



AGENDA

Town of Hillsboro Beach Commission Meeting

May 3, 2022
9:00 AM



MAYOR

Honorable Deborah L. Tarrant

VICE MAYOR

Honorable Irene Kirdahy

COMMISSIONERS

Honorable Vicky Feaman
Honorable Barbara Baldasarre
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



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

May 3, 2022 | 9:00 AM

REGULAR TOWN COMMISSION MEETING AGENDA

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

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

A Regular Town Commission Meeting will be held at 9:00 a.m., Tuesday, May 3, 2022 . The Town Commission will meet at Town Hall. The public can attend in person. The meeting will also utilize communications media technology to allow the public to participate via Zoom. 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
- II. PRESENTATIONS
- III. ORDINANCES

A. **PUBLIC HEARING** - Ordinance No. 2022-05

Amendment to the Town's Code of Ordinance, Amending Ch. 2 Entitled "Administration", by Amending Article V Entitled "Purchasing" - Provide for Increase in Purchasing Threshold for the Town Manager. (Second Reading)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 2 ENTITLED "ADMINISTRATION", BY SPECIFICALLY AMENDING ARTICLE V ENTITLED "PURCHASING"; PROVIDING FOR AN INCREASE IN PURCHASING THRESHOLDS FOR THE TOWN MANAGER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

B. Ordinance No. 2022-06

Amendment to the Town's Code of Ordinance, Amending Ch. 7 Entitled "Offenses and Miscellaneous Provisions", Specifically Amending Article VII "Noises" and Creating Section 7-94 to Provide for Miscellaneous Applications (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 7 ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" BY SPECIFICALLY AMENDING ARTICLE VII ENTITLED "NOISES" BY CREATING SECTION 7-94 TO PROVIDE FOR MISCELLANEOUS APPLICATIONS; PROVIDING FOR THE CREATION OF SECTION 7-95 TO REGULATE THE TESTING OF EMERGENCY GENERATORS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

IV. DISCUSSION & POSSIBLE ACTION

- A. Discussion on Ordinance Amendment for Broward County 40-Year Building Inspection Program
- B. Planning & Zoning Update on Assembly of Parcels for Development

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2022-16

Consideration to Approve and Authorize the Appropriate Town Officials to Execute Contract Amendment for Coastal Protection Engineering LLC Proposal to Conduct 2022 Physical Monitoring of Settlement Agreement Project Area.

B. Resolution No. 2022-17

Consideration to Waive the Town's Procurement Code and Approve and Authorize the Appropriate Town Officials to Execute Contract Agreement with OA Excavations & Trucking Corp, a Qualified Excavating and Hauling Company to Remove Catalyst Sand from the Town's Water Treatment Plant, not to Exceed \$30,240.00.

C. Resolution No. 2022-18

A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Proper Town Officials to Execute the 2022 Amendment to Interlocal Agreement Providing for Division and Distribution of the Proceeds from the Broward County Additional Three-Cent Local Option Gas Tax on Motor Fuel ([Exhibit 1](#))

D. Resolution No. 2022-19

A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Proper Town Officials to Execute the 2022 Amendment to Interlocal Agreement Providing for Division and Distribution of the Proceeds from the Broward County Additional Fifth-Cent Local Option Gas Tax on Motor Fuel for Transit ([Exhibit 2](#))

VI. CONSENT

A. INVOICES FOR APPROVAL

1. CG&A	Invoice #101817	service Mar 2022	\$36,530.32
2. RMA	Invoice #4682	service Mar 2022	\$5,375.00
3. RMA	Invoice #4684	service Apr 2022	\$3,250.00
4. LSF Shuttle	Invoice #22-0331-26	service Mar 2022	\$5,618.00
5. GCDE	Invoice #41087	service Apr 2022	\$2,755.85 (General Matters)
6. GCDE	Invoice #41088	service Apr 2022	\$68.55 (Development)
7. GCDE	Invoice #41089	service Apr 2022	\$8,005.55 (Richard Crusco, Charles Dohrty, et al)

B. PROCLAMATION

- 1. Proclamation Recognizing National Safe Boating Week (May 20-27, 2022)

VII. BEACH REPORT

VIII. STAFF UPDATES

A. Police Department

Presented by Chief Jay Szesnat

B. Finance Department

Presented by Stephen Bloom, Finance Director, Inframark

1. First Quarter Financial Report
2. FY2023 Budget Calendar - Confirm Budget Hearing Dates

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. Town Hall Facade Improvement Update
- B. April 30, 2022 Community Event Recap (Shred/Recycling Event)
- C. Update on Burying Utility Lines - FDOT Public Meeting May 18, 2022, 4pm-8pm (Town Hall)

X. TOWN ATTORNEY REPORT

XI. TOWN COMMISSION COMMENTS/REPORTS

XII. PUBLIC COMMENTS

XIII. ADJOURNMENT

UPCOMING MEETINGS AND EVENTS

A.	Tue, Apr 5, 2022	9:00 AM	Regular Commission Mtg
	Sat, Apr 30, 2022	9 AM - 12 PM	FREE Shredding, HHW drop off, Electronic Recycling & Prescription Drug Take Back Day
	Sat, Apr 30, 2022	8 AM - 1 PM	Blood Drive
	Tue, May 3, 2022	9:00 AM	Regular Commission Mtg
	Wed, May 18, 2022	4 PM - 8 PM	FDOT Public Meeting (re: Mobility Improvements in Hillsboro Beach & Deerfield Beach)
	Tue, June 7, 2022	9:00 AM	Regular Commission Mtg
	Tue, July 12, 2022	9:00 AM	Regular Commission Mtg
	Commission on Recess	Aug 2022	
	Tue, Sept 13, 2022	9:00 AM	Regular Commission Meeting
	Tue, Oct 4, 2022	9:00 AM	Regular Commission Mtg
	Tue, Nov 1, 2022	9:00 AM	Regular Commission Mtg
	Tue, Dec 6, 2022	9:00 AM	Regular Commission Mtg

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.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: **PUBLIC HEARING** - Ordinance No. 2022-05
Amendment to the Town's Code of Ordinance, Amending Ch. 2 Entitled "Administration", by Amending Article V Entitled "Purchasing" - Provide for Increase in Purchasing Threshold for the Town Manager. **(Second Reading)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 2 ENTITLED "ADMINISTRATION", BY SPECIFICALLY AMENDING ARTICLE V ENTITLED "PURCHASING"; PROVIDING FOR AN INCREASE IN PURCHASING THRESHOLDS FOR THE TOWN MANAGER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. ORD 2022-05 (second reading)
2. Sun Sentinel - Public Notice 7196221 (ORD 2022-05)

ORDINANCE NO. 2022-05

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 2 ENTITLED "ADMINISTRATION", BY SPECIFICALLY AMENDING ARTICLE V ENTITLED "PURCHASING"; PROVIDING FOR AN INCREASE IN PURCHASING THRESHOLDS FOR THE TOWN MANAGER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, to promote a higher degree of efficiency the Town Manager has recommended increasing the thresholds for the purchase of materials, supplies and contractual services.

WHEREAS, the Town Commission has determined that it is in the Town's best interest to amend the provisions relative to the procedures associated with purchasing; and

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

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

Section 2. Chapter 2 of the Code of Ordinances is hereby amended by specifically amending Article V entitled "Purchasing" which shall read as follows:

ARTICLE V. - PURCHASING

Sec. 2-60. Regular procedures.

Whenever the town shall seek to acquire materials, supplies or contractual services, the following procedures shall apply.

(A) (1) For acquisitions of budgeted materials, supplies or contractual services with a cost not exceeding \$~~5~~1,000.00, the purchase may be made by the Town Manager or his/her designee without seeking competitive bids nor obtaining Town Commission approval.

~~.(2) For acquisitions of non-budgeted materials, supplies, or contractual services with a cost not exceeding \$1,001.00 — \$5,000.00, the purchase may be made by the Town Manager or his/her designees after obtaining three (3) verbal quotes.~~

(B) For acquisitions of materials, supplies or contractual services with a cost of over \$5,000.00 but not in excess of \$15,000.00, the purchase may be made by the Town Manager without seeking the approval of the Town Commission but the Town Manager shall obtain three (3) written quotes for consideration.

Purchases greater than \$15,000.00 but not more than \$25,000.00 may be purchased with written comparatives with Town Commission approval.

- 1 (C) For acquisitions of materials, supplies or contractual services with a cost greater than
2 \$25,000.00, the purchase shall require three (3) competitive bids and Town
3 Commission approval.
- 4 (D) In instances where the Town has a particular need to be met with only one (1) source
5 of supply, the Town Commission may waive the bidding requirements for purchases
6 with a cost over \$25,000.00.
- 7 (E) Waiver of Code by the Town Manager. The Town Manager may waive purchase
8 requirements up to \$25,000 for the following reasons:
- 9 (1) Sole source;
- 10 (2) Purchase from another governmental agency;
- 11 (3) Specific items—These items are exempt from price quotes:
- 12 (a) Dues and memberships in trades or professional organizations;
- 13 (b) Subscriptions for periodicals;
- 14 (c) Legal advertisements;
- 15 (d) Postage;
- 16 (e) Expert witnesses;
- 17 (f) Abstracts of titles for real property;
- 18 (g) Title insurance for real property;
- 19 (h) Court reporter services;
- 20 (i) Water, sewer, electrical, telephone, and other utility services where competition is
21 not available;
- 22 (j) Copyrighted materials not available from multiple sources;
- 23 (k) Hospitality services and expenses;
- 24 (l) Fees and costs of job-related seminars and training;
- 25 (m) Travel;
- 26 (n) Artists, music ensembles (bands) and other entertainment providers and animals;
- 27 (o) Professional services—Defined as an occupation which requires specialized training
28 and expertise (e.g. accountant, dentist, lawyer, physician, psychologist, veterinarian,
29 etc.);
- 30 (p) Speakers for seminars or training courses.
- 31 (4) When the interest is in the best interest to the Town as determined by the Town
32 Manager.
- 33 (F) Purchases of supplies or contractual services under the provisions of local, state, and
34 federal purchasing contracts shall be exempt from the competitive procurement
35 requirements, provided that the following criteria are all satisfied:
- 36 (1) The terms and conditions of the original contract, and any subsequent
37 amendments by federal, state, or local government are satisfactory to the Town
38 Manager and such terms and conditions are extended to other governmental
39 bodies.
- 40 (2) The original contract and any subsequent amendments by the federal, state, or
41 local government for supply purchases is current and in effect at the time of the
42 proposed purchase of supplies or services by the town.

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

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

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

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

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH,
FLORIDA, ON FIRST READING, THIS 5th DAY OF April, 2022.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA,
ON SECOND AND FINAL READING, THIS ____DAY OF____, 2022.

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

By: Sherry D. Henderson, CMC

APPROVED AS TO FORM:

Donald J. Doody, Town Attorney



Printed: 4/20/2022 3:21:11 PM

Page 1 of 3

Order ID: 7196221

* Agency Commission not included

GROSS PRICE * : \$178.25

PACKAGE NAME: SSC Notice of Public Meeting

Order ID: 7196221

* Agency Commission not included

GROSS PRICE * : \$178.25**PACKAGE NAME: SSC Notice of Public Meeting****Product(s):** Sun Sentinel, Affidavit, Floridapublicnotices.com, Classified.ss.com_Legal**AdSize(s):** 1 Column**Run Date(s):** Saturday, April 23, 2022**Zone:** Full Run**Color Spec.** B/W**Preview**

TOWN OF HILLSBORO BEACH, FLORIDA**PUBLIC HEARING****TUESDAY, MAY 3, 2022, AT 9:00 AM**

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2022-05, a Public Hearing will be held on Tuesday, May 3, 2022, at 9:00 AM. The Public can attend in person or provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2022-05

PURCHASING THRESHOLD

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 2 ENTITLED "ADMINISTRATION", BY SPECIFICALLY AMENDING ARTICLE V ENTITLED "PURCHASING"; PROVIDING FOR AN INCREASE IN PURCHASING THRESHOLDS FOR THE TOWN MANAGER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting and be heard with respect to the proposed Ordinance, which may be inspected by the public. Call or Email the Town Clerk at 954-427-4011 TownClerk@TownofHillsboroBeach.com

JOIN LIVE ZOOM MEETING Tuesday, May 3, 2022, at 9:00 AM (Eastern)

Log-in details available on website.

PROVIDING PUBLIC COMMENT

Persons desiring to provide public com-

Order ID: 7196221

* Agency Commission not included

GROSS PRICE * : \$178.25**PACKAGE NAME: SSC Notice of Public Meeting**

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

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

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

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
4/23/2022
4/23/20227196221

ORDINANCE NO. 2022-06

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 7 ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" BY SPECIFICALLY AMENDING ARTICLE VII ENTITLED "NOISES" BY CREATING SECTION 7-94 TO PROVIDE FOR MISCELLANEOUS APPLICATIONS; PROVIDING FOR THE CREATION OF SECTION 7-95 TO REGULATE THE TESTING OF EMERGENCY GENERATORS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

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

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

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

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

Section 2. Chapter 7 entitled "Offenses and Miscellaneous Provisions" and specifically Article VII entitled "Noises" of the Code of Ordinances is hereby amended by creating Section 7-94 which shall read as follows:

Section 7-94. Miscellaneous applications.

- a. It shall be unlawful for any event, activity, gathering or congregation that involves two (2) or more people to take place at a location whose activities create a breach of the peace within the Town or disturbs the peace and quiet of the good order of the Town.
- b. The using, operating or permitting to be played, used or operated, of any radio, television, tape or record player, amplifier, musical instrument or other machine or device used for production, reproduction or emission of sound in a manner which either annoys, disturbs, injures or endangers the peace, health or comfort of a reasonable person of ordinary sensibilities, or at any time with greater sound intensity than necessary for convenient hearing for the person or persons who are in the room, vehicle or area in which such device is operated.
- c. The using, operating or permitting to be used or operated, of any loud speaker or public address system in such a manner which either annoys, disturbs, injures or endangers the peace, health or comfort of a reasonable person of ordinary sensibilities, or at any time with greater sound intensity than necessary for convenient hearing for the person or persons who are in the room, vehicle or area in which such device is operated.

Section 3. Chapter 7 entitled "Offenses and Miscellaneous Provisions" and specifically Article VII entitled "Noises" of the Code of Ordinances is hereby amended by creating Section 7-95 which shall read as follows:

Section 7-95. Emergency generators.

a. Testing of generators shall be conducted for the minimum duration and at the minimum frequency recommended by the manufacturer, but in no case shall said testing exceed one (1) hour in any one (1) day.

b. Testing shall only be conducted between the hours of [redacted] a.m. and [redacted] p.m. daily and only Monday through Friday. Testing on Saturday and Sunday is prohibited.

Section 4. 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 5. That all ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.

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

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

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON FIRST READING, THIS ____ DAY OF ____, 2022.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON SECOND AND FINAL READING, THIS ____ DAY OF ____, 2022.

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

By: _____
Sherry D. Henderson, Clerk
Town Clerk

ORDINANCE NO. 2022-06

RECORD OF TOWN COMMISSION VOTE:

APPROVED AS TO FORM:

Donald J. Doody, Town Attorney

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



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Discussion on Ordinance Amendment for Broward County 40-Year Building Inspection Program

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Coral Springs FL Code of Ordinances
2. 40-year policy
3. 40-year supplemental info

Sec. 5-4. - Building safety inspection program.

(a) Inspection procedures.

- (1) Inspection procedures shall conform, in general, with the minimum inspection procedural guidelines as issued by the Broward County Board of Rules and Appeals as amended from time to time.
- (2) Such inspection shall be for the purpose of determining the structural and electrical condition of the building or structure which affects the safety of such building or structure and/or which supports any dead or designed live load, and the general condition of its electrical systems pursuant to the Building Code.

(b) Applicable buildings; exceptions.

- (1) All buildings, except those listed below, shall be recertified in the manner described below where such buildings or structures have been in existence for forty (40) years or longer, as determined by the building official, who shall at such time issue a notice of required inspection to the building owner.
- (2) The following buildings are exempt from the requirements of the section: All single-family residences, duplexes and minor structures defined as buildings or structures in any occupancy group having a gross floor area less than three thousand five hundred (3,500) square feet. U.S. Government, schools under the jurisdiction of the Broward County School Board and Buildings built on Indian Reservations.
- (3) Subsequent building safety inspections shall be required at ten (10) year intervals.

(c) Definitions: For the purposes of this section the following term(s) shall have the following meaning:

- (1) ***Minor buildings or structures*** shall mean buildings or structures in any

occupancy group having a gross area of three thousand five hundred (3,500) square feet or less.

(d) Owner responsibilities.

- (1) The owner of a building or structure subject to building safety inspection shall furnish, or cause to be furnished, within ninety (90) days of notice of required building safety inspection, the Broward County Board of Rules and Appeals Building Safety Inspection Certification Form to the city's building official together with the required processing fee pursuant to subsection (f).
- (2) The building safety inspection certification form must be prepared by a professional engineer or architect registered in the State of Florida, certifying that each such building or structure is structurally and electrically safe, or has been made structurally and electrically safe for the specified use for the continued occupancy.
- (3) Said certification shall be in conformity with the minimum inspection procedural guidelines as issued by the board of rules and appeals.
- (4) Such written report shall bear the impressed seal and signature of the certifying engineer or architect.
- (5) Such engineer or architect shall undertake such assignments only where qualified by training and experience in the specific technical field involved in the inspection and report.
- (6) Such report shall indicate the manner and type of inspection forming the basis for the report and describing any matters identified as requiring remedial action.
- (7) In the event that repairs or modifications are found to be necessary resulting from the building safety inspection report, the owner shall have a total of one hundred eighty (180) days from the date of building safety inspection report in which to complete indicated repairs or modifications which shall be executed in conformance with all applicable sections of the Florida Building Code.

(e) Implementation.

- ~~(1) In order to implement the new building safety inspection program in an orderly manner to clear a backlog of buildings needing inspection, implementation shall commence as follows:~~

 - ~~a. Forty year or older buildings of eleven thousand (11,000) square feet or more — Compliance no later than calendar year 2008.~~
 - ~~b. Forty year or older buildings seven thousand (7,000) square feet or more — Compliance no later than calendar year 2008.~~
 - ~~c. Forty year or older buildings five thousand five hundred (5,500) square feet or more — Compliance no later than calendar year 2008.~~
 - ~~d. Forty year or older buildings four thousand six hundred fifty (4,650) square feet or more — Compliance no later than calendar year 2009.~~
 - ~~e. Forty year or older buildings three thousand eight hundred (3,800) square feet or more — Compliance no later than calendar year 2010.~~
 - ~~f. Forty year or older buildings three thousand five hundred (3,500) square feet or more — Compliance no later than calendar year 2011.~~
- (2) Buildings may be inspected under the building safety inspection program before the building reaches the required inspection age of forty (40) years. In the event such building is determined to be structurally and electrically safe under the conditions set forth herein, and such building or structure is less than forty (40) years of age, a building safety inspector shall not be required for a minimum of ten (10) years from that time.
- (3) Subsequent building inspections shall be required at ten-year intervals.

- (4) It shall be the responsibility of the Town's building official to take the necessary action to implement this section.
- (f) ***Administrative fee.*** The administrative fee shall be paid at the time of submittal of the completed building safety inspection certification form to the city's building official for the processing of the certification application. For every certification and recertification as required under this section of the Code the fee to be paid to the building division—Three hundred dollars (\$300.00).
- (g) ***Enforcement/penalties for non-compliance.*** Any owner in violation of this section of the code may be subject to the issuance of:
- (1) A citation resulting in a fine as provided in section 1-8.1. A citation could be issued for each day that the owner is in violation of this section of the code; and/or
 - (2) A notice of violation/notice to appear before a special magistrate which could result in a fine as provided in section 1-8.1 per day for a first violation for each day of non-compliance with the Code and an addition provided in section 1-8.1(e) per day for a repeat violation and could result in a lien being recorded against property.

(Ord. No. 2007-110, § 2, 9-18-07; Ord. No. 2021-115, § 3, 9-13-21)

Subject: Broward County Board of Rules and Appeals – Building Safety Inspection Program

Section 110.15 of the Broward County Administrative Provisions of the Florida Building Code has established a Building Safety Inspection Program.

The procedures established herein are the basic guidelines for the Building Safety Inspection program.

The requirements contained in the Florida Building Code, covering the maintenance of buildings, shall apply to all buildings and/or structures now existing or hereafter erected. All buildings and/or structures and all parts thereof shall be maintained in a safe condition, and all devices or safeguards that are required by the Florida Building Code shall be maintained in good working order. Electrical wiring, apparatus and equipment, and installations for light heat or power and low voltage systems as are required and/or regulated by the Building Code, now existing or hereinafter installed, shall be maintained in a safe condition and all devices and safeguards maintained in good working order.

These guidelines shall not be construed as permitting the removal or non-maintenance of any existing devices or safeguards unless authorized by the Building Official.

Building Safety Inspection of buildings / structures and components:

For the purpose of these guidelines, Building Safety Inspection shall be construed to mean the requirement for specific inspection of existing buildings and structures and furnishing the Building Official with a written report of such inspection as prescribed herein.

A (1). Inspection procedures shall conform, in general, to the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals. This inspection is for the sole purpose of identifying structural and electrical deficiencies of the building or structure that pose an immediate threat to life safety or where failure of a critical component is imminent. This inspection is not to determine if the condition of an existing building is in compliance with the current edition of the Florida Existing Building Code or the National Electrical Code.

(2). Such inspection shall be for the purpose of determining the structural & electrical condition of the building or structure to the extent reasonably possible of any part, material or assembly of a building or structure which affects the safety of such building or structure and/or which supports any dead or designed live load, and the general condition of its electrical systems pursuant to the Building Code.

(3). The inspecting professional shall have a right of entry into all areas he/she deems necessary to comply with the program.

(4). The Building Official shall ensure that the owner(s) (or their duly authorized representative(s)) of all buildings requiring inspection under these guidelines file the necessary documentation to confirm compliance with the guidelines set forth herein.

B (1). All buildings, except single-family residences, duplexes and minor buildings or structures as defined below, shall be recertified in the manner described below where such buildings or structures have been in existence for forty (40) years or longer, as determined by the Building Official, who shall at such time issue a Notice of Required Inspection to the building owner.

(2). Subsequent Building Safety Inspections shall be required at ten (10) year intervals from the date of the 40th anniversary of existence of buildings or structures regardless of when the inspection report for same is finalized or filed. Any buildings or structures not otherwise excluded as set forth herein shall be inspected at the same time as the initial 40 year inspection of the building and shall be re-inspected in accordance with the schedule for the building. Buildings that the original 40 year inspection dates are specified in the exception to 110.15 (2011 and earlier) shall have the 10 year re-inspections scheduled starting 10 years following the date schedule shown in the exceptions to 110.15.

(3). In the event a building is determined to be structurally and electrically safe under the conditions set forth herein, and such building or structure is less than forty (40) years of age, a Building Safety Inspection shall not be required for a minimum of ten (10) years from that time, or age forty (40), whichever is the longer period of time.

C. Minor buildings or structures shall, for the purpose of this subsection, be defined as buildings or structures in any occupancy group having a gross area of 3,500 sq. ft. or less. Any building or structure which houses, covers, stores or maintains any support features, materials or equipment necessary for the operation of all or part of the primary structure, or operation of any feature located upon the real property, shall not be considered a minor building and shall be subject to inspection as otherwise set forth herein. Also included in the Safety Inspection Program are elevated decks.

D (1). The owner of a building or structure subject to Building Safety Inspection shall furnish, or cause to be furnished, within ninety (90) days of Notice of Required Building Safety Inspection, the Broward County Board of Rules and Appeals Building Safety Inspection Certification Form to the Building Official, prepared by a Professional Engineer or Architect registered in the State of Florida, certifying that each such building or structure is structurally and electrically safe, or has been made structurally and electrically safe for the specified use for continued occupancy, in conformity with the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals.

(2). Such written report shall bear the impressed seal and signature of the certifying Engineer or Architect.

(3). Such Engineer or Architect shall undertake such assignments only where qualified by training and experience in the specific technical field involved in the inspection and report.

(4). Such report shall indicate the manner and type of inspection forming the basis for the report and description of any matters identified as requiring remedial action.

(5). In the event that repairs or modifications are found to be necessary resulting from the Building Safety Inspection Report, the owner shall have a total of 180 days from the date of the Building Safety Inspection Report, unless otherwise specified by the Building Official in accordance with Florida Building Code Section 1105.1.3 (Broward County Administrative Code), in which to correct the structural and electrical deficiencies that pose an immediate threat to life, health, safety or where failure of a critical component is imminent. Once the corrections have been completed a Professional Engineer, or Registered Architect shall re-inspect the areas noted on the original report and shall provide the building owner a signed and sealed letter stating the corrections have all been completed. The building owner shall submit that letter to the Building Official. For deficiencies that cannot be corrected within 180 days, the time frame may be extended when a time frame is specified by the Professional Engineer or Registered Architect and approved by the Building Official. Such extension shall be contingent on maintaining an active building permit as specified in Florida Building Code Section 105.1.3 (Broward County Administrative Code).

Repairs or modifications of deficient conditions that are incidental and non-life threatening shall be completed within a time frame as specified by the inspecting Professional Engineer or Registered Architect and approved by the Building Official. All repairs or modifications shall be completed in conformance with all applicable Sections of the Florida Existing Building Code* and the National Electrical Code.

E (1). In the event an owner fails to submit the 40 year Inspection Report the governing authority shall elect the choice of either a Special Magistrate or Code Enforcement Board as set forth under Florida Statutes Sec. 162, et. al., to conduct a hearing to address such failure. In the event an owner fails to comply with repair or modification requirements as determined from the Building Safety Inspection Report as set forth herein the structure may be deemed to be unsafe and unfit for occupation. Such findings shall be reviewed by the Building Official and may be sent to the Special Magistrate, Code Enforcement Board or Unsafe Structures Board, as appropriate.

* The Florida Existing Building Code will specify whether the repairs or modification can be made under the code in effect when the building was originally permitted or the code currently in effect.

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- Broward County Administrative Provisions from Chapter I Florida Building Code - Section 110.15 Building Safety Inspection Program . Page 5.85 & 5.85a
- Building Inspection Safety Program (BORA Policy # 5-05) Pages 5.86 & 5.87
- Building Safety Inspection Report Form & Guidelines STRUCTURAL (BORA Policy # 05-05) Pages, 5.88 & 5.88a-l
- Building Safety Inspection Report Form & Guidelines ELECTRICAL (BORA Policy # 05-05) Pages 5.89 & 5.89 a-g
- Building Collapse Photos - Pages 5.90 & 5.90 a-b

BROWARD COUNTY BUILDING SAFETY INSPECTION PROGRAM YEARLY SCHEDULE

- JUNE (*Preceding the specified calendar year*)
Board of Rules and Appeals obtains building data from Property Appraisers Office and forwards it to each city.
- JUNE – AUGUST
Building Officials must notify property owners whose buildings are subject to the Safety Inspection Program for the specified calendar year.
- SEPTEMBER – OCTOBER – NOVEMBER (*No later than*)
90 day period for property owners to return structural and electrical check list to the City/County
- DECEMBER through MAY (*No later than*)
180 day period of time for those buildings requiring structural or electrical repairs to complete the work.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Planning & Zoning Update on Assembly of Parcels for Development

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Authorization to Conduct 2022 Physical Monitoring of Settlement Agreement Project Area by Coastal Protection Engineering (CPE)

Submitting Dept: Town Manager

Agenda Date: April 5, 2022

1. BACKGROUND / HISTORY

The Town of Hillsboro Beach and the City of Deerfield Beach contracted with Coastal Protection Engineering (CPE) in 2021 to perform coastal consulting services as needed to implement the Settlement Agreement. The Settlement Agreement calls for semi-annual beach conditions surveys, which may be used to document storm impacts if the project area is to be affected by a Tropical Storm or Hurricane that results in a declared disaster. In addition, FDEP Permit No. 0289706-001-JC and Broward County permit DF14-1082 require pre-construction beach surveys to document conditions prior to beach nourishment projects. CPE is supporting the Town and City in designing, permitting, and planning for a nourishment event for the Hillsboro-Deerfield Beach Nourishment project in Winter 2022/2023.

2. CURRENT ACTIVITY

Conducting the proposed Spring and Fall beach surveys will provide data that will be used for multiple purposes. The Spring 2022 survey will satisfy the Settlement Agreement's semi-annual survey requirement, be used to update nourishment project design volumes, and for creation of construction plans and documents to bid the upcoming nourishment project. Collection of the Fall 2022 survey will be timed to satisfy pre-construction requirements of the state and county permit conditions as well as satisfy the Settlement Agreement's semi-annual survey requirement.

3. FINANCIAL IMPACT

The fees for this effort are estimated as a Lump Sum \$29,938.50 for the Town of Hillsboro as these costs are being split with the City of Deerfield Beach in accordance with the Settlement Agreement.

The proposed fees are anticipated to be 50% reimbursable by the State through the Beaches Funding Program, pending legislature approval of our joint (with the City of Deerfield Beach) Local Government Funding Request submitted in summer of 2021.

4. RECOMMENDATION

Recommend approval of an amendment to the CPE contract to include the proposed work.

RESOLUTION NO. 2022-16

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE A CONTRACT AMENDMENT WITH COASTAL PROTECTION ENGINEERING (CPE) TO CONDUCT PHYSICAL MONITORING OF THE SETTLEMENT AGREEMENT PROJECT AREA FOR THE CITY OF DEERFIELD BEACH AND THE TOWN OF HILLSBORO BEACH; 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 a Contract Amendment with CPE to conduct physical monitoring of the Settlement Agreement Project Area for the City of Deerfield Beach and the Town of Hillsboro Beach.

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

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

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida hereby approves and authorizes the proper Town officials to execute a Contract Amendment with Coastal Protection Engineering (CPE) to conduct physical monitoring of the Settlement Agreement Project Area for the City of Deerfield Beach and the Town of Hillsboro Beach. A copy of the Proposal 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.

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

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this _____ day of _____ 2022.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2022-16
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	☐	☐



COASTAL PROTECTION ENGINEERING
5301 N. FEDERAL HWY, SUITE 335
BOCA RATON, FL 33487
561-565-5100

April 1, 2022

Sent Via Email

Patrick Bardes
Coastal & Waterway Coordinator
City of Deerfield Beach
401 SW 4th Street
Deerfield Beach, FL 33441

Mac Serda
Town Manager
Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Re: RFQ # 21-15-JW - Proposal to Conduct 2022 Physical Monitoring of Settlement Agreement Project Area

Dear Mr. Bardes and Mr. Serda:

This proposal is being provided in response to your request for Coastal Protection Engineering LLC (CPE) to conduct physical monitoring of the Settlement Agreement Project Area for the City of Deerfield Beach (City) and Town of Hillsboro Beach (Town) under the Contract approved pursuant to RFQ # 21-15-JW. The physical monitoring surveys will be conducted under the direct supervision of a licensed Florida Professional Surveyor and Mapper as detailed in the attached Scope of Work (Exhibit A). Physical monitoring data and accompanying reports of engineering analyses will be delivered to the City, Town and regulatory agencies as required by permit and the related conditions of the Settlement Agreement.

The total cost for these services is to be provided for a Lump Sum fee of \$59,877.00 as detailed in the attached Fee Proposal (Exhibit B) to be invoiced monthly based on percent complete. CPE will perform these services in accordance with the Rate Schedule and Terms and Conditions of the governing Contract dated April 6, 2021. We respectfully request that each municipality provide a written Notice to Proceed or corresponding Purchase Order for CPE to commence work in their respective amounts of \$29,938.50 to reflect the equal share of Soft Costs per the Settlement Agreement. Likewise, we will arrange our invoices to each municipality accordingly.

Thank you for the opportunity to serve the City and the Town. If you have any questions, please feel free to contact me directly at 631-896-9137.

Sincerely,

Tara Brenner, P.G., P.E.
Senior Coastal Engineer
Coastal Protection Engineering LLC
Mobile: 631-896-9137
tbrenner@coastalprotectioneng.com



Att.: Exhibit A – Scope of Services
Exhibit B – Fee Proposal

cc: Chad Grecsek, City of Deerfield Beach
Tom Pierro, P.E., D.CE. CPE
Stacy Buck, CPE



Exhibit A – Scope of Services

2022 Physical Monitoring of Settlement Agreement Project Area

This task includes the services to conduct physical monitoring surveys of the Settlement Area Project to satisfy semi-annual beach condition survey requirements of the Settlement Agreement and pre-construction survey requirements in Florida Department of Environmental Protection (FDEP) and Broward County (County) permits. All survey work will be conducted under the direct supervision of a licensed Florida Professional Surveyor and Mapper and will be in accordance with 5J-17 F.A.C. and the March 2014 BBCS Monitoring Standards for Beach Erosion Control Projects, Sections 01000 and 01100. Engineering analyses will be conducted under the supervision of a licensed Florida Professional Engineer. Field support for this effort will be provided by CPE's survey subconsultant Morgan & Eklund, Inc. (M&E).

Task 1: Spring 2022 Physical Monitoring Survey

In Spring 2022, beach profile surveys will be conducted to document beach conditions throughout the project area. CPE has coordinated with Moffatt & Nichol (M&N) to align this Spring 2022 survey with the post-construction physical monitoring of the 2020 Hillsboro Beach Renourishment project; therefore, twelve (12) beach profiles will be collected under this work assignment to supplement the profiles to be collected by M&N for post-construction monitoring of the 2020 project.

The surveyed profiles will provide updated beach conditions that will be used for planning and design of a beach nourishment project with expected construction in Winter 2022/2023 as well as satisfy the semi-annual survey requirements of the Settlement Agreement. All profiles will be full profiles extending from the landward side of upland vegetation to approximately 3,000' offshore beyond the depth of closure (approximately -20' NAVD). Should the beach be impacted by a Tropical Storm or Hurricane that results in a declared disaster during the upcoming tropical season, the data can also serve as a pre-storm condition survey in support of state and/or federal disaster relief claims.

A beach condition report consisting of shoreline and volume changes by profile between the August 2021 survey and the Spring 2022 survey, projected project volume estimates, plotted beach profiles, ASCII XYZ files, control tabulation, and survey certification will serve as deliverable for Task 1.

Task 2: Fall 2022 Physical Monitoring Survey

In Fall 2022, beach profile surveys will be conducted to document beach conditions throughout the project area. FDEP Permit No. 0289706-001-JC and Broward County permit DF14-1082 require pre-construction beach surveys to document conditions prior to beach nourishment projects. Thirty-three (33) beach profiles will be collected to satisfy pre-construction permit requirements for the planned 2022/2023 beach nourishment project and to satisfy the semi-annual survey requirements of the Settlement Agreement. All profiles will be full profiles extending from the landward side of upland vegetation to approximately 3,000' offshore beyond the depth of closure (approximately -20' NAVD).

A beach condition report consisting of shoreline and volume changes by profile between the August 2021, Spring 2022 and Fall 2022 surveys, updated project volume estimates, plotted beach profiles, ASCII XYZ files, control tabulation, and survey certification will serve as deliverable for Task 2. While this data may be used as a post-storm survey for a declared disaster, storm impact coordination, assessments and reporting are not included.

**Exhibit B - Fee Proposal**

The Scope of Services presented in Exhibit A will be performed for a Lump Sum fixed price as shown in the fee estimate below and based on the subconsultant proposal attached hereto. The work will be invoiced monthly on a percent-complete basis shared equally (50/50) between the City of Deerfield Beach (City) and Town of Hillsboro Beach (Town) as "Soft Costs" defined by the Settlement Agreement. The services will be conducted in accordance with the terms and conditions of the Contract between Coastal Protection Engineering LLC (CPE) and the City and Town dated April 6, 2021.

Please issue the Purchase Order and/or Notice to Proceed in the name of our licensed contracting entity, Coastal Planning and Engineering LLC, and reference the contract under which we are performing these services. The approved rates, classifications, and fee estimate build up are presented below. Should the project require additional services not included in this proposal, CPE will coordinate with the City and Town to amend the scope of services with a mutually agreeable revision. Additional services can be provided under a future phase proposal upon request.

City of Deerfield Beach and Town of Hillsboro Beach**RFQ #21-15-JW: 2022 Physical Monitoring of Settlement Agreement Project Area****Fee Proposal – April 1, 2022**

Task Description	Labor				Sub-Consultant Morgan & Eklund Cost
	Principal Engineer (Hours)	Senior Coastal Engineer Hours	Coastal Engineer Hours	CAD/GIS Operator Hours	
1 Spring 2022 Physical Monitoring Survey	6	18	52	8	\$11,279.00
2 Fall 2022 Physical Monitoring Survey	6	20	60	8	\$20,591.00
TOTAL =	12	38	112	16	\$31,870.00
RATE =	\$256.00	\$166.00	\$125.00	\$90.00	1.1
COST =	\$3,072.00	\$6,308.00	\$14,000.00	\$1,440.00	\$35,057.00
Labor Cost = \$ 24,820.00					
Sub-Consultant Cost = \$ 35,057.00					
TOTAL	\$ 59,877.00				



Rate Schedule for RFQ 21-15-JW
Coastal Protection Engineering LLC
March 2021

I. Labor Rates

Labor Classification

Principal Engineer	\$256.00
Principal Coastal Scientist	\$256.00
Program Manager	\$180.00
Project Manager	\$166.00
Senior Coastal Engineer	\$166.00
Senior Marine Geologist	\$166.00
Senior Coastal Scientist	\$163.00
Senior Marine Biologist	\$152.00
Coastal Engineer	\$125.00
Coastal Modeler	\$110.00
Junior Coastal Engineer	\$100.00
Junior Coastal Scientist	\$95.00
CAD / GIS Operator	\$90.00
Engineering Intern / Technician	\$72.00

II. Reimbursable Costs*

Cost Classification

Mileage	\$0.575 / mile
SCUBA Diving	\$60 / diver / day
Equipment	Per Purchase Order
Direct Costs	Per Purchase Order
Sub-Consultants	10% of Cost

**Subject to terms and conditions of Contract and applicable Work Authorization and the following specific exclusions:*

- 1. Travel costs within Broward County to project sites and client offices.*
- 2. Incidental costs for set-up and hosting of conference call or virtual meetings.*
- 3. Miscellaneous contract administration costs such as task order development and negotiations.*



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Catalyst Removal from Sand Pit
Submitting Dept: Town Manager
Agenda Date: May 3rd, 2022

1. BACKGROUND / HISTORY

The water plant is in need of a company to dispose of about 1500CY of used silica sand that was removed from the Spiractor during the past few years. The Spiractor is used for softening water during production and is cleaned about 3 times a year. Once removed from the Spiractor, the “spent” silica is stored in a sand pit onsite. On average, every 8 years, the sand needs to be removed from site.

2. CURRENT ACTIVITY

The Hillsboro Beach Water Department sought prices from qualified excavating and hauling companies to remove and dispose of the sand from its water treatment plant location. Quotes were broadcast electronically through Demandstar as well as local vendors were contacted for prices. Five companies provided pricing ranging from \$30,240 to \$110,200.

The lowest, responsive, responsible vendor was OA Excavations & Trucking Corp, at a quote of \$30,240.00

3. FINANCIAL IMPACT

Projected cost to the Water Plant is \$30,240, funded by the Utility Fund, and is budgeted under repairs and maintenance.

4. RECOMMENDATION

Commission approval is recommended to waive the Town’s Procurement Code requiring a formal solicitation and allow written comparative prices to provide the procurement justification. Commission approval to accept the quote from OA Excavations & Trucking Corp. and allow Town staff to execute the required documents to allow the Utility to move forward on the project to remove and dispose of the spent silica sand.

RESOLUTION NO. 2022- 17

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, WAIVING COMPETITIVE PROCUREMENT AND AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO EXECUTE AN AGREEMENT WITH OA EXCAVATIONS & TRUCKING CORP. TO REMOVE CATALYST SAND FROM THE TOWN'S WATER TREATMENT PLANT; 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 waive competitive procurement and authorize the appropriate Town Officials to execute an Agreement with OA Excavations & Trucking Corp to Remove Catalyst Sand from the Town's Water Treatment Plant.

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 waives competitive procurement in accordance with the applicable section of the code of ordinances and authorizes the appropriate Town Officials to execute an Agreement with OA Excavations & Trucking Corp to Remove Catalyst Sand from the Town's Water Treatment Plant in an amount not to exceed \$30,240.00.

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
2 ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this
3 _____day of _____ 2022.

4
5 TOWN OF HILLSBORO BEACH, FLORIDA

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8 _____
9 Deborah L. Tarrant, Mayor

10
11 ATTEST:

12
13 _____
14 Sherry D. Henderson, CMC
15 Town Clerk

RESOLUTION NO. 2022-17

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	☐	☐



OA Excavations & Trucking Corp.

oscarequipmentservice@gmail.com
17975 sw 156 ave miami fl 33018

Estimate

Estimate No ES03335
Estimate date 30/Mar/2022

Billing address

Town Of Hillsboro
egaray@townofhillsborobeach.com
+1 (954) 703-0623

Item	Description	Rate	Qty	Amount
Per 18 yard truck load	This estimate is per truck load. equipment,operator,labor,delive ries and fuel included.	360.00	84	\$30,240.00

Job details

Client must provide an accurate 811 report of existing utilities locations underground and must be visibly marked prior to commencing the job

Total \$30,240.00

Thanks for your business!

2022 LOCAL OPTION GAS TAX AMENDMENTS

- RES #2022-18 (Exhibit 1)
- RES #2022-19 (Exhibit 2)

From: Moore, Judale <ejmoore@broward.org>
Sent: Monday, April 18, 2022 7:45 AM
To: Broward County Municipal Clerks
Subject: **2022 Local Option Gas Tax Amendments**

Good Morning,

Attached are the instructions memo and the 2022 Local Gas Tax Amendments. Both the PDF and Word documents are included. An FYI regarding the Original 6 Cents Local Gas Tax as to the share of the proceeds based on updated population numbers per the renewal agreement, is provided.

Just as last year, it's very important that the page numbers remain consistent with the original document. *Please remember to extract the pages of the Agreement and your city signature page, only. It is not necessary to return all of the other city pages (See attached examples for Coconut Creek).* The agreements are still pending signature by County Attorney and County Administration. The deadline **(June 1st)** and the documents that we are requiring, are the same as last year.

We are allowing **verified** digital signatures as we did last year. These signatures **must be verifiable**. Programs like DocuSign and Adobe offer digital signatures. Simply typing or scanning a signature will not be accepted. This information is noted in the memo.

Please let me know if you have any questions.

Happy processing!

Judale



E. Judale Moore
Administrative Coordinator
Public Works Department
BC Highway and Bridge Maintenance Division
1600 N.W. 30th Avenue, Pompano Beach, FL 33069
Office: (954) 357-6045
Fax: (954) 357-6131
ejmoore@broward.org

Under Florida law, most e-mail messages to or from Broward County employees or officials are public records, available to any person upon request, absent an exemption. Therefore, any e-mail message to or from the County, inclusive of e-mail addresses contained therein, may be subject to public disclosure.



Office of Management and Budget

115 S. Andrews Avenue, Room 404 • Fort Lauderdale, Florida 33301 • 954-357-6345 • FAX 954-357-6364

April 15, 2022

Dear Municipality:

As you know, there are three local option gas taxes:

- The "Original" Six Cents Local Option Gas Tax was renewed in 2018 for a period of 30 years from September 1, 2018 to December 31, 2047. The updated BEBR population figures and the share of proceeds for FY23 are attached for your information. No action is needed at this time.
- The "additional" local option gas tax agreement levied in 1994 provides for Cities to receive 51.27% of three cents of gas tax. The Cities' share of this gas tax has increased over the years due to annexations, however, there were no annexations of populated areas effective September 2021 so the Cities' share of the three cents of gas tax will remain the same as last year. As a result, this amendment adjusts each City's percentage share of the 51.27% based on updated population figures. This agreement expires on December 31st, 2023.
- The "transit gas tax" agreement levied in 2001 provides for Cities to receive 26% of the proceeds of one cent of gas tax. This amendment includes adjustments to each City's percentage share based on updated population figures. This agreement expires on December 31st, 2030.

Attached are the amendments to two interlocal gas tax agreements requiring approval by your municipal governing board no later than June 1, 2022. The two attached amendments for those gas tax agreements are required to adjust each City's percentage share based on updated population figures until they expire in 2023 and 2030.

Additional notice of the renewals of the two interlocal agreements ("additional" and "transit gas tax") will be sent out at a later date.

Revisions to Population Figures

The two interlocal agreements provide for the distribution of gas taxes among the Cities based on population figures published annually by the University of Florida Bureau of Economics and Business Research. The interlocal agreements also provide for the population numbers to be revised annually using the most current published figures.

Please place the two amendments on the agenda for approval by the municipal governing board as soon as possible and **return the signed agreement and a copy of your municipal resolution** to the County no later than June 1, 2022. This year we are accepting verifiable digital signatures, available through programs like DocuSign and Adobe. **Once we receive a majority of signed agreements from the cities, our County Attorney's office will execute the agreements and return an executed complete document which includes the agreement, county signature page and city signature pages for your records.** If you have any questions about the amendments, please contact Elise Cooper from the County's Office of Management and Budget at 954-357-6360.

Attached are copies of the above discussed amendments. **Please return three executed originals of each amendment which includes the agreement, city signature page, and a copy of your municipal resolution to:**

Trevor Fisher, Director
Broward County Public Works Department
Attention: Highway and Bridge Maintenance Division
1600 N.W. 30th Ave. (Blount Road)
Pompano Beach, FL 33069
Ph. (954) 357-6040

Sincerely,
Norman Foster, Director
Office of Management and Budget


Broward County Board of County Commissioners

Torey Alston • Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Jared E. Moskowitz • Nan H. Rich • Tim Ryan • Michael Udine
www.broward.org

State of Florida
Broward County
Town of Hillsboro Beach

RESOLUTION NO. 2022-18

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE THE 2022 AMENDMENT TO INTERLOCAL AGREEMENT PROVIDING FOR DIVISION AND DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY ADDITIONAL THREE-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL; A COPY OF THE AMENDMENT TO INTERLOCAL AGREEMENT IS ATTACHED HERETO AS EXHIBIT 1; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Hillsboro Beach deems it to be in the best interests of the Town to approve and authorize the proper Town official to execute the 2022 Amendment to Interlocal Agreement Providing For Division and Distribution of The Proceeds From The Broward County Additional Three-Cent Local Option Gas Tax On Motor Fuel.

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, FL hereby approves and authorizes the proper Town officials to execute the 2022 Amendment to Interlocal Agreement Providing for Division and Distribution of The Proceeds From The Broward County Additional Three-Cent Local Option Gas Tax On Motor Fuel, which is attached as Exhibit 1 hereto.

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.

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ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this
_____ day of _____ 2022.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2022-18
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	☐	☐

**"Original" Six Cents Local Option Gas Tax
Annual Administrative Update of BEBR Population
Year 5 of FY19 - FY47 per the Interlocal Agreement**

Recipient	FY23 Percent Share of Proceeds
Coconut Creek	1.119624%
Cooper City	0.665475%
Coral Springs	2.603279%
Dania Beach	0.615947%
Davie	2.054620%
Deerfield Beach	1.685230%
Fort Lauderdale	3.599992%
Hallandale Beach	0.796260%
Hillsboro Beach	0.038423%
Hollywood	2.976596%
Lauderdale-by-the-Sea	0.120009%
Lauderdale Lakes	0.709005%
Lauderhill	1.442079%
Lazy Lake	0.000637%
Lighthouse Point	0.203123%
Margate	1.135933%
Miramar	2.631313%
North Lauderdale	0.867805%
Oakland Park	0.856990%
Parkland	0.685654%
Pembroke Park	0.120376%
Pembroke Pines	3.305552%
Plantation	1.792064%
Pompano Beach	2.188985%
Sea Ranch Lakes	0.010351%
Southwest Ranches	0.148487%
Sunrise	1.883594%
Tamarac	1.402824%
Weston	1.321489%
West Park	0.294634%
Wilton Manors	0.223650%
Total Incorporated	37.500000%

Recipient	BEBR Population 4/1/21
Coconut Creek	57,871
Cooper City	34,397
Coral Springs	134,558
Dania Beach	31,837
Davie	106,199
Deerfield Beach	87,106
Fort Lauderdale	186,076
Hallandale Beach	41,157
Hillsboro Beach	1,986
Hollywood	153,854
Lauderdale-by-the-Sea	6,203
Lauderdale Lakes	36,647
Lauderhill	74,538
Lazy Lake	33
Lighthouse Point	10,499
Margate	58,714
Miramar	136,007
North Lauderdale	44,855
Oakland Park	44,296
Parkland	35,440
Pembroke Park	6,222
Pembroke Pines	170,857
Plantation	92,628
Pompano Beach	113,144
Sea Ranch Lakes	535
Southwest Ranches	7,675
Sunrise	97,359
Tamarac	72,509
Weston	68,305
West Park	15,229
Wilton Manors	11,560
Total Incorporated	1,938,296
Unincorporated Area	17,079
Total County	1,955,375

**2022 AMENDMENT TO INTERLOCAL AGREEMENT PROVIDING FOR DIVISION AND
DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY ADDITIONAL
THREE-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL**

This 2022 Amendment to Interlocal Agreement ("2022 Amendment") is entered into by and between Broward County, a political subdivision of the State of Florida ("County"), and the municipalities executing a signature page bearing the above legend, each of which is a municipal corporation existing under the laws of the State of Florida, (each a "Municipality" and, collectively "Municipalities"). County and Municipalities are collectively referred to as the "Parties."

RECITALS

A. Section 336.025(1)(b), Florida Statutes, authorizes the County to extend the levy of the additional three-cent local option gas tax upon every gallon of motor fuel sold in Broward County for a period not to exceed thirty (30) years on a majority vote of the governing body of the County.

B. The Broward County Board of County Commissioners enacted Section 31½-38, Broward County Code of Ordinances, effective January 1, 1994, through December 31, 2024, pursuant to Section 336.025(1)(b), Florida Statutes, imposing the levy of the three-cent (\$.03) local option fuel tax for thirty (30) years and providing for a method of distribution of the proceeds of the tax.

C. The method for distribution of the proceeds is established by an Interlocal Agreement with Municipalities representing a majority of the population of the incorporated area within the County ("Interlocal Agreement").

D. Paragraph 3 of the Interlocal Agreement requires annual adjustment of the division and distribution of the proceeds based upon the population of the individual Municipalities and unincorporated Broward County in accordance with the population figures set forth in the most current edition of "Florida Estimates of Population," published by the Bureau of Economics and Business Research, Population Division, University of Florida ("BEBR Figures").

NOW, THEREFORE, for good and valuable consideration, and pursuant to the authorization of Section 336.025(1)(b)2., Florida Statutes, the County and Municipalities agree as follows:

1. Paragraph 2 of the Interlocal Agreement, as previously amended, is hereby amended to read:
2. Forty-eight and Seventy-three One-hundredths percent (48.73%) of the total proceeds from the additional three-cent local option fuel tax shall be divided and distributed to the County, and the remaining Fifty-one and Twenty-seven One-hundredths percent (51.27%) of the total proceeds from the additional three-cent

local option fuel tax shall be divided among and distributed to the eligible municipalities within the County as follows:

$$\frac{\text{Population of Each Eligible Municipality}}{\text{Total County Incorporated Area Population}} \times 51.27\% =$$

Recipient	FY23 Percent Share of Proceeds
Coconut Creek	1.530750%
Cooper City	0.909837%
Coral Springs	3.559203%
Dania Beach	0.842123%
Davie	2.809077%
Deerfield Beach	2.304047%
Fort Lauderdale	4.921909%
Hallandale Beach	1.088647%
Hillsboro Beach	0.052532%
Hollywood	4.069603%
Lauderdale-by-the-Sea	0.164076%
Lauderdale Lakes	0.969352%
Lauderhill	1.971610%
Lazy Lake	0.000870%
Lighthouse Point	0.277710%
Margate	1.553048%
Miramar	3.597530%
North Lauderdale	1.186463%
Oakland Park	1.171677%
Parkland	0.937426%
Pembroke Park	0.164579%
Pembroke Pines	4.519350%
Plantation	2.450110%
Pompano Beach	2.992780%
Sea Ranch Lakes	0.014151%
Southwest Ranches	0.203012%
Sunrise	2.575250%
Tamarac	1.917941%
Weston	1.806740%
West Park	0.402823%
Wilton Manors	0.305774%
Total Incorporated	51.270000%

2. Paragraph 3 of the Interlocal Agreement, as previously amended, is hereby amended to read:

3. The population figures set out herein are based on the figures contained in the document referred to as the "Florida Estimates of Population," published on an annual basis by the Bureau of Economics and Business Research, Population Division, University of Florida. The population figures to be utilized in the formula described in Paragraph 2 of this Interlocal Agreement for the division and distribution of the proceeds from the additional three-cent local option fuel tax shall be adjusted annually based on the then-current "Florida Estimates of Population."

For the purpose of this Agreement, the population figures are as follows:

Recipient	BEBR Population 4/1/21
Coconut Creek	57,871
Cooper City	34,397
Coral Springs	134,558
Dania Beach	31,837
Davie	106,199
Deerfield Beach	87,106
Fort Lauderdale	186,076
Hallandale Beach	41,157
Hillsboro Beach	1,986
Hollywood	153,854
Lauderdale-by-the-Sea	6,203
Lauderdale Lakes	36,647
Lauderhill	74,538
Lazy Lake	33
Lighthouse Point	10,499
Margate	58,714
Miramar	136,007
North Lauderdale	44,855
Oakland Park	44,296
Parkland	35,440
Pembroke Park	6,222
Pembroke Pines	170,857
Plantation	92,628
Pompano Beach	113,144
Sea Ranch Lakes	535
Southwest Ranches	7,675
Sunrise	97,359

Recipient	BEBR Population 4/1/21
Tamarac	72,509
Weston	68,305
West Park	15,229
Wilton Manors	11,560
Total Incorporated	1,938,296
Unincorporated Area	17,079
Total County	1,955,375

3. This 2022 Amendment shall be effective as of the date it is executed by the County after having previously been executed by Municipalities cumulatively representing a majority of the incorporated area population of the County. The amended population figures and share of proceeds shall take effect as provided by applicable law.

4. In the event any provision within this 2022 Amendment is found by a court of competent jurisdiction to be invalid, the remaining provisions shall continue to be effective unless the County or any executing Municipality necessary to maintain the cumulative majority referenced in the preceding paragraph elects to terminate the Interlocal Agreement. The election to terminate pursuant to this provision must be made within seven (7) days after such court ruling; provided, however, that if a timely notice appealing the court ruling is filed, the election shall be held in abeyance until the appeal is determined or dismissed.

5. Except to the extent amended, the Interlocal Agreement shall remain in full force and effect. In the event of any conflict between the terms of this 2022 Amendment and the Interlocal Agreement, as previously amended, the Parties acknowledge that this 2022 Amendment shall control.

6. This 2022 Amendment may be executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

[THE REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]

IN WITNESS WHEREOF, the Parties have made and executed this 2022 Amendment to the Interlocal Agreement on the respective dates under each signature: Broward County through its Board of County Commissioners, signing by and through its County Administrator, authorized to execute same by Board action on April 5th, 2022, and each Municipality, signing by and through the official indicated on each signature page, duly authorized to execute same.

COUNTY

WITNESSES:

Broward County, by and through
its County Administrator

Print Name: _____

By _____

Monica Cepero
County Administrator

Print Name: _____

_____ day of _____, 20____

Approved as to form by
Andrew J. Meyers
Broward County Attorney
Governmental Center, Suite 423
115 South Andrews Avenue
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600
Telecopier: (954) 357-7641

By _____

Annika E. Ashton (Date)
Deputy County Attorney

2022 AMENDMENT TO INTERLOCAL AGREEMENT PROVIDING FOR DIVISION AND DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY ADDITIONAL THREE-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL

MUNICIPALITY

WITNESSES:

Municipality: HILLSBORO BEACH

By _____
Mayor-Commissioner

____ day of _____, 20____

ATTEST:

By _____
Municipal Clerk

Municipal Manager

____ day of _____, 20____

(CORPORATE SEAL)

APPROVED AS TO FORM:

By _____
Municipal Attorney



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. 2022-19
A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Proper Town Officials to Execute the 2022 Amendment to Interlocal Agreement Providing for Division and Distribution of the Proceeds from the Broward County Additional Fifth-Cent Local Option Gas Tax on Motor Fuel for Transit ([Exhibit 2](#))

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Resolution
2. GASTAX5_2022 Amendment (EXHIBIT 2)

RESOLUTION NO. 2022-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE THE 2022 AMENDMENT TO INTERLOCAL AGREEMENT PROVIDING FOR DIVISION AND DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY ADDITIONAL FIFTH-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL FOR TRANSIT; A COPY OF THE AMENDMENT TO INTERLOCAL AGREEMENT IS ATTACHED HERETO AS EXHIBIT 2; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Hillsboro Beach deems it to be in the best interests of the Town to approve and authorize the proper Town official to execute the 2022 Amendment to Interlocal Agreement Providing For Division and Distribution Of The Proceeds From The Broward County Additional Fifth-Cent Local Option Gas Tax On Motor Fuel For Transit.

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, FL hereby approves and authorizes the proper Town officials to execute the 2022 Amendment to Interlocal Agreement Providing For Division and Distribution Of The Proceeds From The Broward County Additional Fifth-Cent Local Option Gas Tax On Motor Fuel For Transit, which is attached as Exhibit 2 hereto.

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

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

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

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

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this _____ day of _____ 2022.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

**RESOLUTION NO. 2022-19
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	☐	☐

**2022 AMENDMENT TO INTERLOCAL AGREEMENT PROVIDING FOR DIVISION
AND DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY
ADDITIONAL FIFTH-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL FOR
TRANSIT**

This 2022 Amendment to Interlocal Agreement ("2022 Amendment") is entered into by and between Broward County, a political subdivision of the State of Florida ("County"), and the municipalities executing a signature page bearing the above legend, each of which is a municipal corporation existing under the laws of the State of Florida (each a "Municipality" and, collectively "Municipalities") County and Municipalities are collectively referred to as the "Parties."

RECITALS

A. Section 336.025(1)(b), Florida Statutes, authorizes the counties to extend the levy of the additional fifth-cent local option gas tax upon every gallon of motor fuel sold in Broward County for a period not to exceed thirty (30) years on a majority vote of the governing body of the County.

B. On June 13, 2000, the Broward County Board of County Commissioners enacted Ordinance No. 2000-25, effective January 1, 2001, through December 31, 2031, pursuant to Section 336.025(1)(b), Florida Statutes, extending the levy of the additional fifth-cent local option gas tax for thirty (30) years and providing for a method of distribution of the proceeds of the tax.

C. The method for distribution of the proceeds is established by an Interlocal Agreement with Municipalities representing a majority of the population of the incorporated area within the County ("Interlocal Agreement").

D. Paragraph 4 of the Interlocal Agreement requires annual adjustment of the division and distribution of the proceeds based upon the population of the individual Municipalities and unincorporated Broward County utilizing the population figures set forth in the most current edition of "Florida Estimates of Population," published by the Bureau of Economics and Business Research, Population Division, University of Florida ("BEBR Figures").

NOW, THEREFORE, for good and valuable consideration, and pursuant to Section 336.025(1)(b), Florida Statutes, the County and Municipalities agree as follows:

1. Section 2.1 of the Interlocal Agreement, as previously amended, is hereby amended to read as follows:

2.1 Seventy-four percent (74%) of the total proceeds from the additional fifth-cent local option gas tax shall be distributed to the County. The remaining twenty-six percent (26%) shall be distributed to the eligible municipalities in the County as follows:

Population of Each Eligible Municipality

Total County Incorporated Area X 26.0000%
Population

Recipient	BEBR Population 4/1/21	FY23 Percent Share of Proceeds
Coconut Creek	57,871	0.776273%
Cooper City	34,397	0.461396%
Coral Springs	134,558	1.804940%
Dania Beach	31,837	0.427057%
Davie	106,199	1.424537%
Deerfield Beach	87,106	1.168426%
Fort Lauderdale	186,076	2.495994%
Hallandale Beach	41,157	0.552074%
Hillsboro Beach	1,986	0.026640%
Hollywood	153,854	2.063774%
Lauderdale-by-the-Sea	6,203	0.083206%
Lauderdale Lakes	36,647	0.491577%
Lauderhill	74,538	0.999841%
Lazy Lake	33	0.000442%
Lighthouse Point	10,499	0.140832%
Margate	58,714	0.787580%
Miramar	136,007	1.824377%
North Lauderdale	44,855	0.601678%
Oakland Park	44,296	0.594180%
Parkland	35,440	0.475387%
Pembroke Park	6,222	0.083461%
Pembroke Pines	170,857	2.291849%
Plantation	92,628	1.242498%
Pompano Beach	113,144	1.517696%
Sea Ranch Lakes	535	0.007176%
Southwest Ranches	7,675	0.102951%
Sunrise	97,359	1.305958%
Tamarac	72,509	0.972624%
Weston	68,305	0.916233%
West Park	15,229	0.204279%
Wilton Manors	11,560	0.155064%
Total Incorporated	1,938,296	26.000000%

Recipient	BEBR Population 4/1/21	FY23 Percent Share of Proceeds
Unincorporated Area	17,079	
Total County	1,955,375	

The population figures set forth above are based on the figures contained in the document referred to as the "Florida Estimates of Population," published on an annual basis by the Bureau of Economic and Business Research, Population Division, of the University of Florida. The population figures to be utilized in the formula described in this section for the distribution of the additional fifth-cent local option gas tax shall be adjusted annually based on the current Florida Estimates of Population.

2. This 2022 Amendment shall be effective as of the date it is executed by the County after having previously been executed by the Municipalities cumulatively representing a majority of the incorporated area population of the County. The amended population figures and share of proceeds shall take effect as provided by applicable law.

3. In the event any provision within this 2022 Amendment is found by a court of competent jurisdiction to be invalid, the remaining provisions shall continue to be effective unless the County or any executing Municipality necessary to maintain the cumulative majority referenced in the preceding paragraph elects to terminate the Interlocal Agreement. The election to terminate pursuant to this provision must be made within seven (7) days after such court ruling; provided, however, that if a timely notice appealing the court ruling is filed, the election shall be held in abeyance until the appeal is determined or dismissed.

4. Except to the extent amended, the Interlocal Agreement shall remain in full force and effect. In the event of any conflict between the terms of this 2022 Amendment and the Interlocal Agreement, as previously amended, the Parties acknowledge that this 2022 Amendment shall control.

5. This 2022 Amendment may be executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

[THE REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]

IN WITNESS WHEREOF, the Parties hereto have made and executed this 2022 Amendment to the Interlocal Agreement on the respective dates under each signature: Broward County through its Board of County Commissioners, signing by and through its County Administrator, authorized to execute same by Board action on April 5th, 2022, and each Municipality, signing by and through the official indicated on each signature page, duly authorized to execute same.

COUNTY

WITNESSES:

Broward County, by and through
its County Administrator

Print Name: _____

By _____
Monica Cepero
County Administrator

Print Name: _____

_____ day of _____, 20____

Approved as to form by
Andrew J. Meyers
Broward County Attorney
Governmental Center, Suite 423
115 South Andrews Avenue
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600
Telecopier: (954) 357-7641

By _____
Annika E. Ashton (Date)
Deputy County Attorney

2022 AMENDMENT TO INTERLOCAL AGREEMENT PROVIDING FOR DIVISION AND DISTRIBUTION OF THE PROCEEDS FROM THE BROWARD COUNTY ADDITIONAL FIFTH-CENT LOCAL OPTION GAS TAX ON MOTOR FUEL FOR TRANSIT

MUNICIPALITY

WITNESSES:

Municipality: HILLSBORO BEACH

By _____
Mayor-Commissioner

____ day of _____, 20____

ATTEST:

Municipal Clerk

By _____
Municipal Manager

____ day of _____, 20____

(CORPORATE SEAL)

APPROVED AS TO FORM:

By _____
Municipal Attorney



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

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

Invoice number 101817
Date 03/31/2022

Project **179902 HILLSBORO BEACH BUILDING
CODE**

Billing period through March 31, 2022

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	1,577,754.24	1,541,223.92	-1,577,754.24	36,530.32
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	1,578,316.74	1,541,786.42	-1,578,316.74	36,530.32

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	1,577,754.24	1,541,223.92	-1,577,754.24	36,530.32
Total	0.00	0.00	1,577,754.24	1,541,223.92	-1,577,754.24	36,530.32

Invoice total 36,530.32



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

**Start Date: 3/1/2022
End Date: 3/31/2022**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$42,682.73	\$6,402.41	\$750.00	\$750.00	\$250.00	\$36,280.32	\$721.52	\$554.31	\$389.00
YTD	\$498,078.40	\$74,711.76	\$3,300.00	\$7,200.00	\$1,750.00	423,366.64	\$9,960.36	\$7,679.94	\$5,242.86

Invoice Date:
April 12, 2022

Services from
03/01/22 thru 03/31/22

Invoice Number: 4682
1 of 6



REINVENTING YOUR CITY

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

General Planning

	Date and Description (date) (detail)	(hours)
general	3/2/2022 coordinate w/ DJ - unity of title	0.25
general	3/2/2022 emails re: new addresses HM w/ Intermark + Sherry	0.50
general	3/15/2022 call w/ realtor	0.25
1189	3/2/2022 call w/ realtor+ research code + emails	0.75
1189	3/3/2022 Call with realtor - Maria Papas re: rezoning	0.25
1212	3/1/2022 call with site contractor	0.25
1212	3/2/2022 review emailed survey +call	0.50
1212	3/8/2022 call w/ different site contractor	0.25
1225	3/15/2022 turf email	0.25
1225	3/17/2022 email - Sherry + Royal Flamingo	0.25
Total General Planning		3.50

Site Plan / Variance Rev.

			(hours)
925 east site plan	3/1/2022	call w/ Sherry	0.25
	3/2/2022	call with Steve	0.25
	3/2/2022	email Joan	0.25
	3/9/2022	emails Joan + Paula (arch)	0.50
	3/10/2022	site visit	1.25
	3/15/2022	call w/ Joan	0.25
	3/17/2022	sort thru plans dropped off at town hall	0.25
	3/17/2022	pick up plans	Flat Rate #6
	3/22/2022	call w/ Joan	0.25
	3/26/2022	email + call Sherry - variance dev. Order	0.25
	3/31/2022	review plans w/ Mac	0.25
	3/31/2022	pick up 1/2 size plans	Flat Rate #11
			3.75

Invoice Date:
April 12, 2022

Services from
03/01/22 thru 03/31/22

Invoice Number: 4682
2 of 6



REINVENTING YOUR CITY

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

961 site plan	3/7/2022	call w/ Bomar		0.25
	3/10/2022	call w/ Bomar		0.25
	3/11/2022	pick up plans	Flat Rate #4	
	3/15/2022	review plans		3.25
	3/15/2022	coordinate meeting w/ Bomar		0.25
	3/16/2022	meeting w/ Bomar at Bomar's office		2.00
	3/17/2022	email James Wentzel		0.25
	3/17/2022	site visit		1.25
		coordinate w/ Bomar emails + calls plans		
	3/23/2022	dropped off	Flat Rate #8	
	3/24/2022	coordinate w/ Bomar emails + calls		0.50
	3/24/2022	pick up plans	Flat Rate #9	
	3/24/2022	review hardscape plans		1.75
	3/25/2022	finalize + update comments		0.75
		coordinate meeting w/ Bomar + Landscape		
	3/25/2022	Architect.		0.50
	3/25/2022	email latest survey to Mac		0.25
	3/27/2022	email Mac		0.25
	3/27/2022	email Bomar		0.25
		download files sent by J Wentzel + review		
	3/28/2022			1.00
		coordinate w/ J Wentzel excavation survey		
		request + review submitted narrative + back		
	3/29/2022	up		0.75
		conference call w/ J Wentzel + Landscape Arch		
	3/29/2022			1.00
	3/30/2022	pick up plans	Flat Rate #10	
	3/30/2022	review complete set		1.75
	3/30/2022	calls w/ Bomar		0.50
	3/30/2022	coordinate w/ Sherry		0.25
		coordinate/sort w/ Mac & Sherry submitted		
	3/31/2022	plans		0.25
	3/31/2022	coordinate w/ Sherry		0.25
	3/31/2022	staff report		1.00
				18.50

Invoice Date:
April 12, 2022

Services from
03/01/22 thru 03/31/22

Invoice Number: 4682
3 of 6



REINVENTING YOUR CITY

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

971 site plan	3/1/2022	prep for commission meeting	0.50
	3/1/2022	commission meeting	3.00
	3/1/2022	email Sherry + Alan Ellman	0.25
	3/2/2022	call with Sherry	0.25
	3/2/2022	call w/ Cindy re: correspondence to neighbors	0.50
	3/2/2022	review 971 plans for neighbors concerns	0.50
	3/2/2022	Call w/ Architect - re: neighbors concerns	0.25
	3/3/2022	call w/ Sherry 969 site plan	0.25
		call with architect + landscape arch -possible	
	3/3/2022	concessions	0.50
	3/3/2022	call + research code + emails	0.25
	3/3/2022	coordinate w/ Sherry	0.25
	3/3/2022	email Cindy - re: letter to neighbors	0.25
	3/3/2022	emails from attorney re: shed	0.25
		sort thru record plans for 969 + coord w/	
	3/4/2022	sherry - wait for copy	0.50
	3/10/2022	call w/ Mac	0.25
	3/11/2022	email attorney - shed	0.25
	3/11/2022	code research requested by mayor	1.25
	3/11/2022	call with Mac re: code research	0.25
	3/11/2022	call w/ applicant	0.25
	3/16/2022	7 emails w/ 969 planner	1.25
	3/16/2022	coordinate w/ Sherry	0.25
	3/17/2022	emails w/ architect	0.25
	3/18/2022	email from 969 planner	0.25
	3/21/2022	email ordinances from Sherry	0.25
		coordinate w/ architect + developer	
		(separately) communication from neighbor's	
	3/23/2022	developer	0.75
	3/24/2022	call w/ applicant	0.25
	3/31/2022	pick up 1/2 size plans	Flat Rate #11
	3/31/2022	coordinate w/ Mac & Sherry	0.25
			13.25

Total Site Plan / Variance Review

Time - hrs.

35.50

Invoice Date:
April 12, 2022

Services from
03/01/22 thru 03/31/22

Invoice Number: 4682
4 of 6



REINVENTING YOUR CITY

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

Permitting Address	Date and Description	(hours)
931	Permit #876778 rev 476015 (survey)	
	3/1/2022 text + calls with Landscape Arch	0.50
	3/2/2022 review	1.25
	3/4/2022 drop off	Flat Rate #3
	call+email landscape arch+ email owner -	
	3/7/2022 access to comments	0.50
		2.25
931	Permit # (87678) rev 476220 (landscape)	
	3/1/2022 call with Landscape Arch	0.25
	3/3/2022 call with Landscape Arch	0.25
	3/3/2022 review	1.00
	3/4/2022 drop off	Flat Rate #3
		1.50
949	Permit #480499	
	3/30/2022 pick up	Flat Rate #10
		0.00
981	Permit # (460920)	
	3/2/2022 review	0.25
		0.25
995	Permit # (473012)	
	3/21/2022 picked up	Flat Rate #7
	3/24/2022 review	1.00
	3/24/2022 drop off	Flat Rate #9
		1.00
995	Permit # (93778) pool	
	3/30/2022 pick up	Flat Rate #10
		0.00

Invoice Date:
April 12, 2022

Services from
03/01/22 thru 03/31/22

Invoice Number: 4682
5 of 6



REINVENTING YOUR CITY

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

999	Permit # (475886)		
	3/1/2022 emails w/ James Cruz		0.50
	3/2/2022 drop off	Flat Rate #1	
			0.50
1007	Permit # (475912)		
	3/2/2022 drop-off	Flat Rate #1	
	3/11/2022 pick up	Flat Rate #4	
	3/12/2022 review		1.00
	3/15/2022 drop-off	Flat Rate #5	
			1.00
1063 (807)	Permit # (477824)		
	3/2/2022 drop off	Flat Rate #1	
			0.00
1063 (306)	Permit # (475004)		
	3/11/2022 Pick up file	Flat Rate #4	
	3/11/2022 review file		0.75
	3/11/2022 inspection		1.00
	3/11/2022 call w/ applicant		0.25
	site meeting w/ contractor for final inspection		
	3/15/2022 review @ 8:30 am contractor did not show		1.50
	coordinate w/ Mariana to reschedule		
	3/15/2022 inspection + re-result inspection		0.50
	3/17/2022 drop off	Flat Rate #6	
			4.00
1131	Permit # (468522)		
	3/15/2022 pick up	Flat Rate #5	
	3/17/2022 review		0.75
	3/17/2022 drop off	Flat Rate #6	
			0.75
1155	Permit # (459218)		
	3/2/2022 drop off	Flat Rate #1	
			0.00

Invoice Date:
April 12, 2022

Services from
03/01/22 thru 03/31/22

Invoice Number: 4682
6 of 6



REINVENTING YOUR CITY

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

1155 Permit # (459219)

3/2/2022 drop off

Flat Rate #1

0.00

1170 Permit # (477324)

3/2/2022 pick up

Flat Rate #1

3/2/2022 review

0.75

3/3/2022 drop off

Flat Rate #2

0.75

General Planning Hours 3.50

Site Plan / Variance Review Hours 35.50

Permitting Hours 12.00

Sub-total Hourly Services 51.00

Total Hours 51.00

Hourly Rate 100.00

Amount Due 5100.00

11 drop off/pick up at \$25 each 275.00

Total Amount Due \$ 5,375.00



Invoice Date: 03/31/2022
Date Invoice Submitted: 04/014/2022
Invoice #: 22-0331-26
Account: 32-TOWNH

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

INVOICE

Transportation Services Provided
For the month of
Mar-22

SHUTTLE BUS	3 days a week 9:00am to 5:50pm (8.83/day)		
	106.00 Service Hrs. @ \$53.00/Hr.	\$	5,618.00
Mon - Wed - Fri	12 Svc Days @ 8.83 Svc Hrs/Day = 105.96 Svc Hrs. (see details)		

Total Amount due this Invoice	\$	5,618.00
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For Billing Inquiries Please Call Hugh Chen (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

March-22

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		46		46	
45		43		43	
41		43		40	
42		40		41	
45					

0

Total Monthly Passengers:

515

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		106.00		106.00	
106.00		106.00		106.00	
106.00		106.00		106.00	
106.00		106.00		106.00	
106.00					

0.0

Total Monthly Revenue Miles:

1272.0

Total Scheduled Revenue Miles

1306.0

Total Vehicle Hours

116.0

Total Revenue Hours

106.0

Service Days

12

Missed Service in Minutes

0

Passengers per revenue hour

4.9

Total Monthly Vehicle Miles: **

1,554.0

	<u>AM - 1st day this month</u>	<u>PM - Last day this month</u>
Veh 2017	19,877	21,708
Alt Veh #		

Invoice Date:
April 26, 2022

Services from
04/01/22 thru 04/26/22

Invoice Number: 4684
1 of 4



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)
general	4/2/2022 call from realtor	0.25
	4/6/2022 call from realtor - zoning designation + change	
general		0.25
general	4/11/2022 call from GC - permit process	0.25
general	4/13/2022 call w/ realtor RM-25 zoning - Deerfield	0.25
general	4/21/2022 broker call change zoning to RM60	0.25
general	4/24/2022 email from Fortune Int. Group RM 16	0.25
general	4/25/2022 call with Fortune Int. Group RM 16	0.25
1189	4/13/2022 call realtor density question	0.25
1189	4/22/2022 zoning call	0.25
1231	4/19/2022 zoning call	0.25
Total General Planning		2.50

Site Plan / Variance Rev.

			(hours)
925 east site plan	4/2/2022	file/drawing organization	0.25
	4/4/2022	prep for Commission meeting	1.00
	4/4/2022	call w/ Joan - attendance	0.25
	4/4/2022	coordinate with Sherry	0.25
	4/5/2022	Commission meeting	1.25
	4/18/2022	email Dev Order - file	0.25
	4/19/2022	email from Joan	0.25
	4/26/2022	Letter of Consistency + review plans	1.50
			5.00
961 site plan	4/2/2022	file/ drawing organization	0.25
	4/4/2022	prep for Commission meeting	1.00
	4/4/2022	call w/ Bomar - attendance	0.25
	4/4/2022	coordinate w/ Sherry	0.25
	4/5/2022	Commission meeting	1.25
	4/19/2022	email - file Dev. Order from Sherry	0.25
			3.25

Invoice Date:
April 26, 2022

Services from
04/01/22 thru 04/26/22

Invoice Number: 4684
2 of 4



REINVENTING YOUR CITY

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

971 site plan	4/1/2022	call w/ Mac + CGAS	0.75
	4/1/2022	coordinate w/ Mac & w/ Sherry	0.50
	4/2/2022	file/drawing organization	0.25
	4/4/2022	call with Architect - attendance	0.25
	4/4/2022	coordinate with Sherry	0.25
	4/4/2022	prep for Commission meeting	1.00
	4/5/2022	Commission meeting	1.25
	4/18/2022	call from Architect	0.25
			4.50

Total Site Plan / Variance Review	Time - hrs.	12.75
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Permitting Address	Date and Description	(hours)
925	permit #285807	
	4/18/2022 picked up	Flat Rate #3
	4/26/2022 review	1.50
	4/26/2022 drop off	Flat Rate #6
		1.50

931	Permit #87678 rev 476015 (survey)	
	4/7/2022 emails w/ L Arch + research (2) different revisions + research	0.75
	4/12/2022 call w/ Steve comments	0.25
	4/12/2022 research permit revisions + comments	0.50
	4/15/2022 conference call coordination	0.25
	4/16/2022 call email Mac	0.25
	4/19/2022 coordinate conf call + call w/ Steve Mitchell	0.50
	4/20/2022 prep for conf call	0.50
	4/21/2022 follow up call with Steve	0.25
		2.50

Invoice Date:
April 26, 2022

Services from
04/01/22 thru 04/26/22

Invoice Number: 4684
3 of 4



REINVENTING YOUR CITY

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

931	Permit # (87678) rev 476220 (landscape)	
	4/12/2022 research permit revisions + comments	0.50
	4/12/2022 coordinate w/ Sherry print emailed response	0.25
	4/14/2022 review emailed response	1.25
	4/20/2022 email - schedule meeting	0.25
	coordinate call w/ Steve Mitchell - Landscape	
	4/20/2022 Architect - Mac	0.75
	4/21/2022 conf call w/ Landscape Arch + Steve	0.50
	4/25/2022 call w/ Steve	0.25
		3.75
949	Permit #480499	
	4/2/2022 review	1.00
	4/4/2022 drop off	Flat Rate #1
		1.00
951	Permit #93404	
	4/18/2022 pick up file	Flat Rate #3
	4/18/2022 review file	0.75
	4/18/2022 inspection	1.50
	4/19/2022 attempt to drop off file - sink hole - road block	
		Flat Rate #4
	4/20/2022 drop off	Flat Rate #5
		2.25
975	Permit #477146	
	4/18/2022 picked up	Flat Rate #3
	4/26/2022 review	0.75
	4/26/2022 drop off	Flat Rate #6
		0.75
995	Permit # (93778) pool	
	4/2/2022 review	1.00
	4/4/2022 drop off	Flat Rate #1
		1.00

Invoice Date:
April 26, 2022

Services from
04/01/22 thru 04/26/22

Invoice Number: 4684
4 of 4



REINVENTING YOUR CITY

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

1011 slip-16	Permit # (472816)		
	4/12/2022 pick up	Flat Rate #2	
	4/15/2022 review		1.00
	4/18/2022 drop-off	Flat Rate #3	
			1.00
1063 (807)	Permit # (474318)		
	4/12/2022 pick up	Flat Rate #2	
	4/15/2022 review		1.00
	4/18/2022 drop off	Flat Rate #3	
			1.00
1131	Permit # (468522)		
	4/18/2022 pick up	Flat Rate #3	
	4/18/2022 review		1.00
	4/19/2022 attempt to drop off file - sink hole - road block		
		Flat Rate #4	
	4/20/2022 drop off	Flat Rate #5	
			1.00

General Planning Hours	2.50
Site Plan / Variance Review Hours	12.75
Permitting Hours	15.75
Sub-total Hourly Services	31.00
Total Hours	31.00
Hourly Rate	100.00
Amount Due	3100.00
6 drop off/pick up at \$25 each	150.00
Total Amount Due	\$ 3,250.00

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Mac Serda, Town Manager

Page: 1
04/28/2022
ACCOUNT NO: 1182-0606490
STATEMENT NO: 41087

General Matters

			HOURS	
04/01/2022	DJD	Initial review of agenda	0.80	
04/04/2022	DJD	Review agenda; prepare for meeting of Town Commission	1.00	
04/05/2022	DJD	Prepare for and attend Town Commission meeting	6.40	
04/06/2022	DJD	Commission meeting follow up; prepare Development Orders; initial amendment to noise ordinance; address use of storage building by PBA	1.60	
04/07/2022	DJD	Preparation of Development Order; initial draft of amendment to code of ordinances	0.90	
04/13/2022	DJD	Revisions to Noise Ordinance; Telephone conference with Town Manager, Mac Serda, Building Officials and Planning Consultant	1.10	
04/14/2022	DJD	Address code case re: Flamingo.		
04/20/2022	DJD	Preparation of agenda items	0.40	
		FOR CURRENT SERVICES RENDERED	12.20	2,745.00

	RECAPITULATION	HOURS	HOURLY RATE	TOTAL
<u>TIMEKEEPER</u>				
D.J. DOODY		12.20	\$225.00	\$2,745.00

Photocopies	10.85
TOTAL EXPENSES	10.85
TOTAL CURRENT WORK	2,755.85
BALANCE DUE	\$2,755.85

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
04/28/2022
ACCOUNT NO: 1182-1200993
STATEMENT NO: 41088

Development

			HOURS	
04/25/2022	DJD	Review emails re: no objection to plat	0.30	
		FOR CURRENT SERVICES RENDERED	0.30	67.50
RECAPITULATION				
	<u>TIMEKEEPER</u>		<u>HOURS</u>	<u>HOURLY RATE</u>
	D.J. DOODY		0.30	\$225.00
				<u>TOTAL</u>
				\$67.50
		Photocopies		1.05
		TOTAL EXPENSES		1.05
		TOTAL CURRENT WORK		68.55
		BALANCE DUE		<u>\$68.55</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

Page: 1
04/28/2022
ACCOUNT NO: 1182-1200995
STATEMENT NO: 41089

Attn: Sherry Henderson

adv. Richard Crusco, Charles Doherty, et al

			HOURS	
04/01/2022	DJD	Revisions to response; review case law	3.60	
04/04/2022	SMS	Review/revise/draft Response to Writ.	2.20	
	DJD	Additional revisions to response	3.30	
04/05/2022	SMS	Draft/review/revise Response to Writ.	2.80	
	DJD	Revisions to response	1.40	
04/06/2022	SMS	Review of revised Response to Writ and related correspondence.	0.80	
	DJD	Revisions to response	2.60	
04/08/2022	SMS	Review/revise Response to Writ.	1.10	
04/11/2022	DJD	Review brief; Telephone conference with Jeff Bass	0.70	
04/13/2022	SMS	Telephone conference call to discuss Responses and revisions to Response based on call.	0.70	
	DJD	Telephone conference with Jeff Bass, Esq.	0.40	
04/18/2022	SMS	Review/revise Response to Writ for Variances.	1.30	
	DJD	Review suggested revisions to response; review Owner's brief	2.10	
04/19/2022	SMS	Finalize variance response, and discussion and calls on variance response.	3.50	
	DJD	Review and revise Town's response to Writ of Certiorari	1.70	
04/20/2022	DJD	Review response filed with Court by Hillsboro Mile Property Owner, LLC; revise Town's response	1.60	
04/21/2022	SMS	Draft/revise Response.	1.10	
	DJD	Finalize Response to Petition of Certiorari; Telephone conference with Jeff Bass; initial review of comments	1.40	
04/26/2022	SMS	Review and final revisions to Variance response prior to submission to Court.	0.50	
	DJD	Review, revise, and finalize for filing response to Writ of Certiorari	2.20	
		FOR CURRENT SERVICES RENDERED	35.00	7,875.00

RECAPITULATION			
TIMEKEEPER	HOURS	HOURLY RATE	TOTAL
D.J. DOODY	21.00	\$225.00	\$4,725.00
SEAN M. SWARTZ	14.00	225.00	3,150.00

adv. Richard Crusco, Charles Doherty, et al

Photocopies	130.55
TOTAL EXPENSES	130.55
TOTAL CURRENT WORK	8,005.55
BALANCE DUE	<u>\$8,005.55</u>

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Page: 1
04/28/2022
ACCOUNT NO: 1182-1200996
STATEMENT NO: 41090

Attn: Sherry Henderson

adv. Richard Crusco (Writ of Cert-Site Plan)

			HOURS	
04/14/2022	SMS	Review of information related to site plan approval and record.	0.80	
04/18/2022	SMS	Draft/review/revise Response to Writ.	1.70	
04/19/2022	SMS	Draft/review Site Plan response.	0.40	
04/20/2022	SMS	Draft Site Plan Response; Call to discuss.	1.60	
	DJD	Revisions to Response to Petition for Writ of Certiorari	0.80	
04/21/2022	SMS	Draft Site Plan Response; Discussion on submittals and revisions.	2.30	
04/22/2022	DJD	Finalize refinements to Response Brief.	1.70	
04/26/2022	SMS	Calls with Counsel for Applicant to discuss submission.	0.30	
04/27/2022	SMS	Draft Motion for Site Plan Case.	0.80	
		FOR CURRENT SERVICES RENDERED	10.40	2,340.00

	RECAPITULATION		<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
<u>TIMEKEEPER</u>					
D.J. DOODY			2.50	\$225.00	\$562.50
SEAN M. SWARTZ			7.90	225.00	1,777.50

TOTAL CURRENT WORK 2,340.00

BALANCE DUE \$2,340.00

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Page: 1
04/28/2022
ACCOUNT NO: 1182-1200997
STATEMENT NO: 41091

Attn: Sherry Henderson

adv. William Thomas

			HOURS	
04/20/2022	DJD	Review Complaint; exchange of emails	0.70	
04/25/2022	DJD	Review emails; address assignment of defense counsel	0.40	
		FOR CURRENT SERVICES RENDERED	1.10	247.50
		RECAPITULATION		
	<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
	D.J. DOODY	1.10	\$225.00	\$247.50
	TOTAL CURRENT WORK			247.50
	BALANCE DUE			<u>\$247.50</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: PROCLAMATION

1. Proclamation Recognizing National Safe Boating Week (May 20-27, 2022)

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Proclamation - NSBW 2022
2. Request for Proclamation



Proclamation of the Town of Hillsboro Beach, Florida recognizing:



National Safe Boating Week

May 21-27, 2022

Recreational boating is fun and enjoyable, and we are fortunate that we have sufficient resources to accommodate the wide variety of pleasure boating demands. However, our waterways can become crowded at times and be a place of chaos and confusion. While being a marvelous source of recreation, boating, to the unprepared, can be a risky sport. Not knowing or obeying the Navigation Rules or the nautical “Rules of the Road,” drinking alcohol or taking drugs while operating a boat, or choosing not to wear your life jacket when doing so is clearly not the smart thing to do, are all examples of human error or a lack of proper judgment. One particular behavior that can reduce the number of boaters who lose their lives by drowning each year by approximately 80% is the wearing of a life jacket. It is a simple task that has the potential to reduce terrible loss in lives.

Knowledge and skills are important in reducing human error and improving judgment. If people are aware of the risk, they are likely to take the precautionary measures to protect themselves and their friends and family. That is why we must continue to spread the messages of boating safety not only during National Safe Boating Week but also throughout the entire year.

Whereas, on average, 600 people die each year in boating-related accidents in the U.S.; approximately 70% of these are fatalities caused by drowning; and

Whereas, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment, or environmental factors; and

Whereas, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

Whereas, today's life jackets are more comfortable, more attractive, and more wearable than styles of years past and deserve a fresh look by today's boating public.

Now, Therefore, I, Deborah L. Tarrant, Mayor of the Town of Hillsboro Beach do hereby recognize May 21-27, 2022 as National Safe Boating 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 3rd of May, 2022 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: Thursday, April 7, 2022 8:09 PM
To: Philip Petito
Cc: Lee, Ken; Jane Sabbagh; Rafael Baez; Andrea Rutherford; Sonia Foster; president@hillsborolighthouse.org; Mac Serda; Sherry D. Henderson
Subject: Re: Proclamation Request

Hello, Flotilla Commander Petito. Thank you for reaching out on this. The Town of Hillsboro Beach absolutely appreciates everything the USCG Auxiliary and the Hillsboro Beach Lighthouse Preservation Society do regarding renovation and maintenance of the Hillsboro Inlet Lighthouse. I'm sorry you and I did not have the opportunity to speak at this year's Gala. Unfortunately, I had a conflicting commitment and could not attend for the first time since the Gala became an annual event.

You don't mention the actual dates for National Safe Boating Week. The Town held its Regular April Commission Meeting on April 5. The Commission does not meet again until May 3. I have copied Town Manager Mac Serda and Town Clerk Sherry Henderson on this correspondence. Should National Safe Boating Week occur before May 3, I will enlist their assistance in responding to your request in a timely fashion. If you have a template for your proclamation request, that would be very helpful. Please feel free to communicate directly with Mr. Serda and Ms. Henderson.

Again, thank you for contacting me regarding this matter, and thanks for all you do to keep our treasured Lighthouse up to snuff.

Best regards,

Deb

Deb Tarrant, Mayor
Town of Hillsboro Beach



From: Philip Petito <petito.aux@gmail.com>
Date: Wednesday, April 6, 2022 at 11:50 AM
To: Deborah Tarrant <dtarrant@townofhillsborobeach.com>
Cc: "Lee, Ken" <kenway.p.lee@cgauxnet.us>, Jane Sabbagh <jane.c.sabbagh@cgauxnet.us>, Rafael Baez <rafaelbaez@gmail.com>, Andrea Rutherford <arutherford@att.net>, Sonia Foster <slfostercgaux@gmail.com>, <president@hillsborolighthouse.org>
Subject: Proclamation Request

Dear Mayor Tarrant,

On behalf of the USCG Auxiliary, Boca Raton Flotilla 36, I respectfully request that the Town of Hillsboro Beach issue a proclamation in favor of the Flotilla in honor of National Safe Boating Week. I had hoped to speak with you in person at the Hillsboro Lighthouse Preservation Society's Gala a few weeks ago but the opportunity didn't present itself.

You might know that alongside the Hillsboro Lighthouse Preservation Society, the USCG Auxiliary has been a key contributor to the renovation and maintenance of the Lighthouse and its monthly tours. I am hopeful that the Town of Hillsboro appreciates our many years of service.

I look forward to hearing from you or your office about this matter shortly. Perhaps we can meet in person if you find yourself at this Saturday's Lighthouse Tour.

My Very Best Regards,

Philip Petito - Flotilla Commander
USCG Auxiliary
Flotilla 36 - Boca Raton
Cell (631) 946-1921

*The Pessimist complains about the wind.
The Optimist expects it to change
The Leader adjusts the sails
John Maxwell*



Hillsboro Beach Police Monthly Report

To: Town Manager, Mac Serda
 From: Police Chief, Jay Szesnat
 Subject: March 2022 Monthly Report

Patrol Snapshot:

Activity	Current Month	February 2022	March 2021
Contacts			
Motor Vehicle	99	70	83
Crosswalk	69	35	69
Marine Unit	126	104	61
Beach Unit	19	8	34
Cyclists	103	93	30
Arrests	1	1	0
Service			
Alarms	12	7	10
Assist Other Agency	7	3	11
Dogs on Beach/Animal	3	5	11
Vessel	6	15	18
Noise	3	5	2
Open Doors	2	6	2
Police Assists	129	133	51
Domestic/Disturbances	1	2	5
Sick/Injured	27	28	25
Crash	1	3	6
Trespassing	2	3	72
Security Checks	6614	5713	5562
Total Calls	289	295	260

Investigations Snapshot:

March 2022 (new)	Actively Working	Inactivated/Cleared
Fraud (#220561)	Fraud-Romance Scam (#212822)	Elderly Exploitation (#220414)
Burglary Vessel/Grand Theft (#220657)	Death Investigation (#211267)	Information-FL Abuse Hotline, Child on Child Abuse (#220509)
Fraud (#220631)	Stolen Vehicle (#202724)	

Personnel News:

Officer James Engle is currently participating in our field training program which also includes a specialized Marine Law Enforcement/Boat Operations course. We hope to have him fully operational in the not too distant future.

March Notable Events:

On March 11th our HBPD Officers responded to a report of another vessel that had run aground on the rocks at the Hillsboro Inlet Jetty. Road Patrol units located the vessel, all of the occupants were accounted for and uninjured. Assistance was rendered.

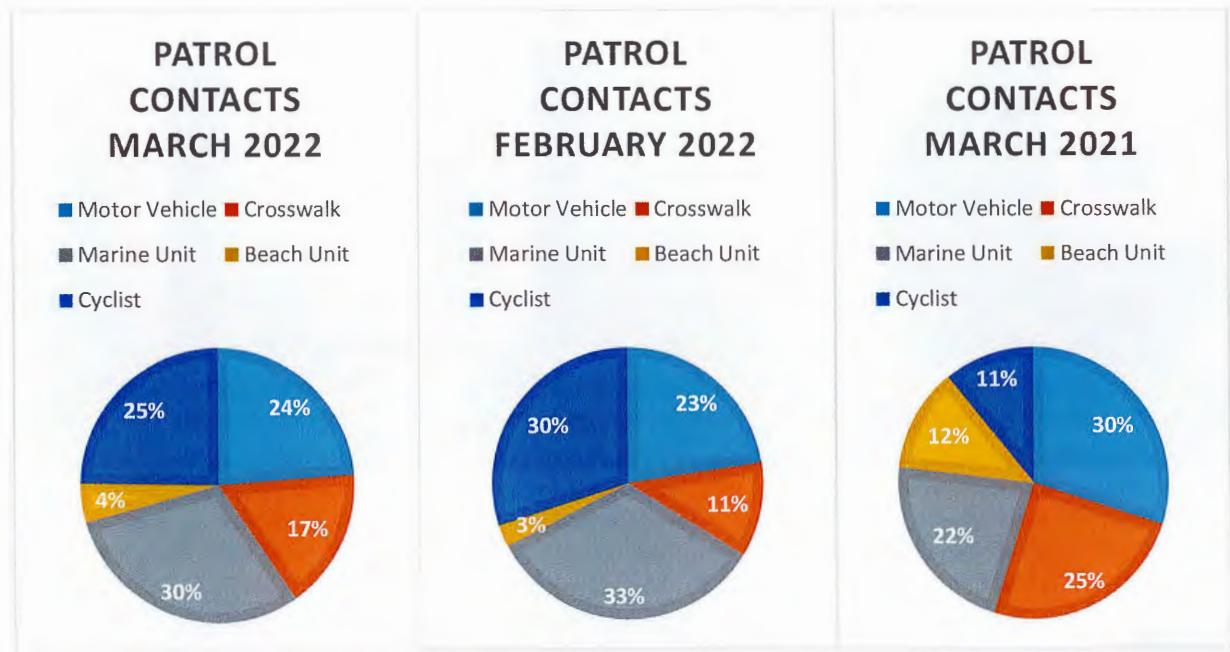
On March 14th our HBPD Officers responded to a report of a nude W/M acting strangely while wondering the property at 901 Hillsboro Mile. At one point the subject was seen on the Jetty rocks yelling at Sea Gulls. He then made his way towards the gate and A1A traffic, Officer's took him into protective custody. He was taken to a mental health facility for evaluation and treatment.

On March 18th our HBPD Officers responded to a report of a W/M subject who was in a parked vehicle, unconscious and not breathing. The subject's companions indicated he had overdosed. All were from a sober living facility and familiar with the administration of NARCAN. The individual resumed his breathing and was conscious upon our arrival. Units stood by until Fire Rescue arrived and transported the subject to the hospital.

On March 29th our HBPD Officers reported a vehicle in the roadway, the driver appeared to have suffered a seizure or possibly a diabetic reaction. It was determined the vehicle had hit a portion of the Hillsboro Inlet bridge and left the scene. Our Officer investigated further and determined the driver was not suffering a medical emergency rather, driving under the influence. Officers took him into custody, he was taken to a medical facility for clearance and booked into the Broward County Jail.

Patrol Services:

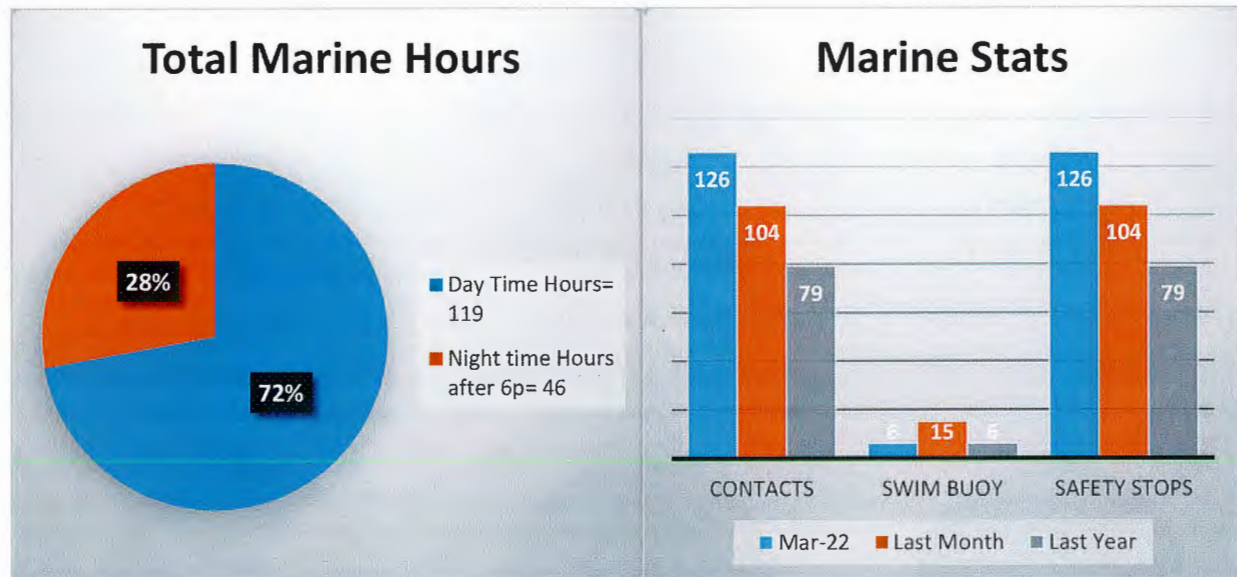
Contacts:



Traffic:



Marine/Beach Patrol:



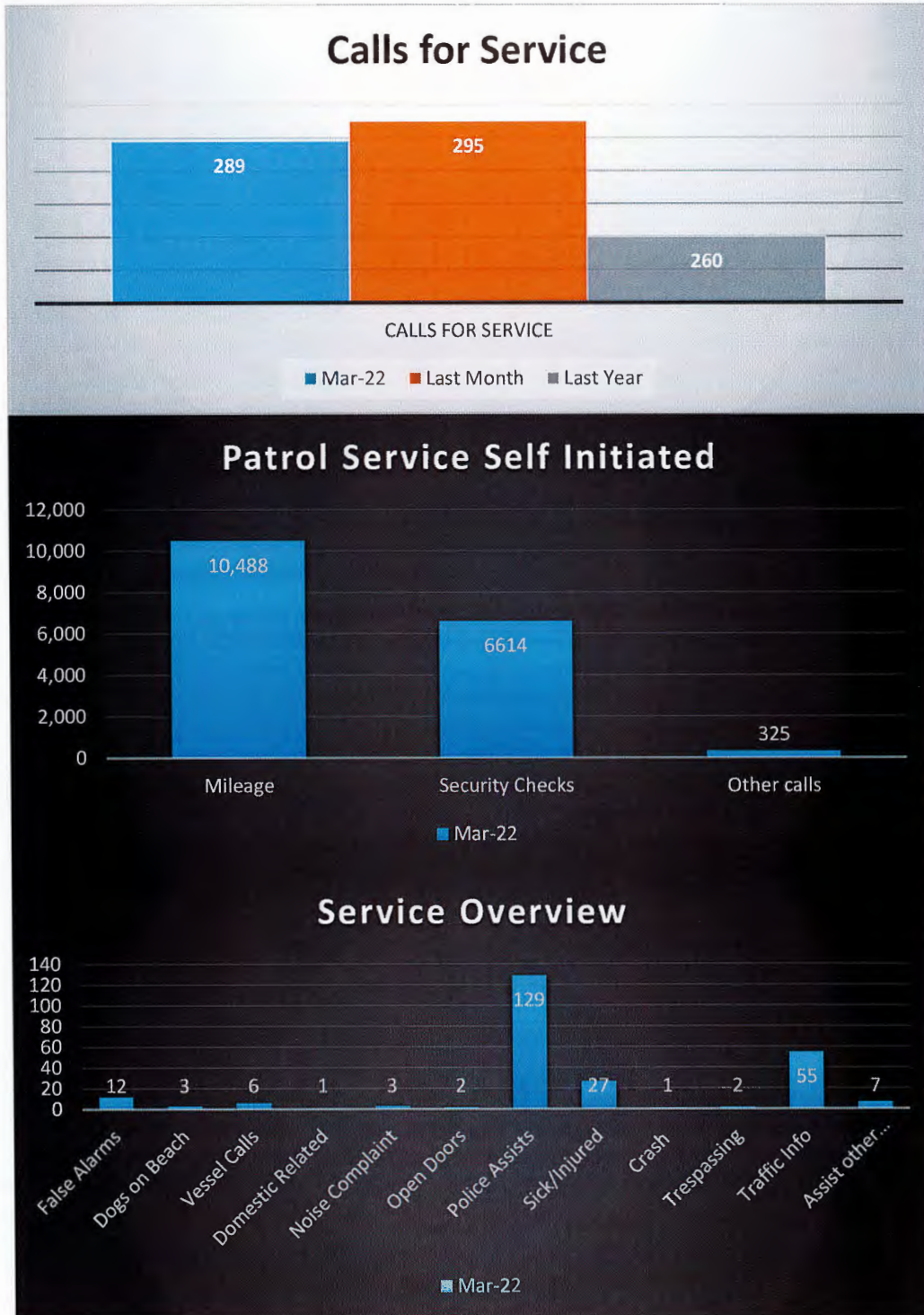
Training:

Police Law Institute (Online): Use of Force; Deadly Force; Qualified Immunity

Power DMS Topics: Bloodborne Pathogens and Exposure

Letters:

Overall Calls for Service:



2022 Vehicle Mileage PD

Unit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TM
160	3,432	255	2,477										6,164
161	1,625	4,793	5,327										11,745
162	0	0	0										0
2162	0	0	283										283
2163	5,335	4,995	2,684										13,014
164	673	1030	1,282										2,985
166	972	1,263	1,382										3,617
TOTAL	12,037	12,336	13,435										37,808
GALLONS	890	918	1,120										2,928

Specialty Vehicles PD

Marine 1	112	124	133										369
ATV	7.6	8	18.5										34.1

Water Department

170	128	80	177										385
172	350	381	340										1,071
173	63	34	138										235
174	480	481	599										1,560
TOTAL	1,021	976	1,254										3,251
GALLONS	88.3	90.1	138.8										317

2022

March

WEEK 1	OFFICER	DATE	PATROL TIME START	PATROL TIME END	TOTAL PATROL HOURS	BOAT ENGINE HOURS	VESSEL STOPS	ACCIDENTS	CITATIONS	CALLS FOR SERVICE	COMPLAINT # / CITATION #
	MacLellan	3/1/22	0900	1700	8	5.97	5				(2) Wake Zone Warn/ (3) Manatee Zone Warn
	Engle/ MacLellan	3/2/22	0900	1700	8	5.97	6				(4) Wake Zone Warn/ (2) Manatee Zone Warn
	Grant	3/3/22	1600	2200	6	4.96	5				(5) Wake Zone Warn
	Grant/ MacLellan	3/4/22	1500	2400	9	7.61	9				(5) Wake Zone Warn/ (4) Loud Music Contacts
	MacLellan/Engle	3/5/22	1000	1800	8	6.3	11				(8) Wake Zone Warn/ (3) Manatee Zone Warn
WEEK 2	Fondo	3/6/22	1000	1800	8	6.07	5				(4) Wake Zone Warn/ (1) Manatee Zone Warn
	MacLellan/Engle	3/8/22	1400	2200	8	6.05	7				(4) Wake Zone Warn/ (3) Manatee Zone Warn
	MacLellan	3/11/22	1600	2200	6	5	4				(2) Wake Zone Warn/ (2) Manatee Zone Warn
	MacLellan/Engle	3/12/22	1000	1800	8	6.87	5				(3) Wake Zone Warn/ (2) Manatee Zone Warn
	Grant	3/13/22	1000	1800	8	6.7	6				(5) Wake Zone Warn/ (1) Boat tied to bridge
WEEK 3	MacLellan	3/15/22	1400	2200	8	6.32	2				(1) Wake Zone Warn/ (1) Manatee Zone Warn
	MacLellan	3/16/22	1400	2200	8	6.66	4				(2) Wake Zone Warn/ (2) Manatee Zone Warn
	MacLellan	3/18/22	1400	2200	8	6.3	6			1	(2) Wake Zone Warn/ (3) Manatee Zone Warn
	MacLellan	3/19/22	1000	1800	8	6.86	10				(5) Wake Zone Warn/ (5) Manatee Zone Warn
	Fondo	3/20/22	1000	1800	8	6.22	6				(5) Wake Zone Warn/ (1) Loud Music
WEEK 4	MacLellan	3/22/22	1400	2200	8	6.76	6				(3) Wake Zone Warn/ (3) Manatee Zone Warn
	MacLellan	3/25/22	1400	2200	8	6.32	5				(3) Wake Zone Warn/ (2) Manatee Zone Warn
	MacLellan/Engle	3/26/22	1000	1800	8	6.54	6				(3) Wake Zone Warn/ (3) Manatee Zone Warn
	Grant	3/27/22	0800	1600	8	6.32	7				(7) Wake Zone Warn
	MacLellan	3/29/22	1400	2200	8	6.43	5			1	(3) Wake Zone Warn/ (2) Manatee Zone Warn
WEEK 5	MacLellan	3/30/22	1400	2200	8	6.4	6				(2) Wake Zone Warn/ (4) Manatee Zone Warn
TOTALS					165	132.63	126	0	0	2	

CERTIFICATION: I hereby certify that the times and dates of the patrols reflect services rendered by the contracting Municipality / Agency for the Broward County EMLEG Program.

TOTAL _____

GRANTEE PROJECT ADMINISTRATOR

DATE

NOTE: Grantee shall submit to County a certified copy of the officer's time card reflecting services rendered and appropriate approvals by grantee

2022 Gas Usage Police Department

Employee	Department	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total Gallons
1-Szesnat	Police	49.3	34.2	50.3										133.8
2-O'Neill	Police	0.0	0.0	16.7										16.7
3-Pugliese	Police	48.7	62.8	63.8										175.3
4-Mastandrea	Police	0.0	0.0	0.0										0.0
5-Clark	Police	143.1	96.7	114.9										354.7
6-Gianino	Police	69.7	112.0	98.4										280.1
7-Kirchoff	Police	3.2	0.0	64.0										67.2
8-McGrath	Police	119.1	115.2	82.5										316.8
9-Kelly	Police	0.0	0.0	0.0										0.0
10-Steel	Police	0.0	0.0	3.5										3.5
11-Nolan	Police	24.7	34.2	28.0										86.9
12-Pope	Police	71.4	106.7	83.9										262.0
13-Stengel	Police	26.8	0.0	22.8										49.6
14-Torres	Police	0.0	0.0	0.0										0.0
16-MacLellan	Police	110.0	161.0	238.3										509.3
18-Beauparlant	Police	139.0	91.5	199.9										430.4
15-Grant	Police	84.6	87.3	0.0										171.9
24- Goglewski	Police	0.0	0.0	36.8										36.8
25- Engle	Police	0.0	0.0	0.0										0.0
26-Joseph	Maintenance	0.0	16.2	16.4										32.6
17- Fondo	Police	0.0	0.0	0.0										0.0
Police Totals	TOTALS	889.6	917.8	1120.2										2927.6

Gas Usage Water Department

19-Garray	Water Dept	0	0	19.9										19.9
20-Bullard	Water Dept	28.6	55.7	46.4										130.7
21-Charles	Water Dept	36.1	34.4	72.5										143
22-Knapstein	Water Dept	0	0	0										0
23-Rivera	Water Dept	23.6	0	0										23.6
Water Totals	TOTALS	88.3	90.1	138.8										317.2
Gas Tank	37" = 2411 GALLONS													

Vehicle/Mileage Recap MARCH 2022

Unit	Type	Primary Use	EOM	BOM	CMM	PMM	INC/DEC
160	SUV	Road Patrol	80,457	77,980	2,477	255	2,222
161	SUV	Road Patrol	80,108	74,781	5,327	4,793	534
162	Crown Vic.	Training/Decoy	125,144	125,144	0	0	0
2162	Truck	Road Patrol	283	0	283	0	283
2163	SUV	Road Patrol	42,258	39,574	2,684	4,995	-2,311
164	Charger	Chief	90,069	88,787	1,282	1,030	252
166	Charger	Admin	196,834	195,452	1,382	1,263	119
Police			TOTALS		13,435	12,336	1,099
170	Pickup Truck	Maintenance	96,275	96,098	177	80	97
172	Pickup Truck	Water Dept	60,588	60,248	340	381	-41
173	Pickup Truck	Water Dept	6,598	6,460	138	34	104
174	Pickup Truck	Water Dept	13,196	12,597	599	481	118
Water Dept			Totals		1,254	976	278
EOMH			BOMH		CMH	PMH	INC/DEC
M1	Boat (new engine)	Patrol	1680.15	1547.52	133	124	9
165	ATV	Patrol	384.8	366.3	18.5	8	10.5

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



TOWN OF HILLSBORO BEACH



FINANCIAL REPORT FY2022 2ND QUARTER - MARCH 2022

Meeting Date: May 3, 2022

1

GENERAL FUND

Overview

(50% Year Complete)

- ▶ Surplus of \$2.6M through March. (Total funding over/under Expenditures)

Revenue / Other Sources

- ▶ Total Funding through March was at 91.0% of the annual budget (excluding FMV adjustment on investments).
- Total Property tax collections were 95.3% of the annual budget through March.

Description	Budget	Actual	% of Budget
Property Taxes	\$ 5,186,503	\$ 4,940,268	95.3%
Other Local Taxes	266,000	141,751	53.3%
Intergovernmental Revenues	172,536	101,720	59.0%
Fines & Forfeitures	2,550	838	32.9%
Miscellaneous Revenues	73,000	30,295	41.5%
Interest Income	30,100	18,688	62.1%
Transfer In	50,000	25,000	50.0%
Total Funding	\$ 5,780,689	\$ 5,258,561	91.0%



2

Financial Report - March 2022

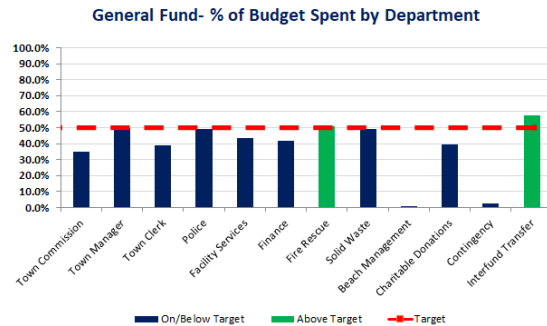
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GENERAL FUND

(50% Year Complete)

Expenditures

- ▶ Total expenditures through March were 46% of the annual budget or \$2.7 million.
- ▶ The Interfund Transfer amount includes \$45 thousand for Capital improvements; \$30 thousand for P&Z expenditures.



3

Financial Report - March 2022

3

SPECIAL REVENUE FUNDS

(50% Year Complete)

Fund Highlights

- ▶ Community Bus Fund – Surplus of \$8.1 thousand.
 - Revenue collected from Transportation Grant and Local Option Gas Tax was 46% of annual budget or \$52.2 thousand.
 - Expenses are 39% of annual budget or \$44.1 thousand and includes repairs to Town Hall ramp .
- ▶ Marine Law Enforcement Fund - 84% of annual budget or \$31.2 thousand.
 - Revenue received from County Marine Grant.
- ▶ Building Permits Fund - Surplus of \$58 thousand.
 - The revenue collected from Permitting Fees was 99% of the annual budget or \$500 thousand.
 - Expenses are 88% of annual budget or \$442.2 thousand.
- ▶ P&Z, Code Compliance Fund – 62% of annual budget or \$40 thousand.
 - The revenue was collected from Planning & Zoning fees as well as Fire fees.
- ▶ Federal Forfeitures / Asset Sharing Fund - Balance as of September was \$51 thousand (includes interest income).
 - Expenses include speed variable signs, radar guns, building improvements & training.



4

Financial Report - March 2022

4

OTHER FUNDS

(50% Year Complete)

Capital Projects Fund – (General Fund Improvements)

- ▶ The total expenditures through March were \$197 thousand or 4% of the annual budget.
 - \$45 thousand for Town Hall renovations.
 - \$152 thousand for Beach projects.



5

Financial Report - March 2022

5

WATER FUND

(50% Year Complete)

Overview

- ▶ Overall, the Water fund had a surplus of \$473 thousand.
- ▶ Operations had a surplus of \$7 thousand.
- ▶ Debt Service had a deficit of \$30 thousand.
- ▶ Capital Improvement fund had a surplus of \$496 thousand
 - Received 50% of American Rescue Plan Act grant - \$503.9 thousand.

Revenue/Other Sources

- ▶ Total funding for the water fund (operations) is 44% of the annual budget or \$639 thousand.
- ▶ Total water service revenue is 45% of the annual budget or \$605 thousand.
- ▶ The water usage billings through March is **down** by 2.7% or \$10 thousand compared to last year at this time.



6

Financial Report - March 2022

6

WATER FUND

Water Usage Comparison

(50% Year Complete)

- ▶ The chart below shows the usage for March by service type.
- ▶ The total gallons used (compared to last month) increased by 5,650 thousand gallons or 35%.

Service Type	(Prior Year)			Month-to-Month Change	
	Mar-21	Feb-22	Mar-22	Change in Usage	% Change
Irrigation	10,020	7,084	10,522	3,438	49%
Single Family	2,482	1,590	2,289	699	44%
Multi Family	7,819	7,340	8,852	1,512	21%
Total	20,321	16,014	21,664	5,650	35%



7

Financial Report - March 2022

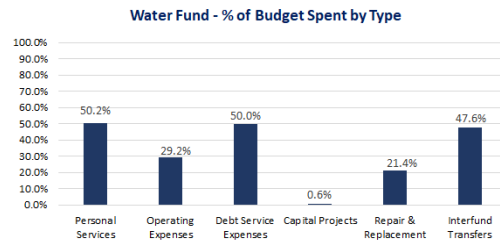
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WATER FUND

Expenses

(50% Year Complete)

- ▶ Total expenses through March were at 37% of the annual budget or \$1.05 Million.
- ❑ Debt Service Expenses:
 - ❑ Loan payment for Water Main project was paid on November 15, 2021.
 - ❑ Loan payment for Water Plant project was paid on March 15, 2022.
- ❑ Capital Purchases:
 - ❑ Total capital expenses were .6% of the annual budget or \$3 thousand.



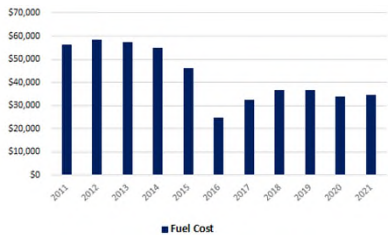
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Financial Report - March 2022

8

FUEL COSTS ANALYSIS

Fuel Cost by Fiscal Year



Fuel Comparison by Fiscal Year
(Full year)

Fiscal Year	Fuel Cost	Gallons Used	Avg Price / Gallon
2011	\$56,162		
2012	\$58,320		
2013	\$57,515		
2014	\$54,888		
2015	\$46,030		
2016	\$24,771	11,858	\$2.09
2017	\$32,433	13,405	\$2.42
2018	\$36,733	12,320	\$2.98
2019	\$36,586	13,666	\$2.68
2020	\$33,942	15,133	\$2.24
2021	\$34,450	14,480	\$2.38

Fuel Comparison by Fiscal Year
(First & Second Quarters Only)

Fiscal Year	Fuel Cost	Gallons Used	Avg Price / Gallon
2019	\$16,071	6,145	\$2.62
2020	\$18,309	7,104	\$2.58
2021	\$13,231	6,537	\$2.02
2022	\$23,030	7,533	\$3.06



9

Financial Report - March 2022

9

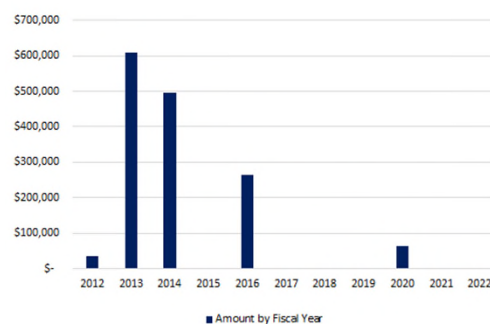
WORKERS' COMPENSATION INSURANCE - ANALYSIS OF CLAIMS

Amount & Status of Claims by Fiscal Year

Fiscal Year	Amount by Fiscal Year	Claim Status
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 Claim
2021*	\$ -	Closed
2022	\$ -	None

*FY2021 - One claim was opened & closed with no costs associated

Total Claims by Fiscal Year



10

Financial Report - March 2022

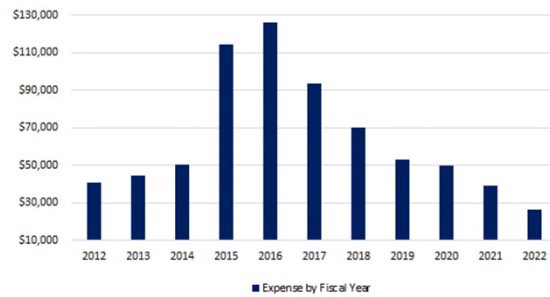
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WORKERS' COMPENSATION INSURANCE – PREMIUM COST

Cost by Fiscal Year & Department

Fiscal Year	Admin	Police	Water	Total
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	\$ 1,488	\$ 29,819	\$ 7,863	\$ 39,170
2022 **	\$ 995	\$ 20,127	\$ 5,176	\$ 26,298
TOTAL	\$ 30,654	\$ 510,996	\$ 167,624	\$ 709,273

Total Cost by Fiscal Year



** Updated through March 31, 2022



11

Financial Report - March 2022

MEMORANDUM

TO: Mayor Deb Tarrant and Commissioners
FROM: Stephen Bloom, Finance Director
CC: Commissioner Vicky Feaman, Treasurer / Ken Cassel, Project Manager
DATE: April 26, 2022
SUBJECT: March 2022 Financial Report

Please find below the quarterly update from the Finance Department. At this point in the fiscal year (through March), the revenues and expenditures should be at approximately 50% of the adopted budget. To further assist with your review, an overview of each of the Town's funds is provided below.

General Fund

- Total funding through March was at 91% of the annual budget.
 - Ad valorem taxes are 95.5% collected through March.
- Total expenditures through March were at 46.1% of the annual budget.

Special Revenue Funds

Community Bus

- Total funding through March were at 46.4% of the annual budget.
- Total expenditures through March were at 39.2% of the annual budget.

Marine Law Enforcement Grant

- Total funding through March were at 83.7% of the annual budget.

Building Permits

- Total funding and expenditures through March were at 99% of the annual budget.
- Total expenditures through March were at 87.6% of the annual budget.

P&Z and Code Compliance

- Total funding and expenditures through March were at 61.7% of the annual budget.

Federal Forfeitures / Asset Sharing

- Total funds available through March - \$50,860.

Capital Projects Fund – (General Fund Improvements)

- Total funding and expenditures through March were at 4.1% of the annual budget.

MEMORANDUM

Town of Hillsboro Beach
Subject: March Financial Report
Page 2

Water Fund – (Operations)

- Total funding through March was at 43.7% of the annual budget.
- The water usage billings through March (YTD) is down by 2.7% compared to last year at the same time.
- The chart below compares the usage for March by category (Single Family, Multi Family, Irrigation) with last month and with the prior year - March 2021. The “Change in usage” and “% change” compares the current month with the prior month.
 - Total gallons used for the month of March was up by 35.3% or 5,650 thousand gallons compared to last month.

Usage Comparison in thousands)

Service Type	(Prior Yr)			Month-to-Month Change	
	March- 21	February- 22	March-22	Change in Usage	% Change
Irrigation	10,020	7,084	10,522	3,438	48.5%
Single Family	2,482	1,590	2,289	699	44.0%
Multi Family	7,819	7,340	8,852	1,512	20.6%
Total	20,321	16,013	21,663	5,650	35.3%

- Total expenses through March were at 43.2% of the annual budget.

Debt Service – (State Revolving Loans)

- Total funding through March was 46.3% of the annual budget.
- The loan payment for the water plant was made on March 15, 2022.
- The next loan payment for the water main project will be made on May 15, 2022.

Capital Projects Fund – (Water Fund Improvements)

- Total funding through March were 91.7% of the annual budget.
- Total expenses through March were at 3% of the annual budget.

Town of Hillsboro Beach

Financial Report

March 31, 2022

Prepared by



Town of Hillsboro Beach

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Town of Hillsboro Beach

Financial Statements

(Unaudited)

March 31, 2022



Balance Sheet
March 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
<u>ASSETS</u>					
Current Assets					
Equity in Pooled Cash	\$ 5,943,430	\$ 167,792	\$ -	\$ 3,016,893	\$ 9,128,115
Accounts Receivable	94,660	2,089	-	191,746	288,495
Allow -Doubtful Accounts	(26,072)	-	-	(25,925)	(51,997)
Due From Other Gov'tl Units	39,034	52,304	151,423	-	242,761
Deferred Outflow of Resources	-	-	-	83,810	83,810
Fuel	10,471	-	-	-	10,471
Money Market Account	-	50,860	-	-	50,860
Prepaid Items	76,966	112,104	-	832	189,902
Deposits	-	-	-	174,238	174,238
Total Current Assets	6,138,489	385,149	151,423	3,441,594	10,116,655
Noncurrent Assets					
Fixed Assets					
Buildings	-	-	-	2,037,360	2,037,360
Accum Depr - Buildings	-	-	-	(915,122)	(915,122)
Distribution System	-	-	-	11,740,489	11,740,489
Plant Improvements	-	-	-	608,583	608,583
Infrastructure	-	-	-	102,068	102,068
Accum Depr - Infrastructure	-	-	-	(2,785,582)	(2,785,582)
Equipment	-	-	-	144,706	144,706
Meters	-	-	-	410,776	410,776
Vehicles	-	-	-	104,552	104,552
Accum Depr - Equip/Furniture	-	-	-	(607,405)	(607,405)
Total Noncurrent Assets	-	-	-	10,840,425	10,840,425
TOTAL ASSETS	\$ 6,138,489	\$ 385,149	\$ 151,423	\$14,282,019	\$20,957,080

LIABILITIES

Current Liabilities

Accounts Payable	\$ 64,846	\$ 38,267	\$ 151,423	\$ 10,146	\$ 264,682
Accrued Expenses	72,326	42,148	-	8,519	122,993
DBPR/DCA/BRA Surcharges	-	7,509	-	-	7,509
Accounts Payable - Other	100	-	-	-	100
Notes/Loans Payable - Current	-	-	-	679,204	679,204
Compensated Absences-Current	35,329	-	-	-	35,329
Accrued Interest Payable	-	-	-	27,601	27,601
Police Benevolent Association	26	-	-	-	26



Balance Sheet
March 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
AFLAC	(775)	-	-	(587)	(1,362)
ICMA-Retirement Health Savings	12	-	-	-	12
Flexible Spending Account	(1,219)	-	-	308	(911)
Deposits	8,125	(45,323)	-	-	(37,198)
Total Current Liabilities	178,770	42,601	151,423	725,191	1,097,985
Long-Term Liabilities					
Note/Loan Payable - LT (Water Plant)	-	-	-	2,730,629	2,730,629
Note/Loan Payable - LT (Water Main)	-	-	-	5,603,232	5,603,232
Compensated Absences-Long-Term	-	-	-	85,059	85,059
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	-	-	-	8,795,189	8,795,189
TOTAL LIABILITIES	178,770	42,601	151,423	9,520,380	9,893,174

FUND BALANCES / NET ASSETS

Fund Balances

Nonspendable:

Prepaid Items	76,966	112,104	-	-	189,070
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Restricted for:

Special Revenue	-	230,444	-	-	230,444
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Assigned to:

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

	5,874,546	-	-	-	5,874,546
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Net Assets

Invested in capital assets,

net of related debt	-	-	-	1,827,361	1,827,361
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Unrestricted/Unreserved

	-	-	-	2,934,278	2,934,278
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TOTAL FUND BALANCES / NET ASSETS	\$ 5,959,719	\$ 342,548	\$ -	\$ 4,761,639	\$11,063,906
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TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	\$ 6,138,489	\$ 385,149	\$ 151,423	\$14,282,019	\$20,957,080
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**Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund**

For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Property Taxes	\$ 5,186,503	\$ 4,940,268	\$ 246,235	95.3%	\$ 4,453,883	\$ 486,385
Other Local Taxes	266,000	141,751	124,249	53.3%	136,456	5,296
Intergovernmental Revenues	172,536	101,720	70,816	59.0%	182,204	(80,484)
Fines & Forfeitures	2,550	838	1,712	32.9%	1,779	(941)
Miscellaneous Revenues	73,000	30,295	42,705	41.5%	58,516	(28,221)
Interest Income	30,100	18,688	11,412	62.1%	6,786	11,902
Total Revenues	5,730,689	5,233,561	497,128	91.3%	4,839,624	393,937
Other Sources						
Transfer In	50,000	25,000	25,000	50.0%	25,000	-
Total Other Sources	50,000	25,000	25,000	50.0%	25,000	-
TOTAL FUNDING	5,780,689	5,258,561	522,128	91.0%	4,864,624	393,937
<u>EXPENDITURES</u>						
Town Commission	46,903	16,373	30,530	34.9%	16,258	(115)
Town Manager	320,770	160,213	160,557	49.9%	148,870	(11,343)
Town Clerk	260,655	101,992	158,663	39.1%	88,283	(13,709)
Police	3,108,565	1,520,572	1,587,993	48.9%	1,467,161	(53,411)
Facility Services	222,961	96,594	126,367	43.3%	105,198	8,605
Finance	120,177	50,377	69,800	41.9%	50,204	(173)
Fire Rescue	915,790	466,724	449,066	51.0%	416,510	(50,214)
Solid Waste	347,869	170,341	177,528	49.0%	159,719	(10,622)
Beaches	81,000	720	80,280	0.9%	25,195	24,475
Charitable Donations	6,344	2,500	3,844	39.4%	3,844	1,344
Contingency	209,655	5,119	204,536	2.4%	-	(5,119)
TOTAL EXPENSES	5,640,689	2,591,524	\$ 3,049,165	45.9%	2,481,241	(110,283)
Interfund Transfer - Out	140,000	75,439	64,561	53.9%	595,097	519,658
TOTAL EXPENDITURES	5,780,689	2,666,963	\$ 3,113,726	46.1%	3,076,338	409,375
Total Funding over (under)						
Expenditures	\$ -	2,591,598			\$ 1,788,286	\$ 803,312
Fund Balance - Beginning		3,368,121				
Fund Balance - Ending		\$ 5,959,719				



General Fund - Revenue
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
FUNDING						
Revenues						
Property Tax						
Ad Valorem Taxes	\$ 5,379,868	\$ 5,135,724	\$ 244,144	95.5%	\$ 4,631,084	\$ 504,640
Ad Valorem Taxes - Prior Years	3,000	3,796	(796)	126.5%	293	3,503
Ad Valorem Taxes - Discounts	(196,365)	(199,252)	2,887	101.5%	(177,495)	(21,757)
Total - Property Tax	5,186,503	4,940,268	246,235	95.3%	4,453,883	486,385
Other Local Taxes						
FPL Franchise	230,000	127,484	102,516	55.4%	117,737	9,747
Local Communications Tax	36,000	14,267	21,733	39.6%	18,719	(4,452)
Total - Other Local Taxes	266,000	141,751	124,249	53.3%	136,456	5,296
Intergovernmental Revenues						
Occupational Licenses	1,900	430	1,470	22.6%	385	45
FDLE - JAG grant	-	479	(479)	n/a	2,170	(1,691)
State Revenue Sharing	43,000	23,274	19,726	54.1%	20,740	2,534
Alcoholic Beverage License	636	-	636	0.0%	-	-
Half-Cent Sales Tax	127,000	77,537	49,463	61.1%	63,580	13,957
Grant Revenue	-	-	-	n/a	20,923	(20,923)
Interlocal Agreement	-	-	-	n/a	74,406	(74,406)
Total - Intergov. Revenues	172,536	101,720	70,816	59.0%	182,204	(80,484)
Fines & Forfeitures						
Judgments and Fines	2,500	838	1,662	33.5%	1,729	(891)
Other Fines and/or Forfeits	50	-	50	0.0%	50	(50)
Total - Fines & Forfeitures	2,550	838	1,712	32.9%	1,779	(941)
Miscellaneous Revenue						
Miscellaneous	3,000	4,107	(1,107)	136.9%	2,448	1,659
Police Reimbursement	50,000	17,648	32,352	35.3%	19,967	(2,319)
Insurance Reimbursements	-	-	-	n/a	22,401	(22,401)
Lien Search Fee	20,000	8,510	11,490	42.6%	13,700	(5,190)
Total - Misc. Revenue	73,000	30,265	42,735	41.5%	58,516	(28,251)



General Fund - Revenue
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Mar-21	Fav (unfav)
Interest Income						
Interest - Investments	35,000	18,642	16,358	53.3%	22,145	(3,503)
Interest - Tax Collector	100	45	55	45.4%	55	(9)
Net Incr (Decr) In FMV-Invest	(5,000)	-	(5,000)	0.0%	(15,414)	15,414
Total - Interest Income	30,100	18,688	11,412	62.1%	6,786	11,902
Total Revenue	5,730,689	5,233,531	497,158	91.3%	4,839,624	393,907
Transfer In						
Water Fund	50,000	25,000	25,000	50.0%	25,000	-
Total - Transfer In	50,000	25,000	25,000	50.0%	25,000	-
TOTAL FUNDING	5,780,689	5,258,531	522,158	91.0%	4,864,624	393,907



General Fund - Town Commission

For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
Personal Services						
Mayor/Commission Stipend	\$ 28,800	\$ 14,400	\$ 14,400	50.0%	\$ 14,400	\$ -
FICA	2,203	1,102	1,101	50.0%	1,102	-
Total Personal Services	31,003	15,502	15,501	50.0%	15,502	-
Operating Expenses						
Election Fees	3,900	162	3,738	4.2%	406	244
Annual Conf. - League of Cities	2,500	-	2,500	0.0%	-	-
Conferences/Seminars	6,000	99	5,901	1.7%	-	(99)
Mayor/Commission Expense	3,500	610	2,890	17.4%	350	(260)
Total Operating Expenses	15,900	871	15,029	5.5%	756	(115)
TOTAL COMMISSION	\$ 46,903	\$ 16,373	\$ 30,530	34.9%	\$ 16,258	\$ (115)



General Fund - Town Manager
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
Personal Services						
Salaries	\$ 143,699	\$ 69,638	\$ 74,061	48.5%	\$ 68,220	\$ (1,418)
Payroll - Vacation	-	-	-	n/a	2,683	2,683
Car Allowance	6,000	2,100	3,900	35.0%	3,000	900
FICA	11,453	5,355	6,098	46.8%	5,359	4
Florida Retirement System	41,687	20,881	20,806	50.1%	18,303	(2,577)
Health and Life Insurance	27,630	10,671	16,959	38.6%	12,420	1,748
Workers' Comp Insurance	201	103	98	51.1%	76	(26)
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	231,170	108,748	122,422	47.0%	110,061	1,313
Operating Expenses						
Town Attorney	75,000	49,363	25,637	65.8%	35,327	(14,036)
Prof. Services - IT Services	9,100	2,003	7,098	22.0%	2,509	507
Miscellaneous	1,000	-	1,000	0.0%	973	973
Computer Expense / Supplies	1,000	-	1,000	0.0%	-	-
Training Expenses	3,500	100	3,400	2.9%	-	(100)
Total Operating Expenses	89,600	51,465	38,135	57.4%	38,809	(12,657)
TOTAL TOWN MANAGER	\$ 320,770	\$ 160,213	\$ 160,557	49.9%	\$ 148,870	\$ (11,343)



General Fund - Town Clerk
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
Personal Services						
Salaries	\$ 115,098	\$ 38,928	\$ 76,170	33.8%	\$ 38,559	\$ (368)
Payroll - Vacation	2,301	810	1,491	35.2%	-	(810)
Employee Award	-	-	-	n/a	200	200
FICA	8,980	3,024	5,956	33.7%	2,949	(75)
Florida Retirement System	12,703	4,349	8,354	34.2%	3,649	(700)
Health and Life Insurance	27,830	8,033	19,797	28.9%	9,511	1,478
Workers' Comp Insurance	161	83	78	51.3%	65	(18)
Unemployment Compensation	250	-	250	0.0%	-	-
Total Personal Services	167,323	55,226	112,097	33.0%	54,933	(293)
Operating Services						
Coding Ordinance	3,000	597	2,403	19.9%	1,184	587
Prof. Services- Digitize records	10,000	1,216	8,784	12.2%	405	(811)
Contracts - Minutes Preparation	4,100	2,044	2,056	49.8%	1,575	(469)
Temporary Labor	6,500	20,249	(13,749)	311.5%	9,291	(10,958)
Contracts - Other Services	4,000	2,403	1,597	60.1%	1,383	(1,019)
Software Maintenance/Support	16,065	2,351	13,714	14.6%	3,773	1,422
Postage and Freight	2,500	474	2,026	19.0%	810	336
Copier	6,100	2,724	3,376	44.7%	2,199	(525)
Advertising	10,000	4,783	5,217	47.8%	4,246	(536)
Office Supplies	5,900	2,745	3,155	46.5%	763	(1,981)
Website Support	4,967	1,313	3,655	26.4%	2,483	1,170
Subscriptions and Memberships	5,700	1,615	4,085	28.3%	1,575	(40)
Office Equipment	1,000	-	1,000	0.0%	225	225
Training Expenses	3,500	515	2,985	14.7%	150	(365)
Resident Mailings	10,000	3,737	6,263	37.4%	3,285	(452)
Total Operating Services	93,332	46,765	46,567	50.1%	33,350	(13,416)
TOTAL TOWN CLERK	\$ 260,655	\$ 101,992	\$ 158,663	39.1%	\$ 88,283	\$ (13,709)



General Fund - Police
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Mar-21	Fav (unfav)
Personal Services						
Salaries	\$ 1,632,161	\$ 797,758	\$ 834,403	48.9%	\$ 781,284	\$ (16,474)
Paid Holidays	50,683	29,975	20,708	59.1%	32,600	2,625
Overtime	20,000	16,918	3,082	84.6%	10,954	(5,964)
Overtime - Task Force	35,000	13,026	21,974	37.2%	16,207	3,181
Sick Leave Cash Out	31,000	44,607	(13,607)	143.9%	26,714	(17,893)
Incentive	17,030	8,023	9,007	47.1%	7,785	(238)
Employee Award	-	-	-	n/a	4,200	4,200
FICA	136,619	71,779	64,840	52.5%	68,365	(3,415)
Florida Retirement System	410,971	208,307	202,664	50.7%	176,267	(32,041)
Health and Life Insurance	448,553	201,064	247,489	44.8%	206,656	5,592
Workers' Comp Insurance	39,382	20,127	19,255	51.1%	15,108	(5,020)
Tuition Reimbursement	2,250	-	2,250	0.0%	-	-
AD&D Insurance	737	353	385	47.8%	335	(18)
Unemployment Compensation	1,000	-	1,000	0.0%	113	113
Total Personal Services	2,825,386	1,411,938	1,413,448	50.0%	1,346,587	(65,352)
Operating Expenses						
Contracts - Other Services	29,406	11,372	18,034	38.7%	10,679	(693)
Town Attorney	10,000	-	10,000	0.0%	-	-
Prof. Services - IT Services	5,000	2,130	2,870	42.6%	1,009	(1,121)
Telephone Services	4,100	1,591	2,509	38.8%	1,306	(285)
Mobile Phones	4,140	1,718	2,422	41.5%	1,702	(16)
Postage	500	70	430	13.9%	94	25
Electricity	8,500	4,987	3,513	58.7%	3,863	(1,124)
Liability and Property Insurance	21,314	9,993	11,321	46.9%	11,719	1,726
Building Repairs & Maintenance	7,000	61	6,939	0.9%	1,036	975
Radio Maintenance	2,100	-	2,100	0.0%	-	-
Auto Repairs and Maintenance	25,000	7,285	17,715	29.1%	3,428	(3,857)
Boat Repairs and Maintenance	50,000	6,346	43,654	12.7%	20,595	14,249
ATV Repairs and Maintenance	1,500	-	1,500	0.0%	181	181
Rental - Vehicles	15,000	4,621	10,379	30.8%	5,216	594
Vehicles - GPS	1,364	389	975	28.5%	389	-
Copier	3,000	1,384	1,616	46.1%	1,268	(117)
Miscellaneous Services	1,500	2,918	(1,418)	194.5%	-	(2,918)
Internet Service	6,550	3,379	3,171	51.6%	3,167	(212)
Physical Examinations	2,500	1,090	1,410	43.6%	290	(800)
Office Supplies	3,000	1,511	1,489	50.4%	839	(672)
Operating Supplies	10,000	4,903	5,097	49.0%	2,161	(2,741)
Fuel & Oil	28,000	20,433	7,567	73.0%	11,511	(8,922)



General Fund - Police
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Mar-21	Fav (unfav)
Uniforms Supplies	15,000	12,603	2,397	84.0%	6,164	(6,438)
Investigation Division	1,500	391	1,109	26.1%	147	(244)
Subscriptions and Memberships	2,205	2,263	(58)	102.6%	3,239	976
Protective PPE	2,500	-	2,500	0.0%	5,616	5,616
Protective PPE (Facilities)	2,500	2,500	-	100.0%	21,391	18,891
Education / Training	20,000	4,696	15,304	23.5%	3,564	(1,132)
Total Operating Expenses	283,179	108,634	174,545	38.4%	120,574	11,940
TOTAL POLICE	\$ 3,108,565	\$ 1,520,572	\$ 1,587,993	48.9%	\$ 1,467,161	\$ (53,411)



General Fund - Facility Services

For the Period Ending March 31, 2022

(50% Yr Complete)

Description						PRIOR YEAR	
	Annual	Year to Date	Amount	% of	Year to Date	Variance	
	Budget	Actual	Remaining	Budget	Mar-21	Fav (unfav)	
Personal Services							
Salaries	\$ 50,274	\$ 24,363	\$ 25,911	48.5%	\$ 23,986	\$ (377)	
Vacation Leave Cash Out	3,755	-	3,755	0.0%	-	-	
Sick Leave Cash Out	1,876	1,934	(58)	103.1%	1,878	(56)	
Employee Award	-	-	-	n/a	200	200	
FICA	4,276	1,998	2,278	46.7%	1,987	(11)	
Florida Retirement System	10,253	4,574	5,679	44.6%	2,247	(2,326)	
Health and Life Insurance	23,146	10,385	12,761	44.9%	12,444	2,059	
Workers' Comp Insurance	1,584	810	774	51.1%	613	(197)	
Total Personal Services	95,164	44,064	51,100	46.3%	43,355	(709)	
Operating Expenses							
Telephone Service	4,500	1,591	2,909	35.4%	1,957	365	
Utility - Water	7,050	2,965	4,085	42.1%	3,085	119	
Electricity	4,000	2,142	1,858	53.5%	1,721	(421)	
Utility - Sewer	900	358	542	39.8%	386	28	
Internet Service	5,500	2,567	2,933	46.7%	2,449	(118)	
Liability and Property Insurance	19,447	9,800	9,647	50.4%	10,537	737	
Pest Control - Building/Grounds	1,200	594	606	49.5%	576	(18)	
R&M - Equipment	10,000	507	9,493	5.1%	826	319	
R&M - Grounds	2,000	2,358	(358)	117.9%	920	(1,437)	
Landscape Maintenance	10,000	788	9,212	7.9%	845	57	
Town Hall Maint. / Repairs	20,000	11,057	8,943	55.3%	7,355	(3,703)	
Generator Maint. Contract	5,200	2,218	2,982	42.6%	4,200	1,982	
R&M - Bocce Court	7,500	-	7,500	0.0%	4,911	4,911	
Operating Supplies - General	3,500	739	2,761	21.1%	1,783	1,044	
Town Events	25,000	13,730	11,270	54.9%	12,661	(1,068)	
Protective PPE	-	-	-	n/a	4,030	4,030	
Protective PPE (Facilities)	-	-	-	n/a	3,602	3,602	
A/C Maintenance Contract	2,000	1,117	883	55.8%	-	(1,117)	
Total Operating Expenses	127,797	52,530	75,267	41.1%	61,844	9,314	



General Fund - Other Departments

For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
Finance						
Auditing Services	\$ 19,500	\$ -	\$ 19,500	0.0%	\$ 1,625	\$ 1,625
Accounting/Financial Services	90,337	45,645	44,692	50.5%	43,817	(1,828)
Investment Services	10,340	4,732	5,608	45.8%	4,762	30
Total Finance Expense	120,177	50,377	69,800	41.9%	50,204	(173)
Fire Rescue						
Fire Service Agreement	874,672	425,606	449,066	48.7%	416,510	(9,096)
Fire Service Agreement - Capital	41,118	41,118	-	100.0%	-	(41,118)
Total Fire Rescue Expense	915,790	466,724	449,066	51.0%	416,510	(50,214)
Solid Waste						
Contracts Services	347,869	170,341	177,528	49.0%	159,719	(10,622)
Total Solid Waste Expense	347,869	170,341	177,528	49.0%	159,719	(10,622)
Beach Management						
Engineering – Deerfield Joint Project	55,000	-	55,000	0.0%	-	-
Engineering – Legal Matters	20,000	-	20,000	0.0%	-	-
Beach Attorney	-	720	(720)	n/a	19,725	19,005
Beach Salvage (Boat removal)	1,000	-	1,000	0.0%	5,470	5,470
Buoys	5,000	-	5,000	0.0%	-	-
Total Beach Management Expense	81,000	720	80,280	0.9%	25,195	24,475
Charitable Donations						
Lighthouse Preservation Contrib.	2,500	2,500	-	100.0%	-	(2,500)
Area Council on Aging Contrib.	3,844	-	3,844	0.0%	3,844	3,844
Total Charitable Donations	6,344	2,500	3,844	39.4%	3,844	1,344
Contingency	209,655	5,119	204,536	2.4%	-	(5,119)
Total Expense before Transfer Out	1,680,835	695,781	985,054		655,472	(40,309)



General Fund - Other Departments

For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
Transfer Out						
To P&Z and Code Enf. Fund	25,000	30,334	(5,334)	121.3%	5,903	(24,431)
To Debt Service Fund	-	-	-	n/a	468,854	468,854
To General Fund CIP	115,000	45,105	69,895	39.2%	120,340	75,235
Total Transfer Out	140,000	75,439	64,561	53.9%	\$ 595,097	\$ 519,658
TOTAL OTHER DEPARTMENTS	\$ 1,820,835	\$ 771,219	\$ 1,049,616	42.4%	\$ 1,250,569	\$ 479,349
TOTAL GENERAL FUND EXPENDITURES	\$ 5,780,689	\$ 2,666,963	\$ 3,113,726	46.1%	\$ 3,076,338	\$ 409,375



Notes to the Financial Statements - General Fund March 31, 2022

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

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Revenues				
Other Miscellaneous Revenues	3,000	4,107	136.9%	Copies of records, records requests, code violations, police detail, no trespassing signs, election fees.
Expenditures				
<u>Town Manager</u>				
Workers' Compensation	201	103	51.1%	Monthly workers comp insurance. Also includes audit adjustment for last year.
Town Attorney	75,000	49,363	65.8%	Includes general matters, writ of garnishment, advise Crusco, Doherty.
<u>Town Clerk</u>				
Workers' Compensation	161	83	51.3%	Monthly workers comp insurance. Also includes audit adjustment for last year.
Temporary Labor	6,500	20,249	311.5%	Changed staffing companies and rate per hour is \$5.50 higher.
Contracts - Other Services	4,000	2,403	60.1%	Storage fees, Isolved benefits fees, Zoom calls, Constant Contact email marketing, CivicPlus Employee Intranet system fee.
<u>Police</u>				
Paid Holidays	50,683	29,975	59.1%	Paid for holidays.
Overtime	20,000	16,918	84.6%	Staffing during vacations, sick time and COVID.
Sick Leave Cash Out	31,000	44,607	143.9%	Paid out annually in December.
Workers' Comp Insurance	39,382	20,127	51.1%	Monthly workers comp insurance. Also includes audit adjustment for last year.
Electricity	8,500	4,987	58.7%	Monthly electric charges from FPL.
Miscellaneous Services	1,500	2,918	194.5%	Repair gas pump display screen, repair sump pump and fuel tank, flowers for Jay.
Internet Service	6,550	3,379	51.6%	Monthly internet service with Comcast and Google
Fuel & Oil	28,000	20,433	73.0%	Monthly fuel prices have increased by higher than expected.
Uniforms Supplies	15,000	12,603	84.0%	Rain coats, jackets, pants, shorts, belts, boots, training shirts, BP vests (6).
Subscriptions and Memberships	2,205	2,263	102.6%	Annual memberships for BCCPA, FCPA, FL MLUR, IACP, FBINAA, FLA-PAC.
Protective PPE (Facilities)	2,500	2,500	100.0%	Air purifier filter, UV-C bulbs, Rx Hepa filters.
<u>Facility Services</u>				
Sick Leave Cash Out	1,876	1,934	103.1%	Paid out annually in December.
Workers' Comp Insurance	1,584	810	51.1%	Monthly workers comp insurance. Also includes audit adjustment for last year.
Electricity	4,000	2,142	53.5%	Monthly electric charges from FPL.
R&M - Grounds	2,000	2,358	117.9%	Repair front yard outlets, lawn care, concrete hose repair.
Town Hall Maint. / Repairs	20,000	11,057	55.3%	Permits for drain and license, install & repair outside lights, wall light fixtures.
Town Events	25,000	13,730	54.9%	Community shredding event/flags and holiday light & decorations, snacks for condo event.
A/C Maintenance Contract	2,000	1,117	55.8%	Perform evaluation and diagnose blower motor.
<u>Non-Operating</u>				
Contingency	209,655	5,119	2.4%	Dredge boat dock.



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Transportation (Community Bus)

For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Local Option Gas Tax	30,750	16,660	14,090	54.2%	14,466	2,193
County Transportation Grant	81,900	35,567	46,333	43.4%	35,099	468
Total Revenues	112,650	52,227	60,423	46.4%	49,565	2,661
TOTAL FUNDING	112,650	52,227	60,423	46.4%	49,565	2,661
<u>EXPENDITURES</u>						
Contractual Services	81,900	35,569	46,331	43.4%	35,099	(470)
Roadways - R&M	10,000	8,550	1,450	85.5%	-	(8,550)
Reserves - Future Use	20,750	-	20,750	0.0%	-	-
TOTAL EXPENDITURES	112,650	44,119	68,531	39.2%	35,099	(9,020)
Total Funding over (under)						
Expenditures	\$ -	8,108			\$ 14,466	\$ (6,359)
Fund Balance - Beginning		61,971				
Fund Balance - Ending		\$ 70,078				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Marine Law Enforcement Grant
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Marine Law Enforcement Grant	37,280	31,210	6,070	83.7%	14,430	16,780
Total Revenues	37,280	31,210	6,070	83.7%	14,430	16,780
TOTAL FUNDING	37,280	31,210	6,070	83.7%	14,430	16,780
<u>EXPENDITURES</u>						
Police Wages	37,280	31,210	6,070	83.7%	14,430	(16,780)
TOTAL EXPENDITURES	37,280	31,210	6,070	83.7%	14,430	(16,780)
Total Funding over (under)						
Expenditures	<u>\$ -</u>	<u>-</u>			<u>\$ -</u>	<u>\$ -</u>
Fund Balance - Beginning			-			
Fund Balance - Ending		<u>\$ -</u>				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Building Permits
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Building Permit Fees	500,000	498,167	1,833	99.6%	194,227	303,940
Building Admin Fees	5,000	1,625	3,375	32.5%	2,250	(625)
Total Revenues	505,000	499,792	5,208	99.0%	196,477	303,315
TOTAL FUNDING						
	505,000	499,792	5,208	99.0%	196,477	303,315
<u>EXPENDITURES</u>						
Building Permits						
ProfServ-Building Permits - RMA	45,000	7,200	37,800	16.0%	9,475	2,275
ProfServ-Building Permits - CGA	425,000	425,117	(117)	100.0%	165,730	(259,387)
Credit Card Processing Fees	35,000	9,898	25,102	28.3%	5,323	(4,575)
Total Building Permits	505,000	442,215	62,785	87.6%	180,528	(261,687)
TOTAL EXPENDITURES						
	505,000	442,215	\$ 62,785	87.6%	180,528	(261,687)
Total Funding over (under)						
Expenditures	\$ -	57,577			\$ 15,950	\$ 41,627
Fund Balance - Beginning		51,927				
Fund Balance - Ending		\$ 109,505				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - P&Z and Code Compliance
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Planning & Zoning Fees	25,000	7,200	17,800	28.8%	11,750	(4,550)
Fire Fees	15,000	2,550	12,450	17.0%	4,850	(2,300)
Total Revenues	40,000	9,750	30,250	24.4%	16,600	(6,850)
<u>Other Sources</u>						
Transfer In	25,000	30,334	(5,334)	121.3%	5,902	24,432
Total Other Sources	25,000	30,334	(5,334)	121.3%	5,902	24,432
TOTAL FUNDING	65,000	40,084	24,916	61.7%	22,502	17,582
<u>EXPENDITURES</u>						
P&Z and Code Compliance						
ProfServ-General Admin - RMA	15,000	4,475	10,525	29.8%	5,225	750
ProfServ-Site Planning - RMA	15,000	15,300	(300)	102.0%	6,775	(8,525)
ProfServ-Engineering - Other	15,000	4,707	10,293	31.4%	3,437	(1,270)
Code Compliance	20,000	15,603	4,398	78.0%	7,065	(8,538)
Total P&Z, and Code Compliance	65,000	40,084	24,916	61.7%	22,502	(17,582)
TOTAL EXPENDITURES	65,000	40,084	24,916	61.7%	22,502	(17,582)
Total Funding over (under)						
Expenditures	\$	-	-		\$	- \$
Fund Balance - Beginning			-			
Fund Balance - Ending		\$	-			



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Federal Forfeitures / Asset Sharing
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Interest Income	-	106	(106)	n/a	209	(104)
Total Revenues	-	106	(106)	n/a	209	(104)
TOTAL FUNDING						
	-	106	(106)	n/a	209	(104)
<u>EXPENDITURES</u>						
Personal Services						
Overtime - WAVES Program	-	-	-	n/a	2,411	2,411
Total Personal Services	-	-	-	n/a	2,411	2,411
Capital Outlay/ Other						
Education / Training	-	14,845	(14,845)	n/a	3,595	(11,250)
Building Improvements	-	4,399	(4,399)	n/a	-	(4,399)
Boat Motor	-	-	-	n/a	50,802	50,802
Police Equipment	-	24,228	(24,228)	n/a	74,948	50,720
Total Capital Outlay / Other	-	43,471	(43,471)	n/a	129,345	85,874
TOTAL EXPENDITURES	-	43,471	\$ (43,471)	n/a	131,756	88,284
Total Funding over (under)						
Expenditures	\$ -	(43,366)			\$ (131,546)	\$ 88,181
Fund Balance - Beginning		206,329				
Fund Balance - Ending		\$ 162,964				



Statement of Revenues, Expenditures and Changes in Fund Balances
Capital Projects Fund - (General Fund Improvements)
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
FEMA reimbursement	\$ 4,066,845	\$ 151,842	\$ 3,915,003	3.7%	\$ -	\$ 151,842
Other Grant Revenue	-	-	-	n/a	61,283	(61,283)
Total Revenues	4,066,845	151,842	3,915,003	3.7%	61,283	90,559
Other Sources						
Transfer From General Fund	115,000	45,105	69,895	39.2%	120,340	(75,235)
Loan Proceeds	570,625	-	570,625	0.0%	-	-
Total Other Sources	685,625	45,105	640,520	6.6%	120,340	(75,235)
TOTAL FUNDING						
	4,752,470	196,946	4,555,524	4.1%	181,622	15,324
<u>EXPENDITURES</u>						
Land Purchase						
Town Attorney	-	-	-	n/a	1,085	1,085
Miscellaneous Services	-	-	-	n/a	28,632	28,632
Total Land Purchase Expense	-	-	-	n/a	29,717	29,717
Beach Projects						
Engineering – FY20 Project	57,000	57,000	-	100.0%	33,245	(23,755)
Engineering – FY22 Project	365,000	89,342	275,658	24.5%	-	(89,342)
Engineering – Qtrly Monitoring	10,000	-	10,000	0.0%	-	-
Construction – FY22 Project	4,200,000	-	4,200,000	0.0%	-	-
Total Beach Project Expense	4,632,000	146,342	4,485,658	3.2%	33,245	(113,097)
Miscellaneous						
Beach Tilling / Scarp Removal	5,470	5,500	(30)	100.5%	-	(5,500)
Underground Utility Project	15,000	-	15,000	0.0%	4,763	4,763
Police Cars	40,000	-	40,000	0.0%	113,898	113,898
Town Hall Renovation	60,000	45,105	14,896	75.2%	-	(45,105)
Total Misc. Expense	120,470	50,605	69,866	42.0%	118,661	68,056
TOTAL EXPENDITURES						
	4,752,470	196,946	4,555,524	4.1%	181,623	(15,324)
Total Funding over (under)						
Expenditures	\$ -	-			\$ -	\$ 30,648
Fund Balance - Beginning						
		-				
Fund Balance - Ending						
	\$ -	-				



Statement of Revenues, Expenditures and Changes in Fund Balances
Water Fund (Summary)
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenue						
Water Service Revenue	\$ 1,357,502	\$ 605,499	\$ 752,003	44.6%	\$ 615,675	\$ (10,175)
Water Surcharge	346,700	173,445	173,255	50.0%	174,010	(564)
Grant Revenue	503,859	503,859	-	100.0%	-	503,859
Insurance Reimbursement	13,654	-	13,654	0.0%	-	-
Other Miscellaneous Revenue	105,777	33,595	72,182	31.8%	24,772	8,823
Total Revenue	2,327,492	1,316,399	1,011,093	56.6%	814,456	501,943
Other Sources						
Transfer In	445,722	210,742	234,980	47.3%	209,741	1,001
Use (Add to) Net Assets	60,750	-	60,750	0.0%	-	-
Total Other Sources	506,472	210,742	295,730	41.6%	209,741	1,001
TOTAL FUNDING	2,833,964	1,527,140	1,306,824	53.9%	1,024,197	502,943
<u>EXPENSES</u>						
Personal Services	540,678	271,515	269,163	50.2%	256,822	(14,693)
Operating Expenses	426,879	124,614	302,265	29.2%	123,368	(1,246)
Debt Service Expenses	811,446	405,723	405,723	50.0%	405,723	(0)
Capital Projects	494,239	2,929	491,310	0.6%	-	(2,929)
Repair & Renewal	65,000	13,918	51,082	21.4%	7,743	(6,175)
Transfer Out	495,722	235,742	259,980	47.6%	234,741	(1,001)
TOTAL EXPENSES	2,833,964	1,054,440	1,779,524	37.2%	1,028,397	(26,044)
Total Funding over (under)						
Expenses	\$ -	\$ 472,700			\$ (4,200)	\$ 528,987
Net Assets - Beginning		4,288,941				
Net Assets - Ending		\$ 4,761,641				



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

For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
FUNDING						
Revenue						
Water Service						
Water-Base Rate	\$ 472,000	\$ 235,818	\$ 236,182	50.0%	\$ 235,746	\$ 72
Water-Usage	885,502	369,681	515,821	41.7%	379,929	(10,247)
Total Water Service Revenue	1,357,502	605,499	752,003	44.6%	615,675	(10,175)
Other Revenue						
Miscellaneous Revenues	5,500	6,619	(1,119)	120.3%	2,520	4,099
Sprint Spectrum Cell Tower	39,843	-	39,843	0.0%	-	-
T-Mobile Cell Tower	34,434	17,197	17,237	49.9%	16,536	661
Hillsboro Inlet	6,000	3,000	3,000	50.0%	3,000	-
Interest	25,000	6,779	18,221	27.1%	8,470	(1,692)
Net Incr (Decr) In FMV-Invest	(5,000)	-	(5,000)	0.0%	(5,754)	5,754
Total Other Revenue	105,777	33,595	72,182	31.8%	24,772	8,823
TOTAL FUNDING	1,463,279	639,094	824,185	43.7%	640,446	(1,352)

EXPENSES

Personal Services

Salaries	348,622	170,266	178,356	48.8%	158,963	(11,303)
Overtime	25,000	11,087	13,913	44.3%	9,583	(1,504)
Vacation Leave Cash Out	15,187	16,813	(1,626)	110.7%	18,655	1,842
Sick Leave Cash Out	8,065	5,736	2,329	71.1%	4,618	(1,119)
Employee Award	-	-	-	n/a	1,000	1,000
FICA	29,199	15,372	13,827	52.6%	14,496	(876)
Florida Retirement System	42,942	20,233	22,709	47.1%	15,977	(4,256)
Health and Life Insurance	61,053	26,833	34,220	44.0%	29,546	2,713
Workers' Comp Insurance	10,110	5,176	4,934	51.2%	3,984	(1,192)
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	540,678	271,515	269,163	50.2%	256,822	(14,693)

Operating Expenses

Auditing Services	16,500	-	16,500	0.0%	1,375	1,375
Contracts - Other Services	750	-	750	0.0%	-	-
Postage and Freight	1,000	-	1,000	0.0%	-	-
Telephone Service	7,300	3,890	3,410	53.3%	3,746	(143)
Electricity	54,000	28,782	25,218	53.3%	24,752	(4,030)
Liability and Property Insurance	44,634	21,414	23,220	48.0%	24,429	3,015



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

For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
Maint - Distribution System	7,500	374	7,126	5.0%	1,013	639
Maint - Bldgs / Grounds	15,000	4,206	10,794	28.0%	7,000	2,795
Maint - SCADA System	10,000	-	10,000	0.0%	-	-
Repair & Maint - Equipment	32,000	5,190	26,810	16.2%	5,012	(178)
Tools and Equipment	1,000	601	399	60.1%	336	(265)
Advertising	1,000	-	1,000	0.0%	-	-
Licenses & Permits	5,400	717	4,683	13.3%	327	(390)
Office Supplies	1,500	323	1,177	21.6%	146	(177)
Computer Expense	6,000	4,396	1,604	73.3%	3,527	(870)
Uniform Supplies	6,000	3,405	2,595	56.7%	3,143	(261)
Fuel and Oil	5,000	2,597	2,403	51.9%	1,720	(877)
Sand Change	8,000	453	7,547	5.7%	4,694	4,241
Filter Sand Excavation	17,500	-	17,500	0.0%	-	-
Chemicals - Water Treatment	85,000	44,045	40,955	51.8%	39,968	(4,077)
Lab Test Analysis & Supplies	9,000	4,117	4,883	45.7%	2,179	(1,938)
Subscriptions and Memberships	500	105	395	21.0%	-	(105)
Contingency	92,295	-	92,295	0.0%	-	-
Total Operating Expenses	426,879	124,614	302,265	29.2%	123,368	(1,246)
Total Exp. Before Transfer Out	967,557	396,129	571,428	40.9%	380,190	(15,939)
Transfer Out						
General Fund	50,000	25,000	25,000	50.0%	25,000	-
Water Debt Service Fund	403,996	201,998	201,998	50.0%	201,998	(0)
Water CIP Fund	41,726	8,744	32,982	21.0%	7,743	(1,001)
Total Transfer Out	495,722	235,742	259,980	47.6%	234,741	(1,001)
TOTAL EXPENSES	1,463,279	631,871	831,408	43.2%	614,931	(16,940)
Total Funding over (under)						
Expenses	\$ -	7,224			\$ 25,516	\$ (18,292)
Net Assets - Beginning		3,401,931				
Net Assets - Ending		\$ 3,409,155				



Notes to the Financial Statements - Water Fund March 31, 2022

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

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Operations Fund				
Revenues				
Miscellaneous Revenues	5,500	6,619	120.3%	Monthly revenue from late charges, change of ownership fees and Core & Main refund.
Expenses				
<u>Personal Services</u>				
Vacation Leave Cash Out	15,187	16,813	110.7%	Paid out annually in December.
Sick Leave Cash Out	8,065	5,736	71.1%	Paid out annually in December.
Workers' Compensation	10,110	5,176	51.2%	Monthly workers comp insurance. Also includes audit adjustment for last year.
<u>Operating Expenses</u>				
Telephone Service	7,300	3,890	53.3%	Phone, internet and cell phone service with Comcast and Verizon. Comcast increased internet services by \$10 in November.
Electricity	54,000	28,782	53.3%	Monthly electric charges from FPL. Usage increased over last month and last year for meter # 68971.
Tools and Equipment	1,000	601	60.1%	Replaced weed eater, miscellaneous tools.
Computer Expense	6,000	4,396	73.3%	Monthly Google expense, annual Quikwaters charge, annual Sensus AutoRead software support, computer repair.
Uniform Supplies	6,000	3,405	56.7%	Monthly uniform service, work boot allowance (2), safety glasses, hats.



Statement of Revenues, Expenses and Changes in Net Assets
Water Debt Service Fund - (State Revolving Loans)
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
FUNDING						
Revenues						
Water Surcharge	\$ 346,700	\$ 173,445	\$ 173,255	50.0%	\$ 174,010	\$ (564)
Total Revenues	346,700	173,445	173,255	50.0%	174,010	(564)
Other Sources						
Operating Transfers-In	403,996	201,998	201,998	50.0%	201,998	-
Use of Fund Balance	60,750	-	60,750	0.0%	-	-
Total Other Sources	464,746	201,998	262,748	43.5%	201,998	-
TOTAL FUNDING	811,446	375,443	436,003	46.3%	376,007	(564)
EXPENSES						
Debt Service Expenses						
<i>State Revolving Loan - Water Plant</i>						
Principal Debt Retirement	331,877	164,940	166,937	49.7%	161,020	(3,920)
Interest Expense	72,119	37,058	35,061	51.4%	40,978	3,920
<i>State Revolving Loan - Water Main Project</i>						
Principal Debt Retirement	337,235	171,543	165,692	50.9%	170,458	(1,086)
Interest Expense	70,215	32,182	38,033	45.8%	33,267	1,086
Total Debt Services Expenses	811,446	405,723	405,723	50.0%	405,723	-
TOTAL EXPENSES	811,446	405,723	405,723	50.0%	405,723	-
Total Funding over (under)						
Expenses	\$ -	(30,280)			\$ (29,716)	\$ (564)
Net Assets - Beginning		878,907				
Net Assets - Ending		\$ 848,628				



Statement of Revenues, Expenses and Changes in Net Assets
Capital Projects Fund - (Water Fund Improvements)
For the Period Ending March 31, 2022

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Mar-21	Variance Fav (unfav)
FUNDING						
Revenues						
Grant Revenue	\$ 503,859	\$ 503,859	\$ -	100.0%	\$ -	\$ 503,859
Insurance Reimbursement	13,654	-	13,654	0.0%	-	-
Total Revenues	517,513	503,859	13,654	97.4%	-	503,859
Other Sources						
Interfund Transfer - In	41,726	8,744	32,982	21.0%	7,743	1,001
Total Other Sources	41,726	8,744	32,982	21.0%	7,743	1,001
TOTAL FUNDING	559,239	512,603	46,636	91.7%	7,743	504,860
EXPENSES						
Plant Project						
Well Rehabilitation	120,000	-	120,000	0.0%	-	-
Storage Tank	100,000	-	100,000	0.0%	-	-
Total Plant Project	220,000	-	220,000	0.0%	-	-
Other Expenses						
Repair & Renewal	65,000	13,918	51,082	21.4%	7,743	(6,175)
Truck	40,000	-	40,000	0.0%	-	-
Mobile Home Repairs	30,000	-	30,000	0.0%	-	-
A1A Design / Relocation	174,239	2,929	171,310	1.7%	-	(2,929)
Perimeter Fence	30,000	-	30,000	0.0%	-	-
Total Other Expenses	339,239	16,847	322,392	5.0%	7,743	(9,104)
TOTAL EXPENSES	559,239	16,847	542,392	3.0%	7,743	(9,104)
Total Funding over (under)						
Expenses	\$ -	495,756			\$ -	\$ 495,756
Net Assets - Beginning		8,103				
Net Assets - Ending		\$ 503,859				

Town of Hillsboro Beach

Supporting Schedules

March 31, 2022



**Cash and Investment Balances
March 31, 2022**

<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	\$884,465	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	\$3,492,657	Excess cash from General & Water Funds.
Money Market Account	BankUnited	0.15%	N/A	\$814,619	(1) Reserve for both SRL Loans.
Money Market Account	BankUnited	0.25%	N/A	\$50,860	(2) Federal Forfeitures/Asset sharing.
State Board Account	Florida Prime	0.29%	N/A	\$431,651	Excess cash from the General Fund.
Investment Account	Truist	1.34%	N/A	\$3,476,384	See Investment Report for further details.
TOTAL				<u>\$9,150,635</u>	

Footnotes:

(1) Restricted funds for State Revolving Loans.

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



Investment Portfolio

Trades Settled as of 03/31/22

Posting Date	CUSIP #	Description	Rating	Maturity Date	Par Value	Tax Cost Basis	Premium / Discount	Market Value	Accrued Interest	Annual Income	Yield to Maturity
	SA0000560	TRUIST BK TRUST DEP PRGRM-RIS			230,576	230,576	-	230,576	-	32	0.01%
		Subtotal			230,576	230,576	-	230,576	-	32	0.01%
09/27/19	037833DL1	APPLE INC	AA1	09/11/22	50,000	49,928	(72)	50,085	425	850	1.32%
01/27/21	3130AKQM1	FED HOME LOAN BANKS	AAA	01/27/26	200,000	200,000	-	188,010	-	1,400	2.35%
02/03/21	3130AKYD2	FED HOME LOAN BANKS	WR	08/17/26	70,000	70,000	-	65,064	-	490	2.41%
07/15/21	3130AN3Y4	FED HOME LOAN BANKS	AAA	07/13/26	200,000	200,000	-	188,642	-	2,200	2.51%
08/17/21	3130ANE48	FED HOME LOAN BANKS	AAA	08/17/26	200,000	200,000	-	188,712	-	2,000	2.37%
11/03/15	313381BR5	FED HOME LOAN BANKS	AAA	12/09/22	100,000	99,744	(256)	100,330	896	1,875	1.39%
08/26/20	3133EL3P7	FED FARM CREDIT BANK	AAA	08/12/25	250,000	249,750	(250)	233,285	55	1,325	2.62%
06/23/20	3134GVYP7	FED HOME LOAN MTGE CORP	AAA	05/27/25	210,000	209,003	(997)	196,844	79	1,050	2.58%
10/09/20	3134GW4B9	FED HOME LOAN MTGE CORP	AAA	10/29/25	55,000	54,890	(110)	51,055	-	275	2.61%
10/28/20	3136G45H2	FED NATL MTGE ASSN	AAA	10/29/25	55,000	54,945	(55)	51,147	-	275	2.56%
10/23/20	3136G45X7	FED NATL MTGE ASSN	AAA	10/29/26	140,000	140,000	-	129,734	-	980	2.40%
09/16/20	341271AD6	FLORIDA ST TXBL	AA3	07/01/25	225,000	225,044	44	213,732	228	2,831	2.88%
04/09/20	342816P66	FLORIDA ST MUN PWR AGY REV	A2	10/01/22	200,000	201,139	1,139	201,254	186	5,160	1.32%
05/21/20	43232VVH1	HILLSBOROUGH CNTY TXBL	A2	07/01/25	200,000	200,000	-	193,480	-	3,830	2.97%
12/31/18	54289SBG1	LONGBOAT KEY FL SPL ASSMNT REV	AA+	08/01/24	80,000	79,326	(674)	79,519	-	3,200	4.27%
08/09/18	59333HCL8	MIAMI-DADE CNTY FL PROF SPORTS	AA	10/01/22	75,000	75,000	-	75,695	-	2,517	1.49%
08/05/20	593561BE2	MIAMI GARDENS FL TXBL	A1	07/01/25	125,000	125,000	-	119,689	-	1,674	2.71%
01/17/20	661046BV3	NORTH MIAMI BEACH FLA WTR	A+	08/01/24	160,000	160,000	-	157,094	-	3,234	2.83%
01/18/19	68389XBB0	ORACLE CORP	BAA2	05/15/22	60,000	59,850	(150)	60,035	283	1,500	2.00%
03/01/22	740189AM7	PRECISION CASTPARTS	AA2	06/15/25	50,000	51,624	1,624	50,567	343	1,625	2.88%
02/27/20	758449RV6	REEDY CREEK FL IMPT DIST TXBL	AA3	06/01/24	150,000	150,000	-	146,811	-	2,504	2.69%
01/16/19	89236TCQ6	TOYOTA MOTOR CREDIT CORP	A1	07/13/22	60,000	59,901	(99)	60,240	23	1,680	1.37%
04/06/20	89236TGW9	TOYOTA MOTOR CREDIT CORP	A1	03/30/23	30,000	30,140	140	30,197	435	870	2.23%
02/03/22	91282CDE8	U.S. TREASURY NOTES	AAA	10/31/23	300,000	300,525	525	300,540	4	1,245	0.53%
		Subtotal			3,245,000	3,245,808	808	3,131,761	2,958	44,588	1.44%
		Total			3,475,576	3,476,384	808	3,362,337	2,958	44,620	1.34%



Ridership Summary

March 31, 2022

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		46		46	
45		43		43	
41		43		40	
42		40		41	
45					

Total Monthly Passengers:

515

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		106.0		106.0	
106.0		106.0		106.0	
106.0		106.0		106.0	
106.0		106.0		106.0	
106.0					

Total Monthly Revenue Miles:

1272.0

Total Scheduled Revenue Miles

1306.1

Total Vehicle Hours

116.0

Total Revenue Hours

106.0

Service Days

12

Missed Service in Minutes

0

Passengers per revenue hour

4.9

Total Monthly Vehicle Miles:

1,554.0



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011
Fax: (954) 427-4834

TO: Mayor Deb Tarrant and Commission
FROM: Steve Mitchell, Building Official
DATE: April 20, 2022
SUBJECT: March 2022 Building Department Report

Opal Towers West recently submitted corrections for the fourth round of reviews, with some disciplines already rejecting the corrections. We will again try to meet directly with the architect of record to achieve compliance and get the long overdue restoration moving forward.

Dezer / Related recently contacted the Building Department to gather detailed information about our permitting process for the sales office they intend to construct on their project site. The tentative schedule including submitting plans for the sales office this summer, construction this fall, and opening the office early next year. They anticipate providing plans for the main project later this year.

We are still receiving plans for new single-family homes at a surprising rate, and remodeling work in the multi-family sector is strong as well.

In conjunction with Code Enforcement, multiple cases are being pursued for work-without-permit or expired permits.

Respectfully Submitted,

Steven Mitchell

Building Official | Chief Electrical Inspector
Building Code Services | Town of Hillsboro Beach

Calvin, Giordano & Associates, Inc.



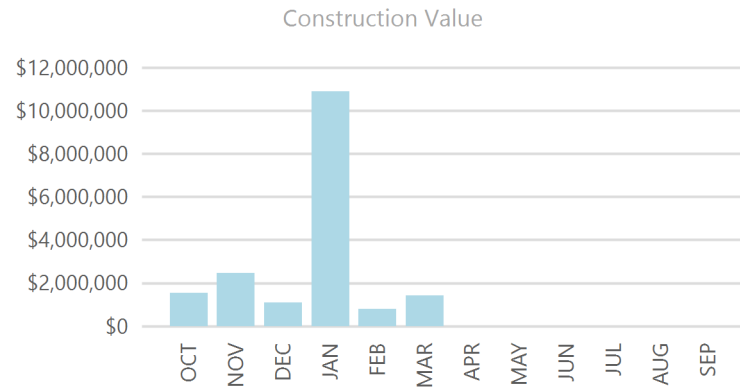
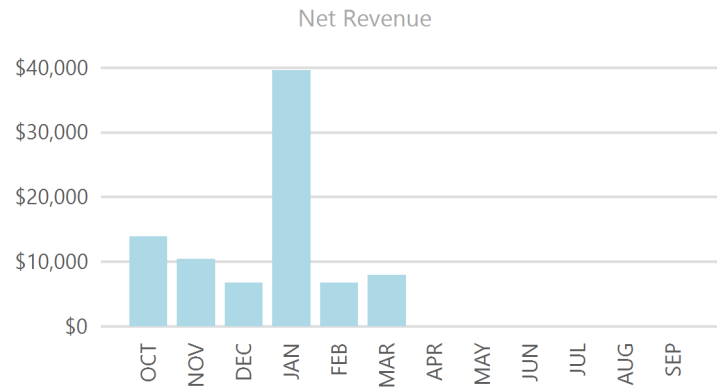
1210 Hillsboro Mile | Hillsboro Beach FL 33062
Office: 954.427.4011 | Fax: 954.427.4834 | Cell: 954.592.5057
Fort Lauderdale | Miami-Dade | West Palm Beach | Clearwater/Tampa | Estero | Port St. Lucie



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

**Start Date: 3/1/2022
End Date: 3/31/2022**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Construction Value	\$1,555,179	\$2,455,199	\$1,101,323	\$10,882,195	\$808,681	\$1,428,021	\$0	\$0	\$0	\$0	\$0
Building Permit Fees	\$83,459	\$62,111	\$37,785	\$243,176	\$28,864	\$42,683	\$0	\$0	\$0	\$0	\$0
Fire & Zoning Fees	\$1,350	\$1,050	\$1,050	\$3,150	\$2,400	\$1,500	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$84,809	\$63,161	\$38,835	\$246,326	\$31,264	\$44,183	\$0	\$0	\$0	\$0	\$0
CGA Expense	\$70,940	\$52,795	\$32,117	\$206,700	\$24,535	\$36,280	\$0	\$0	\$0	\$0	\$0
Town Revenue	\$13,869	\$10,367	\$6,718	\$39,626	\$6,730	\$7,902	\$0	\$0	\$0	\$0	\$0



Sep	YTD
\$0	\$18,230,597
\$0	\$498,078
\$0	\$10,500
\$0	\$508,578
\$0	\$423,367
\$0	\$85,212



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

**Start Date: 3/1/2022
End Date: 3/31/2022**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$42,682.73	\$6,402.41	\$750.00	\$750.00	\$250.00	\$36,280.32	\$721.52	\$554.31	\$389.00
YTD	\$498,078.40	\$74,711.76	\$3,300.00	\$7,200.00	\$1,750.00	423,366.64	\$9,960.36	\$7,679.94	\$5,242.86



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

**Start Date: 3/1/2022
End Date: 3/31/2022**

Permit Type	# Issued	Building Permit Fees
40 YEAR INSPECTION	4	1,400.00
BOAT LIFT	1	859.87
COMMERCIAL A/C CHANGE OUT	1	190.00
COMMERCIAL ALTERATION	1	4,844.01
COMMERCIAL BACKFLOW	2	250.00
COMMERCIAL CONCRETE RESTORATION	3	11,853.87
COMMERCIAL RE-ROOF	1	1,493.06
COMMERCIAL STRUCTURAL MISCELLANEOUS	1	379.69
RESIDENTIAL A/C CHANGE OUT	7	1,122.72
RESIDENTIAL ALTERATION	13	12,759.90
RESIDENTIAL RE-ROOF	3	1,278.75
RESIDENTIAL SEAWALL	1	190.00
RESIDENTIAL WATER FOUNTAIN/WATER FEATURE	1	1,122.50
RESIDENTIAL WATER HEATER	1	125.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	15	4,433.36
SINGLE FAMILY RESIDENCE	2	380.00
	57	\$42,682.73



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

**Start Date: 3/1/2022
End Date: 3/31/2022**

Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
RESIDENTIAL ALTERATION					
484308NN0310	22342973-0	3/1/2022	1221 HILLSBORO MILE (UNIT 20A)	THE SEA CLUB OF HILLSBORO BEACH CORP CO-OP	\$23,850.00
484308AH0900	22343771-0	3/25/2022	1149 HILLSBORO MILE (UNIT 902)	OPAL TOWERS CONDO	\$35,550.00
484317AB1610	22343777-0	3/25/2022	1050 HILLSBORO MILE (UNIT PH4)	HILLSBORO LE BARON CONDO	\$165,975.00
484317AA0300	22343887-0	3/30/2022	1057 HILLSBORO MILE (UNIT 514)		\$78,750.00
484308CH0360	22343916-0	3/30/2022	1167 HILLSBORO MILE (UNIT 307)	OVERLOOK CONDOMINIUM	\$3,850.00
Grand Total					\$307,975.00



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

**Start Date: 3/1/2022
End Date: 3/31/2022**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	72	64	33
Electrical	31	38	12
Plumbing	44	28	13
Mechanical	21	28	10
Fire	4	2	0
Zoning	0	9	4
Totals	172	170	72



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

**Start Date: 3/1/2022
End Date: 3/31/2022**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	172	6.21	30.08



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 3/1/2022 To 3/31/2022 Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	71
Cases Opened During Period	13
Cases Opened as result of Complaint	13
Cases Closed During Period	5
Cases Closed due to compliance	3
Cases Open at End of Period	79
Inspections	12
Reinspections	7
Total	19
Special Magistrate Cases During Period	0

Case Summary by Officer

Officer	Open at Start	Opened During Period	Opened as result of Complaint	Closed During Period	Closed due to compliance	Open at End of Period
B. Pita/N/A	70	13	13	4	3	79
M. Sotolongo/N/A	1	0	0	1	0	0
Total	71	13	13	5	3	79



Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Code Compliance Summary Report

From 3/1/2022

To 3/31/2022

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	12	7	19
Total	12	7	19

Summary of Cases Opened by Incident Type

Incident Type	Number
Fire Inspection	7
Building Permit Required	4
Construction Site Violation	1
Artificial Lighting Regulations	1
Total	13

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$271,550.00	\$56,250.00	\$327,800.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$271,550.00		\$327,800.00



Case Action Report*

From 3/1/2022

To 3/31/2022

Corridor (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued		
3/1/2022	Fire Inspection	1161 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/1/2022	Courtesy Notice	B. Pita
				3/1/2022	Complaint	B. Pita
				4/7/2022	Affidavit of Compliance	
3/1/2022	Fire Inspection	1035 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/1/2022	Courtesy Notice	B. Pita
				3/1/2022	Complaint	B. Pita
3/1/2022	Fire Inspection	1039 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building F	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/1/2022	Courtesy Notice	B. Pita
				3/1/2022	Complaint	B. Pita
3/1/2022	Fire Inspection	1041 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building E	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/1/2022	Courtesy Notice	B. Pita
				3/1/2022	Complaint	B. Pita
3/1/2022	Fire Inspection	1045 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building B	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/1/2022	Courtesy Notice	B. Pita
				3/1/2022	Complaint	B. Pita
3/15/2022	Building Permit Required	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 16D	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/15/2022	Notice of Violation	B. Pita
				3/15/2022	Complaint	B. Pita
				3/16/2022	Notice of Hearing	S. Lowe
3/18/2022	Fire Inspection	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/18/2022	Courtesy Notice	B. Pita
				3/18/2022	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 3/1/2022

To 3/31/2022

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
3/18/2022	Fire Inspection	1221 HILLSBORO MILE, HILLSBORO	Open	4/5/2022	Affidavit of Non-Compliance	
3/22/2022	Building Permit Required	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 514	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/22/2022	Notice of Violation	B. Pita
				3/22/2022	Complaint	B. Pita
				4/4/2022	Notice of Hearing	S. Lowe
3/22/2022	Artificial Lighting Regulations	1169 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/22/2022	Notice of Violation	B. Pita
				3/22/2022	Complaint	B. Pita
				4/4/2022	Notice of Hearing	S. Lowe
3/30/2022	Construction Site Violation	985 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/30/2022	Notice of Violation	B. Pita
				3/30/2022	Complaint	B. Pita
				4/4/2022	Notice of Hearing	S. Lowe
				4/22/2022	Affidavit of Non-Compliance	
3/30/2022	Building Permit Required	1228 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 302	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				3/30/2022	Courtesy Notice	B. Pita
				3/30/2022	Complaint	B. Pita

*Cases included in this report are those where the owner was first cited within the date range and corridor specified

Open Cases as of April 24, 2022 = 83

Case #	Incident Type	Owner	Site Address	Date Created
1	2574 Building Permit Required	ALESI, ADELINE GRISPINO	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 407	4/12/2022
2	2573 Building Permit Required	VEGA, ADNEIRA	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 805	4/12/2022
3	2559 Fire Inspection	COMMON AREA / Hillsboro Ocean Club	1155 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #COMMON AREA / Hillsboro Ocean Club	4/5/2022
4	2558 Fire Inspection	COMMON AREA / HILLSBORO ISLAND HOUSE	1160 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Common Area	4/5/2022
5	2557 Fire Inspection	COMMON AREA / Harborside	1170 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #COMMON AREA / Harborside	4/5/2022
6	2556 Fire Inspection	COMMON AREA / Overlook	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Overlook Common Area	4/5/2022
7	2555 Fire Inspection	COMMON AREA / Hillsboro Windsor	1169 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Common Area	4/5/2022
8	2551 Building Permit Required	HAMER-HODGES,KENNETH J & HAMER-HODGES,CHRISTINE R	1230 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 208	3/28/2022
9	2550 Building Permit Required	BIASE, JOSEPH NICHOLAS BIASE, DONNA	1228 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 302	3/30/2022
10	2544 Fire Inspection	COMMON AREA / The Sea Club of Hillsboro Beach (East Side)	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	3/18/2022
11	2497 Fire Inspection	COMMON AREA / Hillsboro Mile Ocean Apartments Building B	1045 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building B	3/1/2022
12	2496 Fire Inspection	COMMON AREA / Hillsboro Mile Ocean Apartments Building E	1041 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building E	3/1/2022
13	2495 Fire Inspection	COMMON AREA / Hillsboro Mile Ocean Apartments Building F	1039 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building F	3/1/2022
14	2494 Fire Inspection	COMMON AREA Hillsboro Mile Towers	1035 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	3/1/2022
15	2460 Fire Inspection	COMMON AREA / Ocean Hillsboro	1069 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	2/8/2022
16	2459 Fire Inspection	COMMON AREA / DIAMONDHEAD CONDO	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Common Area	2/8/2022
17	2457 Fire Inspection	COMMON AREA / Hillsboro Mile Ocean Apt	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building D	2/8/2022
18	2456 Fire Inspection	COMMON AREA / Hillsboro Mile Ocean Apartments	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Building C	2/8/2022
19	2454 Fire Inspection	Common Area PIECES O'EIGHT CONDOMINIUM	1166 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	2/1/2022
20	2453 Fire Inspection	COMMON AREA / OCEAN CREST APTS CONDO	1189 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	2/1/2022
21	2452 Fire Inspection	COMMON AREA / 1200 HILLSBORO MILE CONDO BLDG (WEST)	1200 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #West	2/1/2022
22	2451 Fire Inspection	COMMON AREA / 1200 HILLSBORO MILE CONDO BLDG (EAST)	1200 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #East	2/1/2022
23	2450 Fire Inspection	COMMON AREA / SHORELAND CO-OP	1202 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	2/1/2022
24	2308 Fire Inspection	COMMON AREA/Palm Hill Ocean Apts	1212 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	12/29/2021
25	2307 Fire Inspection	COMMON AREA/The Sea Club of Hillsboro Beach	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	12/29/2021
26	2305 Fire Inspection	COMMON AREA/Royal Flamingo Villas	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	12/28/2021
27	2304 Fire Inspection	COMMON AREA/Sunrise Ocean Suites	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	12/29/2021
28	2302 Fire Inspection	COMMON AREA/Mediterranea	1228 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	12/29/2021
29	22030004 Construction Site Violation	JOHN H MACMILLAN IV LIV TR LOUISE PARK MACMILLAN LIV TR	985 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	3/30/2022
30	22030002 Building Permit Required	BONCI,KARA BONCI,TIMOTHY	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 514	3/22/2022

31	22030001	Building Permit Required	FRANCO, DAVID & FRANCO, BEKI	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 16D	3/15/2022
32	22020005	Building Permit Required	RONEMUS, DAVID SCHNEIDER, SUSAN LYNN	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 713	1/12/2022
33	22020004	Building Permit Required	SESSA, RALPH	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 315	12/28/2021
34	22020003	Building Permit Required	GHATTAS, MONA A GHATTAS, RAOUF T	1147 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 1006	12/28/2021
35	22020002	Building Permit Required	SMITH, SHARON M	1035 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 27	12/28/2021
36	22020001	Vacation Rental Registration	NICKEL-SCHINDEWOLF, SUSAN	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 Z2	7/16/2021
37	22010044	Building Permit Required	LEHR, KATHLEEN P LEHR, RAYMOND V JR	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 1012	12/29/2021
38	22010043	Building Permit Required	DEL PICO, STEPHEN E & CAROL-ANN	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 302	1/4/2022
39	22010041	Vacation Rental Registration	VILLA SS INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 SS1	7/16/2021
40	22010040	Vacation Rental Registration	VILLA M INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 M2	7/16/2021
41	22010039	Vacation Rental Registration	VILLA HH LLC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 HH2	7/16/2021
42	22010038	Vacation Rental Registration	VILLA H INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 H2	7/16/2021
43	22010036	Vacation Rental Registration	VAN-VILLA LLC % THOMAS JENKS	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 G2	7/16/2021
44	22010034	Vacation Rental Registration	SCHINDEWOLF, MARK A NICKEL-SCHINDEWOLF, SUSAN G	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 EE2	7/16/2021
45	22010033	Vacation Rental Registration	ROYAL FLAMINGO VILLAS CONDO INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 2	7/16/2021
46	22010032	Vacation Rental Registration	RFVA LLC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 A2	7/16/2021
47	22010031	Vacation Rental Registration	PEAK, ANDREW	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 J1	7/16/2021
48	22010030	Vacation Rental Registration	NICKEL, CHARLES JOHN	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 Y2	7/16/2021
49	22010028	Vacation Rental Registration	MARMAC PRODUCTIONS LTD % MARY MACPHERSON	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 TT1	7/16/2021
50	22010027	Vacation Rental Registration	MARIO BUONAURO REV TR BUONAURO, MARIO TRSTEE	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 JJ1	7/16/2021
51	22010026	Zoning Violation	MACPHERSON REALTY PETERBROUGH	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 KK2	7/16/2021
52	22010025	Vacation Rental Registration	MACPHERSON REALTY PETERBOROUGH LTD	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 S2	7/16/2021
53	22010024	Vacation Rental Registration	MACPHERSON REALTY LMTD INC CARVIN, ROZLYN	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 E2	7/16/2021
54	22010023	Vacation Rental Registration	JENKS, THOMAS RALPH	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 W1	7/16/2021
55	22010022	Vacation Rental Registration	JENKS, THOMAS RALPH	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 V1	7/16/2021
56	22010021	Vacation Rental Registration	J J HOEY INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 OO2	7/16/2021
57	22010020	Vacation Rental Registration	J & D MURPHY HOLDINGS INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 N2	7/16/2021
58	22010019	Vacation Rental Registration	HORGAN, LINDA HORGAN, TIMOTHY	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 P2	7/16/2021
59	22010018	Vacation Rental Registration	HHH PARTNERSHIP % MARK HEINRICH	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 B2	7/16/2021
60	22010017	Vacation Rental Registration	H P A ESTATES LLC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 Q1	7/15/2021
61	22010016	Vacation Rental Registration	GESTION BAILLOT INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 R1	7/15/2021
62	22010015	Vacation Rental Registration	GAUDETTE & GAUDETTE INC	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 L2	7/15/2021
63	22010014	Vacation Rental Registration	DUNN, JAMES F FRIEDRICH, SANDRA ELLEN	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 CC2	7/15/2021
64	22010013	Vacation Rental Registration	DICKINSON, DAVID & JENNIFER SPEESE, WALTER & KATHRYN	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 GG2	7/15/2021
65	22010012	Vacation Rental Registration	CURTIS, JUDITH L	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 K2	7/15/2021

66	22010011	Vacation Rental Registration	CHRISTINE C BUCHNER REV TR BUCHNER,CHRISTINE TRSTEE	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 D2	7/15/2021
67	22010010	Vacation Rental Registration	CHARLES R KIRCHER FAM TR KIRCHER,CHARLES TRSTEE	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 DD1	7/15/2021
68	22010009	Vacation Rental Registration	CHARLES R KIRCHER FAM TR KIRCHER,CHARLES R TRSTEE	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 F1	7/15/2021
69	22010008	Vacation Rental Registration	CARVIN,MARGARET CARVIN,MICHAEL A	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 QQ2	7/15/2021
70	22010007	Vacation Rental Registration	CARVIN,JOSEPH	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 RR2	7/15/2021
71	22010006	Vacation Rental Registration	BRUNO RICHTER TR ANNELIESE FALTERBAUER TR ETAL	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 BB2	7/15/2021
72	22010005	Vacation Rental Registration	BRUNO RICHTER DECLARATION OF TR ANNELIESE FALTERBAUER TR ETAL	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 U1	7/15/2021
73	22010004	Vacation Rental Registration	BEDNARZ,MARYANN BEDNARZ,PAUL A	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 O1	7/15/2021
74	22010003	Vacation Rental Registration	BEDNARZ,ANTHONY & MARIANNE	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 FF2	7/15/2021
75	22010001	Vacation Rental Registration	58 PARK AVE CORP % PETER CAPOZZI	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 X2	7/15/2021
76	21100008	Tide Water Seawall King Tide Criteria	MIRCHANDANI,KISHORE H/E MIRCHANDANI,ANJALI	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	10/5/2021
77	21100005	Tide Water Seawall King Tide Criteria	TUCHEN, MICHAEL HENNING	973 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	6/7/2021
78	21090008	Tide Water Seawall King Tide Criteria	WINTER SUN INVESTMENTS LLC	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	9/30/2021
79	21080007	Tide Water Seawall King Tide Criteria	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101	8/30/2021
80	21080002	Tide Water Seawall King Tide Criteria	PAUL C JANKOWSKI JR REV TR LISA M JANKOWSKI REV TR	949 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	3/28/2020
81	21080001	Building Permit Required	LAMBERT,JAMES R	981 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	8/10/2021
82	21010001	Nuisance	MILLIONAIRE PORTFOLIO GROUP LLC	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812	1/10/2021
83	20100008	Tide Water Seawall King Tide Criteria	BAHRAM AKRADI LLC	997 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	10/18/2020



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Town Hall Facade Improvement Update

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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Agenda Item Cover Memo

Agenda Item: April 30, 2022 Community Event Recap (Shred/Recycling Event)

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

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
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Agenda Item Cover Memo

Agenda Item: Update on Burying Utility Lines - FDOT Public Meeting May 18, 2022, 4pm-8pm (Town Hall)

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: May 3, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None