



AGENDA

Town of Hillsboro Beach Commission Meeting

October 4, 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

October 4, 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

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

I. APPROVAL OF MINUTES

- A. Sept 12, 2022 - FY2023 First Budget Hearing
- B. Sept 13, 2022 - Board of Zoning & Appeals Public Hearing
- C. Sept 13, 2022 - Regular Commission Meeting
- D. Sept 19, 2022 - FY2023 Second Budget Hearing

II. PRESENTATIONS

- A. **Presentation on the Joint Beach Nourishment Project with the City of Deerfield Beach**
Presented by Coastal Protection Engineers, LLC - Thomas Pierro, Tara Brenner & Stacy Buck

III. SITE PLAN REVIEW

- A. **PUBLIC HEARING:** Pursuant to Chapter 12 Land Development Code, Div. 4, Sec. 12-48, Jim Frogner with Frogner Consulting, LLC, Authorized Agent for Property Owner, is Seeking Site Plan Approval for Property Located at 987 Hillsboro Mile, Hillsboro Beach, FL 33062. *(Tabled from 9/13/2022 Meeting)*

Staff: Presented by Daniel Mantell, Development Planner (CG&A)

Address: 987 Hillsboro Mile, Hillsboro Beach, FL 33062

Request: The Applicant/Owner is requesting site plan approval for property

IV. ORDINANCES

- A. Ordinance No. 2022-08** Amendment to the Town's Code of Ordinance Providing for Restrictions on Political Signs and Providing Procedures for Removal and Enforcement **(SECOND READING)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S LAND DEVELOPMENT CODE BY AMENDING CHAPTER 12 DIVISION 6 BY SPECIFICALLY CREATING SECTION 12-390 ENTITLED "POLITICAL SIGNS"; PROVIDING FOR RESTRICTIONS ON POLITICAL SIGNS BASED ON SIZE, PLACEMENT, AND LIGHTING; PROVIDING PROCEDURES FOR REMOVAL AND ENFORCEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

- B. Ordinance No. 2022-09** Amendment to the Town's Code of Ordinance Providing Election Events Permits for Use on Public Property **(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 5 ENTITLED "ELECTIONS" TO CREATE SECTION 5-2 TO BE ENTITLED "ELECTION EVENTS; PERMITS"; PROVIDING FOR ELECTION EVENT PERMITS FOR USE OF PUBLIC PROPERTY; PROVIDING FOR PLACEMENT AND TIME LIMITATIONS; PROVIDING PROCEDURES FOR REMOVAL OF DEBRIS, TRASH, GARBAGE AND EVENT PROPERTY; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

- C. Ordinance No. 2022-10** Amendment to the Town's Code of Ordinance Providing Provisions for Film Production on Publicly -Owned or Controlled Property **(SECOND READING)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 7 ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" BY SPECIFICALLY CREATING ARTICLE XII TO BE ENTITLED "FILM PRODUCTION ON PUBLICLY-OWNED OR CONTROLLED PROPERTY" CREATING REGULATIONS FOR THE COORDINATION OF FILM PRODUCTIONS ON PUBLICLY-OWNED OR CONTROLLED PROPERTY IN THE TOWN OF HILLSBORO BEACH, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

- D. Ordinance No. 2022-11** Amendment to the Town's Code of Ordinance Providing Provisions for Single Family Site Plan Requirements **(FIRST READING)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING DIVISION 4 ENTITLED "SITE PLAN PROCEDURES AND REQUIREMENTS" BY SPECIFICALLY AMENDING SECTION 12-48 ENTITLED "APPLICATION FOR FINAL SITE PLAN APPROVAL", TO PROVIDE FOR LOCATION OF GENERATORS; AMENDING DIVISION 5 ENTITLED "ZONING" BY SPECIFICALLY AMENDING ARTICLE III ENTITLED "DEFINITIONS" BY AMENDING SECTION 12-90 TO PROVIDE FOR A DEFINITION OF SIDE YARD BUFFER; PROVIDING FOR AN AMENDMENT TO ARTICLE V ENTITLED "RS-2 SINGLE FAMILY RESIDENTIAL DISTRICT REGULATIONS" BY SPECIFICALLY AMENDING SECTION 12-123 ENTITLED "PARKING REGULATIONS", SPECIFICALLY AMENDING SECTION 12-124 ENTITLED "YARD REGULATIONS"; PROVIDING FOR AN AMENDMENT TO ARTICLE XIII ENTITLED "ADDITIONS EXCEPTIONS AND MODIFICATIONS" BY AMENDING SECTION 12-262; PROVIDING FOR SIDE YARD LANDSCAPED BUFFER LIMITATIONS; AMENDING SECTION 12-263 ENTITLED "USE REGULATIONS" PROVIDING FOR AN AMENDMENT TO SECTION 12-264 ENTITLED "SWIMMING POOLS, POOL PATIOS AND DECKS"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

V. DISCUSSION & POSSIBLE ACTION

VI. RESOLUTIONS & CONTRACTS

A. Resolution No. 2022-47

A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Approving an Increase in Salaries Paid to the Mayor and Members of the Town Commission.

B. Resolution No. 2022-48

Consideration to Ratify Administrative Purchase of Water Utility Pickup Truck with Mounted Crane and Related Equipment Installation at cost of \$59,894.77.

C. Resolution No. 2022-49

A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Requesting Broward County Animal Care and Adoption Division to Abandon the Newly Created Intake Policy Requiring Municipalities and Law Enforcement to Hold Stray or Endangered Animals for a Time Period of 72 Hours Prior to Acceptance by the County.

VII. CONSENT

A. INVOICES FOR APPROVAL

1. LSF	Invoice #22-0831	Aug 2022	\$5,615.88	
2. GCDE	Invoice #43725	Sept 2022	\$8,276.25	(General Matters)
3. GCDE	Invoice #43726	Sept 2022	\$584.80	(Development - BH3)
4. GCDE	Invoice #43727	Sept 2022	\$125.00	(Development - Related)
5. GCDE	Invoice #43728	Sept 2022	\$75.00	(Richard Crusco, Writ of Cert- Site Plan)
6. GCDE	Invoice #43729	Sept 2022	\$100.00	(William Thomas)
7. GCDE	Invoice #43730	Sept 2022	\$725.00	(Petition for Destruction of Contraband)

B. PROCLAMATION

1. Childhood Cancer Awareness Week Oct. 23-29, 2022

VIII. BEACH REPORT

IX. STAFF UPDATES

A. Police Department

Presented by Chief Jay Szesnat

B. Building Department

Presented by Steve Mitchell, Building Official, CG&A

C. Code Compliance

Presented by Bernard Pita, Code Compliance Manager, CG&A

D. Finance Department

Presented by Stephen Bloom, Finance Director, Inframark

1. FY2022 3rd Quarter Financial Report (June 2022)

X. TOWN MANAGER REPORT

A. Town Hall Facade Update

B. Update on SR A1A Mobility Improvement Project

C. FREE Shredding, Electronic Recycling, HHW, Prescription Drug Take Back, Blood Drive - Sat. Oct. 29, 2022
9am-12pm

D. Christmas Tree & Menorah Lighting Celebration - Thu, Dec. 1, 2022

XI. TOWN ATTORNEY REPORT

XII. TOWN COMMISSION COMMENTS/REPORTS

XIII. PUBLIC COMMENTS

XIV. ADJOURNMENT

UPCOMING MEETINGS AND EVENTS

A.	Tue, Oct 4, 2022	9:00 AM	Regular Commission Meeting
	Mon, Oct 10, 2022	9:00 AM	Special Magistrate Hearing
	Tue, Oct. 29, 2022	9 AM - 12 PM	FREE Shred, HHW Drop Off, Electronic Recycling
	Tue, Nov. 1, 2022	9:00 AM	Regular Commission Meeting
	Tue, Nov. 8, 2022	7 AM - 7 PM	General Election (Community Room Town's Polling Site)
	Thu, Dec. 1, 2022	5:30 PM - 7 PM	Christmas Tree & Menorah Lighting Celebration
	Tue, Dec. 6, 2022	9:00 AM	Regular Commission Meeting

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



DRAFT

**MINUTES
TOWN OF HILLSBORO BEACH
FY 2023 FIRST BUDGET HEARING**

MONDAY

SEPTEMBER 12, 2022

5:01 P.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 5:01 p.m. Roll was called with the Commission members and staff present as listed below.

Town Commission:

Mayor Deborah L. Tarrant
Vice Mayor Irene Kirdahy

Commissioner Barbara Baldassarre
Commissioner Jane Reiser

Absent:

Commissioner Vicky Feaman

Town Staff:

Town Manager William “Mac” Serda, ICMA-CM
Donald J. Doody, Town Attorney, Esq.
Town Clerk Sherry D. Henderson, CMC
Stephen Bloom, Finance Director – Inframark

I. PUBLIC HEARINGS

A. Resolution No. 2022-36

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE OF 3.50 FOR GENERAL OPERATING BUDGET PURPOSES FOR FISCAL YEAR 2022-2023; PROVIDING FOR THE ESTABLISHMENT OF AND SETTING FORTH THE DATE, TIME, AND PLACE OF THE PUBLIC HEARING TO FORMALLY ADOPT THE FISCAL YEAR 2022-2023 MILLAGE RATE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

1. Staff Presentation

Stephen Bloom, Inframark, gave a brief *PowerPoint* presentation outlining the proposed Fiscal Year 2023 Millage Rate. He explained the budget was based on a flat Millage Rate

of 3.50 mills. He stated that rate was 8.38 percent higher than the roll back rate of 3.2294 mills and provided analysis of that proposed rate.

Mr. Bloom stated the total FY23 budget as proposed was largely unchanged since the budget discussed at the July Town Commission meeting. He reviewed high level assumptions, including:

- FY23 budget was developed using the FY22 service levels at a starting point
- General Fund and Water Fund budgets were balanced without needing to use reserves
- General Fund includes a contingency of \$128,000
- Water Fund contingency
- No change to staff count

Continuing, Mr. Bloom briefly reviewed the General Fund and special revenue funds individually.

Vice Mayor Kirdahy asked whether the budgeted amounts would cover annual increases in insurance costs. Town Manager Serda explained the costs which had been submitted.

Mayor Tarrant inquired as to the dispensation of water plant projects which had not been completed in Fiscal Year 2022. Town Manager Serda provided an update on accomplishing priorities prior to the end of the year.

Mayor Tarrant asked what adjustments had been made in the FY23 budget to reflect the underbudgeting of the Code Compliance Department in FY22. Town Manager Serda stated staff would relook at the line item.

Town Manager Serda discussed water rates. He stated staff was recommending keeping the rates flat for the coming year, as the Town had been able to absorb increasing costs. He noted it was likely some degree of water rate increase would be necessary for the next fiscal year.

2. Open Public Hearing

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

Mr. Serda stated there were none wishing to speak.

3. Close Public Hearing

Mayor Tarrant closed the public hearing.

4. Commission Discussion

No further discussion.

5. Motion to Adopt Tentative Millage Rate

Motion made by Commissioner Baldasarre, seconded by Vice Mayor Kirdahy, to adopt the tentative FY22-23 Millage Rate of 3.50. In a roll call vote, the **motion** passed unanimously. (4-0)

6. Motion to Adopt Resolution

Town Attorney DJ Doody read the Resolution by title only.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Reiser, to adopt Resolution 2022-36 with the Millage Rate of 3.50. In a roll call vote, the **motion** passed unanimously. (4-0)

Mr. Doody announced that the Millage Rate of 3.50 was 8.38 percent higher than the roll back rate of 3.2294 mills, and the public hearing to adopt the final Millage Rate would be held on September 19, 2022, at 5:01 p.m.

B. Resolution No. 2022-37

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; DETERMINING THE AMOUNT OF APPLICABLE FUNDS ON HAND; ESTIMATED RECEIPTS AND EXPENDITURES FOR ALL FUNDS, EXHIBIT "A"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Resolution by title only.

1. Staff Presentation

The Budget was Presented with Item A during Millage rate Presentation.

2. Open Public Hearing

Mayor Tarrant opened a public hearing on the proposed budget.

Mr. Serda stated there were none wishing to speak.

3. Close Public Hearing

Mayor Tarrant closed the public hearing.

4. Commission Discussion

No further discussion.

5. Motion to Adopt Resolution

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to approve and adopt Resolution 2022-37 as presented. In a roll call vote, the **motion** passed unanimously. (4-0)

II. ANNOUNCE FINAL BUDGET PUBLIC HEARING

A. The SECOND and FINAL Budget Public Hearing will be held Monday, September 19, 2022 at 5:01 p.m.

Mr. Doody announced the second and final budget public hearing would be held on September 19, 2022, at 5:01 p.m., at which time the Commission would consider the final Fiscal Year 2023 budget.

III. PUBLIC COMMENTS

None.

IV. ADJOURNMENT

Motion made by Commissioner Reiser, seconded by Commissioner Baldasarre, to adjourn the meeting at 5:27 p.m. In a roll call vote, the **motion** passed unanimously. (4-0)

ADOPTED THIS _____ DAY OF _____, 2022

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk



DRAFT

**MINUTES
TOWN OF HILLSBORO BEACH
BOARD OF ZONING & APPEALS MEETING
SEPTEMBER 13, 2022**

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

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

Town Commission:

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

Commissioner Barbara Baldassarre
Commissioner Vicky Feaman

Town Staff:

Town Manager Mac Serda
DJ Doody, Town Attorney
Town Clerk Sherry D. Henderson, CMC
Jim Hickey, Planning Director – Inframark

Town Attorney DJ Doody explained the Quasi-Judicial procedures to be followed throughout the meeting. He explained the types of evidence to be presented and the role of each party.

I. QUASI-JUDICIAL PUBLIC HEARINGS

- A.** Artificial Synthetic Turf Conditional Use Request submitted by Heather Danforth with Integrated Perspectives; Authorized Agent for the Royal Flamingo Villas, property located at 1225 Hillsboro Mile, Hillsboro Beach, FL 33062.

Mr. Doody swore in all those giving testimony at the hearing. Board members had no disclosures of ex-parte communication to be made.

Jim Hickey, Town Planner with CG&A, presented the item. He explained the application was for a 9-hole putting course, putting green, and landscaping on the west side of A1A at the Royal Flamingo Villas. He stated the applicant had worked with an engineer to ensure proper drainage was in place, and described the materials proposed. He discussed the criteria for conditional use, and stated staff had found the application met those conditions and recommended approval with conditions, as follows:

1. The proposed products face weights are 53 ounces and 56 ounces per square yard. Per ordinance 2021- 09, Design Standards, "Have a minimum face weight of 75 ounces per square yard." The proposed product seeks a deviation of 22 and 19 ounces per square yard from the code requirements. The applicant provides a justification in that golf products have a short blade height by design and a thicker back weight. Additionally, putting greens perform best with a face weight between 40 and 60 ounces.
2. The proposed product material deviates from the requirements of ordinance 2021-09. Per ordinance 2021-09, Design Standards, "Be manufactured from 100% recyclable polyethylene monofilament, UV stabilized dual yard system, with polyurethane coating and manufactured in the United States. The proposed products yarn types are heat set textured diamond nylon monofilament and the tufting construction is single and knitted yarn. The applicant provides a justification in that nylon is more expensive and a longer lasting product. This is for heavy foot traffic and repeated putting actions.
3. Provide a Broward County Tree Removal permit if applicable

Heather Danforth, Integrated Perspectives, made a presentation on behalf of the applicant. She explained the applicant wanted to invest in a long-term amenity for their guests and had done extensive research. She discussed the type of grass being proposed, and noted the material selected was intended specifically for golf. Continuing, she reviewed the plan and the associated standards of review.

Mayor Tarrant asked whether there would be windmills or other features of a putt-putt course on the property. Ms. Danworth stated that was not the aesthetic being sought, as they were looking for something more professional.

Mayor Tarrant noted concern with adding to drainage issues existing on the Royal Flamingo property. She reviewed the plan and asked for clarification on the materials.

Mayor Tarrant asked whether the neighbors had been made aware that leaf blowers would be a necessary evil to keep the putting green clean. Ms. Danworth stated the material selected would require less maintenance and noted sound would be shielded by the villas.

Mayor Tarrant stated she had done research on the best materials for putting greens, and agreed the material selected was appropriate. Discussion ensued regarding a potential condition related to the drainage and basis for measurement of adverse impact.

Mayor Tarrant asserted she was not comfortable with the additional lighting mentioned on the application and stated the course should not be lit at night. She noted it is a

residential neighborhood and pointed to concern related to turtles. Ms. Danworth stated there was no lighting included in the current iteration of the plan and suggested if that were to be reviewed in the future, a photometric plan will be included.

Vice Mayor Kirdahy asked for clarification on lighting plans. Discussion ensued, and Mr. Serda recommended that site plan approval for any future added lighting be required.

Vice Mayor Kirdahy asked about the drainage system. Discussion continued on potential flooding concerns and Ms. Danworth described the drainage plan in detail.

Mr. Doody clarified that in the case of a drainage issue, the applicant would be required to present a plan for remedial action to cure the problem. He noted that the applicant would not be required to remove the green at that time.

Bruno Richter, a representative of Royal Flamingo asked whether the lighting condition would mean that any lighting on site needed to be approved. Discussion ensued regarding the intent of the condition to avoid having the putting green lit at night.

Commissioner Feaman asked whether the putting green would have an opening and closing time. Ms. Danworth stated times could be added, and noted the on-site manager is responsive to issues.

Mayor Tarrant opened a public hearing on the item.

Cynthia Hiland, 1167 Hillsboro Mile, commented on the water absorption of the material to be utilized on the putting green.

Mayor Tarrant closed the public hearing.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to grant the Conditional Use application for 1225 Hillsboro Mile, as the applicant has satisfied the criteria in the Code and agreed to the conditions as outlined. In a roll call vote, the **motion** passed unanimously. (5-0)

1. The proposed products face weights are 53 ounces and 56 ounces per square yard. Per ordinance 2021- 09, Design Standards, "Have a minimum face weight of 75 ounces per square yard." The proposed product seeks a deviation of 22 and 19 ounces per square yard from the code requirements. The applicant provides a justification in that golf products have a short blade height by design and a thicker back weight. Additionally, putting greens perform best with a face weight between 40 and 60 ounces.
2. The proposed product material deviates from the requirements of

ordinance 2021-09. Per ordinance 2021-09, Design Standards, "Be manufactured from 100% recyclable polyethylene monofilament, UV stabilized dual yard system, with polyurethane coating and manufactured in the United States. The proposed products yarn types are heat set textured diamond nylon monofilament and the tufting construction is single and knitted yarn. The applicant provides a justification in that nylon is more expensive and a longer lasting product. This is for heavy foot traffic and repeated putting actions.

3. Provide a Broward County Tree Removal permit if applicable.
4. Any additional lighting shall require Site Plan approval.
5. The putting area shall not be illuminated without prior Town Commission approval.
6. Applicant shall be required to retain any run-off on site, to be revisited after one (1) year.

B. Amendment to Conditional Use for Hillsboro Beach Resort, submitted by Debbie M. Orshefsky, Attorney, Holland & Knight; Authorized Agent for the Hillsboro Beach Resort, property located at 1159 Hillsboro Mile, Hillsboro Beach, FL 33062

Mr. Doody swore in all those giving testimony at the hearing. Board members made disclosures of ex-parte communication.

Jim Hickey, Town Planner with CG&A, presented the item. He explained the applicant had received conditional use approval on July 6, 2021 to operate a restaurant on site and He stated the applicant was asking for changes and amendments to the conditions of approval. He reviewed the requests and staff's response to each as outlined in the staff report and expressed concern with enforcement of the requests.

Debbie Orshefsky, Esq., attorney with Holland & Knight, presented for the applicant. She stated the Hillsboro Beach Resort had worked hard to be a good neighbor and to have a direct dialogue with the community. She discussed changes which had been made in response to concerns and the character of the town. Ms. Orshefsky stated the applicant was asking for permission to create a resident card program to allow residents and guests to utilize the restaurant, as well as for the Town to permit use of the underutilized enclosed special event space.

Mr. Doody asked for clarification on the request. He reviewed two (2) letters submitted by the applicant and asked which was being acted on. Attorney Orshefsky responded briefly, noting the August 25, 2022, letter was correct.

Ms. Orshefsky played a video showing the hotel and event space and making the argument to utilize the business more effectively and efficiently.

Ms. Orshefsky proposed additional conditions to address staff and community concerns and increase accountability:

- Create account system for residents rather than taking credit card payment
- Off-duty police officer to manage traffic for special events
- Nine-month pilot project for event bookings
- Third-party monthly report to Town

Mayor Tarrant thanked management for their prompt responsiveness to concerns from the community. She stated the requests should be addressed individually.

Mayor Tarrant stated there was no benefit to the Town in removing condition d from the original agreement. She asserted this was the mechanism by which the Town could continue to monitor the conditional use.

Ms. Orshefsky stated the wording of the condition created uncertainty for the business, and explained they were hoping to replace that periodic review with reporting.

Mayor Tarrant stated in addition to the request to remove the condition, there were three (3) additional issues to review. She explained the first issue was the request for opening of the event space with a requirement that 50 percent of attendees be registered guests. She agreed with Mr. Hickey's comment that there was no option for enforcement, so it would equate to opening the event center to the public. She asserted there was more to the issue than traffic and parking and stated special events would be a nightmare.

Continuing, Mayor Tarrant addressed the request for opening the event space to Hillsboro Beach residents. She stated this would open the space even further and noted there are plenty of party venues around and the residential nature of Hillsboro Beach does not call for it. She asserted she did not see a benefit to the Town.

Mayor Tarrant stated the third issue was the opening of the restaurant to residents of Hillsboro Beach and was the only piece of the proposal that had potential. She noted the creation of the membership program could be a way to manage the option and stated she would consider it as a conditional use which could be trialed and monitored.

Vice Mayor Kirdahy stated she would like to see the business succeed, but it was the Commission's responsibility to protect the Town. Ms. Orshefsky responded briefly, highlighting the value to the business of managing the concerns of the community.

Mr. Doody clarified the applicant was seeking to implement a resident card program which would allow residents to utilize the restaurant and event space, as well as a 9-month pilot program to allow residents and guests of the hotel to hold events.

Discussion ensued regarding the logistics of ensuring half of event attendees are guests at the hotel.

Mr. Serda discussed the Town's role in enforcement and stated that the issue at hand was balancing coexisting between the business and preserving tranquility for the residents of the Town.

Commissioner Reiser asked how the resident account would work. Ms. Orshefsky explained the resident would be issued a card with an account number and the credit card on file would be billed accordingly.

Mayor Tarrant clarified that if additional permissions are given, they go with the business if it is sold.

Commissioner Reiser stated they want the hotel to succeed, but they do have to look beyond the team currently in place. She noted another management team might not run the business in the same way. Continuing, she referenced the video and stated it was insulting to say the Commission was putting shackles on the business, when they knew what they were getting into when making the purchase. She asserted the Commission had to consider the needs of the entire Town.

Daniel Levenson, BH3 Management, stated when they took over the property, it was unsafe and an eyesore. He asserted the hotel is now a gem for the Town and addressed the concerns related to management and changes in the team. He asked the Commission to consider that a condo in Town could have a birthday party, but the hotel could not.

Commissioner Baldassarre stated she had a similar reaction to the video to that of Commissioner Reiser. She agreed there should not have been surprise at the restrictions placed on the hotel.

Commissioner Reiser asked whether the hotel kitchen could accommodate events. Ms. Orshefsky stated they could and noted that a requirement could be added that the on-premises services be utilized.

Commissioner Reiser asked what would stop the hotel from deciding to use the special event space as restaurant space. Ms. Orshefsky stated it was not intended for overflow restaurant space, and noted the rooms were defined on the site plan.

Matt Hege, Outreach Coordinator, shared his experience in conducting outreach in support of the request. He stated residents had brought up the issue repeatedly of wanting to utilize the restaurant and noted that hotel guests were not allowed to bring in guests.

Mayor Tarrant asserted that was incorrect and guests were allowed to use the restaurant. Ms. Orshefsky referenced the existing conditional use and stated that the Hillsboro Beach Resort was granted approval and implemented food and beverage service for hotel guests only.

Discussion continued. Mr. Doody and Ms. Orshefsky read from the agreement and the Town Code.

Mayor Tarrant opened a public hearing on the item.

Paul Echelard, Overlook Condominium President, 1167 Hillsboro Mile, stated his residents are mixed on the issue. He stated some want to live in a residential area, but others are eager to have the opportunity to eat in the restaurant. He referenced the traffic issues and stated it is important to consider the additional development taking place to the north, and any precedent being set.

Joel Rosenstein, 1155 Hillsboro Mile, stated he lives adjacent to the pool of the hotel, and what is being represented is not accurate. He referenced the prices and stated the reality is not the type of clientele being projected.

Marc Ginsburg, 1221 Hillsboro Mile, stated his family would like to have access to the hotel for breakfast, lunch, and dinner. He suggested the special event issue be deferred and the applicant be allowed to move forward with the resident program on a trial basis. He asserted the criticisms raised would be the same if he were to have an event at a condo clubhouse or at a home.

Cynthia Hiland, 1167 Hillsboro Mile, stated she had stayed at the hotel recently during a remodel. She noted the staff is careful of the rules, and the valets managed parking. She noted nearby condominiums had issues with rentals and noted the hotel management was far superior. She stated she thought residents should be able to walk down the beach to have breakfast or lunch.

Peter, 1167 Hillsboro Mile, asserted the conversation regarding the restaurant was overblown. He stated it would increase the value of the community to be able to walk down the beach to have a nice lunch or drink. He noted a trial period would have very little risk, and asserted the residents are sophisticated and would not be causing noise or partying.

Sheri Rosenstein, 1155 Hillsboro Mile, stated Commissioner Feaman had arranged a meeting for her with the management and they had discussed concerns related to the pool. She noted they had made her feel heard, but then the weekend had come, and the issues returned. She stated she had submitted photos and video to the Town for review.

Frank Kolb Jr., 1173 Hillsboro Mile, expressed concern regarding policing the restrictions. He stated he had watched the meeting when the alcohol permit was approved and noted the slippery slope since that time.

Ray Gimler, 1167 Hillsboro Mile, stated eating at the restaurant should be restricted to those walking, biking, or using ride share aside from handicapped parking. He asserted he did not want to see the community go backward but would like to see a pilot program to allow the residents to utilize the food and beverage services.

Jerry DiMaso, 1161 Hillsboro Mile, agreed with the comments by the Rosensteins that residents can hear everything at the hotel. He stated it may be high-end, but that does not stop people from partying. He asserted it was terrible to be next door to and stated he would vote it down in an instant.

Mayor Tarrant closed the public hearing.

Mr. Doody asked counsel to clarify who would prepare the traffic and parking report related to the pilot program, and what the timing of mitigation would be. Ms. Orshefsky responded briefly. She stated they were seeking a 9-month period beginning December 1 and noted they would only be booking for that period. Discussion continued regarding the proposal.

Mayor Tarrant stated the Town would have to hire an entire staff to manage this issue.

Ms. Orshefsky stated because of the provisions of the agreement, the hotel cannot use the 2,000 square feet of the event space for anything but back of house and storage. She asserted the pool is now locked at 8 p.m. to try to avoid the issues the neighbors had complained about.

Mr. Hickey pointed out the 9-month pilot proposal was in reference to traffic and parking only and would not address the other issues brought up.

Mayor Tarrant stated that she did not believe the event space should be used for global special events. She suggested that the issue be divided up, beginning with the question of whether the Commission should allow the use of the restaurant by Hillsboro Beach residents through a master card membership program.

Commissioner Reiser reiterated that no one wants to see the restaurant fail. She stated she would be comfortable with a condition to allow the residents to use the space, but everything at once was too much for the Town to absorb and there are no controls.

Vice Mayor Kirdahy stated she has conflicting feelings, because she sees issues with food and drink coming out of condos at events. She stated she has no issue with having the restaurant open to residents. She asked for clarification on the program. Ms. Orshefsky stated there would be a \$10 administrative fee with annual renewal.

Mr. Doody asked whether residents would be allowed to bring in non-residents for dinner. Ms. Orshefsky stated that they would, and discussion ensued regarding limits on the number of people in a party.

Commissioner Reiser stated dining would need to be restricted to the restaurant and outside seating, not bringing food to the beach. Ms. Orshefsky responded that management maintains that rule at this time.

Motion made by Commissioner Reiser, seconded by Vice Mayor Kirdahy, to allow residents to purchase membership cards which would gain them access to the food and beverage services at the Hillsboro Beach Resort for a period of one (1) year commencing October 1, 2022. In a roll call vote, the **motion** passed unanimously. (5-0)

Mayor Tarrant asked for consensus that the hotel be permitted to use its space for its own guests. Discussion ensued regarding the intent of the development order and the interpretation of the applicable Ordinance.

Mr. Doody asked for time to review the issues and further hear the remainder of the matter at the October 4, 2022 meeting.

Motion made by Commissioner Baldassarre, seconded by Commissioner Reiser, to table the remainder of the application to the October 4, 2022, meeting. In a roll call vote, the **motion** passed unanimously. (5-0)

III. PUBLIC COMMENTS

Joel Rosenstein, 1155 Hillsboro Mile, asked that the membership cards be photo ID so that they cannot be passed from residents to other individuals.

Mr. Doody expressed concern regarding excluding renters.

Ms. Orshefsky stated the request would require issuing multiple cards to each address, such as to include a husband, wife, and children. She stated the applicant would discuss the matter and present a concept at the October meeting.

Mayor Tarrant suggested the motion regarding the resident membership card be

reconsidered, and discussion continued.

Mr. Doody asked whether the applicant would agree to suspend the membership until after the October 4 meeting. Ms. Orshefsky agreed.

Joe T, no address given, stated a card with a picture was probably a moot point, because the credit card is tied into the card, so if you loan out your card, you are loaning out your credit card. He thanked the Commission for opening the restaurant to the community, and stated it was his opinion that special events should never be approved.

Roberta Meschkow, 1043 Hillsboro Mile, stated non-resident locals can use the same system to get a membership card as they do to get the police sticker in order to prove they are a resident of Hillsboro Beach.

Mayor Tarrant closed public comments.

II. ADJOURNMENT

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

There being no further business before the Board of Zoning and Appeals, the meeting was adjourned at 12:06 p.m.

ADOPTED THIS _____ DAY OF _____, 2022

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC Town Clerk



WRITTEN PUBLIC COMMENTS

Hand-outs Provided or Presented at Meeting Entered into the Record.

SEPT 13, 2022

Board of Zoning & Appeals Public Hearing

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

HILLSBORO BEACH RESORT

ADDITIONAL CONDITIONS OF APPROVAL FOR AMENDED CONDITIONAL USE

1. Modify Resident Program (paragraph 5 to "Operational Requirements of the Resident Program") to require that Residents issued Resident Card must pay using a Resident Card Account that will be created when they are issued their Resident Card and will be tied to a master account identified as Resident Restaurant Master Account.
2. During any scheduled Special Event, the Resort will hire an off-duty police officer to monitor and if necessary, control, vehicular access at the Resort driveway and provide a written report to the Town Manager within 24 hours of the conclusion of any Special Event documenting whether there were any identified traffic access issues during the duration of such Special Event.
3. The Hillsboro Beach Resort will engage an independent third party to perform a monthly audit of utilization of the Special Event Space documenting that a minimum of 50% of the guests at any Special Event sponsored by a hotel guest were registered guests of the hotel, unless the sponsor of the Special Event was Resident of Hillsboro Beach issued a Resident Card.
4. The Hillsboro Beach Resort will engage an independent third party to perform a monthly audit of utilization of the onsite Restaurant documenting that the Restaurant was utilized only by registered hotel guests or Residents of Hillsboro Beach issued a Resident Card and further that all payments by Residents of Hillsboro Beach were made through the Resident Card Account.

Sherry D. Henderson

From: Nichole Geisser <ngeisser@gmail.com> on behalf of Nichole Geisser
Sent: Thursday, August 18, 2022 4:47 PM
To: Sherry Henderson
Subject: Hillsboro vacation /hotel variance / for commission meeting

Good afternoon,

I wanted to email you in support of the changes that the hotel is asking the commission to make relating to Hillsboro Beach residence being able to enjoy the dining aspect of this hotel. I took a tour of the facility and walk past it often, it is quiet and well maintained and I believe would be an asset to The residence of Hillsboro.

Thank you.

Kind Regards,

Nichole Geisser
1203 Hillsboro Mile
Unit 9b
Marshall and Nichole Geisser

954-873-6300

Make it a great day!

Sherry D. Henderson

From: Joel Rosenstein <jvrpt@verizon.net> on behalf of Joel Rosenstein
Sent: Monday, September 12, 2022 7:48 PM
To: matth@mhcpcolab.com; dtarrant@townofhillsborobeach.com; mserda@townofhillsborobeach.com; ikirdahy@townofhillsborobeach.com; vfeaman@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com; jreiser@townofhillsborobeach.com; Shenderson@townofhillsborobeach.com; sawyersmom18@verizon.net
Subject: Re: Updates since meeting with Sheri & Joel-Checking In

Matt,
Thank you for "staying in touch" to update us on our expressed concerns. However, there are some discrepancies between what was reported, and actual occurrences.

POOL HOURS: On Saturday night 9/3/22, we had to call your front desk to inform them that there were still guests in the pool after 8PM. Where was the break down? WHERE IS THE CCTV CAMERA? First you said one *should* be installed and that you would discuss it with ownership. Now you say you have one. Which is it? We will say that following the call to the front desk, the guests did leave the pool. Your front desk employee did her job, but why didn't she see it on camera?

ENFORCING RULE OF NO OUTSIDE FOOD OR BEVERAGES: Here is an example of, "One picture's worth a thousand words". Attached you will find pictures and videos taken over the Labor Day weekend that contradict what you were told in the email to you. You will see a guest eating chicken wings which you told us were not on your menu (and outside food not allowed) when we mentioned the presence of the chicken wing bones on our property, that our dog nearly choked on.

The next video and pictures show guests by the pool in plain sight with a cooler and cups pouring from a bottle of alcohol into Solo cups, this went on *all day*, and nothing was done.

LAUNDRY/TOWELS HANGING OFF BALCONY RAILS: See photo.

There continues to be a disconnect between what we and the Town are being told and what is fact. The hotel was supposed to be a "high end resort" which brings us to another misrepresentation. You told Cheri and I that room rates will be between \$300-\$500/night, and even though it is "off-season" the hotel is *not* "running specials". Well, on your website, for the Tuesday after Labor Day, the room rate was \$136/night. In addition, Florida residents get a 15% discount, and the third night of any stay is discounted 20%. These rates are equivalent to the Comfort Inn on the corner of Hillsboro Blvd. and A1A. I'll leave it at that.

We perceive it as totally disrespectful that ownership/management misled us, the Town and the Commission, saying that the hotel would be something that it is not. As we discussed with you and Ann at our meeting, for you and ownership this is a business and a job. For us, this is our home! We chose to live in Hillsboro Beach because of its high standards as a community. So far, your hotel has done nothing to uphold those standards, and in fact, in ours, and our neighbors' opinions it has compromised those standards.

TO SEE ABOVE MENTIONED PHOTOS AND VIDEOS CLICK THE FOLLOWING
LINK: <https://drive.google.com/drive/folders/1EbZakJ1-l6Y-8HawNdN88LuvED80YdO>

Respectfully,
Joel and Cheri Rosenstein

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Hi Cheri- wanted to stay in touch as HBR has made some progress on your concerns. Thanks, Matt Hege

From: Ann Durso <adurso@hillsbororesort.com>
Date: Wednesday, September 7, 2022 at 4:12 PM
To: Matthew Hege <matth@mhcpcolab.com>
Subject: Updates since meeting with Sheri & Joel

Matt

Making some progress on the actions we discussed after meeting with Sheri & Joel.
I was at hotel over the Labor Day weekend, and we didn't have any real issues at all.

- Pool hours 8AM-8PM are being enforced. It is guest communication, sign on the gate and ate gets zip tied at 8PM so no access possible.
- Installed CCTV system on mine and Director of Rooms Lap top so we can easily monitor, if any complaints.
- Changes security guards overnight. I have personally met with both, and I think they will do a better job. Expectation has been very clear.
- Sweeping outside perimeter of hotel now part of houseman's daily tasks to ensure no trash being left.
- Enforcing the rule of No outside food & beverage allowed. Both restaurant staff and beach guys are aware and monitoring!

Please let me know if you get wind of any other issues that our neighbors are mentioning.

Ann

Ann Durso
General Manager
Hillsboro Beach Resort
1159 Hillsboro Mile
Hillsboro beach, FL 33062

C: 786-452-4878
E: adurso@hillsbororesort.com
www.Hillsborobeachresort.com



The Shoreland Inc.
1203 Hillsboro Mile
Hillsboro Beach FL. 33062

Sep 10, 2022

Dear Mayor and Commissioners,

We are writing in support of the Hillsboro Beach Resort's pending application to the Town of Hillsboro Beach for an Amendment to the Resort's Conditional Use approval which we understand will residents of Hillsboro Beach to enjoy the Resort's food and beverage services and provide a local venue for small special events. The current conditional use approval only permits guests staying at the Resort to enjoy its food and beverage services and prohibits any "Special Events" at the Resort.

The Hotel parking consists of 77 spaces plus an additional 8 valet spaces providing a total of 85 spaces onsite. Based on the TrafTech Study, dated May 2022, the Hillsboro Beach Resort currently only requires 54 parking spaces to accommodate its peak parking demand. Current parking needs for the Hillsboro Resort were determined by collecting actual parking counts during the 2022 peak season (January-March). The trip generation analysis determined that the hotel had a monthly average of 544 parked cars, with a daily average of 22.8 cars daily. This amounted to a daily average parking capacity utilization rate of 27%.

Namely, we support the following changes as requested by the Hillsboro Beach Resort:

To allow Hillsboro Beach residents (permanent and seasonal residents) to enjoy the Hillsboro Beach Resort food and beverage services and allow the Resort to undertake a 9-month "Special Event Pilot Program" to allow the Resort to host up to 18 Special Events for no more than 85 people with 50% being registered hotel guests with the opportunity to renew another 9 months and then without further limitation if there are no adverse impacts to SR A1A in terms of traffic and valet parking.

As we understand these proposed changes, they will make it easier to dine and enjoy the only Resort and restaurant on Hillsboro Mile, with adequate open and covered parking, new and modern resort facilities with both indoor and outdoor seating areas, all for the residents to enjoy. The opportunity to book and reserve the banquet space will be a nice amenity for all Hillsboro Beach residents and for the Town.

Please record our support.

Sincerely,

Javier Garcia
Shoreland President,




DRAFT

**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
TUESDAY
SEPTEMBER 13, 2022**

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 12:19 p.m. Roll was called with the Commission members and staff present as listed below.

Town Commission:

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

Commissioner Barbara Baldassarre
Commissioner Vicky Feaman

Town Staff:

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

APPROVAL OF AGENDA

Mayor Tarrant stated Item III.A and the Financial Report should be deferred to October 4 and asked that Item IV.D be heard before Item IV.A

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

I. APPROVAL OF MINUTES

A. Minutes of the July 12, 2022 Regular Town Commission Meeting

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the minutes from the July 12, 2022 Regular Town Commission Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

II. PRESENTATIONS

A. Presentation from Marty Kiar, Broward County Property Appraiser

Broward County Property Appraiser Marty Kiar gave a presentation regarding the responsibilities and programs of his office, including tax saving exemptions, and fraud prevention. He reported on taxable values, stating that taxable values are significantly up throughout Broward County and Hillsboro Beach has seen a 12.2 percent increase over 2021 values, putting the taxable value at \$2.3 billion. He explained as a result, if the Town adopts a flat Millage Rate for Fiscal Year 2022-23, the City budget will see an increase of \$534,976 in revenue. He reviewed the breakdown of property, market values, and exemptions in the community. In closing, Mr. Kiar discussed the Owner Alert program created to protect residents from title fraud.

Mayor Tarrant asked for clarification on the alert programs. Mr. Kiar explained and stated residents should sign up for both programs, Recording Notification Service through the Records Division (which provides letter in the mail to homeowner) and the Owner Alert through the Property Appraiser (which provides electronic email alert to homeowner).

Mayor Tarrant asked Mr. Kiar's advice regarding a Hillsboro Beach property. Mr. Kiar responded, highlighting the importance of engaging residents to speak up for the Town. He stated he would encourage Mayor Tarrant and the Commission to contact the County Commissioners for additional support.

Vice Mayor Kirdahy asked about fraud issues the County Property Appraiser's office works with. Mr. Kiar responded with examples of recent situations.

III. SITE PLAN REVIEW

A. SITE PLAN REVIEW Pursuant to Chapter 12, Land Development Code, Div. 4, Sec. 12-48, Jim Frogner with Frogner Consulting, LLC, Authorized Agent for Property Owner, is Seeking Site Plan Approval for Property Located at 987 Hillsboro Mile, Hillsboro Beach, FL 33062.

Item deferred to October 4, 2022.

IV. ORDINANCES

Item D was heard prior to Item A.

Mayor Tarrant called for a recess at 1:45 p.m.

Mayor Tarrant called the meeting to order, reconvened at 2:04 p.m.

A. Ordinance No. 2022-08 Amendment to the Town's Code of Ordinances Providing for Restrictions on Political Signs and Providing Procedures for Removal and Enforcement. **(FIRST READING)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S LAND DEVELOPMENT CODE BY AMENDING CHAPTER 12 DIVISION 6 BY SPECIFICALLY CREATING SECTION 12-390 ENTITLED "POLITICAL SIGNS"; PROVIDING FOR RESTRICTIONS ON POLITICAL SIGNS BASED ON SIZE, PLACEMENT, AND LIGHTING; PROVIDING PROCEDURES FOR REMOVAL AND ENFORCEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Mr. Serda presented the item. He stated the Ordinance had been drafted out of discussion at a previous Commission meeting and reviewed the highlights briefly.

Mr. Doody pointed out the Ordinance did not allow for signage on Town property or in the right-of-way. He stated this would not include election day as written.

Mayor Tarrant noted redundant language in line three (3) and asked if signage should be permitted on the Intracoastal or on each side of the road. Discussion continued and consensus was that one (1) sign per candidate should be permitted on each side of the road.

Mr. Doody explained he had changed the time requirement to 60 days prior to the election. He noted the Statute did not restrict the number of days the signs are permitted, and 45 days had been struck down in case law. He stated he did not believe the Town would be well served by the 30-day restriction the Commission had previously requested.

Commissioner Reiser asked whether the Town had the ability to request a sign be removed if it becomes unsightly. Mr. Doody advised against the Town becoming involved in such discretionary matters.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to amend Ordinance 2022-08 to allow one (1) sign on the east and one (1) on the west side of A1A and to remove the redundancy in line three (3). In a roll call vote, the **motion** passed unanimously. (5-0)

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to approve Ordinance 2022-08 on first reading as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Ordinance No. 2022-09 Amendment to the Town's Code of Ordinances Providing Election Events Permits for Use on Public Property. **(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 5 ENTITLED "ELECTIONS" TO CREATE SECTION 5-2 TO BE ENTITLED "ELECTION EVENTS; PERMITS"; PROVIDING FOR ELECTION EVENT PERMITS FOR USE OF PUBLIC PROPERTY; PROVIDING FOR PLACEMENT AND TIME LIMITATIONS; PROVIDING PROCEDURES FOR REMOVAL OF DEBRIS, TRASH, GARBAGE AND EVENT PROPERTY; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Mayor Tarrant asked why permits were needed. Mr. Serda explained the intent to answer whether tents were allowed and when and provide an orderly mechanism for use of tents by candidates on election day.

Vice Mayor Kirdahy and Commissioner Reiser shared their experience in setting up tents the night before on a first come, first served basis.

Mr. Doody stated he would advise against the tents, but if the Commission wanted to allow them, they had to consider elections beyond local. Discussion continued.

Mr. Doody reviewed changes to the language based on the conversation, including to replace "seek permit" with "seek approval," to open the application from the end of the qualifying period to seven (7) days prior, and to clarify location and dimensions allowed.

Motion made by Commissioner Reiser, seconded by Commissioner Feaman, to approve Ordinance 2022-09 on first reading to be amended as represented by the Town Attorney in his remarks. In a roll call vote, the **motion** passed unanimously. (5-0)

C. Ordinance No. 2022-10 Amendment to the Town's Code of Ordinances Providing Provisions for Film Productions on Publicly Owned or Controlled Property. **(FIRST READING)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 7 ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" BY SPECIFICALLY CREATING ARTICLE XII TO BE ENTITLED "FILM PRODUCTION ON PUBLICLY-OWNED OR CONTROLLED PROPERTY" CREATING REGULATIONS FOR THE COORDINATION OF FILM PRODUCTIONS ON PUBLICLY-OWNED OR CONTROLLED PROPERTY IN THE TOWN OF HILLSBORO BEACH, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Mr. Serda presented the item. He explained the Town had received calls over the past few months due to an increase in efforts to generate additional filming in the County. He stated the Town does not have any regulations regarding notice, parking, or other considerations, so the Ordinance was an effort to get out in front of any potential issues related to filming in Hillsboro Beach.

Mayor Tarrant asked for clarification on references to private property. Mr. Serda and Mr. Doody explained, and discussion continued.

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

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to amend Ordinance 2022-10 to insert publicly held into the title. In a roll call vote, the **motion** passed unanimously. (5-0)

Motion made by Commissioner Feaman, seconded by Commissioner Reiser, to approve Ordinance 2022-10 on first reading as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

Item D was heard prior to Item A.

D. Ordinance No. 2022-11 Amendment to the Town's Code of Ordinances Providing Provisions for Single Family Site Plan Requirements. **(FIRST READING)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING DIVISION 4 ENTITLED "SITE PLAN PROCEDURES AND REQUIREMENTS" BY SPECIFICALLY AMENDING SECTION 12-48 ENTITLED "APPLICATION FOR FINAL SITE PLAN APPROVAL", TO PROVIDE FOR LOCATION OF GENERATORS; AMENDING DIVISION 5 ENTITLED "ZONING" BY SPECIFICALLY AMENDING ARTICLE III ENTITLED "DEFINITIONS" BY AMENDING SECTION 12-90 TO PROVIDE FOR A DEFINITION OF SIDE YARD BUFFER; PROVIDING FOR AN AMENDMENT TO ARTICLE V ENTITLED "RS-2 SINGLE FAMILY RESIDENTIAL DISTRICT REGULATIONS" BY SPECIFICALLY AMENDING SECTION 12-123 ENTITLED "PARKING REGULATIONS", SPECIFICALLY AMENDING SECTION 12-124 ENTITLED "YARD REGULATIONS"; PROVIDING FOR AN AMENDMENT TO ARTICLE XIII ENTITLED "ADDITIONS EXCEPTIONS AND MODIFICATIONS" BY AMENDING SECTION 12-262; PROVIDING FOR SIDE YARD LANDSCAPED BUFFER LIMITATIONS; AMENDING SECTION 12-263 ENTITLED "USE REGULATIONS" PROVIDING FOR AN AMENDMENT TO SECTION 12-264 ENTITLED "SWIMMING POOLS, POOL PATIOS AND DECKS"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Jim Hickey, Town Planner with CG&A, presented the item. He explained the Ordinance applied to single-family only. He noted staff had conducted a visit to existing construction sites to view the issues being brought forward in practice. He stated the intent to maintain an unencumbered setback and discussed allowances in each type of buffer. Continuing, Mr. Hickey discussed stairs and walkways inside yards, as well as placement of generators. He reviewed proposed provisions for sufficient parking for service vehicles.

Mayor Tarrant asked for clarification on fencing around athletic courts and play areas. Mr. Hickey explained it was intended to allow the fence, not require it. Discussion ensued, and Mayor Tarrant stated she did not think athletic courts should be permitted in the side setback.

Mr. Doody inquired as to the screening requirements for athletic courts and play areas. Mr. Hickey stated landscaping was an appropriate screening material.

Mr. Doody recommended addition of language to the parking regulation to clarify that the additional spaces are required. Discussion continued regarding wordsmithing individual sections of the Ordinance.

Mayor Tarrant opened the item to public comment.

Bob Mayer, Bomar Builders, commented shared his experience building on single-family lots in Hillsboro Beach and highlighted the importance of considering the postage stamp size smaller lots in Town. He commented on the landscaping requirement, noting there have been issues with locating equipment for pools and air conditioners. Continuing, Mr. Mayer asked what square footage the parking requirements are based on and pointed to issues in accommodating parking on site. He stated it would make a difference if parking was allowed closer to A1A.

Mayor Tarrant stated if there are postage stamp size lots, then perhaps the houses should be built to match. She stated she did not want it to be a variance situation where an owner or builder has to prove a hardship.

Mr. Doody noted a sub-zone could be created to address the issue, as those types of lots are not being contemplated in the Ordinance appropriately.

Mr. Serda stated staff could explore the idea more thoroughly and bring the item back.

Discussion continued regarding parking. Mr. Mayer added additional detail regarding the concern with not being allowed parking near State Road A1A.

Mr. Mayer provided feedback on the remaining Ordinance language. He stated clarification was needed on the allowances for stairs in the setback. He noted he would like to see adjustments to the setback on the Intracoastal, allowing a pool to be closer. Continuing, Mr. Mayer addressed the issue of locating generators and athletic courts. Mayor Tarrant commented on sound concerns.

Mayor Tarrant thanked Mr. Mayer for providing feedback.
Mayor Tarrant closed the item to public comment.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to table the first reading of Ordinance 2022-11 to the October 4 meeting. In a roll call vote, the **motion** passed unanimously. (5-0)

V. DISCUSSION & POSSIBLE ACTION

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2022-38

CONSIDERATION TO APPROVE AND AUTHORIZE THE JOINT FILING OF LOCAL GOVERNMENT FUNDING REQUEST WITH CITY OF DEERFIELD BEACH FOR BEACH MANAGEMENT FUNDING ASSISTANCE FOR FISCAL YEAR 2023/2024 WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

Mr. Doody read the Resolution by title only.

Mr. Serda explained the Town had applied for beach nourishment funding, and this was a secondary application to cover additional costs. He noted the application did not commit the Town to spending but was an attempt to cover anticipated costs as broadly as possible.

Mayor Tarrant pointed to the map included in the backup for the item, and stated it shows the three (3) areas under consideration for the next nourishment. She stated it would be helpful information for all residents to understand.

Mr. Serda stated the funding from Hurricane Dorian was not permitted to be used entirely in the settlement area. He noted a full beach discussion was planned for the October meeting to get the Commission up to speed on recommendations.

Mayor Tarrant asked for clarification on the budget cycle of the application. Mr. Serda explained further and stated he would review and revise as needed.

Mayor Tarrant noted daily counting of turtle nests should be added related to habitat protection efforts of the Town. She commented on construction readiness, the erosion control line, and permits.

Motion made by Commissioner Baldasarre, seconded by Vice Mayor Kirdahy, to adopt Resolution 2022-38. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Resolution No. 2022-39

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE THE FIRST AMENDMENT TO THE UNSAFE STRUCTURE BOARD AGREEMENT BETWEEN BROWARD COUNTY AND THE TOWN OF HILLSBORO BEACH.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to adopt Resolution 2022-39. In a roll call vote, the **motion** passed unanimously. (5-0)

C. Resolution No. 2022-40

CONSIDERATION TO APPROVE AND AUTHORIZE THE USE OF \$3,800 OF FEDERAL FORFEITURE FUNDS FOR POLICE TRAINING WITH THE SOUTHERN POLICE INSTITUTE (SPI).

Mr. Doody read the Resolution by title only.

Staff requests consideration of approval for \$3,800.00 of Federal Forfeiture Funds to use towards Sergeant Gianino's Police Training with the Southern Police Institute. Enrollment in the 92nd Command Officers Development Course (923H17) starts on February 6, 2023 in Doral, Florida.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to adopt Resolution 2022-40. In a roll call vote, the **motion** passed unanimously. (5-0)

D. Resolution No. 2022-41

CONSIDERATION TO APPROVE AND AUTHORIZE THE USE OF \$3,617.32 OF FEDERAL FORFEITURE FUNDS TO PURCHASE COVERT SURVEILLANCE EQUIPMENT.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Reiser, seconded by Commissioner Feaman, to adopt Resolution 2022-30. In a roll call vote, the **motion** passed unanimously. (5-0)

E. Resolution No. 2022-42

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE THE FISCAL YEAR 2022-2023 ENHANCED MARINE LAW ENFORCEMENT GRANT (EMLEG) WITH BROWARD COUNTY.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to adopt Resolution 2022-42 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

F. Resolution No. 2022-43

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO FILE A PETITION WITH BROWARD COUNTY TO SEEK A COURT ORDER TO AUTHORIZE THE DESTRUCTION OF CONTRABAND COLLECTED BY THE HILLSBORO BEACH POLICE DEPARTMENT.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Reiser, seconded by Commissioner Baldasarre, to adopt Resolution 2022-43. In a roll call vote, the **motion** passed unanimously. (5-0)

G. Resolution No. 2022-44

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO IMPLEMENT XPRESS-PAY PROGRAM FOR ONLINE ELECTRONIC UTILITY PAYMENT OPTIONS.

Mr. Doody read the Resolution by title only.

Kadem Ramirez, Inframark, presented the item. She explained the software would cost the Town \$120 per year and would allow residents to pay their utility bills online.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to adopt Resolution 2022-44. In a roll call vote, the **motion** passed unanimously. (5-0)

VII. CONSENT AGENDA

A. Invoices for Approval

1. **GCDE Invoice #43210 June/July 2022 \$4,984.35** (General Matters)
2. **GCDE Invoice #42965 July 2022 \$315** (Development - Related Group)
3. **GCDE Invoice #42966 July 2022 \$292.50** (Richard Crusco, Charles Doherty)
4. **GCDE Invoice #42404 June 2022 \$67.50** (Development - BH3)
5. **GCDE Invoice #43577 August 2022 \$3,491.30** (General Matters)
6. **GCDE Invoice #43578 August 2022 \$650** (Development - Related Group)
7. **GCDE Invoice #43579 August 2022 \$281.50** (Richard Crusco, Charles Doherty)
8. **GCDE Invoice #43580 August 2022 \$125** (Development - BH3)
9. **CG&A Invoice #106109 July 2022 \$40,762.67**
10. **CG&A Invoice #107327 August 2022 \$35,983.44**
11. **Inframark Invoice #80548 July 2022 \$7,688.44**
12. **Inframark Invoice #81835 August 2022 \$7,691.93**
13. **LSF Shuttle Invoice #22-0731-26 July 2022 \$6,132.10**

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

VIII. BEACH REPORT

A. Update on Hillsboro Beach & Deerfield Beach Joint RFQ 21-15 JW Coastal Engineering Services (Beach Nourishment)

Mr. Serda stated the permit process through the Army Corps of Engineers was almost complete, but one (1) item was pending. He discussed steps being taken to try to clear the matter, and stated he is hopeful it will be addressed in time to carry out the procurement in time to complete the beach nourishment on schedule. Continuing, Mr. Serda provided an update on the dredging at Boca Inlet, and stated they are including the Town's sand needs in the procurement.

B. Update on FEMA Mitigation Report

Mr. Serda stated a beach management plan was anticipated for completion soon and was expected to be presented at a workshop in October.

Mr. Serda briefly discussed efforts to work with the City of Deerfield Beach to seek support from Broward County on the joint project and potential contribution to the nourishment. He noted the buoys are all replaced and noted they have been lasting much longer.

VIII. STAFF UPDATES

A. Police Department

Police Chief Szesnat presented the monthly reports for June and July. He stated the department is running very well following months of effort to assess and refine processes and noted the Town had done well in a recent mock accreditation review. He noted there had not been many complaints regarding construction on A1A.

Mayor Tarrant asked for an update on the Florida Statute related to vehicle noise. Police Chief Szesnat provided a timeline and stated it would be included in his report for the next meeting.

B. Building Department

Steve Mitchell, Building Official, CG&A, provided a brief report. He stated projects are moving along as expected. He stated the department was preparing to begin post-COVID follow-up on expired permits. He shared the draft format for the 40-year inspection program and updates.

Mayor Tarrant asked for clarification on the 40-year inspections. Mr. Mitchell explained, and discussion ensued regarding the program and current research.

C. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He stated many of those included in the June and July reports are now in compliance. He explained the violations in the report, including issues on the dune and work without permit.

Mayor Tarrant asked for an update on the seawall cases. Mr. Pita explained briefly and stated he could provide a specific overview of each case.

Mayor Tarrant noted the short-term rentals at Royal Flamingo remain on the list. Mr. Pita stated it has been dismissed pending proof of registration.

B. Finance Department

Item deferred to October 4.

IX. TOWN MANAGER REPORT

A. Town Hall Façade Update

Mr. Serda stated the flag pole is up and the pavers are completed, and the next steps are landscaping and sod, followed by non-slip covering and painting the doors. He noted they were approaching the end of phase one (1) of the project.

Discussion continued regarding the landscaping.

B. Update on Salary Survey for Elected Officials

Mr. Serda stated a survey of similar towns was included in the backup materials for the meeting. He sought direction regarding next steps and stated he believed \$10,000 for the Mayor and \$7,500 for the Commissioners was the bare minimum to move forward with.

Discussion continued, and consensus was to place a Resolution on the October 4 agenda.

C. Update on SR A1A Mobility Improvements

Mr. Serda explained the mobility project is approximately 12 percent complete at 8-10 percent of the timeline. He noted the trees with red ribbons were to be removed this week, weather permitting, and the trees with green ribbons would be pruned.

Vice Mayor Kirdahy stated she had received several questions regarding the harmonizing of the project, and Mr. Serda had arranged a meeting. She noted she had learned it would be about two (2) months before the issue was addressed.

D. Update on Underground Utility Project

Mr. Serda stated there had been good process on the project to gather non-binding letters of support for the underground utility project and noted Mayor Tarrant and Commissioner Feaman had assisted. He noted a few issues and explained most appear to be workable. He explained there would be a presentation and request for direction from the Commission on the timeline at a future meeting.

E. Hiring and Selection Process for Town Lobbyist

Mr. Serda stated he had shared the scope of work and qualifications to the Commissioners in case there was feedback.

Discussion ensued regarding obstacles in obtaining funding from the County for beach renourishment and whether a lobbyist's assistance could be of use in the process.

F. Free Shredding, Electronic Recycling, HHW, Prescription Drug Take Back, Blood Drive on Saturday, October 29, 2022 from 9 a.m. to 12 p.m.

G. Holiday Tree Lighting Celebration on Thursday, December 1, 2022

XI. TOWN ATTORNEY REPORT

Mr. Doody provided an explanation regarding the contraband lawsuit discussed in Resolution No. 2022-43.

XII. TOWN COMMISSION COMMENTS/REPORTS

A. Commissioner Jane Reiser

Commissioner Reiser thanked Commissioner Baldasarre for her flag project, and noted the Town always looks good for holidays. She stated she will be attending an upcoming resiliency climate conference.

B. Commissioner Barbara Baldasarre

Commissioner Baldasarre had no report.

C. Commissioner Vicky Feaman

Commissioner Feaman had no report.

D. Vice Mayor Irene Kirdahy

Commissioner Baldasarre provided a brief recap of the Metropolitan Planning Organization (MPO) meeting.

E. Mayor Deborah L. Tarrant

Mayor Tarrant had no report.

XIII. PUBLIC COMMENTS

None.

XIV. ADJOURNMENT

Motion made by Commissioner Baldasarre, seconded by Commissioner Reiser, to adjourn the meeting at 4:17 p.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS _____ DAY OF _____, 2022

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk



WRITTEN PUBLIC COMMENTS

Hand-outs Provided or Presented at Meeting Entered into the Record.

SEPT 13, 2022

Regular Town Commission Meeting

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

TOWN OF HILLSBORO BEACH, FL

40-year Inspection Report Log

BUILDING NAME	ADDRESS	YEAR BUILT	40 YEAR DUE	40 yr complete	AP #	50 year due	50 yr complete	AP #	STATUS	NOTES	Fire Alarm	Fire Sprinkler	Parking	Height (Ft)
DIAMONDHEAD	1057	1966	2006			2016								
SUNRISE RAINBOW SUITES	1231	1957	2006			2016								
SEA CLUB	1221	1958	2006			2016								
SHORELAND	1202	1958	2006											
SHORELAND	1203	1958	2006											
HILLSBORO CLUB	901	1962-1992	2002-2032											
HILLSBORO MILE TOWER	1035	1964	2004			2014	2022	496272						
IMPERIAL	1198	1965	2005											
IMPERIAL	1199	1965	2005											
WINDSOR	1169	1965	2005											
A-F CO-OPS	1039	1957	2006			2016								
A-F CO-OPS	1041	1957	2006			2016								
A-F CO-OPS	1043	1957	2006	2010		2016								
A-F CO-OPS	1045	1957	2006			2016								
OCEAN HILLSBORO	1069	1966	2006											
OCEAN CREST	1189	1968	2008											
LE BARON	1050	1969	2009	2011		2019	2022	91004						
LE BARON	1051	1969	2009	2011		2019	2022	91005						
OPAL TOWERS EAST	1147	1971	2011			2021		454572	submitted					
OPAL TOWERS EAST	1149	1971	2011			2021		454572	submitted					
ISLAND HOUSE	1160	1971	2010			2020	2020	120425						
PIECES 'O EIGHT	1166	1971	2011			2021	2022	454575	submittd	repairs required				
ROYAL FLAMINGO	1225	1971	2011											
OPAL TOWERS WEST	1150	1974	2014			2024								
OVERLOOK	1167	1974	2014			2024								
PORT DE MER	1236	1974	2014	2022	AP# 480683	2026								
PORT DE MER	1237	1974	2014	2022	AP# 480685	2026								
PORT DE MER	1238	1974	2014	2022	AP# 480687	2026								
PORT DE MER	1239	1974	2014	2022	AP# 480687	2026								
HILLSBORO SQUARE	1172-1173	1978	2018	2021	AP# 93045	2028								
HILLSBORO SQUARE	1172-1173	1978	2018	2021	AP# 93046	2028								
HILLSBORO SQUARE	1172-1173	1978	2018	2021	AP# 93047	2028								
HILLSBORO SQUARE	1172-1173	1978	2018	2021	AP# 93048	2028								
HARBORSIDE	1170	1983	2022		496272	2033			report in progress	repairs in progress				
CASTLE REEF	1205	1984	2024											
HILLSBORO OCEAN CLUB	1155	1984	2024											
LANDMARK	1021	1984	2024											
COLONNADE	1161	1988	2028											
KINGSLEY ARMS	1073	1992	2032											
WATERS EDGE	1153	1996	2036											
WATERS EDGE	1154	1996	2036											
900 HILLSBORO	900	1998	2038											
MEDITERRANEA	1228	1999	2039											
MEDITERRANEA	1230	1999	2039											
OCEAN GRANDE	1063	2002	2042											
1200 THE OCEAN	1200	2016	2056											
SEABONAY HOTEL	1159													
RECESS	1207	1951	exempt <											
VIRGINIA KAYE	1187	1951	exempt <											
PALM HILL	1212	1955	exempt <											
OCEAN VISTA	1222	1979	exempt TH											
OCEAN VISTA	1223	1979	exempt TH											



DRAFT

**MINUTES
TOWN OF HILLSBORO BEACH
FY2023 SECOND BUDGET HEARING**

MONDAY

SEPTEMBER 19, 2022

5:01 P.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Deborah L. Tarrant called the meeting to order at 5:01 p.m. Roll was called with the Commission members and staff present as listed below.

Town Commission:

Mayor Deborah L. Tarrant

Vice Mayor Irene Kirdahy

Commissioner Jane Reiser (at 5:05 pm)

Commissioner Barbara Baldassarre

Commissioner Vicky Feaman

Town Staff:

Town Manager William "Mac" Serda, ICMA-CM

Donald J. Doody, Town Attorney, Esq.

Town Clerk Sherry D. Henderson, CMC

Stephen Bloom, Finance Director - Inframark

I. PUBLIC HEARINGS

A. Resolution No. 2022-45

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A FINAL MILLAGE RATE OF 3.50 FOR THE TOWN'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney DJ Doody read the Resolution by title only.

City Manager Mac Serda explained the presentation from the first budget hearing was in the backup, and there had been no changes. He stated Stephen Bloom, Inframark, was available in case of any questions.

Mayor Tarrant opened a public hearing on the proposed millage rate of 3.50, however there being none to speak, she closed the public hearing.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to adopt Resolution 2022-45 with the final FY22-23 Millage Rate of 3.50. In a roll call vote, the **motion** passed unanimously. (4-0) *Commissioner Reiser did not vote. She joined the meeting at 5:05pm after this item was voted on.*

Mr. Bloom announced that the Millage Rate was 8.38 percent higher than the roll back rate.

B. Resolution No. 2022-46

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Resolution by title only.

Mayor Tarrant opened a public hearing on the Town's final budget, however there being none to speak, she closed the public hearing.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to approve and adopt Resolution 2022-46 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

III. PUBLIC COMMENTS

III. ADJOURNMENT

Motion made by Commissioner Feaman, seconded by Commissioner Baldasarre, to adjourn the meeting at 5:07 p.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS _____ DAY OF _____, 2022

By: _____
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, Town Clerk



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Presentation on the Joint Beach Nourishment Project with the City of Deerfield Beach
Presented by Coastal Protection Engineers, LLC - Thomas Pierro, Tara Brenner &
Stacy Buck

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: October 4, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 2022.09.28 Hillsboro Beach Update - updated

HILLSBORO/DEERFIELD BEACH NOURISHMENT PROJECT

PRE-PROJECT UPDATE



October 4, 2022



Coastal Protection Engineering & Moffatt Nichol

Tara Brenner, PG, PE, Sr. Coastal Engineer (CPE)

Pete Seidle, PE, Sr. Coastal Engineer (M&N)



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PROJECT TEAM



Coastal Protection Engineering (CPE)

Thomas Pierro, PE, D.CE, Principal Engineer

Thomas Campbell, PE, D.CE, Principal Advisor

Tara Brenner, PG, PE, Sr. Coastal Engineer

Stacy Buck, Sr. Marine Biologist

Dylan Nestler, PE, Coastal Engineer



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Moffatt & Nichol (M&N)

Tim Blankenship, PE, Coastal Engineer

Jackie Brower, PE, PhD, Coastal Engineer & Scientist

Pete Seidle, PE, Coastal Engineer

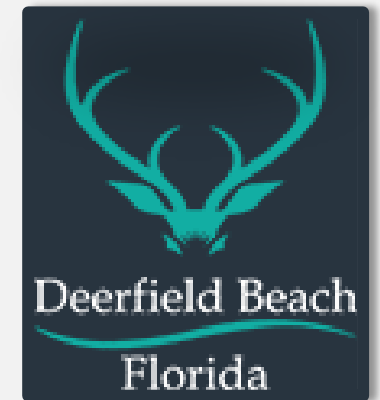


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PRIMARY PROJECT OBJECTIVES

- Joint beach nourishment with City of Deerfield Beach
- Comply with Oct. 2020 Settlement Agreement
- Obtain cost sharing from State and Federal governments
- 1st project to be complete in 2023:
 - *Utilize existing/previous regulatory authorizations*
 - *Evaluate both upland and inlet sand source options*
- Long term planning:
 - *Develop program with 30-year planning horizon*
 - *Reformulate project based on performance monitoring and feasibility study*



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Today: Project updates and information for future decision making

MARCH 2022 COMMISSION MEETING

- State Local Government Funding Request (LGFR)
 - *Additional points for regional coordination for 50% state cost sharing*
 - *Resolution approved last meeting, application being reviewed by FDEP*
- Erosion Control Line (ECL) extensions
 - *Forthcoming project to utilize existing/previously authorized fill templates*
 - *ECL extension planned prior to future renourishment event*
- Permit Authorizations
 - *Utilize existing FDEP and Broward County permits and modify as needed*
 - *Apply for new USACE permit to reauthorize previous fill template*
- 2022/2023 Project Planning
 - *Dual project approach for inlet sands and/or truck haul*
 - *Preliminary cost estimates*



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CURRENT PERMITTING STATUS

- **Federal:** U.S. Army Corps of Engineers (USACE):
 - *Applied for new multiple-use, 10-year permit*
 - *Multiple sand source options: Boca Raton Inlet, upland, and stockpile*
 - *Coral Survey completed in May 2022 for compliance with new regulations (SARBO)*
- **State:** Florida Department of Environmental Protection (FDEP):
 - *Modification to add new sand sources (Boca Raton Inlet ebb shoal, stockpile)*
 - *Physical Monitoring Plan revised to align requirements and optimize cost sharing*
- **Local:** Broward County
 - *To align with FDEP permit modification*
- **Future:** Modifications after 2022-2023 project
 - *Reevaluate the beach design and extend ECL as needed*
 - *Address mitigation needs and revise biological monitoring plan (BMP)*



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JULY 2022 BEACH SURVEY

- August 2021 to July 2022 beach volume changes
- Erosion of the dry beach (above MHW) in the Settlement Agreement Area
- Accretion observed over the past year to Depth of Closure (DOC)
- Conditions report being prepared as “pre-season” baseline
- Survey used for development of construction plans



POTENTIAL COST SHARE SOURCES



- Dorian FEMA:
 - 75% of Hurricane Dorian damage repair (64,030 cy)
 - FL Department of Emergency Management (DEM)
 - Cost share 50% of non-Federal/FEMA (Anticipated to be 12.5% of Total Project Costs) within Settlement Agreement Project Area and Hillsboro's southern extension
- FL DEP's Beaches Local Government Funding Request (LGFR)
 - Joint Settlement Agreement Project Area qualified for 50% of remaining costs non-FEMA/DEM dollars
- Broward County: TBD
- Local Partners:
 - City of Boca Raton - Inlet Project only
 - City of Deerfield Beach - Settlement Agreement
 - Town of Hillsboro Beach - Settlement Agreement and Hillsboro extension

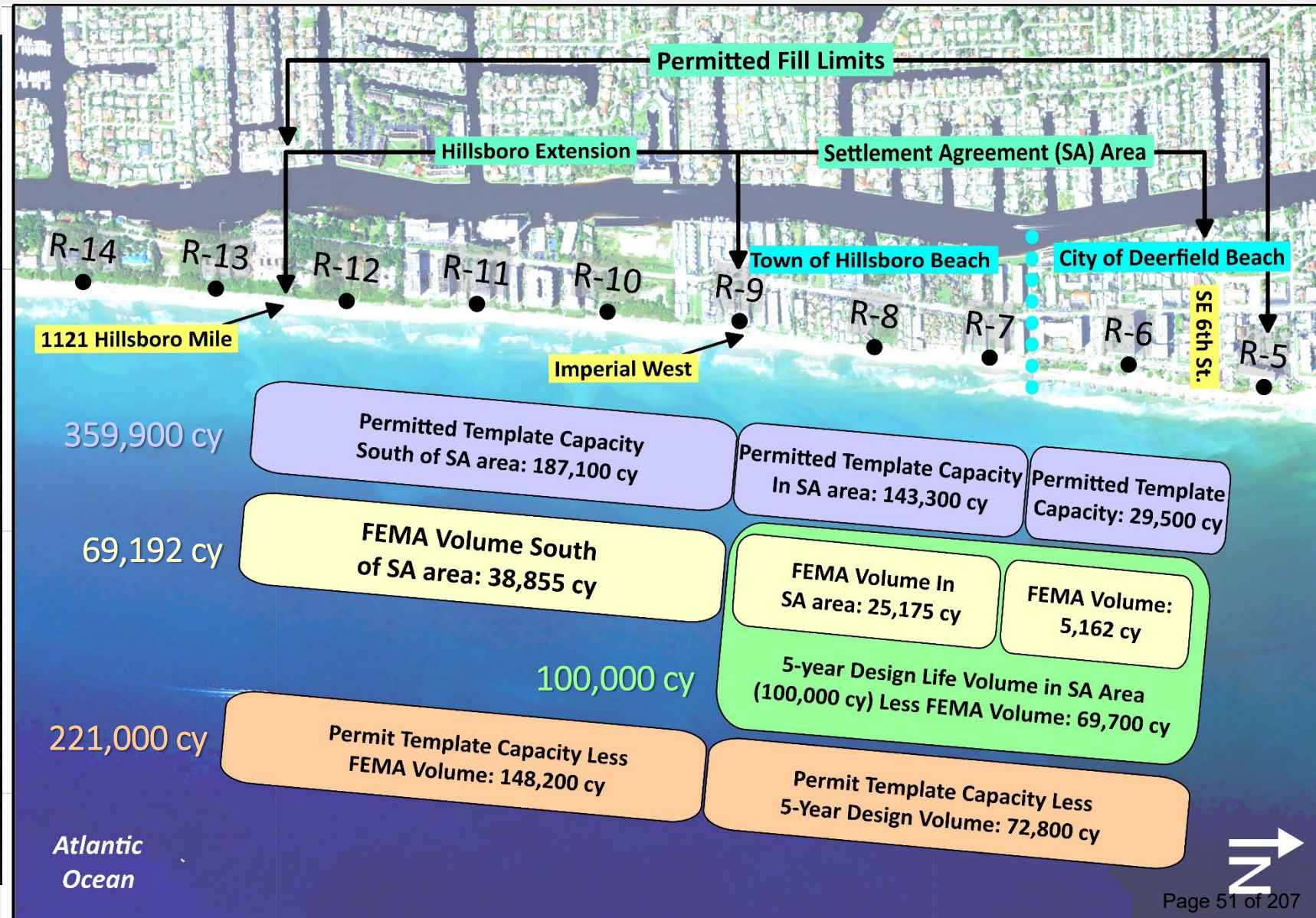
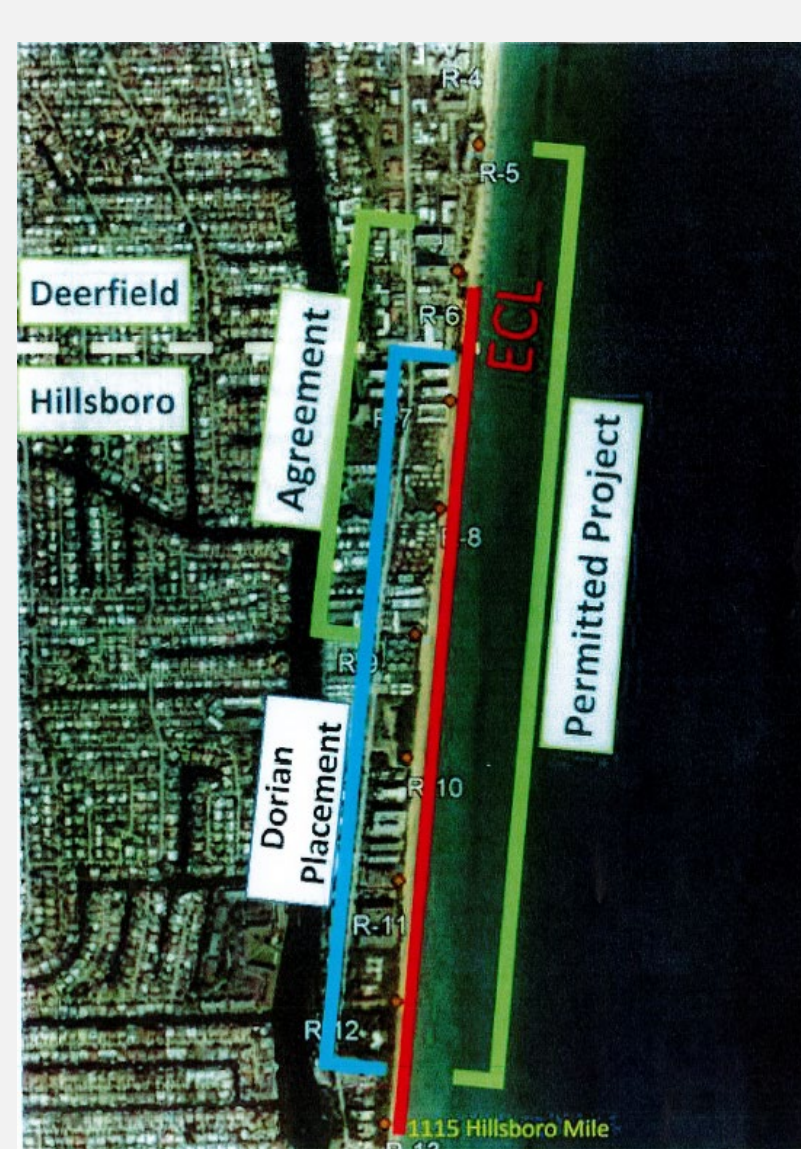


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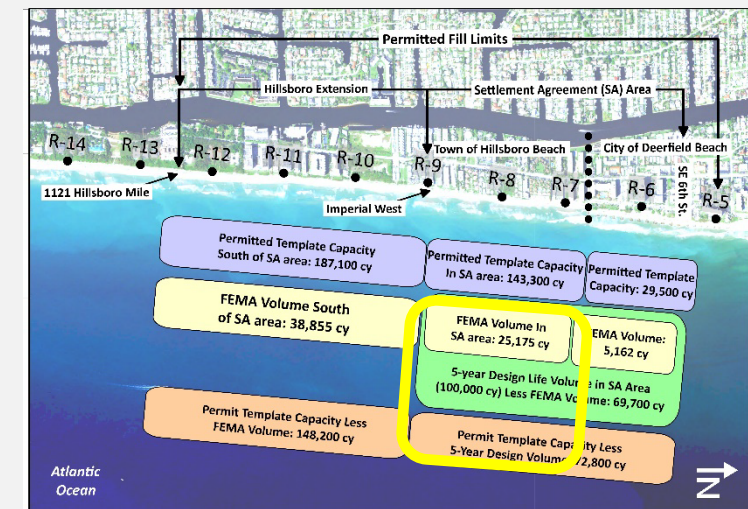
UPDATED VOLUMES BASED ON JULY 2022 SURVEY



SETTLEMENT AGREEMENT AREA PROJECT OPTIONS

Project Options	Hillsboro Volume Estimate (CY)	Preliminary Cost Estimates (\$Millions)	
		Ebb Shoal ~\$45/cy	Truck Haul ~\$67/cy
Hurricane Dorian FEMA Repair	25,175	\$1.1M	\$1.7M
Settlement Agreement 100,000cy Project	70,500	\$3.2M	\$4.7M
Full Permit Template	143,300	\$6.4M	\$9.6M

- Construction of the Settlement Agreement Project (utilizing FEMA funds) at a minimum.



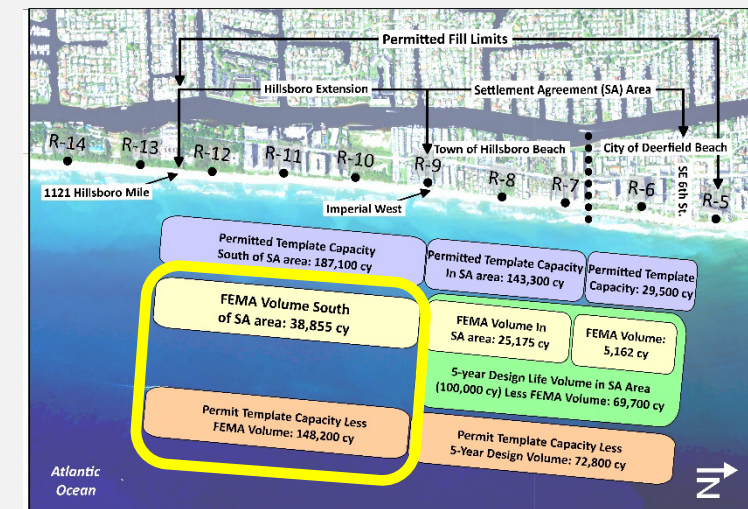
Estimated Hillsboro cost after reimbursements

- Dorian Only:
\$70k to \$105k
- Settlement Agreement incl. Dorian:
\$1.1M to \$1.6M
- Permit Max:
\$2.7M to \$4.1M

HILLSBORO EXTENSION PROJECT OPTIONS

Project Options	Hillsboro Volume Estimate (CY)	Preliminary Cost Estimates (\$Millions)	
		Ebb Shoal ~\$45/cy	Truck Haul ~\$67/cy
Hurricane Dorian FEMA Repair	38,855	\$1.7M	\$2.6M
Settlement Agreement	N/A		
Full Permit Template	187,100	\$8.4M	\$12.5M

- Construction of the Dorian Repair Project (utilizing FEMA funds) at a minimum.



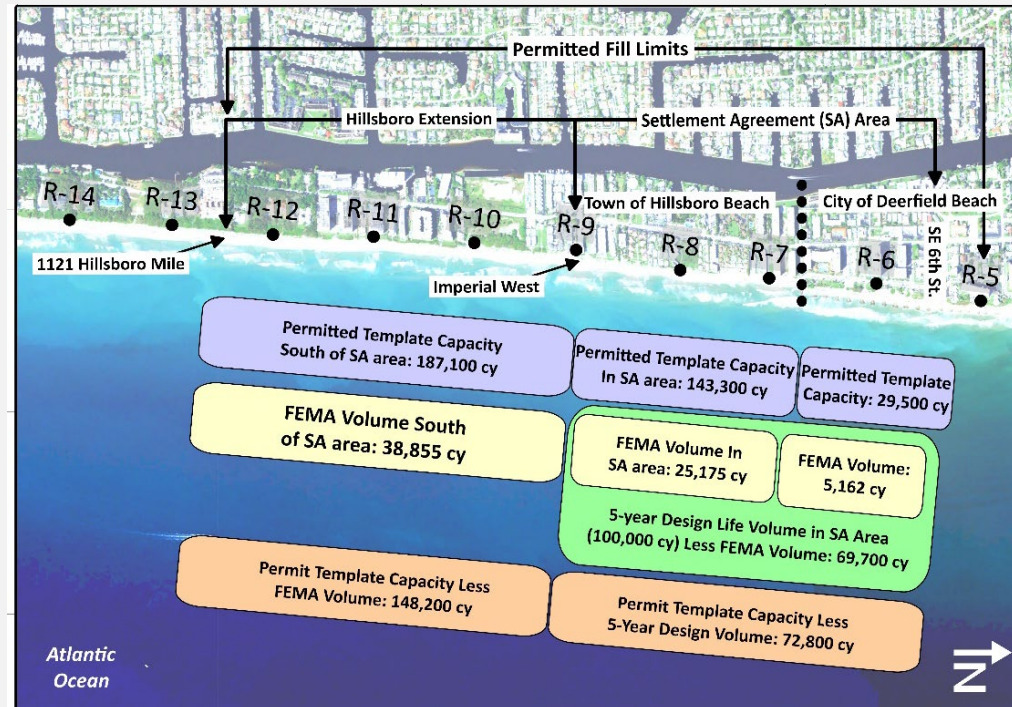
Estimated Hillsboro cost after reimbursements

Dorian Only:
\$200k to \$325k

Permit Max:
\$6.8M to \$10.1M

HILLSBORO EXTENSION CONSIDERATIONS

- M&N to assess optimizing cost sharing for this segment
 - Place FEMA cost-shared project sand
 - Coordinate with FEMA placing some the Hillsboro Extension FEMA sand in the Settlement Agreement Area



COST SHARE EXAMPLE

- Construction of Hurricane Dorian Repair & Settlement Agreement Project

(25,175 & 45,325 = 70,500 cy)

- Ebb Shoal Sand Source

		Settlement Agreement Area	Hillsboro Extension	Full Hillsboro Project
Estimated Construction Costs		\$3.2M	\$1.7M	\$4.9M
FEMA Share (Dorian Portion Only)	75%	\$850K	\$1.3M	\$2.1M
FL DEM Share (50% of non-FEMA)	12.5%	\$140K	\$200K	\$400K
FDEP LGFR Share (50% of non-FEMA and non-DEM)	50%	\$1.1M	-	\$1.1M
Town's Share	50%	\$1.1M	\$200K	\$1.3M



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PRELIMINARY CONSTRUCTION SCHEDULE

- Boca Raton Inlet (Ebb shoal):
 - *Draft Plans provided: August 2022*
 - *City of Boca Bidding: October 2022*
- Truck haul:
 - *Final Design, Plans, and Specifications: In progress*
 - *Truck Haul Bidding: November 2022*
- Hillsboro Decision on Construction Funding:
 - *November or December (2022) Commission Meeting*
- Low Bidder Contracting: December 2022/January 2023
- Target Construction Window: February 2023 to March 2023



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HILLSBORO/DEERFIELD BEACH NOURISHMENT PROJECT

PRE-PROJECT UPDATE



Coastal Protection Engineering & Moffatt Nichol

Tara Brenner, PG, PE, Sr. Coastal Engineer (CPE)
Pete Seidle, PE, Sr. Coastal Engineer (M&N)



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

TO: Mayor Tarrant and Town Commission
THROUGH: Mac Serda, Town Manager
FROM: Jim Hickey, Daniel Mantell, Planning Consultant.
DATE: September 13, 2022
SUBJECT: Site Plan Approval for Addition
LOCATION: 987 Hillsboro Mile

This Agenda report is regarding Site Plan Approval Request for a property located 987 Hillsboro Mile submitted to the Town on August 30, 2022. The owner of the property, Mark and Tiffany Berch (Applicant) have assigned Frogner Consulting, LLC as the authorized agent. The Applicant has submitted plans indicating interior renovations, and propose a new covered patio, uncovered patio, and a new pool and two new spas under a separate building permit. All of the proposed work will be located east of A1A. In addition, the existing driveway is to be repaved along with newly proposed walkways along the north and south sides of the existing home. The Applicant has not proposed any changes for the west side of the property.

Background

The existing property, located at 987 Hillsboro Mile, is a single lot totaling roughly 30,981 square feet (0.71 acres). Exterior improvements are proposed along the rear of the property facing the ocean. No building improvements are proposed West of A1A.



987 Hillsboro Mile – Location of proposed renovations and addition

Documents Submitted

Information submitted with the Site Plan Approval request include an application, architectural plans, and landscape plans, inclusive of hardscape and planting plans. The Applicant did not include a sign and sealed survey showing the existing structures onsite and their setbacks to property lines. The Planning Consultant reviewed the aforementioned documents and determined they meet the submittal requirements of the Town of Hillsboro Beach Code of Ordinances with the exception of a survey.

General Description of the Development Proposal

The Applicant is proposing significant interior renovations along with a new 389 square-foot covered patio with an outdoor kitchen, open patio with a firepit, and a new pool and two new spas to be completed under a separate building permit.

Site Plan Review and Comments

The Consultant Planner reviewed the site plan application submitted on August 30, 2022 with the Town's Land Development Regulations. Based on that submittal, the Consultant planner requested additional information as the files were not complete. The Applicant resubmitted plans on Friday, September 23, 2022. Based on that submittal, the plans were reviewed to the greatest extent possible as there was still some information missing such as a signed and sealed survey which will allow us to determine if required setbacks are being met. Please find below an analysis of the proposed work and the Planner's determination if it meets the requirements of the Town Code. If it does not meet Code or it is unable to determine if the requirements are being met, the proposed dimension is shown in **red** font:

STANDARDS / RESULTS

Town of Hillsboro Beach Zoning Code, Applicable Requirements

Sec. 12-122. - Height regulations.

Residential	Required Maximum Height	Proposed
Single-Family Residential RS-2	For property east of SR A1A, no building shall exceed 35 feet in height above the dune elevation	Newly proposed covered patio is 24.6' in height

Sec. 12-124. - Yard regulations.

Residential	Required Setbacks	Proposed
Front Setback	On the east and west sides of State Highway A1A there shall be an open yard having a depth of not less than 85 feet from the center line of the State Highway A1A *Exception for mechanical equipment	N/A

Side yard	Not less than 15 feet measured from the roof overhang, or 6 inches per foot of building height, whichever is greater *Exception for mechanical equipment	South Side building setback is shown as 14'1". Not clear on plans if covered patio is increasing further into setback. If existing patio is non-conforming, it cannot encroach further into setback. It is unclear in the plans if this patio was existing or installed without a building permit. Existing signed/sealed survey is required.
Rear yard, ocean front	No building or part of a building shall extend easterly beyond a line as shown on plat of easterly building line as defined herein. Retaining walls, fences, barricades, whether connected with the buildings or for the improvement of lots shall not be built, erected or constructed closer than the building setback line as shown on the plat.	The newly proposed covered patio does not extend east of the easterly building line

Sec. 12-262. - Yard and open space requirements.

	Required	Proposed
Open terraces	An open unenclosed paved terrace, patio, or pool deck with less than a 6-inch curb may extend into a side yard, but not closer than 7-1/2 feet to the north and south lot lines. This shall not be interpreted to include or permit canopies.	3'4" Non-conforming. If altered, must meet required 7 1/2-foot setback.

Sec. 12-264. – Swimming pools, pool patios and decks

Residential – Swimming Pools, pool patios and decks	Required	Proposed
Location	(1) Swimming pools (including, but not limited to jacuzzis, spas, hot tubs and the like) shall	Conforming.

	be permitted in all districts. They shall be constructed no closer than 15 feet to any side property line, or 45 feet to the center line of State Highway A1A. (2) They shall not extend east of the easterly building line or closer than 15 feet to the easterly right-of-way line of the Intracoastal Waterway, or 15 feet east of any seawall erected east of this line. (3) All measurements are to be made horizontally from the water's edge of the swimming pool to the specific reference point listed above.	Under separate permit
Fuel Storage	Fuel for pool heaters, heating systems and generators may be stored either above the ground or underground. Fuel storage units installed above the ground shall be subject to the setback requirements otherwise set forth in the town's Code of Ordinances.	No fuel storage was provided on the plans
Pool Inspection	No pools shall be filled with water prior to approval, unless required by the building department for testing purposes. Pools shall be inspected, approved and filled prior to issuance of certificate of occupancy.	To be completed during building permit process
Patios	Flat and open patios with no footings may extend 15 feet east of the easterly building line and to the easterly right-of-way line of the Intracoastal Waterway.	Shows to extend east of the easterly building line
Maintained (operational)	All swimming pools, jacuzzis, hot tubs, spas and fountains shall be maintained in such a manner that the operating equipment, such as pumps and filters shall be fully operational at all times.	
Maintained (operational)	All swimming pools, jacuzzis, hot tubs, spas and fountains shall be properly maintained and not allow for the accumulation of vegetative matter and/or debris. All swimming pools shall be maintained to provide for clarity of the water such that the bottom of the pool at the deepest point is clearly visible from the edge of the pool.	

Staff Recommendation

Based on the analysis of the Hillsboro Beach Code of Ordinances, the Consultant Planner recommends approval of the proposed exterior work with the following conditions of approval:

1. The proposed site plan (SP1) shows the paver patio along the south of the property being setback 3'4" from the south property line. Per code section 12-262, The minimum required setback is 7.5'
2. The proposed site plan (SP1) shows the proposed covered patio being setback 14'1" from the side property line. Per code section 12-124, the minimum required side setback is 15'0" as the covered patio is attached to the primary residence.
3. Provide signed and sealed survey showing setbacks of all building and existing accessory structures including patios, covered patios.
4. Revised site plan shall include all setbacks to any new proposed structures.
5. Revised site plan shall include an plan for the property on the west side of A1A showing this area meeting compliance with current code with respect to grading, sod, and landscaping.

Frogner Consulting, Inc.

Planning and Zoning Consultants

3402 SE Clubhouse Place Stuart FL 34997

Ph: (561) 386-3035 jfrogner@comcast.net

August 29, 2022

JUSTIFICATION STATEMENT

Berch Residence

Address: 987 Hillsboro Mile

Tax ID: 4843 20 00 0130

The site is located in the RS-2 Residential Single Family zoning district on the east side of AIA in the Town of Hillsboro Beach, Florida.

The owners purchased the lot and dwelling on August 5th, 2021 and intend to make major modifications and upgrades to the dwelling and site. A building permit application (4900068) has been submitted to the Building department for review and issuance. A demolition permit (22342759) was issued and work commenced on the site while awaiting issuance of the general building permit.

The overall building layout, site features and landscaping comply with applicable zoning regulations such as setbacks, F.A.R. and other regulations mandated by the Town code. The project does not need any variance relief nor special consideration by the Town except for the minor site plan approval.

A request for site plan approval pursuant to the Town code has been made and the project is scheduled for the September 13 Town Commission hearing. The project is generally in compliance with Chapter 12 – Division 1-5 as follows:

General Provisions and Development Review: Sec. 12-3(B) states, the construction of a single family residence is classified as a minor review. Sec. 12-4(H) confirms that the application complies with the applicable standards and minimum requirements of this article because of existing vested rights (SFR), thus the intended and modifications meet these standards.

Section 12-3, Applications and requirements for development permits: The project is in compliance with Sec. 12-3(B) minor review and regulations 1-4 because this letter justifies divisions 1, 2, 4, 5 and 6 of Chapter 12, Sec. 12-3 of the code, the South Florida Building Code, (latest edition) and compliance with the Comprehensive Plan and Land Use Elements.

Section 12-4 Development Review Procedures: The project has applied to the Town Commission for minor site plan approval and therefore is in compliance with Sec. 12-4(A). Additionally as noted in Sec. 12-4, a development permit required or authorized under this Code of ordinances shall require an effective development order to be granted by the Town Commission – a permit has been submitted to the Town’s Building Department.

Section. 12-5. - Cost recovery: (A) An individual or entity filing a land development application with the town shall be responsible for all costs and expenses, including professional and legal fees, incurred by the town in processing, analyzing, reviewing and advertising the land development application. The agent has provided a fee of \$ 2,000.00 as established by the Town, thus the project complies with the applicable regulations.

The owner's agent, Frogner Consulting, LLC respectfully requests approval for the project to allow the Letter of No Objection and issuance of the building permit.



RECEIVED

AUG 30 2022

TOWN OF HILLSBORO BEACH
1210 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
PHONE (954) 427-4011 • FAX (954) 427-4834
www.townofhillsborobeach.com

DEVELOPMENT APPLICATION

Submittal Date: August 2022

Zoning Board Meeting Date: Sept. 13, 2022

Property Control # 4843 20 00 0130

Town Commission Meeting Date: _____

PROPERTY OWNER(S)		AUTHORIZED AGENT	
NAME: <u>Mark + Tiffany Berch</u>		NAME: <u>Wayne Ferrell, R.A.</u> <u>Froguer Consulting, LLC</u>	
ADDRESS: <u>987 Hillsboro Bch, FL 33062</u>		ADDRESS: <u>825 SE 8th Ave, Ste 101</u> <u>Deerfield Bch, FL 33441</u>	
PHONE:	CELL:	PHONE: <u>954-427-1069</u>	CELL: <u>561-386-3035</u>
E-MAIL:	FAX:	E-MAIL: <u>wayne@Arch1.org</u>	FAX:

APPLICANT'S CERTIFICATION

(I) Wayne Ferrell + Jim Froguer (owner), (architect) or (authorized agent) affirm and certify that I understand and will comply with all provisions and regulations of the Town of Hillsboro Beach Florida. I certify that all drawings and specifications for buildings or structures costing \$5,000 or over for commercial buildings or \$10,000 for residential building must be drawn or verified by a state registered architect or engineer and his seal of office imprinted thereon. Additionally, I certify that the drawings that the drawings and specifications show full compliance and do fully comply with the Zoning Code. I understand that if any drawings or specifications are not in full compliance, the application will be rejected. If approved by the Town, the aforementioned real property described herein will be considered, in every respect, to be a part of the Town of Hillsboro Beach and will be subjected to all applicable laws, regulations, taxes and police powers of the Town including the Comprehensive Plan and Zoning Code. I further certify that all statements and diagrams submitted herewith are true and accurate to the best of my knowledge and belief. Further, I understand that this Application and attachments become part of the Official Records of the Town of Hillsboro Beach, Florida, and are not returnable.

X Wayne C. Ferrell
Signature

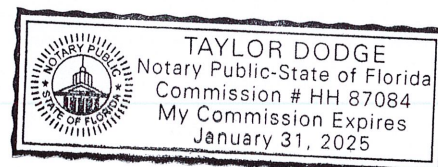
Wayne C. Ferrell, Owner AIA
Print Name
Jim Froguer, Owner Agent
Print Name

STATE OF FLORIDA, COUNTY OF BROWARD

The foregoing instrument was acknowledged before me on this 29 day of August, 2022, by Wayne Ferrell + Jim Froguer as Architect/Agents for Berch residence

Personally know _____ or has produced identification _____. Type of Identification _____

Notary Signature
TAYLOR DODGE
Print Notary Name



CHECK BELOW WHERE APPLICABLE

FINAL PLAT - \$1,000.00	REZONING - \$3,500.00
LAND USE PLAN AMENDMENT - \$3,500.00	SITE PLAN REVIEW - \$2,000.00
PRELIMINARY PLAT - \$1,000.00	VARIANCE - \$1,050.00

Hillsboro Beach Town Code Sec. 12.1.3d provides for the collection of service charges or fees, consultant review fees, etc. for the administrative processing and review of applications for development permits submitted to the Town for review and approval. The owner, architect or other authorized agents are urged to attend the Zoning Board of Appeals and Town Commission meetings. Each applicant must familiarize himself with the criteria and procedures. **If all required information is not presented with this application by the submittal date, the project will not be placed on the agenda for review and consideration.** PLEASE NOTE: THE FEES LISTED ABOVE ARE **ADMINISTRATIVE FEES ONLY**. YOU WILL BE BILLED BY THE TOWN OF HILLSBORO BEACH FOR ANY AND ALL ADDITIONAL EXPENSES WHICH WILL BE INCURRED BY THE TOWN THROUGH THE SERVICES OF THE TOWN ENGINEER/PLANNER, LEGAL ADVERTISING, REBUTTALS, CONSULTATION AS WELL AS POSTAGE FOR MAILINGS AND COURIER SERVICES RELATED TO YOUR PROJECT.

Items Required for Submittal: Must be submitted **30 days prior** to the Town Commission Meeting date.

- ✓ 1. This application and all applicable fees
- ✓ 2. Narrative letter describing the request *on application*
- ~~3. Letters from each adjoining property owners (with approvals, if possible)~~ - Variance Application only
- ~~4. Approval letter from the Association and minutes (when applicable)~~
- ✓ 5. Agent's authorization letter (when applicable)
- ✓ 6. 1 electronic copy and 2 signed and sealed - Plans are to be standard architectural size
7. 1 set of plans for the City of Deerfield Fire Inspector / Plans Examiner (when applicable)

N/A

Code References: (All sections are available for viewing and printing on the website)

- Chapter 12 – Division 1. General Provisions
- Chapter 12 – Division 2. Development Review Requirements
- Chapter 12 – Division 3. Platting and Subdivision Regulations
- Chapter 12 – Division 4. Site Plan Procedures & Requirements
- Chapter 12 – Division 5. Zoning

GENERAL DATA

Project Location: 987 Hillsboro District: _____

Proposed Zoning: 01- single family

Existing Comprehensive Plan Designation: Residential

Proposed Comprehensive Plan Designation: N/A

Existing Land Use: Residential

Proposed Land Use: N/A

Total Site Area: 30,980 Sq. Ft. 0.71 Acres

Flood Zone Category: AE

Is site currently serviced by public water? Yes ☒ No ☐

Is site currently serviced by public sewer? Yes ☒ No ☐

Describe briefly the nature of any improvements presently located on the subject property.

The residence is undergoing complete interior + exterior modifications

Describe the type of operation or business proposed; or the proposed construction.

Single family Residence

Estimated construction cost: *\$5,000,000*

Describe in detail the phasing of the proposed development.

A building permit has been applied for (R202# 490068) to modify the existing structure per the architectural plans by Architect One, Wayne C. Ferrell, R.A. (see plans in Blog file)

State the reasons or basis for the Approval request, and explain why this request is consistent with good planning and zoning practice, will not be contrary to the Town's Comprehensive Plan, and will not be detrimental to the promotion of public appearance, comfort, convenience, general welfare, good order, health, morals, prosperity, and safety of the Town. Additionally, all standards set forth in the Town Code of Ordinances must be addressed. (Attach a separate Justification Statement if insufficient space.)

see attached justification

Has any previous Application been filed within the last year in connection with the subject property?

Yes ☐ No ☒

If yes, briefly describe the nature of the Application.

Has a site plan been previously approved by the Town Commission for this property?

Yes ☐ No ☒

If yes, please note date of previous approval.

- (A) Every general contractor or other person being issued a building permit, shall deposit with the Town Clerk a bond in the amount of \$500 per each \$100,000 with a minimum of \$1,000 for any complete new building or an addition to existing building. The bond shall be in the form of a cashier's check.
- (B) By the deposit of the funds the contractor authorizes the Town of Hillsboro Beach, through its proper officials, to expend all or any portion of the bond to effect cleanup, during and after construction, if not satisfactorily performed by the contractor or person. Subsequent to the satisfactory cleanup of the vicinity of the construction, unused funds in whole or in part will be refunded to the contractor or person.
- (C) (1) It shall be the duty of the general contractor or other person receiving the permit to see that the premises and adjoining public areas shall be policed at all times during and after construction to prevent debris from being discarded on adjoining properties.
- (2) The DRO or the DRO's designate shall certify in writing to the Town Commission his or her determination and recommendation. The building plans and specifications shall be approved by the Town Commission prior to the issuance of a building permit. (1976 Code, CH. 12, Div. 5, Art. XV § 9)

HOLD DOCUMENT AT ANGLE TO VIEW ARTIFICIAL WATERMARK ON BACK

CASHIER'S CHECK

HOLD DOCUMENT AT ANGLE TO VIEW ARTIFICIAL WATERMARK ON BACK

CHASE

Remitter: FROGNER CONSULTING LLC

Date 08/30/2022

1166225288

25-3

Void after 7 years

440

Pay To The Order Of: TOWN HILLSBORO BEACH

Pay: TWO THOUSAND DOLLARS AND 00 CENTS

\$\$\$ 2,000.00 **

Do not write outside this box

Memo:

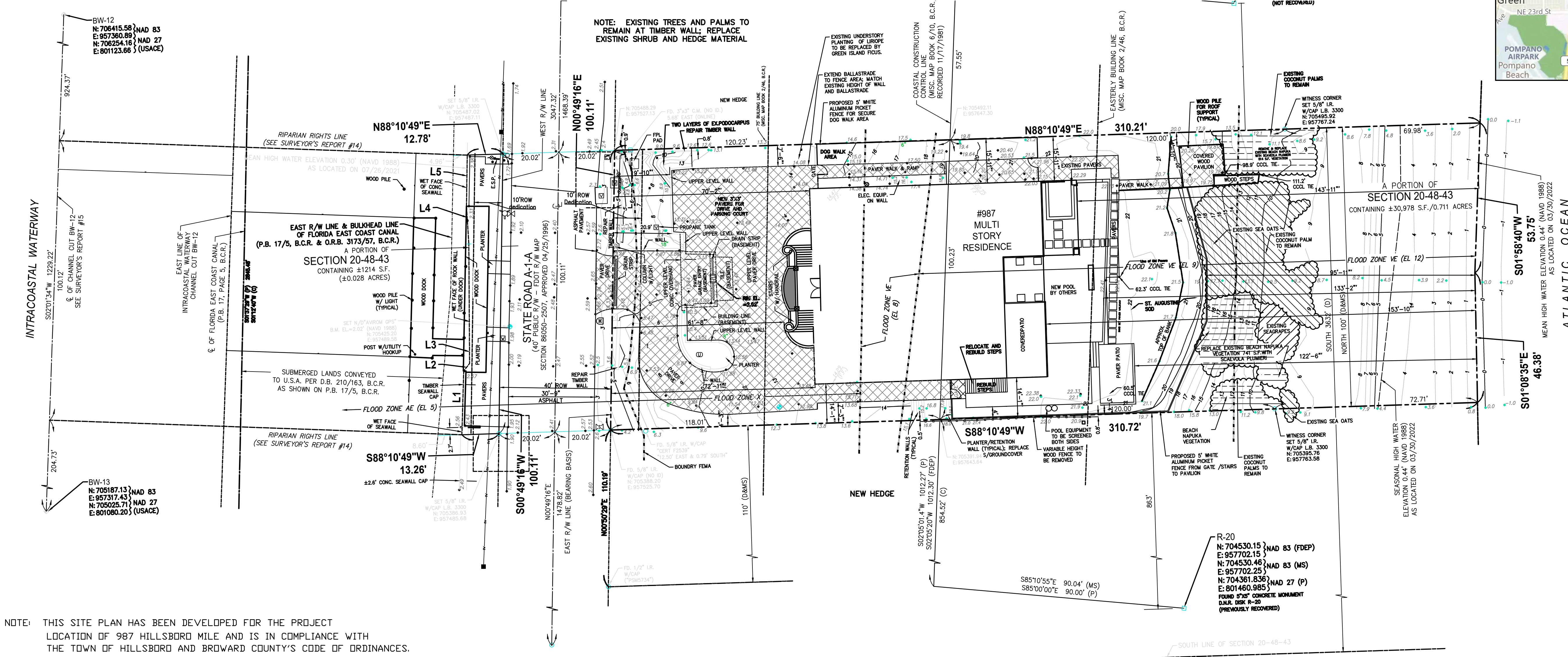
Beach S.P. Approval

Note: For information only. Comment has no effect on bank's payment.

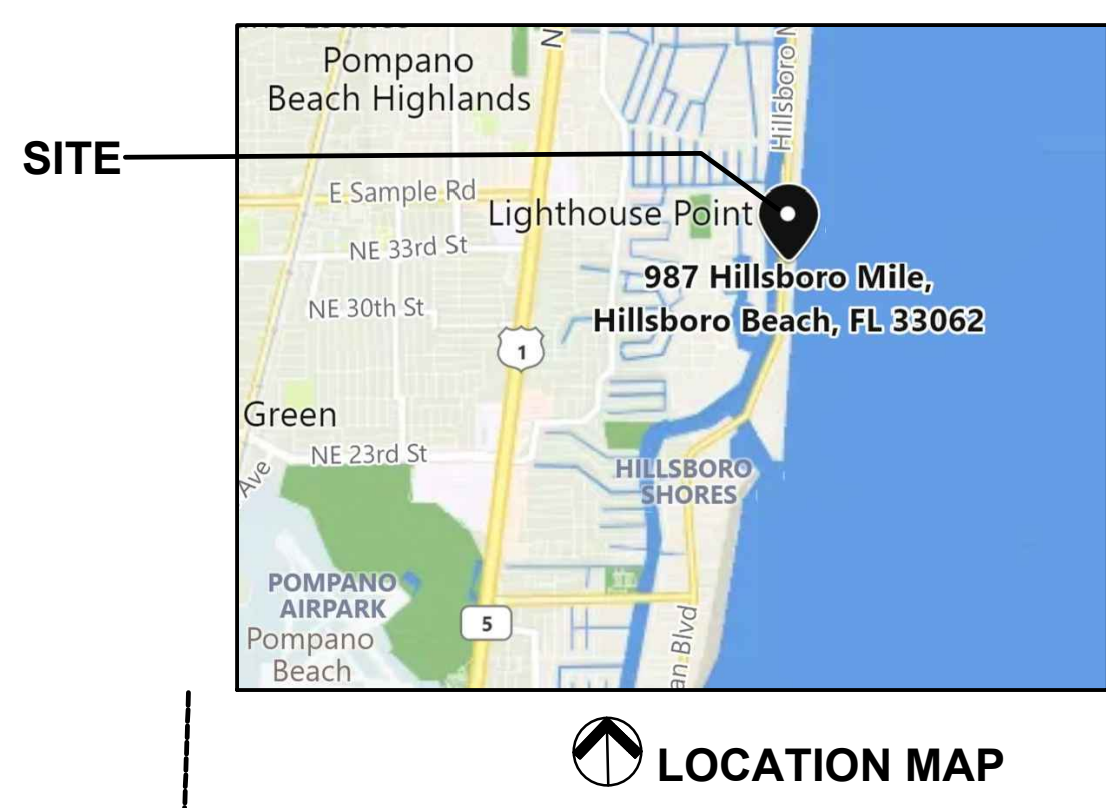
Drawer: JPMORGAN CHASE BANK, N.A.

Rebecca Griffin

Rebecca Griffin, Chief Administrative Officer
JPMorgan Chase Bank, N.A.
Columbus, OH



NOTE: THIS SITE PLAN HAS BEEN DEVELOPED FOR THE PROJECT LOCATION OF 987 HILLSBORO MILE AND IS IN COMPLIANCE WITH THE TOWN OF HILLSBORO AND BROWARD COUNTY'S CODE OF ORDINANCES.



Site Data

APPLICATION NAME	BERCH RESIDENCE		
PROPERTY CONTROL NO	484320000130		
EXISTING USE	SINGLE FAMILY		
PROPOSED USE	SINGLE FAMILY MULTI-STORY		
LOCATION:	987 HILLSBORO MILE; HILLSBORO BEACH FL 33062		
FUTURE LAND USE:	RESIDENTIAL		
EXISTING ZONING DIST	01-01 SINGLE FAMILY		
GROSS SITE AREA:	ACRES .71 ACRES	S.F. 30,980.7 S.F.	PERCENTAGE 100%
BUFFERS/OPEN SPACE	.38 ACRES	16,422.9 S.F.	53 %
DRIVEWAY, PATIO, PARKING AREAS	.21 ACRES	8,972.92 S.F.	28.9 %
BUILDINGS:	.12 ACRES	5,584.88 S.F.	18.1 %
FIRST FLOOR			
SECOND FLOOR			
TOTAL IMPERVIOUS AREA:			
BUILDING COVERAGE:	.12 ACRES	5,584.88 S.F.	18.1 %
PAVEMENT:	.21 ACRES	8,972.92 S.F.	28.9 %
TOTAL PERVIOUS AREA:	.38 ACRES	16,422.9 S.F.	53 %
GROSS FLOOR AREA:	5,584 S.F.		
FAR:	.18		

BUILDING HEIGHT MAX: 35' / A PORTION OF THE BUILDING IS TWO STORY

Site Plan

Scale: 1"=20'

Date: 09.22.22

Debra L. Northsea
Landscape Architect
6008 Eagles Nest Drive
Jupiter, Florida 33458
Phone: (561)-758-6739
Email: DLNLADESIGN@aol.com
Fla. Registration #1521

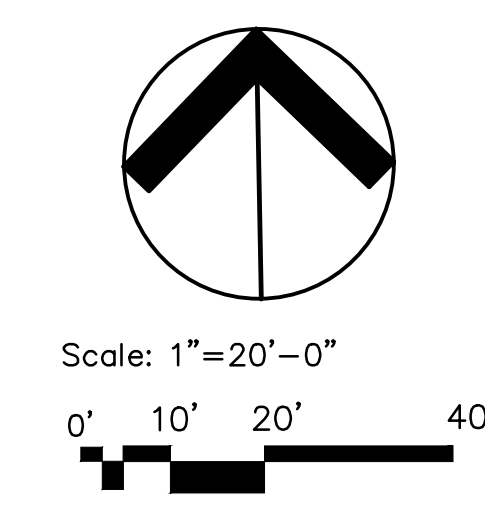
987 HILLSBORO MILE

Site Plan

Hillsboro Beach, Florida

Job Name:	<u>Berch Preliminary Landscape Plan</u>		
CADD File:	<u>Berch Preliminary Lndg</u>		
Date	Drawn By	Comments	
05.29.22	DLN	PRELIM LANDSCAPE PLAN	
06.03.22	DLN	ENTRY STEPS; PATIO	
06.09.22	DLN	REMOVE FURNITURE;MOD PL	

Frogner Consulting, Inc.
3402 SE Club House Place
Stuart, Florida 34997
Phone: (561)-386-3035
Email: jfrogner@comcast.net



THE LOCATION AND SIZE OF ALL EXISTING UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE AND ARE BASED ON THE BEST AVAILABLE INFORMATION. ADDITIONAL UTILITIES MAY EXIST WHICH ARE NOT SHOWN ON THE PLANS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITIES, BY ELECTRONIC METHODS AND BY HAND EXCAVATION IN COORDINATION WITH ALL UTILITY COMPANIES, PRIOR TO BEGINNING ANY CONSTRUCTION OPERATIONS. CONTRACTOR SHALL NOTIFY THE ENGINEER IN WRITING OF DISCREPANCIES PRIOR TO BEGINNING WORK. ANY AND ALL CONFLICTS OF EXISTING UTILITIES WITH PROPOSED IMPROVEMENTS SHALL BE RESOLVED BY THE ENGINEER AND THE UTILITY OWNER PRIOR TO BEGINNING ANY CONSTRUCTION OPERATIONS. THIS WORK BY THE CONTRACTOR SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT AND NO ADDITIONAL COMPENSATION SHALL BE ALLOWED.

- GENERAL NOTES:**
- ELEVATIONS ARE REFERENCED TO NAVD 1988.
 - LOCATION OF DRAINAGE PIPES AND STRUCTURES TO BE COORDINATED WITH LANDSCAPING AND UTILITIES. CONTRACTOR TO CONTACT ENGINEER SHOULD A SIGNIFICANT ADJUSTMENT BE REQUIRED.
 - CONTRACTOR TO LOCATE AND PROTECT EXISTING UTILITIES AND REPLACE/REPAIR ALL UTILITIES DAMAGED DURING CONSTRUCTION
 - CONTRACTOR TO ADJUST ALL UTILITY BOXES AND COVERS LOCATED WITHIN THE CONSTRUCTION AREA TO BE LEVEL WITH THE NEW GRADES.
 - CONTRACTOR RESPONSIBLE FOR REMOVING AND RELOCATING EXISTING ITEMS IN CONFLICT WITH NEW CONSTRUCTION.
 - CONTRACTOR TO VERIFY EXISTING GRADES PRIOR TO CONSTRUCTION. CONTRACTOR TO CONTACT ENGINEER SHOULD A SIGNIFICANT ADJUSTMENT BE REQUIRED.
 - MAXIMUM CROSS-SLOPE ON WALKWAYS TO BE 2% (50:1).
 - REFER TO HARDSCAPE PLANS FOR SITE LAYOUT AND DIMENSIONS.
 - REFER TO HARDSCAPE PLANS FOR PAVEMENT MATERIALS, SITE FINISHES, PAVEMENT INSTALLATION DETAILS AND STEP DETAILS.
 - REFER TO HARDSCAPE PLANS FOR DETAILS ON GATES.

LEGEND

- | | | | | | |
|--|--|--|-----------------------------------|--|------------------------------|
| | PROPOSED PAVERS | | PROPOSED SIGN (AS INDICATED) | | EXISTING MONITORING WELL |
| | EXISTING PAVERS TO BE REPLACED WITH NEW PAVERS | | PROPOSED CLEANOUT | | EXISTING SIGN (AS INDICATED) |
| | PROPOSED STABILIZED SOD | | PROPOSED RPZ BACKFLOW PREVENTER | | EXISTING VALVE BOX |
| | PROPOSED ASPHALT | | PROPOSED PIPING | | EXISTING WATER METER |
| | PROPOSED 4" THICK CONCRETE | | PROPOSED SURFACE FLOW | | EXISTING CONCRETE POLE |
| | PROPOSED 6" THICK CONCRETE | | EXISTING PAVERS TO REMAIN | | EXISTING FENCE |
| | PROPOSED GRADE ELEVATION | | EXISTING PIPING AND APPURTENANCES | | |
| | PROPOSED FIRE HYDRANT | | EXISTING BACKFLOW PREVENTOR | | |
| | EXISTING WATER METER | | EXISTING CATCH BASIN | | |
| | PROPOSED VALVE | | EXISTING CLEANOUT | | |
| | PROPOSED FIRE DEPARTMENT CONNECTION | | EXISTING ELEVATION | | |
| | PROPOSED CATCH BASIN | | EXISTING GAS METER | | |
| | | | EXISTING MANHOLE (AS DESIGNATED) | | |



LOCATION MAP

N.T.S.
SEC 20, TWP 48S, RNG 43E

NOTE:
ALL ELEVATIONS ARE REFERENCED TO N.A.V.D. 1988

FLOOD INFORMATION:

- THE PROPERTY DESCRIBED HEREON IS SUBJECT TO FLOOD ZONE AE (EL 5), ZONE X, ZONE VE (EL 8), ZONE VE (EL 9) AND ZONE VE (EL 12) AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP, MAP NUMBER 12011C0189H, COMMUNITY NO. 120040, DATED 08/18/2014.
- FLOOD ZONE LINES SHOWN HEREON WERE SCALED FROM THE ABOVE 1" = 500' FEMA FLOOD INSURANCE RATE MAP.
- (A) THE TIDAL WATER SURVEY DEPICTED HEREON COMPLIES WITH CHAPTER 177, PART II FLORIDA STATUTES AND IS RECORDED IN THE PUBLIC REPOSITORY OF THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, BUREAU OF SURVEYING AND MAPPING AS MEAN HIGH WATER SURVEY FILE NUMBER 8244.
- ATLANTIC OCEAN MEAN HIGH WATER ELEVATION IS 0.44 FEET, NAVD 1988 AS LOCATED ON 07/26/2021.
- INTRACASTAL WATERWAY MEAN HIGH WATER ELEVATION IS 0.30 FEET, NAVD 1988 AS LOCATED ON 07/26/2021.
- MEAN HIGH WATER ELEVATIONS INDICATED HEREON ARE BASED ON ESTABLISHED DATA PROVIDED BY THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

LEGAL DESCRIPTION:

THE NORTH 100 FEET OF S 3,632 OF THAT PART OF GOV LOT 1 LYING E OF INTRA - COASTAL WATERWAY THE NORTH 100 FEET OF THE SOUTH 3,632 FEET OF GOVERNMENT LOT 1, BROWARD COUNTY, FLORIDA.
SAID LANDS SITUATE IN BROWARD COUNTY, FLORIDA AND CONTAINING 30,978 SQUARE FEET (0.711 ACRES) MORE OR LESS.

CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SITE CONDITIONS BEFORE PROCEEDING WITH WORK. IF ANY DISCREPANCIES, ERRORS OR OMISSIONS SHOULD BE ENCOUNTERED ON PLANS, CONTRACTOR SHALL NOTIFY ARCHITECT BEFORE ANY PART OF THE WORK IS STARTED, SO THAT PROPER CORRECTIONS BE MADE. IF ARCHITECT IS NOT NOTIFIED PRIOR TO COMMENCING OF THE WORK, THE CONTRACTOR SHALL BEAR FULL RESPONSIBILITY FOR ANY DISCREPANCIES, ERRORS OR OMISSIONS.

Sunshine811

Call 811 or visit sunshine811.com two full business days before digging to have buried facilities located and marked.
Check positive response codes before you dig!

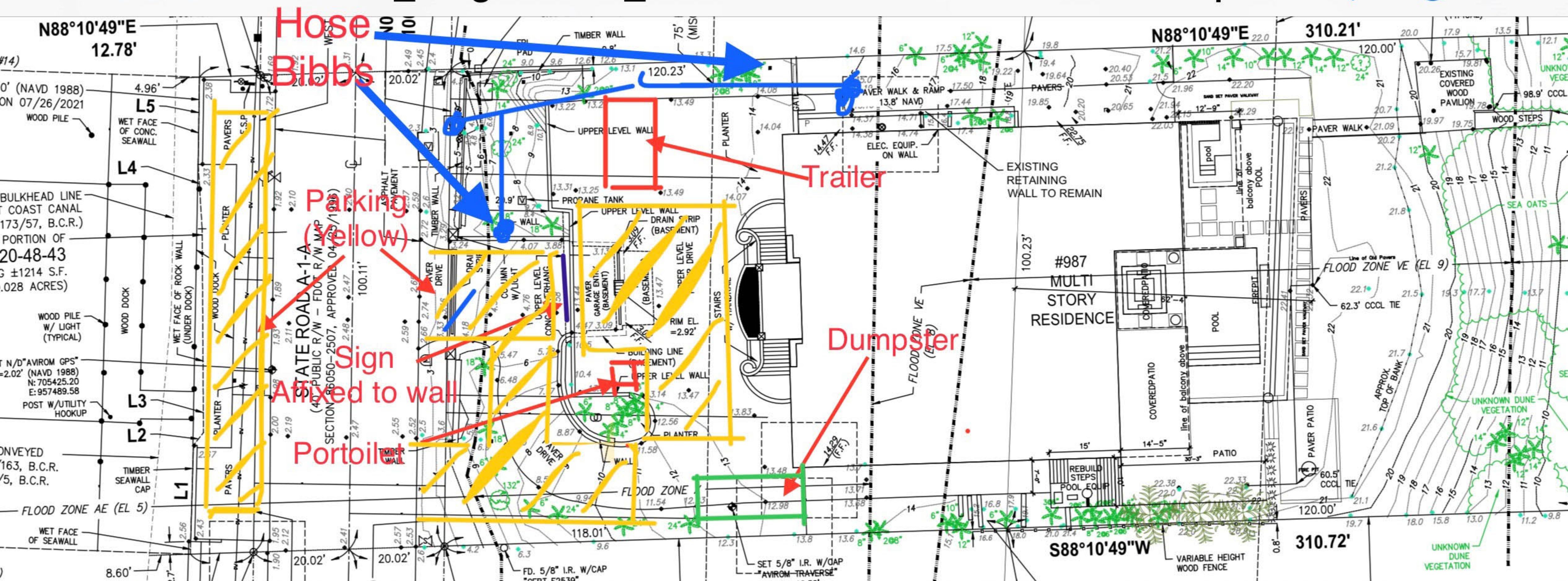
PAVING, GRADING & DRAINAGE PLAN

SCALE: 1"=10'

FINAL APPROVAL		SCALE: 1"=10'	DRAWN BY: HS	DESIGNED BY: SCH	CHECKED BY: SCH	FIELD BOOK: N/A
HOLLAND ENGINEERING CIVIL ENGINEERING SOLUTIONS 301 SW 7th Street Fort Lauderdale, Florida 33315 Phone: 954.367.0371 Certificate of Authorization 7325		NO. OF SHEETS: 1				
SUSAN C. HOLLAND STATE OF FLORIDA PROFESSIONAL ENGINEER LICENSE No. 4181		SHEET NO.: C-1				
MARK BERCH & TIFFANY BERCH RESIDENCE 987 HILLSBORO MILE HILLSBORO, FLORIDA 33062		CAD FILE NO. 22-02				

Done

Berch_Progress Set_7-1-22--07-SU-1.0 SURVEY PLAN.pdf



Berch Site Management Plan

987 Hillsboro Mile, Hillsboro Beach Florida

Setbacks: Dumpster: 7.5 from P.L.
Office Trailer: 10 from P.L.
Portolet: 30 from P.L.

Done

Berch_Progress Set_7-1-22--07-SU-1.0 SURVEY PLAN.pdf



Hose
Bibbs

Trailer

Dumpster

Parking
(yellow)

Sign
Attached to wall

Portoilet

Berch Site Management Plan

987 Hillsboro Mile, Hillsboro Beach Florida

Setbacks: Dumpster: 7.5' from P.L.
Office Trailer: 10' from P.L.
Portoilet: 30' from P.L.

Debra L. Northsea
Landscape Architect
6008 Eagles Nest Drive
Jupiter, Florida 33458
Phone: (561-758-6739)
Fla. Registration #1521
Email: DLNLADESIGN@aol.com

987 HILSBORO MILE

Details and Specifications

City of Hillsboro Beach, Florida

[illegible]

Sed / FLORIDA REGISTRATION NO. 1521

LA 2 of 2

1. SCOPE OF WORK

1. The scope of work includes furnishing all plants, materials, equipment and labor necessary for planting and landscape materials indicated on the Drawings; end/or in the Specifications.
2. **QUALITY ASSURANCE:**
- A. Landscape contractor to be regularly engaged in the installation of living plant material. Laborers shall be supervised by a licensed landscape artist well versed in landscape installation, plant materials, reading blueprints and coordination between the job and nursery. The landscape contractor shall carry out necessary inspection and protect the Owner against all liability, claims, demands for injuries or damage to any person or property growing out of the performance of the work under this contract and all of his workers shall be insured by Workmen's Compensation Insurance.
- B. The landscape contractor and irrigation contractor must coordinate scheduling and layout prior to commencement of material installation. If necessary, the landscape contractor and irrigation contractor may agree to minor adjustment in sprinkler layout, head type or quantity, in response to specific plant needs. The Landscape Architect must be notified of any such changes.
3. **MATERIALS:**
- 3.1 **PLANT MATERIALS:**
- A. All plant materials shall be nursery grown unless otherwise noted. Abbreviations on plant list:
- C.W. clear wood
 - G. gallon
 - S. spaced
 - C.T. clear trunk
 - O. Overall height
 - C. on center
 - H.T. height
 - D. diameter
- B. Quality and Size: Plants shall have a habit of growth that is normal for the species and shall be healthy, vigorous and equal or exceed the measurements specified in the plant list, which are the minimum acceptable sizes. Plants shall be measured before pruning with branches in normal position. Any necessary pruning shall be done at the time of planting. Specific requirements for measurements, branching, grading, staking and burpapping of plants in the plant list generally follow the code of standards currently recommended by the American Association of Nursery Stock. Plant materials in the plant list are graded 1, or better as outlined under Grades & Standards for nursery plants, state Plant Board of Florida. Plants that meet the requirements specified, but do not have normal balance of height and spread typical for the respective plant, shall not be accepted. All plants shall be free of weeds or any other objectionable vegetation.
- C. Quantities: All quantities indicated on the plant list are intended as a guide for the estimator and does not constitute a contract. The contractor shall be responsible for the plant take off. Should a discrepancy occur between the bidder's take off and the plant list quantity, the Landscape Architect is to be notified for clarification prior to the submission of bid.
- D. Substitution: Plant substitution requests by the contractor will be considered by the Landscape Architect only upon submission of proof that any plant is not obtainable in the type and size, specified. The Landscape Architect shall determine the nearest equivalent replacement in an obtainable size and variety. The unit price of the substitute item shall not exceed the bid item replaced, without approval of the Owner.
- 3.2 **COMMERCIAL FERTILIZER:**
- A. Commercial fertilizer shall be an organic 13-3-13 LESCO fertilizer containing nitrogen and phosphoric acid and potash available plant food by weight. Nitrogen shall not be less than 50% from organic source. Inorganic chemical nitrogen shall not be derived from the sodium form of nitrate. Fertilizers shall be delivered to the site unopened in original packaging, each bearing the manufacturer's guaranteed analysis. Any fertilizer that becomes caked or otherwise damaged shall not be acceptable.
- B. Planting tablets shall be tightly compressed, long lasting, slow release fertilizer tablets weighing 21 grams, with a potential acidity of not more than .5% by weight and having an analysis of 20.10.15.
- 3.3 **PEAT:**
- A. Peat shall be horticultural peat composed of not less than 60% decomposed organic matter with a weight, on an oven dried basis. Peat shall be delivered to the site in a workable condition free from lumps.

3.4 PLANTING SOIL:

- A. Planting soil shall be sandy loam and shall contain a 25% minimum amount of decomposed organic material. Planting soil shall be free of clay, stones, plants, roots, and other foreign materials which might cause a hindrance to planting. Planting shall be done in accordance with the following specifications:
- 3.5 MULCH: A. Mulches shall not contain sticks larger than 1/4 inch in diameter, stones, or other foreign material that will prevent the eventual decay of the mulch necessary for its complete effectiveness.
- 3.6 WATERING: A. Water for planting will be available at the site and will be provided by the Owner. Landscape Contractor shall not assume that the irrigation system will be operational at the time of planting. It is the responsibility of the Contractor to provide the water necessary to provide the plants with adequate water to the plant material in a healthy growing condition. The watering may include deep watering of trees and the watering of shrub and ground cover areas. Any plant materials that die or that are not in a healthy growing condition due to lack of water shall be replaced at no additional cost to the Owner.
4. EXECUTION
- 4.1. PROTECTION OF PLANTS:
- A. Root Protection:
1. Balled and Burlapped Plants: Plants designated B & B (balled and burlapped) shall be dug with firm natural balls of earth of sufficient diameter and depth to encompass the fibrous and feeding root systems and burlapped with heavy polypropylene or similar material and bound with twine, cord, or wire mesh. All collected plants shall be balled and burlapped.
 2. Container Grow Plants: Plants grown in containers will be accepted as B&B, providing that all other specified requirements are met. Container grown plants shall meet plant sizes as specified on the Plant List and on the Drawings, and shall not be governed by container sizes. Minimum container sizes for container grown plants shall be 25% less than container sizes specified in the Plant List than that stated in "Grades and Standards" for nursery plants. These plants shall have been grown in the containers of the same size and type prior to installation and shall exhibit a fully developed root system when removed from the container.
- B. Protection During Transporting: All plant material shall be protected from possible bark injury or breakage of branches. All plants in containers shall be protected from wind damage and cover to prevent weather damage to plants.
- C. Protection After Delivery: Plants which cannot be planted immediately on delivery to the site shall be covered with moist soil. All plants in containers shall be protected from wind damage and cover to prevent weather damage to plants. Storage period shall not exceed forty-eight (48) hours.
- D. Protection of Pallets (If Applicable): Only a minimum of fronds shall be removed from the crown of the palm to facilitate movement.
- E. Clear trunk space as specified after the minimum of fronds have been removed. Cabbage Palms shall be cut to a sufficient height and cut back to the trunk and marked with a "C" for removal. Cabbage Palm heads shall be tied with a yellow strip to be left in until the tree is well established.
- F. Protection During Planting: Trees moved by winch or crane shall be protected from chain marks, by using burlap or burlap bags by means of burlap, wood battens or other approved methods.
- 4.2. PLANTING OPERATIONS:
- A. layout: Location for plants and outline of areas to be planted are indicated on the Drawings. All plant locations shall be staked in the field by the Contractor, to the satisfaction of the Landscape Architect.
- B. Excavation: For trees, the construction or utilities below ground or overhead are encountered, or where changes have been made in the construction, necessary adjustments will be approved by the Landscape Architect.
- C. Soil Preparation: Apply pre-planting herbicide of Round-up® or equal. Soil used shall be as herein before specified under "Soil". Soil shall be amended with 25% of good quality topsoil, thoroughly by hand or rotary mixer. All planting areas shall be treated with an approved pre-emergent according to the manufacturer's specifications. Epsom, or Epsom salt, shall be applied to the soil.
- D. Excavation for Planting: Excavation of plant pits shall be circular in outline and shall blend with the required subgrades as specified hereunder. The minimum depth of plant pits specified below shall be measured from the finish grade. Mass Planting beds shall be striped and all vegetation prior to planting shall be acceptable excess removed (topsoil to be removed) to a depth of 25% greater than the minimum depth of the pit and mix with 75% planting soil for backfill. Remove all existing material to dump site as directed by Owner.
- D. Balled and Burlapped Plants: Plants shall be placed in the planting hole with the root ball, leaving the ball unbroken. Remove excessive amount of burlap to eliminate any which may be caused upon decomposition.
- E. Container Grown Plants: Container grown plants shall, when delivered, have sufficient growth to hold earth intact when removed from container and shall not be root banded. Plant pits for container materials shall be formed flat on the bottom to avoid air pockets at the bottom of root balls and containers shall be removed carelessly to prevent damage to the root systems.
- F. Testing for Drainage: Test fill all tree pits with water before planting to assure proper drainage percolation is acceptable. Pits which are found not to be adequately draining shall be excavated to a depth sufficient for drainage and backfilling with gravel or crushed rock. No allowances will be made for lost plants due to improper drainage.
- G. Pit sizes: Minimum diameter (width) and depth of planting pits for balled and burlapped, and container grown plants, shall be:
1. Diameter - Trees: "18" greater than diameter of ball or spread of roots.
 2. Diameter - Shrubs: 6" greater than diameter of ball or spread of roots.
 3. Depth - Trees: "24" greater than diameter of ball or spread of roots provide "4" of planting soil backfill around the rootball. (Large heavy trees and shrubs may sit directly on unexcavated pit bottom if it is determined that undue settlement may occur).
- Depth - Vines: Vines shall conform to the same planting practices for the particular species and equal the plant pot depth plus one (1) inch.

4.2 PLANTING OPERATIONS (CONT.):

- H. Backfilling: When the plant pit has been excavated as specified previously and the plant has been set, the pit shall be backfilled with planting soil at the following rates:
- Quarter cubic yard per tree
 - One cubic yard per 25' gaa (grove)
 - One cubic yard per 100' gaa (grove)
 - One cubic yard per 100' 1 gaa (leaved cover)
- I. Setting Trees and Shrubs: All trees and shrubs shall be planted in pits, centered, and set on four inches (4") compacted planting soil to such depths that the finished grade level of the plant after settlement shall be the same as that at which the plant was grown. They shall be planted upright and shall be placed and secured to give the plant the best possible structures. No burp shall be pulled out from under the balls. Platforms, wire and surplus binding from top and sides of the balls shall be removed. All broken or frayed roots shall be cut off cleanly. The plants shall be placed and secured to give the plant the best possible structures. No burp shall be pulled out from under the balls. Platforms, wire and surplus binding from top and sides of the balls shall be removed. All broken or frayed roots shall be cut off cleanly. No filling around trunks will be permitted. After the ground settles, the top of the soil shall be at the level of the finished grade. The plants shall be set in 12" of mulch. Form a shallow saucer around each plant by placing a ridge of soil along the edge of the plant pit. This ridge shall be one inch (1") high for each one inch (1") caliper of trunk and a minimum of 100' gaa.
- J. Setting Palms: All palms shall be planted in sand, thoroughly washed in during planting operations and with a shallow saucer depression left at the soil line for future waterings. "Saucer areas" shall be treated two times a week with topsoil mixed with fertilizer.
- K. Fertilizing: When setting trees, palms and shrubs place in each plant hole Planting Tablets, 20-10-5 formula, 21 gram, according to the following:
- 1 - gallon can - 1 tablet
 - 2 - 5 gallon can - 2 tablets
 - 7 - gallon can - 4 tablets
- L. 6-8 Shrubs and Trees: 1 tablet for every 20' around circumference
- of root ball above middle of ball.
- Correct placement of Tablets: Position the plant in the hole and backfill no higher than halfway up the root ball. Place number of tablets around number of tablets evenly around the perimeter and immediately adjacent to, the root ball at a depth which is between the middle and the bottom of the root ball. Complete backfilling as described above under setting trees, palms and shrubs.
- M. Pruning: Remove all branches from all plant material. Prune to retain typical growth habit of individual species with as much height and spread as is practicable. Make all pruning cuts with a sharp instrument flush with trunk or adjacent branch, in such a manner as to ensure elimination of stubs. Headcuts, cuts, must angle to line of growth, will not be permitted and trees will not be poll or topped. Point all cuts 1/2" in diameter and larger with approved waterproof antiseptic free paint and sealant. All trimmings to be removed.
- N. Guying and Staking: Guy all trees 1-1/2" in caliper and greater in three (3) directions with double strands of No. 12 galvanized wire attached to approved anchors driven below grade. When securing guy wires to trees, cover the contact area with a layer of mulch. The guy wires shall be attached to the plant guyes not less than 1/3 of the height of tree above finished grade and above substantial limbs one inch (1") in diameter or more, if possible. All hoses shall be interlocked around trunk. Place anchor so that guy wires are equally spaced and at 45 degree angles to horizontal. Keep guy wires tight project completion.
- O. In staking palms and broadleaf trees no nails or other fasteners will directly penetrate the trunks. Wood stakes and fasteners 12" long shall be driven into the trunk of the palm. The trunk shall be attached to the trunk of the trees with metal banding. Stakes can only be nailed to the wooden buttresses. Alternate the direction of guying and staking.
- P. Mulching: All trees and shrub beds shall be mulched immediately after planting, to a three inch (3") depth, with a mulch approved by the Landscape Architect. Prevent wind displacement of mulch by thoroughly wetting down.
- Q. Excess excavated material: Excess excavated soil shall be disposed of by the Contractor at no additional expense to the Owner.

4.3 Sod (When Applicable):

- A. Soil: The Contractor shall submit a unit price per cubic yard for the supply and distribution of planting soil as herein before specified, to be applied at a depth of one inch (1") to all areas receiving soil. (The use of this item of the list shall be at the discretion of the Engineer, and shall be at the discretion of the existing soil on the site.) Payment for this item will be determined by a square foot, in-place measurement of the installed soil area after soil installation is complete, multiplied by the specified depth of one inch (1") to determine cubic yards of soil used.
- B. All bumps, depressions, sticks, stones and other debris to the satisfaction of the Landscape Architect, prior to the application of the supplemental topsoil is to be spread; no soil shall be laid until the depth of this soil has been approved.
- C. The sod shall be as called for on the Landscape Drawings. Sod shall be of firm tough texture, having a other objectionable vegetation. The soil embedded in the sod shall be good earth, free from stones and debris and all sod shall be free from fungus, vermin and other diseases.
- D. Before being cut and lifted, the sod shall have been mowed at least three times with a lawnmower, with the final mowing no more than seven (7) days before the sod is cut. The sod shall be carefully cut into uniform dimensions.
- E. Solid sod shall be laid by the Contractor with closely abutting joints with a tamped or rolled, even surface. It shall be the responsibility of the Contractor to finish the entire surface of the sod to conform to the edge of all paving and shrub areas. If, in the opinion of the Landscape Architect, top-dressing, Grades: It shall be the responsibility of the Contractor to finish (fine) grade all landscape areas, eliminating compact growth of grass with good root development, and shall contain no Bermuda Grass, weeds or any other undesirable vegetation.

4.4 CLEAN UP:

- Any soil, peat or similar material which has been brought onto any paved areas shall be removed promptly keeping these areas clean as the work progresses. Upon completion of the planting, all excess soil, stones and debris which has not been previously cleaned up shall be removed from the site.
- 4.5 MAINTENANCE:**
- A. Maintenance shall begin immediately after each plant is planted and shall continue until all planting has passed final inspection and acceptance. Maintenance shall include watering, weeding, cultivating, removal of dead plants, materials, resting plants to proper grades or upright position and restoration of the planting saucer and any other necessary operations. Proper protection to lawn areas shall be provided and damage resulting shall be repaired promptly.
 - B. All trees shall be deep watered for a period of 90 days after planting.
 - C. In the event of the threat of serious damage resulting from insects or disease prior to final acceptance, the plants shall be treated by preventative or remedial measures approved for good horticultural practice at no additional cost to the Owner.
 - D. The Contractor shall furnish the Owner with a written and detailed description for the care and maintenance of all plant material at the time of final inspection. The owner agrees to execute the instructions for such care and maintenance.
- 4.6 INSPECTION AND ACCEPTANCE:**
- A. Inspection: Inspection of work to determine completion of contract, exclusive of the possible replacement of plants, will be made by the Owner and/or Landscape Architect at the conclusion of all planting and at the written request of the Contractor.
 - B. Acceptance: After inspection, the Contractor will be notified by the Owner and/or Landscape Architect of the acceptance of all plant material and workmanship, exclusive of the possible replacement of plants subject to guarantee.

4.7 GUARANTEE AND REPLACEMENT:

- A. Guarantee: The Contractor, as part of his Contract, shall furnish a written guarantee warranting all materials, workmanship and plant materials, except sod, for a period of one(1) year from the time of completion and acceptance. All materials and workmanship shall be guaranteed for a period of one(1) year from the date of plant at the end of the guarantee period. Where vandalism is agreed by the Landscape Architect as the cause for replacement, the Contractor shall not be responsible for replacement during the one(1) year guarantee and final acceptance.
- B. Sod shall be guaranteed for a two month period, dating from final acceptance and any lawn care which becomes necessary during the completion period will be the responsibility of the Owner to ensure a vigorous stand of grass.

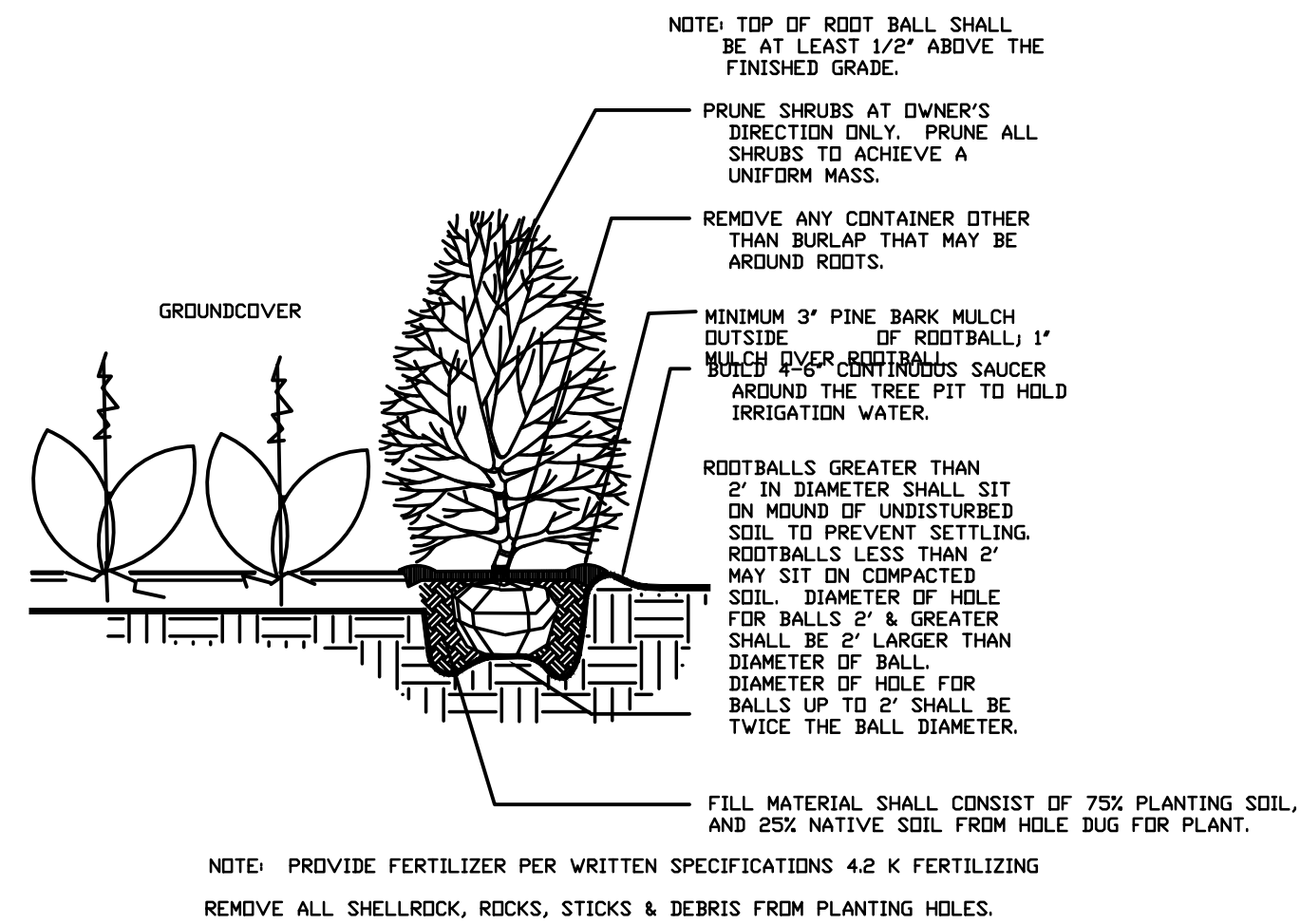
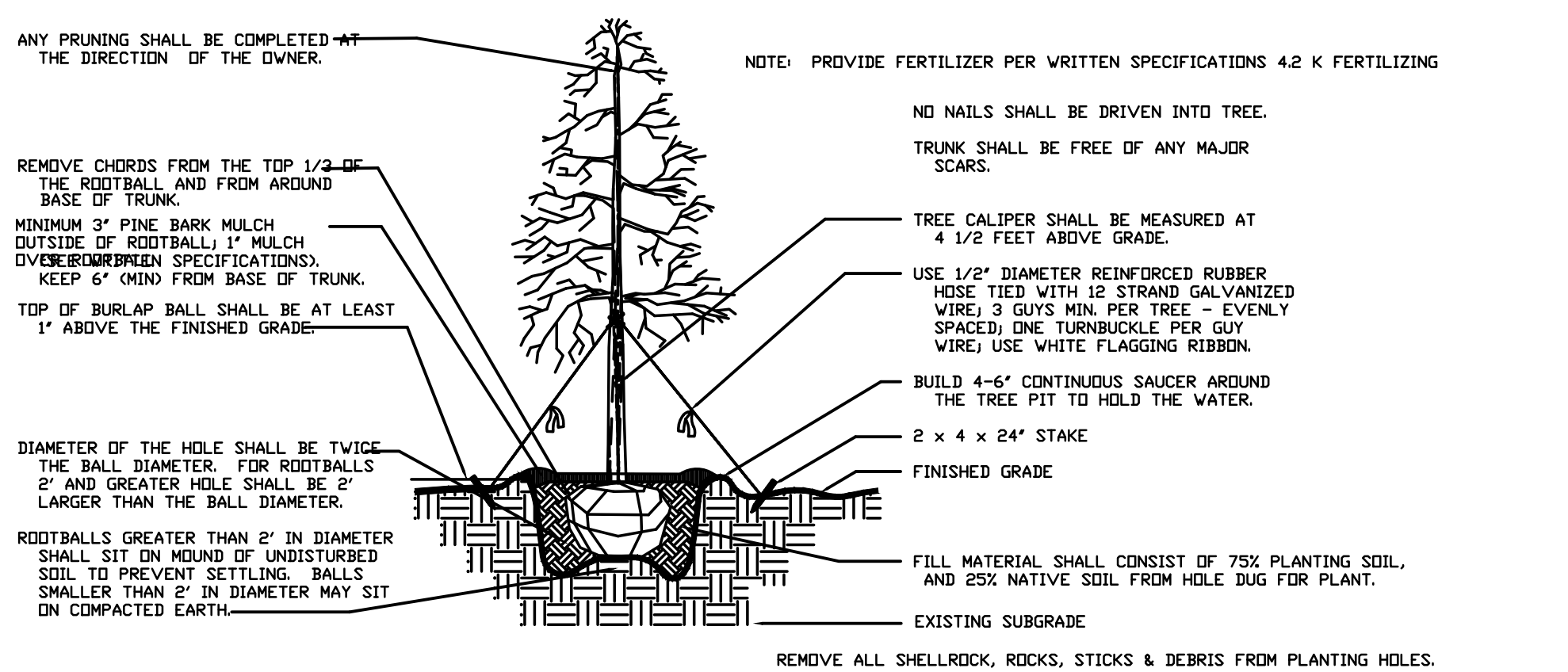
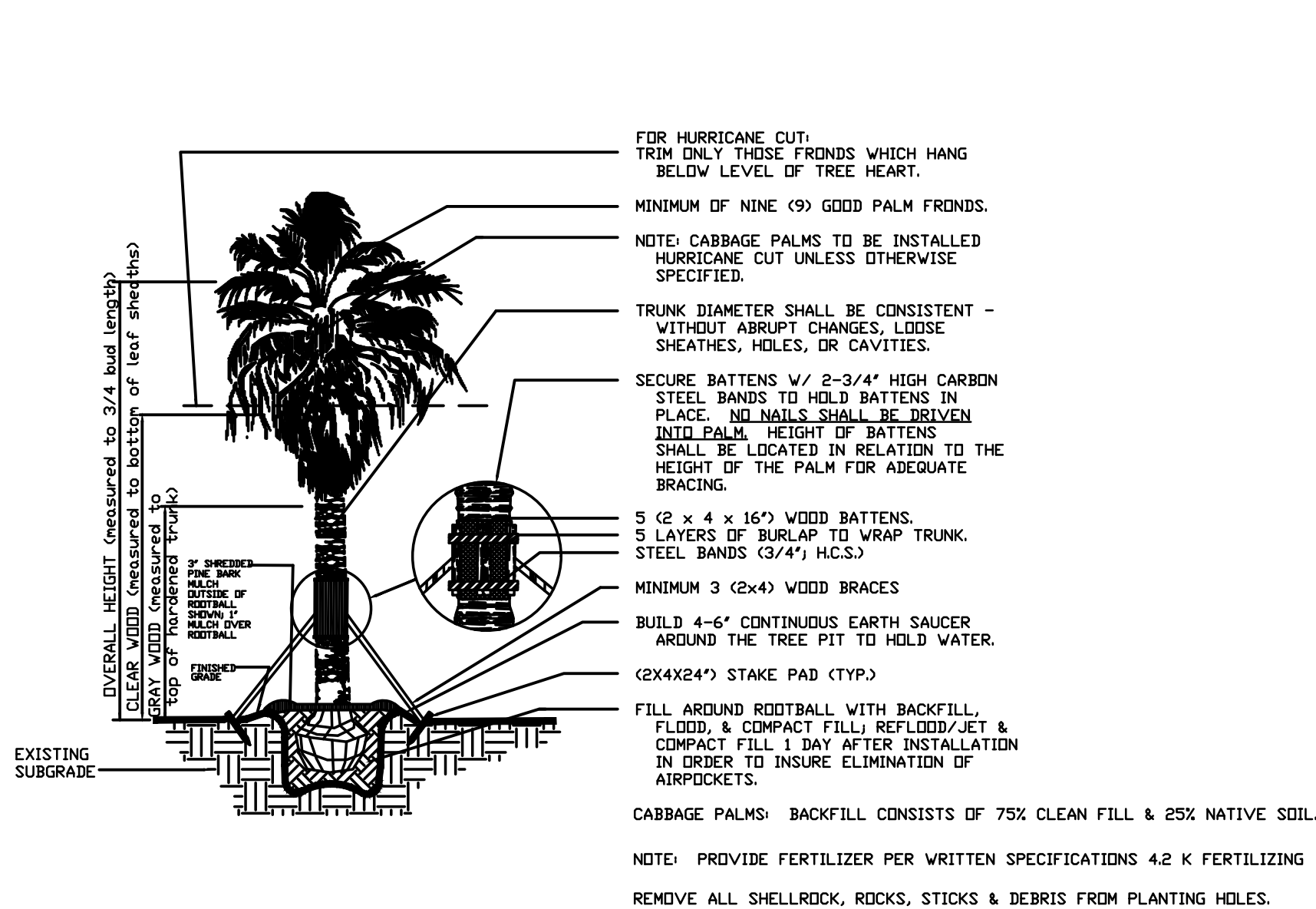
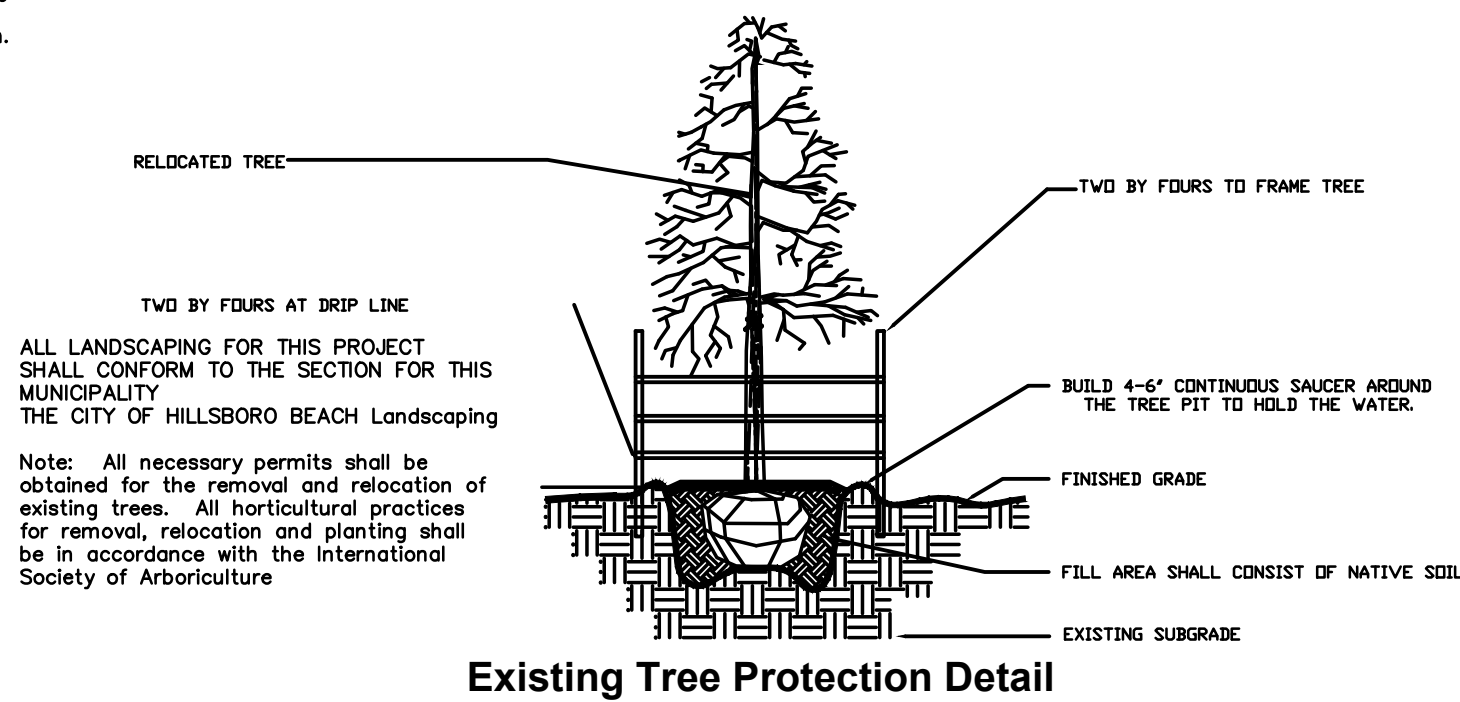
5.0 TREE RELOCATION AND PROTECTION

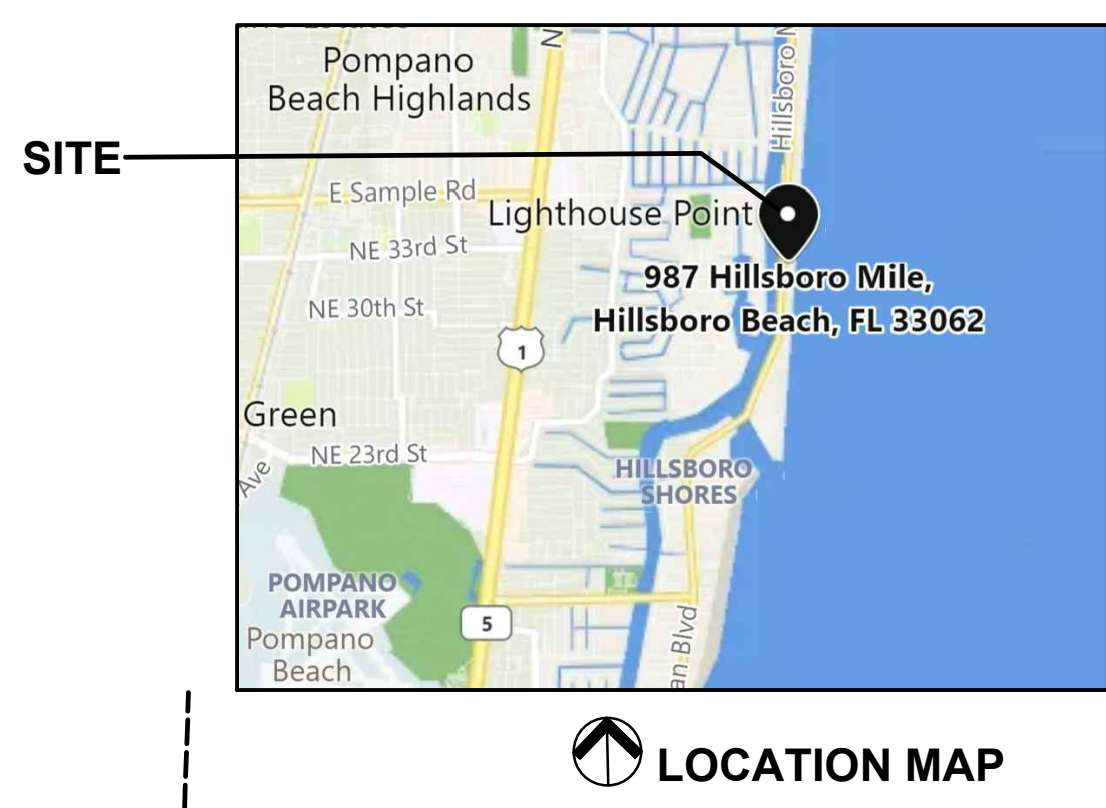
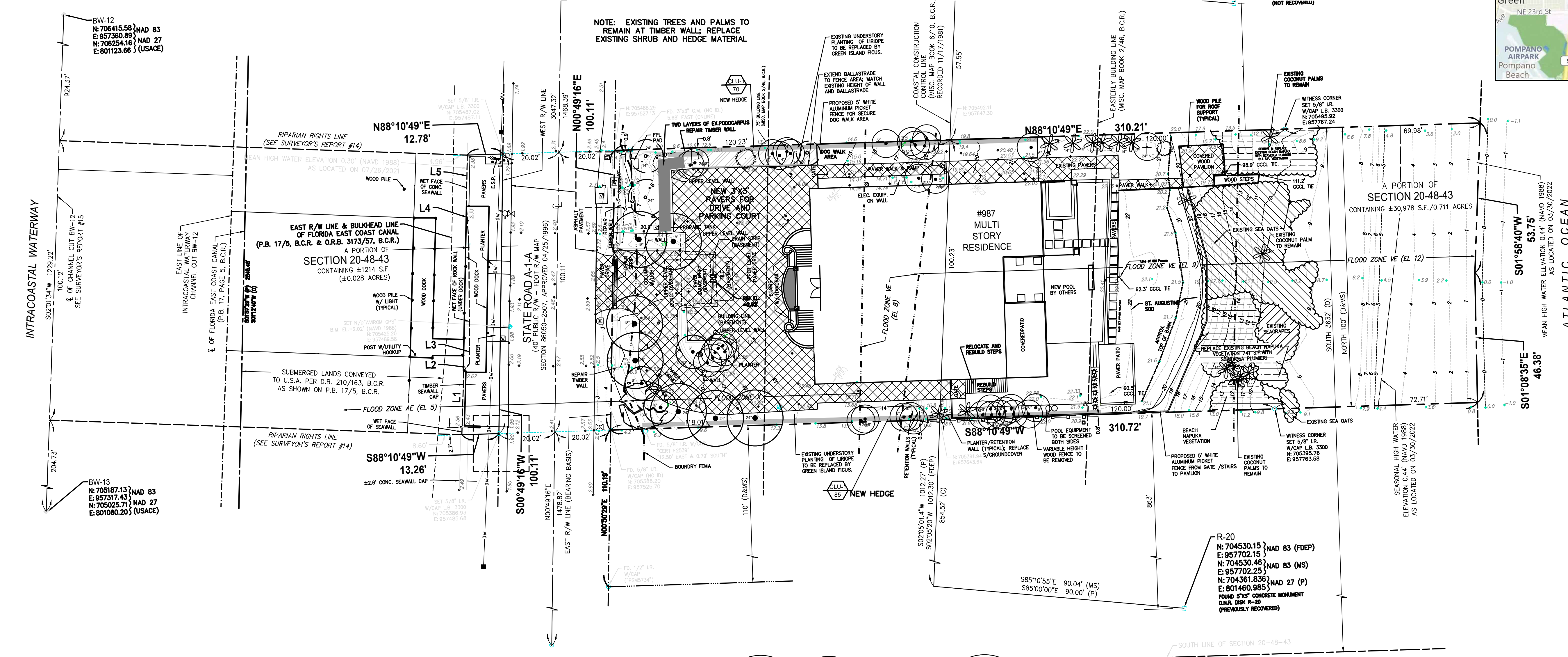
5.0 TREE RELOCATION

- A. Protection and care of existing trees, palms, shrubs, and ground covers to remain, to include all aspects of protection, fertilization and watering.
- B. Trees, palms, shrubs, and ground cover to remain are designated on the drawings or as directed by the Landscape Architect.

5.1 TREE RELOCATION:

- 1. RELOCATION** The relocatable trees and palms designated for relocation to include all aspects of preparation, protection, fertilization and watering.
- 2. RELOCATION** B. Trees and Palms to be relocated on site are designated on the drawings or as directed by the Landscape Architect.
- 3. RELOCATION** C. Resulting tree and palm pits of relocated material shall be backfilled with clean topsoil and brought flush with surrounding grade.
- 4. RELOCATION** D. Guarantee:
1. Any tree or palm that dies or is deemed in unacceptable condition for (1) year following relocation shall be removed by the Contractor including root ball, and backfilling of pit, at no cost to the Owner.
2. Acknowledging the sensitive nature of tree and palm relocation, the Contractor shall not be responsible for the survival of trees and palms if it is deemed by the Landscape Architect that all possible measures have been taken by the Contractor to insure survival. If, however, it is deemed by the Landscape Architect or Owner that tree or palm survival is not being achieved, the Contractor shall provide the Contractor shall provide and install at no additional cost to the Owner a tree or palm of same size and species.





PLANT LIST				
Trees and Palms				
Key	Qty.	Common Name	Botanical Name	Specifications
AM	34	CHRISTMAS PALMS	Adonidia merrillii	EXISTING HEIGHTS VARY FROM 15–20', 4–8" DIA AS SHOWN
CN	14	COCONUT PALM	Cocos nucifera	EXISTING 16–25' OA. HT; 12–14" DIA AS SHOWN
CE	2	GREEN BUTTONWOOD TREE	Conocarpus erectus	EXISTING 25' O.A. HT., 15' CT; 24" DIA; TRIM BRANCHES
* BS	1	GUMBO LIMBO TREE	Bersera simaruba	EXISTING 20' O.A. HT. 10' CT; TRIM BRANCHES
NE	1	MADAGASCAR OLIVE TREE	Noronhia emarginata	EXISTING 15' O.A. HT., SPRD 15'; 5' CT;
FA	1	FICUS TREE	Ficus aurea	EXISTING 35' O.A. HT., SPRD 25'; 132" DIAMETER
* RE	10	ROYAL PALM	Royestonia elata	EXISTING 35' O.A. HT., TRUNK DIAMETER AS SHOWN VARIES;
Shrubs and Groundcover				
* CLU	70	CLUSIA	Clusia rosea	4' HT., X 3' SPRD., FULL TO BASE, 3' O.C.
* CLU–1	85	CLUSIA	Clusia rosea	6' HT., X 3' SPRD., FULL TO BASE, 3' O.C.
BS		BOUGAINVILLEA, std..	Bougainvillea, Sp Std.	EXISTING 5' HT., X 3' SPRD., TREE STANDARD; 2' CT.,
POD		PODOCARPUS	Podocarpus macrophyllus 'Pringles'	EXISTING 2' HT., X 18" SPRD., FULL TO BASE
NOR	1	MADAGASCAR OLIVE SHRUB	Noronhia emarginata	EXISTING 5' HT., X 3' SPRD., FULL TO BASE
CHR	1	COCO PLUM	Chrysobalanus icaco	EXISTING 6' HT., X 6' SPRD., FULL TO BASE
Dune Planting				
* UNI		SEA OATS	Uniola Paniculata	EXISTING BEDS 24–30" HT x 18–24" SPRD,
* CU1		SEAGRAPE SHRUB	Coccoloba uvifera	EXISTING 3' HT., X 2' SPRD., FULL TO BASE;
SCA		BEACH NAUPAKA	Scaevola taccada	TO BE REMOVED AND REPLACED W/ NATIVE SCAEVOLA
SCA	300	INKBERRY	Scaevola plumieri	3 GAL., 18" X 18"; 24" O.C.

* NATIVE

NOTE: QUANTITIES OF DUNE PLANTINGS OR SHRUBS ARE NOT PROVIDED; AS THEY ARE EXISTING

NOTE: EXISTING IRRIGATION IS TO BE REPAIRED. SEE ITEM 15 IN GENERAL NOTES AS ORIGINALLY SUBMITTED

LEGEND

Existing Christmas Palms

Existing Coconut Palms

Existing Royal Palms

Existing Ficus Tree

Existing Green Buttonwood Tree

Proposed Clusia Hedge

Existing Shrub Mass

Existing Madagascar Tree

NOTE: THIS LANDSCAPE PLAN HAS BEEN DEVELOPED FOR THE PROJECT LOCATION OF 987 HILLSBORO MILE AND IS IN COMPLIANCE WITH THE TOWN OF HILLSBORO AND BROWARD COUNTY'S CODE OF ORDINANCES.

- General Notes
- 1) Base plan provided by Architect AND Surveyor.

2) All dimensions are given to the nearest tenth of a foot.

3) All new landscaping shall meet the acceptable standards of Fla. Number one or better represented by the Fla. Dept. of Agriculture and consumer services.

4) Refer to Sheet LA-2 DF 2 for Plant Specifications and Details.

5) Any planting substitutions shall be approved by Landscape Architect and Owner.

6) Field adjust placement of planting for drainage structures and Utilities as necessary.

7) Trees and Palms shall be field inspected before installation.

8) Field adjust placement of planting as necessary adjacent to sidewalks.

9) Sod and mulch quantities are not provided and shall be provided by contractor.

10) Refer to Planting Details and Specifications for soil and fertilizer requirements.

11) Field verify quantities of relocated material, if applicable.

12) Contractor to verify all quantities on plans; notify LA of discrepancies

13) All shellrock and construction debris shall be removed (if required) from all landscape islands, peninsulas and planting beds. These areas shall be excavated to a depth of 30 inches or to clean native soils and backfilled with a mixture of clean topsoil and potting soil.

14) Root barriers shall be provided for all new trees within six feet of curbs, sidewalks, or structure.

15) All required landscaping material shall have available an automatic irrigation or sprinkler system to provide 100% plant coverage with an automatic rainsensor.
Note: Irrigation system is existing and will be prepared to accommodate existing and proposed planting. m w

16) Native plant material shall be recognized by the Xeriscape Plant Material Guide I or II, published by the So. Fla. Water Management District.
- NOTE: REMOVE EXOTICS AT REAR OF PROPERTY;

REPLANT AREA WITH A MIXTURE OF APPROVED SPECIES TO STABILIZE SOIL AND DUNE

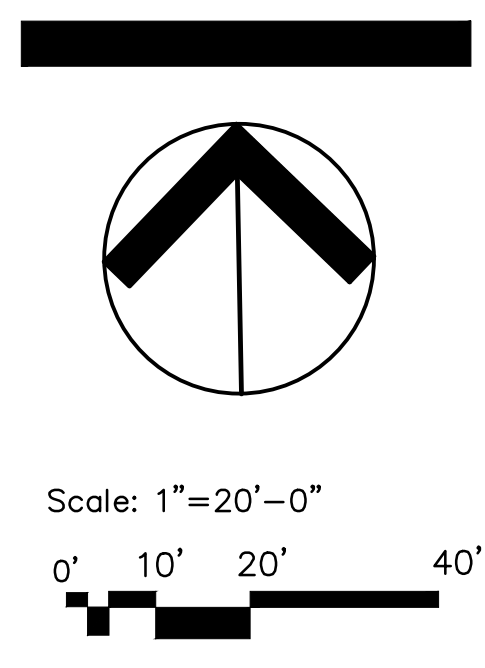
Debra L. Northsea
Landscape Architect
6008 Eagles Nest Drive
Jupiter, Florida 33458
Phone: (561-758-6739)
Email: DLNLADESIGN@aol.com
Fla. Registration #1521

987 HILLSBORO MILE

Preliminary Landscape Plan

Hillsboro Beach, Florida

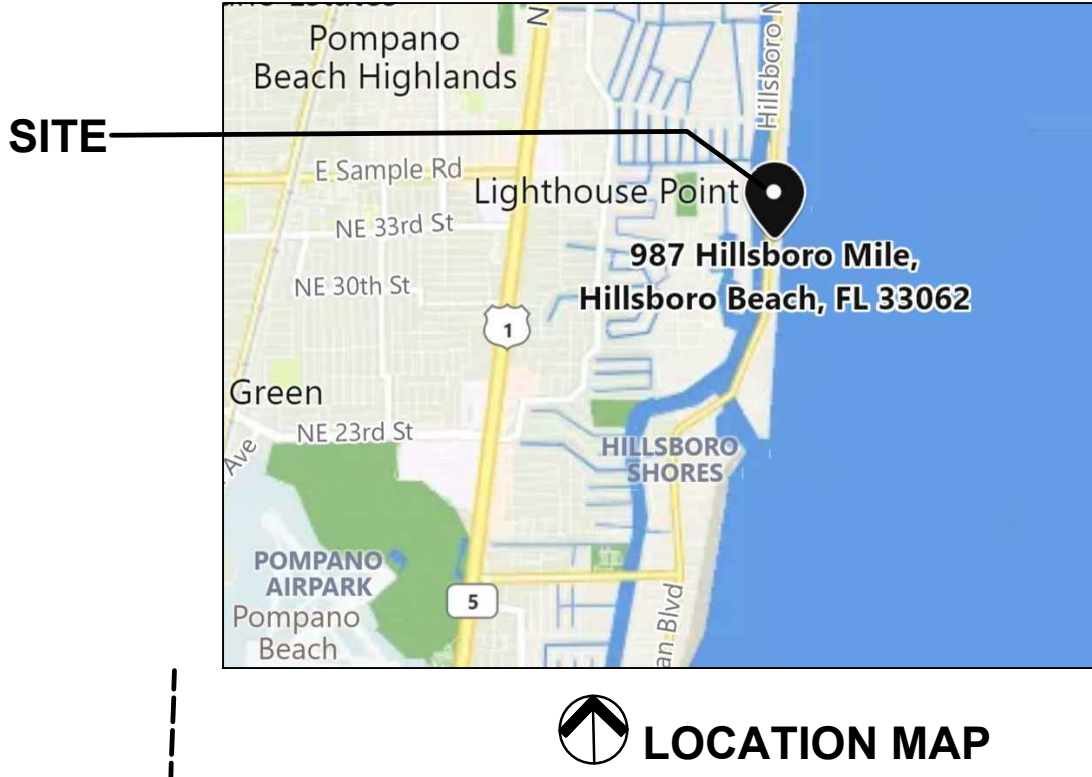
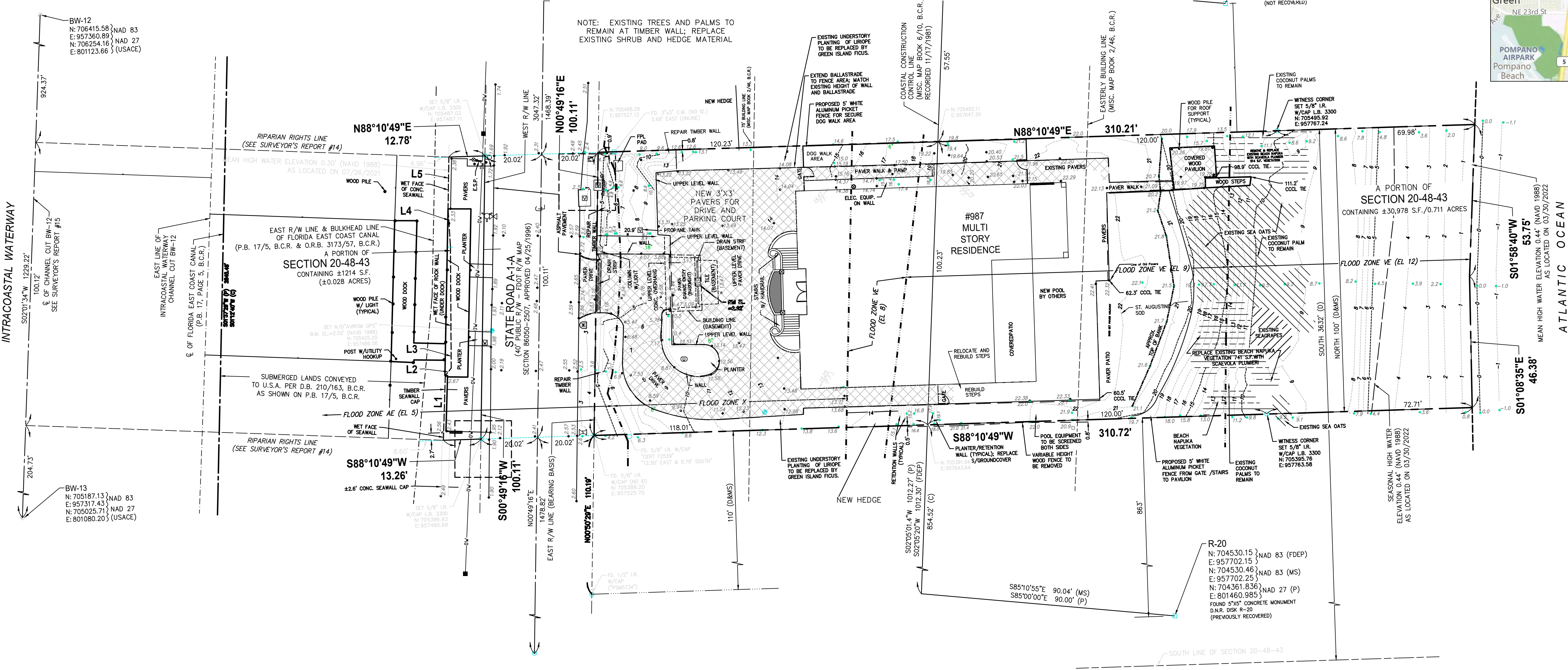
Job Name:	Beach Preliminary Landscape Plan
CADD File:	Beach Preliminary Layout
Date:	06.29.22
Drawn By:	DLN
Comments:	PRELIM LANDSCAPE PLAN
	06.03.22
	DLN ENTRY STICKS PAID
	06.09.22
	DLN REMOVE FURNITURE-1000 PL
Seal / FLORIDA REGISTRATION NO. 1521	



Preliminary Site Plan

Scale: 1"=20'

Date: 08.29.22



Site Data

APPLICATION NAME	BERCH RESIDENCE
PROPERTY CONTROL NO	484320000130
EXISTING USE	SINGLE FAMILY
PROPOSED USE	SINGLE FAMILY MULTI-STORY
LOCATION:	987 HILLSBORO MILE; HILLSBORO BEACH FL 33062
FUTURE LAND USE:	RESIDENTIAL
EXISTING ZONING DIST	01-01 SINGLE FAMILY

	ACRES	S.F.	PERCENTAGE
GROSS SITE AREA:	.71 ACRES	30,980.7 S.F.	100%
BUFFERS/OPEN SPACE	.38 ACRES	16,422.9 S.F.	53 %
DRIVEWAY, PATIO, PARKING AREAS	.21 ACRES	8,972.92 S.F.	28.9 %
BUILDINGS:	.12 ACRES	5,584.88 S.F.	18.1 %
FIRST FLOOR			
SECOND FLOOR			
TOTAL IMPERVIOUS AREA:			
BUILDING COVERAGE:	.12 ACRES	5,584.88 S.F.	18.1 %
PAVEMENT:	.21 ACRES	8,972.92 S.F.	28.9 %
TOTAL PERVIOUS AREA:	.38 ACRES	16,422.9 S.F.	53 %
GROSS FLOOR AREA:	5,584 S.F.		
FAR:	.18		

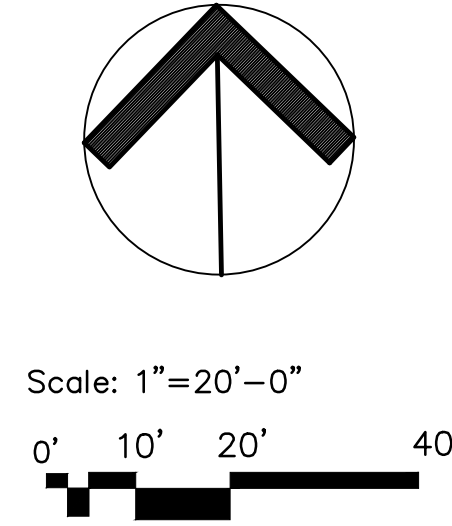
BUILDING HEIGHT MAX: 35' / A PORTION OF THE BUILDING IS TWO STORY

Debra L. Northsea
Landscape Architect
6008 Eagles Nest Drive
Jupiter, Florida 33458
Phone: (561-758-6739)
Email: DLNLADESIGN@aol.com
Fla. Registration #1521

987 HILLSBORO MILE
Preliminary Landscape Plan
Hillsboro Beach, Florida

Job Name:	Berch site plan submittal
CADD File:	Berch Site plan submittal dated 08.29.22
Date:	08.29.22
Drawn By:	DLN
Comments:	Preliminary Site Plan

Seal / FLORIDA REGISTRATION NO. 1521





Printed: 8/23/2022 8:42:50 AM

Order ID: 7275573

* Agency Commission not included

GROSS PRICE * : **\$114.80**

PACKAGE NAME: SSC Other Legal Notices

Product(s): Sun Sentinel, Affidavit, Floridapublicnotices.com, Classified.ss.com_Legal

AdSize(s): 1 Column

Run Date(s): Wednesday, August 31, 2022

Zone: Full Run

Color Spec. B/W

Preview

Order ID: 7275573

* Agency Commission not included

GROSS PRICE * : \$114.80**PACKAGE NAME: SSC Other Legal Notices**

**TOWN OF HILLSBORO BEACH, FLORIDA
COMMISSION MEETING TUESDAY, SEPT
13, 2022 AT OR AROUND 9:00 AM SITE
PLAN REVIEW FOR 987 HILLSBORO
MILE, HILLSBORO BEACH, FLORIDA
33062**

NOTICE IS HEREBY GIVEN the Town of Hillsboro Beach, Florida Town Commission will meet Tuesday, Sept 13, 2022, for Site Plan Review for property located at 987 Hillsboro Mile, Hillsboro Beach, Florida 33062.

Information on the SITE PLAN REVIEW can be obtained at Town Hall, 10 days prior to the meeting. Public comments on the request will be received in-person at the meeting on Sept 13, 2022, as well as virtually via Zoom.

The public can attend in person or virtually via Zoom video conference and provide public comment. Zoom Meeting log-in details will be provided on Town Website. If any person decides to Appeal any decision made with respect to any matter considered at the Public Hearing, he/she will need a record of the proceedings and for such purposes may need to ensure that a verbatim recording of the proceedings is made, which records include the testimony and evidence upon which the Appeal is to be based.

In accordance with the American with Disabilities Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in these proceedings should contact the Town Clerk no later than two days prior to the Public Hearing at 954-427-4011 for assistance.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
8/31/2022 7275573

Sold To:

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

Bill To:

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

Published Daily

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

State Of Florida

County Of Orange

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

The matter of 11745-Other Legal Notices ,
Was published in said newspaper by print in the issues of, or by publication on the
newspaper's website, if authorized on Sep 23, 2022

Affiant further says that the newspaper complies with all legal requirements for
publication in Chapter 50, Florida Statutes.

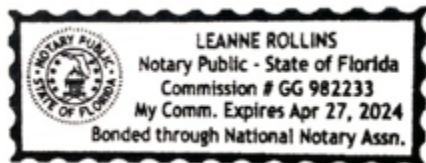


Signature of Affiant

Sworn to and subscribed before me this: September 24, 2022.



Signature of Notary Public



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

Affidavit Delivery Method: E-Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
7293581

TOWN OF HILLSBORO BEACH, FLORIDA
TUE, OCTOBER 4, 2022, AT OR AROUND
9:30 AM

**SITE PLAN REVIEW
QUASI-JUDICIAL PUBLIC HEARING FOR**

**987 HILLSBORO MILE, HILLSBORO
BEACH, FLORIDA 33062**

NOTICE IS HEREBY GIVEN the Town of Hillsboro Beach, Florida will hold a Quasi-Judicial Public Hearing Tuesday, October 4, 2022, at or around 9:30 am for Site Plan Review for property located at 987 Hillsboro Mile, Hillsboro Beach, Florida 33062.

The hearing on this matter was previously set for Sept 13, 2022, but was tabled until October 4, 2022 for consideration of approval.

Information on the SITE PLAN REVIEW can be obtained at Town Hall, 10 days prior to the meeting. Public comments on the request will be received in-person at the meeting on October 4, 2022, as well as virtually via Zoom.

The public can attend in person at Town Hall, located at 1210 Hillsboro Mile, Hillsboro Beach, Florida or virtually via Zoom video conference and provide public comment. Zoom Meeting log-in details are provided on Town Website.

If any person decides to Appeal any decision made with respect to any matter considered at the Public Hearing, he/she will need a record of the proceedings and for such purposes may need to ensure that a verbatim recording of the proceedings is made, which records include the testimony and evidence upon which the Appeal is to be based.

In accordance with the American with Disabilities Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in these proceedings should contact the Town Clerk no later than two days prior to the Public Hearing at 954-427-4011 for assistance.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
9/23/2022 7293581

Order # - 7293581



CERTIFICATION LETTER

Town of Hillsboro Beach

Date: September 2, 2022

Legal Description: Un-platted portion of Land in Section 20 Township 48 Range 43, Town of Hillsboro Mile, Broward County, Florida

Address or General Location: 987 Hillsboro Mile

Type of Application: Site Plan

This letter certifies that the attached list of property owners was prepared using the latest tax folio rolls supplied by the Broward County Property Appraisers Office as of August 31, 2021. This list includes all properties within 300 feet from each property line of the subject site in compliance with the Town of Hillsboro Beach notification regulations.

This letter also certifies that the attached notification was sent to the persons on the list of property owners. The notice was mailed September 2, 2022.

Thank You,

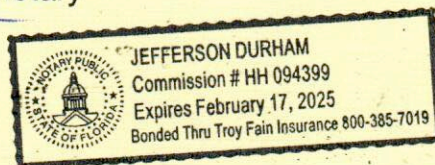
A blue ink signature of Christina Mathews, written in a cursive style.

Christina Mathews

Sworn and subscribed before me this 2nd day of September, 2022. She is personally known to me.

A blue ink signature of the notary, written in a cursive style.

Signature of Notary



1025 Yale Drive
Hollywood, Florida 33021
954-920-2205
Email: cutroplanning@yahoo.com



TOWN OF HILLSBORO BEACH

Sherry D. Henderson, CMC Town Clerk

OFFICE OF THE TOWN CLERK

1210 Hillsboro Mile • Hillsboro Beach, FL 33062

Phone 954-427-4011 • SHenderson@TownofHillsboroBeach.com

TOWN OF HILLSBORO BEACH, FLORIDA COMMISSION MEETING

TUESDAY, SEPT 13, 2022 at or around 9:00 AM

**SITE PLAN REVIEW FOR
987 HILLSBORO MILE, HILLSBORO BEACH, FLORIDA 33062**

NOTICE IS HEREBY GIVEN the Town of Hillsboro Beach, Florida Town Commission will meet Tuesday, Sept 13, 2022, for Site Plan Review for property located at 987 Hillsboro Mile, Hillsboro Beach, Florida 33062.

Information on the **SITE PLAN REVIEW** can be obtained at Town Hall, 10 days prior to the meeting. Public comments on the request will be received in-person at the meeting on Sept 13, 2022, as well as virtually via Zoom.

The public can attend in person or virtually via Zoom video conference and provide public comment. Zoom Meeting log-in details will be provided on Town Website.

If any person decides to Appeal any decision made with respect to any matter considered at the Public Hearing, he/she will need a record of the proceedings and for such purposes may need to ensure that a verbatim recording of the proceedings is made, which records include the testimony and evidence upon which the Appeal is to be based.

In accordance with the American with Disabilities Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in these proceedings should contact the Town Clerk no later than two days prior to the Public Hearing at 954-427-4011 for assistance.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA

FOLIO_NUMB	NAME	ADDRESS_LI	CITY	STATE
484320000100	MIRCHANDANI,KISHORE H/EMIRCHANDANI,ANJALI	995 HILLSBORO MILE	HILLSBORO BEACH	FL
484320000110	DAVID C HARDIN TRUSTEED LAND TR	991 HILLSBORO MILE	HILLSBORO BEACH	FL
484320000120	THOMAS,ZACHARY M & MARITZABEL	989 HILLSBORO MILE	HILLSBORO BEACH	FL
484320000130	BERCH,MARK BERCH, TIFFANY	987 HILLSBORO MILE	HILLSBORO BEACH	FL
484320000140	JOHN H MACMILLAN IV LIV TR LOUISE PARK MACMILLAN LIV TR	PO BOX 5628	MINNEAPOLIS	MN
484308000420	TIITF/STATE OF FLORIDA% FL INLAND NAVIGATION DISTRICT	1314 MARCINSKI RD	JUPITER	FL
484308000410	TIITF/STATE OF FLORIDA% FL INLAND NAVIGATION DISTRICT	1314 MARCINSKI RD	JUPITER	FL
484320000150	LAMBERT,JAMES R	981 HILLSBORO MILE	HILLSBORO BEACH	FL

ZIP

20-48-43PT GOV LOT 1 DESC'D AS:N 175 FTOF S 4007 FT
OF SEC 20,MEAS ATRT ANG TO S/L OF SEC 20 & LYING E
OF INTRACOASTAL CANAL & LESSST RD A1A & LYING W
33062 OF ATLANTICOCEAN
20-48-43PART OF GOVERNMENT LOT 1 DESC'DAS,N 100
FT OF S 3832 FT OFSEC 20,MEAS AT RT ANG TO S/L
OFSEC 20 & LYING E OF INTRACOASTALCANAL & LESS ST
33062 RD A-1-A
20-48-43PT GOV LOT 1 LYING E OF CANALR/W,100 IN
WIDTH LYING BET PARLINES,S/L OF TR BEING PAR WITH&
33062 3632 N OF S/L OF SEC
20-48-43N 100 OF S 3632 OF THAT PART OFGOV LOT 1
33062 LYING E OF INTRA-COASTAL WATERWAY
20-48-43PT OF GOVT LOT 1 DESCAS N 110 OF S 3532
OFSEC LYING E OF INTRACOASTALWATERWAY,LESS A-1-
55440 A R/W

FLA EAST COAST CANAL 17-1 BPOR OF FLA EAST COAST
33477 CANALLYING IN THE CITY OF LIGHTHOUSEPOINT
FLA EAST COAST CANAL 17-1 BPOR OF FLA EAST COAST
CANALLYING IN HILLSBORO BEACH, LESSR/W FOR ST RD
33477 A-1-A AS SHOWN ONMMB 9-52 B

20-48-43A PAR OF LAND IN GOV LOT 1 DESCAS: THAT PT
OF N 110 OF S 3422OF SAID SEC 20 (AS MEASURED ATR/A
TO S/L THEREOF) LYING E OFE R/W OF INTRACOASTAL
WATERWAYAS NOW LOCATED & ESTABLISHEDTOG/W N
100 OF S 3312 (ASMEASURED AT R/A) OF GOV LOT
33062 1,LYING E OF R/W/L OF INTRACOASTAL

Sold To:

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

Bill To:

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

Published Daily

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

State Of Florida
County Of Orange

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

The matter of 11745-Other Legal Notices ,
Was published in said newspaper by print in the issues of, or by publication on the
newspaper's website, if authorized on Aug 31, 2022

Affiant further says that the newspaper complies with all legal requirements for
publication in Chapter 50, Florida Statutes.

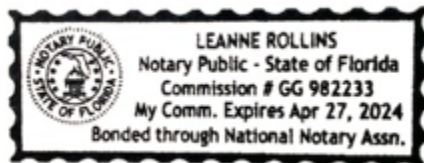


Signature of Affiant

Sworn to and subscribed before me this: September 01, 2022.



Signature of Notary Public



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

Affidavit Delivery Method: E-Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
7275573

**TOWN OF HILLSBORO BEACH, FLORIDA
COMMISSION MEETING TUESDAY, SEPT
13, 2022 AT OR AROUND 9:00 AM SITE
PLAN REVIEW FOR 987 HILLSBORO
MILE, HILLSBORO BEACH, FLORIDA
33062**

NOTICE IS HEREBY GIVEN the Town of Hillsboro Beach, Florida Town Commission will meet Tuesday, Sept 13, 2022, for Site Plan Review for property located at 987 Hillsboro Mile, Hillsboro Beach, Florida 33062.

Information on the SITE PLAN REVIEW can be obtained at Town Hall, 10 days prior to the meeting. Public comments on the request will be received in-person at the meeting on Sept 13, 2022, as well as virtually via Zoom.

The public can attend in person or virtually via Zoom video conference and provide public comment. Zoom Meeting log-in details will be provided on Town Website. If any person decides to Appeal any decision made with respect to any matter considered at the Public Hearing, he/she will need a record of the proceedings and for such purposes may need to ensure that a verbatim recording of the proceedings is made, which records include the testimony and evidence upon which the Appeal is to be based.

In accordance with the American with Disabilities Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in these proceedings should contact the Town Clerk no later than two days prior to the Public Hearing at 954-427-4011 for assistance.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
8/31/2022 7275573

Order # - 7275573

ORDINANCE NO. 2022- 08

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S LAND DEVELOPMENT CODE BY AMENDING CHAPTER 12 DIVISION 6 BY SPECIFICALLY CREATING SECTION 12-390 ENTITLED "POLITICAL SIGNS"; PROVIDING FOR RESTRICTIONS ON POLITICAL SIGNS BASED ON SIZE, PLACEMENT, AND LIGHTING; PROVIDING PROCEDURES FOR REMOVAL AND ENFORCEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 106.1435, F.S. provides that municipalities may impose more stringent requirements on the usage and removal of political campaign advertisements; and

WHEREAS, the Town Commission hereby finds it is in the best interest of the Town to amend the Town Code of Ordinances, by specifically creating Section 12-390 of the Land Development Code entitled "Political Signs"; 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 12 Division 6 of the Code of Ordinances is hereby amended to create Section 12-390 entitled "Political Signs" as follows:

Section 12-390. Political Signs

(1) Temporary signs advertising a candidate for public office, or a political campaign, measure or issue scheduled for an election are only permitted subject to the following requirements:

(a) Standards.

1. Temporary political signs shall not exceed ~~4.8 square feet six hundred sixteen (616) square inches~~ per sign on any residential property. Furthermore, signs shall only be displayed with the consent of the owner or tenant. No more than one (1) sign per candidate per residential property

1 shall be allowed, unless the property is on a corner, then the property may
2 have up to two (2) signs per candidate one on each side of the property.
3 Double-sided signs shall be considered as one (1) sign. ~~No sign shall exceed~~
4 ~~three (3) feet from the ground.~~ The maximum height to the top of the sign,
5 including posts, other sign membranes or appendages shall not be more than
6 three (3) feet above the ground in ~~residential-Town~~ areas.

7 2. Placement on Utility Poles, Trees, Fences, Buildings, or in Public Right-of-
8 Way. No sign, poster, banner or placard of any type shall be affixed, painted,
9 tacked, or nailed to any utility poles, trees, fences, or buildings, or otherwise
10 displayed, placed or located on any state rights-of-way and/or median strips
11 within the Town limits.

12 3. Illumination Prohibited. Signs or sign posts shall not be illuminated or
13 constructed of a reflective material and shall not contain any signs,
14 streamers, movable items, fluttering, spinning, ~~totaling~~ or similar attention
15 attractors or advertising devices.

16 4. Signs or advertisements shall not be placed on the Beach.

17 5. Two (2) signs per candidate per residential property shall be permitted.
18 Placement shall be limited to one (1) sign east of A1A and one (1) sign west
19 of A1A.

20 (b) Location of Signs. No sign shall be placed, within the property side setback and
21 no sign shall block corner visibility or be located in a required sight visibility
22 triangle. All signs shall be placed and erected in a safe and appropriate manner. No
23 signs shall be permitted on Town property or located in the A-1-A right of way.

24 (c) Procedures.

25 1. Removal of Illegal and/or Improper Political Sign. Political campaign signs
26 not posted in accordance with these regulations shall be subject to removal
27 by the candidate, the property owner, or the Town.

28 2. Time limit: a) Political signs permitted pursuant to this section shall not
29 be placed prior to ~~30 sixty (60) calendar~~ days of the election to which they
30 are related and shall be removed within 48 hours after the day of the election
31 to which they apply. In the case where there is a primary election, signs shall
32 be allowed ~~sixty (60) calendar 1430 calendar~~ days prior to the primary
33 election. This time limit also applies to candidates who do not have an
34 opponent in the primary. Signs may continue to be displayed between the
35 primary election and the final election. b) Other temporary noncommercial
36 signs permitted pursuant to this section shall be allowed only during the
37 times when temporary political signs are allowed.

38 3. Responsibility for Removal. For purposes of this chapter, each political
39 candidate is responsible for each sign advertising his or her candidacy,
40 regardless of who posted the sign or whether the sign is posted with
41 authorization from the political candidate. The person or persons posting a

1 political candidate's campaign sign shall be regarded as an agent of said
2 candidate.

3
4
5
6 **(2) Violation; Penalty.**

7 (a) The person(s) to be charged with a political sign violation shall be the candidate
8 or the property owner where the sign is located. Notice shall be given to the
9 person(s) described herein of violation. After notice is given, unless access to the
10 sign is restricted, compliance must be achieved within forty-eight (48) hours. If
11 compliance is not achieved within forty-eight (48) hours, a civil citation may be
12 issued by a Code Enforcement Officer.

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

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

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

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

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

3
4
5 By: _____
6 Deborah L. Tarrant, Mayor

7 ATTEST:

8
9 By: _____
10 Sherry D. Henderson, CMC, Town Clerk

11
12 APPROVED AS TO FORM:

13
14 _____
15 Donald J. Doody, Town Attorney
16

ORDINANCE NO. 2022-08

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	☐	☐

SUN-SENTINEL

Sold To:

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

Bill To:

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

Published Daily

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

State Of Florida
County Of Orange

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

The matter of 11745-Other Legal Notices ,
Was published in said newspaper by print in the issues of, or by publication on the
newspaper's website, if authorized on Sep 23, 2022

Affiant further says that the newspaper complies with all legal requirements for
publication in Chapter 50, Florida Statutes.

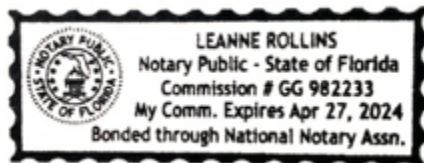


Signature of Affiant

Sworn to and subscribed before me this: September 24, 2022.



Signature of Notary Public



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

Affidavit Delivery Method: E-Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
7292114

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

**TUESDAY, OCTOBER 4, 2022, AT 9:00
AM ORDINANCE AMENDMENT FOR
POLITICAL SIGNS**

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2022-08, a PUBLIC HEARING will be held on Tuesday, October 4, 2022, at 9:00 a.m. in the Town Hall, located at 1210 Hillsboro Mile, Hillsboro Beach, FL 33062. The Public can attend in person or provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2022-08
Political Signs

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S LAND DEVELOPMENT CODE BY AMENDING CHAPTER 12 DIVISION 6 BY SPECIFICALLY CREATING SECTION 12-390 ENTITLED "POLITICAL SIGNS"; PROVIDING FOR RESTRICTIONS ON POLITICAL SIGNS BASED ON SIZE, PLACEMENT, AND LIGHTING; PROVIDING PROCEDURES FOR REMOVAL AND ENFORCEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting in-person or attend virtually via Zoom Video, and be heard with respect to the proposed Ordinance, which may be inspected by the public in the Office of The Town Clerk, Town Hall, 1210 Hillsboro Mile, Hillsboro Beach, FL 33062

JOIN LIVE ZOOM MEETING Tuesday, Oct 4, 2022, at 9:00 AM (Eastern)
Log-in details available on website.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
9/23/2022 7292114

Order # - 7292114

Sold To:

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

Bill To:

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

Published Daily

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

State Of Florida

County Of Orange

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

The matter of 11745-Other Legal Notices ,
Was published in said newspaper by print in the issues of, or by publication on the
newspaper's website, if authorized on Sep 23, 2022

Affiant further says that the newspaper complies with all legal requirements for
publication in Chapter 50, Florida Statutes.

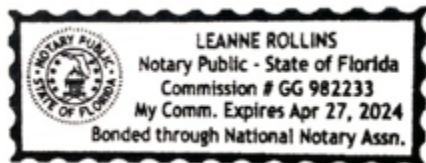


Signature of Affiant

Sworn to and subscribed before me this: September 24, 2022.



Signature of Notary Public



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

Affidavit Delivery Method: E-Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
7292104

**TOWN OF HILLSBORO BEACH, FLORIDA
PUBLIC HEARING
TUESDAY, OCTOBER 4, 2022, AT 9:00
AM
ORDINANCE AMENDMENT FOR
ELECTION EVENTS PERMIT**

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2022-09, a PUBLIC HEARING will be held on Tuesday, October 4, 2022, at 9:00 a.m. in the Town Hall, located at 1210 Hillsboro Mile, Hillsboro Beach, FL 33062. The Public can attend in person or provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2022-09
Election Events Permit

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 5 ENTITLED "ELECTIONS" TO CREATE SECTION 5-2 TO BE ENTITLED "ELECTION EVENTS; PERMITS"; PROVIDING FOR ELECTION EVENT PERMITS FOR USE OF PUBLIC PROPERTY; PROVIDING FOR PLACEMENT AND TIME LIMITATIONS; PROVIDING PROCEDURES FOR REMOVAL OF DEBRIS, TRASH, GARBAGE AND EVENT PROPERTY; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting in-person or attend virtually via Zoom Video, and be heard with respect to the proposed Ordinance, which may be inspected by the public in the Office of The Town Clerk, Town Hall, 1210 Hillsboro Mile, Hillsboro Beach, FL 33062

JOIN LIVE ZOOM MEETING Tuesday, Oct 4, 2022, at 9:00 AM (Eastern)
Log-in details available on website. Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
9/23/2022 7292104

Order # - 7292104

State of Florida
Broward County
Town of Hillsboro Beach

ORDINANCE NO. 2022-09

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 5 ENTITLED "ELECTIONS" TO CREATE SECTION 5-2 TO BE ENTITLED "ELECTION EVENTS; PERMITS"; PROVIDING FOR ELECTION EVENT PERMITS FOR USE OF PUBLIC PROPERTY; PROVIDING FOR PLACEMENT AND TIME LIMITATIONS; PROVIDING PROCEDURES FOR REMOVAL OF DEBRIS, TRASH, GARBAGE AND EVENT PROPERTY; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission hereby finds it is in the best interest of the Town to amend the Town Code of Ordinances, by specifically creating Section 5-2 of the Town Code entitled "Election Events; Permits"; and

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

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

Section 2. Chapter 5 entitled "Elections" of the Code of Ordinances is hereby amended to create Section 5-2 entitled "Election Events; Permit" as follows:

Section 5-2 . . Election Events; Permits.

Election event means any meeting, activity, or gathering of a group of persons having a common purpose, design or goal, which occupies the public area excluding the parking lot between Town Hall and State Road A1A on an election date for a Federal, State, Broward County or Town Election. Nothing in this article shall preclude the use of such areas by the Town for governmental purpose

(A) Upon written permission of the Town Manager, which must be applied for ~~at least no~~ sooner than the end of the applicable qualifying period and no later than seven (7) calendar days prior to any election event, election event organizers may seek approval for ~~an election event permit the erection of a tent~~, at a specific location to

1 be determined by the Town Manager, with specific dimensions as determined by
2 the Town Manager or his or her designee. The Town Manager reserves the right to
3 limit use of the public area at any time to prevent overuse and/or adverse impacts
4 to adjacent properties.
5

6 (B) Election event organizers and their guests shall not be permitted to erect tents (not
7 to exceed 10 by 10 feet), chairs, tables, signs, banners, or displays on Town property
8 before 6am on the day of the election event. All tents, chairs, tables, signs, banners,
9 or displays shall be removed from Town property no later than 8pm on the day of
10 the election event.
11

12 (C) Each election event organizer and their guests shall be responsible for removal of
13 all debris, trash and garbage from the permitted location site by 8pm on the day of
14 the special event. Prohibited items shall include alcoholic beverages, cooking
15 materials, pets, and any other items determined by the Town Manager in his/her
16 sole discretion.
17

18 (D) Any person determined to be in violation of the provisions of this Section shall be
19 subject to the civil citation penalty provisions of Chapter 11 of the Town's Code.
20

21 **Section 3.** If any section, subsection, sentence, clause or provision of this
22 Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such
23 invalidity.
24

25 **Section 4.** That all ordinances or parts of ordinances and all resolutions or parts
26 of resolutions in conflict with this Ordinance are repealed to the extent of such conflict.
27

28 **Section 5.** It is the intention of the Town Commission of the Town of Hillsboro
29 Beach, that the provisions of this Ordinance shall become and be made a part of the Code of
30 Ordinances of Town of Hillsboro Beach, Florida, and the Sections of this ordinance may be
31 renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article,"
32 or such other word or phrase in order to accomplish such intention.
33

34 **Section 6.** This Ordinance shall be effective after its passage and adoption by the
35 Town Commission of the Town of Hillsboro Beach.
36
37
38
39

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

PASSED AND 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, Town Clerk

APPROVED AS TO FORM:

Donald J. Doody, Town Attorney

ORDINANCE NO. 2022-09

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	☐	☐

ORDINANCE NO. 2022-10

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 7 ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" BY SPECIFICALLY CREATING ARTICLE XII TO BE ENTITLED "FILM PRODUCTION ON PUBLICLY-OWNED OR CONTROLLED PROPERTY" CREATING REGULATIONS FOR THE COORDINATION OF FILM PRODUCTIONS ON PUBLICLY-OWNED OR **PRIVATELY** CONTROLLED PROPERTY IN THE TOWN OF HILLSBORO BEACH, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hillsboro Beach has proven to be a desirable location in which to film motion pictures and other commercial productions; and

WHEREAS, in order to provide for the coordination of such productions on publicly-owned or controlled property and to ensure that it does not affect public safety or impede with the government business or public access, the Town Commission finds that the passage of this Ordinance is in the best interests of the citizens of the Town of Hillsboro Beach;

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

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

Section 2. Chapter 7 entitled "Offenses and Miscellaneous Provisions" is hereby amended by specifically creating Article XII to be entitled "Film production on publicly-owned or **privately** controlled property" which shall read as follows:

Article XII Film production on publicly-owned or controlled property

Section _7-147. Film production on publicly-owned or **privately** controlled property

(A). Purpose.

The purpose of this article shall be to provide for the coordination of film production on publicly owned or **privately** controlled property to serve the public interest.

(B). Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Film means still, live or motion picture production whether made on or by film, electronic tape, or any other electronic device used to produce theatrical motion pictures, television entertainment motion pictures, industrial motion pictures, television commercials, or print media.

_____. Permits—Required; exception.

1 (1) Required. No person shall film within a publicly owned site, facility or right-of-way
2 within the Town without first obtaining a permit. Permits ~~shall may~~ be authorized ~~at the sole~~
3 ~~discretion of by~~ the Town Manager or his/her designee.

4 (2) Exceptions. Nothing in this section shall require any permit from:

5 (a) Individuals filming or videotaping only for their own personal or family use.

6 (b) Employees of print or electronic news media when filming ongoing news
7 events. This exception shall not apply to simulations or re-enactments orchestrated by print
8 or electronic news media.

9 ~~(c) Students and faculty filming exclusively for educational purposes.~~

10
11
12 ____(C)____. Application.

13 The permit application shall:

14 (1) Identify the applicant;

15 (2) Submit public liability insurance to be provided by the applicant in the amount
16 established by the Town identifying the Town as additional insured;

17 (3) Identify the number and type of locations to be utilized for filming and the agencies
18 to provide assistance.

19
20 ____(D)____. Criteria.

21 The permit ~~may~~shall be granted unless the Town Manager or his or her designee finds that
22 the proposed film production:

23 (1) Unduly impedes governmental business or public access;

24 (2) Conflicts with previously scheduled activities; or

25 (3) ~~Imperils-Interferes with~~ public safety within the Town.

26
27 ____(E)____. Procedure for collection of fees.

28 Procedures for the collection of required fees and reimbursements, if any, shall be established
29 through an administrative policy.

30
31 ____(F)____. Appeals.

32 Any person aggrieved by the terms of a permit issued by the Town, by the decision not to
33 issue a permit or by a revocation of a permit issued by the Town may, within ten (10) calendar days
34 of the decision, appeal to the Town Manager, whose decision will be final.

35
36 ____(G)____. Authority of Town Manager.

37 The Town Manager may designate an individual who shall be authorized to facilitate and
38 coordinate the use of publicly owned sites within the limits of the Town for the filming and
39 production of film projects. In this regard the Town Manager's designee shall be responsible for:

40 (1) Establishing the criteria for film permits issued with regard to sites owned or
41 controlled by the Town.

42 (2) Issuing, denying or revoking permits pursuant to this section.

43 (3) Coordinating proposed film production schedules to minimize conflicts and to
44 monitor compliance with applicable rules and regulations of the Town and coordinating with the
45 police and fire departments to determine those services reasonably necessary to protect the life,
46 safety and welfare of the public, as well as property.

(4) Facilitating execution of appropriate permits for the provision of special police details or other public services as may be required. In connection with these arrangements, the Town may collect all necessary fees and deposits on behalf of the Town.

(5) Supporting public programs and private initiatives that enhance the Town as a location for film production and post-production facilities.

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 on 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, CMC, Town Clerk

**ORDINANCE NO. 2022-10
RECORD OF TOWN COMMISSION VOTE:**

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

| 1
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SUN-SENTINEL

Sold To:

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

Bill To:

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

Published Daily

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

State Of Florida
County Of Orange

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

The matter of 11745-Other Legal Notices ,
Was published in said newspaper by print in the issues of, or by publication on the
newspaper's website, if authorized on Sep 23, 2022

Affiant further says that the newspaper complies with all legal requirements for
publication in Chapter 50, Florida Statutes.

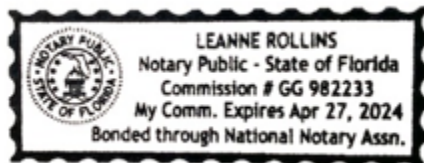


Signature of Affiant

Sworn to and subscribed before me this: September 24, 2022.



Signature of Notary Public



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

Affidavit Delivery Method: E-Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
7292116

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

**TUESDAY, OCTOBER 4, 2022, AT 9:00
AM FILM PRODUCTION POLICY**

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2022-10, a PUBLIC HEARING will be held on Tuesday, October 4, 2022, at 9:00 a.m. in the Town Hall, located at 1210 Hillsboro Mile, Hillsboro Beach, FL 33062. The Public can attend in person or provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2022-10
Film Production Policy

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 7 ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" BY SPECIFICALLY CREATING ARTICLE XII TO BE ENTITLED "FILM PRODUCTION ON PUBLICLY-OWNED OR CONTROLLED PROPERTY" CREATING REGULATIONS FOR THE COORDINATION OF FILM PRODUCTIONS ON PUBLICLY-OWNED OR CONTROLLED PROPERTY IN THE TOWN OF HILLSBORO BEACH, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

All interested parties may appear at said meeting in-person or attend virtually via Zoom Video, and be heard with respect to the proposed Ordinance, which may be inspected by the public in the Office of The Town Clerk, Town Hall, 1210 Hillsboro Mile, Hillsboro Beach, FL 33062

JOIN LIVE ZOOM MEETING Tuesday, Oct 4, 2022, at 9:00 AM (Eastern)
Log-in details available on website.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
9/23/2022 7292116

Order # - 7292116

ORDINANCE 2022-11

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE" BY SPECIFICALLY AMENDING DIVISION 4 ENTITLED "SITE PLAN PROCEDURES AND REQUIREMENTS" BY SPECIFICALLY AMENDING SECTION 12-48 ENTITLED "APPLICATION FOR FINAL SITE PLAN APPROVAL", TO PROVIDE FOR LOCATION OF GENERATORS; AMENDING DIVISION 5 ENTITLED "ZONING" BY SPECIFICALLY AMENDING ARTICLE III ENTITLED "DEFINITIONS" BY AMENDING SECTION 12-90 TO PROVIDE FOR A DEFINITION OF SIDE YARD BUFFER; PROVIDING FOR AN AMENDMENT TO ARTICLE V ENTITLED "RS-2 SINGLE FAMILY RESIDENTIAL DISTRICT REGULATIONS" BY SPECIFICALLY AMENDING SECTION 12-123 ENTITLED "PARKING REGULATIONS", SPECIFICALLY AMENDING SECTION 12-124 ENTITLED "YARD REGULATIONS"; PROVIDING FOR AN AMENDMENT TO ARTICLE XIII ENTITLED "ADDITIONS EXCEPTIONS AND MODIFICATIONS" BY AMENDING SECTION 12-262; PROVIDING FOR SIDE YARD LANDSCAPED BUFFER LIMITATIONS; AMENDING SECTION 12-263 ENTITLED "USE REGULATIONS" PROVIDING FOR AN AMENDMENT TO SECTION 12-264 ENTITLED "SWIMMING POOLS, POOL PATIOS AND DECKS"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it in the best interest of the residents of the Town to accept the recommendation of the Town's planning consultant to address specific components of the Code of Ordinances regulating development within the RS-2 Single Family Residential District;

WHEREAS, the Town Commission deems it in the best interest of the residents of Hillsboro Beach to ensure that the future development of single family residences aligns with the unique character of the Town of Hillsboro Beach;

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

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

Section 2. The Town Commission deems it important to preserve the unique residential character of the Town of Hillsboro Beach and therefore undertakes the following amendments to Chapter 12 of the Code of Ordinances entitled "Land Development Code" by specifically amending the following Sections.

Section 3. Section 12-48 of the Code of Ordinance is amended by creating Section 12-48 (B) (8) which shall read as follow:

...

Sec. 12-48. - Application for final site plan approval.

...

(B) *Submission requirements.* An application for final site plan approval shall include a development plan, the overall size of which shall be 24 inches by 36 inches, drawn at a scale not less than 1 inch = 50 feet and depicting the following:

...

(8) Location of a proposed or future generator(s)

Section 4. Division 5. entitled "Zoning" specifically Article III entitled "Definitions" is amended to create a definition for Side Yard Landscaped Buffer which shall read as follows:

ARTICLE III. – DEFINITIONS

Side Yard Landscaped Buffer. Each side yard shall include a landscaped buffer not less eight (8) feet in width, adjacent to the side property line, which shall only contain landscaping as defined in Sec. 12-90 or a fence or wall as set forth in 12-263(A).

Section 5. Article V entitled RS-2 "Single-Family Residential District Regulations" is amended to specifically amend Section 12-123 entitled "Parking Regulations" to read as follows:

Sec. 12-123. - Parking regulations.

Whenever a single-family dwelling is erected or reconstructed, there shall be provided a minimum of two (2) solidly enclosed and covered parking spaces, and one unenclosed parking space. One additional unenclosed parking space shall also be required for building areas exceeding 5,000 square feet, and one unenclosed parking space for each additional 5,000 square feet, for visitor parking and service vehicles. ~~Any Such~~ unenclosed parking spaces ~~exclusive of driveways, shall not occupy more than 20 percent of the yard space between the front building line and the street, nor~~ shall ~~it not~~ be located ~~in the side yards within the minimum eight (8) foot wide Side Yard Landscaped Buffer,~~ nor closer than ~~45~~ twenty-five (25) feet to center line of State Highway A1A. Parking areas and driveways must be paved or other material as approved by the Town Commission, and must have drainage or sump to ensure no runoff or flow of water into State Highway A1A or adjoining properties. Parking areas must be shielded from State Highway A1A and the parking space shall be appropriately landscaped with grass, trees or shrubbery. A minimum of 10 feet in width, immediately adjacent to the paved edge of State Highway A1A, shall be in grass and this 10-foot area shall be clear and contain no obstructions. Exceptions to the 10-foot requirement:

Section 6. Section 12-124 entitled "Yard Regulations" is amended to read as follows:
Sec 12-124-Yard Regulations

(B) Side yard. There shall be a side yard on each side of the building, having a width of not less than 15 feet measured from the roof overhang, or 6 inches per foot of building height, whichever is the greater.

(1) Landscaping. Each side yard shall include a minimum eight (8) foot wide Side Yard Landscaped Buffer which shall consist solely of landscaping as defined in Sec. 12-90, including:

(a) Trees and/or large shrubbery no less than fourteen (14) to sixteen (16) feet in height at time of planting. Palm trees shall be a minimum of eighteen (18) feet in height at the time of planting.

(b) Hedges and/or other natural products no less than four (4) feet in height at the time of planting.

(2) ~~Exception:~~ Encroachments into setback: Unless otherwise provided in the Code of Ordinances, only the following structures are allowed within side yard setbacks, but not within the minimum eight (8) foot wide Side Yard Landscape Buffer.

(a) Air conditioning ~~compressors equipment~~, pool ~~pumps equipment~~ and pool heaters may be placed in the side yard provided that:

(i) None shall be separated from the primary structure a greater distance than is necessary for installation, operation and maintenance thereof as determined by manufacturers' specifications;

(ii) Landscaping shall screen all such accessory equipment from horizontal view from all points off the lot on which situated.

(iii) Equipment that emits noise, odors or fumes shall be fully shielded and screened in such a way to minimize such noise, odor or fumes as required by the building official prior to the issuance of a permit.

(b) Open unenclosed staircases and walkways, pursuant to Sec. 12-262(D).

(c) Parking areas, connected to but apart from a driveway street entrance or exit as defined in Section 12-263(B), and pursuant to Section 12-123.

(3) Generators shall not be permitted within side yard setbacks and their location or future proposed location shall be provided on a site plan.

...
Section 7. Article XIII entitled "Additions, Exceptions, and Modifications" is amended by specifically amending Section 12-262 entitled "Yard and open space requirements" to read as follows:

Sec. 12-262. - Yard and open space requirements.

(A) *Accepted projections.* Every part of a required yard shall be open to the sky except for the ordinary projections of sills, belt courses, cornices and ornamental features; and these projections shall not exceed 6 inches. Chimneys and unenclosed balconies may have a projection not to exceed 4 feet into the front and side yards, and shall not project into the minimum eight (8) foot wide Side Yard Landscaped Buffer. Balconies may have roofs but shall not be screened or enclosed.

...
(D) *Open ~~terraces, staircases and walkways.~~ An Open unenclosed ~~paved terrace, staircases and walkways~~ patio or pool deck with less than a 6 inch curb* may extend into a side yard but not ~~closer than 7 1/2 feet to the north and south lot lines within the minimum eight (8) foot wide Side Yard Landscape Buffer, and only under the following conditions:~~
(1) No walkway, staircase or stairway, shall be wider than forty-two (42) inches;
(2) Staircases and walkways connecting to front or rear yard facing entryways may not extend into a side yard;
(3) This section shall not be interpreted to include or permit canopies over any part of the structures mentioned herein which extend into the side yard.

...
Section 8. Section 12-263 entitled "Use regulations" is amended to read as follows:

Sec. 12-263. - Use regulations.

(A) *Fences and walls.*

...
(4) ~~Tennis court Athletic play area~~ athletic play area fences. On any portion of land on which any tennis athletic play area or court exists or is hereafter constructed, a chain link fence with wind screen may be erected and exist in connection with the tennis athletic play area or court. No such fence shall exceed 10 feet in height above the ground, shall ~~be any closer to any side lot line than 15 feet~~ extend into a side yard, and shall be no closer to the easterly right-of-way line of the intracoastal waterway than 15 feet or closer to the centerline of State Road A1A than 45 feet, all such distances measured perpendicularly to the lot line or right-of-way line, respectively. In all cases in which ~~tennis court athletic play area~~ fences exist or are erected, the ~~court area~~ must be screened on all sides visible from adjacent properties and rights-of-way as follows:

- (a) Each such side shall contain a continuous hedge made up of plants having a minimum height at the time of installation of ~~3 4~~ feet and spaced no further apart than ~~3 4~~ feet on center; and
- (b) Each such side shall contain trees having a minimum height of that of the highest fence on such side and spaced no further apart than 30 feet on center. The trees shall be

located no further than 20 feet from the fence on each side. Existing trees shall be considered in meeting this requirement.

(B) *Driveway location.* No driveway entrance or exit shall be within the minimum eight (8) foot wide Side Yard Landscape Buffer, or within 8 feet of the intersection of a side lot line and State Highway A1A, or street giving access to the lot, and this minimum requirement shall continue for a distance of not less than 45 feet from the center line of the state highway or street.

...
Section 9. Section 12-264 entitled "Swimming pools, pool patios and decks" is amended to read as follows:

Sec. 12-264. - Swimming pools, pool patios and decks.

(A) *Location.*

(1) Swimming pools (including, but not limited to Jacuzzis, spas, hot tubs and the like) shall be permitted in all districts. ~~They~~ Swimming pools, pool patios and decks shall be constructed no closer than 15 feet to any side property line not extend into a side yard, or 45 feet to the center line of State Highway A1A.

Section 10. 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 11. 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 12. 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 13. 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, CMC, Town Clerk

APPROVED AS TO FORM:

Donald J. Doody, Town 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. 2022-47

A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Approving an Increase in Salaries Paid to the Mayor and Members of the Town Commission.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: October 4, 2022

1. BACKGROUND/HISTORY

For reference, please note the attached copy of Resolution No. 2018-11 adopted 3/6/2018 regarding the Commission's last salary increase in 2018.

At the September 13th Commission, by consensus, the Commission agreed on the proposed salary increase of \$10,000 for the Mayor and \$7,500 for the Commissioners. Additionally, by consensus, the Town Commission directed the Town Manager to place a resolution on the October 4th Agenda for adoption.

	<u>Current Salary</u>	<u>Proposed New Salary</u>
Mayor	\$7,200	\$10,000
Commissioner	\$5,400	\$7,500

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Elected Officials' Salary Survey 2022 (Aug 2022)
2. resolution



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Salary Survey - Elected Officials

8/3/2022

Agency	Population	Mayor's Salary	Commission Salary	Retirement	Health	Addl Equipment (Cell, PDA & Tablet)
Hillsboro Beach	1978	\$ 7,200	\$ 5,400	n	n	laptop/ipad
South Palm Beach	1492	\$ 12,000	\$ 6,000	n	n	IPAD
Southwest Ranches	6562	\$ 15,000	\$ 12,000	n	n	n
Wilton Manors	11426	\$ 11,250	\$ 9,750	FRS	100%/ 50% dependents	Mayor \$60, Comm. \$35/mo
Town of Lauderdale- by-the Sea	6056	\$ 18,305	\$ 14,671	n	YES 100% for EE 50% for family/spouse	laptop
Lighthouse Point	11238	\$ 18,000	\$ 1,800	n	Yes; 100% ER, dependents rates vary based on plan selection	N

RESOLUTION NO. 2022-47

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AN INCREASE IN SALARIES PAID TO THE MAYOR AND MEMBERS OF THE TOWN COMMISSION; 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 an increase in salaries paid to the Mayor and Members of the Town Commission;

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 an increase in salaries paid to the Mayor and Members of the Town Commission as follows:

	<u>Current Salary</u>	<u>Proposed New Salary</u>
Mayor	\$7,200	\$10,000
Commissioner	\$5,400	\$7,500

SECTION 3. The salary increase shall be authorized and effective as of _____, 2022.

SECTION 4. The appropriate Town officials are authorized and directed to execute the necessary documents to comply with this Resolution.

SECTION 5. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

SECTION 6. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in no way affect the validity of the other provisions of this Resolution.

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

1 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this
2 _____ day of October 2022.

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TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2022-47

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	☐	☐



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: F-250 Pickup Truck for Water Utility

Submitting Dept: Town Manager

Agenda Date: September 22, 2022

1. BACKGROUND / HISTORY

The water utility currently has a 2012 pickup truck with a small, rear bumper-mounted crane used for lifting and replacing fire hydrants, large water valves, and meters on an as-needed basis. The truck has become old and unreliable. During the past 12 months, the staff has been trying to replace it but inventory supplies at pickup truck dealers has been very low, and the availability to purchase pickup vehicles has proven difficult.

2. CURRENT ACTIVITY

A truck was located from Bartow Ford, at the correct contract pricing, and the purchase was approved administratively by the Town Manager to secure the vehicle. The total cost for the vehicle is \$59,894.77, with the vehicle costing \$35,469, based on the Charlotte County contract (#2021000541), plus the additional optional equipment of \$24,306. The optional equipment includes a spring-mounted display board of right and left arrow lights, plus a rear-mounted crane. These items are not on a contract for the Town to utilize.

Comparative pricing was attempted for the crane and related equipment by sending the specifications through the Town's electronic bidding system, DemandStar, but no other vendor responded to the quote request.

The current 2012 truck has a bumper-mounted crane, which is smaller and less expensive, but lacks the functionality of a crane mounted within the bed of the truck. By adding additional height to the crane, it allows the truck to be able to fully lift hydrants and larger equipment higher and completely off the ground as needed.

As of the date of this memo, the dealer is awaiting receipt of the crane and related equipment to install on the truck and deliver to the Town.

3. FINANCIAL IMPACT

This purchase is funded from the water utility budget. The total cost of the vehicle with the crane and the related equipment installed is \$59,894.77. The FY 2022 budget for a new truck was \$40,000. The additional

costs are the result of the additional and larger optional equipment. Savings from deferred projects will fund the additional vehicles costs.

4. RECOMMENDATION

Approval of the purchase, with a waiver for the optional equipment is requested.

State of Florida
Broward County
Town of Hillsboro Beach

RESOLUTION NO. 2022-48

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE PURCHASE OF ONE (1) UTILITY PICK UP TRUCK WITH A MOUNTED CRANE AND RELATED EQUIPMENT INSTALLATION FROM BARTOW FORD PIGGYBACKING THE TERMS OF CHARLOTTE COUNTY CONTRACT NO. 2021000541; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the purchase of one (1) utility pickup truck with a mounted crane and related equipment installation from Bartow Ford piggybacking the terms of Charlotte County Contract No. 2021000541.

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

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

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida hereby approves the purchase of one (1) utility pickup truck with a mounted crane and related equipment installation from Bartow Ford piggybacking the terms of Charlotte County Contract No. 2021000541 in an amount not to exceed \$59,894.77.

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 October 2022.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2022-48
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	☐	☐



September 16, 2022

**Hillsboro Beach Water Dept.
Elliott L Garay**

DESCRIPTION		
X2A	2022 F-250 4x2 SD Super Cab 8' box 164" WB SRW XL	
996	6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel)	
44S	6 Speed Automatic Transmission	
600A	XL Equipment package	
96V	XL Value Package	
512	Spare Tire, Wheel, Carrier & Jack	
90L	Power Equipment Group	
66S	Upfitter Switches (6)	
63R	Heavy-Service Package for Pickup Box Delete	
52B	Trailer Brake Controller	
872	Rear View Camera & Prep Kit	
	Factory Invoice	\$43,651.00
	Government Price Concession Discount	\$6,600.00
	4.27% Contract Discount	\$1,582.08
	Knapheide 8' SRW Service Body with Venturo CE6K-3 (19600-3-DC-S) Crane, pass. side rear Crane reinforcement kit, Boom rest, Single jack leg, 250 amp circuit breaker, Spring build up, 50" Amber Lightbar with Rear Traffic Arrows, (2) Amber LED's Mounted in Grill Area, (2) Amber LED's Mounted in Rear, Spray in Bedliner to Cover Floor, walls, Tops of Boxes, Bulkhead & Tailgate, Back Up Alarm	\$24,306.00
	Yellow CITY Tag	\$119.85
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$59,894.77

Pricing in accordance with the Charlotte County contract #

**If you have any questions or need any additional information
please feel free contact me anytime.**

Sincerely Yours,
Richard Weissinger
Commercial Fleet Sales
Direct Line (813) 477-0052
Fax (863) 533-8485



Prepared by: Richard Weissinger

09/16/2022

Bartow Ford Company | 2800 US Highway 98 North Bartow Florida | 338309407

2022 F-250 4x2 SD Super Cab 8' box 164" WB SRW XL (X2A)

Price Level: 275

As Configured Vehicle

Code	Description	Invoice
Base Vehicle		
X2A	Base Vehicle Price (X2A)	\$39,881.00
Packages		
600A	Order Code 600A <i>Includes:</i> - Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel - Transmission: TorqShift-G 6-Spd Auto w/SelectShift - 3.73 Axle Ratio - GVWR: 10,000 lb Payload Package - Tires: LT245/75Rx17E BSW A/S (4) Spare may not be the same as road tire. - Wheels: 17" Argent Painted Steel Includes painted hub covers/center ornaments. - HD Vinyl 40/20/40 Split Bench Seat Includes center armrest, cupholder, storage and driver's side manual lumbar. - Radio: AM/FM Stereo w/MP3 Player Includes 4 speakers. - SYNC Communications & Entertainment System Includes enhanced voice recognition with 911 Assist, 4.2" LCD center stack screen, AppLink and 1 smart-charging USB-C port.	N/C
Powertrain		
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel	Included
44S	Transmission: TorqShift-G 6-Spd Auto w/SelectShift	Included
X37	3.73 Axle Ratio	Included
STDGV	GVWR: 10,000 lb Payload Package	Included
Wheels & Tires		
TD8	Tires: LT245/75Rx17E BSW A/S (4) Spare may not be the same as road tire.	Included
64A	Wheels: 17" Argent Painted Steel Includes painted hub covers/center ornaments.	Included
512	Spare Tire, Wheel, Carrier & Jack Required in RI. Spare tire is standard equipment; becomes optional when (66D) Pickup Box Delete is ordered.	\$269.00

Seats & Seat Trim

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Richard Weissinger

09/16/2022

Bartow Ford Company | 2800 US Highway 98 North Bartow Florida | 338309407

2022 F-250 4x2 SD Super Cab 8' box 164" WB SRW XL (X2A)

Price Level: 275

As Configured Vehicle (cont'd)

Code	Description	Invoice
A	HD Vinyl 40/20/40 Split Bench Seat <i>Includes center armrest, cupholder, storage and driver's side manual lumbar.</i>	Included
Other Options		
164WB	164" Wheelbase	STD
96V	XL Value Package <i>Includes:</i> - Bright Chrome Hub Covers & Center Ornaments - Chrome Front Bumper - Steering Wheel-Mounted Cruise Control	\$360.00
90L	Power Equipment Group <i>Deletes passenger-side lock cylinder. Includes upgraded door trim panel.</i> <i>Includes:</i> - Accessory Delay - Trailer Tow Mirrors w/Power Heated Glass <i>Includes manual folding, manually telescoping, heated convex spotter mirror and integrated clearance lamps and turn signals.</i> - Advanced Security Pack <i>Includes SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors.</i> - Power Locks - Power Tailgate Lock - Power Front & Rear Seat Windows <i>Includes 1-touch up/down driver/passenger window.</i> - Remote Keyless Entry	\$1,001.00
63R	Heavy-Service Package for Pickup Box Delete <i>Includes heavy-service front springs (200 lbs. upgrade above the spring computer selected as a consequence of options chosen. Not included if maximum springs have been computer selected as standard equipment) and rear auxiliary springs. Note: Salesperson's Source Book or Ford RV Trailer Towing Guide should be consulted for specific trailer towing or camper limits and corresponding required equipment, axle ratios and model availability.</i> <i>Includes:</i> - Rear Stabilizer Bar	\$114.00
66D	Pickup Box Delete <i>Deletes tie-down hooks, tailgate, rearview camera, 7/4 pin connector and center high-mounted stop lamp (CHMSL) (only on vehicles over 10,000 lbs. GVWR). Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer. In addition, Ford urges manufacturers to follow the recommendations of the Ford Incomplete Vehicle Manual and the Ford Truck Body Builder's Layout Book (and applicable supplements).</i> <i>Includes:</i> - Rear Bumper Delete - Spare Wheel, Tire, Carrier & Jack Delete <i>The selection of 66D Pickup Box Delete adjusts the curb weight, but does not modify the payload. For payload information, contact your upfitter (final stage manufacture) or review the Body Builder Advisory Service (BBAS) website (www.fordbbas.com).</i>	-\$569.00
52B	Trailer Brake Controller	\$273.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Richard Weissinger

09/16/2022

Bartow Ford Company | 2800 US Highway 98 North Bartow Florida | 338309407

2022 F-250 4x2 SD Super Cab 8' box 164" WB SRW XL (X2A)

Price Level: 275

As Configured Vehicle (cont'd)

Code	Description	Invoice
	<i>Verified to be compatible with select electric over hydraulic brakes. Includes smart trailer tow connector.</i>	
872	Rear View Camera & Prep Kit <i>Pre-installed content includes cab wiring, frame wiring to the rear most cross member and video display with 4" display. Upfitters kit includes camera with mounting bracket, 14' jumper wire and camera mounting, aiming instructions and electrochromic mirror.</i>	\$377.00
PAINT	Monotone Paint Application	STD
66S	Upfitter Switches (6) Requires Extra Extra Heavy-Duty Alternator (67E) when ordered with 110V/400W Outlet (43C) and Snow Plow Pkg. (473) or Snow Plow/Camper Pkg. (47B). <i>Located in overhead console.</i>	\$150.00
	<i>Includes:</i> - 200 Amp Alternator	
587	Radio: AM/FM Stereo w/MP3 Player <i>Includes 4 speakers.</i> <i>Includes:</i> - SYNC Communications & Entertainment System <i>Includes enhanced voice recognition with 911 Assist, 4.2" LCD center stack screen, AppLink and 1 smart-charging USB-C port.</i>	Included

Fleet Options

WARANT	Fleet Customer Powertrain Limited Warranty Requires valid FIN code. <i>Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.</i>	N/C
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Emissions

425	50-State Emissions System	STD
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Interior Color

AS_01	Medium Earth Gray w/HD Vinyl 40/20/40 Split Bench Seat	N/C
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Exterior Color

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Prepared by: Richard Weissinger
09/16/2022

Bartow Ford Company | 2800 US Highway 98 North Bartow Florida | 338309407

2022 F-250 4x2 SD Super Cab 8' box 164" WB SRW XL (X2A)

Price Level: 275

As Configured Vehicle (cont'd)

Code	Description	Invoice
Z1_01	Oxford White	N/C
SUBTOTAL		\$41,856.00
Destination Charge		\$1,795.00
TOTAL		\$43,651.00

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TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Resolution No. 2022-49

A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Requesting Broward County Animal Care and Adoption Division to Abandon the Newly Created Intake Policy Requiring Municipalities and Law Enforcement to Hold Stray or Endangered Animals for a Time Period of 72 Hours Prior to Acceptance by the County.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: October 4, 2022

1. BACKGROUND/HISTORY

Newscast on this matter:

Broward police say county animal shelter is refusing to take in dogs they rescue

<https://wsvn.com/news/investigations/broward-police-say-county-animal-shelter-is-refusing-to-take-in-dogs-they-rescue/>

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. resolution

**State of Florida
Broward County
Town of Hillsboro Beach**

RESOLUTION NO. 2022-49

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, REQUESTING BROWARD COUNTY ANIMAL CARE AND ADOPTION DIVISION TO ABANDON AND RESCIND THE NEWLY CREATED INTAKE POLICY REQUIRING MUNICIPALITIES AND LAW ENFORCEMENT TO HOLD STRAY OR ENDANGERED ANIMALS FOR A TIME PERIOD OF 72 HOURS PRIOR TO ACCEPTANCE BY THE COUNTY; PROVIDING FOR DISTRIBUTION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Law Enforcement Officers are often the last resort when responding to an issue involving stray animals or animal endangerment; and

WHEREAS, in the past, such animals could be immediately turned over to the Broward County Animal Care and Adoption Division; and

WHEREAS, the Broward County Animal Care and Adoption Division unilaterally changed the intake policy to require municipalities including law enforcement and good Samaritan residents to hold animals for 72 hours before being taken in by the County; and

WHEREAS, most municipalities in Broward County do not have the resources or capacity to hold and care for animals properly without diverting resources meant to provide safety for residents; and

WHEREAS, the Town Commission of the Town of Hillsboro Beach believes that requiring the Broward County Animal Care and Adoption Division to abandon the 72-hour-hold requirement that was instituted without input from municipalities and accept animals immediately is in the best interest of the animals and residents of 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" clauses are true and correct and hereby ratified and confirmed by the Town Commission. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida hereby requests the Broward County Animal Care and Adoption Division to abandon and rescind the newly created intake policy requiring municipalities and law enforcement to hold stray or endangered animals for a time period of 72 hours prior to acceptance by the County.

SECTION 3. The Town Clerk is directed and authorized to provide copies of this Resolution to each member of the Broward County Commission, the Broward County Administrator, head of the Broward County Animal Care and Adoption Division and Broward County Municipalities.

SECTION 4. The appropriate Town officials are authorized and directed to execute the necessary documents to comply with this Resolution.

SECTION 5. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

SECTION 6. 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 7. 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 October 2022.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2022-49
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	☐	☐



LIMOUSINES OF SOUTH FLORIDA INC

2000 N SR 7

LAUDERDALE LAKES, FL 33313

(954) 463 - 0845

August 31, 2022

Town of Hillsboro Beach

1210 Hillsboro Mile

Hillsboro Beach, FL 33062

Attention: inframark@avidbill.com

Invoice Number: 22-0831-26

Account Number: 32-TOWNH

For Services Provided August 2022 (14 Service Days)

Hillsboro Beach Route (August 1 - 31, 2022)

Hillsboro 8.83 Svc Hrs/Day X 14 Days = 123.62 hrs @ \$53.00 hr \$6,551.86

Monthly Total Prior to Downtime Deduction 6,551.86

Downtime Deduction -\$935.98

Total Amount Due \$5,615.88

Remittance Instructions: Limousines of South Florida 2000 N SR 7 Lauderdale Lakes, FL 33313

For Billing Inquiries, please contact David Fernandez (954) 463-0845

LIMOUSINES OF SOUTH FLORIDA THANKS YOU FOR YOUR BUSINESS



A TRANSPORTATION AMERICA COMPANY

LIMOUSINES OF SOUTH FLORIDA INC

2000 N SR 7

LAUDERDALE LAKES, FL 33313

(954) 463 - 0845

August 31, 2022

Town of Hillsboro Beach

1210 Hillsboro Mile

Hillsboro Beach, FL 33062

Attention: inframark@avidbill.com

Date of Service		Hillsboro	Total Hours	Hourly \$	Total \$	Disruption
Monday, August 1, 2022		8.83	8.83	\$53.00	\$467.99	
Tuesday, August 2, 2022						
Wednesday, August 3, 2022		8.83	8.83	\$53.00	\$467.99	
Thursday, August 4, 2022						
Friday, August 5, 2022		8.83	8.83	\$53.00	\$467.99	
Saturday, August 6, 2022						
Sunday, August 7, 2022						
Monday, August 8, 2022		8.83	8.83	\$53.00	\$467.99	
Tuesday, August 9, 2022						
Wednesday, August 10, 2022		0.00	0.00	\$53.00	\$0.00	
Thursday, August 11, 2022						
Friday, August 12, 2022		8.83	8.83	\$53.00	\$467.99	
Saturday, August 13, 2022						
Sunday, August 14, 2022						
Monday, August 15, 2022		8.83	8.83	\$53.00	\$467.99	
Tuesday, August 16, 2022						
Wednesday, August 17, 2022		8.83	8.83	\$53.00	\$467.99	
Thursday, August 18, 2022						
Friday, August 19, 2022		8.83	8.83	\$53.00	\$467.99	
Saturday, August 20, 2022						
Sunday, August 21, 2022						
Monday, August 22, 2022		0.00	0.00	\$53.00	\$0.00	
Tuesday, August 23, 2022						
Wednesday, August 24, 2022		8.83	8.83	\$53.00	\$467.99	
Thursday, August 25, 2022						
Friday, August 26, 2022		8.83	8.83	\$53.00	\$467.99	
Saturday, August 27, 2022						
Sunday, August 28, 2022						
Monday, August 29, 2022		8.83	8.83	\$53.00	\$467.99	
Tuesday, August 30, 2022						
Wednesday, August 31, 2022		8.83	8.83	\$53.00	\$467.99	
		105.96	105.96		\$5,615.88	

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
09/27/2022
ACCOUNT NO: 1182-0606490
STATEMENT NO: 43725

General Matters

			HOURS
09/01/2022	DJD	Review Agenda items; telephone conference with Town Manager, Mac Serda; review draft tax amendment for R-2 Single Family	1.40
09/02/2022	DJD	Review Agenda items	0.70
	JAC	Revise and forward notice of closed door in designation of bargaining team documents to Mac Serda	0.50
09/06/2022	DJD	Address Agenda items re: Ordinance for Single Family Site Plan Requirements; draft Ordinance for RS-2 Regulations	1.40
09/07/2022	DJD	Continued preparation of RS-2 Ordinance; review emails re: public records	1.50
09/08/2022	DJD	Finalize election event ordinance; initial review of agendas; review emails re: public records request; review revisions to RS-2 ordinance	1.60
	SMS	Review information on public records request.	0.40
09/09/2022	SMS	Research on public comments and competent substantial evidence.	0.60
	DJD	Prepare for Town Commission meeting	1.00
09/11/2022	DJD	Address PSA negotiations	0.30
09/12/2022	JAC	Bargaining team telephone conference to prepare for closed door; update and send bargaining process memorandum for distribution to commission	1.20
	DJD	Participate in conference call re: labor negotiations; review agenda and prepare for Commission meeting; attend Budget meeting; initial review overview of bargaining process	2.20
09/13/2022	DJD	Prepare for and attend Town Commission meeting	7.80
09/14/2022	DJD	Post Commission follow-up re: ordinances; review initial draft of Contraband complaint	1.30
09/15/2022	DJD	Prepare for and attend executive session of Town Commission; revise ordinances	3.20
	JAC	Prepare for, participate in, and follow up regarding city commission closed-door and PBA contract	2.20
09/16/2022	DJD	Review status of proposed amendments to Land Development Code; address Bargaining process	1.10
	SMS	Review and discussion related to FDOT Subordination Agreement.	0.40

General Matters

			HOURS	
09/19/2022	DJD	Attend special meeting re: final budget and millage; review response to Public Records Request	0.60	
09/20/2022	SMS	Telephone conference call to discuss FDOT Subordination.	0.30	
	DJD	Revisions to ordinances; participate in conference call with the Department of Transportation (DOT) and representatives of 925 Hillsboro Mile	0.90	
09/21/2022	DJD	Review recorded code liens	0.40	
	BJS	Review recorded liens and draft response to DJD for review	0.80	
09/22/2022	DJD	Review emails re: smoking; telephone conference with Town Manager	0.40	
09/26/2022	DJD	Review revisions to single family site plan requirements; initial preparation of Development Order; review Final Orders re: 1205 Hillsboro Mile	0.80	
		FOR CURRENT SERVICES RENDERED	33.00	8,250.00

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
JAMES A. CHEROF	3.90	\$250.00	\$975.00
D.J. DOODY	26.60	250.00	6,650.00
SEAN M. SWARTZ	1.70	250.00	425.00
BRIAN J. SHERMAN	0.80	250.00	200.00

Photocopies	26.25
TOTAL EXPENSES THRU 09/27/2022	26.25
TOTAL CURRENT WORK	8,276.25
BALANCE DUE	<u>\$8,276.25</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
09/27/2022
ACCOUNT NO: 1182-1200998
STATEMENT NO: 43726

Development (BH3)

			HOURS	
09/08/2022	DJD	Review emails re: public support	0.40	
09/12/2022	DJD	Review material and applicant relative to Amendment to Conditional Use; prepare for meeting	1.50	
09/20/2022	DJD	Telephone conference with Debbie Orshefsky	0.40	
		FOR CURRENT SERVICES RENDERED	2.30	575.00

	RECAPITULATION	HOURS	HOURLY RATE	TOTAL
<u>TIMEKEEPER</u>				
D.J. DOODY		2.30	\$250.00	\$575.00

Photocopies	9.80
TOTAL EXPENSES THRU 09/27/2022	9.80
TOTAL CURRENT WORK	584.80
BALANCE DUE	<u>\$584.80</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Mac Serda, Town Manager

Page: 1
09/27/2022
ACCOUNT NO: 1182-1200993
STATEMENT NO: 43727

Development (Related)

			HOURS	
09/16/2022	DJD	Review of emails relative to seawall; review email re: Development Order	0.50	
		FOR CURRENT SERVICES RENDERED	0.50	125.00
RECAPITULATION				
	<u>TIMEKEEPER</u>		<u>HOURS</u>	<u>HOURLY RATE</u>
	D.J. DOODY		0.50	\$250.00
				<u>TOTAL</u>
				\$125.00
		TOTAL CURRENT WORK		125.00
		BALANCE DUE		<u>\$125.00</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

GOREN, CHEROF, DOODY & EZROL, P.A.
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TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
09/27/2022
ACCOUNT NO: 1182-1200996
STATEMENT NO: 43728

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

09/20/2022	DJD	Review order to show cause FOR CURRENT SERVICES RENDERED	HOURS 0.30 0.30	75.00
RECAPITULATION				
	<u>TIMEKEEPER</u> D.J. DOODY	<u>HOURS</u> 0.30	<u>HOURLY RATE</u> \$250.00	<u>TOTAL</u> \$75.00
TOTAL CURRENT WORK				75.00
BALANCE DUE				<u>\$75.00</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
09/27/2022
ACCOUNT NO: 1182-1200997
STATEMENT NO: 43729

adv. William Thomas

			HOURS	
09/12/2022	DJD	Review proposed responses to Plaintiff's discovery	0.40	
		FOR CURRENT SERVICES RENDERED	0.40	100.00
RECAPITULATION				
	<u>TIMEKEEPER</u>		<u>HOURS</u>	<u>HOURLY RATE</u>
	D.J. DOODY		0.40	\$250.00
				<u>TOTAL</u>
				\$100.00
		TOTAL CURRENT WORK		100.00
		BALANCE DUE		<u>\$100.00</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
09/27/2022
ACCOUNT NO: 1182-1200999
STATEMENT NO: 43730

Petition for Destruction of Contraband

			HOURS	
09/20/2022	DJD	Review numerous incident reports	0.80	
	SMS	Discussion on petition and related documents.	0.30	
09/22/2022	SMS	Revisions to Court documents and Petition.	0.50	
09/23/2022	SMS	Draft/revise Court Documents and Contraband Spreadsheet.	1.30	
		FOR CURRENT SERVICES RENDERED	2.90	725.00

	RECAPITULATION	HOURS	HOURLY RATE	TOTAL
<u>TIMEKEEPER</u>				
D.J. DOODY		0.80	\$250.00	\$200.00
SEAN M. SWARTZ		2.10	250.00	525.00

TOTAL CURRENT WORK 725.00

BALANCE DUE \$725.00

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE



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

Childhood Cancer Awareness Week October 23 – October 29, 2022



Whereas, the American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in more than 16,000 of our country's young people each and every year; and

Whereas, one in five of our nation's children loses his or her battle with cancer. Many infants, children and teens will suffer from long-term effects of comprehensive treatment, including secondary

cancers. An estimated 400,000 children and adolescents are diagnosed with cancer globally each year; and

Whereas, founded nearly thirty years ago by Steven Firestein, a member of the philanthropic Max Factor cosmetics family, the American Cancer Fund for Children, Inc. and Kids Cancer Connection, Inc. along with Lions Clubs International are dedicated to helping these children and their families; and

Whereas, the American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at The Children's Hospital at Palms West, Palm Beach Children's Hospital at St. Mary's Medical Center, Joe DiMaggio Children's Hospital in Hollywood, Salah Foundation Children's Hospital at Broward Health in Fort Lauderdale, Nicklaus Children's Hospital, Holtz Children's Hospital in Miami, as well as participating hospitals throughout the country, thereby enhancing the quality of life for these children and their families; and

Whereas, the American Cancer Fund for Children and Kids Cancer Connection also sponsor toy distributions, pet-assisted therapy, family sailing programs, KCC Supercar Experience, Laughternoon - Laughter is Healing, positive appearance programs, educational programs and hospital celebrations in honor of a child's determination and bravery to fight the battle against childhood cancer; and

Now, Therefore, I, Mayor Deb Tarrant, do hereby designate October 23 –29, 2022 as Childhood Cancer Awareness Week and urge all citizens in our community to increasing awareness.

In Witness Whereof, I have hereunto set my hand on this 4th day of October 2022 and cause the official seal of the Town of Hillsboro Beach, Florida to be affixed.

By:

Attested By:

(seal)

Honorable Deborah L. Tarrant
Mayor

Sherry D. Henderson, CMC
Town Clerk

Sherry D. Henderson

From: Kids Cancer Connection, Inc <acfkids@earthlink.net> on behalf of Kids Cancer Connection, Inc
Sent: Sunday, September 11, 2022 10:50 PM
To: dtarrant@townofhillsborobeach.com; ikirdahy@townofhillsborobeach.com;
mserda@townofhillsborobeach.com; Shenderson@townofhillsborobeach.com
Subject: Hillsboro Beach / Childhood Cancer Awareness Week / October 23 - October 29

Dear Mayor Tarrant, Vice Mayor Kirdahy, City Commissioners and staff,

We hope you are doing well during this challenging time. We are writing to request a proclamation recognizing October 23 - October 29 as Childhood Cancer Awareness Week in Hillsboro Beach. It's that time of year again!

Cancer is the leading cause of death by disease among children in our country today. This tragic disease is detected in more than 16,000 of our country's young people each and every year.

The Dania Beach Lions Club will sponsor the request this year. Constituent Jim Silvernale of Fort Lauderdale is the Club's president and District Zone Chair. We are truly grateful for the Tri-County Area's nearly three decades of support.

-Lions Clubs International / Childhood Cancer Initiative
www.lionsclubs.org/en/start-our-global-causes/childhood-cancer

-Florida / Children's handmade poster
www.flickr.com/photos/kidscancerconnection/47996996592

-Florida Highway Patrol / Steven visits with the troopers
www.flickr.com/photos/kidscancerconnection/49323049428

-Broward County / Miramar / Sept. 2015 Childhood Cancer Awareness proclamation
www.flickr.com/photos/kidscancerconnection/21912454068

-Broward County / Miramar / Sept. 2014 Childhood Cancer Awareness proclamation
www.flickr.com/photos/kidscancerconnection/15121096896

-Broward County / Pembroke Pines / Sept. 2015 Childhood Cancer Awareness proclamation
www.flickr.com/photos/kidscancerconnection/18707709053

-Broward County / Pembroke Pines / Sept. 2014 Childhood Cancer Awareness proclamation
www.flickr.com/photos/kidscancerconnection/15078376605

-Miami-Dade County / Sept. 2017 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/37150849684

-Miami-Dade County / Sept. 2018 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/44945706512

-City of Miami / Children's handmade poster

www.flickr.com/photos/kidscancerconnection/49558495348

-City of Miami Beach / Sept. 2022 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/52351125059

-City of Miami / Sept. 2017 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/37150849714

-City of Miami / Sept. 2018 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/44945706572

-Palm Beach County / Wellington / Sept. 2020 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/51071843126

-Palm Beach County / Palm Beach Gardens / Sept. 2019 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/48757295531

-Palm Beach County / Wellington / Sept. 2017 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/37829248502

-Palm Beach County / West Palm Beach / Sept. 2022 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/52344354704

-Palm Beach County / Sept. 2018 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/31501694278

-Palm Beach County / Sept. 2016 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/35646429510

-Palm Beach County / Sept. 2015 Childhood Cancer Awareness proclamation

www.flickr.com/photos/kidscancerconnection/21612655629

We will continue to coordinate activities including our popular toy distributions and other hospital functions at Nicklaus Children's Hospital in Hollywood among other area facilities. We've included sample text below for your reference.

-Nicklaus Children's Hospital A

www.flickr.com/photos/kidscancerconnection/49638289062

-Nicklaus Children's Hospital B

www.flickr.com/photos/kidscancerconnection/30961643917

-Nicklaus Children's Hospital C

www.flickr.com/photos/kidscancerconnection/52207752566

-Salah Foundation Children's Hospital

www.flickr.com/photos/kidscancerconnection/45410629522

-Palm Beach Children's Hospital 1

www.flickr.com/photos/kidscancerconnection/51712341024

-Palm Beach Children's Hospital 2

www.flickr.com/photos/kidscancerconnection/44318245380

(*) May we please receive a .JPEG format copy to share?

(**) May we also please receive the original in the mail?

Thank you for your time and consideration.

Sincerely,

Steven Firestein, M.A.
Volunteer, Director

Dr. Amy Firestein
Volunteer, Clinical Services Director

Kids Cancer Connection, Inc.
IRS 501 (C)(3) # 56-2520924
American Cancer Fund for Children, Inc.
IRS 501 (C)(3) # 13-3780954

Member:
Lions Clubs International
International Society of Pediatric Oncology (SIOP)

SAMPLE: Childhood Cancer Awareness Week

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in more than 16,000 of our country's young people each and every year; and

WHEREAS, one in five of our nation's children loses his or her battle with cancer. Many infants, children and teens will suffer from long-term effects of comprehensive treatment, including secondary cancers. An estimated 400,000 children and adolescents are diagnosed with cancer globally each year; and

WHEREAS, founded nearly thirty years ago by Steven Firestein, a member of the philanthropic Max Factor cosmetics family, the American Cancer Fund for Children, Inc. and Kids Cancer Connection, Inc. along with Lions Clubs International are dedicated to helping these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at The Children's Hospital

at Palms West, Palm Beach Children's Hospital at St. Mary's Medical Center, Joe DiMaggio Children's Hospital in Hollywood, Salah Foundation Children's Hospital at Broward Health in Fort Lauderdale, Nicklaus Children's Hospital, Holtz Children's Hospital in Miami, as well as participating hospitals throughout the country, thereby enhancing the quality of life for these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection also sponsor toy distributions, pet-assisted therapy, family sailing programs, KCC Supercar Experience, Laughternoon - Laughter is Healing, positive appearance programs, educational programs and hospital celebrations in honor of a child's determination and bravery to fight the battle against childhood cancer.

-Please add your concluding statement.



Hillsboro Beach Police Monthly Report

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

Patrol Snapshot:

Activity	Current Month	July 2022	Aug 2021
Contacts			
Motor Vehicle	172	137	60
Crosswalk	196	125	39
Marine Unit	111	140	119
Beach Unit	0	52	33
Cyclists	254	192	170
Arrests	0	0	0
Service			
Alarms	9	8	14
Assist Other Agency	7	7	7
Dogs on Beach/Animal	3	5	3
Vessel	3	12	26
Noise	4	3	1
Open Doors	2	3	0
Police Assists	181	135	54
Domestic/Disturbances	3	1	0
Sick/Injured	16	23	9
Crash	1	0	3
Trespassing	1	1	33
Security Checks	6532	6551	6501
Total Calls	296	270	260

Investigations Snapshot:

Aug 2022 (new)	Actively Working	Inactivated/Cleared
	Fraud-Romance Scam (#212822)	Grand Theft (#222013)
	Death Investigation (#211267)	
	Stolen Vehicle (#202724)	
	Fraud (#220561)	
	Grand Theft (#221299)	
	Grand Theft (#221015)	

August Notable Events:

On August 11th Broward Sheriff's Office received a call from a subject who claimed he had placed a bomb at the Deerfield Pier and was going to start shooting people on the beach. BSO requested our assistance in shutting down all northbound traffic on A1A at our northern Town boundary. We were also asked to provide representation/assistance at the Unified Command Post established north of Hillsboro Blvd. We rendered required assistance until the "all clear" was announced.

On August 26th our HBPD Officers responded to a call in reference to an elderly male with dementia that had wandered away from his residence. The caretaker first searched the building floors prior to making law enforcement notification, approximate time delay of 30 minutes. Upon arrival, officers located the subject at the buildings south side. He had suffered a fall and sustained a minor injury to his finger, Fire Rescue responded and transported him to North Broward Hospital. Assistance rendered.

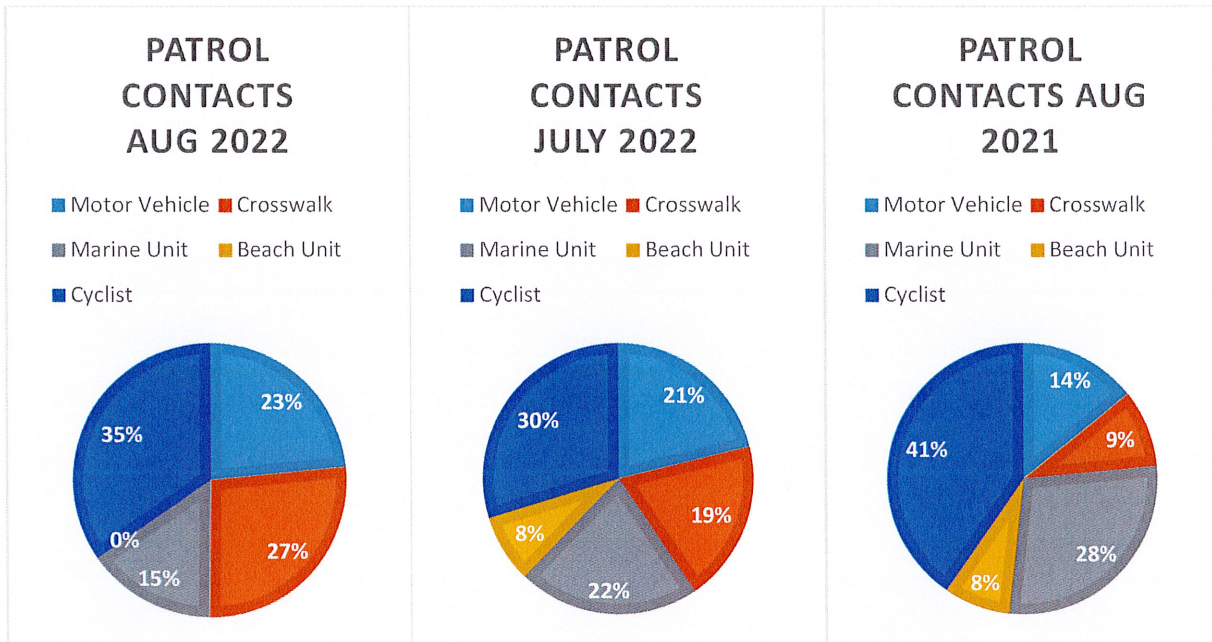
On August 28th our HBPD Officers responded to a call in reference to a 74 YOA female in a "manic state" screaming from her balcony. A family member advised the female was diagnosed manic depressive with bipolar disorder, and suffered from alcoholism. BSO Fire Rescue was asked to respond, and had to medicate the subject to calm her down to enable transportation to North Broward Hospital. A doctor initiated the Baker Act and the subject was transferred to Imperial Point Hospital.

On August 28th our HBPD Officers responded to a call in reference to an elderly female at a condo pool who appeared confused and disoriented. Officers were able to research her name with the assistance of communications staff, and locate her husband. Officers then transported her back to her residence and she was reunited with her husband.

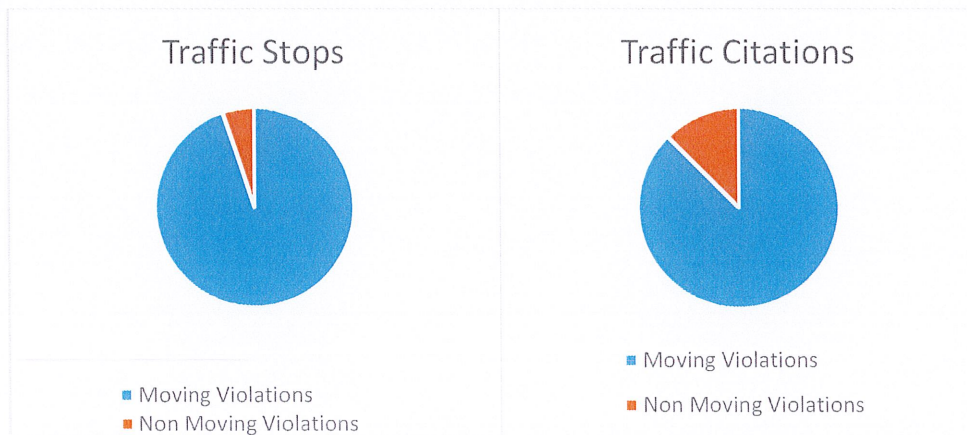
On August 31st some joggers stopped at the station to report an elderly male they had encountered who appeared lost and hungry. Officers located the subject, provided him with water and snacks, and then gave him a ride to the bus stop in Deerfield Beach.

Patrol Services:

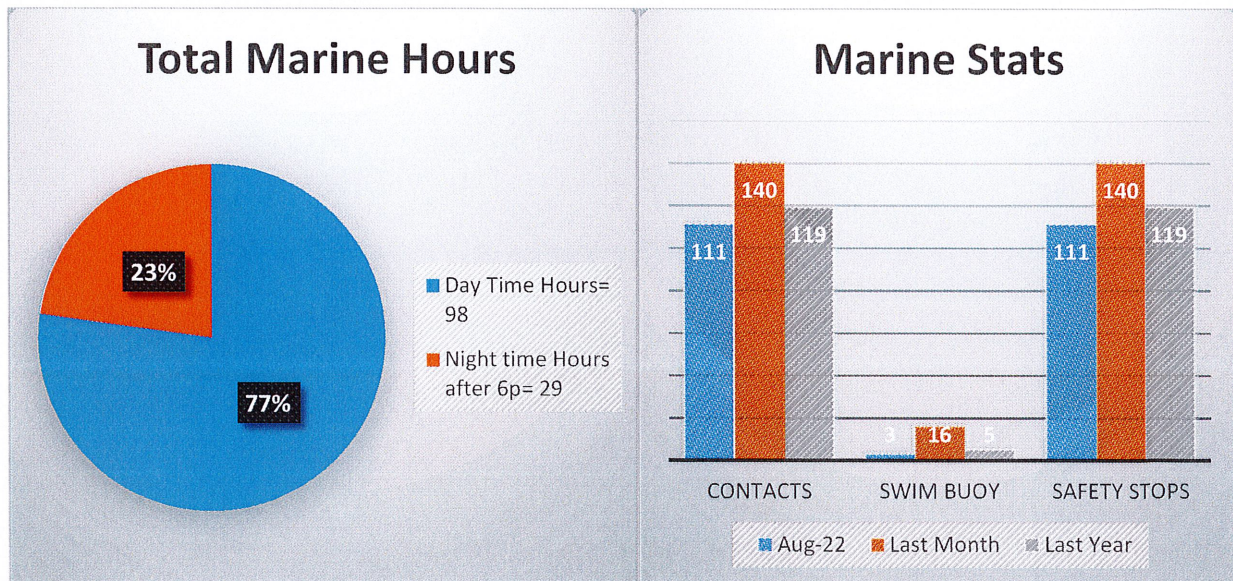
Contacts:



Traffic:



Marine/Beach Patrol:



Training:

Police Law Institute (Online): Body Cameras

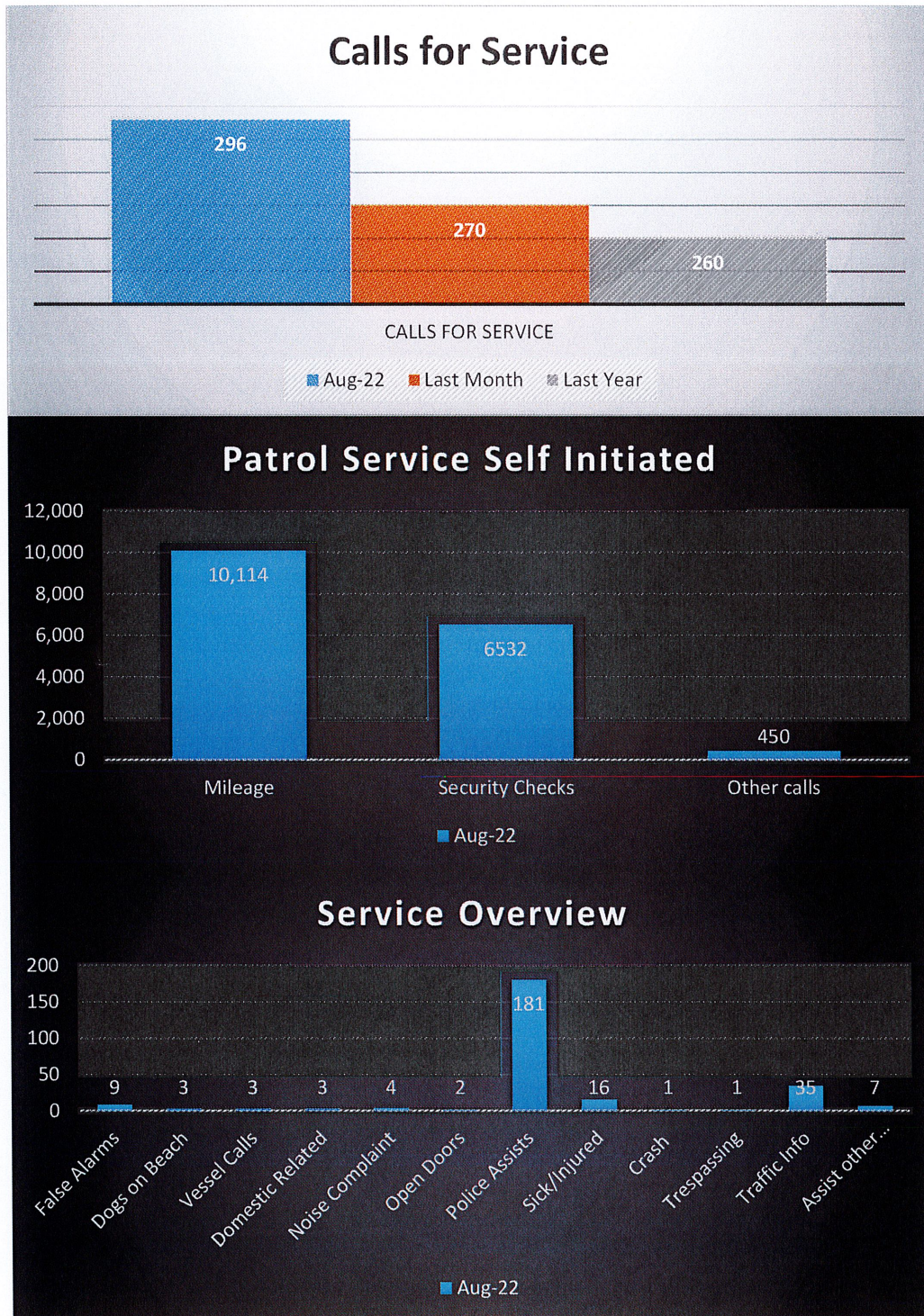
Power DMS Topics: DAVID – FLHSMV (Refresher)

Letters:

Officer Steel was recognized by a local property manager who stopped by the station to express her “Thanks” for his dedication to service for Hillsboro Beach residents.

Detective Stengel received a “Thank You” note from a local resident for her excellent advise and understanding expressed with regards to a property fraud.

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	5,558	5,511	3,750	4,716	1,749					27,448
161	1,625	4,793	5,327	5,461	5,343	4,171	3,368	1,797					31,885
162	0	0	0	0	0	0	0	0	0	0	0	0	0
2162	0	0	283	86	166	170	1,655	3,495					5,855
2163	5,335	4,995	2,684	0	0	2,419	1,363	3,073					19,869
164	673	1030	1,282	1,252	1,153	729	725	1,433					8,277
166	972	1,263	1,382	1,334	1,334	651	0	0					6,936
2166	0	0	0	0	0	0	497	1,235					1,732
TOTAL	12,037	12,336	13,435	13,691	13,507	11,890	12,324	12,782					102,002
GALLONS	890	918	1,120	1,091	1,089	1,088	918	1182.3					8,296

Specialty Vehicles PD

Marine 1	112	124	133	129	144	91	114	102					949
ATV	7.6	8	18.5	16.7	17.1	5.4	1	0					74.3

Water Department

170	128	80	177	214	140	112	110	268					1,229
172	350	381	340	343	433	414	426	465					3,152
173	63	34	138	217	173	182	229	157					1,193
174	480	481	599	553	433	507	669	396					4,118
TOTAL	1,021	976	1,254	1,327	1,179	1,215	1,434	1,286					9,692
GALLONS	88.3	90.1	138.8	82	106	125	119	101.6					851

Vehicle/Mileage Recap AUGUST 2022

Unit	Type	Primary Use	EOM	BOM	CMH	PMH	INC/DEC
160	SUV	Road Patrol	101,741	99,992	1,749	4,716	-2,967
161	SUV	Road Patrol	100,248	98,451	1,797	3,368	-1,571
162	Crown Vic.	Training/Decoy	124,144	125,144	0	0	0
2162	SUV	Road Patrol	5,150	1,655	3,495	950	2,545
2163	SUV	Road Patrol	49,113	46,040	3,073	1,363	1,710
164	Charger	Chief	95,361	93,928	1,433	725	708
166	Charger	Admin	200,153	200,153	0	0	0
2166	SUV	Admin	1,732	497	1,235	277	958
TOTALS			Police	TOTALS	12,782	11,399	1,383
170	Pickup Truck	Maintenance	97,009	96,741	268	112	156
172	Pickup Truck	Water Dept	62,669	62,204	465	426	39
173	Pickup Truck	Water Dept	7,556	7,399	157	229	-72
174	Pickup Truck	Water Dept	15,754	15,358	396	669	-273
Totals			Water Dept	Totals	1,286	1,436	-150
M1	Boat (new engine)	Patrol	EOMH	BOMH	CMH	PMH	INC/DEC
			2260.34	2158.26	102	114	-12
165	ATV	Patrol	425	425	0	1	-1

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

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	33.4	44.2	33.1	50.5	33.6					328.6
2-O'Neill	Police	0.0	0.0	16.7	28.7	0.0	0.0	0.0	16.4					61.8
3-Pugliese	Police	48.7	62.8	63.8	65.9	50.4	41.8	15.9	64.1					413.4
4-Mastandrea	Police	0.0	0.0	0.0	36.9	0.0	43.3	66.8	21.1					168.1
5-Clark	Police	143.1	96.7	114.9	92.4	101.0	96.2	0.0	67.9					712.2
6-Gianino	Police	69.7	112.0	98.4	112.0	127.3	161.9	107.7	115.4					904.4
7-Kirchoff	Police	3.2	0.0	64.0	4.0	18.2	9.7	16.6	37.4					153.1
8-McGrath	Police	119.1	115.2	82.5	123.3	107.7	94.1	122.0	122.1					886.0
9-Kelly	Police	0.0	0.0	0.0	0.0	0.0	0.0	9.7	14.0					23.7
10-Steel	Police	0.0	0.0	3.5	0.0	10.4	34.3	16.5	15.7					80.4
11-Nolan	Police	24.7	34.2	28.0	19.8	14.1	44.7	59.1	49.6					274.2
12-Pope	Police	71.4	106.7	83.9	107.4	90.6	85.5	91.4	95.4					732.3
13-Stengel	Police	26.8	0.0	22.8	8.5	22.0	7.6	9.9	7.8					105.4
14-Torres	Police	0.0	0.0	0.0	0.0	0.0	0.0	0.0	31.1					31.1
16-MacLellan	Police	110.0	161.0	238.3	218.1	188.4	221.8	172.0	197.3					1506.9
18-Beauparlant	Police	139.0	91.5	199.9	126.0	149.9	155.2	75.4	169.8					1106.7
15-Grant	Police	84.6	87.3	0.0	31.7	32.8	18.0	43.6	61.6					359.6
24- Goglewski	Police	0.0	0.0	36.8	70.6	17.1	22.3	12.5	50.0					209.3
25- Engle	Police	0.0	0.0	0.0	0.0	102.7	0.0	48.2	0.0					150.9
26-Joseph	Maintenance	0.0	16.2	16.4	12.3	12.6	18.8	0.0	12.0					88.3
17- Fondo	Police	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0					0.0
Police Totals	TOTALS	889.6	917.8	1120.2	1091.0	1089.4	1088.3	917.8	1182.3					8296.4

Gas Usage Water Department

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total Gallons
19-Garray	Water Dept	0	0	19.9	0	17.9	55.7	65.2	0					158.7
20-Bullard	Water Dept	28.6	55.7	46.4	49.2	55.3	55.4	53.8	53.5					397.9
21-Charles	Water Dept	36.1	34.4	72.5	33	33.1	13.6	0	48.1					270.8
22-Knapstein	Water Dept	0	0	0	0	0.0	0	0	0					0
23-Rivera	Water Dept	23.6	0	0	0	0.0	0	0	0					23.6
Water Totals	TOTALS	88.3	90.1	138.8	82.2	106.3	124.7	119	101.6					851
Gas Tank		37" = 2411												



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: September 22, 2022

SUBJECT: August 2022 - Building Department Report

Corrected plans for the Sales Center at the Related Group project are expected to be resubmitted in the last week of September. The second round of reviews should be completed by mid-October, hopefully leading to a permit. Outside agency approvals are mostly complete, and some material is already on-site.

Opal Towers West is still in permitting, with a complete change of contractors reportedly in the works. Should all stakeholders perform properly, additional delays in permitting should not be substantial.

Permitting for condo remodeling is increasing slightly, and there is construction activity on almost every new-home site.

As previously discussed, changes to Broward County Building Safety Inspection program (40-year/30-year) have resulted in an accelerated reporting schedules for some properties. Courtesy notifications have been sent to properties most impacted, including Colonnade, Kingsley Arms, and Mediterranean.

Respectfully Submitted,

Steven Mitchell

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

Calvin, Giordano & Associates, Inc.



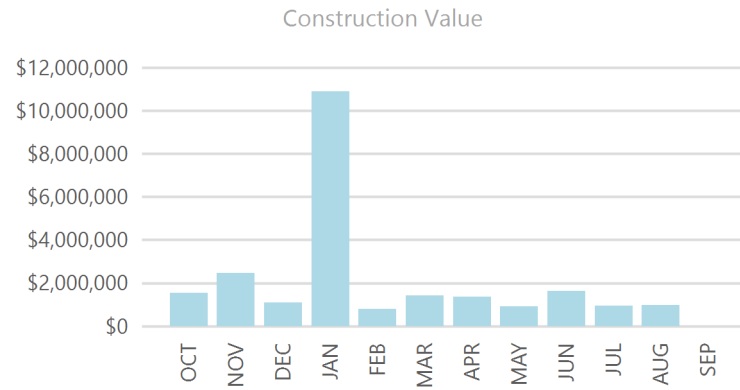
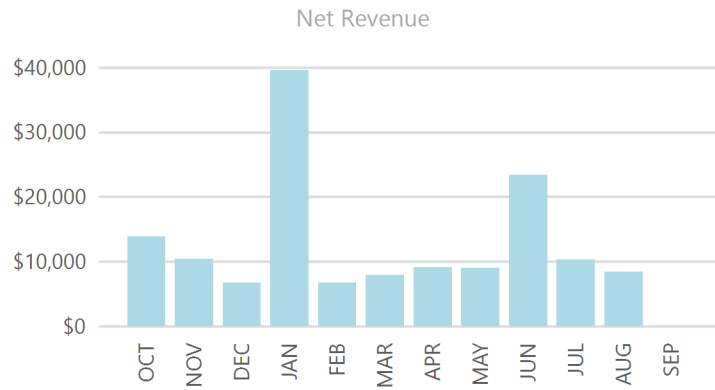
1210 Hillsboro Mile | Hillsboro Beach FL 33062
Office: 954.427.4011 | Fax: 954.427.4834 | Cell: 954.592.5057
Fort Lauderdale | Miami-Dade | West Palm Beach | Clearwater/Tampa | Estero | Port St. Lucie



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

**Start Date: 8/1/2022
End Date: 8/31/2022**

	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	\$808,931	\$1,428,021	\$1,376,692	\$908,037	\$1,626,482	\$953,763	\$975,303
Building Permit Fees	\$83,459	\$62,111	\$37,785	\$243,176	\$28,864	\$42,683	\$39,566	\$55,834	\$140,303	\$47,956	\$42,098
Fire & Zoning Fees	\$1,350	\$1,050	\$1,050	\$3,150	\$2,400	\$1,500	\$3,150	\$600	\$2,400	\$3,150	\$2,100
Total Revenue	\$84,809	\$63,161	\$38,835	\$246,326	\$31,264	\$44,183	\$42,716	\$56,434	\$142,703	\$51,106	\$44,198
CGA Expense	\$70,940	\$52,795	\$32,117	\$206,700	\$24,535	\$36,280	\$33,631	\$47,459	\$119,258	\$40,763	\$35,783
Town Revenue	\$13,869	\$10,367	\$6,718	\$39,626	\$6,730	\$7,902	\$9,085	\$8,975	\$23,445	\$10,343	\$8,415



Sep	YTD
\$0	\$24,071,123
\$0	\$823,836
\$0	\$21,900
\$0	\$845,736
\$0	\$700,261
\$0	\$145,475



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

**Start Date: 8/1/2022
End Date: 8/31/2022**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$42,098.16	\$6,314.72	\$300.00	\$1,800.00	\$200.00	\$35,783.44	\$655.60	\$473.53	\$335.71
YTD	\$823,836.00	\$123,575.40	\$6,600.00	\$15,300.00	\$2,475.00	700,260.60	\$13,449.12	\$10,550.85	\$7,268.19



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

**Start Date: 8/1/2022
End Date: 8/31/2022**

Permit Type	# Issued	Building Permit Fees
40 YEAR INSPECTION	1	350.00
COMMERCIAL A/C CHANGE OUT	1	138.32
COMMERCIAL ELECTRICAL MISCELLANEOUS	1	245.65
COMMERCIAL MECHANICAL MISCELLANEOUS	1	346.75
COMMERCIAL RE-ROOF	2	3,883.24
RESIDENTIAL A/C CHANGE OUT	8	1,527.36
RESIDENTIAL ADDITION	1	522.50
RESIDENTIAL ALTERATION	14	12,385.17
RESIDENTIAL DEMOLITION	1	95.00
RESIDENTIAL ELECTRICAL MISCELLANEOUS	1	125.00
RESIDENTIAL FENCE	1	125.00
RESIDENTIAL FIRE ALARM	1	644.40
RESIDENTIAL GENERATOR	1	95.00
RESIDENTIAL NEW ROOF	1	95.00
RESIDENTIAL PLUMBING MISCELLANEOUS	1	440.00
RESIDENTIAL RE-ROOF	1	795.00
RESIDENTIAL SEAWALL	3	10,090.92
RESIDENTIAL TEMP POLE	1	125.00
RESIDENTIAL WATER HEATER	3	660.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	17	9,123.85
SINGLE FAMILY RESIDENCE	3	285.00
	64	\$42,098.16



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

**Start Date: 8/1/2022
End Date: 8/31/2022**

Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
RESIDENTIAL ALTERATION					
484308NT0150	22347544-0	8/23/2022	1187 HILLSBORO MILE (UNIT 4W)	VIRGINIA KAYE	\$27,163.85
484308AH0720	22347552-0	8/23/2022	1149 HILLSBORO MILE (UNIT 708)	OPAL TOWERS	\$122,734.00
484317AJ0130	22347645-0	8/26/2022	1069 HILLSBORO MILE (UNIT 207)	OCEAN HILLSBORO CONDO	\$97,583.26
484308AP0700	22347691-0	8/29/2022	1198 HILLSBORO MILE (UNIT 138)	HILLSBORO IMPERIAL APTS	\$24,550.00
484308AP0470	22347692-0	8/29/2022	1199 HILLSBORO MILE (UNIT 327)	HILLSBORO IMPERIAL APTS	\$24,550.00
Grand Total					\$296,581.11



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

**Start Date: 8/1/2022
End Date: 8/31/2022**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	82	57	40
Electrical	37	27	15
Plumbing	37	24	13
Mechanical	20	28	14
Fire	2	6	3
Zoning	0	12	0
Totals	178	154	85



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

**Start Date: 8/1/2022
End Date: 8/31/2022**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	185	8.09	42.95



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

Code Compliance Summary Report

From 8/1/2022 To 8/31/2022 Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	83
Cases Opened During Period	24
Cases Opened as result of Complaint	24
Cases Closed During Period	62
Cases Closed due to compliance	23
Cases Open at End of Period	45
Inspections	8
Reinspections	72
Total	80
Special Magistrate Cases During Period	56

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	83	24	24	62	23	45
Total	83	24	24	62	23	45



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

Code Compliance Summary Report

From 8/1/2022

To 8/31/2022

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	8	72	80
Total	8	72	80

Summary of Cases Opened by Incident Type

Incident Type	Number
Requirements for marine turtle protection.	15
Vacation Rental Registration	4
Building Permit Required	3
Nuisance	1
Artificial Lighting Regulations	1
Total	24

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$561,600.00	\$69,700.00	\$631,300.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$561,600.00		\$631,300.00



Case Action Report*

From 8/1/2022

To 8/31/2022

Corridor (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued		
7/28/2022	Building Permit Required	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 104	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/28/2022	Complaint	B. Pita
				8/1/2022	Courtesy Notice	B. Pita
				8/9/2022	Affidavit of Non-Compliance	
				8/22/2022	Affidavit of Non-Compliance	
				8/22/2022	Notice of Violation	B. Pita
				8/25/2022	Notice of Hearing	S. Lowe
				9/6/2022	Affidavit of Dismissal	
8/3/2022	Building Permit Required	963 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				8/3/2022	Notice of Violation	B. Pita
				8/3/2022	Complaint	B. Pita
				8/19/2022	Notice of Hearing	S. Lowe
8/12/2022	Building Permit Required	1041 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 9	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				8/16/2022	Complaint	B. Pita
				8/18/2022	Notice of Violation	B. Pita
				8/19/2022	Notice of Hearing	S. Lowe

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

Open Code Cases As Of Sept 1, 2022			
3019	Building Permit Required	AVILA, GABRIEL L & TATIANA	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 17D
2595	Tide Water Seawall King Tide Criteria	MEDZ LLC	997 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
22080004	Artificial Lighting Regulations	SHAHRIARI,ALI PAOLO SHAHRIARI,VALERIE HIGBIE	977 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
22080002	Building Permit Required	FOX,RICHARD G & KATHRYN G	1041 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 9
22080001	Building Permit Required	SEAGRAPE REV TR PRATT,DAVID TRSTEE	963 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
22070002	Building Permit Required	PASCALE, ROBERT DAVID , ROBERT DAVID PASCALE REV LIV TR	1035 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 32 #Unit #B
22060001	Building Permit Required	SWEZY,LEWIS 927 HILLSBORO MILE LAND TR ETAL	927 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
22050002	Building Permit Required	THAW, STACIE E	1230 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 208
22030002	Building Permit Required	BONCI,KARA BONCI,TIMOTHY	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 514
22020005	Building Permit Required	RONEMUS,DAVID SCHNEIDER,SUSAN LYNN	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 713
22010043	Building Permit Required	DEL PICO,STEPHEN E & CAROL-ANN	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 302
21100008	Tide Water Seawall King Tide Criteria	MIRCHANDANI,KISHORE H/E MIRCHANDANI,ANJALI	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
21090008	Landscape Violation	WINTER SUN INVESTMENTS LLC	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
21080007	Property Maintenance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
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
21080001	Building Permit Required	LAMBERT,JAMES R	981 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
21010001	Nuisance	MILLIONAIRE PORTFOLIO GROUP LLC	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812



TOWN OF HILLSBORO BEACH



FINANCIAL REPORT FY2022 3RD QUARTER - JUNE 2022

Meeting Date: Sept 13, 2022

1

GENERAL FUND

Overview

(75% Year Complete)

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

Revenue / Other Sources

- ▶ Total Funding through June was at 96.5% of the annual budget (excluding FMV adjustment on investments).
 - Total Property tax collections were 98.2% of the annual budget through June.

Description	Budget	Actual	% of Budget
Property Taxes	\$ 5,186,503	\$ 5,090,748	98.2%
Other Local Taxes	266,000	212,898	80.0%
Intergovernmental Revenues	172,536	163,336	94.7%
Fines & Forfeitures	2,550	1,522	59.7%
Miscellaneous Revenues	73,000	48,138	65.9%
Interest Income	30,100	24,293	80.7%
Transfer In	50,000	37,500	75.0%
Total Funding	\$ 5,780,689	\$ 5,578,434	96.5%



2

Financial Report - June 2022

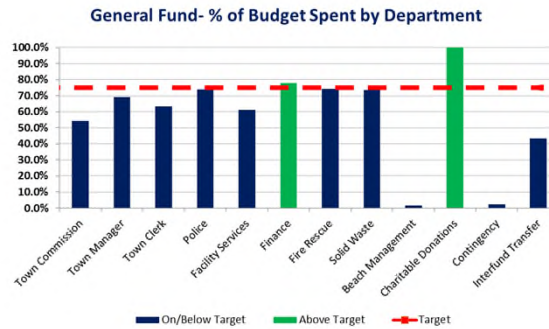
2

GENERAL FUND

(75% Year Complete)

Expenditures

- ▶ Total expenditures through June were 69.4% of the annual budget or \$4 million.
- ▶ The Interfund Transfer amount includes \$5.6 thousand for Capital improvements; \$55 thousand for P&Z expenditures.



3

Financial Report - June 2022

3

SPECIAL REVENUE FUNDS

(75% Year Complete)

Fund Highlights

- ▶ Community Bus Fund – Surplus of \$13.8 thousand.
 - Revenue collected from Transportation Grant and Local Option Gas Tax was 69.9% of annual budget or \$78.7 thousand.
 - Expenses are 57.7% of annual budget or \$64.9 thousand.
- ▶ Marine Law Enforcement Fund - 102% of annual budget or \$38.3 thousand.
 - Revenue received from County Marine Grant.
- ▶ Building Permits Fund - Surplus of \$22.7 thousand.
 - The revenue collected from Permitting Fees was 134% of the annual budget or \$500 thousand.
 - Expenses are 88% of annual budget or \$442.2 thousand.
- ▶ P&Z, Code Compliance Fund –Total funding and expenditures through June 109% of annual budget.
 - The revenue was collected from Planning & Zoning fees as well as Fire fees.
- ▶ Federal Forfeitures / Asset Sharing Fund - Balance as of June was \$495 thousand (includes interest income).
 - Expenses include speed variable signs, radar guns, building improvements & training.



4

Financial Report - June 2022

4

OTHER FUNDS

(75% Year Complete)

Capital Projects Fund – (General Fund Improvements)

- ▶ The total expenditures through June were \$197 thousand or 4% of the annual budget.
 - \$66 thousand for Town Hall renovations.
 - \$173 thousand for Beach projects.



5

Financial Report - June 2022

5

WATER FUND

(75% Year Complete)

Overview

- ▶ Overall, the Water fund had a surplus of \$409 thousand.
- ▶ Operations had a deficit of \$40 thousand.
- ▶ Debt Service had a deficit of \$46 thousand.
- ▶ Capital Improvement fund had a surplus of \$496 thousand
 - Received 50% of the American Rescue Plan Act grant - \$503.9 thousand.

Revenue/Other Sources

- ▶ Total funding for the water fund (operations) is 67.5% of the annual budget or \$987 thousand.
- ▶ Total water service revenue is 68.3% of the annual budget or \$926 thousand.
- ▶ The water usage billings through June is **down** by 8.7%.



6

Financial Report - June 2022

6

WATER FUND

Water Usage Comparison

(75% Year Complete)

- ▶ The chart below shows the usage for June by service type.
- ▶ The total gallons used (compared to last month) decreased by 3,049 thousand gallons or -15%

Service Type	(Prior Year)			Month-to-Month Change	
	Jun-21	May-22	Jun-22	Change in Usage	% Change
Irrigation	12,863	10,982	9,195	(1,787)	-16%
Single Family	3,097	2,566	1,987	(579)	-23%
Multi Family	7,214	6,801	6,118	(683)	-10%
Total	23,174	20,349	17,300	(3,049)	-15%



7

Financial Report - June 2022

7

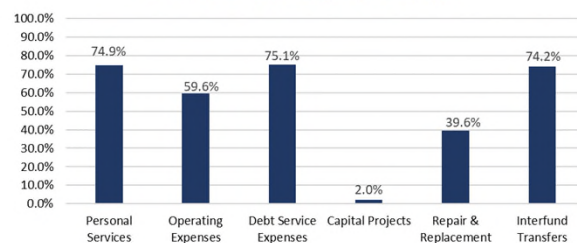
WATER FUND

Expenses

(75% Year Complete)

- ▶ Total expenses through June were at 59% of the annual budget or \$1.67 Million.
- ❑ Debt Service Expenses:
 - ❑ Loan payment for Water Main project was paid on May 15, 2022.
 - ❑ Loan payment for Water Plant project was paid on March 15, 2022.
- ❑ Capital Purchases:
 - ❑ Total capital expenses were 2% of the annual budget or 9 thousand.

Water Fund - % of Budget Spent by Type



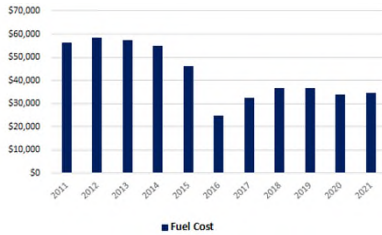
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Financial Report - June 2022

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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 - June 2022

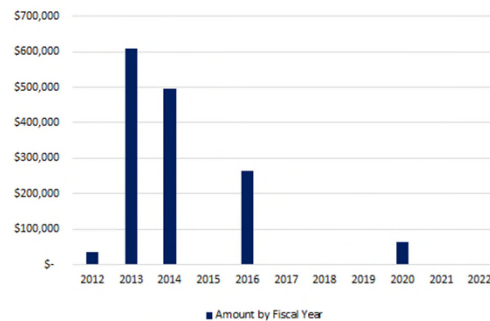
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WORKERS' COMPENSATION INSURANCE - ANALYSIS OF CLAIMS

Amount & Status of Claims by Fiscal Year

Fiscal Year	Amount by Fiscal Year	Claim Status
2012	\$ 35,536	Closed
2013	\$ 609,507	Open Claim
2014	\$ 494,929	Open Claim
2015	\$ 404	Closed
2016	\$ 264,562	Closed
2017	\$ 102	Closed
2018	\$ 608	Closed
2019	\$ 368	Closed
2020	\$ 65,072	Open Claim
2021	\$ -	Closed
2022	\$ 1,500	Open Claim

Total Claims by Fiscal Year



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



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Financial Report - June 2022

10

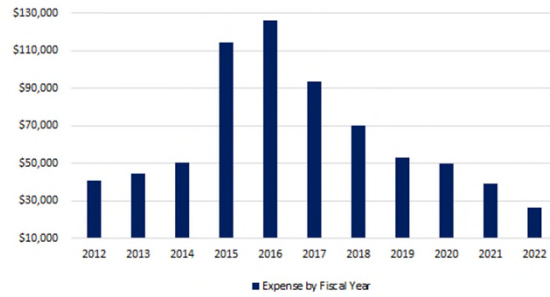
WORKERS' COMPENSATION INSURANCE – PREMIUM COST

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	\$ 1,462	\$ 29,583	\$ 7,603	\$ 38,648
TOTAL	\$ 31,121	\$ 520,452	\$ 170,051	\$ 721,624

** Updated through June 30, 2022

Total Cost by Fiscal Year



MEMORANDUM

TO: Mayor Deb Tarrant and Commissioners
FROM: Stephen Bloom, Finance Director
CC: Commissioner Vicky Feaman, Treasurer / Ken Cassel, Project Manager
DATE: September 13, 2022
SUBJECT: June 2022 Financial Report

Please find below the quarterly update from the Finance Department. At this point in the fiscal year (through June), the revenues and expenditures should be at approximately 75% 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 June was at 96.5% of the annual budget.
 - Ad valorem taxes are 98.2% collected through June.
- Total expenditures through June were at 68.3% of the annual budget.

Special Revenue Funds

Community Bus

- Total funding through June were at 69.9% of the annual budget.
- Total expenditures through June were at 57.7% of the annual budget.

Marine Law Enforcement Grant

- Total funding through June were at 102.7% of the annual budget.

Building Permits

- Total funding and expenditures through June were at 133.8% of the annual budget.
- Total expenditures through June were at 129.3% of the annual budget.

P&Z and Code Compliance

- Total funding and expenditures through June were at 109.9% of the annual budget.

Federal Forfeitures / Asset Sharing

- Total funds available through June - \$495,214.

Capital Projects Fund – (General Fund Improvements)

- Total funding and expenditures through June were at 6.2% of the annual budget.

MEMORANDUM

Town of Hillsboro Beach
Subject: June Financial Report
Page 2

Water Fund – (Operations)

- Total funding through June was at 67.5% of the annual budget.
- The water usage billing through June (YTD) is down by 8.7% compared to last year at the same time.
- The chart below compares the usage for June by category (Single Family, Multi Family, Irrigation) with last month and with the prior year - June 2021. The “Change in usage” and “% change” compares the current month with the prior month.
 - Total gallons used for the month of June was down by 15% or 3,049 thousand gallons compared to last month.

Usage Comparison in thousands)

Service Type	(Prior Yr)			Month-to-Month Change	
	June- 21	May-22	June-22	Change in Usage	% Change
Irrigation	12,863	10,982	9,195	-1,788	-16.3%
Single Family	3,097	2,566	1,987	-579	-22.6%
Multi Family	7,214	6,801	6,118	-683	-10.0%
Total	23,174	20,349	17,300	-3,049	-15.0%

- Total expenses through June were at 70.2% of the annual budget.

Debt Service – (State Revolving Loans)

- Total funding through June was 69.4% of the annual budget.
- The next loan payment for the water plant will be made on September 15, 2022.
- The next loan payment for the water main project will be made on November 15, 2022.

Capital Projects Fund – (Water Fund Improvements)

- Total funding through June were 95% of the annual budget.
- Total expenses through June were at 6.4% of the annual budget.

Town of Hillsboro Beach

Financial Report

June 30, 2022

Prepared by



Town of Hillsboro Beach

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Capital Projects Fund - General Fund Improvements

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Water Fund

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Debt Service Fund - Water Loans

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Capital Projects Fund - Water Fund Improvements

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Town of Hillsboro Beach

Financial Statements

(Unaudited)

June 30, 2022



Balance Sheet
June 30, 2022

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
<u>ASSETS</u>					
Current Assets					
Equity in Pooled Cash	\$ 5,073,360	\$ 291,502	\$ (289,708)	\$ 2,933,032	\$ 8,008,186
Accounts Receivable	95,101	2,804	-	233,162	331,067
Allow -Doubtful Accounts	(26,072)	-	-	(47,925)	(73,997)
Due From Other Gov'tl Units	35,808	31,159	290,609	-	357,576
Deferred Outflow of Resources	-	-	-	33,580	33,580
Fuel	6,277	-	-	-	6,277
Money Market Account	-	495,214	-	-	495,214
Prepaid Items	26,586	112,104	-	1,024	139,714
Deposits	-	-	-	174,238	174,238
Total Current Assets	5,211,060	932,783	901	3,327,111	9,471,855
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	\$ 5,211,060	\$ 932,783	\$ 901	\$14,167,536	\$20,312,280

LIABILITIES

Current Liabilities

Accounts Payable	\$ 64,348	\$ 193,210	\$ 901	\$ 25,687	\$ 284,146
Accrued Expenses	42,966	16,240	-	102	59,308
DBPR/DCA/BRA Surcharges	-	2,906	-	-	2,906
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
Accrued Wages Payable	61,838	-	-	13,670	75,508
Accrued Taxes Payable	4,782	-	-	-	4,782
Police Benevolent Association	26	-	-	-	26



Balance Sheet
June 30, 2022

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
AFLAC	(957)	-	-	(587)	(1,544)
ICMA-Retirement Health Savings	12	-	-	-	12
Flexible Spending Account	(4,306)	-	-	700	(3,606)
Deposits	8,125	(37,322)	-	-	(29,197)
Total Current Liabilities	212,263	175,034	901	746,377	1,134,575
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	-	-	-	92,204	92,204
OPEB Liability	-	-	-	10,033	10,033
Deferred Inflow of Resources	-	-	-	222,270	222,270
Net Pension Liability	-	-	-	60,233	60,233
Total Long-Term Liabilities	-	-	-	8,718,601	8,718,601
TOTAL LIABILITIES	212,263	175,034	901	9,464,978	9,853,176

FUND BALANCES / NET ASSETS

Fund Balances

Nonspendable:

Prepaid Items	26,586	112,104	-	-	138,690
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Restricted for:

Special Revenue	-	645,645	-	-	645,645
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Assigned to:

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

	4,964,004	-	-	-	4,964,004
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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

	-	-	-	2,875,197	2,875,197
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TOTAL FUND BALANCES / NET ASSETS	\$ 4,998,797	\$ 757,749	\$ -	\$ 4,702,558	\$10,459,104
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TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	\$ 5,211,060	\$ 932,783	\$ 901	\$14,167,536	\$20,312,280
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**Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund**

For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Property Taxes	\$ 5,186,503	\$ 5,090,748	\$ 95,755	98.2%	\$ 4,763,122	\$ 327,626
Other Local Taxes	266,000	212,898	53,102	80.0%	195,259	17,639
Intergovernmental Revenues	172,536	163,336	9,200	94.7%	230,517	(67,182)
Fines & Forfeitures	2,550	1,222	1,328	47.9%	2,227	(1,005)
Miscellaneous Revenues	73,000	48,438	24,562	66.4%	60,410	(11,972)
Interest Income	30,100	24,293	5,807	80.7%	19,366	4,927
Total Revenues	5,730,689	5,540,934	189,755	96.7%	5,270,901	270,034
Other Sources						
Transfer In	50,000	37,500	12,500	75.0%	37,500	-
Total Other Sources	50,000	37,500	12,500	75.0%	37,500	-
TOTAL FUNDING	5,780,689	5,578,434	202,255	96.5%	5,308,401	270,034
<u>EXPENDITURES</u>						
Town Commission	46,903	25,476	21,427	54.3%	23,559	(1,917)
Town Manager	320,770	222,250	98,520	69.3%	228,079	5,829
Town Clerk	260,655	165,246	95,409	63.4%	132,319	(32,927)
Police	3,108,565	2,295,160	813,405	73.8%	2,209,535	(85,625)
Facility Services	222,961	136,822	86,139	61.4%	138,619	1,798
Finance	120,177	93,785	26,392	78.0%	86,501	(7,284)
Fire Rescue	915,790	679,527	236,263	74.2%	624,765	(54,761)
Solid Waste	347,869	256,061	91,808	73.6%	242,139	(13,922)
Beaches	81,000	1,220	79,780	1.5%	27,019	25,799
Charitable Donations	6,344	6,344	-	100.0%	3,844	(2,500)
Contingency	209,655	5,119	204,536	2.4%	-	(5,119)
TOTAL EXPENSES	5,640,689	3,887,009	\$ 1,753,680	68.9%	3,716,380	(170,629)
Interfund Transfer - Out	140,000	60,750	79,250	43.4%	252,895	192,145
TOTAL EXPENDITURES	5,780,689	3,947,758	\$ 1,832,931	68.3%	3,969,274	21,516
Total Funding over (under)						
Expenditures	\$ -	1,630,676			\$ 1,339,127	\$ 291,549
Fund Balance - Beginning		3,368,121				
Fund Balance - Ending		\$ 4,998,797				



General Fund - Revenue
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
FUNDING						
Revenues						
Property Tax						
Ad Valorem Taxes	\$ 5,379,868	\$ 5,282,737	\$ 97,131	98.2%	\$ 4,939,555	\$ 343,183
Ad Valorem Taxes - Prior Years	3,000	3,796	(796)	126.5%	(522)	4,317
Ad Valorem Taxes - Discounts	(196,365)	(195,785)	(580)	99.7%	(175,911)	(19,874)
Total - Property Tax	5,186,503	5,090,748	95,755	98.2%	4,763,122	327,626
Other Local Taxes						
FPL Franchise	230,000	190,867	39,133	83.0%	168,729	22,138
Local Communications Tax	36,000	22,031	13,969	61.2%	26,530	(4,498)
Total - Other Local Taxes	266,000	212,898	53,102	80.0%	195,259	17,639
Intergovernmental Revenues						
Occupational Licenses	1,900	547	1,353	28.8%	549	(2)
FDLE - JAG grant	-	5,738	(5,738)	n/a	2,170	3,568
State Revenue Sharing	43,000	34,911	8,089	81.2%	31,110	3,801
Alcoholic Beverage License	636	1,273	(637)	200.1%	636	636
Half-Cent Sales Tax	127,000	120,868	6,132	95.2%	100,723	20,145
Grant Revenue	-	-	-	n/a	20,923	(20,923)
Interlocal Agreement	-	-	-	n/a	74,406	(74,406)
Total - Intergov. Revenues	172,536	163,336	9,200	94.7%	230,517	(67,182)
Fines & Forfeitures						
Judgments and Fines	2,500	1,222	1,278	48.9%	2,177	(955)
Other Fines and/or Forfeits	50	-	50	0.0%	50	(50)
Total - Fines & Forfeitures	2,550	1,222	1,328	47.9%	2,227	(1,005)
Miscellaneous Revenue						
Miscellaneous	3,000	4,662	(1,662)	155.4%	6,526	(1,863)
Police Reimbursement	50,000	28,960	21,040	57.9%	24,159	4,801
Lien Search Fee	20,000	12,910	7,090	64.6%	22,200	(9,290)
Sale of Surplus Equipment	-	-	-	n/a	-	-
Total - Misc. Revenue	73,000	46,533	26,467	63.7%	52,885	(6,352)



General Fund - Revenue
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
Interest Income						
Interest - Investments	35,000	24,238	10,762	69.3%	37,626	(13,388)
Interest - Tax Collector	100	55	45	55.1%	70	(15)
Net Incr (Decr) In FMV-Invest	(5,000)	-	(5,000)	0.0%	(18,330)	18,330
Total - Interest Income	30,100	24,293	5,807	80.7%	19,366	4,927
Total Revenue	5,730,689	5,539,029	191,660	96.7%	5,263,376	275,654
Transfer In						
Water Fund	50,000	37,500	12,500	75.0%	37,500	-
Total - Transfer In	50,000	37,500	12,500	75.0%	37,500	-
TOTAL FUNDING	5,780,689	5,576,529	204,160	96.5%	5,300,876	275,654



General Fund - Town Commission

For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
Personal Services						
Mayor/Commission Stipend	\$ 28,800	\$ 21,600	\$ 7,200	75.0%	\$ 21,150	\$ (450)
FICA	2,203	1,653	550	75.0%	1,618	(34)
Total Personal Services	31,003	23,253	7,750	75.0%	22,768	(484)
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	1,962	1,538	56.1%	385	(1,577)
Total Operating Expenses	15,900	2,223	13,677	14.0%	791	(1,432)
TOTAL COMMISSION	\$ 46,903	\$ 25,476	\$ 21,427	54.3%	\$ 23,559	\$ (1,917)



General Fund - Town Manager
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
Personal Services						
Salaries	\$ 143,699	\$ 107,773	\$ 35,926	75.0%	\$ 104,706	\$ (3,068)
Payroll - Vacation	-	-	-	n/a	2,683	2,683
Car Allowance	6,000	3,150	2,850	52.5%	4,500	1,350
FICA	11,453	8,389	3,064	73.3%	8,286	(104)
Florida Retirement System	41,687	30,501	11,186	73.2%	28,553	(1,948)
Health and Life Insurance	27,630	16,049	11,581	58.1%	17,828	1,780
Workers' Comp Insurance	201	151	50	75.1%	114	(37)
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	231,170	166,013	65,157	71.8%	166,669	656
Operating Expenses						
Town Attorney	75,000	50,128	24,872	66.8%	56,325	6,197
Prof. Services - IT Services	9,100	3,304	5,796	36.3%	3,510	207
Miscellaneous	1,000	-	1,000	0.0%	973	973
Computer Expense / Supplies	1,000	331	669	33.1%	-	(331)
Training Expenses	3,500	2,474	1,026	70.7%	602	(1,872)
Total Operating Expenses	89,600	56,237	33,363	62.8%	61,409	5,173
TOTAL TOWN MANAGER	\$ 320,770	\$ 222,250	\$ 98,520	69.3%	\$ 228,079	\$ 5,829



General Fund - Town Clerk
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Jun-21	Fav (unfav)
Personal Services						
Salaries	\$ 115,098	\$ 60,340	\$ 54,758	52.4%	\$ 58,334	\$ (2,006)
Payroll - Vacation	2,301	810	1,491	35.2%	-	(810)
Employee Award	-	-	-	n/a	200	200
FICA	8,980	4,654	4,326	51.8%	4,454	(200)
Florida Retirement System	12,703	6,364	6,339	50.1%	5,685	(679)
Health and Life Insurance	27,830	12,100	15,730	43.5%	14,201	2,102
Workers' Comp Insurance	161	121	40	75.3%	96	(25)
Unemployment Compensation	250	-	250	0.0%	-	-
Total Personal Services	167,323	84,387	82,936	50.4%	82,969	(1,418)
Operating Services						
Coding Ordinance	3,000	2,428	572	80.9%	1,980	(448)
Prof. Services- Digitize records	10,000	1,944	8,056	19.4%	1,013	(931)
Contracts - Minutes Preparation	4,100	3,000	1,100	73.2%	2,740	(261)
Temporary Labor	6,500	39,455	(32,955)	607.0%	14,116	(25,340)
Contracts - Other Services	4,000	5,471	(1,471)	136.8%	2,304	(3,167)
Software Maintenance/Support	16,065	3,527	12,538	22.0%	4,906	1,380
Postage and Freight	2,500	718	1,782	28.7%	1,064	346
Copier	6,100	3,845	2,255	63.0%	3,106	(739)
Advertising	10,000	5,080	4,920	50.8%	5,473	393
Office Supplies	5,900	5,408	492	91.7%	1,297	(4,111)
Website Support	4,967	2,083	2,884	41.9%	3,334	1,252
Subscriptions and Memberships	5,700	2,923	2,777	51.3%	2,313	(610)
Office Equipment	1,000	-	1,000	0.0%	225	225
Training Expenses	3,500	965	2,535	27.6%	279	(686)
Resident Mailings	10,000	4,012	5,988	40.1%	5,200	1,188
Total Operating Services	93,332	80,858	12,474	86.6%	49,350	(31,509)
TOTAL TOWN CLERK	\$ 260,655	\$ 165,246	\$ 95,409	63.4%	\$ 132,319	\$ (32,927)



General Fund - Police
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Jun-21	Fav (unfav)
Personal Services						
Salaries	\$ 1,632,161	\$ 1,231,450	\$ 400,711	75.4%	\$ 1,195,137	\$ (36,313)
Paid Holidays	50,683	35,680	15,003	70.4%	37,800	2,120
Overtime	20,000	34,702	(14,702)	173.5%	19,255	(15,447)
Overtime - Task Force	35,000	22,370	12,630	63.9%	25,144	2,774
Sick Leave Cash Out	31,000	44,607	(13,607)	143.9%	26,714	(17,893)
Incentive	17,030	12,742	4,288	74.8%	11,639	(1,103)
Employee Award	-	-	-	n/a	4,200	4,200
FICA	136,619	108,303	28,316	79.3%	103,014	(5,289)
Florida Retirement System	410,971	305,392	105,579	74.3%	276,244	(29,148)
Health and Life Insurance	448,553	304,587	143,966	67.9%	308,571	3,984
Workers' Comp Insurance	39,382	29,583	9,799	75.1%	22,464	(7,120)
Tuition Reimbursement	2,250	-	2,250	0.0%	-	-
AD&D Insurance	737	529	208	71.7%	502	(26)
Unemployment Compensation	1,000	-	1,000	0.0%	113	113
Total Personal Services	2,825,386	2,129,946	695,440	75.4%	2,030,799	(99,147)
Operating Expenses						
Contracts - Other Services	29,406	17,494	11,912	59.5%	19,238	1,743
Town Attorney	10,000	-	10,000	0.0%	-	-
Prof. Services - IT Services	5,000	4,124	876	82.5%	1,579	(2,545)
Telephone Services	4,100	2,384	1,716	58.2%	1,959	(425)
Mobile Phones	4,140	2,613	1,527	63.1%	2,548	(64)
Postage	500	109	391	21.8%	105	(4)
Electricity	8,500	8,345	155	98.2%	5,831	(2,514)
Liability and Property Insurance	21,314	14,990	6,324	70.3%	17,579	2,589
Building Repairs & Maintenance	7,000	206	6,794	2.9%	1,895	1,689
Radio Maintenance	2,100	627	1,473	29.8%	-	(627)
Auto Repairs and Maintenance	25,000	14,501	10,499	58.0%	10,054	(4,447)
Boat Repairs and Maintenance	50,000	11,733	38,267	23.5%	34,126	22,393
ATV Repairs and Maintenance	1,500	-	1,500	0.0%	181	181
Rental - Vehicles	15,000	6,072	8,928	40.5%	6,762	690
Vehicles - GPS	1,364	583	781	42.7%	583	-
Copier	3,000	1,962	1,038	65.4%	1,918	(44)
Miscellaneous Services	1,500	2,918	(1,418)	194.5%	-	(2,918)
Internet Service	6,550	5,186	1,364	79.2%	4,861	(325)
Physical Examinations	2,500	1,090	1,410	43.6%	1,865	775
Office Supplies	3,000	1,203	1,797	40.1%	1,271	68
Operating Supplies	10,000	7,801	2,199	78.0%	4,124	(3,678)
Fuel & Oil	28,000	34,009	(6,009)	121.5%	19,827	(14,182)



General Fund - Police
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Jun-21	Fav (unfav)
Uniforms Supplies	15,000	14,256	744	95.0%	7,266	(6,990)
Investigation Division	1,500	391	1,109	26.1%	250	(142)
Subscriptions and Memberships	2,205	3,215	(1,010)	145.8%	1,355	(1,860)
Protective PPE	2,500	-	2,500	0.0%	6,117	6,117
Protective PPE (Facilities)	2,500	2,500	-	100.0%	21,764	19,264
Education / Training	20,000	6,902	13,098	34.5%	5,081	(1,822)
Total Operating Expenses	283,179	165,214	117,965	58.3%	178,737	13,522
TOTAL POLICE	\$ 3,108,565	\$ 2,295,160	\$ 813,405	73.8%	\$ 2,209,535	\$ (85,625)



General Fund - Facility Services

For the Period Ending June 30, 2022

(75% Yr Complete)

Description						PRIOR YEAR	
	Annual	Year to Date	Amount	% of	Year to Date	Variance	
	Budget	Actual	Remaining	Budget	Jun-21	Fav (unfav)	
Personal Services							
Salaries	\$ 50,274	\$ 37,887	\$ 12,388	75.4%	\$ 36,895	\$ (992)	
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	3,024	1,252	70.7%	2,968	(57)	
Florida Retirement System	10,253	6,735	3,518	65.7%	3,838	(2,897)	
Health and Life Insurance	23,146	15,658	7,488	67.6%	17,487	1,829	
Workers' Comp Insurance	1,584	1,190	394	75.1%	911	(280)	
Total Personal Services	95,164	66,427	28,737	69.8%	64,176	(2,252)	
Operating Expenses							
Telephone Service	4,500	2,384	2,116	53.0%	2,939	555	
Utility - Water	7,050	4,076	2,974	57.8%	4,976	899	
Electricity	4,000	3,684	316	92.1%	2,861	(823)	
Utility - Sewer	900	581	319	64.5%	507	(74)	
Internet Service	5,500	3,913	1,587	71.2%	3,689	(225)	
Liability and Property Insurance	19,447	14,707	4,740	75.6%	15,811	1,104	
Pest Control - Building/Grounds	1,200	909	291	75.8%	873	(36)	
R&M - Equipment	10,000	507	9,493	5.1%	826	319	
R&M - Grounds	2,000	2,358	(358)	117.9%	940	(1,418)	
Landscape Maintenance	10,000	788	9,212	7.9%	1,160	372	
Town Hall Maint. / Repairs	20,000	13,289	6,711	66.4%	7,355	(5,935)	
Generator Maint. Contract	5,200	2,838	2,362	54.6%	4,820	1,982	
R&M - Bocce Court	7,500	64	7,436	0.9%	5,149	5,086	
Operating Supplies - General	3,500	2,491	1,009	71.2%	1,877	(614)	
Town Events	25,000	15,193	9,807	60.8%	13,030	(2,163)	
Protective PPE	-	-	-	n/a	4,030	4,030	
Protective PPE (Facilities)	-	-	-	n/a	3,602	3,602	
A/C Maintenance Contract	2,000	2,613	(613)	130.6%	-	(2,613)	
Total Operating Expenses	127,797	70,394	57,403	55.1%	74,444	4,049	



General Fund - Other Departments

For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
Finance						
Auditing Services	\$ 19,500	\$ 18,292	\$ 1,208	93.8%	\$ 13,815	\$ (4,477)
Accounting/Financial Services	90,337	68,467	21,870	75.8%	65,761	(2,706)
Investment Services	10,340	7,026	3,314	67.9%	6,925	(101)
Total Finance Expense	120,177	93,785	26,392	78.0%	86,501	(7,284)
Fire Rescue						
Fire Service Agreement	874,672	638,409	236,263	73.0%	624,765	(13,643)
Fire Service Agreement - Capital	41,118	41,118	-	100.0%	-	(41,118)
Total Fire Rescue Expense	915,790	679,527	236,263	74.2%	624,765	(54,761)
Solid Waste						
Contracts Services	347,869	256,061	91,808	73.6%	242,139	(13,922)
Total Solid Waste Expense	347,869	256,061	91,808	73.6%	242,139	(13,922)
Beach Management						
Engineering – Deerfield Joint Project	55,000	-	55,000	0.0%	-	-
Engineering – Legal Matters	20,000	-	20,000	0.0%	-	-
Engineering – Other	-	-	-	n/a	750	750
Beach Attorney	-	720	(720)	n/a	23,845	23,125
Beach Salvage (Boat removal)	1,000	500	500	50.0%	-	(500)
Buoys	5,000	-	5,000	0.0%	2,424	2,424
Total Beach Management Expense	81,000	1,220	79,780	1.5%	27,019	25,799
Charitable Donations						
Lighthouse Preservation Contrib.	2,500	2,500	-	100.0%	-	(2,500)
Area Council on Aging Contrib.	3,844	3,844	-	100.0%	3,844	-
Total Charitable Donations	6,344	6,344	-	100.0%	3,844	(2,500)
Contingency	209,655	5,119	204,536	2.4%	-	(5,119)
Total Expense before Transfer Out	1,680,835	1,042,056	638,779		984,268	(57,788)



General Fund - Other Departments

For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
Transfer Out						
To P&Z and Code Enf. Fund	25,000	55,098	(30,098)	220.4%	34,094	(21,004)
To Debt Service Fund	-	-	-	n/a	96,383	96,383
To General Fund CIP	115,000	5,652	109,348	4.9%	122,418	116,766
Total Transfer Out	140,000	60,750	79,250	43.4%	\$ 252,895	\$ 192,145
TOTAL OTHER DEPARTMENTS	\$ 1,820,835	\$ 1,102,806	\$ 718,029	60.6%	\$ 1,237,163	\$ 134,357
TOTAL GENERAL FUND EXPENDITURES	\$ 5,780,689	\$ 3,947,758	\$ 1,832,931	68.3%	\$ 3,969,274	\$ 21,516



Notes to the Financial Statements - General Fund June 30, 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 75% through June. 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	4,662	155.4%	Copies of records, records requests, code violations, police detail, no trespassing signs, election fees.
Expenditures				
<u>Town Clerk</u>				
Temporary Labor	6,500	39,455	607.0%	Changed staffing companies and rate per hour is \$5.50 higher. Budget was only 1 quarter due to staffing was expected to be in place by 2nd quarter.
Contracts - Other Services	4,000	5,471	136.8%	Storage fees, Isolved benefits fees, Zoom calls, Constant Contact email marketing, condo survey, Public Records Request Tracking & Mgmt software.
Office Supplies	5,900	5,408	91.7%	Paper, cleaning supplies, batteries, water, onsite shred services, new welcome packets, food for Commission meetings.
<u>Police</u>				
Overtime	20,000	34,702	173.5%	Staffing during vacations, sick time, maternity leave and COVID.
Sick Leave Cash Out	31,000	44,607	143.9%	Paid out annually in December.
Prof. Services - IT Services	5,000	4,124	82.5%	Office 365 apps, install/mount radio battery backup, wallmount 19" server rack.
Electricity	8,500	8,345	98.2%	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	5,186	79.2%	Monthly internet service with Comcast and Google
Fuel & Oil	28,000	34,009	121.5%	Monthly fuel prices have increased by higher than expected.
Uniforms Supplies	15,000	14,256	95.0%	Rain coats, jackets, pants, shorts, belts, boots, training shirts, BP vests (7).
Subscriptions and Memberships	2,205	3,215	145.8%	Annual memberships for BCCPA, FPCA, 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.
Electricity	4,000	3,684	92.1%	Monthly electric charges from FPL.
R&M - Grounds	2,000	2,358	117.9%	Repair front yard outlets, lawn care, concrete hose repair.
A/C Maintenance Contract	2,000	2,613	130.6%	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 June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Local Option Gas Tax	30,750	25,044	5,706	81.4%	22,813	2,232
County Transportation Grant	81,900	53,703	28,197	65.6%	53,351	352
Total Revenues	112,650	78,747	33,903	69.9%	76,164	2,584
TOTAL FUNDING	112,650	78,747	33,903	69.9%	76,164	2,584
<u>EXPENDITURES</u>						
Contractual Services	81,900	53,705	28,195	65.6%	53,351	(354)
Roadways - R&M	10,000	11,250	(1,250)	112.5%	-	(11,250)
Reserves - Future Use	20,750	-	20,750	0.0%	-	-
TOTAL EXPENDITURES	112,650	64,955	\$ 47,695	57.7%	53,351	(11,604)
Total Funding over (under)						
Expenditures	<u>\$ -</u>	<u>13,792</u>			<u>\$ 22,813</u>	<u>\$ (9,021)</u>
Fund Balance - Beginning		61,971				
Fund Balance - Ending		<u>\$ 75,763</u>				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Marine Law Enforcement Grant
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Marine Law Enforcement Grant	37,280	38,280	(1,000)	102.7%	24,931	13,349
Total Revenues	37,280	38,280	(1,000)	102.7%	24,931	13,349
TOTAL FUNDING	37,280	38,280	(1,000)	102.7%	24,931	13,349
<u>EXPENDITURES</u>						
Police Wages	37,280	38,280	(1,000)	102.7%	24,931	(13,349)
TOTAL EXPENDITURES	37,280	38,280	\$ (1,000)	102.7%	24,931	(13,349)
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 June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Building Permit Fees	500,000	673,652	(173,652)	134.7%	309,665	363,987
Building Admin Fees	5,000	2,225	2,775	44.5%	3,350	(1,125)
Total Revenues	505,000	675,877	(170,877)	133.8%	313,015	362,862
TOTAL FUNDING						
	505,000	675,877	(170,877)	133.8%	314,089	361,788
<u>EXPENDITURES</u>						
Building Permits						
ProfServ-Building Permits - RMA	45,000	11,575	33,425	25.7%	16,875	5,300
ProfServ-Building Permits - CGA	425,000	625,990	(200,990)	147.3%	286,884	(339,105)
ProfServ-Digitize Records	-	1,741	(1,741)	n/a	-	(1,741)
Credit Card Processing Fees	35,000	13,832	21,168	39.5%	10,330	(3,502)
Total Building Permits	505,000	653,137	(148,137)	129.3%	314,089	(339,048)
TOTAL EXPENDITURES						
	505,000	653,137	\$ (148,137)	129.3%	314,089	(339,048)
Total Funding over (under)						
Expenditures	\$ -	22,740			\$ -	\$ 22,740
Fund Balance - Beginning						
		51,927				
Fund Balance - Ending						
	\$	74,667				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - P&Z and Code Compliance
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Planning & Zoning Fees	25,000	11,400	13,600	45.6%	10,013	1,388
Fire Fees	15,000	4,950	10,050	33.0%	11,300	(6,350)
Total Revenues	40,000	16,351	23,650	40.9%	21,313	(4,962)
<u>Other Sources</u>						
Transfer In	25,000	55,098	(30,098)	220.4%	33,020	22,078
Total Other Sources	25,000	55,098	(30,098)	220.4%	33,020	22,078
TOTAL FUNDING	65,000	71,449	(6,449)	109.9%	54,333	17,116
<u>EXPENDITURES</u>						
P&Z and Code Compliance						
ProfServ-General Admin - RMA	15,000	7,325	7,675	48.8%	7,400	75
ProfServ-Site Planning - RMA	15,000	20,125	(5,125)	134.2%	11,725	(8,400)
ProfServ-Engineering - Other	15,000	8,617	6,383	57.4%	24,273	15,656
Code Compliance	20,000	35,382	(15,382)	176.9%	10,935	(24,447)
Total P&Z, and Code Compliance	65,000	71,449	(6,449)	109.9%	54,333	(17,116)
TOTAL EXPENDITURES	65,000	71,449	\$ (6,449)	109.9%	54,333	(17,116)
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 June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Federal Forfeitures	-	486,028	(486,028)	n/a	77,517	408,511
Interest Income	-	150	(150)	n/a	234	(83)
Total Revenues	-	486,178	(486,178)	n/a	77,751	408,428
TOTAL FUNDING	-	486,178	(486,178)	n/a	77,751	408,428
<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	-	6,199	(6,199)	n/a	-	(6,199)
Boat Motor	-	-	-	n/a	50,802	50,802
Police Equipment	-	64,146	(64,146)	n/a	74,948	10,802
Total Capital Outlay / Other	-	85,190	(85,190)	n/a	129,345	44,155
TOTAL EXPENDITURES	-	85,190	\$ (85,190)	n/a	131,756	46,566
Total Funding over (under)						
Expenditures	\$	-	400,989		\$ (54,005)	\$ 454,994
Fund Balance - Beginning		206,329				
Fund Balance - Ending		\$ 607,318				

*Current cash available is \$495,214.



Statement of Revenues, Expenditures and Changes in Fund Balances
Capital Projects Fund - (General Fund Improvements)
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
FUNDING						
Revenues						
FEMA reimbursement	\$ 4,066,845	\$ 290,609	\$ 3,776,236	7.1%	\$ -	\$ 290,609
Other Grant Revenue	-	-	-	n/a	61,283	(61,283)
Insurance Reimbursements	-	-	-	n/a	22,401	(22,401)
Total Revenues	4,066,845	290,609	3,776,236	7.1%	83,684	206,926
Other Sources						
Transfer From General Fund	115,000	5,651	109,349	4.9%	122,418	(116,767)
Loan Proceeds	570,625	-	570,625	0.0%	-	-
Total Other Sources	685,625	5,651	679,974	0.8%	122,418	(116,767)
TOTAL FUNDING	4,752,470	296,260	4,456,210	6.2%	206,101	90,159
EXPENDITURES						
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%	40,209	(16,791)
Engineering – FY22 Project	365,000	116,040	248,960	31.8%	-	(116,040)
Engineering – FY22 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	173,040	4,458,960	3.7%	40,209	(132,831)
Miscellaneous						
Beach Salvage (Boat Removal)	-	-	-	n/a	5,470	5,470
Beach Tilling / Scarp Removal	5,470	5,500	(30)	100.5%	-	(5,500)
Underground Utility Project	15,000	-	15,000	0.0%	7,813	7,813
Police Cars	40,000	48,644	(8,644)	121.6%	116,636	67,993
Police Equipment	-	2,738	(2,738)	n/a	-	(2,738)
Town Hall Renovation	60,000	66,339	(6,339)	110.6%	-	(66,339)
Comm. Chambers Modifications	-	-	-	n/a	6,257	6,257
Total Misc. Expense	120,470	123,220	(2,750)	102.3%	136,176	12,956
TOTAL EXPENDITURES	4,752,470	296,260	4,456,210	6.2%	206,102	(90,159)
Total Funding over (under)						
Expenditures	\$ -	-			\$ -	\$ 180,318
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ -				



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Summary)
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenue						
Water Service Revenue	\$ 1,357,502	\$ 926,503	\$ 430,999	68.3%	\$ 980,928	\$ (54,426)
Water Surcharge	346,700	260,194	86,506	75.0%	260,703	(509)
Grant Revenue	503,859	503,859	-	100.0%	-	503,859
Insurance Reimbursement	13,654	-	13,654	0.0%	-	-
Other Miscellaneous Revenue	105,777	60,608	45,169	57.3%	57,754	2,854
Total Revenue	2,327,492	1,751,164	576,328	75.2%	1,299,385	451,779
Other Sources						
Transfer In	445,722	330,508	115,214	74.2%	310,740	19,768
Use (Add to) Net Assets	60,750	-	60,750	0.0%	-	-
Total Other Sources	506,472	330,508	175,964	65.3%	310,740	19,768
TOTAL FUNDING	2,833,964	2,081,672	752,292	73.5%	1,610,125	471,547
<u>EXPENSES</u>						
Personal Services	540,678	404,838	135,840	74.9%	382,744	(22,094)
Operating Expenses	426,879	254,503	172,376	59.6%	201,509	(52,994)
Debt Service Expenses	811,446	609,448	201,998	75.1%	609,448	(0)
Capital Projects	494,239	9,868	484,372	2.0%	-	(9,868)
Repair & Renewal	65,000	25,747	39,253	39.6%	7,743	(18,004)
Transfer Out	495,722	368,008	127,714	74.2%	348,240	(19,768)
TOTAL EXPENSES	2,833,964	1,672,411	1,161,553	59.0%	1,549,684	(122,728)
Total Funding over (under)						
Expenses	\$	-	\$ 409,261		\$ 60,442	\$ 594,274
Net Assets - Beginning		4,293,299				
Net Assets - Ending		\$ 4,702,560				



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
FUNDING						
Revenue						
Water Service						
Water-Base Rate	\$ 472,000	\$ 353,835	\$ 118,165	75.0%	\$ 353,619	\$ 216
Water-Usage	885,502	572,668	312,834	64.7%	627,309	(54,642)
Total Water Service Revenue	1,357,502	926,503	430,999	68.3%	980,928	(54,426)
Other Revenue						
Miscellaneous Revenues	5,500	8,041	(2,541)	146.2%	4,413	3,628
Sprint Spectrum Cell Tower	39,843	13,675	26,168	34.3%	19,253	(5,578)
T-Mobile Cell Tower	34,434	26,048	8,386	75.6%	22,180	3,868
Hillsboro Inlet	6,000	4,500	1,500	75.0%	4,500	-
Interest	25,000	8,344	16,656	33.4%	14,251	(5,908)
Net Incr (Decr) In FMV-Invest	(5,000)	-	(5,000)	0.0%	(6,843)	6,843
Total Other Revenue	105,777	60,608	45,169	57.3%	57,754	2,854
TOTAL FUNDING						
	1,463,279	987,111	476,168	67.5%	1,038,682	(51,571)

EXPENSES

Personal Services

Salaries	348,622	262,996	85,626	75.4%	244,714	(18,282)
Overtime	25,000	18,655	6,345	74.6%	16,849	(1,805)
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	22,923	6,276	78.5%	21,495	(1,428)
Florida Retirement System	42,942	29,709	13,233	69.2%	25,370	(4,340)
Health and Life Insurance	61,053	40,402	20,651	66.2%	44,119	3,716
Workers' Comp Insurance	10,110	7,603	2,507	75.2%	5,924	(1,679)
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	540,678	404,838	135,840	74.9%	382,744	(22,094)

Operating Expenses

Auditing Services	16,500	8,708	7,792	52.8%	12,375	3,667
Contracts - Other Services	750	-	750	0.0%	-	-
Postage and Freight	1,000	-	1,000	0.0%	312	312
Telephone Service	7,300	5,866	1,434	80.4%	5,647	(219)
Electricity	54,000	45,110	8,890	83.5%	38,784	(6,325)
Liability and Property Insurance	44,634	32,121	12,513	72.0%	36,644	4,523



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

For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
Maint - Distribution System	7,500	2,780	4,720	37.1%	3,255	475
Maint - Bldgs / Grounds	15,000	6,068	8,932	40.5%	9,587	3,519
Maint - SCADA System	10,000	55	9,945	0.6%	-	(55)
Repair & Maint - Equipment	32,000	8,070	23,930	25.2%	9,093	1,022
Tools and Equipment	1,000	1,067	(67)	106.7%	1,134	67
Advertising	1,000	-	1,000	0.0%	-	-
Licenses & Permits	5,400	742	4,658	13.7%	470	(272)
Office Supplies	1,500	1,156	345	77.0%	939	(216)
Computer Expense	6,000	4,715	1,285	78.6%	4,876	162
Uniform Supplies	6,000	5,073	927	84.5%	4,712	(361)
Fuel and Oil	5,000	4,060	940	81.2%	2,903	(1,158)
Sand Change	8,000	995	7,005	12.4%	8,769	7,775
Filter Sand Excavation	17,500	17,500	-	100.0%	-	(17,500)
Chemicals - Water Treatment	85,000	77,148	7,852	90.8%	58,782	(18,367)
Lab Test Analysis & Supplies	9,000	6,152	2,848	68.4%	3,226	(2,926)
Subscriptions and Memberships	500	2,320	(1,820)	464.0%	-	(2,320)
Contingency	92,295	24,797	67,498	26.9%	-	(24,797)
Total Operating Expenses	426,879	254,503	172,376	59.6%	201,509	(52,994)
Total Exp. Before Transfer Out	967,557	659,341	308,216	68.1%	584,252	(75,088)
Transfer Out						
General Fund	50,000	37,500	12,500	75.0%	37,500	-
Water Debt Service Fund	403,996	302,997	100,999	75.0%	302,997	-
Water CIP Fund	41,726	27,511	14,215	65.9%	7,743	(19,768)
Total Transfer Out	495,722	368,008	127,714	74.2%	348,240	(19,768)
TOTAL EXPENSES	1,463,279	1,027,349	435,930	70.2%	932,493	(94,856)
Total Funding over (under)						
Expenses	\$ -	(40,238)			\$ 106,189	\$ (146,428)
Net Assets - Beginning		3,406,289				
Net Assets - Ending		\$ 3,366,051				



Notes to the Financial Statements - Water Fund June 30, 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 75% through June. 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	8,041	146.2%	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.
Workers' Compensation	10,110	7,603	75.2%	Monthly workers comp insurance. Also includes audit adjustment for last year.
<u>Operating Expenses</u>				
Telephone Service	7,300	5,866	80.4%	Phone, internet and cell phone service with Comcast and Verizon. Comcast increased internet services by \$10 in November.
Electricity	54,000	45,110	83.5%	Monthly electric charges from FPL. Usage has increased by approximately 16.3% over last year at this time.
Tools and Equipment	1,000	1,067	106.7%	Replaced weed eater, miscellaneous tools.
Office Supplies	1,500	1,156	77.0%	Office supplies, meter book pages, daily total pages, water analysis sheets, replace office chairs.
Computer Expense	6,000	4,715	78.6%	Monthly Google expense, annual Quikwaters charge, annual Sensus AutoRead software support, computer repair.
Uniform Supplies	6,000	5,073	84.5%	Monthly uniform service, work boot allowance (2), safety glasses, hats.
Fuel and Oil	5,000	4,060	81.2%	Fuel prices have increased for the vehicles driven back and forth from water plant to the Town plus to vendors for supplies.
Filter Sand Excavation	17,500	17,500	100.0%	Sand removal from pit.
Chemicals - Water Treatment	85,000	77,148	90.8%	Chemicals for water treatment and beach pump station
Subscriptions and Memberships	500	2,320	464.0%	FL Rural Water membership, Sensus autoread software support, Microsoft annual subscription



Statement of Revenues, Expenses and Changes in Net Assets
Water Debt Service Fund - (State Revolving Loans)
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Water Surcharge	\$ 346,700	\$ 260,194	\$ 86,506	75.0%	\$ 260,703	\$ (509)
Total Revenues	346,700	260,194	86,506	75.0%	260,703	(509)
Other Sources						
Operating Transfers-In	403,996	302,997	100,999	75.0%	302,997	-
Use of Fund Balance	60,750	-	60,750	0.0%	-	-
Total Other Sources	464,746	302,997	161,749	65.2%	302,997	-
TOTAL FUNDING	811,446	563,191	248,255	69.4%	563,700	(509)
<u>EXPENSES</u>						
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	344,015	(6,780)	102.0%	341,079	(2,936)
Interest Expense	70,215	63,435	6,780	90.3%	66,371	2,936
Total Debt Services Expenses	811,446	609,448	201,998	75.1%	609,448	-
TOTAL EXPENSES	811,446	609,448	201,998	75.1%	609,448	-
Total Funding over (under)						
Expenses	\$ -	(46,257)			\$ (45,748)	\$ (509)
Net Assets - Beginning		878,907				
Net Assets - Ending		\$ 832,651				



Statement of Revenues, Expenses and Changes in Net Assets
Capital Projects Fund - (Water Fund Improvements)
For the Period Ending June 30, 2022

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-21	Variance Fav (unfav)
<u>FUNDING</u>						
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	27,511	14,215	65.9%	7,743	19,768
Total Other Sources	41,726	27,511	14,215	65.9%	7,743	19,768
TOTAL FUNDING	559,239	531,370	27,869	95.0%	7,743	523,627
<u>EXPENSES</u>						
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	25,747	39,253	39.6%	7,743	(18,004)
Truck	40,000	-	40,000	0.0%	-	-
Mobile Home Repairs	30,000	-	30,000	0.0%	-	-
A1A Design / Relocation	174,239	9,868	164,372	5.7%	-	(9,868)
Perimeter Fence	30,000	-	30,000	0.0%	-	-
Total Other Expenses	339,239	35,614	303,625	10.5%	7,743	(27,871)
TOTAL EXPENSES	559,239	35,614	523,625	6.4%	7,743	(27,871)
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

June 30, 2022



**Cash and Investment Balances
June 30, 2022**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>	<u>NOTES</u>
Checking Account	BankUnited	0.00%	\$1,006,650	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	0.40%	\$2,244,275	Excess cash from General & Water Funds.
Money Market Account	BankUnited	0.40%	\$815,040	(1) Reserve for both SRL Loans.
Money Market Account	BankUnited	0.40%	\$495,214	(2) Federal Forfeitures/Asset sharing.
State Board Account	Florida Prime	1.25%	\$432,566	Excess cash from the General Fund.
Investment Account	Truist	1.47%	\$3,480,494	See Investment Report for further details.
TOTAL			<u>\$8,474,239</u>	

Footnotes:

(1) Restricted funds for State Revolving Loans.

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



Investment Portfolio
Trades Settled as of 06/30/22

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			350,026	350,026	-	350,026	93	2,261	0.64%
		Subtotal			350,026	350,026	-	350,026	93	2,261	0.64%
09/27/19	037833DL1	APPLE INC	AA1	09/11/22	50,000	49,928	(72)	50,028	425	850	1.41%
01/27/21	3130AKQM1	FED HOME LOAN BANKS	AAA	01/27/26	200,000	200,000	-	185,098	-	1,400	2.91%
02/03/21	3130AKYD2	FED HOME LOAN BANKS	WR	08/17/26	70,000	70,000	-	63,926	-	490	2.95%
07/15/21	3130AN3Y4	FED HOME LOAN BANKS	AAA	07/13/26	200,000	200,000	-	185,466	-	2,200	3.03%
08/17/21	3130ANE48	FED HOME LOAN BANKS	AAA	08/17/26	200,000	200,000	-	185,448	-	2,000	2.88%
11/03/15	313381BR5	FED HOME LOAN BANKS	AAA	12/09/22	100,000	99,859	(141)	99,815	896	1,875	2.30%
08/26/20	3133EL3P7	FED FARM CREDIT BANK	AAA	08/12/25	250,000	249,750	(250)	231,185	55	1,325	3.08%
06/23/20	3134GVYP7	FED HOME LOAN MTGE CORP	AAA	05/27/25	210,000	209,003	(998)	193,859	79	1,050	3.29%
10/28/20	3136G45H2	FED NATL MTGE ASSN	AAA	10/29/25	55,000	54,945	(55)	50,533	-	275	3.08%
10/23/20	3136G45X7	FED NATL MTGE ASSN	AAA	10/29/26	140,000	140,000	-	126,449	-	980	3.11%
09/16/20	341271AD6	FLORIDA ST TXBL	AA3	07/01/25	225,000	225,044	44	210,512	228	2,831	3.54%
04/09/20	342816P66	FLORIDA ST MUN PWR AGY REV	A2	10/01/22	200,000	200,573	573	200,222	186	5,160	2.13%
05/21/20	43232VVH1	HILLSBOROUGH CNTY TXBL	A2	07/01/25	200,000	200,000	-	191,090	-	3,830	3.49%
12/31/18	54289SBG1	LONGBOAT KEY FL SPL ASSMNT REV	AA+	08/01/24	80,000	79,326	(674)	79,103	-	3,200	4.57%
08/09/18	59333HCL8	MIAMI-DADE CNTY FL PROF SPORTS	AA	10/01/22	75,000	75,000	-	75,134	-	2,517	2.62%
08/05/20	593561BE2	MIAMI GARDENS FL TXBL	A1	07/01/25	125,000	125,000	-	117,250	-	1,674	3.53%
01/17/20	661046BV3	NORTH MIAMI BEACH FLA WTR	A+	08/01/24	160,000	160,000	-	155,502	-	3,234	3.43%
03/01/22	740189AM7	PRECISION CASTPARTS	AA2	06/15/25	50,000	51,475	1,475	49,813	343	1,625	3.38%
02/27/20	758449RV6	REEDY CREEK FL IMPT DIST TXBL	AA3	06/01/24	150,000	150,000	-	143,279	-	2,504	4.12%
01/16/19	89236TCQ6	TOYOTA MOTOR CREDIT CORP	A1	07/13/22	60,000	59,901	(99)	60,006	23	1,680	2.49%
04/06/20	89236TGW9	TOYOTA MOTOR CREDIT CORP	A1	03/30/23	30,000	30,140	140	30,004	435	870	2.88%
02/03/22	91282CDE8	U.S. TREASURY NOTES	AAA	10/31/23	300,000	300,525	525	300,735	4	5,355	1.61%
		Subtotal			3,130,000	3,130,468	468	2,984,458	2,675	46,923	1.57%
Total					3,480,026	3,480,494	468	3,334,483	2,768	49,184	1.47%



Ridership Summary

June 30, 2022

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		44		42	
42		43		39	
43		37		43	
44		42		41	
43		42			

Total Monthly Passengers:

545

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		104.00		105.00	
105.00		104.00		59.00	
105.00		92.00		105.00	
104.00		105.00		105.00	
105.00		104.00			

Total Monthly Revenue Miles:

1302.0

Total Scheduled Revenue Miles

1414.9

Total Vehicle Hours

120.8

Total Revenue Hours

109.9

Service Days

13

Missed Service in Minutes

295

Passengers per revenue hour

5.0

Total Monthly Vehicle Miles:

1,607.5



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Update on SR A1A Mobility Improvement Project
Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk
Agenda Date: October 4, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. FDOT A1A update

Sherry D. Henderson

From: FDOT Broward Operations Community Outreach Specialist <rguerrero@corradino.com> on behalf of FDOT Broward Operations Community Outreach Specialist
Sent: Wednesday, September 21, 2022 5:59 PM
To: shenderson@townofhillsborobeach.com
Subject: Construction Update



SR-A1A Mobility Improvements Project

Good afternoon,

Thank you for your interest in the SR-A1A Mobility Improvements Project. The northbound and southbound traffic lanes will be temporarily shifted east between Opal towers and SE 10th Street, beginning Today, Sept. 21. This temporary traffic shift is needed to accommodate the work zone on the west side of the road in order to construct the new sidewalk, curb, and gutters. The northbound and southbound bicycle lanes in this segment will be temporarily closed during this operation. This temporary traffic shift is expected to last until the end of the year, weather permitting.

We thank you for patience while this operation is underway. Should you have additional questions or concerns, please feel free to contact me regarding your concern.

Kind regards,

Rebecca Guerrero
Community Outreach Specialist
FDOT Broward Construction
The Corradino Group
954-218-2304 cell
954-940-7605 office



www.fdot.gov



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: FREE Shredding, Electronic Recycling, HHW, Prescription Drug Take Back, Blood Drive - Sat.
Oct. 29, 2022 9am-12pm

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: October 4, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Shred, HHW, Electronic Recycling (10-29-2022)



Town of Hillsboro Beach

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

FREE EVENT

**Shredding, Electronic Recycling,
Household Hazardous Waste Drop-off
Prescription Drug Take-Back & Blood Drive**

Saturday, October 29, 2022
9:00 am - 12:00 pm



**Electronics
Recycling**



FREE
**HOUSEHOLD HAZARDOUS
WASTE DROP-OFF EVENT**



Proof of Residence Required



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: Christmas Tree & Menorah Lighting Celebration - Thu, Dec. 1, 2022

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: October 4, 2022

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Christmas Tree and Menorah Lighting (12-1-2022)



Town of Hillsboro Beach

**Presents An Evening of Carolers ,
Refreshments & Holiday Cheer!**

Join us for a Family Event

Holiday Tree & Menorah Lighting

Thursday, December 1, 2022

5:30pm - 7:00pm

HILLSBORO BEACH TOWN HALL

1210 Hillsboro Mile, Hillsboro Beach, FL 33062

TownofHillsboroBeach.com

954-427-4011



Town of Hillsboro Beach

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FREE EVENT

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**Electronics
Recycling**



FREE
**HOUSEHOLD HAZARDOUS
WASTE DROP-OFF EVENT**



Proof of Residence Required



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