recommendation was a reinforced dune (sheet pile) and smaller nourishments. However, the reinforced dune needs to be located west of the Erosion Control Line and will involve private property rights.
- Local political support from Miami-Dade County has been critical in moving this forward.

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NOTE: It was unclear exactly where things stand for Key Biscayne currently.

QUESTIONS: How was Key Biscayne allowed to be included in the Miami-Dade Irma repair? Why was Hillsboro not allowed to be part of the 2020 repair to Segment II's federal project?

ACTION ITEM: Mac should contact Spencer Crowley to better understand the similarities and differences for the situations in Hillsboro Beach versus Key Biscayne.

PALM BEACH ISLAND BEACH MANAGEMENT AGREEMENT (BMA) – Panel
Regulatory Aspects of the Palm Beach Island BMA – Lainie Edwards, Ph.D., Deputy Director,
Office of Resilience and Coastal Protection, DEP

The Palm Beach Island Agreement covers a complete coastal cell from inlet to inlet.

As a pilot program with a five-year review, the Agreement completely changes and facilitates the DEP permit process. F.S. 403.0752 allows repeat beach management projects throughout a coastal cell for a *regional approach*. The Agreement authorizes 6 projects:

1. Lake Worth Inlet dredging
2. Lake Worth Sand Transfer Plant discharge
3. Mid-town nourishment
4. Phipps Ocean Park nourishment
5. Groin rehabilitation
6. Dune Restoration

The Agreement provides additional net ecosystem benefits including:

- Retrofitting/addressing “outfalls” that currently spill sewage and impact water quality
- Additional hard bottom and physical monitoring

NOTE: This coastal cell is located entirely in Palm Beach County. The situation for our coastal cell between Boca Inlet and Hillsboro Inlet is much more difficult because there is a County line in the middle.

ACTION ITEM: A part-time beach staff person could dedicate the necessary time to pursue the parties for a similar regional agreement for our coastal cell.

Imperiled Species Management for the BMA – Robbin Trindell, Ph.D., Florida Fish and Wildlife
Focus on sea turtles and shore birds to determine how these species respond to the changes caused to their habitat by beach nourishment projects:

- After a nourishment, escarpment is common. Scarps create a negative situation for turtles because the part of the beach where they need to nest is landward of the escarpment, and the turtle can't clear the elevation of the scarps to get there. This creates a “false crawl” where the mama turtle goes back in the water without nesting.
- Even worse is the situation where the turtle gets a false cue from escarpment, which has an upward slope, and thinks it's the far western edge of the beach, which also typically

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has an upward slope. The western edge of the beach is the safest place for her to nest. If she thinks the escarpment is the western-most part of the beach, she will put her nest seaward of the escarpment. This guarantees the nest will be washed away.

- Year 1 & 2 following a nourishment typically have these negative impacts and make nesting statistics worse than before the nourishment. In year 3, the statistics level out to be about even with pre-project numbers. In year 4, the numbers can end up better than pre-project.
- Shore birds do not have the same issues, so their nesting habits are not impacted, however, disturbances on the beach often cause the nests not to be successful.
- Municipalities need to pay more attention to doing what is necessary to protect shore bird nests from disturbances on the beach.

Hardbottom Monitoring Under the BMA – Cheryl Miller, President, Coastal Eco-group

Monitoring the hardbottom only once a year doesn't really give good data. Things are too dynamic. The data presented exactly supports common sense: the closer you get to the shore and the area where the nourishment was done, the more coverage there is of the hardbottom.

Physical (Engineering) Monitoring Under the BMA – Mike Jenkins, PhD., P.E., Applied Technology and Management

Monitoring under the BMA is more holistic than a regular project since it goes inlet to inlet.

Benefits include:

- Being able to record downdrift benefits of a project
- Having the sediment budget updated annually, allowing evaluation of how much sand stays in the cell

In this instance, physical monitoring showed that 60% of the sand is still in the cell (After how long? Five years?), but is concentrated just south of the inlet.

Gains in sediment budget are not evenly distributed because of:

- Encroachments (i.e., like the Cove Beach Club in Deerfield which pushes farther seaward than the rest of the shoreline)
- Coastal structures
- Hardbottom constraints

Local Stakeholder Perspective on the BMA – Robert Weber, Coastal Program Manager, Town of Palm Beach

Working cooperatively was key.

Benefits of the BMA:

- State approval timeline was shortened.
- USACE was not a signatory to the agreement, but their process was shortened as well.

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- Mistrust from eco groups went away because they had a seat at the table.
- Having a state-authorized perpetual project helps manage residents' expectations.
- It generates support for the beach efforts of elected officials.
- It establishes a number of great partnerships.

NOTE: The inlet-to-inlet template (a coastal cell) is critical. The Palm Beach Island BMA was the first project/study of its kind. Our upcoming FEMA study is inlet-to-inlet. We need to get the same kind of cooperation from DEP that Palm Beach Island got.

QUESTION: How much of the BMA area is public beach?

ACTION ITEM: Speak with Robert to understand similarities of the BMA with our upcoming FEMA study.

Friday, September 17

Sea Level Rise and the Florida Coast – James Houston, Ph.D., Director Emeritus, USACE Research and Development

Agencies need to do a better job of listening to scientists to direct policy in this area. By 2050, use of coal will be drastically reduced. The decline of coal is directly related to fracking, which made natural gas much cheaper than coal. Wind and solar are quickly becoming the least expensive energy sources.

The Intergovernmental Panel on Climate Change (IPCC) says that by the year 2100, sea level rise will most likely be 1.8'. The SE Florida Compact projection for sea level rise is dramatically overstated, in his opinion, compared to IPCC projections.

Sand nourishments have been the single-most important form of beach management for the past 50 years (1970-2020). The total amount of sand put down in nourishments is greater than the amount of sand removed from the system by the creation of inlets.

If beach profiles (increased from nourishments) go up at the same rate/level as sea level, or faster than sea level rise, there is no danger to beaches from sea level rise. If future beach nourishments in Palm Beach County are placed at the same rate as they were in the past 30 years, PBC will stay ahead of sea level rise, at least on the beach.

Nourishments are the best way to deal with sea level rise for developed beaches. For undeveloped beaches, "retreat" (abandoning the property) is the best option for dealing with sea level rise.

While nourishments help maintain developed beaches against sea level rise, nourishments DO NOT address:

- Increased flooding in "back-bay" areas (the Intracoastal Waterway in Hillsboro Beach)
- Salinity intrusion into ground water/aquifers
- Insufficient sand sources
- Submersion of wetlands

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University of Florida Center for Coastal Solutions – Christine Angelini, Ph.D., Director

The Center for Coastal Solutions is a new initiative and should be a tremendous resource for FSBPA members and those attending FSBPA conferences. The trigger for the inception of the Center was biological events that impacted water quality in recent years, including: sargassum, blue algae, red tide, and pathogen outbreaks.

Two big contributors to these biological events are the skyrocketing of population in Florida and climate change. Consequences of these biological events include:

- Environmental and natural resources decline
- Quality of life and public health challenges (i.e., people and/or pets can't be in the water)
- Economic uncertainty and revenue losses

Governments at all levels (local, State, Federal) are making major investments for monitoring these biological events and collecting data. There's also been a major investment in creating public databases to make information available to the public. There is lots of data, but it is not necessarily put together in usable formats yet. Decision-making remains difficult as a result. Currently databases are disjointed and exist in silos.

The Center's mission is to provide real-time and predictive intelligence/artificial intelligence to improve the health of coastal waterways with the goal of facilitating decision-making and related policies, such as:

- Nutrient reduction policies (i.e., fertilizers)
- Septic conversion policies

The Center has world-class leadership and the fastest super-computer for artificial intelligence in the world. The investment for this computer was \$70 million.

Nature-based solutions for coastal resilience are also on the Center's radar.

Climate-ready Estuaries – Randall Parkinson, Ph.D., P.G., RWParkinson Consulting, Melbourne, FL and Sea Level Solutions Institute, Florida International University, Miami

He has been working on a 3-year project: Risks to Indian River Lagoon – Effects of Climate Change on an Estuary. Results identified risks to three areas:

- Water quality
- Habitats
- Living resources

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The project identified 82 “vital signs” to monitor within the above three areas. Focusing on discharge that impacts an estuary, possible remedies include:

- Creation of living shorelines – This option is inexpensive, but susceptible to storms and sea level rise.
- Muck removal – This option is expensive and doesn’t address the cause of the problem. In addition, a lot of the muck simply resettles after the dredging.
- Infrastructure improvements – This is the most effective, long-term remedy, but costs billions.

Bottom line: We HAVE to reduce the input of pollutants. This requires billions of dollars invested over decades and cooperation across silos (including developers and government, not just environmental science). Mitigation and restoration strategies must also include managing expectations for the time-frames involved – which is decades!

Sargassum Invasion: Composting as a Solution – Afeefa Abdool-Ghany, Ph.D. Candidate, University of Miami

Based on a Miami-Dade study, the start of significant increases in sargassum was 2014.

Bacteria increases as the seaweed decomposes.

Primary cause of increased sargassum: deforestation of the Amazon, which has led to accelerated climate change and an increase in water temperatures.

Management strategy options:

- Leave it alone.
- Integrate it into the sand. (like the Hillsboro Beach beachraker)
- Use front-end loaders and haul it away (very expensive including not only the cost to haul it away, but also tipping fees for disposal of the tonnage).
- Allow it to compost, which takes away the tipping fees (Ft. Lauderdale is doing a test using this strategy.)

Significant finding: With composting, after seven months there is an almost 90% reduction in the weight and mass of the sargassum.

Response to my question: What about the smell? Answer: The smell is stirred up when the piles are turned every two weeks (which is what’s necessary for the sargassum to become compost); however, the smell reduces over time. (NOTE: This would only be a viable caveat if new material was not added to the composting area continuously.)

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Using Comprehensive Plans and Codes to Coordinate Adaptation Response to Sea Level Rise – Erin Deady, P.A., Delray Beach

She is an attorney and an urban planner by trade. For developing adaptation responses to green-house gases and sea level rise, a municipality's or county's "Comprehensive Plan" is a place to start.

"Adaptation Action Areas" (AAA) are allowed to be voluntarily added to the Comprehensive Plan in three areas:

1. Infrastructure
2. Residential Neighborhoods
3. Natural Resources/Habitats

Regulatory and policy issues for roads include:

- Road abandonment (retreat)
- Greenbook standards
- Road drainage criteria
- Storm water criteria

Local ordinances can require real estate disclosures for flooding and also a disclosure that seawall compliance is expected (i.e., Broward County requires that all real estate transactions disclose to buyers the new seawall requirements). Climate-change laws may create lots of potential legal issues and litigation.

Funding for resiliency adaptation comes from many sources, including:

- Taxes
- Assessments
- Bonding
- Impact Fees
- User Fees
- Grants

Funding Options for Linking Disaster Recover and Resiliency – Julie Dennis, Urban Planner, Tallahassee

When and How Funding Flows After Disasters

Example: 2017/2018 Hurricanes

- Disaster Supplemental Appropriations
- DHS (FEMA) \$50.71 billion
- HUD \$35.4 billion
- USACE \$17.4 billion
- Lots of other sources as well

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3 Months

- Private insurance claims for infrastructure
- FEMA Public Assistance claims for infrastructure repairs
- State Appropriations specific to that disaster
- Traditional grants
- Congressional Disaster Bill – for major disasters

6-8 Months

- FEMA Hazard Mitigation Grant Program (usually requires a local match and an existing Hazard Mitigation Plan)
- Disaster funds are being dispersed

12-18 Months

- Community Development Block Grant (CDBG) – Disaster Recovery

24 Months

- CDBG – Mitigation (more flexible than CDBG Disaster Recovery)
- Private donations – timing is usually flexible

2 Years Plus

- State Appropriations – If you didn't get anything the first time around, you can reapply.

QUESTION: Do we have a "Hazard Mitigation Plan"? Or do we depend on Broward County's? (A Hazard Mitigation Plan is usually needed for FEMA – Mitigation Grant Funding.)

Annual Pre-Disaster Major Funding Sources for Infrastructure

- FEMA – BRIC (Building Resilient Infrastructure and Communication)
- FEMA – Flood Mitigation Program

Recommendations:

- Develop relationships with Emergency Management contacts PRE-disaster.
- Offer assistance and/or volunteer whenever you can after a disaster.
- Have a short summary of prioritized projects ready when officials ask, "How can I help?"

A More Resilient Venice (Sarasota County) – Jenna Phillips, E.I., M.S., Taylor Engineering

Venice is a man-made island and therefore sits higher than you might expect. Resiliency has historically been addressed through nourishments – 3.4 million cy since 1994.

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Resiliency study started in 2020 included:

- 4 historic districts
- 21 historic buildings
- 28 storm water “outfalls,” 10 of which are on the beach. (These outfalls impact water quality and create erosion for the beach.)
- Assumption for 1.5’ of rise by 2050, 3.0’ by 2070 – considered “intermediate high” (Venice has had approximately one foot of rise over the past 100 years, which is on trend globally.)

Results of the study identified five priority outfalls for removal.

Level-up Palm Beach: Future Vision for a Resilient Barrier Beach Community – Bob Hamilton, Woods Hole Group, Bourne, MA

The Palm Beach 10-year coastal plan requires addressing climate change. They have developed a flood-risk model for evaluating thousands of public assets.

So, how did they make policy decisions? (Be prepared to adapt decisions along the way.)

Areas of Consideration:

1. Town Facilities and Infrastructure
 - Design flood elevations.
 - Identify what can be done NOW to adapt assets (ie., docks, storm-water outputs).
 - Have a five-year capital projects plan.
2. Lake Worth Shoreline (lake side)
 - Identify short-term risk of storm surge.
 - Make changes to Code of Ordinances to phase in resiliency.
 - Start collecting data on the height of the lake.
 - Undertake long-term planning, such as surge barriers at the inlet in this case.
3. Flood Plan Development
 - Building elevations
4. Comprehensive Plan: Policy and Planning for the Future

Takeaways:

- Always be prepared to adapt decisions along the way.
- It’s always complicated, especially when it involves public and private components.
- It’s not all gloom and doom – there are things that can be done.
- Be flexible.

ACTION ITEM: It would be good for Mac to establish a relationship with the Palm Beach Town Manager because of all the similarities in our communities.

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Living Shoreline Project at Jupiter Inlet Lighthouse – Joe Chaison, P.E., Executive Director, Jupiter Island Inlet District

There is reason to be concerned about all the hardening (seawalls) used to stabilize shoreline erosion around inlets. The project's main goal was to demonstrate visually for residents what could be done with a living shoreline instead of using hardening.

The project included:

- 11 limestone breakwaters
- An observation pier
- Plantings – Spartina, which stabilizes the ground/sand

The design had to be adapted around seagrass. Open decking/grating was used to allow sunlight to reach the water. Pier pilings were done by hammer, not jetting, to minimize disturbance to the habitat. The plants had a 180-day survival guarantee required by contract. All excavated material went through a sifter for archeological monitoring – no artifacts found.

Building and Managing a Man-made Dune Ecosystem: A 45-year Case Study – Rob Barron, Coastal Management and Consulting, Delray Beach

By the 1950's and 1960's, Delray Beach was suffering severe erosion as a result of inlets that had been added to the shoreline. After a number of ill-conceived projects to restore the beach (including one project that required a number of hard structures that were washed out by a major storm within a year), DEP agreed to allow Rob to experiment with a man-made dune system.

History

- 1973 – Sand nourishment (one of the first of its kind), left sand blowing off the beach and covering A1A. Authorities planted scaevola to hold down the sand, but sand kept blowing through the access points. (The scaevola eventually took over everything and grew to be so tall that views from A1A were completely blocked.)
- 1974 – A sand fence was added. It did nothing except clutter the beach since it was nestled right up against the scaevola.
- 1983 – Armoring of a sort was installed all along the beach. It lasted approximately one year, until the 1984 Thanksgiving Storm.
- 1984 – Thanksgiving Storm ate up 90' of beach depth and destroyed the structures installed the year before.
- 1985 – Tested 60' of sea oats plantings. Sea oats roots are like tentacles that go very, very deep; unlike seagrasses, which have roots that are very shallow. In some instances, sea oats can capture and protect 11' of vertical sand depth. Seagrasses expand quickly, taking over and killing everything underneath them. It's hugely expensive to keep seagrasses trimmed, and the spread was not controlled.
- 2001 – DEP granted a permit that allowed cutting out seagrasses. There was a public outcry because the public is not educated on dune health.

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- DEP permit requirements:
 - Light pollution control
 - Exotic plant to be removed
 - Pioneer zone enhancement
 - Seagrape-control pruning
 - Comprehensive species restoration

- A natural South Florida beach is characterized by dunes covered primarily in palmettos and sea oats, along with other natural species. By cutting out seagrapes, Rob's work was able to begin the process of slowly restoring the natural habitat, with the goal of getting back to sea oats and palmettos that naturally protect the beach. Scaevola, gray nickerbean, and coin vine are species that must be kept off the dune because they choke out everything else. Sea oats were chosen for the majority of the work because palmettos are expensive and slow-growing.

- 2018 – The political make-up of the Delray Beach Commission changed and the dune program was challenged. For two years, there was a debate as to how to proceed. It was finally decided that the natural dune project should be resumed, but in the meantime, seagrapes had taken over again and killed everything else.
- 2021 – Efforts to get a new universal permit (similar to the 2001 permit) were started. Rob is not sure where things are now because he is no longer involved with the project.

NOTE: Mac and I met Rob Barron shortly after Mac became Town Manager, when Rob did a presentation at the Landmark to initiate a dune project. At that time, Mac and I were impressed with Rob's knowledge, his no-nonsense style, and his willingness to address issues head-on. We asked Rob to recommend an engineer that would put the Town's best interests ahead of the "go-along-to-get-along" approach used by most engineers in the tightknit circle of DEP and South Florida engineers. We were gearing up for battle with Deerfield Beach and needed an engineer who would stand his/her ground for us. Rob recommended Jannek Cederberg of Cederberg and Cummins. The Town opted, however, to use Tim Blankenship because of his historical knowledge of the Town's situation. For future reference, it would be good to remember Jannek Cederberg.



Hillsboro Beach Police Monthly Report

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

Patrol Snapshot:

Activity	Current Month	August 2021	September 2020
Contacts			
Motor Vehicle	54	60	39
Crosswalk	41	39	36
Marine Unit	84	119	77
Beach Unit	26	33	12
Cyclists	166	170	114
Arrests	1	0	1
Service			
Alarms	14	14	22
Assist other Agency	1	7	6
Dogs on Beach/Animal	8	3	2
Vessel	24	26	42
Noise	0	1	6
Open Doors	0	0	6
Police Assists	66	54	42
Domestic/Disturbances	1	0	8
Sick/Injured	7	9	8
Crash	2	3	2
Trespassing	12	33	88
Security Checks	6298	6501	6115
Total Calls	232	260	270

Investigations Snapshot:

September 2021 (new)	Actively Working	Inactivated/Cleared
Information/Stalking 212196	Fraud (#200811)	Burglary Residence 211900
	Death Investigation (#211267)	Information/Fraud 212040
	Stolen Vehicle (#202724)	

September Notable Events:

On September 10th our HBPD Marine Unit was contacted by another vessel advising of an unoccupied kayak adrift inside the Hillsboro Inlet. Arriving in the area M1 located an inflatable kayak and took it aboard the boat. Our HBPD M1 and Road Patrol Officers commenced to search for a person(s) in the water requiring assistance. Shortly after beginning their search, the owner was located aboard another vessel in Pompano. The U.S. Coast Guard was notified of the recovery of both the kayak and its owner.

On September 24th HBPD Officers responded to a reported open water drowning in the ocean approximately 100 yards offshore at 1225 Hillsboro Mile. Our marine asset not being in service, we began an extensive search from the shoreline. We involved the Lifeguard's Ocean Rescue wave-runner, working with the Broward Sheriff's Office "Papa" Helicopter Unit, and BSO Fire Rescue Units. No people in distress were located but, a manatee swimming southbound fitted with a tracking buoy was spotted.

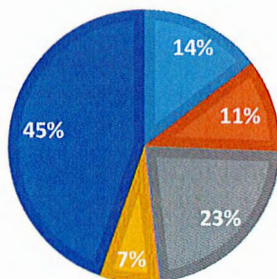
On September 29th an HBPD Road Patrol Sergeant on patrol, observed a boat dock at 1039 Hillsboro Mile and discharge 15 persons. The Sergeant's prior experience and his overall knowledge indicated this was a migrant landing in progress while receiving phone calls of the incident. He attempted to detain the individuals who were non-compliant and subsequently dispersed. We then immediately responded with all of our available resources. We also made contact with the Broward Sheriff's Office (Pompano and Deerfield stations), and the United States Customs and Border Protection agency for assistance. Approximately two and a quarter hours later, all of the occupants of the vessel were in custody and the roadway was then reopened. An initial media release was disseminated, all subsequent inquiries were sent to the U.S. Customs and Border Protection Public Information Office.

Patrol Services:

Contacts:

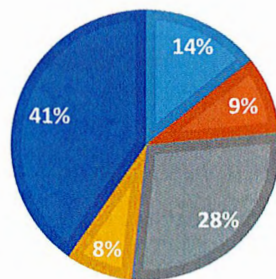
**PATROL
CONTACTS
SEPTEMBER 2021**

■ Motor Vehicle ■ Crosswalk
■ Marine Unit ■ Beach Unit
■ Cyclist



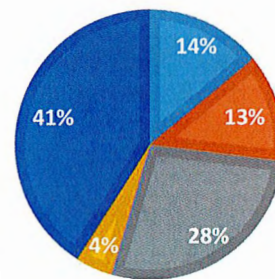
**PATROL
CONTACTS
AUGUST 2021**

■ Motor Vehicle ■ Crosswalk
■ Marine Unit ■ Beach Unit
■ Cyclist

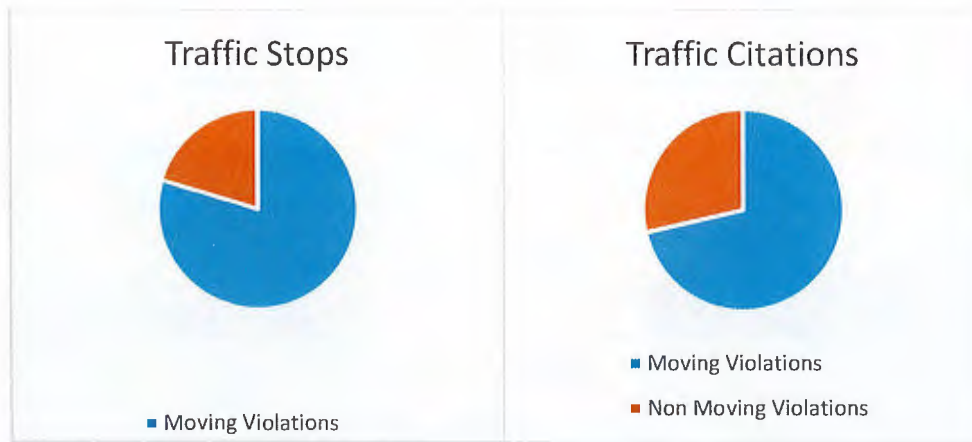


**PATROL
CONTACTS
SEPTEMBER 2020**

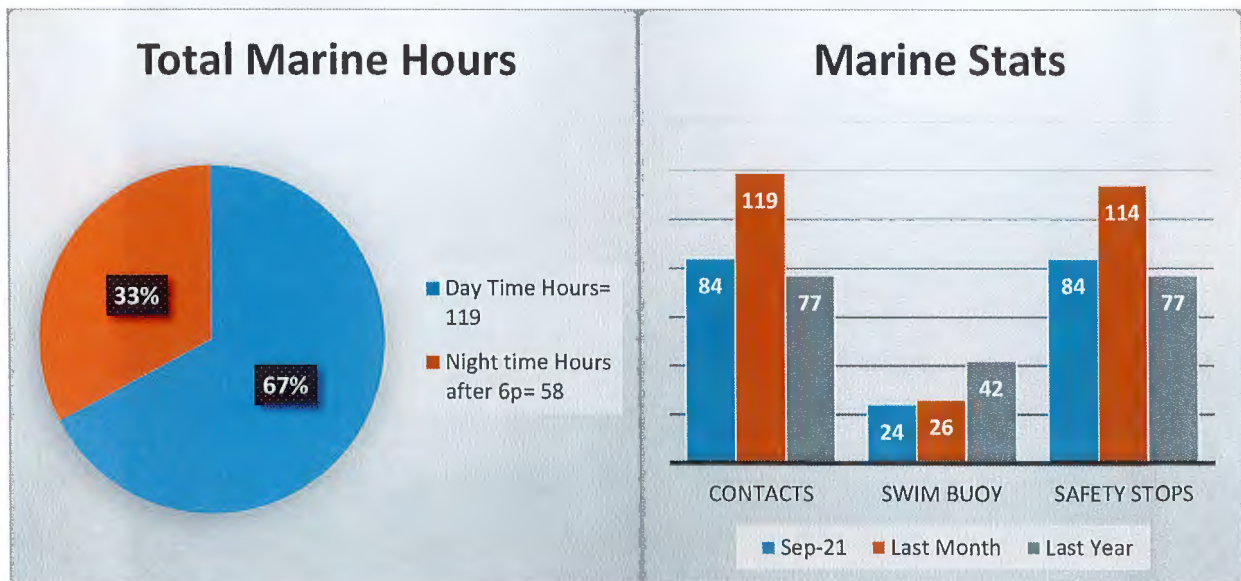
■ Motor Vehicle ■ Crosswalk
■ Marine Unit ■ Beach Unit
■ Cyclist



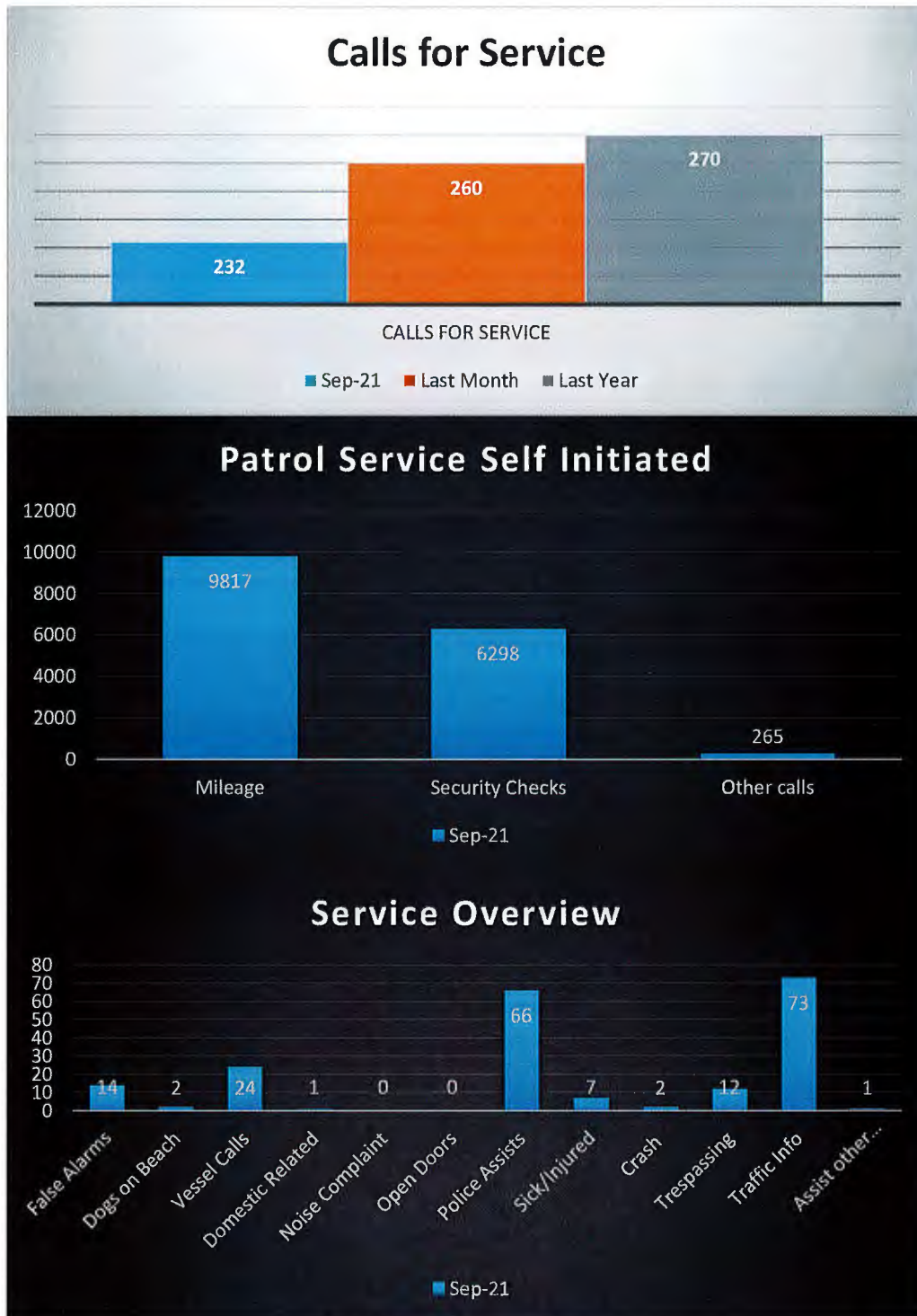
Traffic:



Marine/Beach Patrol:



Overall Calls for Service:



Training:

Police Law Institute (Online): United States Supreme Court Decisions

Power DMS Topics: Current Drug Trends Facing Law Enforcement

Letters:

No letters this month.

Vehicle/Mileage Recap SEPTEMBER 2021

Unit	Type	Primary Use	EOM	BOM	CMM	PMM	INC/DEC
160	SUV	Road Patrol	61,108	57,432	3,676	3,300	376
161	SUV	Road Patrol	57,813	53,836	3,977	4,348	-371
162	Crown Vic.	Training/Decoy	125,144	125,130	14	26	-12
2163	SUV	Road Patrol	21,563	19,413	2,150	2,492	-342
164	Charger	Chief	84,000	82,617	1,383	432	951
166	Charger	Admin	189,656	188,558	1,098	1,312	-214
			Police	TOTALS	12,298	11,910	388
170	Pickup Truck	Maintenance	95,631	95,291	340	56	284
172	Pickup Truck	Water Dept	58,391	58,082	302	295	7
173	Pickup Truck	Water Dept	6,028	5,708	320	101	219
174	Pickup Truck	Water Dept	9,794	9,386	408	520	-112
			Water Dept	Totals	1,370	972	398
			EOMH	BOMH	CMH	PMH	INC/DEC
M1	Boat (new engine)	Patrol	886.43	743.52	143	150	-7
165	ATV	Patrol	341.1	328.8	12.3	12	0.3

Key

EOM= End of Month
 BOM= Beginning of Month
 CMM= Current Month Mileage
 PMM= Previous Month Mileage
 INC/DEC= Increase/Decrease
 EOMH= End of Month Hours
 BOMH= Beginning of Month Hours
 CMH= Current Month Hours
 PMH= Previous Month Hours

2021 Vehicle Mileage PD

Unit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TM
160	4,572	4,015	3,663	3,912	4,478	2,420	3,310	3,300	3,676				33,346
161	3,508	3,577	3,864	1,918	2,781	3,989	3,598	4,348	3,977				31,560
162	86	18	77	36	64	20	15	26	14				356
2163	1,754	1,459	1,786	2,935	2,772	2,956	2,890	2,492	2,150				21,194
164	668	381	1,484	1,277	1,262	1,257	1,248	432	1,383				9,392
166	1,173	1,361	1,197	317	1,134	743	1,643	1,312	1,098				9,978
TOTAL	11,761	10,811	12,071	10,395	12,491	11,385	12,704	11,910	12,298				105,826
GALLONS	900	862	924	1,025	1,060	990	1,009	1039	1121.6				8,932

Specialty Vehicles PD

Marine 1	121.5	92	53	141	123	129	161	150	143				1113.5
ATV	15	30.6	28.9	21	4	18.6	25.4	12	12.3				167.8

Water Department

170	64	144	149	102	82	177	148	56	340				1,262
172	341	316	299	376	509	499	567	295	302				3,504
173	113	181	260	297	24	138	93	101	320				1,527
174	483	570	442	630	482	503	543	520	408				4,581
TOTAL	1,001	1,211	1,150	1,405	1,097	1,317	1,351	972	143				10,874
GALLONS	47.4	144.8	68.9	166	146	73	145	87.2	139.4				1,019

2021 Vehicle Mileage PD

Unit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TM
160	4,572	4,015	3,663	3,912	4,478	2,420	3,310	3,300	3,676				33,346
161	3,508	3,577	3,864	1,918	2,781	3,989	3,598	4,348	3,977				31,560
162	86	18	77	36	64	20	15	26	14				356
2163	1,754	1,459	1,786	2,935	2,772	2,956	2,890	2,492	2,150				21,194
164	668	381	1,484	1,277	1,262	1,257	1,248	432	1,383				9,392
166	1,173	1,361	1,197	317	1,134	743	1,643	1,312	1,098				9,978
TOTAL	11,761	10,811	12,071	10,395	12,491	11,385	12,704	11,910	12,298				105,826
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TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Police Department Monthly Activity Report

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

Agenda Date: November 9, 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: Vehicle Noise Enforcement

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



TOWN OF HILLSBORO BEACH



FINANCIAL REPORT SEPTEMBER 2021

Meeting Date: November 9, 2021

1

GENERAL FUND

Overview

- ▶ Surplus of \$331.7 thousand through September. (Total funding over/under Expenditures)

Revenue / Other Sources

- ▶ Total Funding for September was at 103.2% of the annual budget (excluding use of fund balance).
 - Total revenue from property tax collections was 100% through September.
 - Intergovernmental Revenue includes CARES Act for \$72.3 thousand, Covid-19 Emergency Enforcement Orders for \$2.1 thousand and CESF Grant for \$25.6 thousand.
 - The CARES Act Program has closed. The Town's available funding under the American Rescue Plan is approximately \$1 million.

Description	Budget	Actual	% of Budget
Property Taxes	\$ 4,884,842	\$ 4,885,850	100.0%
Other Local Taxes	260,000	264,038	101.6%
Intergovernmental Revenues	151,536	291,850	192.6%
Fines & Forfeitures	2,550	3,381	132.6%
Miscellaneous Revenues	53,000	80,093	151.1%
Interest Income	33,000	31,336	95.0%
Transfer In	50,000	50,000	100.0%
Total Funding	\$ 5,434,928	\$ 5,606,547	103.2%



2

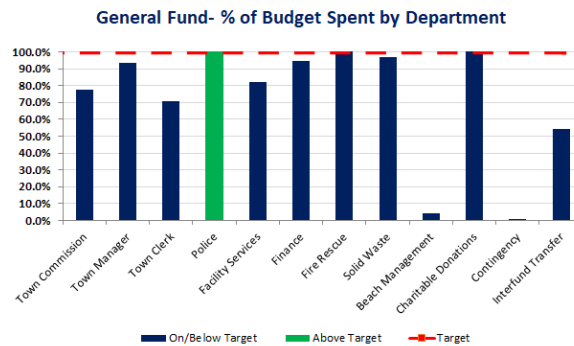
September 2021 Financial Report

2

GENERAL FUND

Expenditures

- ▶ Total expenditures through September were 82.2% of the annual budget or \$5.3 million.



3

September 2021 Financial Report

3

SPECIAL REVENUE FUNDS

Fund Highlights

- ▶ Community Bus Fund - Surplus of \$31.1 thousand due to County Transportation Grant.
 - Revenue collected from Transportation Grant and Local Option Gas Tax was 87.1% of annual budget or \$102.7 thousand.
 - Expenses are 60.7% of annual budget or \$71.6 thousand.
- ▶ Marine Law Enforcement Fund - 109.4% of annual budget or \$33.2 thousand.
 - Revenue received from County Marine Grant.
- ▶ Building Permits Fund - Surplus of \$40.2 thousand.
 - The revenue collected from Permitting Fees was 195.8% of the annual budget or \$489.5 thousand.
 - Expenses are 179.7% of annual budget or \$449.3 thousand.
- ▶ P&Z, Code Compliance Fund - 188.6% of annual budget or \$94.3 thousand.
 - The revenue was collected from Planning & Zoning fees as well as Fire fees.
- ▶ Federal Forfeitures / Asset Sharing Fund - Balance as of September was \$94.3 thousand (includes interest income).
 - Expenses include 2 boat engines, solar powered message sign, and portable radios as part of the WAVES program.



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September 2021 Financial Report

4

OTHER FUNDS

Debt Service Fund – FEMA Bridge Loan

- ▶ FEMA Grant funding through September 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 September were \$245.5 thousand or 112.6% of the annual budget.
 - Expenses include a police vehicle, laptops, FIBRS software project which is offset by the FIBRS grant funds, and Town Hall renovations.



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September 2021 Financial Report

5

WATER FUND

Overview

- ▶ Overall, the Water fund had a surplus of \$118.0 thousand.
- ▶ Operations had a surplus of \$178.0 thousand.
- ▶ Debt Service had a deficit of \$60.0 thousand.
 - Payments made through September totaled \$811.4 thousand.

Revenue/Other Sources

- ▶ Total revenue for the water fund is 99.4% of the annual budget.
- ▶ Total water service revenue is 99.9% of the annual budget.
- ▶ The water usage billings through September is **down** by 5% compared to last year at this time.



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September 2021 Financial Report

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WATER FUND

Water Usage Comparison

- ▶ The chart below shows the usage for September by service type.
- ▶ The total gallons used (compared to last month) decreased by 6,414 thousand gallons or 28.2%.

Service Type	(Prior Year) Sept 2020	August 2021	Sept 2021	Month-to-Month Change	
				Change in Usage	% Change
Irrigation	10,356	12,471	8,548	-3,923	-31.5%
Single Family	2,893	2,668	2,073	-596	-22.3%
Multi Family	5,712	7,590	5,695	-1,895	-25.1%
Total	18,961	22,729	16,316	-6,414	-28.2%



7

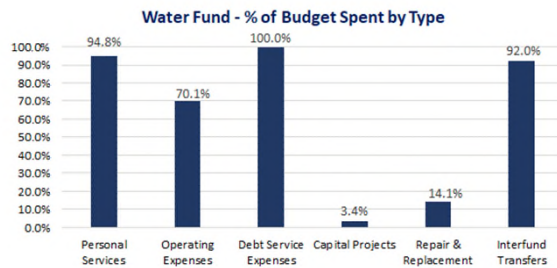
September 2021 Financial Report

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WATER FUND

Expenses

- ▶ Total expenses through September were at 70.8% of the annual budget or \$2.1 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 September 15, 2021.
- ❑ Capital Purchases:
 - ❑ Total capital expenses were 4.4% of the annual budget or \$31.4 thousand.



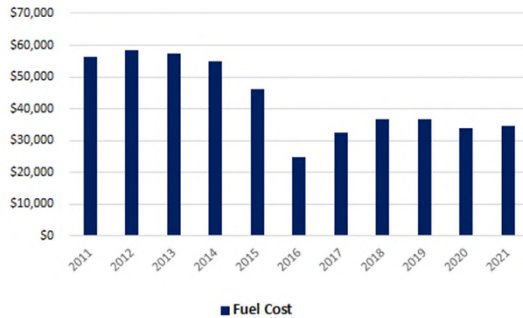
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September 2021 Financial Report

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FUEL COSTS ANALYSIS

Fuel Cost by Fiscal Year



Fuel Comparison by Fiscal Year

Fiscal Year	Fuel Cost	Gallons Purchased	Avg Price / Gallon
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	\$34,450	14,480	\$2.38



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September 2021 Financial Report

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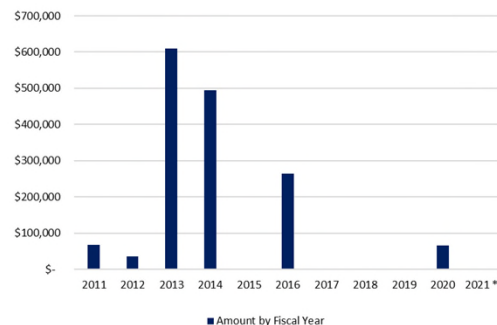
WORKERS' COMPENSATION INSURANCE - ANALYSIS OF CLAIMS

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	\$ 65,072	Open Claims
2021 *	\$ -	Closed

*FY2021 – One claim was opened & closed with no costs associated
Claim amounts are as of 6/30/21.

Total Claims by Fiscal Year



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September 2021 Financial Report

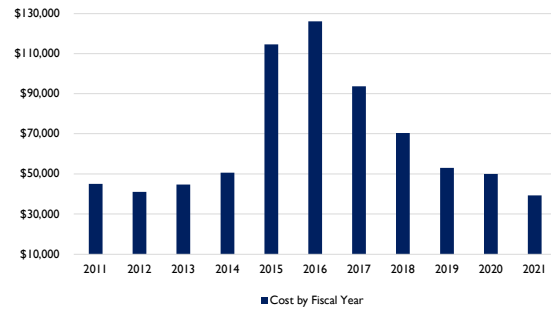
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WORKERS' COMPENSATION INSURANCE – PREMIUM COST

Cost 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	\$ 1,487	\$ 29,819	\$ 7,864	\$ 39,170
TOTAL	\$ 32,249	\$ 524,487	\$ 171,146	\$ 727,881

Total Cost by Fiscal Year



MEMORANDUM

TO: Mayor Deb Tarrant and Commissioners
FROM: Stephen Bloom, Finance Director
CC: Commissioner Vicky Feaman, Treasurer
DATE: October 22, 2021
SUBJECT: September 2021 Financial Report

Please find below the monthly update from the Finance Department. Please note that these are unaudited financial statements and will be adjusted throughout the audit process. To further assist with your review, an overview of each of the Town's funds is provided below.

General Fund

- Total funding through September was at 87.4% of the annual budget.
 - Ad valorem taxes are 99.6% collected through September.
- Total expenditures through September were at 82.2% of the annual budget.

Special Revenue Funds

Community Bus

- Total funding through September were at 87.1% of the annual budget.
- Total expenditures through September were at 60.7% of the annual budget.

Marine Law Enforcement Grant

- Total funding and expenditures through September were at 109.4% of the annual budget.

Building Permits

- Total funding through September were at 195.8% of the annual budget.
- Total expenditures through September were at 179.7% of the annual budget.

P&Z and Code Compliance

- Total funding and expenditures through September were at 188.6% of the annual budget.

Federal Forfeitures / Asset Sharing

- Total funds available through September - \$94,255.

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 September were at 112.6% of the annual budget.

MEMORANDUM

Town of Hillsboro Beach

Subject: September Financial Report

Page 2

Water Fund – (Operations)

- Total funding through September was at 99.2% of the annual budget.
- The water usage billings through September (YTD) is down by 5% compared to last year at the same time.
- The chart below compares the usage for September by category (Single Family, Multi Family, Irrigation) with last month and with the prior year - September 2020. The “Change in usage” and “% change” compares the current month with the prior month.
 - Total gallons used for the month of September was down 28.2% or -6,414 thousand gallons compared to last month.

Usage Comparison in thousands)

Service Type				Month-to-Month Change	
	(Prior Yr) September-20	August-21	September-21	Change in Usage	% Change
Irrigation	10,356	12,471	8,548	-3,923	-31.5%
Single Family	2,893	2,668	2,073	-596	-22.3%
Multi Family	5,712	7,590	5,695	-1,895	-25.1%
Total	18,961	22,729	16,316	-6,414	-28.2%

- Total expenses through September were at 87% of the annual budget.

Debt Service – (State Revolving Loans)

- Total funding through September was 92.6% of the annual budget.
- The loan payment for the water plant was made on September 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 September were 4.4% of the annual budget.

Town of Hillsboro Beach

Financial Report
September 30, 2021

Prepared by



Town of Hillsboro Beach

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Town of Hillsboro Beach

Financial Statements

(Unaudited)

September 30, 2021



Balance Sheet
September 30, 2021

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
<u>ASSETS</u>					
Current Assets					
Cash in Transit	\$ -	\$ -	\$ -	\$ 5,526	\$ 5,526
Equity in Pooled Cash	3,437,241	135,835	850	2,724,199	6,298,125
Accounts Receivable	90,477	1,334	-	189,522	281,333
Allow -Doubtful Accounts	(26,072)	-	-	(32,187)	(58,259)
Due From Other Gov'tl Units	35,147	25,910	-	-	61,057
Deferred Outflow of Resources	-	-	-	83,810	83,810
Fuel	7,350	-	-	-	7,350
Money Market Account	-	94,225	-	-	94,225
Prepaid Items	24,993	112,104	-	974	138,071
Total Current Assets	3,569,136	369,408	850	2,971,844	6,911,238
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	\$ 3,569,136	\$ 369,408	\$ 850	\$ 14,277,821	\$ 18,217,215

LIABILITIES

Current Liabilities

Accounts Payable	\$ 44,879	\$ 22,193	\$ 850	\$ 11,832	\$ 79,754
Accrued Expenses	72,140	32,857	-	4,516	109,513
DBPR/DCA/BRA Surcharges	-	4,321	-	-	4,321
Accounts Payable - Other	100	-	-	-	100
Notes/Loans Payable - Current	-	-	-	641,377	641,377
Compensated Absences-Current	23,825	-	-	-	23,825
Accrued Interest Payable	-	-	-	28,741	28,741
Accrued Wages Payable	22,651	-	-	5,566	28,217
Accrued Taxes Payable	1,747	-	-	-	1,747
Police Benevolent Association	26	-	-	-	26
Child Support Deduction	354	-	-	-	354



Balance Sheet
September 30, 2021

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
Payroll Deduction - Misc.	17,961	-	-	5,626	23,587
Deferred Compensation-ICMA 457	2,870	-	-	3,175	6,045
ICMA-Retirement Health Savings	2,619	-	-	-	2,619
Flexible Spending Account	1,436	-	-	52	1,488
Deposits	8,125	1,715	-	-	9,840
Total Current Liabilities	198,733	61,086	850	700,885	961,554
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	198,733	61,086	850	10,195,501	10,456,170
<u>FUND BALANCES / NET ASSETS</u>					
<i>Fund Balances</i>					
Nonspendable:					
Prepaid Items	24,993	112,104	-	-	137,097
Restricted for:					
Special Revenue	-	196,218	-	-	196,218
Assigned to:					
Reserves - Beach Assessment	8,207	-	-	-	8,207
Unassigned:	3,337,203	-	-	-	3,337,203
<i>Net Assets</i>					
Invested in capital assets, net of related debt	-	-	-	1,627,845	1,627,845
Unrestricted/Unreserved	-	-	-	2,454,475	2,454,475
TOTAL FUND BALANCES / NET ASSETS	\$ 3,370,403	\$ 308,322	\$ -	\$ 4,082,320	\$ 7,761,045
TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	\$ 3,569,136	\$ 369,408	\$ 850	\$ 14,277,821	\$ 18,217,215



**Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund**

For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
FUNDING						
Revenues						
Property Taxes	\$ 4,884,842	\$ 4,885,850	\$ (1,008)	100.0%	\$ 4,699,652	\$ 186,198
Other Local Taxes	260,000	264,038	(4,038)	101.6%	263,878	160
Intergovernmental Revenues	151,536	291,850	(140,314)	192.6%	169,236	122,614
Fines & Forfeitures	2,550	3,381	(831)	132.6%	2,712	669
Miscellaneous Revenues	53,000	80,093	(27,093)	151.1%	71,330	8,763
Interest Income	33,000	31,336	1,664	95.0%	101,002	(69,666)
Total Revenues	5,384,928	5,556,547	(171,619)	103.2%	5,307,809	248,738
Other Sources						
Transfer In	50,000	50,000	-	100.0%	36,399	13,601
Use / (Add't) Fund Balance	981,013	-	-	0.0%	-	-
Total Other Sources	1,031,013	50,000	-	4.8%	36,399	13,601
TOTAL FUNDING	6,415,941	5,606,547	(171,619)	87.4%	5,344,209	262,338
EXPENDITURES						
Town Commission	46,603	36,067	10,536	77.4%	33,712	(2,355)
Town Manager	319,821	298,502	21,319	93.3%	305,744	7,241
Town Clerk	258,583	182,519	76,064	70.6%	182,925	406
Police	2,952,458	2,960,344	(7,886)	100.3%	2,917,502	(42,842)
Facility Services	217,518	178,325	39,193	82.0%	176,295	(2,030)
Finance	117,480	111,192	6,288	94.6%	116,264	5,072
Fire Rescue	833,021	833,021	0	100.0%	819,257	(13,764)
Solid Waste	334,682	324,560	10,122	97.0%	268,214	(56,346)
Beaches	587,000	24,857	562,143	4.2%	779,439	754,581
Charitable Donations	6,344	6,344	-	100.0%	6,560	216
Contingency	157,479	1,200	156,279	0.8%	-	(1,200)
TOTAL EXPENSES	5,830,989	4,956,931	\$ 874,058	85.0%	5,605,911	648,980
Interfund Transfer - Out	584,952	317,956	266,996	54.4%	597,590	279,635
TOTAL EXPENDITURES	6,415,941	5,274,887	\$ 1,141,054	82.2%	6,203,501	928,614
Total Funding over (under)						
Expenditures	\$ -	331,660			\$ (859,293)	\$ 1,190,953
Fund Balance - Beginning		3,038,743				
Fund Balance - Ending		\$ 3,370,403				



General Fund - Revenue
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
FUNDING						
Revenues						
Property Tax						
Ad Valorem Taxes	\$ 5,066,779	\$ 5,047,451	\$ 19,328	99.6%	\$ 4,859,033	\$ 188,419
Ad Valorem Taxes - Prior Years	3,000	9,103	(6,103)	303.4%	7,885	1,217
Ad Valorem Taxes - Discounts	(184,937)	(170,704)	(14,233)	92.3%	(167,266)	(3,438)
Total - Property Tax	4,884,842	4,885,850	(1,008)	100.0%	4,699,652	186,198
Other Local Taxes						
FPL Franchise	230,000	230,281	(281)	100.1%	223,730	6,551
Local Communications Tax	30,000	33,756	(3,756)	112.5%	40,148	(6,392)
Total - Other Local Taxes	260,000	264,038	(4,038)	101.6%	263,878	160
Intergovernmental Revenues						
Occupational Licenses	1,900	1,673	227	88.0%	2,071	(399)
FDLE - JAG grant	-	752	(752)	n/a	2,613	(1,860)
State Revenue Sharing	24,000	49,752	(25,752)	207.3%	43,876	5,876
Alcoholic Beverage License	636	636	(0)	100.0%	636	-
Half-Cent Sales Tax	125,000	139,020	(14,020)	111.2%	117,240	21,780
Grant Revenue	-	25,612	(25,612)	n/a	-	25,612
Interlocal Agreement	-	74,406	(74,406)	n/a	2,800	71,606
Total - Intergov. Revenues	151,536	291,850	(140,314)	192.6%	169,236	122,614
Fines & Forfeitures						
Judgments and Fines	2,500	3,331	(831)	133.2%	2,712	619
Other Fines and/or Forfeits	50	50	-	100.0%	-	50
Total - Fines & Forfeitures	2,550	3,381	(831)	132.6%	2,712	669
Miscellaneous Revenue						
Miscellaneous	3,000	8,598	(5,598)	286.6%	4,278	4,319
Police Reimbursement	35,000	35,195	(195)	100.6%	31,779	3,416
Lien Search Fee	15,000	27,900	(12,900)	186.0%	16,000	11,900
Total - Misc. Revenue	53,000	80,093	(27,093)	151.1%	71,330	8,763
Interest Income						
Interest - Investments	65,000	55,224	9,776	85.0%	73,556	(18,333)
Interest - Tax Collector	3,000	84	2,916	2.8%	2,942	(2,857)
Net Incr (Decr) In FMV-Invest	(35,000)	(23,972)	(11,028)	68.5%	24,504	(48,476)
Total - Interest Income	33,000	31,336	1,664	95.0%	101,002	(69,666)
Total Revenue	5,384,928	5,556,547	(171,619)	103.2%	5,307,809	248,738



General Fund - Revenue

For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
Transfer In						
Water Fund	50,000	50,000	-	100.0%	58,906	(8,906)
Total - Transfer In	50,000	50,000	-	100.0%	36,399	13,601
Use / (Add't) Fund Balance	981,013	-	981,013	0.0%	-	-
TOTAL FUNDING	6,415,941	5,606,547	809,394	87.4%	5,344,209	262,338



General Fund - Town Commission
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
Personal Services						
Mayor/Commission Stipend	\$ 28,800	\$ 28,350	\$ 450	98.4%	\$ 28,800	\$ 450
FICA	2,203	2,169	34	98.5%	2,203	34
Total Personal Services	31,003	30,519	484	98.4%	31,003	484
Operating Expenses						
Election Fees	3,600	4,006	(406)	111.3%	108	(3,898)
Annual Conf. - League of Cities	2,500	-	2,500	0.0%	-	-
Conferences/Seminars	6,000	99	5,901	1.7%	300	201
Mayor/Commission Expense	3,500	1,443	2,057	41.2%	2,300	857
Total Operating Expenses	15,600	5,548	10,052	35.6%	2,708	(2,839)
TOTAL COMMISSION	\$ 46,603	\$ 36,067	\$ 10,536	77.4%	\$ 33,712	\$ (2,355)



General Fund - Town Manager
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR		
					Year to Date	Variance	
					Sep-20	Fav (unfav)	
Personal Services							
Salaries	\$ 139,514	\$ 140,119	\$ (605)	100.4%	\$ 134,392	\$ (5,726)	
Payroll - Vacation	11,856	2,683	9,173	22.6%	-	(2,683)	
Car Allowance	6,500	4,500	2,000	69.2%	6,000	1,500	
FICA	12,077	11,003	1,074	91.1%	10,574	(429)	
Florida Retirement System	41,309	39,449	1,860	95.5%	35,950	(3,500)	
Health and Life Insurance	18,252	23,237	(4,985)	127.3%	17,077	(6,160)	
Workers' Comp Insurance	213	151	62	70.7%	222	72	
Unemployment Compensation	500	-	500	0.0%	-	-	
Total Personal Services	230,221	221,142	9,079	96.1%	204,216	(16,926)	
Operating Expenses							
Town Attorney	75,000	69,631	5,369	92.8%	91,565	21,934	
Prof. Services - IT Services	9,100	4,624	4,476	50.8%	7,512	2,888	
Contracts - Other Services	-	-	-	n/a	1,875	1,875	
Miscellaneous	1,000	1,062	(62)	106.2%	-	(1,062)	
Computer Expense / Supplies	1,000	-	1,000	0.0%	220	220	
Training Expenses	3,500	2,043	1,457	58.4%	356	(1,687)	
Total Operating Expenses	89,600	77,360	12,240	86.3%	101,528	24,167	
TOTAL TOWN MANAGER	\$ 319,821	\$ 298,502	\$ 21,319	93.3%	\$ 305,744	\$ 7,241	



General Fund - Town Clerk
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Sep-20	Fav (unfav)
Personal Services						
Salaries	\$ 117,426	\$ 77,526	\$ 39,900	66.0%	\$ 73,535	\$ (3,992)
Payroll - Vacation	2,301	-	2,301	0.0%	920	920
Employee Award	-	200	(200)	n/a	-	(200)
FICA	9,159	5,914	3,245	64.6%	5,663	(251)
Florida Retirement System	11,973	7,887	4,086	65.9%	6,681	(1,206)
Health and Life Insurance	31,562	18,892	12,670	59.9%	14,184	(4,708)
Workers' Comp Insurance	180	127	53	70.7%	192	65
Unemployment Compensation	250	-	250	0.0%	-	-
Total Personal Services	172,851	110,546	62,305	64.0%	101,175	(9,371)
Operating Services						
Coding Ordinance	3,000	3,744	(744)	124.8%	3,504	(240)
Prof. Services- Digitize records	6,076	1,622	4,454	26.7%	4,625	3,003
Contracts - Minutes Preparation	3,000	3,415	(415)	113.8%	-	(3,415)
Temporary Labor	-	17,478	(17,478)	n/a	15,657	(1,822)
Contracts - Other Services	7,924	7,116	808	89.8%	8,219	1,103
Software Maintenance/Support	16,065	6,051	10,014	37.7%	8,635	2,584
Postage and Freight	2,500	2,430	70	97.2%	2,308	(122)
Copier	6,100	4,090	2,010	67.0%	6,046	1,957
Advertising	10,000	8,226	1,774	82.3%	7,635	(591)
Office Supplies	5,900	2,527	3,373	42.8%	3,592	1,065
Website Support	4,967	3,991	976	80.3%	4,967	976
Subscriptions and Memberships	5,700	3,590	2,110	63.0%	4,385	794
Office Equipment	1,000	225	775	22.5%	633	408
Training Expenses	3,500	354	3,146	10.1%	1,497	1,144
Resident Mailings	10,000	7,115	2,885	71.2%	10,047	2,931
Total Operating Services	85,732	71,972	13,760	84.0%	81,750	9,777
TOTAL TOWN CLERK	\$ 258,583	\$ 182,519	\$ 76,064	70.6%	\$ 182,925	\$ 406



General Fund - Police

For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Sep-20	Fav (unfav)
Personal Services						
Salaries	\$ 1,551,140	\$ 1,603,176	\$ (52,036)	103.4%	\$ 1,558,602	\$ (44,574)
Paid Holidays	50,201	48,267	1,934	96.1%	52,338	4,071
Overtime	20,000	27,157	(7,157)	135.8%	33,902	6,745
Overtime - Task Force	26,000	31,455	(5,455)	121.0%	23,851	(7,605)
Sick Leave Cash Out	31,000	26,714	4,286	86.2%	82,896	56,182
Incentive	17,270	15,307	1,963	88.6%	14,760	(546)
Employee Award	-	4,200	(4,200)	n/a	-	(4,200)
FICA	129,715	136,620	(6,905)	105.3%	137,400	779
Florida Retirement System	370,871	382,053	(11,182)	103.0%	385,985	3,932
Health and Life Insurance	460,326	410,361	49,965	89.1%	389,808	(20,553)
Workers' Comp Insurance	42,153	29,819	12,334	70.7%	37,092	7,272
Tuition Reimbursement	2,250	-	2,250	0.0%	-	-
AD&D Insurance	739	670	69	90.7%	672	2
Unemployment Compensation	1,000	113	887	11.3%	-	(113)
Total Personal Services	2,702,665	2,715,913	(13,248)	100.5%	2,717,306	1,393
Operating Expenses						
Contracts - Other Services	22,856	25,919	(3,063)	113.4%	13,582	(12,337)
Town Attorney	5,000	-	5,000	0.0%	-	-
Prof. Services - IT Services	5,000	3,655	1,345	73.1%	3,983	328
Telephone Services	4,100	2,716	1,384	66.2%	6,977	4,261
Mobile Phones	4,140	3,414	726	82.5%	4,521	1,107
Postage	500	105	395	21.1%	95	(11)
Electricity	8,500	8,023	477	94.4%	8,627	604
Liability and Property Insurance	23,188	23,438	(250)	101.1%	20,163	(3,275)
Building Repairs & Maintenance	5,000	2,484	2,516	49.7%	3,410	926
Radio Maintenance	2,100	429	1,671	20.4%	132	(297)
Auto Repairs and Maintenance	25,000	20,662	4,338	82.6%	19,952	(710)
Boat Repairs and Maintenance	30,000	37,808	(7,808)	126.0%	19,147	(18,661)
ATV Repairs and Maintenance	1,500	447	1,054	29.8%	947	500
Rental - Vehicles	9,500	9,888	(388)	104.1%	8,932	(956)
Vehicles - GPS	1,364	777	587	57.0%	-	(777)
Copier	3,000	2,712	288	90.4%	2,970	258
Miscellaneous Services	1,500	195	1,305	13.0%	1,173	978
Internet Service	6,550	6,086	464	92.9%	6,676	590
Physical Examinations	2,500	1,865	635	74.6%	2,795	930
Office Supplies	3,000	1,479	1,521	49.3%	1,494	15
Operating Supplies	10,000	12,661	(2,661)	126.6%	12,840	180
Fuel & Oil	32,000	30,309	1,691	94.7%	30,456	147



General Fund - Police

For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
Uniforms Supplies	15,000	11,931	3,069	79.5%	12,371	440
Investigation Division	1,500	439	1,061	29.3%	1,289	850
Subscriptions and Memberships	1,995	1,417	578	71.1%	2,507	1,089
Protective PPE	2,500	6,361	(3,861)	254.4%	-	(6,361)
Protective PPE (Facilities)	2,500	19,438	(16,938)	777.5%	-	(19,438)
Weapons & Specialty Gear	-	-	-	n/a	1,056	1,056
Education / Training	20,000	9,773	10,227	48.9%	14,102	4,329
Total Operating Expenses	249,793	244,431	5,362	97.9%	200,196	(44,235)
TOTAL POLICE	\$ 2,952,458	\$ 2,960,344	\$ (7,886)	100.3%	\$ 2,917,502	\$ (42,842)



General Fund - Facility Services
For the Period Ending September 30, 2021

(100% Yr Complete)

Description					PRIOR YEAR	
	Annual	Year to Date	Amount	% of	Year to Date	Variance
	Budget	Actual	Remaining	Annual Budget	Sep-20	Fav (unfav)
Personal Services						
Salaries	\$ 48,818	\$ 49,287	\$ (469)	101.0%	\$ 49,870	\$ 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%	2,089	212
Employee Award	-	200	(200)	n/a	-	(200)
FICA	4,165	3,909	256	93.9%	4,088	179
Florida Retirement System	5,445	6,248	(803)	114.8%	4,533	(1,715)
Health and Life Insurance	33,969	22,530	11,439	66.3%	27,673	5,143
Workers' Comp Insurance	1,709	1,209	500	70.7%	2,502	1,293
Total Personal Services	99,737	85,261	14,476	85.5%	92,633	7,373
Operating Expenses						
Telephone Service	8,400	3,799	4,601	45.2%	7,565	3,767
Utility - Water	7,050	7,116	(66)	100.9%	6,501	(615)
Electricity	4,000	4,293	(293)	107.3%	4,017	(277)
Utility - Sewer	900	674	226	74.9%	751	76
Internet Service	5,500	5,189	311	94.3%	5,225	36
Liability and Property Insurance	19,531	21,087	(1,556)	108.0%	16,965	(4,123)
Pest Control - Building/Grounds	1,200	1,170	30	97.5%	1,153	(18)
R&M - Equipment	10,000	1,277	8,723	12.8%	1,555	278
R&M - Grounds	2,000	2,040	(40)	102.0%	589	(1,451)
Landscape Maintenance	10,000	1,473	8,527	14.7%	2,550	1,077
Town Hall Maint. / Repairs	8,000	9,138	(1,138)	114.2%	4,902	(4,236)
Generator Maint. Contract	5,200	4,820	380	92.7%	2,371	(2,448)
R&M - Bocce Court	5,000	5,149	(149)	103.0%	2,488	(2,661)
Operating Supplies - General	4,000	4,026	(26)	100.6%	7,263	3,237
Town Events	25,000	14,181	10,819	56.7%	19,386	5,206
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%	381	381
Total Operating Expenses	117,781	93,065	24,717	79.0%	83,661	(9,403)



General Fund - Other Departments
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
Finance						
Auditing Services	\$ 19,500	\$ 14,186	\$ 5,314	72.8%	\$ 19,125	\$ 4,939
Accounting/Financial Services	87,640	87,706	(66)	100.1%	86,909	(797)
Investment Services	10,340	9,300	1,040	89.9%	10,090	789
Bank Fees	-	-	-	n/a	140	140
Total Finance Expense	117,480	111,192	6,288	94.6%	116,264	5,072
Fire Rescue						
Fire Service Agreement	833,021	833,021	-	100.0%	819,257	(13,764)
Total Fire Rescue Expense	833,021	833,021	-	100.0%	819,257	(13,764)
Solid Waste						
Contracts Services	334,682	324,560	10,122	97.0%	268,214	(56,346)
Total Solid Waste Expense	334,682	324,560	10,122	97.0%	268,214	(56,346)
Beach Management						
Engineering – FIND Sand Project	-	-	-	n/a	115	115
Engineering – Legal Matters	50,000	-	50,000	0.0%	56,211	56,211
Engineering – Other	15,000	750	14,250	5.0%	-	(750)
Beach Attorney	500,000	21,684	478,316	4.3%	683,078	661,394
Beach Salvage (Boat removal)	2,000	-	2,000	0.0%	250	250
Buoys	20,000	2,424	17,576	12.1%	3,690	1,266
Total Beach Management Expense	587,000	24,857	562,143	4.2%	779,439	754,581
Charitable Donations						
Lighthouse Preservation Contrib.	2,500	2,500	-	100.0%	2,500	-
Area Council on Aging Contrib.	3,844	3,844	-	100.0%	4,060	216
Total Charitable Donations	6,344	6,344	-	100.0%	6,560	216
Contingency	157,479	1,200	156,279	0.8%	-	(1,200)
Total Expense before Transfer Out	2,036,006	1,301,174	734,832		1,989,734	688,560



General Fund - Other Departments
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
Transfer Out						
To P&Z and Code Enf. Fund	38,500	59,796	(21,296)	155.3%	-	(59,796)
To Debt Service Fund	387,952	96,382	291,570	24.8%	-	(96,382)
To General Fund CIP	158,500	161,778	(3,278)	102.1%	597,590	435,813
Total Transfer Out	584,952	317,956	266,996	54.4%	\$ 597,590	\$ 279,635
TOTAL OTHER DEPARTMENTS	\$ 2,620,958	\$ 1,619,130	\$ 1,001,828	61.8%	\$ 2,587,324	\$ 968,194
TOTAL GENERAL FUND EXPENDITURES	\$ 6,415,941	\$ 5,274,887	\$ 1,141,054	82.2%	\$ 6,203,501	\$ 928,614



Notes to the Financial Statements - General Fund September 30, 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 100% through September. 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				
State Revenue Sharing Proceeds	24,000	49,752	207.3%	Revenue from the State includes June true-up.
Local Govt .05c Sales Tax	125,000	139,020	111.2%	Revenue from the State.
Grant Revenue	-	25,612	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>Commission</u>				
Misc-Election Fee	3,600	4,006	111.3%	Nov20 election support workers lunch, Mar21 Municipal election fee.
<u>Town Manager</u>				
Life and Health Insurance	18,252	23,237	127.3%	Monthly health insurance increased, additional life insurance annual payment.
Miscellaneous Services	1,000	1,062	106.2%	Creation of time off policies, professional picture, polo shirts with logo, Sherrie's Berries, note cards.
<u>Town Clerk</u>				
Coding Ordinance	3,000	3,744	124.8%	Code of Ordinance supplemental pages, Municode.
Contracts - Minutes Preparation	3,000	3,415	113.8%	Summary regular and special meeting minutes.
Temporary Labor	-	17,478	N/A	Temporary Administrative Assistant.
<u>Police</u>				
Payroll-Salaries	1,551,140	1,603,176	103.4%	Police officer's salaries includes hours for COVID. COVID hours reimbursed by CESF Grant and CARES Act.
Overtime	20,000	27,157	135.8%	Staffing during vacations, sick time and COVID. COVID hours reimbursed by CESF Grant and CARES Act.
Overtime - Task Force	26,000	31,455	121.0%	DEA overtime.
Contracts - Other Services	22,856	25,919	113.4%	Annual recorder service, Voice logging recording agreement, USA software, Dataworks, Adobe, Nixle Engage, NDI annual support, FL MLUR, Insight in-car data, radar gun inspection, fuel tank inspection, fire alarm inspection, drainage license renewal.
Boat Repairs and Maintenance	30,000	37,808	126.0%	Boat and engine repairs, oil, GPS, rewire dash panel, engine capacitor, thermostat switch, fuel hose, boat lift, noise signs on ICW, life jackets.
Rental - Vehicle	9,500	9,888	104.1%	Rental of vehicles for special duty.
Operating Supplies	10,000	12,661	126.6%	No trespassing signs, AED pads, Glocks-3, Maglites-12, ammunition, reflectors for message sign board, mugs, bottles, misc supplies.
Protective PPE	2,500	6,361	254.4%	Black masks, blue masks with logo, hand sanitizer stand, gloves. Expenditures were reimbursed by CESF Grant and CARES Act.
Protective PPE (Facilities)	2,500	19,438	777.5%	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
September 30, 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.
Utility - Water	7,050	7,116	100.9%	Monthly water charges includes irrigation.
Electricity	4,000	4,293	107.3%	Monthly electric charges from FPL.
Liability and Property Insurance	19,531	21,087	108.0%	General Liability/Auto/Property insurance.
R&M - Grounds	2,000	2,040	102.0%	Flush cut, grind & remove tree, repair equipment, trash bags, light bulbs, outdoor lights.
Town Hall Maint. / Repairs	8,000	9,138	114.2%	Bridge sign, cable repairs, A/C repairs in Community Room, carport roof repairs, paint & brushes, battery backup emergency light.
R&M - Bocce Court	5,000	5,149	103.0%	Remove/replace concrete slab at bocce court, trash bin, paint courts, pads & deck, bocce balls w/Town logo, court supplies, signs, repair bathroom.
Operating Supplies - General	4,000	4,026	100.6%	Misc op supplies, hand soap, sanitizer, auto hand sanitizer stand, multifold towels, gloves, storage boxes, custom face masks with Town logo w/filters
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 suppiles. 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 September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Local Option Gas Tax	35,971	31,122	4,849	86.5%	30,829	293
County Transportation Grant	81,900	71,602	10,298	87.4%	72,874	(1,271)
Total Revenues	117,871	102,724	15,147	87.1%	103,703	(978)
TOTAL FUNDING	117,871	102,724	15,147	87.1%	103,703	(978)
<u>EXPENDITURES</u>						
Contractual Services	81,900	71,602	10,298	87.4%	73,006	1,404
Reserves - Future Use	35,971	-	35,971	0.0%	-	-
TOTAL EXPENDITURES	117,871	71,602	\$ 46,269	60.7%	73,006	1,404
Total Funding over (under)						
Expenditures	\$ -	31,122			\$ 30,696	\$ 426
Fund Balance - Beginning		30,696				
Fund Balance - Ending		\$ 61,818				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Marine Law Enforcement Grant
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Marine Law Enforcement Grant	30,336	33,184	(2,848)	109.4%	30,184	3,000
Total Revenues	30,336	33,184	(2,848)	109.4%	30,184	3,000
TOTAL FUNDING						
	30,336	33,184	(2,848)	109.4%	30,184	3,000
<u>EXPENDITURES</u>						
Police Wages	30,336	33,184	(2,848)	109.4%	30,184	(3,000)
TOTAL EXPENDITURES	30,336	33,184	\$ (2,848)	109.4%	30,184	(3,000)
Total Funding over (under)						
Expenditures	\$ -	-			\$ -	\$ -
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ -	-			



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Building Permits
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Building Permit Fees	250,000	483,968	(233,968)	193.6%	316,322	167,646
Building Admin Fees	-	5,550	(5,550)	n/a	2,225	3,325
Total Revenues	250,000	489,518	(239,518)	195.8%	318,547	170,971
TOTAL FUNDING	250,000	489,518	(239,518)	195.8%	318,547	170,971
<u>EXPENDITURES</u>						
ProfServ-Building Permits - RMA	30,000	21,513	8,488	71.7%	32,675	11,163
ProfServ-Building Permits - CGA	212,500	413,833	(201,333)	194.7%	270,835	(142,998)
Credit Card Processing Fees	7,500	13,999	(6,499)	186.7%	6,863	(7,136)
Total Building Permits	250,000	449,344	(199,344)	179.7%	310,373	(138,972)
TOTAL EXPENDITURES	250,000	449,344	\$ (199,344)	179.7%	287,866	(161,479)
Total Funding over (under)						
Expenditures	\$ -	40,174			\$ 30,682	\$ 9,492
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ 40,174				



**Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - P&Z and Code Compliance**

For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Planning & Zoning Fees	10,000	19,613	(9,613)	196.1%	15,538	4,075
Fire Fees	1,500	14,900	(13,400)	993.3%	5,650	9,250
Total Revenues	11,500	34,513	(23,013)	300.1%	21,188	13,325
<u>Other Sources</u>						
Transfer In	38,500	59,796	(21,296)	155.3%	-	59,796
Total Other Sources	38,500	59,796	(21,296)	155.3%	-	59,796
TOTAL FUNDING	50,000	94,308	(44,308)	188.6%	21,188	73,121
<u>EXPENDITURES</u>						
P&Z and Code Compliance						
ProfServ-General Admin - RMA	15,000	8,800	6,200	58.7%	11,300	2,500
ProfServ-Site Planning - RMA	10,000	13,800	(3,800)	138.0%	14,475	675
ProfServ-Engineering - Other	10,000	57,656	(47,656)	576.6%	15,340	(42,316)
Code Compliance	15,000	14,052	949	93.7%	10,754	(3,297)
Total P&Z, and Code Compliance	50,000	94,308	(44,308)	188.6%	51,869	(42,439)
TOTAL EXPENDITURES	50,000	94,308	\$ (44,308)	188.6%	51,869	(42,439)
Total Funding over (under)						
Expenditures	\$ -	-			\$ (30,682)	\$ 30,682
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 September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Federal Forfeitures	-	77,517	(77,517)	n/a	117,170	(39,653)
Interest Income	-	300	(300)	n/a	2,334	(2,033)
Total Revenues	-	77,817	(77,817)	n/a	119,504	(41,687)
TOTAL FUNDING						



Statement of Revenues, Expenditures and Changes in Fund Balances
Debt Service Fund - (FEMA Bridge Loan)
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-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 September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
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	161,778	(3,278)	102.1%	597,590	(435,813)
Loan Proceeds	-	-	-	n/a	3,621,979	(3,621,979)
Total Other Sources	158,500	161,778	(3,278)	102.1%	4,226,770	(4,064,992)
TOTAL FUNDING	218,000	245,461	(27,461)	112.6%	4,227,295	(3,981,833)
<u>EXPENDITURES</u>						
Land Purchase						
Town Attorney	-	1,085	(1,085)	n/a	154,226	153,140
Miscellaneous Services	-	28,632	(28,632)	n/a	3,165	(25,467)
Contracts - Other Services	-	-	-	n/a	14,400	14,400
Total Land Purchase Expense	-	29,717	(29,717)	n/a	173,265	143,548
Beach Projects						
Engineering – FY20 Project	54,500	51,214	3,286	94.0%	138,731	87,517
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	3,693,764	3,693,764
Total Beach Project Expense	59,500	56,684	2,816	95.3%	3,832,496	3,775,811
Miscellaneous						
Buoy Relocation	-	-	-	n/a	105,164	105,164
Underground Utility Project	35,000	7,813	27,188	22.3%	995	(6,818)
Police Cars	66,000	48,414	17,586	73.4%	96,815	48,402
Police Equipment	-	72,534	(72,534)	n/a	18,560	(53,974)
Comm. Chambers Upgrade	50,000	21,200	28,800	42.4%	-	(21,200)
Comm. Chambers Modifications	7,500	9,099	(1,599)	121.3%	-	(9,099)
Total Misc. Expense	158,500	159,060	(560)	100.4%	221,534	62,474
TOTAL EXPENDITURES	218,000	245,461	(27,461)	112.6%	4,227,295	3,981,834
Total Funding over (under)						
Expenditures	\$ -	-			\$ -	\$ (7,963,667)
Fund Balance - Beginning						
						-
Fund Balance - Ending						
	\$ -	-				



**Statement of Revenues, Expenditures and Changes in Fund Balances
Water Fund (Summary)**

For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenue						
Water Service Revenue	\$ 1,326,480	\$ 1,325,204	\$ 1,276	99.9%	\$ 1,370,528	\$ (45,324)
Water Surcharge	346,700	347,486	(786)	100.2%	347,129	357
Other Miscellaneous Revenue	135,247	125,222	10,918	92.6%	136,761	(12,431)
Total Revenue	1,808,427	1,797,912	11,408	99.4%	1,854,418	(57,399)
Other Sources						
Transfer In	477,496	435,367	42,130	91.2%	437,026	(1,660)
Loan Proceeds	640,000	-	640,000	0.0%	-	-
Use (Add to) Net Assets	60,750	-	-	0.0%	-	-
Total Other Sources	1,178,246	435,367	682,130	37.0%	437,026	(1,660)
TOTAL FUNDING	2,986,673	2,233,279	693,537	74.8%	2,291,444	(59,058)
<u>EXPENSES</u>						
Personal Services	535,294	507,496	27,798	94.8%	536,963	29,467
Operating Expenses	398,937	279,294	119,643	70.0%	304,547	(13,347)
Debt Service Expenses	811,446	811,446	-	100.0%	152,833	(658,613)
Capital Projects	648,500	22,200	626,300	3.4%	-	(22,200)
Repair & Renewal	65,000	9,171	55,829	14.1%	33,030	23,859
Transfer Out	527,496	485,367	42,130	92.0%	487,026	1,660
TOTAL EXPENSES	2,986,673	2,114,973	871,700	70.8%	1,514,399	(639,174)
Total Funding over (under)						
Expenses	\$ -	\$ 118,306			\$ 777,045	\$ 580,116
Net Assets - Beginning		3,964,014				
Net Assets - Ending		\$ 4,082,320				



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
FUNDING						
Revenue						
Water Service						
Water-Base Rate	\$ 472,000	\$ 471,492	\$ 508	99.9%	\$ 471,924	\$ (432)
Water-Usage	854,480	853,712	768	99.9%	898,604	(44,892)
Total Water Service Revenue	1,326,480	1,325,204	1,276	99.9%	1,370,528	(45,324)
Other Revenue						
Miscellaneous Revenues	5,500	6,424	(924)	116.8%	3,550	2,874
Insurance Reimbursement	-	1,576	(1,576)	n/a	-	1,576
Sprint Spectrum Cell Tower	65,675	65,675	-	100.0%	63,149	2,526
T-Mobile Cell Tower	33,072	33,645	(573)	101.7%	32,351	1,294
Hillsboro Inlet	6,000	6,000	-	100.0%	5,900	100
Interest	30,000	20,851	9,149	69.5%	22,662	(1,811)
Net Incr (Decr) In FMV-Invest	(5,000)	(8,950)	3,950	179.0%	9,148	(18,098)
Total Other Revenue	135,247	125,222	10,025	92.6%	136,761	(11,539)
TOTAL FUNDING	1,461,727	1,450,426	11,301	99.2%	1,507,289	(56,863)

EXPENSES

Personal Services

Salaries	344,997	330,396	14,601	95.8%	322,636	(7,760)
Overtime	25,000	22,038	2,962	88.2%	26,222	4,184
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%	7,081	2,464
Employee Award	-	1,000	(1,000)	n/a	-	(1,000)
FICA	28,922	28,343	579	98.0%	27,921	(422)
Florida Retirement System	39,325	35,892	3,433	91.3%	71,837	35,944
Health and Life Insurance	62,182	58,691	3,491	94.4%	49,992	(8,698)
Workers' Comp Insurance	11,116	7,864	3,252	70.7%	16,476	8,612
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	535,294	507,496	27,798	94.8%	536,963	29,467

Operating Expenses

Auditing Services	16,500	12,004	4,496	72.8%	11,875	(129)
Contracts - Other Services	750	-	750	0.0%	-	-
Postage and Freight	1,000	312	688	31.2%	-	(312)
Telephone Service	7,300	7,629	(329)	104.5%	7,071	(558)
Electricity	54,000	53,076	924	98.3%	49,544	(3,532)
Liability and Property Insurance	47,373	48,858	(1,485)	103.1%	41,194	(7,664)



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

For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
Maint - Distribution System	7,500	4,384	3,116	58.5%	3,927	(457)
Maint - Bldgs / Grounds	15,000	12,178	2,822	81.2%	13,144	966
Maint - SCADA System	10,000	-	10,000	0.0%	273	273
Repair & Maint - Equipment	32,000	20,760	11,240	64.9%	24,560	3,800
Tools and Equipment	1,000	1,134	(134)	113.4%	631	(504)
Advertising	1,000	-	1,000	0.0%	-	-
Licenses & Permits	5,400	2,872	2,528	53.2%	3,406	534
Office Supplies	1,500	1,330	170	88.7%	1,398	68
Computer Expense	6,000	7,378	(1,378)	123.0%	5,530	(1,848)
Uniform Supplies	5,500	6,605	(1,105)	120.1%	6,724	120
Fuel and Oil	5,000	4,141	859	82.8%	3,486	(655)
Sand Change	8,000	9,690	(1,690)	121.1%	5,536	(4,154)
Chemicals - Water Treatment	85,000	82,016	2,984	96.5%	82,505	489
Lab Test Analysis & Supplies	12,500	4,648	7,852	37.2%	4,474	(174)
Subscriptions and Memberships	500	279	221	55.8%	468	189
Contingency	73,114	-	73,114	0.0%	-	-
Water Conservation Program	3,000	-	3,000	0.0%	200	200
Total Operating Expenses	398,937	279,294	119,643	70.0%	304,547	(13,347)
Total Exp. Before Transfer Out	934,231	786,790	147,441	84.2%	841,510	16,120
Transfer Out						
General Fund	50,000	50,000	-	100.0%	50,000	-
Water Debt Service Fund	403,996	403,996	-	100.0%	403,996	-
Water CIP Fund	73,500	31,370	42,130	42.7%	33,030	1,660
Total Transfer Out	527,496	485,367	42,130	92.0%	487,026	1,660
TOTAL EXPENSES	1,461,727	1,272,156	189,571	87.0%	1,328,536	17,780
Total Funding over (under)						
Expenses	\$ -	178,270			\$ 178,753	\$ (39,082)
Net Assets - Beginning		3,025,926				
Net Assets - Ending		\$ 3,204,196				



Notes to the Financial Statements - Water Fund September 30, 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 100% through September. 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				
Revenues				
Miscellaneous Revenues	5,500	6,424	116.8%	Monthly revenue from late charges, change of ownership fees.
Insurance Reimbursements	-	1,576	N/A	PGIT claim #363184 mobile home.
Expenses				
<u>Personal Services</u>				
Vacation Leave Cash Out	15,187	18,655	122.8%	Paid out annually in December.
<u>Operating Expenses</u>				
Telephone Service	7,300	7,629	104.5%	Phone and cell phone service with Comcast and Verizon. Comcast added additional charge for 911 services.
Liability and Property Insurance	47,373	48,858	103.1%	General Liability/Auto/Property insurance.
Tools and Equipment	1,000	1,134	113.4%	Annual fire extinguisher certification, misc tools and safety equipment.
Computer Expense	6,000	7,378	123.0%	Monthly Google expense, annual Quikwaters charge, annual Sensus AutoRead software support.
Uniform Supplies	5,500	6,605	120.1%	Monthly uniform service, t-shirts, work boots, safety glasses, gloves.
Sand Change	8,000	9,690	121.1%	Spiractor sand, forklift and pump rental - done twice a year.



Statement of Revenues, Expenses and Changes in Net Assets
Water Debt Service Fund - (State Revolving Loans)
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Water Surcharge	\$ 346,700	\$ 347,486	\$ (786)	100.2%	\$ 347,129	\$ 357
Total Revenues	346,700	347,486	(786)	100.2%	347,129	357
Other Sources						
Operating Transfers-In	403,996	403,996	-	100.0%	403,996	-
Use of Fund Balance	60,750	-	60,750	0.0%	-	-
Total Other Sources	464,746	403,996	60,750	86.9%	403,996	-
TOTAL FUNDING	811,446	751,482	59,964	92.6%	751,125	357
<u>EXPENSES</u>						
Debt Service Expenses						
<i>State Revolving Loan - Water Plant</i>						
Principal Debt Retirement	324,180	323,989	191	99.9%	-	(323,989)
Interest Expense	79,816	80,007	(191)	100.2%	87,406	7,399
<i>State Revolving Loan - Water Main Project</i>						
Principal Debt Retirement	333,941	341,079	(7,138)	102.1%	-	(341,079)
Interest Expense	73,509	66,371	7,138	90.3%	65,427	(944)
Total Debt Services Expenses	811,446	811,446	-	100.0%	152,833	(658,613)
TOTAL EXPENSES	811,446	811,446	-	100.0%	152,833	(658,613)
Total Funding over (under)						
Expenses	\$ -	(59,964)			\$ 598,292	\$ (658,256)
Net Assets - Beginning		938,088				
Net Assets - Ending		\$ 878,123				



Statement of Revenues, Expenses and Changes in Net Assets
Capital Projects Fund - (Water Fund Improvements)
For the Period Ending September 30, 2021

(100% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Sep-20	Variance Fav (unfav)
FUNDING						
Revenues						
Other Sources						
Interfund Transfer - In	\$ 73,500	\$ 31,371	\$ 42,130	42.7%	\$ 33,030	\$ (1,660)
Loan Proceeds	640,000	-	640,000	0.0%	-	-
Total Other Sources	713,500	31,371	682,130	4.4%	33,030	(1,660)
TOTAL FUNDING 713,500 31,371 682,130 4.4% 33,030 (1,660)						
EXPENSES						
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	9,171	55,829	14.1%	32,684	23,514
Water Tower Rehab	100,000	-	100,000	0.0%	-	-
Beach Tank Repainting	8,500	-	8,500	0.0%	-	-
Roof - Pump House	60,000	22,200	37,800	37.0%	-	(22,200)
Perimeter Fence	10,000	-	10,000	0.0%	-	-
Total Other Expenses	243,500	31,371	212,129	12.9%	33,030	1,659
TOTAL EXPENSES	713,500	31,371	682,129	4.4%	33,030	1,659
Total Funding over (under)						
Expenses	\$ -	-			\$ -	\$ -
Net Assets - Beginning -						
Net Assets - Ending \$ -						

Town of Hillsboro Beach

Supporting Schedules

September 30, 2021



**Cash and Investment Balances
September 30, 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	\$830,747	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	0.15%	N/A	\$737,406	Excess cash from General & Water Funds.
Money Market Account	BankUnited	0.15%	N/A	\$814,010	(1) Reserve for both SRL Loans.
Money Market Account	BankUnited	0.25%	N/A	\$94,225	(2) Federal Forfeitures/Asset sharing.
State Board Account	Florida Prime	0.09%	N/A	\$431,322	Excess cash from the General Fund.
Investment Account	Truist	1.24%	N/A	\$3,456,659	See Investment Report for further details.
TOTAL				<u>\$6,364,370</u>	

Footnotes:

(1) Restricted funds for State Revolving Loans.

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



Investment Portfolio

Trades Settled as of 09/30/21

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 ACCOUNT-RIS			221,560	221,560	-	221,560	-	22	0.01%
		Subtotal			221,560	221,560	-	221,560	-	22	0.01%
09/27/19	037833DL1	APPLE INC	AA1	09/11/22	50,000	49,928	(72)	50,679	47	850	0.26%
10/30/19	166764BN9	CHEVRON CORP	AA2	03/03/22	50,000	50,141	141	50,385	201	1,249	0.68%
01/27/21	3130AKQM1	FED HOME LOAN BANKS	AAA	01/27/26	200,000	200,000	-	199,042	-	600	0.41%
02/03/21	3130AKYD2	FED HOME LOAN BANKS	WR	08/17/26	70,000	70,000	-	69,197	-	490	0.94%
07/15/21	3130AN3Y4	FED HOME LOAN BANK	AAA	07/13/26	200,000	200,000	-	199,570	-	2,200	1.15%
08/17/21	3130ANE48	FED HOME LOAN BANK	AAA	08/17/26	200,000	200,000	-	199,566	-	2,000	1.05%
11/03/15	313381BR5	FED HOME LOAN BANK	AAA	12/09/22	100,000	99,595	(405)	102,051	896	1,875	0.15%
08/26/20	3133EL3P7	FED FARM CREDIT BANK	AAA	08/12/25	250,000	249,750	(250)	248,465	55	1,325	0.69%
06/23/20	3134GVYP7	FED HOME LOAN MTGE CORP	AAA	05/27/25	210,000	209,003	(997)	208,068	79	1,050	0.76%
10/09/20	3134GW4B9	FED HOME LOAN MTGE CORP	AAA	10/29/25	55,000	54,890	(110)	54,251	-	275	0.84%
10/28/20	3136G45H2	FED NATL MTGE ASSN	AAA	10/29/25	55,000	54,945	(55)	54,729	-	275	0.62%
10/23/20	3136G45X7	FED NATL MTGE ASSN	AAA	10/29/26	140,000	140,000	-	138,228	-	980	0.96%
09/16/20	341271AD6	FLORIDA ST TXBL	AA3	07/01/25	185,000	185,000	-	186,994	-	2,327	0.97%
04/09/20	342816P66	FLORIDA ST MUN PWR AGY REV	A2	10/01/22	200,000	201,694	1,694	204,718	186	5,160	0.22%
05/21/20	43232VVH1	HILLSBOROUGH CNTY TXBL	A2	07/01/25	200,000	200,000	-	204,744	-	3,830	1.27%
12/31/18	54289SBG1	LONGBOAT KEY FL SPL ASSMNT REV	AA+	08/01/24	80,000	79,326	(674)	82,085	-	3,200	3.03%
08/09/18	59333HCL8	MIAMI-DADE CNTY FL PROF SPORTS	AA	10/01/22	75,000	75,000	-	77,323	-	2,517	0.26%
08/05/20	593561BE2	MIAMI GARDENS FL TXBL	A1	07/01/25	125,000	125,000	-	127,414	-	1,674	0.82%
01/17/20	661046BV3	NORTH MIAMI BEACH FLA WTR	A+	08/01/24	160,000	160,000	-	164,624	-	3,234	0.99%
01/18/19	68389XBB0	ORACLE CORP	BAA2	05/15/22	60,000	59,706	(294)	60,601	283	1,500	0.89%
02/27/20	758449RV6	REEDY CREEK FL IMPT DIST TXBL	AA3	06/01/24	150,000	150,000	-	154,104	-	2,504	0.63%
04/03/20	822582AX0	SHELL INTERNATIONAL FIN	AA2	08/12/23	30,000	30,786	786	31,696	156	1,020	0.36%
01/16/19	89236TCQ6	TOYOTA MOTOR CREDIT CORP	A1	07/13/22	60,000	59,806	(194)	61,188	23	1,680	0.28%
04/06/20	89236TGW9	TOYOTA MOTOR CREDIT CORP	A1	03/30/23	30,000	30,208	208	31,148	-	870	0.34%
05/20/21	912828Z45	U.S. TREASURY NOTES	AAA	01/31/22	300,000	300,319	319	300,156	30	612	0.03%
		Subtotal			3,235,000	3,235,099	99	3,261,025	1,957	43,296	1.32%
		Total			3,456,560	3,456,659	99	3,482,585	1,957	43,318	1.24%



Ridership Summary

September 30, 2021

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		48		42	
	43	44		52	
40		47		44	
45		43		45	
49		50			

Total Monthly Passengers:

592

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		107.0		107.0	
	107.0	107.0		107.0	
102.0		107.0		107.0	
108.0		107.0		107.0	
108.0		107.0			

Total Monthly Revenue Miles:

1388.0

Total Scheduled Revenue Miles

1414.9

Total Vehicle Hours

125.7

Total Revenue Hours

114.8

Service Days

13

Missed Service in Minutes

0

Passengers per revenue hour

5.2

Total Monthly Vehicle Miles:

1,693.5



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: October 26, 2021
SUBJECT: September 2021 Building Department Report

Single-family homes continue to lead our workload as the projects we reviewed this summer begin construction. Currently we have new homes starting on multiple sites, complete demolitions planned at three locations, and at least two major interior renovations.

Condominium work including interior remodels and window/door replacements, are being submitted at our usual pace.

Permits have been coming in very slowly for the Opal Towers West post-fire restoration and improvements. Permits have been issued only for the initial demolition/clean-up, while other phases of the project are just coming in for plan review. Fire Inspectors from Broward County Fire have required the building to maintain a 24 hour-a-day Fire Watch until the fire alarm and fire sprinkler system repairs and upgrades are completed, tested, approved. The required Fire Watch consists of a trained security staffer that visits every area of the building, every thirty minutes to look for any indications of fire.

Hillsboro Ocean Club at 1155 Hillsboro Mile, is also under a Fire Watch, while the property's fire alarm system is replaced.

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

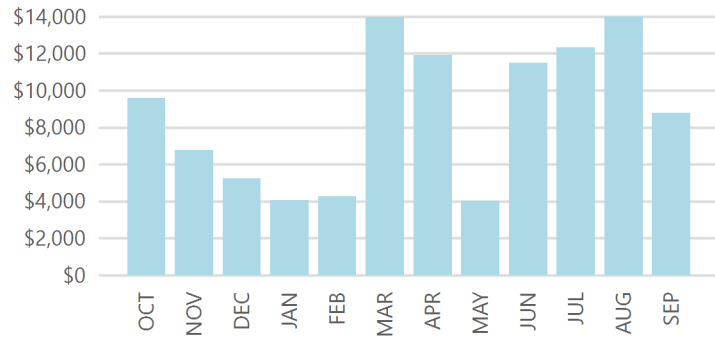


**Town of Hillsboro Beach
Building Department
Summary Report**

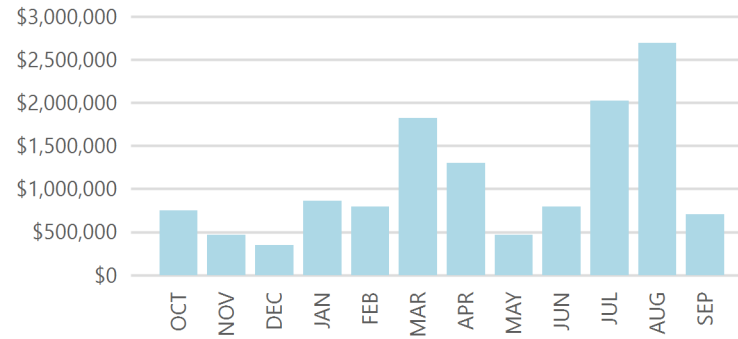
**Start Date: 9/1/2021
End Date: 9/30/2021**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Construction Value	\$750,861	\$464,191	\$352,406	\$858,794	\$793,025	\$1,825,713	\$1,299,997	\$465,342	\$792,554	\$2,024,693	\$2,690,142
Building Permit Fees	\$30,365	\$16,721	\$27,927	\$23,155	\$25,451	\$68,624	\$55,875	\$18,770	\$66,684	\$50,232	\$59,273
Fire & Zoning Fees	\$5,038	\$4,275	\$1,050	\$600	\$450	\$3,675	\$3,525	\$1,200	\$1,500	\$4,800	\$5,100
Total Revenue	\$35,403	\$20,996	\$28,977	\$23,755	\$25,901	\$72,299	\$59,400	\$19,970	\$68,184	\$55,032	\$64,373
CGA Expense	\$25,811	\$14,212	\$23,738	\$19,681	\$21,633	\$58,331	\$47,493	\$15,954	\$56,682	\$42,697	\$50,382
Town Revenue	\$9,592	\$6,783	\$5,239	\$4,073	\$4,268	\$13,969	\$11,906	\$4,015	\$11,503	\$12,335	\$13,991

Net Revenue



Construction Value



Sep	YTD
\$702,825	\$13,020,542
\$36,597	\$479,673
\$3,300	\$34,513
\$39,897	\$514,185
\$31,107	\$407,722
\$8,790	\$106,463



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

**Start Date: 9/1/2021
End Date: 9/30/2021**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$36,596.86	\$5,489.53	\$450.00	\$2,850.00	\$550.00	\$31,107.33	\$617.96	\$495.50	\$342.27
YTD	\$479,672.91	\$71,950.94	\$14,900.00	\$19,612.50	\$5,550.00	407,721.97	\$7,406.32	\$5,829.95	\$4,105.60



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

**Start Date: 9/1/2021
End Date: 9/30/2021**

Permit Type	# Issued	Building Permit Fees
ANTENNAS, POLE & TOWERS	1	655.00
COMMERCIAL ALTERATION	2	980.00
COMMERCIAL BACKFLOW	1	125.00
COMMERCIAL DEMOLITION	1	9,672.49
COMMERCIAL RE-ROOF	1	1,397.21
RESIDENTIAL A/C CHANGE OUT	7	1,307.70
RESIDENTIAL ALTERATION	15	14,397.93
RESIDENTIAL ELECTRICAL MISCELLANEOUS	3	375.00
RESIDENTIAL FIREPLACE	1	95.00
RESIDENTIAL GENERATOR	1	95.00
RESIDENTIAL SEAWALL	2	929.35
RESIDENTIAL SWIMMING POOL/SPA	1	2,094.00
RESIDENTIAL TEMP POLE	1	125.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	11	2,934.66
	48	\$35,183.34



**Town of Hillsboro Beach
Building Department
Issued Permits Report**

**Start Date: 9/1/2021
End Date: 9/30/2021**

	Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
COMMERCIAL ALTERATION	484308PR0000	21339291-0	9/20/2021	1231 HILLSBORO MILE (COMMON AREA)	RAINBOW OCEANSHORES CO-OP	\$5,000.00
					Grand Total	\$5,000.00
RESIDENTIAL ALTERATION	484317AB1430	21338928-0	9/1/2021	1050 HILLSBORO MILE (UNIT 802W)	HILLSBORO LE BARON CONDO	\$128,800.00
	484308AH2380	21339004-0	9/7/2021	1147 HILLSBORO MILE (UNIT 1010)	OPAL TOWERS CONDO	\$25,500.00
	484308AH2080	21339084-0	9/10/2021	1147 HILLSBORO MILE (UNIT 808)	OPAL TOWERS CONDO	\$28,500.00
	484308NN0260	21339208-0	9/16/2021	1221 HILLSBORO MILE (UNIT 18B)	SEA CLUB INC CO-OP	\$6,300.00
	484308BC1200	21339290-0	9/20/2021	1236 HILLSBORO MILE, (UNIT 210)	PORT DE MER CONDO	\$12,300.00
	484308AH2360	21339390-0	9/23/2021	1147 HILLSBORO MILE (UNIT 1008)	OPAL TOWERS CONDO	\$110,210.00
	484308CM0530	21339406-0	9/24/2021	1169 HILLSBORO MILE (UNIT 607)		\$46,750.00
					Grand Total	\$358,360.00



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

**Start Date: 9/1/2021
End Date: 9/30/2021**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	36	62	20
Electrical	26	32	10
Plumbing	35	42	15
Mechanical	10	35	18
Fire	5	4	1
Zoning	0	10	2
Totals	112	185	66



**Town of Hillsboro Beach
Building Department
Plan Review Times Report**

**Start Date: 9/1/2021
End Date: 9/30/2021**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	210	5.41	28.16

Town of Hillsboro Beach
Building Department
Current Large Projects 10/26/2021

<u>Address</u>	<u>Contractor</u>	<u>Type</u>	<u>Status</u>
925	Elleamar	SFR	Site-Plan Review pending
925	Elleamar	Guest House	Issuing Soon
957	Arvani	SFR	corrections in for 4 th Review
961	Bomar	SFR	Site-Plan Review pending
963	Gonzalez	Interior Reno	Issued
971	Baron	SFR	Site-Plan Review pending
985	WA Bentz	SFR	corrections in for 3 rd Review
995	SPF	Interior Reno	Issued
995	SPF	Site	Issued
999	Bomar	SFR	Issued
1007	Bomar	Interior Reno	Issued
1009	PPM	Interior Reno	Issued
1105	HMJC	SFR	Issued
1150	JAR	MFR	Fire Restoration - awaiting plans

10/26/2021



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 9/1/2021 To 9/30/2021 Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	82
Cases Opened During Period	36
Cases Opened as result of Complaint	36
Cases Closed During Period	10
Cases Closed due to compliance	9
Cases Open at End of Period	108
Inspections	35
Reinspections	11
Total	46
Special Magistrate Cases During Period	7

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	79	36	36	10	9	105
M. Sotolongo/N/A	3	0	0	0	0	3
Total	82	36	36	10	9	108



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 9/1/2021

To 9/30/2021

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	35	11	46
Total	35	11	46

Summary of Cases Opened by Incident Type

Incident Type	Number
Artificial Lighting Regulations	34
Building Permit Required	1
Property Maintenance	1
Total	36

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$123,900.00	\$19,800.00	\$143,700.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$123,900.00		\$143,700.00



Case Action Report*

From 9/1/2021

To 9/30/2021

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
9/23/2021	Artificial Lighting Regulations	901 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/23/2021	Courtesy Notice	B. Pita
				9/23/2021	Complaint	B. Pita
				9/28/2021	Affidavit of Non-Compliance	
				9/28/2021	Notice of Violation	B. Pita
				9/30/2021	Notice of Hearing	S. Lowe
9/28/2021	Artificial Lighting Regulations	923 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	927 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	945 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	965 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	981 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	989 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita

*Cases included in this report are those where the owner was first cited within the date range and corridor specified



Case Action Report*

From 9/1/2021

To 9/30/2021

Corridor (All Corridors)

9/28/2021	Artificial Lighting Regulations	991 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	1003 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	1007 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/28/2021	Artificial Lighting Regulations	1015 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/28/2021	Courtesy Notice	B. Pita
				9/28/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 821	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 212	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 321	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 822	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita

*Cases included in this report are those where the owner was first cited within the date range and corridor specified



Case Action Report*

From 9/1/2021

To 9/30/2021

Corridor (All Corridors)

9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 724	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 612	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 723	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 922	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1035 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1039 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1041 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita

*Cases included in this report are those where the owner was first cited within the date range and corridor specified



Case Action Report*

From 9/1/2021

To 9/30/2021

Corridor (All Corridors)

9/30/2021	Artificial Lighting Regulations	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1045 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1051 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1063 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1069 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1073 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1077 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita

*Cases included in this report are those where the owner was first cited within the date range and corridor specified



Case Action Report*

From 9/1/2021

To 9/30/2021

Corridor (All Corridors)

9/30/2021	Artificial Lighting Regulations	1079 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1085 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Artificial Lighting Regulations	1087 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Courtesy Notice	B. Pita
				9/30/2021	Complaint	B. Pita
9/30/2021	Property Maintenance * Palm Fronds and landscape maintenance issues.	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				9/30/2021	Affidavit of Alleged Repeat Violation	B. Pita
				9/30/2021	Complaint	B. Pita



TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: Update on RFP #2021-002 Audit Professional Services (Request for Proposal)

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: Town's Comprehensive Fee Schedule

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Comprehensive Fee Schedule (FY2021-2022)



TOWN OF HILLSBORO BEACH

Comprehensive Fee Schedule Fiscal Year 2021-2022

TOWN CLERK AND ADMINISTRATIVE FEES

The costs associated with inspection and copying of public records; photographing public records; fees; and exemptions are as prescribed in F.S. Chapter 119,07. An abbreviated fee schedule is included below for convenience; however, all applicable state statutes currently in effect will prevail.

Fee Description	Rate	Enacting Resolution/ Ordinance
Public Records Request <i>The costs of clerical time or information technology service shall be billed at the hourly rate of \$30.00/hour</i>	\$30.00/hr.	RES 2010-706 adopted 07/06/2010
Single sided copy	.15 cents/page	RES 2010-706 adopted 07/06/2010
Double sided copy	.20 cents/page	RES 2010-706 adopted 07/06/2010
Notary Service	\$5.00/notary	RES 2010-706 adopted 07/06/2010
Certified Copies	\$1.00/ page	RES 2010-706 adopted 07/06/2010
Recordings	\$10.00	RES 2010-706 adopted 07/06/2010
Lien Search	\$112.50/ address	RES 2021-37 adopted 09/07/2021
Annual Lobbyist Registration Fee	\$0.00 (no charge)	ORD 2012-260 adopted 01/10/2012

VACATION RENTAL FEES

Fee Description	Rate	Enacting Resolution/Ordinance
Vacation Rental Annual Registration Fee	\$750.00	RES 2017-903 adopted 11/14/2017
Vacation Rental Re-Inspection Fee	\$150.00	RES 2017-903 adopted 11/14/2017
Vacation Rental Registration Modification (change in # bedrooms, maximum occupancy, parking spaces, ownership or agent)	\$100.00	RES 2017-908 adopted 12/05/2017
Administrative fee for subsequent change of the Agent after the property has been registered for the year	\$100.00	RES 2017-908 adopted 12/05/2017
Failure of owner/agent to be available 24/7 in response to emergency calls or during the day	\$100.00 per day until contact made with owner/agent	RES 2017-908 adopted 12/05/2017
Supplying false information in regard to grandfathering application	\$1,000.00 and attendant fees and costs associated with enforcement	RES 2017-908 adopted 12/05/2017
Supplying false information in regard to request for exemption to the requirements of the Vacation Rental ordinance	\$1,000.00 and attendant fees and costs associated with enforcement	RES 2017-908 adopted 12/05/2017

WATER DEPARTMENT

The following schedule of water consumption/billing rates shall be in full force and effect at the date of the first customer billing.

Fee Description	Rate (Domestic)	Enacting Resolution/Ordinance
<u>Rates for Dwelling Unit</u> - Base Charge - Up to 2,000 gallons - Over 2,000 gallons up to 9,000 gallons - Over 9,000 gallons up to 17,000 gallons - Over 17,000 gallons	\$24.00/ month for single family \$15.00/month for multi-family No Base Charge for irrigation \$0.00 and \$4.32 irrigation \$3.47 and \$4.32 irrigation \$4.27 and \$4.32 irrigation \$4.97 and \$5.02 irrigation	ORD 2016-280 adopted 02/02/2016 ORD 2016-280 adopted 02/02/2016 ORD 2016-280 adopted 02/02/2016 ORD 2016-280 adopted 02/02/2016 ORD 2016-280 adopted 02/02/2016
<u>Water Rate Surcharge</u>	Single Family homes: \$17.65 per month Multi-Family units: \$11.03 per month	ORD 2016-281 Adopted 04/05/2016

PLANNING & ZONING

Fee Description	Rate	Enacting Resolution / Ordinance
Final Plat	\$1,000.00	Town Code of Ordinance Sec. 12-3 (D)
Land Use Plan Management	\$3,500.00	Town Code of Ordinance Sec. 12-3 (D)
Preliminary Plat	\$1,000.00	Town Code of Ordinance Sec. 12-3 (D)
Rezoning	\$3,500.00	Town Code of Ordinance Sec. 12-3 (D)
Site Plan Review	\$2,000.00	Town Code of Ordinance Sec. 12-3 (D)
Variance	\$1,050.00	Town Code of Ordinance Sec. 12-3 (D)
Artificial Synthetic Turf	\$1,050.00	Town Code of Ordinance Sec. 12-3 (D) ORD 2016-283 adopted 06/07/2016

The Planning & Zoning fees listed above are ADMINISTRATIVE FEES ONLY. The applicant will be billed by the Town of Hillsboro Beach for any and all additional expenses which will be incurred by the Town through the services of the Town Engineer/Planner, Legal Advertising, Rebuttals, Consultation as well as Postage for Mailings and Courier Services Related to the Project.

BUILDING DEPARTMENT FEES

1. **Building Permit Fees** shall be based upon the cost of construction, as attested to by the applicant on the submitted permit application. A permit application is required for each trade, for each structure.

- The Building Official, in addition to verifying the completeness and accuracy of the application, shall review the application for the cost of construction. If the Building Official determines that the cost of construction attested to does not accurately reflect the cost of construction for the scope of work covered by the permit, the following methods may be used to calculate the fee:
 - a. Copy of a signed contract for work to be completed under requested permit.
 - b. Apply the values in the most current edition of the RS Means Construction Valuation system.
- The greatest of the methods of the applicant's statement of value, or (a.) or (b.) above, shall be used in calculating the permit fee.

Permit Fees Calculations:

Construction costs up to \$5,000 (Per structure, per trade)	\$125
Construction costs greater than \$5,000 and up to \$5,000,000	2.65%
Construction costs greater than \$5,000,000	2.45%

Permit fees include first plan review and standard inspections.

Permit fees do not include subsequent plan review(s) or re-inspection(s).

For projects valued in excess of \$75,000, an application fee equal to 1% of the job valuation is due at the time of submittal. The application fee will be applied against the final permit cost.

2. **Plan Review Fees** are collected for review of previously rejected plans, revised or as-builts plans, duplicate plans, or pre-submittal reviews.

Plan Review Fee \$95 per hour, one hour minimum, per discipline

3. Required State, County, and Local Fees:

- Broward County Board of Rules and Appeals Fee (BORA) \$0.65 per each \$1,000.00 or any fraction of the **Total Cost of Construction**
- Florida DBPR/ Florida Building Code Compliance Program F.S. 553.721 Minimum \$2.00 per Permit, 1.5% of the **Permit Fee**
- Building Code Administrators and Inspectors Fund F.S. 468.631 Minimum \$2.00 Permit, 1.5% of the Permit Fee

Building Department Fee Schedule
ORD 2020-06 & RES. 2020-50 Adopted 09/01/2020
Town Code Section 4-67 Permit Fee Schedule

4. *Miscellaneous Fees:*

Re-Inspection Fee	\$95
Change of Contractor Fee	\$95
Permit Card Replacement, Certificate of Occupancy/Completion document	\$25
40-year inspection program (required by Broward County)	\$350
Work Without Permit	200% of standard permit fee
Overtime Inspections / Plan Reviews	\$125.00 per Hour / 3 hr. min
Expired Permit Renewal Fee	
within 180 days of expiration,	50% of the original permit fee, but not less than minimum
after 180 days,	100% of the current fee

Cost Recovery Fees for Fire and Zoning

Fire Fees

Plan Review	\$150 per hour + \$25 Administrative Fee per review
Inspections	\$150 per hour + \$25 Administrative Fee per review (Fees rounded to next ¼ Hour, ½ hour minimum)

Zoning Fees

Plan Review	\$150 per hour + \$25 Administrative Fee per review
Inspections	\$150 per hour + \$25 Administrative Fee per review (Fees rounded to next ¼ Hour, ½ hour minimum)

Building Department Fee Schedule
ORD 2020-06 & RES. 2020-50 Adopted 09/01/2020
Town Code Section 4-67 Permit Fee

POLICE DEPARTMENT

Fee Description	Rate	Enacting Resolution / Ordinance
Complaint	\$1.00 /report	RES 706 adopted 07/06/2010
Incidents (Note, not all incidents have an incident report)	\$2.00 / report	RES 706 adopted 07/06/2010
CD's & DVD's	\$20.00/ disc	RES 706 adopted 07/06/2010
Crash reports	\$5.00	RES 706 adopted 07/06/2010
Grid Searches or multiple reports	First 6 pages free, afterwards .15 cents per page plus \$25.00 research charge	RES 706 adopted 07/06/2010

PARKING RESTRICTION FEES

It is prohibited to park any motor vehicle or recreational vehicle in a parking space located at Town Hall after 5pm and before 8am for every day of the week unless authorized by the Town Manager. Each day a violation occurs shall be considered a separate violation for purposes of citation and enforcement.

Fee Description	Rate	Enacting Resolution/ Ordinance
First Violation	\$100.00	ORD 2019-02 adopted 03/05/2019 Adoption of Florida Uniform Traffic Control Law
Second Violation within 12 months of adjudication of first violation	\$250.00	ORD 2019-02 adopted 03/05/2019 Adoption of Florida Uniform Traffic Control Law
Third Violation within 18 months of adjudication of first violation	immobilization of vehicle	ORD 2019-02 adopted 03/05/2019 Adoption of Florida Uniform Traffic Control Law
Parking violation fines and penalties for which full payment is not received within twenty-one (21) calendar days from date of issuance	\$15.00 penalty in addition to the citation fine for each citation issued	ORD 2019-02 adopted 03/05/2019 Adoption of Florida Uniform Traffic Control Law
Parking violation fines and penalties for which full payment is not received within forty-five (45) calendar days from date of issuance	\$85.00 penalty, for a total penalty of \$100.00, in addition to the citation fine for each citation issued	ORD 2019-02 adopted 03/05/2019 Adoption of Florida Uniform Traffic Control Law
Parking Violation fines and penalties for which full payment is not received within ninety (90) calendar days from the date of issuance will also be subject to an additional collection fee if the account is referred to a private attorney or a registered collection agent retained by Town to pursue collection of unpaid funds	The amount of collection fee will be equal to the actual costs of collection charged the Town by an attorney or collection agency. Collection costs will not exceed 40% of the amount owed by violator at time account is referred	Florida Statute F.S. Ch. 559 ORD 2019-02 adopted 03/05/2019 Adoption of Florida Uniform Traffic Control Law
After hearing, or following consideration of mailed-in admissible evidence, the Special Magistrate may impose judgement	Civil penalty not to exceed \$500.00 for violations for all other Town parking ordinances and hearing costs	ORD 2019-02 adopted 03/05/2019 Adoption of Florida Uniform Traffic Control Law



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Agenda Item Cover Memo

Agenda Item: Town Hall Renovation Update

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



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Agenda Item Cover Memo

Agenda Item: Saturday Oct 23, 2021 Community Event - update

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

Agenda Date: November 9, 2021

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None