



AGENDA

Town of Hillsboro Beach Commission Meeting

January 10, 2023
10:00 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

January 10, 2023 | 10:00 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. December 6, 2022 Regular Commission Meeting Minutes

II. PRESENTATIONS

III. ORDINANCES

- A. **Ordinance No. 2022-12** Amendment to the Town's Code of Ordinance Providing Provisions for Multi-Family Residential District Site Plan Requirements **(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 12 ENTITLED "LAND DEVELOPMENT CODE", BY SPECIFICALLY AMENDING ARTICLE III ENTITLED "DEFINITIONS" TO ADD A DEFINITION FOR BUILDING SEPARATION; AMENDING ARTICLE VI ENTITLED "RM-16 MULTIPLE FAMILY DWELLING RESIDENTIAL DISTRICT REGULATIONS (WITH 3-STORY MAXIMUM LIMIT)" TO PROVIDE FOR SETBACK REQUIREMENTS AND FOR MAXIMUM BUILDING LENGTH; PROVIDING FOR THE PROHIBITION OF STRUCTURES IN THE REQUIRED SIDE YARD SETBACK; PROVIDING FOR A LANDSCAPE BUFFER FOR MULTI-FAMILY RESIDENTIAL DWELLINGS; AMENDING ARTICLE VII ENTITLED "RM-30 MULTIPLE-FAMILY DWELLING RESIDENTIAL DISTRICT (WITH 7-STORY MAXIMUM LIMIT)" TO PROVIDE FOR SETBACK REQUIREMENTS AND BUILDING FRONTAGE; PROVIDING FOR A LANDSCAPE BUFFER FOR MULTI-FAMILY DWELLINGS; PROVIDING FOR A PROPERTY RIGHTS PROVISION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

IV. DISCUSSION & POSSIBLE ACTION

V. RESOLUTIONS & CONTRACTS

- A. **Resolution No. 2023-01** Consideration to Accept Proposal from Coastal Protection Engineering LLC (CPE) to Provide Coastal Engineering Services to the Town of Hillsboro Beach and the City of

Deerfield Beach under the Work Authorization Agreement Pursuant to RFQ #21-15-JW Joint Beach Nourishment Project.

- B. Resolution No. 2023-02** Consideration to Approve and Authorize the Appropriate Town Officials to Execute Agreement for Lobbying Services with Capital City Consulting.
- C. Resolution No. 2023-03** Consideration to Approve and Authorize the Use of \$45,000 Federal Forfeiture Funds to Acquire SaferWatch Alert System Emergency Response Application for 3 years.
- D. Resolution No. 2023-04** Consideration to Approve and Authorize the Donation of \$5,000 Federal Forfeiture Funds to the Florida FBI National Academy Associates, Inc. to Assist with Offsetting the Cost of the 2023 Annual Re-Trainer Program in Jacksonville, Florida.
- E. Resolution No. 2023-05** Consideration to Approve and Authorize the Use of \$30,000 Federal Forfeiture Funds to Acquire Access Control System with Intercom Implementation From Tech Pro Security Products.
- F. Resolution No. 2023- 06** Consideration to Approve and Authorize the Use of \$75,000 Federal Forfeiture Funds to Establish a Briefing/Training Room for Police Department.

VI. CONSENT

A. INVOICES FOR APPROVAL

1.	LSF	Invoice #22-0930-26	Sept 2022	\$5,615.88
2.	LSF	Invoice #22-1031-26	Oct 2022	\$5,509.88
3.	LSF	Invoice #22-1130-26	Nov 2022	\$4,626.90
4.	Moffatt & Nichol	Invoice #00774346		\$105,338.50
5.	GCDE	Invoice #45359	Dec 2022	\$5,258.95 (General Matters)
6.	CG&A	Invoice #111774	Dec 2022	\$27,637.23

VII. BEACH REPORT

- A.** Update on Joint Beach Nourishment Project (Hillsboro Beach & Deerfield Beach)

VIII. 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

IX. TOWN MANAGER REPORT

- A.** Update on Underground Utility Project

X. TOWN ATTORNEY REPORT

XI. TOWN COMMISSION COMMENTS/REPORTS

XII. PUBLIC COMMENTS

XIII. ADJOURNMENT

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



DRAFT

**TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
DECEMBER 6, 2022**

9:00 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

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

Town Commission:

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

Commissioner Barbara Baldassarre
Commissioner Vicky Feaman

Town Staff:

Town Manager 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 noted that Commission Comments had been left off the end of the agenda. She asked that the item, in addition to a discussion regarding Hurricane Nicole and seawalls at the end of the Beach Management Plan Update Presentation, be added to the agenda.

Motion made by Vice Mayor Kirdahy, 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 November 1, 2022, Board of Zoning and Appeals Meeting

Town Clerk Henderson reviewed typographical errors which had not been changed prior to publication of the draft minutes.

Motion made by Commissioner Baldassarre, seconded by Commissioner Feaman, to approve the minutes from the November 1, 2022, Board of Zoning and Appeals Meeting as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Minutes of the November 1, 2022, Regular Commission Meeting

Town Clerk Henderson reviewed typographical errors which had not been changed prior to publication of the draft minutes.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the minutes from the November 1, 2022, Regular Meeting as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

II. PRESENTATIONS

A. Proclamation of Election – March 14, 2023

For the record, Mayor Tarrant read the Proclamation of Election for the Town's March 14, 2023 Municipal Election. She stated qualified electors would elect three (3) Town Commissioners and reviewed the requirements to file as a candidate.

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

B. Beach Management Plan Update

Peter Seidle and Dr. Jacki Broward, Moffatt & Nichol Engineering, presented an update regarding the Town's beach management.

Mr. Seidle reviewed the feasibility study, explaining the study was funded by 75 percent Federal Emergency Management Agency (FEMA) cost share and 12.5 percent Florida Department of Emergency Management cost share. He explained the study was part of a plan to pursue FEMA Hazard Mitigation Assistance Grant for pre-disaster project assistance to enhance longevity of the engineered beach and would also include non-nourishment project alternatives. Continuing, Mr. Seidle reviewed shoreline management opportunities and potential projects. He discussed the beach management plan and the approach to continued inlet-to-inlet management, then shared proposed next steps.

Mayor Tarrant stated Dr. Jackie Brower had been running interference for the Town for a number of years and thanked her for her efforts. She noted the study had not identified anything the Town did not know, but it had documented the information needed to get continued additional support from FEMA.

Mr. Serda provided additional detail on the product of the study. Discussion continued regarding the findings, next steps, funding opportunities, and cooperation between communities and organizations.

Mayor Tarrant stated she also wanted to discuss seawalls while the engineers were present. She highlighted the issue of seawalls for protection of private property as an issue at odds with beach management, and briefly discussed restrictions on seawalls. She shared a video of drone footage of erosion damage in Volusia County, Florida after Hurricane Nicole.

Dr. Brower briefly explained the layered approach of beach management and property protection which would provide multiple lines of defense and protection as sea levels rise. Discussion continued regarding private property owners coordinated seawall projects and the role of the Town in protection of the community's critical infrastructure.

III. ORDINANCES

A. Ordinance No. 2022-11 Amendment to the Town's Code of Ordinances Providing Provisions for Single Family Site Plan Requirements. (SECOND 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 summarized the changes made between the first and second readings.

Mayor Tarrant pointed to errors in consistency of the language surrounding bike lanes and asked whether a change should be made to the requirements for vegetation in cases of properties with less than 15 feet on the Intracoastal side. Discussion ensued on how to balance the beautification of these types of lots and parking along the Intracoastal.

Mr. Doody asked for clarification on the intent of the exception related to those properties with less than 15 feet on the Intracoastal side. Mr. Serda stated staff should identify a list of those properties which would be grandfathered to allow the process to move forward.

Mayor Tarrant opened the public hearing.

Bob Mayer, Bomar Builders, stated because of the average height of properties in Hillsboro Beach, a lot of people utilize golf carts to allow access to the Intracoastal. He encouraged the Commission to consider access when looking at parking restrictions. Continuing, Mr. Mayer made suggestions regarding the relationship between the number of parking spaces required and habitable square footage.

Mayor Tarrant closed the public hearing.

Commissioner Reiser asked how people in the area would access their boats if there was not parking allowed on the Intracoastal.

Mayor Tarrant agreed there should be a provision for boat access. Mr. Hickey suggested a single standard parking space to allow for boat access. Discussion ensued regarding how to address the issue.

Police Chief Jay Szesnat provided additional detail regarding the State Statute related to delivery trucks blocking traffic for a short time. Discussion continued.

Mr. Doody asked whether the item should be brought back for an additional reading, or if the Commission had suggested language for the changes.

Commissioner Baldasarre noted Mr. Bomar had been restricted by the three (3) minute allowance during public comment. She asked that he be invited to complete his comments prior to a vote on the ordinance.

Mr. Mayer asked for clarification on the side yard landscape regulations, specifically the height of trees.

Mayor Tarrant asked whether it should be specified that the intent of the side yard landscape was to provide privacy for neighbors. Discussion continued regarding screening requirements and recommended height and density of plants.

Mr. Doody stated the property owner and developer would need to comply with the legislative intent but suggested the approach to that should be left to them, and discussed with staff during Site Plan Review.

Mayor Tarrant summarized the proposed amendments based on the conversation, including:

- Addition of the word “habitable” in relation to the area utilized to calculate the number of parking spaces required
- Access for vessels via an area no more than 10 feet deep and 20 feet long
- Specify that the intent of side yard landscaping was to provide privacy between properties
- Removal of “shall not apply” in relation to the exception

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

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to adopt Ordinance 2022-11 as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Ordinance No. 2022-12 Amendment to the Town’s Code of Ordinances Providing Provisions for Multi Family Site Plan Requirements. (FIRST READING)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN’S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED “LAND DEVELOPMENT CODE”, BY SPECIFICALLY AMENDING ARTICLE III ENTITLED “DEFINITIONS” TO ADD A DEFINITION FOR BUILDING SEPARATION; AMENDING ARTICLE VI ENTITLED "RM-16 MULTIPLE FAMILY DWELLING RESIDENTIAL DISTRICT REGULATIONS (WITH 3-STORY MAXIMUM LIMIT)" TO PROVIDE FOR SETBACK REQUIREMENTS AND FOR MAXIMUM BUILDING LENGTH; PROVIDING FOR THE PROHIBITION OF STRUCTURES IN THE REQUIRED SIDE YARD SETBACK; PROVIDING FOR A LANDSCAPE BUFFER FOR MULTI-FAMILY RESIDENTIAL DWELLINGS; AMENDING ARTICLE VII ENTITLED "RM-30 MULTIPLE FAMILY DWELLING RESIDENTIAL DISTRICT (WITH 7-STORY MAXIMUM LIMIT)" TO PROVIDE FOR SETBACK REQUIREMENTS AND BUILDING FRONTAGE; PROVIDING FOR A LANDSCAPE BUFFER FOR MULTI-FAMILY DWELLINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mayor Tarrant noted the first reading of Ordinance 2022-12 had been tabled at the November 1, 2022, meeting.

Mr. Doody read the Ordinance by title only.

Jim Hickey, Town Planner with CG&A, presented the item. He reviewed the research and analysis conducted on multi-family lots within the community and proposed amendments to increase side setback buffers, clarify what is permitted in the side yard, and adjust maximum building widths. He noted changes the Commission may wish to make as a result of the discussion on Ordinance 2022-11 (Single-Family Residential Site Plan Requirements).

Mayor Tarrant noted a missing definition within the ordinance. Mr. Hickey explained.

Mayor Tarrant stated she did not understand the logic of a shade structure being allowed on a pool deck which extends into the side yard, but not a patio or in other cases. Discussion ensued as to the intent and existing situations, and consensus was to disallow pool decks, patios, and shade structures in the side yard setback.

Mayor Tarrant asked for clarification on the number of shade structures permitted in relation to the size of the lot. Discussion ensued.

Mr. Hickey stated he did not believe the numbers included were currently reasonable and stated he would do additional research and bring the language back with changes as appropriate. Mr. Doody suggested the item be approved on first reading with an amendment forthcoming from the Town Planner.

Mr. Hickey recommended maintaining the section at this time and stated he would bring forward a separate memo with proposed changes at second reading.

Mayor Tarrant read the section regarding maximum building length, and stated she understood the 200-foot maximum was included in response to the fact that the Commission wanted to keep the Town's character the same. She reviewed the existing parcel sizes and expressed concern regarding the calculation for side yard setbacks on larger lots and in three (3) story communities. Discussion ensued as to the appropriate requirements for side setbacks and the intent.

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

Mr. Hickey reviewed the amendments as discussed:

- Eliminate the definition of side yard landscape buffer, and add the definition for Building Separation instead.
- Bring back proposed language to solidify what is and is not allowed in the setback

- Add bike lanes to the paved edge of A1A throughout
- Staff will review impact of language related to shade structures and provide proposed changes as needed
- Change width of side yard from not less than 15 feet to 20 feet and remove the 10 percent requirement
- Add intermediate level plantings in reference to privacy

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

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve Ordinance 2022-12 on first reading as amended. In a roll call vote, the **motion** passed unanimously. (5-0)

IV. DISCUSSION & POSSIBLE ACTION

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2022-56

CONSIDERATION TO APPROVE AND ADOPT THE TOWN OF HILLSBORO BEACH 2023 COMMISSION MEETING SCHEDULE.

Mr. Doody read the Resolution by title only.

Town Clerk Henderson noted the November Commission meeting was proposed for election day (Nov 7) and asked whether the Commissioners would prefer a change. Discussion ensued, and consensus was to change the 2023 date to the second week of November (Nov 14).

Mayor Tarrant asserted a Charter change was needed to move the meetings to the second Tuesday of the month to avoid holiday conflicts which frequently arise. Discussion ensued as to whether to direct staff to pursue an Ordinance to address the issue, and consensus was to leave it as-is for the time being.

Motion made by Commissioner Baldassarre, seconded by Commissioner Feaman, to adopt Resolution 2022-56 with an amendment to move the November meeting to the second Tuesday of the month. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Resolution No. 2022-57

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, RATIFYING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWN OF HILLSBORO BEACH AND BROWARD POLICE BENEVOLENT ASSOCIATION 2022-2025.

Mr. Doody read the Resolution by title only.

Mr. Serda recognized the team behind the collective bargaining agreement and thanked all for the smooth process and for seeing things from each other's perspectives.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to adopt Resolution 2022-57. In a roll call vote, the **motion** passed unanimously. (5-0)

VII. CONSENT AGENDA

A. Invoices for Approval

1.	CG&A	Invoice #110148	\$2,596.32	40 year cert
2.	CG&A	Invoice #109578	\$40,640.70	Bldg code
3.	Inframark	Invoice #84681	\$8,4681.14	
4.	Moffat & Nichol	Invoice #86061	\$105,338.50	
5.	GCDE	Invoice #44616	\$5,853.90	General matters
6.	GCDE	Invoice #44617	\$2,525.00	Development - Related
7.	GCDE	Invoice #44618	\$150.00	William Thomas
8.	GCDE	Invoice #44619	\$1,275.00	Development - BH3
9.	GCDE	Invoice #44620	\$250.00	Petition for Destruction of Contraband

Mayor Tarrant asked that item #4 be pulled for discussion (Moffatt & Nichol \$105,338.50)

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the Consent Agenda Invoices with the exception of item #4. In a roll call vote, the **motion** passed unanimously. (5-0)

Mayor Tarrant inquired why the 2020 and 2022 hard bottom surveys were billed at the same time. Mr. Serda noted that Moffat & Nichol does not bill regularly, but compiles bills. He stated if the Commission wanted to delay the invoice for payment, he could determine the reason.

VIII. BEACH REPORT

None.

IX. STAFF UPDATES

A. Police Department

Police Chief Jay Szesnat presented the October monthly report. He highlighted the 10,285 miles driven in the month, and stated he was proud of the hustling that was taking place. He noted items within the report, including two (2) warrant arrests and observation of a resident with heat exhaustion. He stated the boat was doing well.

Commissioner Baldassarre pointed out the buoys had withstood the recent storm. Discussion ensued regarding the buoys.

B. Building Department

Steve Mitchell, Building Official, CG&A, presented his report via Zoom. He stated the sales office for the Related Group development project was under construction, and plans for two (2) new single-family homes had been submitted. Continuing, he provided a brief update on the 40-year inspection reports for multi-family residences and stated he was in favor of a standardized approach.

Mayor Tarrant welcomed Ivan Wong to the CG&A Building Department.

C. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He reviewed the open cases and stated many had complied. He stated Winter Sun Investments would be going before the Special Magistrate December 20, 2022. He stated he was reorganizing within the Code Compliance Department to make sure staff was available as needed and introduced Lenore Graber as additional support staff for the Town.

Mayor Tarrant asked for clarification on how turtle lighting cases are closed at the end of the season. Mr. Pita explained.

Mayor Tarrant asked about the issues surrounding Opal Towers West. Mr. Pita provided an overview of the violations and status. He stated he needed to go in with a member of the Building Department to confirm.

IX. TOWN MANAGER REPORT

A. Update on SR A1A Mobility Improvements

Mr. Serda stated he was following-up on issues surrounding installing temporary pedestrian crossings. He stated the AIA Mobility Improvement project is approx. 15 percent ahead of schedule, and noted completion is still scheduled for mid-summer 2023. He explained Victor Zarzuela, Construction Project Engineer, would be speaking at the December 8 Hillsboro Beach Condo Forum.

Mr. Serda thanked staff for executing the details of the Town's Holiday Event and Tree Lighting and thanked everyone for making it a great event after years of not being able to get together due to COVID-19. He noted opportunities had been identified to improve moving forward.

Vice Mayor Kirdahy noted drains which had been covered with mesh, and stated with the last pour of asphalt, the drains had been covered. She asked whether those drains would be resurfaced. Mr. Serda stated he would reach out to the Project Manager and follow-up.

XI. TOWN ATTORNEY REPORT

Mr. Doody had no report. He left the meeting at 12:40 p.m.

XII. PUBLIC COMMENTS

Frank Kolb Jr., 1173 Hillsboro Mile, asked that the Commission address the hours of building construction. He stated landscaping and other items are cut off at 4 p.m., but construction can continue until 6 p.m. He asked that the Commission place the item on the next meeting agenda.

Mr. Serda provided a brief review of the reasons behind the hours as set, including that construction is a short-term endeavor and that there was an industry standard.

Mayor Tarrant added that Mr. Bob Mayer and others had expressed concern regarding the hardship of further restrictions. She asked whether the Commissioners would like to add the item to a future agenda, and consensus was that they would not.

Joel Rosenstein, 1155 Hillsboro Mile, asked whether there was anything being done on the Town level regarding replacement of stairs that had been destroyed in a recent storm. Mayor Tarrant noted the stairs were private, and suggested follow-up to make sure a permit was submitted by the property owner.

Mr. Rosenstein recognized the success of the Town's holiday event.

XIII. TOWN COMMISSION COMMENTS/REPORTS

A. Commissioner Jane Reiser

Commissioner Reiser commented on the success of the holiday event, and thanked Carol Porter for sharing photos. She stated she would be attending the Southeast Florida Regional Climate Leadership Summit over the weekend and would report back next month.

B. Commissioner Barbara Baldassarre

Commissioner Baldassarre stated the next Property Manager and Condo President Forum was scheduled for later in the week and noted the last meeting was canceled due to the storm. She noted the January meeting would be in person.

C. Commissioner Vicky Feaman

Commissioner Feaman stated she was pleased with the follow-up Waste Management had been doing in response to issues. She noted that all trees in the way of the sidewalk were being removed between Tuesday and Wednesday.

D. Vice Mayor Irene Kirdahy

Vice Mayor Kirdahy stated she would be missing the next Metropolitan Planning Organization (MPO) meeting but would share the report once received.

E. Mayor Deborah L. Tarrant

Mayor Tarrant stated the holiday event had been magnificent. She wished everyone happy holidays.

XIV. ADJOURNMENT

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to adjourn the meeting at 12:49 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

ORDINANCE NO. 2022-12

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE", BY SPECIFICALLY AMENDING ARTICLE III ENTITLED "DEFINITIONS" TO ADD A DEFINITION FOR BUILDING SEPARATION; AMENDING ARTICLE VI ENTITLED "RM-16 MULTIPLE FAMILY DWELLING RESIDENTIAL DISTRICT REGULATIONS (WITH 3-STORY MAXIMUM LIMIT)" TO PROVIDE FOR SETBACK REQUIREMENTS AND FOR MAXIMUM BUILDING LENGTH; PROVIDING FOR THE PROHIBITION OF STRUCTURES IN THE REQUIRED SIDE YARD SETBACK; PROVIDING FOR A LANDSCAPE BUFFER FOR MULTI-FAMILY RESIDENTIAL DWELLINGS; AMENDING ARTICLE VII ENTITLED "RM-30 MULTIPLE-FAMILY DWELLING RESIDENTIAL DISTRICT (WITH 7-STORY MAXIMUM LIMIT)" TO PROVIDE FOR SETBACK REQUIREMENTS AND BUILDING FRONTAGE; PROVIDING FOR A LANDSCAPE BUFFER FOR MULTI-FAMILY DWELLINGS; PROVIDING FOR A PROPERTY RIGHTS PROVISION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

The proposed Code amendment language to be added regarding side yards is shown below in [blue font](#) and is recommended as follows:

Division 5. entitled "Zoning" specifically Article III entitled "Definitions" is amended to create a definition for Building Separation which shall read as follows:

...

ARTICLE III. – DEFINITIONS

Section 12-90. - Delineation

...

[Building Separation. The distance between two or more buildings on the same plot of land.](#)

...

ARTICLE VI. - RM-16 MULTIPLE FAMILY DWELLING RESIDENTIAL DISTRICT REGULATIONS (WITH 3-STORY MAXIMUM LIMIT)

...

Sec. 12-141. - Use regulations.

...

A building or premises shall be used only for the following purposes.

...

(B) *Uses accessory to multiple-family residential dwellings.*

- (1) Accessory structures within the RM-16 Multiple-Family Dwelling Residential District shall be limited to free standing shade structures within ~~the a~~ pool deck (cabanas, gazebo, tiki huts, trellises, pergolas), decks, patios, carports, sauna units, hot tubs, gym and spa buildings, athletic play areas, and recreational equipment.

- (a) ~~Freestanding shade structures within the pool deck, (cabanas, gazebos, tiki huts, trellises and pergolas) shall provide a ten (10) foot setback. No~~

such accessory structures shall be permitted within the minimum required side yard.

(b) Freestanding shade structures shall be open all sides, no greater than twelve (12) feet in height as measured from the ground to the top of the structure and shall be limited in size to a maximum of ~~two~~ three hundred (2300) gross square feet in area. ~~No more than two (2) freestanding shade structures shall be permitted. For lots having a width greater than two hundred (200) feet along State Highway A1A, an additional one hundred (100) square feet of freestanding shade structures shall be permitted for every one hundred (100) feet of additional lot width.~~

(~~bc~~) Carports ~~may extend into a required front or side yard subject to the following requirements:~~ shall have minimum front ~~or side~~ yard setback of fifteen (15) feet from the property line, and a maximum height of ten (10) feet, and shall be open on all sides, except for when attached to the principal building.

(~~ed~~) ~~Gym, h~~Hot tub and spa structures shall provide a ten_ (10) foot ~~side or~~ rear yard setback.

(~~de~~) Laundry and vending machines, sauna units and sewage treatment facilities: Shall be fully enclosed within the main building, or in the enclosed garage or parking areas.

(f) Gyms and other habitable structures are not permitted within the minimum required side yard.

...
Sec. 12-143. - Parking regulations.

...
(B) Open Parking.

...
(3) Parking areas located east of State Highway A1A must be shielded from State Highway A1A ~~by appropriate landscaping with landscaping of a minimum height of six (6) feet at the time of planting.~~ Parking areas located west of State Highway A1A must be shielded from the highway by appropriate landscaping. The area between State Highway A1A and the parking space area 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 and adjoining bicycle lane, shall ~~be in grass consist of ground cover landscaping which naturally grows and/or can be maintained at a height no less than eighteen (18) inches and no greater than thirty (30) inches., and~~ £ This 10-foot area shall be green and contain no obstructions. Exceptions to the 10-foot requirement:

(a) In any area of the Town of Hillsboro Beach in which there is not more than 15 feet distance between the westerly paved edge of State Highway A1A and adjoining bicycle lane and the mean high water line along the easterly shore of the Intracoastal Waterway ~~the requirement that "a minimum of 10 feet in width, immediately adjacent to the paved edge of State Highway A1A shall be in grass" shall not apply.,~~ only one (1) parallel paved parking space, not more than 10-feet by 20-feet in dimension, shall be permitted. The remainder of this area shall consist of ground cover landscaping which naturally grows and/or can be maintained at a height no

1 less than eighteen (18) inches and no greater than thirty (30) inches. No additional
2 parking, other than for emergency purposes, shall be permitted in any of the areas to
3 which this exception applies;

4 ...

5 Sec. 12-144. - Yard regulations.

6 ...

7 (B) Side yard & Building Separation.

8 (1) Dimension. There shall be a minimum required side yard on each side of the building
9 having a width of not less than 15 feet measured from the roof overhang, or 6 inches
10 per foot of building height, whichever is greater. For parcels with a lot width greater
11 than two hundred (200) feet along State Highway A1A, the minimum required side
12 yard shall have a width of not less than 20 feet measured from the roof overhang, or 6
13 inches per foot of building height, whichever is greater.

14 (2) ~~Other. Building Separation.~~ If 2 or more buildings are constructed on the same plot of
15 ~~ground land, there shall be provided a side yard of~~ the building separation shall be 25
16 35 feet measured between the roof overhang of each building or 6 inches per foot of
17 building height, whichever is greater.

18 (3) Landscaping. Each minimum required side yard shall include a minimum eight- (8)
19 foot wide Side Yard Landscaped Buffer which shall consist solely of landscaping as
20 defined in Sec. 12-90, so as to create a privacy screening effect, to include:

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

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

26 (c) Trees, including palm trees, and/or shrubs or hedges of an intermediate height
27 between four (4) feet and fourteen (14) feet.

28 (d) Exception: internal side yards as required under (B)(2) above.

29 (e) Fences and walls as set forth in 12-263.

30 (4) Encroachments into Minimum Required Side Yards. Unless otherwise provided in the
31 Code of Ordinances, only the following structures are allowed in the minimum required
32 side yard, but not within the minimum eight- (8) foot wide Side Yard Landscaped
33 Buffer.

34 (a) Air conditioning equipment, pool equipment and pool heaters provided that:

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

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

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

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

44 (c) Generators shall not be permitted in the minimum required side yard, and their
45 location or future proposed location shall be provided on a site plan.

46 ...

1 Sec. 12-145. Area, building frontage and density regulations.

2
3 (A) Plot size, single-family residential dwelling. Every plot for a single-family dwelling shall
4 be not less than 100 feet in width and 12,000 square feet in area.

5 (B) Plot size and building frontage, multiple-family residential dwelling. Every plot for a
6 multiple-family residential dwelling shall not be less than 100 feet in width, not less than
7 100 feet in depth, and contain not less than 25,000 square feet in area. Building frontage
8 along Hillsboro Mile (A1A) shall be a maximum of 200 linear feet. Any additional
9 buildings onsite shall have a minimum building separation set forth in 12-144(B).

10 ...
11 ARTICLE VII. - RM-30 MULTIPLE-FAMILY DWELLING RESIDENTIAL DISTRICT (WITH
12 7-STORY MAXIMUM LIMIT)

13 ...
14 Sec. 12-161. - Use regulations.

15 ...
16 A building or premises shall be used only for the following purposes.

17 ...
18 (B) *Uses accessory to multiple-family residential dwellings.*

19 (1) Accessory structures within the RM-30 Multiple-Family Dwelling Residential
20 District shall be limited to free standing shade structures within ~~the a~~ pool deck
21 (cabanas, gazebo, tiki huts, trellises, pergolas), decks, patios, carports, sauna
22 units, hot tubs, gym and spa buildings, athletic play areas, and recreational
23 equipment.

24 (a) ~~Freestanding shade structures within the pool deck, (cabanas, gazebos,~~
25 ~~tiki huts, trellises and pergolas) shall provide a ten (10) foot setback. No~~
26 ~~such accessory structures shall be permitted within the minimum~~
27 ~~required side yard.~~

28 (b) Freestanding shade structures shall be open all sides, no greater than
29 twelve (12) feet in height as measured from the ground to the top of the
30 structure and shall be limited in size to a maximum of ~~two three~~ hundred
31 (~~23~~00) gross square feet in area. ~~No more than two (2) freestanding~~
32 ~~shade structures shall be permitted. For lots having a width greater than~~
33 ~~two hundred (200) feet along State Highway A1A, an additional one~~
34 ~~hundred (100) square feet of freestanding shade structures shall be~~
35 ~~permitted for every one hundred (100) feet of additional lot width.~~

36 (bc) Carports ~~may extend into a required front or side yard subject to the~~
37 ~~following requirements:~~ shall have minimum front ~~or side~~ yard setback
38 of fifteen (15) feet from the property line, and a maximum height of ten
39 (10) feet, and shall be open on all sides, except for when attached to the
40 principal building.

41 (ed) ~~Gym, h~~Hot tub and spa structures shall provide a ten_ (10) foot ~~side or~~
42 rear yard setback.

43 (de) Laundry and vending machines, sauna units and sewage treatment
44 facilities: Shall be fully enclosed within the main building, or in the
45 enclosed garage or parking areas.

(f) Gyms and other habitable structures are not permitted within the minimum required side yard.

Sec. 12-163. - Parking regulations.

(B) Open Parking.

(2) Parking areas located east of State Highway A1A must be shielded from State Highway A1A ~~by appropriate landscaping~~ with landscaping of a minimum height of six (6) feet at the time of planting. Parking areas located west of State Highway A1A must be shielded from the highway by appropriate landscaping. The area between State Highway A1A and the parking ~~space area~~ 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 and adjoining bicycle lane, shall ~~be in grass consist of ground cover landscaping which naturally grows and/or can be maintained at a height no less than eighteen (18) inches and no greater than thirty (30) inches., and~~ be in grass consist of ground cover landscaping which naturally grows and/or can be maintained at a height no less than eighteen (18) inches and no greater than thirty (30) inches. ~~and~~ This 10-foot area shall be green and contain no obstructions. Exceptions to the 10-foot requirement:

(a) In any area of the Town of Hillsboro Beach in which there is not more than 15 feet distance between the westerly paved edge of State Highway A1A and adjoining bicycle lane and the mean high water line along the easterly shore of the Intracoastal Waterway ~~the requirement that "a minimum of 10 feet in width, immediately adjacent to the paved edge of State Highway A1A shall be in grass" shall not apply., only one (1) parallel paved parking space, not more than 10 feet by 20 feet in dimension, shall be permitted. The remainder of this area shall consist of ground cover landscaping which naturally grows and/or can be maintained at a height no less than eighteen (18) inches and no greater than thirty (30) inches.~~ No additional parking, other than for emergency purposes, shall be permitted in any of the areas to which this exception applies;

Sec. 12-164. - Yard regulations.

(B) Side yard & Building Separation.

(1) Dimension. There shall be a minimum required 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 greater. For parcels with a lot width greater than two hundred (200) feet along State Highway A1A, the minimum required side yard shall have a width of not less than 20 feet measured from the roof overhang, or 6 inches per foot of building height, whichever is greater.

(2) ~~Other.~~ Building Separation. If 2 or more buildings are constructed on the same plot of ~~ground land,~~ there shall be provided a side yard of the building separation shall be 25 35 feet measured between the roof overhang of each building or 6 inches per foot of building height, whichever is greater.

(3) Landscaping. Each minimum required 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, so as to create a privacy screening effect, to include:

(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.

(c) Trees, including palm trees, and/or shrubs or hedges of an intermediate height between four (4) feet and fourteen (14) feet.

(d) Exception: internal side yards as required under (B)(2) above.

(e) Fences and walls as set forth in 12-263.

(4) Encroachments into Minimum Required Side yards. Unless otherwise provided in the Code of Ordinances, only the following structures are allowed in the minimum required side yard, but not within the minimum eight- (8) foot wide Side Yard Landscaped Buffer.

(a) Air conditioning equipment, pool equipment and pool heaters 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) Generators shall not be permitted in the minimum required side yard, and their location or future proposed location shall be provided on a site plan.

...

Sec. 12-165. Area, building frontage and density regulations.

(A) Single-Plot size, single-family residential dwelling. Every plot for a single-family dwelling shall be not less than 100 feet in width and 12,000 square feet in area.

(B) Multiple-Plot size and building frontage, multiple-family residential dwelling. Every plot for a multiple-family residential dwelling shall not be less than 100 feet in width, not less than 100 feet in depth, and contain not less than 25,000 square feet in area. Building frontage along Hillsboro Mile (A1A) shall be a maximum of 200 linear feet. Any additional buildings onsite shall have a minimum building separation set forth in 12-164(B)....

ARTICLE XIII. - ADDITIONS, EXCEPTIONS AND MODIFICATIONS

...

Sec. 12-269. Property rights provision.

1 (A) With respect to properties zoned multi-family residential as of the date of this ordinance,
2 platted lots of record as of the date of this regulation with a north/south width in excess of
3 400 feet which are proposed for development and meet the dimensional and density criteria
4 set forth below, may have a permitted maximum height of 25% of the north/south width
5 of such platted lot, not to exceed 10 stories or 150 feet.

6
7 (B) Dimensional & density criteria.

8 (1) A minimum side yard of 100 feet for structures or portions of structures more than 15
9 feet above grade;

10 (2) a minimum side yard of 35 feet for structures or portions of structures equal to or less
11 than 15 feet above grade;

12 (3) a minimum front setback of 100 feet from the centerline of State Road A1A for
13 structures more than 15 feet above grade;

14 (4) a minimum front setback of 45 feet from the centerline of State Road A1A for
15 structures equal to or less than 15 feet above grade;

16 (5) the total number of residential units is a minimum of 45% less than the maximum
17 number of units permitted by the underlying land use and zoning of the subject
18 property; and

19 (6) include a conservation area equal to at least 20% of the acreage of the land within the
20 entire applicable plat.

21
22 (C) Property rights provision administrative process and procedure.

23 (1) The process and procedure set forth within this section applies only to properties that
24 previously received an affirmative super-majority vote for site plan approval by the
25 Town Commission prior to the change in law created by the Property Rights Provision
26 of Section 12-269.

27 (2) Where a proposed site plan is in substantial compliance with a site plan that previously
28 received an affirmative super-majority vote by the Town Commission prior to the
29 adoption of the Property Rights Provision of Section 12-269, no further public hearing
30 site plan review or public hearing approval shall be required provided that the site plan
31 applicant:

32 (a) submits a Development Application for site plan review;

33 (b) pays the filing fee for site plan review;

34 (c) requests a compliance determination from the Town Planner that the proposed site
35 plan:

36 (i) is in substantial compliance with the site plan that previously received the Town
37 Commission's affirmative super-majority vote;

38 (ii) complies with the dimensional and density criteria set forth within this section;
39 and

40 (iii) has only minor deviations from the plan that received the Town Commission's
41 affirmative super-majority vote; and

42 (d) receives a compliance determination approval from the Town Planner confirming
43 that the site plan satisfies sub-sections C(2)(c)(i)-(iii) above.

44 (3) For purposes of this section, a "minor deviation" shall be a deviation that does not
45 substantially modify the overall site plan and does not modify any significant
46 attributes of the site plan including, but not limited to, density, height, architectural

1 features, setbacks, front, side and rear yards, parking garage, parking areas, property
2 access, relocation of amenities, conservation area, or other such changes, as
3 determined by the Town Planner.

- 4 (4) Within 5 days of rendering a compliance determination approval, the Town Planner
5 shall forward it to the Town Manager and within 5 days of receipt, the Town Manager
6 will post such compliance determination approval in Town Hall and on the Town
7 website, as well as publish notice of such determination in a newspaper of general
8 circulation. Any prior condition of approval voluntarily proffered by the applicant and
9 accepted by the Town Commission at a public hearing shall be made a part of any
10 such administrative site plan approval under this section.

11 ...

12
13 Secs. 12-~~269~~270—12-279. - Reserved.



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Authorization for Coastal Protection Engineering to provide construction services during the joint beach nourishment project.

Submitting Dept: Town Manager

Agenda Date: January 10, 2023

1. BACKGROUND / HISTORY

Through the approved joint Request for Qualification (RFQ) with Deerfield Beach, Coastal Protection Engineering (CPE) was selected by the Town and City to represent both agencies as the engineer for the design, engineering, permitting and construction support services for the joint beach nourishment project.

2. CURRENT ACTIVITY

The attached scope of work provides for the engineering activities while beach construction is occurring, specifically:

- Reviewing construction documents to ensure compliance with Settlement Agreement between the Town and City for a 5-year design of the beach project.
- Coordination with Deerfield, Boca Raton and other agencies as needed during the project.
- Quality control of beach material, construction outcomes, and permit requirements.
- Moffatt and Nichol will be a subcontractor responsible to prepare the post-construction report verifying the compliance with the permitting agencies.

3. FINANCIAL IMPACT

Both the Town and Deerfield will each pay \$183,463.70, for the construction services. The Town will be reimbursed by FEMA, FDEM, and the State through the LGFR program; Dorian repairs will be reimbursed 87.5% and the remaining work within the Settlement Agreement Area will be 50% reimbursed at approximately 87% of total cost.

4. RECOMMENDATION

Commission authorization to execute the attached agreement with CPE is requested.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

33
34
35
36
37
38
39
40
41
42
43
44

36
37
38
39
40
41
42
43
44

39
40
41
42
43
44

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 _____ 2023.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RECORD OF TOWN COMMISSION VOTE:

COMMISSIONER DEBORAH L. TARRANT _____

COMMISSIONER IRENE KIRDAHY _____

COMMISSIONER VICKY FEAMAN _____

COMMISSIONER BARBARA BALDASARRE _____

COMMISSIONER JANE RESISER _____



COASTAL PROTECTION ENGINEERING

5301 N. FEDERAL HWY, SUITE 335

BOCA RATON, FL 33487

561-565-5100

December 9, 2022

Sent Via Email

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

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

Re: RFQ # 21-15-JW - Proposal for Coastal Engineering 2023 Construction Services

Dear Mr. Bardes and Mr. Serda:

This proposal is being provided in response to your request for Coastal Protection Engineering LLC (CPE) to provide coastal engineering services to the City of Deerfield Beach (City) and Town of Hillsboro Beach (Town) under the Work Authorization approved pursuant to RFQ # 21-15-JW.

The scope of work presented herein is to support the City and Town with construction and post-construction tasks for the placement of material from the Boca Raton Inlet ebb shoal dredging project or upland sources onto segments of the Town's and City's beaches in accordance with the Settlement Agreement.

The CPE Team will provide professional services on the following tasks as further described in the attached Scope of Services (Exhibit A):

Task 1 – Pre- and During-Construction Services

Task 2 – Extended Construction

Task 3 – Post-Construction Certification and Reporting

Task 4 – Intergovernmental Coordination and Funding Support

The total cost for these services is to be provided for a Lump Sum fee of \$366,927.40 as detailed in the attached Fee Proposal (Exhibit B) to be invoiced monthly based on percent complete. CPE will perform these services in accordance with the Rate Schedule and Terms and Conditions of the governing Contract and Work Authorization dated April 6, 2021. We respectfully request that each municipality provide a written Notice to Proceed or corresponding Purchase Order for CPE to commence work in their respective amounts of \$183,463.70 to reflect the equal share of Soft Costs per the Settlement Agreement. Likewise, we will arrange our invoices to each municipality accordingly.



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

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tara Brenner', written over a light blue horizontal line.

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

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

cc: Chad Grecsek, City of Deerfield Beach
Tom Pierro, P.E., CPE
Dylan Nestler, P.E., CPE



Exhibit A – Scope of Services

Deerfield/Hillsboro Beach Nourishment – 2023 Construction Services

This scope of work is for professional services to support the City of Deerfield Beach (City) and Town of Hillsboro Beach (Town) in constructing an initial beach nourishment project under the joint Settlement Agreement (Resolution No. 2020/148). The tasks presented below are to support the City and Town with administration of the construction event and to perform permit required certification, monitoring and reporting. Construction is anticipated to include placement of sand from the Boca Raton Inlet ebb shoal dredging project or upland sources (i.e., approved upland mines and Deerfield stockpile) within permitted fill templates of the Hillsboro/Deerfield Beach Nourishment project area.

Our staff and subconsultants will be used as described herein and proposed in Exhibit B. Although this proposal is detailed by separable items and estimated by specific staff and categories, it is anticipated that some work elements will exceed the estimate while others fall below the estimate to complete. Our staff and subconsultants will be used as needed to achieve the scope of services and to meet the stated objectives and timelines within the proposed budget.

The following Tasks are included in this Scope of Services:

Task 1 – Pre- and During-Construction Services

The fall/winter 2022 semi-annual survey collected under separate work assignment, will be used to represent the pre-construction beach conditions. Engineers will review the physical monitoring results and perform engineering analysis to refine project reach extents and estimate volumes needed. The goal of the design will be to construct at a minimum, a 5-year project within the Settlement Agreement Area and to replace FEMA funded, storm losses; additional material to be placed north and/or south within the permitted limits will be at the direction of the City and/or Town. The refined design will be communicated to the Contractor prior to sand placement within the Deerfield/Hillsboro project area.

CPE will plan to submit Notice to Proceed (NTP) required items in sequence, as soon as they are available, to aid in timely agency reviews. The NTP request will be finalized once the construction contractor has been awarded and provides turbidity monitoring qualifications, environmental monitoring plans and an Environmental Protection Plan for the project. During the pre-construction phase, CPE will review the contractor's work plan and submittal forms including those needed for the agency NTP request prior to submitting to the permitting agencies. This will include up to one round of work plan revisions from the contractor.

CPE will coordinate with agency representatives, the City, Town, and City of Boca Raton (as applicable), construction contractor, turbidity monitors, and those responsible for protected species monitoring to schedule the permit required pre-construction conference based on the anticipated construction commencement date. To meet permit requirements, CPE professional staff will be prepared to present and discuss relevant permit conditions and support the City and Town in presenting project goals and details. CPE will assist during the contractor pre-construction meeting immediately following or immediately before the agency pre-construction meeting to discuss contract obligations, chain of communication expectations and points of contact, and to clarify project details and logistics.



CPE will serve as Engineer of Record in a support role to the City and Town, assisting in administering the construction of this beach renourishment project. We will assist in coordination for mobilization and demobilization and notifying agency commencement notifications. During construction, a CPE Team coastal engineer experienced in beach nourishment, will be on site daily observing construction operations with a focus on sediment quality and compliance with the construction plans, technical specifications, and environmental permits. CPE will support the City and Town in tracking project progress, reporting volume placed, reviewing contractor submittals, and providing technical advising as it relates to project design or permit conditions. CPE will review daily contractor reports and submit turbidity monitoring reports to appropriate agency contacts throughout construction. This task assumes no more than 8 weeks of active construction.

Once fill sections have been completed by the Contractor, CPE will utilize construction surveys collected by the Contractor, to analyze the placed material to support recommendations to the City and Town for acceptance or rejection of fill sections throughout construction. As the need arises, CPE will assist the City and Town in preparing field changes, change orders, or contract modifications, and making determinations on non-conforming or unauthorized work.

Members of the CPE engineering team will attend weekly construction progress meetings with the City, Town, and Contractor to cover work progress and schedule, conformance to plans and specifications, and other relevant issues for discussion.

CPE will review the Contractor's pay applications monthly, reconcile and/or review the progress pay volumes compared to those measured by the physical surveys within accepted sections.

Once a project reach has been deemed substantially complete, the engineer will develop a punch list of items needing completion or correction prior to final acceptance of the project and provide written recommendations to the City and Town concerning acceptability of the work done.

Task 2 – Extended Construction Support

This task provides additional professional services for potential construction needs that may arise beyond those anticipated at the time of preparation of this scope of work. Additional support as directed by the City or Town may include:

- Attendance at public meetings
- Easement coordination
- Extended coordination with regulatory agencies
- Construction related coordination
- Sand quality remediation coordination
- On site observation support for active construction that exceeds the 8-week maximum assumed in Task 1

Task 3 – Post-Construction Certification and Reporting

CPE's surveying subconsultant, Morgan & Eklund (M&E), will perform beach profile surveys to document post-construction beach conditions throughout the project area. This survey is anticipated to also serve the pre-storm survey objectives of the Settlement Agreement for 2023. Thirty-three (33) beach profiles will be collected between FDEP reference monuments R-1 and R-18 to comply with the environmental



permit's Physical Monitoring Plan (September 2022). Stations may include lines spaced approximately 200' apart between R-5 and R-7, intermediate stations at approximately 500' spacing between R-7 and R-13, and five profiles north and south of the permitted project limits. All profiles will be full profiles extending from landward of the edge of vegetation to approximately 3,000' offshore beyond the depth of closure (approximately -20' NAVD).

All work will be conducted under the direct supervision of a licensed Florida Professional Surveyor and Mapper of M&E and will be in accordance with 5J-17 F.A.C. and the March 2014 BBCE Monitoring Standards for Beach Erosion Control Projects, Sections 01000 and 01100. Data processing and reporting will be conducted following the data collection. Survey files consisting of plotted beach profiles, ASCII XYZ files, control tabulation, and survey certification will serve as deliverable for Task 3.

Post-construction sediment samples will be collected, analyzed, and archived in accordance with the project's Sediment QC/QA Plan by CPE team members. CPE's laboratory subconsultant, AVS will provide geotechnical laboratory services including sieving and carbonate content analyses for post-construction samples.

In accordance with permit requirements, a CPE Professional Engineer will prepare the project completion statement and certifications within 30 days. The certifications will be based on during construction surveys and satisfy FDEP General Condition #11.

In accordance with the project's Physical Monitoring Plan, a post-construction engineering monitoring report will be prepared under direction of a M&N Professional Engineer. The post-construction report will be based on pre- and post-construction project surveys and include key project details, volumes placed, summarize the results of post-construction sediment testing, and document environmental compliance tasks performed during construction. This report will be finalized and submitted to agencies within 90 days of the post-construction survey.

Task 4 – Intergovernmental Coordination and Funding Support

Under this task, the CPE Team will support the City and Town with intergovernmental coordination and funding support. Intergovernmental coordination may include attendance at commission meetings, conference calls, meetings, presentations, review of technical documents, miscellaneous coordination, and staff support for implementation of intergovernmental and local agreements.

The CPE Team will draft the FY 2024/2025 Local Government Funding Request for City and Town review and submittal to the FDEP Beaches Funding Program in summer 2023. We will also assist the City and Town in their coordination with Broward County, FDEP and/or FEMA for potential project cost reimbursement or cost sharing. Professional coastal funding support may include attending conference calls and providing general technical support (i.e., project description, construction details, cost estimates, etc.) at the City or Town's request up to the limit of effort proposed.



Exhibit B - Fee Proposal

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

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



City of Deerfield Beach & Town of Hillsboro Beach
RFQ #21-15-JW
2023 Construction Services

Fee Proposal - December 2022

Task No.	Description	Task Total	Labor					Sub-Consultants			
			Principal Engineer (Hours)	Project Manager (Hours)	Senior Marine Biologist (Hours)	Coastal Engineer (Hours)	Junior coastal Engineer (Hours)	CAD/GIS (Hours)	Moffat & Nichol, Inc. (Direct Costs)	AVS a Division of AmDrill (Direct Costs)	Morgan & Eklund, Inc. (Direct Costs)
1	Pre- and During-Construction Services	\$210,716.00	42	180	20	246	184	20	\$105,540.00		
2	Extended Construction	\$48,220.00	10	44	4	62	46	5	\$22,680.00		
3	Post-Construction Certification and Reporting	\$68,147.40	4	22		36	16	12	\$17,230.00	\$12,186.00	\$21,758.00
4	Intergovernmental Coordination and Funding Support	\$39,844.00	36	58	6	68		8	\$9,880.00		
Total =			92	304	30	412	246	45	\$155,330.00	\$12,186.00	\$21,758.00
Rate =			\$256.00	\$166.00	\$152.00	\$125.00	\$100.00	\$90.00	1.1	1.1	1.1
Cost =			\$23,552.00	\$50,464.00	\$4,560.00	\$51,500.00	\$24,600.00	\$4,050.00	\$170,863.00	\$13,404.60	\$23,933.80
Total Labor Cost = \$158,726.00											
Total Sub-Consultants Costs = \$208,201.40											
Total Project Costs = \$366,927.40											
Coastal Protection Engineering LLC											



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

I. Labor Rates

Labor Classification

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

II. Reimbursable Costs*

Cost Classification

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

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

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



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Authorization for Capital City Consulting to provide lobbying services with the State Legislature, Executive Branch, and special focus on FL Dept of Emergency Management (FDEM), FL Dept of Environmental Protection (FDEP) agencies, especially related to recent legislation for hurricane remediation and mitigation funding.

Submitting Dept: Town Manager

Agenda Date: January 10, 2023

1. BACKGROUND / HISTORY

Recently the State Legislature provided funding to FDEP and FDEM for the creation of a Florida Emergency Management Assistance Foundation and a Hurricane Restoration Reimbursement Grant Program. The lobbyists will assist the Town in advocating for interests best suited for the Town and its residents within these two programs and other State opportunities that may come forward.

The primary point of contact is Mr. Andrew Ketchel, who was the former Legislative Affairs Director for FDEP, and has worked with in the Executive Office of Governor Scott after participating in the Florida Gubernatorial Fellowship Program. Capital City Consulting (CCC) is a top tier lobbying firm that bodes a substantial legislative and executive practice as well as several local offices around the state. CCC is consistently the top fundraising firm for the House, Senate and Governor and members of the firm consist of former leadership from various state agencies with substantial policy reach into the executive and legislative branches.

2. CURRENT ACTIVITY

To ensure the Town was well-represented during the rule formulation of these funding programs, the Town Manager administratively approved the contract for two months. Should the Commission decide to continue with the contract, the contract's scope will be expanded to include the full scope of work as attached, with recognition that the Army Corps of Engineering advocacy would be within the State of Florida, and not at the national level.

3. FINANCIAL IMPACT

The monthly cost is \$5,000 and may be terminated by either party. The monthly rate is the lowest rate offered by the firm and was verified by sampling other agencies represented by the firm.

4. RECOMMENDATION

As the Commission has expressed a willingness to contract with a lobbyist, and as the immediate need exists with the current state funding, Commission authorization to execute the attached agreement with CCC is requested.

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28
- 29
- 30
- 31
- 32
- 33
- 34
- 35
- 36
- 37
- 38
- 39
- 40
- 41
- 42
- 43

3 A RESOLUTION OF THE TOWN COMMISSION OF THE
4 TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND
5 AUTHORIZING THE PROPER TOWN OFFICIALS TO
6 EXECUTE AN AGREEMENT WITH CAPITAL CITY
7 CONSULTING, LLC FOR LOBBYING SERVICES; PROVIDING
8 FOR CONFLICTS; PROVIDING FOR SEVERABILITY;
9 PROVIDING FOR AN EFFECTIVE DATE.

11 **WHEREAS**, the Town Commission deems it to be in the best interests of the
12 Town to approve and authorize the proper Town officials to execute an Agreement with
13 Capital City Consulting, LLC for Lobbying Services.

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

19 **SECTION 1.** The foregoing "WHEREAS" clause is true and correct and
20 hereby ratified and confirmed by the Town Commission.

22 **SECTION 2.** The Town Commission of the Town of Hillsboro Beach, Florida
23 hereby approves and authorizes the proper Town officials to execute an Agreement
24 with Capital City Consulting, LLC for Lobbying Services. A copy of the Agreement is
25 attached hereto as Exhibit “A”.

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

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

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

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

1 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this
2 ____day of _____ 2023.

3

4

5

6

7

8

9

10 **ATTEST:**

11

12

13 Sherry D. Henderson, CMC

14 Town Clerk

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

RECORD OF TOWN COMMISSION VOTE:

COMMISSIONER DEBORAH L. TARRANT _____

COMMISSIONER IRENE KIRDAHY _____

COMMISSIONER VICKY FEAMAN

COMMISSIONER BARBARA BALDASARRE _____

COMMISSIONER JANE RESISER



December 20, 2022

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

Re: Lobbyist/Consultant Agreement

Dear Mr. Serda:

Capital City Consulting, LLC, (hereinafter “CCC”) welcomes the opportunity to represent the Town of Hillsboro Beach (hereinafter “the Town”) as consultants/lobbyists before Florida’s legislative and executive branches. Given our government affairs experience, we believe we are well equipped to enhance your efforts in Tallahassee. This letter of agreement is intended to set forth our understanding as to the nature, scope and terms of professional consulting services CCC has agreed to provide to the Town.

SCOPE OF SERVICES. CCC agrees to lobby on behalf of the Town in front of the Florida Department of Environmental Protection and the Florida Division of Emergency Management to advocate for funding in the following programs:

- Hurricane Restoration Reimbursement Grant Program
- Hurricane Stormwater and Wastewater Assistance Grant Program
- Florida Emergency Management Assistance Foundation

TERM. The term of this relationship shall begin upon mutual execution of this agreement and continue for 2 months. Thereafter, the agreement may be extended upon mutual written consent.

FEES. CCC will provide the above referenced professional services for a monthly fee of \$5,000. In addition to our fee for services, we also charge separately for out-of-pocket expenses such as travel required in your representation, lobbyist registration, CCC members’ meals while meeting with legislators and staff, and any other nonstandard office expenses. We make every effort to keep these expenses to a minimum and often times split expenses amongst multiple clients if appropriate. CCC does not pay for meals or any expenses of legislators or other government officials.

CONFIDENTIALITY. CCC will treat any and all information, communications, or materials of the Town as confidential and will not disclose or divulge same unless otherwise directed or authorized by the Town or ordered to do so by a court of competent jurisdiction.

REPORTING. CCC will monitor all relevant actions of the Legislature and provide oral and written reports. CCC will be available to meet or discuss the status of any activities undertaken on behalf of the Town. At mutually convenient times, CCC will schedule periodic meetings or conference calls at your direction to review progress of any given task or project. CCC members are continuously available by telephone, email and cell phone to serve your communication needs.

INDEPENDENT CONTRACTOR. CCC and its employees, independent contractors and agents are independent contractors in the rendition of the services under this agreement and shall not hold itself out nor permit its employees, independent contractors or agents to hold themselves out, nor claim to be officers or employees of the Town.

ETHICAL AND LEGAL CONSIDERATIONS. CCC agrees to comply with all applicable local, state and federal laws, rules and regulations in its representation of the Town under this agreement. In accordance with Florida reporting obligations required of lobbying firms, the firm must report percentages of this fee allocated to the legislative and executive branch services. Based on our previous experience and the nature of your issues, we project the work to be allocated 90% toward executive branch lobbying efforts and 10% toward legislative.

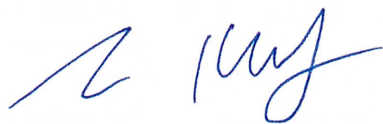
CONFLICTS OF INTEREST. CCC does not foresee any potential conflicts of interest with current clients. However, in the event that a conflict does occur with a future client, CCC agrees to disclose the conflict to both parties as soon as practical. CCC will attempt to resolve such conflict to the satisfaction of both parties. If a resolution agreeable to both parties is not achievable, then CCC must resolve the conflict in favor of any client represented prior to the Town's initial retention of CCC.

MISCELLANEOUS PROVISIONS. This agreement constitutes the entire understanding and agreement of the parties hereto. It supersedes all prior negotiations, discussions, correspondence, communications, understandings, and agreements between the parties relating to the subject matter of this agreement. If any portion of this agreement is found to be invalid or unenforceable, all other terms, provisions and covenants shall remain in full force and effect. Any amendment hereto must be in writing and signed by the parties. Although six members of our firm are Florida licensed attorneys, this representation is not for legal services.

Andrew Ketchel will have primary responsibility for this engagement.

If you agree with the terms contained in this letter of agreement, please sign and date this document and return it to our office. We appreciate your business and look forward to serving you.

Sincerely,



Andrew Ketchel

I agree with the terms of this letter contract on behalf of Town of Hillsboro Beach.

Signed on this 21 day of December 2022.

Wm M. Al
Signature

Town Manager
Title



Town Hall
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011
Fax: (954) 427-4834
townofhillsborobeach.com

Attachment A

Town Lobbyist Scope of Work

Background and Scope of Work:

The lobbyist will provide government relations and legislative representation services that promote the Town's interests before the Florida State and Broward County governments.

While maintaining the highest degree of ethical and professional standards, the firm will advocate for the Town and advise the Town staff and Commission on issues affecting the Town's coastal resources, funding opportunities for coastal projects, and issues regarding the Florida Department of Environmental Protection (FDEP), and the US Army Corps of Engineers (USACE) as they relate to matters affecting the Town's coastline. Specifically, the Town is seeking advocacy and awareness on matters including:

Primary Initiatives:

1. Coordinate funding or appropriation strategies for projects related to resiliency and beach renourishments.
2. Develop strategy for legislative appropriation for Town's coastal projects.
3. Advocate for implementation of Regional Beach Management Strategies, such as updated Inlet Management Plans and sediment budget monitoring.
4. Monitor and report on legislation, policies and coastal projects that may affect the Town.
5. Assist the Town with the approval of beach construction permits, timely FDEP and USACE review of funding applications and funding requests.

Secondary Initiatives:

- a. Aid the Town in establishing or expanding wake-free zones within Town limits on the Intracoastal Waterway.
- b. Identifying funding opportunities for water utility projects and assist in the application process.
- c. Locate disaster preparedness and recovery funding opportunities for hardening of Town Hall from environmental or manmade disasters.
- d. Identifying funding sources for facility improvements of public gathering spaces and the Town's park.

The qualified firm will have extensive familiarity and access with State lawmakers, and be well acquainted with FDEP and USACE.



Prepared for the Town of Hillsboro Beach
December 20, 2022

TABLE OF CONTENTS

Who We Are	04
What We Do	05
Our Services & Expertise	09
Our Team	10
Our Clients	18
Case Studies & Testimonials	23



ABOUT US



WHO WE ARE

- 18 Full-Time Lobbyists
- 6 Licensed Attorneys
- 100+ Years Experience
- 17 Years in Business
- 200+ Clients
- \$2.5 Billion in State Appropriations Secured for Clients

“LOBBYING FIRM
OF THE YEAR.”

- *Influence*

“FLORIDA’S BIGGEST
LOBBYISTS:
TURNING UP THE
HEAT.”

- *Florida Trend*

A man with short brown hair, wearing a blue plaid suit jacket, a white shirt, and a light blue tie with small dark spots, is smiling and gesturing with his right hand. The background is a blurred indoor setting with warm lighting. In the top right corner, there are three small, dark, right-pointing triangles. In the bottom left corner, there is a solid dark blue rectangle.

WHAT WE DO

- Advocate for businesses, non-profits, trade associations and governments
- Help your business navigate government
- Increase your business opportunities
- Protect and advance your business objectives
- Build relationships with state leaders
- Access state funding opportunities

GOVERNMENT RELATIONS

- Maximize government resources and incentives
- Create public/private partnerships
- Reduce burdensome regulation
- Influence Florida Legislature, Governor's Office and Florida Cabinet





POLITICAL BRANDING

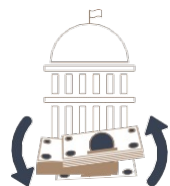
- Create strong and credible political brand
- Build awareness of your organization with your legislative delegation
- Drive messaging and media coverage
- Connect coverage to legislators and executive branch

A photograph of three men in business suits shaking hands. The man on the left is Black, the man in the middle is Hispanic, and the man on the right is white. They are all smiling and looking at each other. The background is slightly blurred, showing an outdoor setting with some greenery.

STATE APPROPRIATIONS

- Lay groundwork to secure state appropriations
- Build coalition to support appropriations request
- Ensure legislators and Governor's Office prioritize funding request
- Lobby to protect appropriated funds from Governor's veto

OUR SERVICES AND EXPERTISE



Appropriations



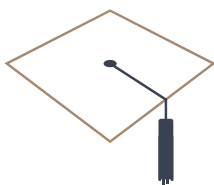
Business Regulations



Criminal Justice



Economic
Development



Education



Environment



Gaming



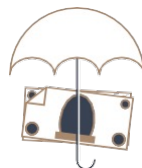
Government Purchasing
& Procurement



Healthcare



Information Technology



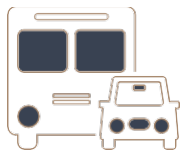
Insurance &
Financial Services



Local Government
Consulting



Political Consulting



Transportation

OUR TEAM



Nick Iarossi

Owner

Expert in legislative lobbying, executive branch procurement and public affairs initiatives

Former staff member for the Florida House, Florida Senate and Florida Department of Insurance

Named one of the “100 Most Influential People in Florida”



Ron Laface, Jr.

Owner

Expert in insurance, financial services, education, construction, healthcare, human services, alcohol, state licensing, transportation, taxes and appropriations

Named 2017 Healthcare Lobbyist of the Year

Former staff member at the Florida Department of Education



Jim Boxold

Managing Partner

Extensive expertise in transportation, former Secretary at the Florida Department of Transportation

Former Legislative Director for Congressman Porter Goss

Policy Advisor to Gov. Jeb Bush and Commissioner of Agriculture Adam Putnam

OUR TEAM



Justin Day

Partner

Expert in government affairs, transportation, construction, education, public works, technology, consulting, affordable housing and the environment

Former manager, The Advocacy Group, Tampa Office

Former Director, Gubernatorial Campaign of Alex Sink



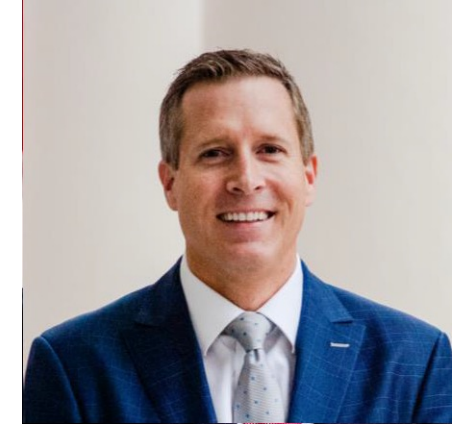
Megan Fay

Partner

Expert in tourism, education, gaming, health care, special districts and local government laws

Former Deputy Chief of Staff, Deputy Director for Cabinet Affairs and Deputy Director for Legislative Affairs for Gov. Rick Scott

Former attorney for Florida Department of Business and Professional Regulation and for Office of Policy and Budget (OPB)



Ken Granger

Partner

18 years of extensive public sector experience in executive branch administration, technology and procurement

Former Deputy Chief of Staff and Policy Director for Gov. Charlie Crist

Former Senior Strategy Consultant for a leading technology firm

OUR TEAM



Dean Izzo

Partner

One of the state's foremost procurement experts, providing insight into technology, purchasing, public policy and economic development issues

Former Vice President of Operations at JP Morgan Chase Bank

Former Chief of Staff and Chief Financial Office at the Florida Department of Economic Opportunity



Ashley Kalifeh

Partner

Expert in insurance, banking, education and healthcare

Former Deputy Chief Financial Officer and Legislative Affairs Director at the Florida Department of Financial Services

Recognized twice by Florida Trend magazine as one of the state's top government attorneys and as a top Insurance Lobbyist



Andrew Ketchel

Partner

Expert in Florida's complex water issues, the Florida Everglades, state lands, waste management, environmental regulations and the Florida Park Service

Former Legislative Affairs Director for the Florida Department of Environmental Protection

Multiple government roles under the administration of Gov. Rick Scott

OUR TEAM



Scott Ross

Partner

Extensive expertise in gaming and regulated industries

Former Deputy Secretary, Florida Department of Business and Professional Regulation

Former Director of Government Relations for one of the world's largest gaming and entertainment companies



Chris Schoonover

Partner

Expertise in information technology, education, appropriations, health and human services, alcohol, business and gaming regulation

Former staff attorney for the Florida House of Representatives

Named Top Education Lobbyist



Jared Rosenstein

Partner

Expertise in disaster consulting, emergency management, information technology, appropriations, and electronic entertainment

Former Legislative Affairs Director, Florida Division of Emergency Management

Extensive experience in both the Florida House of Representatives and Florida Senate

OUR TEAM



Maicel Green

Partner

Experience in crisis management, public affairs, and media relations

Expertise in utility governance, workforce development, and higher education

Two-time Olympian and gold medalist, Track & Field



Tony Carvalho

Partner

40-year veteran of Florida's executive and legislative branches.

Worked in both the House and Senate Appropriations Committees, and led the House in their appropriations process for three administrations

Served as the Budget and Planning Director for former Governor Jeb Bush



Joe Mongiovi

Partner

15 years of extensive experience in information technology strategy and operations

Six years of experience in technology manufacturing and solutions providers

Former technology engineering director over Southeast region for a global technology corporation

Former lead technology architect at Florida State University

OUR TEAM



Rodney Barreto
Partner

30+ years of experience in public policy, lobbying, and business development

Florida Council of 100 Member

Past Chairman of the Miami Super Bowl Host Committee

Current Chairman of the Florida Fish and Wildlife Conservation Commission



Brian May
Partner

Former Chief of Staff to Miami-Dade County Mayor's Office and to U.S. Senator Bill Nelson

Over three decades experience in political consulting and state & local government lobbying, with expertise in large real estate and economic development projects

Real estate investor, restaurateur, and blockchain innovator

OUR TEAM



Tim Gomez
Senior Director

Former legislative staffer focused on appropriations and economic development

Local government expert with auditing and transportation experience

Political and campaign strategist for over two decades



Felipe Angulo
Director

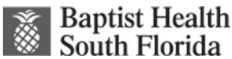
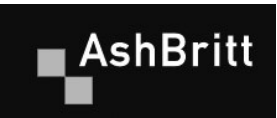
Expertise in permitting, zoning, community outreach, referendums, and major event

Former Aide to the Miami-Dade County Mayor

Former Director of Community Outreach and Business Connect, Miami Super Bowl Host Committee

OUR WORK

OUR CLIENTS



OUR CLIENTS



OUR CLIENTS













OUR CLIENTS



OUR CLIENTS



CASE STUDY

CUTTING THROUGH THE RED TAPE

CAPITAL CITY CONSULTING REPRESENTED A DEVELOPER experiencing delays to a large residential project due to a citizens initiated local referendum approval process.

A court's ruling effectively delayed the project until such time as the referendum could be held; as a result, we successfully lobbied for legislation that prohibited local government initiatives or referendums for local comprehensive plan and map amendments, such as the ones impacting our client.

By working with all interested parties—including local governments and private entities—the legislation unanimously passed the Florida House and Senate, and received the Governor's approval, allowing our client to immediately resume construction.

CASE STUDY

JUMPING TO THE HEAD OF THE CLASS

DURING THE 2019 LEGISLATIVE SESSION, Capital City Consulting secured \$12 million new recurring dollars for Florida Atlantic University's FAU 100, which will play a vital role for FAU to become a top 100 ranked institutions in the US.

Additionally, we secured capital outlay funding totaling \$11.5 million for the A.D. Henderson FAU Lab School and \$11 million for the Jupiter STEM Life Sciences Building.

CASE STUDY

STANDING UP FOR THOSE IN NEED

AS PART OF WORK for the South Broward Hospital District/Memorial Healthcare System, and with the health of Broward County's most needy in mind, we utilize our relationships with leadership and staff to message potential impacts, which ultimately result in various legislative proposals being defeated or amended.

From Low Income Pool Funding and Certificate of Need to Scope of Practice, we rely on our in-depth healthcare experience to achieve successful outcomes for Memorial Healthcare System each session.

CASE STUDY

STANDING UP FOR THOSE IN NEED

IN 2016, Capital City Consulting successfully worked with the Florida Association of Health Plans to protect consumers and outlaw surprise medical billing, also known as balance billing. then in 2020, we partnered with the association to pass HB 747, which will protect insured Floridians from the last remaining source of surprise medical bills – emergency medical transportation via air ambulance.

Insurance commissioners and legislatures around the country have tried to protect consumers and stop this practice, however, private air ambulance companies have used a federal law to curtail state action and continue to collect surprise bills from patients during their time of greatest need. We developed a novel approach that provides Florida with the best possible chance to withstand legal challenges, which passed the Florida Senate and House of Representatives with unanimous support, and once approved by the courts, will protect consumers from having to pay no more than a required co-payment to air ambulance companies.



TESTIMONIAL



AJAX BUILDING CORPORATION



“As a company that almost exclusively works with public entities, Ajax Building Corporation uses lobbyists on the local and state level to assist with the inherent bureaucracies of government.

Capital City Consulting has been our lead firm for all statewide issues for many years. They respond immediately to our needs and I am constantly impressed that they find solutions for us regardless of the agency involved or nature of the issues.”

- JaySmith

Owner, Ajax Building Corporation

TESTIMONIAL



NEW COLLEGE OF FLORIDA



“The folks at Capital City Consulting are widely respected and liked and have an astonishing knowledge of both formal and informal networks in Tallahassee, and in Florida more generally.

They have not only provided us with access to lawmakers and their staff but have provided excellent advice and counsel. They understand New College’s mission and needs, and both alert us to, and anticipate, opportunities that would otherwise have been missed. They function not just as consultants or lobbyists, but as wise, trusted colleagues.”

-Dr. Donal O’Shea,
President New College of Florida

TESTIMONIAL



VISA

”

“I have rarely encountered a lobbying firm as effective as Capital City Consulting. Simply one of the best.

-Paul Russinoff,
VP State Government Relations, Visa



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Forfeiture Fund Requests

Submitting Department: Police Department

Agenda Date: January 10th, 2023

ITEM 1. SAFER WATCH

1. BACKGROUND / HISTORY

We currently utilize one alert/notification system, *NIXLE*. We are looking to expand on additional platforms for our residents.

2. CURRENT ACTIVITY

We would like to partner with SaferWatch Alert System. What is SaferWatch? SaferWatch is an emergency response application that streamlines the way residents interact with first responders. SaferWatch's technology interconnects citizens with law enforcement within one application, in seconds. We must make this clear! Saferwatch **DOES NOT** take away from 9-11. If someone is in an emergency, you dial 911. SaferWatch does provide many non-emergency features:

- Enhanced citizen and employee safety
- Improve response times & operational efficiencies
- Receive new sources of intelligence
- Improve community engagement and public image
- Receive multimedia files for evidence and probable cause
- Improve officer safety due by enhancing situational awareness
- Streamlining information gathering from multiple sources
- Improving internal and external communications
- Keep the community updated and informed about critical incidents taking place
- Build a network of "eyes and ears" throughout the community
- Automatically notify employees and people nearby during an emergency
- Proactive risk mitigation and liability protection
- Accountability and real-time reporting
- Implementing cutting-edge technology gives law enforcement an advantage
- Allows for real-time coordination between multiple law enforcement agencies

Our vision is to create a more verse communication environment for our residents. We will accomplish this by utilizing both Nixle and SaferWatch. All too many times we hear "we didn't want to bother you." We believe SaferWatch is this tool.

If approved, we plan on taking the next three months implementing the platform to our residents.

3. FINANCIAL IMPACT

The total cost for SaferWatch, through forfeiture funds is \$15,000 a year and we would like the contract to be for 3 years. Total of \$45,000. Forfeiture Fund balance is \$350,513.15.

4. RECOMMENDATION

Recommend the Town allocate and authorize the use of forfeiture funds for SaferWatch for three years. This will be sole sourced.

ITEM 2. DONATION OF FORFEITURE FUNDS TO THE FBI NATIONAL ACADEMY

1. BACKGROUND / HISTORY

Annually the FBI National Academy will host a training event. The training event will have training classes geared toward law enforcement professionals, who have graduated the FBI National Academy. Historical classes include topics of leadership, wellness, community engagement, legal updates, problems facing law enforcement, etc.

2. CURRENT ACTIVITY

The annual re-trainer will be held in Jacksonville for the year of 2023. We are recommending we donate \$5,000 from our forfeiture funds to support the 2023 FBI National Academy Florida Chapter held in Jacksonville Florida.

3. FINANCIAL IMPACT

The total cost using forfeiture funds is \$5,000.

4. RECOMMENDATION

Recommend the Town allocate the use of \$5,000 for the FBI National Academy Florida Chapter for the 2023. Forfeiture Fund balance is 305,513.15, if Item 1 was approved.

ITEM 3. PURCHASE OF ACCESS CONTROL SYSTEM

1. BACKGROUND / HISTORY

Our current access control system is faulty and needs to be updated. We have a few access points currently not in operation, the readers are very difficult to get, the system is outdated and complex and the control points are cracking and beginning to remain in the open position. We have had individuals walk into the PD (Staff Entrance) due to a broken access control point.

2. CURRENT ACTIVITY

The Police Department requests the purchase to update our access control system. We would like to replace our readers and update our outdated doorbell audio/visual system. We have received 3 quotes all varying in price and equipment. We also sought technical advice from our contracted IT service, NODE0. We are requesting \$4,110.62 dollars for a new intercom system for the front door, \$22,756.59 dollars for the update of our access point readers and \$3,132.79 for any incidental work that needs to be accomplished for this installation for a total of \$30,000 dollars.

3. FINANCIAL IMPACT

The total costs from forfeiture funds are \$30,000 dollars. Forfeiture Fund balance is \$300,513.15 if Items 1 and 2 were approved.

4. RECOMMENDATION

The Police Department recommends the Town Commission allocate and authorize the use of \$30,000 dollars of forfeiture funds to purchase access control system and an intercom from Tech Pro. We would also like to ask to waive contract pricing.

ITEM 4. PURCHASE OF TRAINING/BRIEFING INITIATIVE

5. BACKGROUND / HISTORY

We would like to create a briefing/training room. A shift briefing is an information gathering training event that occurs before every shift, every day. Topics include, B.O.L.Os (be on the look out), events from the prior evening or weekend, training topics, administrative updates and inspections. We would also utilize this space for annual training. Annual training includes Use of Force, Firearm, CPR, AED, NARCAN, Pathogens, Drug Identification, Unusual Occurrences and other assigned/required trainings.

6. CURRENT ACTIVITY

We need essential equipment for this room. We are requesting \$75,000 dollars to be utilized for this equipment. Equipment will include, flooring, TV, projector, tables, chairs, outlets, two workstations and other necessary equipment.

7. FINANCIAL IMPACT

The total costs from forfeiture funds are \$75,000. Forfeiture Fund balance is \$270,613.15, if Items 1 2 and 3 were approved.

8. RECOMMENDATION

The Police Department recommends the Town Commission allocate the use of \$75,000 to create our training/briefing area.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

WHEREAS, the Town Commission deems it to be in the best interest of the Town to approve the use of \$45,000 in Federal Forfeiture Funds for the sole source purchase of an Alert System Emergency Response Application from SaferWatch with 3-year contract at \$15,000 per year.

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

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.

{00547775.2 1182-0606490 }

1 ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this
2 ____ day of _____ 2023.

3
4
5
6
7
8
9
10
11
12
13
14
15

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RECORD OF TOWN COMMISSION VOTE:

COMMISSIONER DEBORAH L. TARRANT	_____
COMMISSIONER IRENE KIRDAHY	_____
COMMISSIONER VICKY FEAMAN	_____
COMMISSIONER BARBARA BALDASARRE	_____
COMMISSIONER JANE RESISER	_____



SaferWatch Proposal



EXECUTIVE SUMMARY

Client:	Hillsboro Beach Police Department
Contact:	Chief Jay Szesnat
Coverage Area:	Town of Hillsboro Beach
Geo-fences:	Unlimited Geo-fenced Locations Within the Territory
Users:	Unlimited Pubic and Private Users
Usage:	Unlimited Inbound and Outbound Alerts
Data Retention:	Defined by Client (up to 3 years)
Term:	3 Year
Setup Fee:	\$0.00 (waived with 3 year agreement)
Price Per Year:	\$10,000
Add-on Options:	\$5,000 (includes live streaming video for residents)
Total Annual Cost:	\$15,000
Total Project Cost:	\$45,000 (total project cost over 3 year term)

BENEFITS OF THE SAFERWATCH PLATFORM

- Enhanced citizen and employee safety
- Improve response times & operational efficiencies
- Receive new sources of intelligence
- Improve community engagement and public image
- Receive multimedia files for evidence and probable cause
- Improve officer safety due by enhancing situational awareness
- Streamlining information gathering from multiple sources
- Improving internal and external communications
- Keep the community updated and informed about critical incidents taking place
- Build a network of “eyes and ears” throughout the community
- Automatically notify employees and people nearby during an emergency
- Proactive risk mitigation and liability protection
- Accountability and real-time reporting
- Implementing cutting-edge technology gives law enforcement an advantage
- Allows for real-time coordination between multiple law enforcement agencies



SCOPE OF SERVICES & PRODUCT FEATURES

SaferWatch Platform

- SaferWatch Mobile Application - Available for Free Download on iOS & Android
- SaferWatch Command Center - Web Portal Access for Clients Only
- SaferWatch Alerts - Web Portal for Citizen & Employee Alerts
- SaferWatch API & SDK - for Product Integrations

SaferWatch Features Overview:

Ability to Receive Inbound Alerts & Intel

- Tip Reporting
- Non-Emergencies/Suspicious Activity Reporting
- Threat Prevention & Threat Management
- Emergencies
- Live Videos
- BOLOs

Ability to Push Outbound Alerts & Mass Notifications

- Geo-based Mass Notifications & Emergency Alerts
 - Mobile App Push Notifications
 - Email Alerts
 - SMS
 - Phone Calls
 - Desktop Notifications
 - Web Based Alerts
- Sexual Predator Flyers & Mass Notifications Within 1 Mile of Predator Address

SaferWatch Citizen Upload (SaferWatch App is Not Required to Use with Citizens)

- SMS Live Chat
- SMS Media Upload (collection of evidence and multimedia files)
- Advanced Mobile Location Services
- Live Streaming Video Services (live streams are processed and recorded for playback)

SaferWatch Emergency Mobile Panic Alert System

- SaferWatch will provide its Mobile Panic Buttons for Employees

Reports

- Ability to Generate User Reports
- Ability to Generate Alert Reports
- Ability to Generate Caller & Case Transcripts
- Ability to Generate Analytics Reports



SYSTEM & TECHNICAL SPECIFICATIONS

- SaferWatch Command Center is Web Based and Runs on Chrome & Edge Browsers
- Secure Access to Web Portal - SSO Login & Two-Factor Authentication
- Multilingual - English, Spanish, Portuguese, France, Chinese, Creole (German soon)
- ADA Compliance
- DOJ's Criminal Justice Information System (CJIS) Security Policy Best Practices
- FERPA Compliance
- HIPAA Compliance
- Encryption in Transit and at Rest
- 99.999% Uptime Guarantee
- Hosted in AWS GovCloud in Virginia
- USA Only Data Centers
- No Advertisements Served to Users
- Data Retention Policy Set By Customer
- Digital Evidence Best Practices - Chain of Custody Logs



ITEMS INCLUDED AT NO ADDITIONAL COST FOR THE TERM OF THE AGREEMENT

- **Interoperability With Existing Systems - Third Party Integrations**
 - SaferWatch has a well-documented API and a dedicated integrations team that will work with any third-party provider who has an API which Client would like us to integrate with.
 - All integrations, incoming and outgoing will be included at no additional costs.
- **Ongoing Support & Maintenance**
 - SaferWatch provides 24/7/365 Support
 - Provides 24/7/365 Customer Support
 - Phone Support
 - Ticket Support
 - Onsite Support
 - Phone and Email Support included at no additional cost.
 - Both technical support and customer service is provided 24/7/365.
 - SaferWatch Guarantees 99.999% System Uptime.
- **System Upgrades**
 - All feature and system upgrades are automatically included at no additional cost.
- **Training & Custom User Guides**
 - All training will be provided by SaferWatch at no additional cost.
 - Training may include in person and virtual training.
 - Customized Training Guides and hosted training videos will be provided
- **Dedicated Account Resources**
 - Dedicated Account Manager
 - Dedicated Project Manager
 - Assigned Technical Lead
 - Customer Success Manager



Sole Source Justification & Competitive Analysis

Public Safety Technology

December 8th, 2022

Hillsboro Beach Police Department

Dear Purchasing Department:

To the best of our knowledge and based on multiple law enforcement agencies review of SaferWatch, the SaferWatch Platform is the only commercially available law enforcement, school and community two-way communication mobile and web based technology which has the patent pending combination of processes and features including, but not limited to: the ability for an end user to report crime, threats, suspicious activity, non-emergency incidents and/or tips, via upload or capture of video, photo, audio or text message and/or through live streaming video (which transmits real-time video and audio streams) and/or through the optional capability of initiating a digital or physical panic button which may also include an end user's physical GPS location, nearest address, profile information (including photo and physical description), contact information, emergency contacts and self-provided emergency medical information directly and automatically route into a law enforcement communications center or a real-time crime center based on the incident type, location or user permissions.

Moreover, SaferWatch offers an SMS tipline and phone number which is seamlessly managed inside of SaferWatch's Command Center program. Tipsters can send in a text message to a particular phone number and law enforcement and security personnel can respond accordingly and have a real-time two-way conversation via text message or in-app chat, where users can upload photos and videos as well.



If You See Something, Send Something with the SaferWatch App!



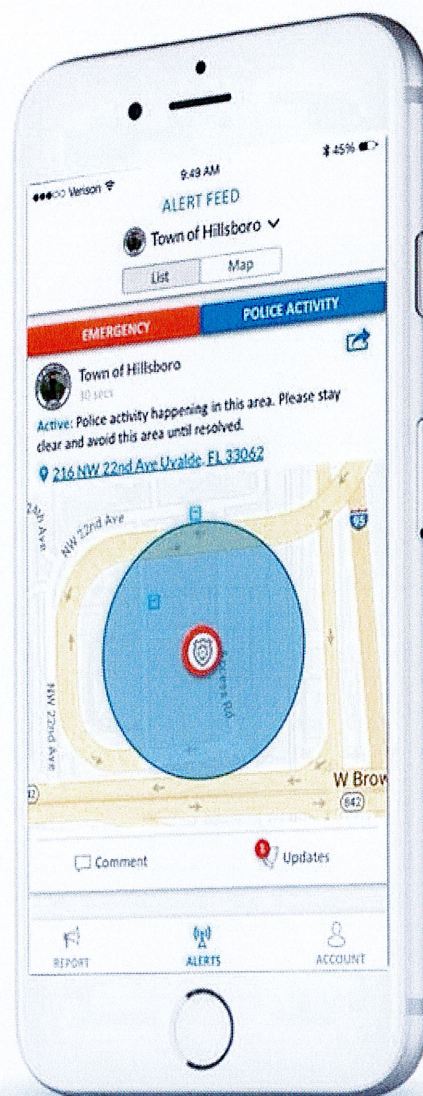
Report Crime, Threats
and Suspicious Activity



Receive Real-Time Alerts
from Town of Hillsboro



Subscribe to the
Town of Hillsboro



Download on the
App Store



GET IT ON
Google Play

Learn More at SaferWatchApp.com/Hillsboro



SEE SOMETHING, SEND SOMETHING

TEXT:



954-264-TIPS (8477)

REPORT SUSPICIOUS ACTIVITY



SAFERWATCH





Pricing Confirmation Letter

December 28th, 2022

Town of Hillsboro Beach:

Per request, this letter is to confirm pricing related to a recently generated proposal that was sent to the Hillsboro Beach Police Department.

SaferWatch's minimum account pricing for any town, city, county or law enforcement agency is \$10,000 per year for our base platform. The account minimum is only provided to smaller municipalities with 10,000 residents or below.

We also offer smaller municipalities no minimum on the number of licenses they would like to purchase for our SaferWatch Citizen Upload product that allows residents to text in photos and video and even livestream events to law enforcement or city officials. SaferWatch Citizen Upload license is \$5,000 per seat per year.

In summary, we are providing our lowest pricing tier for the Town of Hillsboro Beach.

Thank you,

SaferWatch Support Team



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. 2023-04 Consideration to Approve and Authorize the Donation of \$5,000 Federal Forfeiture Funds to the Florida FBI National Academy Associates, Inc. to Assist with Offsetting the Cost of the 2023 Annual Re-Trainer Program in Jacksonville, Florida.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: January 10, 2023

1. BACKGROUND/HISTORY

Annually the FBI National Academy will host a training event. The training event will have training classes geared toward law enforcement professionals, who have graduated the FBI National Academy. Historical classes include topics of leadership, wellness, community engagement, legal updates, problems facing law enforcement, etc.

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

The total cost using forfeiture funds is \$5,000

3. RECOMMENDATION

Recommend the Town allocate the use of \$5,000 for the FBI National Academy Florida Chapter for the 2023. Forfeiture Fund balance is 305,513.15, if Item 1 was approved.

ATTACHMENTS:

1. Resolution
2. Letter from FBI National Academy (Federal Forfeiture Funds Rqst \$5K)

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

RESOLUTION NO. 2023-04

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE USE OF \$5,000.00 OF FEDERAL FORFEITURE FUNDS AS A DONATION TO THE FLORIDA FBI NATIONAL ACADEMY ASSOCIATES, INC. TO ASSIST WITH OFFSETTING THE COST OF THE 2023 ANNUAL RE-TRAINER PROGRAM IN JACKSONVILLE, FL; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the use of \$5,000.00 of Federal Forfeiture Funds as a donation to the Florida FBI National Academy Associates, Inc. to assist with offsetting the cost of the 2023 Annual Re-Trainer Program in Jacksonville, FL.

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

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

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida, hereby approves the use of \$5,000.00 of Federal Forfeiture Funds as a donation to the Florida FBI National Academy Associates, Inc. to assist with offsetting the cost of the 2023 Annual Re-Trainer Program in Jacksonville, FL.

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

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

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

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

1 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this
2 _____ day of _____ 2023.

3
4
5
6
7
8
9
10
11
12
13
14
15

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2023-04

RECORD OF TOWN COMMISSION VOTE:

COMMISSIONER DEBORAH L. TARRANT	_____
COMMISSIONER IRENE KIRDAHY	_____
COMMISSIONER VICKY FEAMAN	_____
COMMISSIONER BARBARA BALDASARRE	_____
COMMISSIONER JANE RESISER	_____



The Florida FBI National Academy Associates, Inc.

P.O. Box 1100, Eustis, FL 32727-1100



Hillsboro Beach Police Department
Jay Szesnat, Chief of Police
1210 Hillsboro Mile, Suite B
Hillsboro Beach, Florida 33062-1397

Dear ~~Chief~~ ^{JAY} Szesnat,

The Florida FBI National Academy Associates, Inc., in conjunction with our host agency the Jacksonville Sheriff's Office, is respectfully requesting your agency to contribute any Florida Contraband Forfeiture Funds available to assist with offsetting the cost of our annual Re-trainer.

The annual re-trainer, which will be held in Jacksonville the summer of 2023, will provide excellent training and networking for all attendees. As you know, hosting such an event is costly and we need forfeiture funds to help us sponsor the training cost. Without your gracious donation of these forfeiture funds, we cannot bring the best training in Florida to our attendees. State forfeiture funds can be sent directly to Chief Dan Purcell (Treasurer), Seminole County Sheriff's Office 100 Eslinger Way, Sanford, Florida 32773 with a notation stating it is for the 2023 Florida FBINAA Re-Trainer.

We are asking our partner and state agencies for assistance. Without the support of our host and local agencies, we would not be able to provide the excellent training we are known for at our re-training conferences. Therefore, please allow me to thank you in advance for considering this donation. If you or your staff have any questions, please feel free to contact me at dftuten@gmail.com, or (904) 838-0389;

Respectfully,

5K

Don Tuten
Chief (Ret)
Jacksonville Sheriff's Office
2023 FL FBINAA President
FBI NA 264
FBI NEI 42
SMIP 66

PRESIDENT – 2022

Major Patty Wells
Orange County Sheriff's Office - Retired
16031 Vetta Drive
Bella Collina, FL 34756
221st Session
Cell: 407-448-6102
Email: pattyfbinaa@gmail.com

IMMEDIATE PAST PRESIDENT

Lieutenant Michael Oh
Highland Beach Police Department
3614 S Ocean Blvd
Highland Beach, FL 33487
229th Session
Office: 561-266-5800 x 2042
Cell: 954-914-4842
Email: jmoh@highlandbeach.us

FIRST VICE PRESIDENT

Chief Don Tuten
Jacksonville Sheriff's Office - Retired
255 Worthington Pkwy
St. John's, FL 32259
264th Session
Cell: 904-995-0394
dftuten@gmail.com

SECOND VICE PRESIDENT

Chief Rosanna Cordero-Stutz
Miami-Dade Police Department
North Operations Division
9105 NW 25th Street, Room 3095
Doral, FL 33172
265th Session
Office: 305-471-2945
Cell: 305-586-1351
Email: rcs@mdpd.com

THIRD VICE PRESIDENT

Director Jeff Eifler
Orange County Sheriff's Office
2500 W Colonial Drive
Orlando, FL 32804
276th Session
Office: 407-858-3889
Jeff.eifler@ocfl.net

EXECUTIVE SECRETARY – TREASURER

Chief Craig Capri
Eustis Police Department
51 East Norton Avenue
Eustis, FL 32726
248th Session
Cell: 386-547-0960
Capricraig300@gmail.com



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. 2023-05 Consideration to Approve and Authorize the Use of \$30,000 Federal Forfeiture Funds to Acquire Access Control System with Intercom Implementation From Tech Pro Security Products.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: January 10, 2023

1. BACKGROUND/HISTORY

Our current access control system is faulty and needs to be updated. We have a few access points currently not in operation, the readers are very difficult to get, the system is outdated and complex and the control points are cracking and beginning to remain in the open position. We have had individuals walk into the PD (Staff Entrance) due to a broken access control point.

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

The total costs from forfeiture funds are \$30,000 dollars. Forfeiture Fund balance is \$300,513.15 if Items 1 and 2 were approved.

3. RECOMMENDATION

The Police Department recommends the Town Commission allocate and authorize the use of \$30,000 dollars of forfeiture funds to purchase access control system and an intercom from Tech Pro. We would also like to ask to waive contract pricing.

ATTACHMENTS:

1. Police - Tech Pro Sec. Estimate #006231
2. Resolution



Estimate

EST-006231

Techpro Security Products

182 Glades Rd.
Boca Raton 33432
561-922-8416

Bill To
Hillsboro Beach PD
1210 Hillsboro Beach Mile
Hillsboro Beach
33062 Florida

Estimate Date : 23 Dec 2022

Reference# : Access Control Upgrade
(not FD)

Account Manager : Bryan Rice

#	Item & Description	Qty	Rate	Discount	Amount
1	Hartmann Traditional 8 Door Controller SKU : AC-HM-PRS-8DR Traditional 8 door controller kit	2 1	2,899.99	10.00%	5,219.98
2	Hartmann Single Gang Combination Proximity and Keypad Reader SKU : AC-HM-P640 Single Gang Combination Proximity and Keypad Reader, 6" Read Range Front Door Lobby Door Record Room Weapons Storage Evidence Sergeants Room Employee Entrance Vehicle entry to man trap exterior Vehicle entry to man trap interior Vehicle exit to man trap interior Vehicle exit to man trap exterior Hallway door to man trap (hallway side) Hallway door to man trap (holding cell side) Four additional doors, three get new electric strikes.	16 1	269.99	10.00%	3,887.86
3	Hartmann Power Supply SKU : AC-HM-PRS-POWER 12V 5A Power Supply	2 1	75.99	10.00%	136.78
4	Altronix Power Controller with Power Supply SKU : AC-PS-AL600ULACM Altronix AL600ULACM Access Power Controller with Power Supply Charger, Eight Fused Relay Outputs, 12 /24VDC at 6A, BC400 Enclosure	2 1	499.99	10.00%	899.98

ACCESS CONTROL
(AC) 1

#	Item & Description	Qty	Rate	Discount	Amount
5	12 volt 7AH battery SKU : ACPWR-BBU 1-7 Battery Backup 7 AH @ 12 Volt	4 1	29.95	10.00%	107.82
6	Hartmann Proximity Key Tag SKU : AC-HM-PAK3 ABS 125 kHz HCC40 Proximity Key Tag (with brass ring)	50 1	6.99	10.00%	314.55
7	HES 8000C-12/24D-630 8000C Electric Strike Kit For Latchbolt Locks SKU : ACDS-HES8000 The HES 8000C has a concealed design, vertical adjustability and works with cylindrical locksets with a 5/8" throw latch bolt. -Tamper resistant -Static strength 1,500 lbs. & Dynamic strength 70 ft-lbs. -Endurance 500,000 cycles. -Field selectable fail safe/fail secure.	4 1	214.99	10.00%	773.96
8	500ft 18 Gauge 4 Conductor Stranded and Shielded Cable Gray SKU : SC500-18-4-SHST-G Stranded Bare Copper PVC Jacket, CMR ETL Listed, RoHS Compliant 500ft Pull Box	1 1	199.41	10.00%	179.47
9	500ft 22 Gauge 4 Conductor Stranded and Shielded Cable (White) SKU : SC500-22-4-SHST-W 500ft 22 Gauge 4 Conductor Stranded and Shielded Cable (White)	1 1	140.21	10.00%	126.19
10	Installation Materials SKU : MATERIALS Junction boxes, piping, and fittings. Installation materials	1 1	960.00	0.00	960.00
11	INSTALLATION LABOR SKU : LABOR/R Scope of work: Replace access control system. New Readers, controllers, power supply. Existing wiring and door strikes to be used, except for one room, to be new wires and location. Three doors at the city hall to be new readers and electric hardware. ** Does not include any equipment or labor for the front door to City Hall. ** Wiring: All existing, except four doors get new wires.	1 1	8,800.00	0.00	8,800.00

1 YEAR INSTALLATION WARRANTY applies to any

(Ac) 2

#	Item & Description	Qty	Rate	Discount	Amount
	future remote and onsite visits regarding our installation work.				
12	IT Networking and Technical Configuration Labor SKU : LABOR/IT Including: - Configuration and set up of your system. - Remote set up & configuration of your cell phone /tablet devices if applicable. - Basic Training on your new equipment.	1 1	1,350.00	0.00	1,350.00
Sub Total					22,756.59
Total					\$22,756.59

Notes

Technical support remote assistance, available to you Monday through Friday between 9:00 am - 8:00 pm, Eastern Standard Time.

Ask us about our "TechProtect Gold Service Agreement". This service can be maintained up to 5 years!

Terms & Conditions

WARRANTY:

- Labor warranty covers onsite visits regarding our installation.
- Hardware warranty will repair or replace (at our option), without charge, any product proven defective in material or workmanship. The warranty period for specific product types is listed underneath each item on your estimate. "Act of God", such as lighting strike, surges, or damage caused by a third party will not be covered under warranty.

EXCLUSIONS APPLY UNLESS INDICATED ON ESTIMATE:

- If sales tax is not included in the estimate, it will be added to the invoice unless a tax-exempt certificate is provided by the customer.
- Delays in installation, due to weather conditions or changes to parts that are not caused by Techpro Security will be billed accordingly.
- Permit handling fee or any additional costs related.
- Any modifications involving high voltage labor.
- Estimate is good for 30 days from the date of estimate.

UPON REQUEST:

An administration fee will be added to each job that requires a permit in order to cover costs such as drawings and calculations that need to be made by Techpro Security to get permits, correspondence/coordination of inspections with the city inspector, meeting inspectors on the job, etc. inspection fees levied by AHJ (authority having jurisdiction), and processing costs, if necessary, are not included in the bid price and will be billed at face value. Fees charged by AHJ for special inspections, partial inspections, or over-time inspections are not included and will be billed at face value.

Looking forward to your business!

(AC) 3

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the use of \$30,000.00 in Federal Forfeiture Funds to purchase an Access Control System and Intercom from TechPro Security Products.

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

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

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

1 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this
2 _____ day of _____ 2023.

3
4
5
6
7
8
9
10
11
12
13
14
15
16

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RECORD OF TOWN COMMISSION VOTE:

COMMISSIONER DEBORAH L. TARRANT	_____
COMMISSIONER IRENE KIRDAHY	_____
COMMISSIONER VICKY FEAMAN	_____
COMMISSIONER BARBARA BALDASARRE	_____
COMMISSIONER JANE RESISER	_____



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. 2023- 06 Consideration to Approve and Authorize the Use of \$75,000 Federal Forfeiture Funds to Establish a Briefing/Training Room for Police Department.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: January 10, 2023

1. BACKGROUND/HISTORY

We would like to create a briefing/training room. A shift briefing is an information gathering training event that occurs before every shift, every day. Topics include, B.O.L.Os (be on the look out), events from the prior evening or weekend, training topics, administrative updates and inspections. We would also utilize this space for annual training. Annual training includes Use of Force, Firearm, CPR, AED, NARCAN, Pathogens, Drug Identification, Unusual Occurrences and other assigned/required training.

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

The total costs from forfeiture funds are \$75,000. The Forfeiture Fund balance is \$270,613.15 if Items 1, 2 and 3 were approved.

3. RECOMMENDATION

The Police Department recommends the Town Commission allocate the use of \$75,000 to create our training/briefing area.

ATTACHMENTS: 1. 06 - sole source purchase training briefing area- forfeiture funds

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

RESOLUTION NO. 2023-06

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE USE OF \$75,000 IN FEDERAL FORFEITURE FUNDS FOR THE PURCHASE OF EQUIPMENT FOR THE POLICE DEPARTMENT'S TRAINING AND BRIEFING ROOM; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the use of \$75,000 in Federal Forfeiture Funds for the purchase of equipment for the Police Department's training and briefing room.

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

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

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida, hereby approves the use of \$75,000 in Federal Forfeiture Funds for the purchase of equipment to establish the Police Department's training and briefing room.

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

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

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

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

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this ____ day of _____ 2023.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RECORD OF TOWN COMMISSION VOTE:

COMMISSIONER DEBORAH L. TARRANT	_____
COMMISSIONER IRENE KIRDAHY	_____
COMMISSIONER VICKY FEAMAN	_____
COMMISSIONER BARBARA BALDASARRE	_____
COMMISSIONER JANE RESISER	_____



A TRANSPORTATION AMERICA COMPANY

TO: TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile

Hillsboro Beach, FL 33062

Mac Serda

Invoice Date: 9/30/2022
Date Invoice Submitted: 10/19/2022
Invoice #: 22-0930-26
Account: 32-TOWNH

INVOICE

Transportation Services Provided

For the month of

Sep-2022

SHUTTLE BUS

3 days a week 9:00am to 5:50pm (8.83/day)

105.96

Service Hrs @ \$53.00/Hr.

\$ 5,615.88

Mon - Wed - Fri

12

Svc Days @ 8.83 Svc Hrs/Day = 105.96 Svc Hrs.
(see details)

Total Amount due this Invoice

\$ 5,615.88

For Billing Inquiries Please Call Ernaliz Lopez or Suyin Fernandez @ 954-463-0845 Ext 2126 or 2127.

Remittance Instructions:

Limousines of South Florida, Inc.
2766 Nw 62nd st
Miami, FL 33147

Thank you for the Opportunity to Service your Transportation Needs

Town of Hillsboro Ridership Summary

September-22

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				42	
	38	42		41	
43		43		41	
41		41		40	
40		Hurricane		39	

0

Total Monthly Passengers:

491

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				104.00	
	105.00	104.00		105.00	
105.00		105.00		105.00	
105.00		105.00		105.00	
106.00		Hurricane		105.00	

0.0

Total Monthly Revenue Miles:

1259.0

Total Scheduled Revenue Miles

1306.0

Total Vehicle Hours

116.0

Total Revenue Hours

106.0

Service Days

12

Missed Service in Minutes

0

Passengers per revenue hour

4.6

Total Monthly Vehicle Miles: **

1,541.0

	AM - 1st day this month	PM - Last day this month
Veh 2017	30,720	32,264
Veh 2017	32,289	32,430



A TRANSPORTATION AMERICA COMPANY

Invoice Date: 31/10/2022
Date Invoice Submitted: 11/22/2022
Invoice #: 22-1031-26
Account: 32-TOWNH

TO: TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile

Hillsboro Beach, FL 33062

Mac Serda

INVOICE

Transportation Services Provided

For the month of

Oct-2022

SHUTTLE BUS

3 days a week 9:00am to 5:50pm (8.83/day)

103.96

Service Hrs @ \$53.00/Hr.

\$ 5,509.88

Mon - Wed - Fri

13

Svc Days @ 8.83 Svc Hrs/Day = 114.79 Svc Hrs.
(see details)

Total Amount due this Invoice

\$ 5,509.88

For Billing Inquiries Please Call Eraliz Lopez or Suyin Fernandez @ 954-463-0845 Ext 2126 or 2127.

Remittance Instructions:

Limousines of South Florida, Inc.

2766 Nw 62nd st

Miami, FL 33147

Thank you for the Opportunity to Service your Transportation Needs

Town Of Hillsboro Beach Ridership Summary

October-22

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
40		39		38		
40		38				
42		33		29		
43		39		40		
40						

0

0

Total Monthly Passengers:

461

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
98.00		105.00		104.00		
106.00		102.00				
94.00		106.00		80.00		
94.00		97.00		106.00		
100.00						

0.0

0.0

Total Monthly Revenue Miles:

1,192.0

Total Scheduled Revenue Miles

1,306.0

Total Vehicle Hours

105.21

Total Revenue Hours

95.13

Service Days - Weekdays

12

Missed Service in Minutes

650

Pass/Revenue Hour

4.8

Total Monthly Vehicle Miles: **

1,474.0

Vehicle	AM - 1st day this month	PM - Last day this month	Total
2017	32,430	34,064	1,634.0
Alt Veh #			0.0
			1,634.0



A TRANSPORTATION AMERICA COMPANY

Invoice Date: 30/11/2022
Date Invoice Submitted: 12/15/2022
Invoice #: 22-1130-26
Account: 32-TOWNH

TO: TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Mac Serda

INVOICE

Transportation Services Provided

For the month of

Nov-2022

SHUTTLE BUS		3 days a week 9:00am to 5:50pm (8.83/day)	
Mon - Wed - Fri	10	Svc Days @ 8.83 Svc Hrs/Day	
	88.30	Service Hrs @ \$53.00/Hr.	\$ 4,679.90
	1.00	Downtime (See Details)	(53.00)

Total Amount due this Invoice

\$ 4,626.90

For Billing Inquiries Please Call Ernaliz Lopez or Suyin Fernandez @ 954-463-0845 Ext 2126 or 2127.

Remittance Instructions:

Limousines of South Florida, Inc.
2766 Nw 62nd st
Miami, FL 33147

Thank you for the Opportunity to Service your Transportation Needs



4225 E. Conant Street
Long Beach, CA 90808
Tel: (562) 590-6500
moffattnichol.com

Domestic Wire / ACH Information
Bank / Account Name: MUFG Union Bank / Moffatt & Nichol
Address: 1980 Saturn Street, Monterey Park, CA 91755
Account Number: 4501065066
Fed Routing Number: 122000496

Check Lockbox Account
Payable to: Moffatt & Nichol
P.O. Box 51760
Los Angeles, CA 90051-0068
clientpayments@moffattnichol.com

OK

Attention: Mac Serda
Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
United States

Invoice : 00774346
Invoice Date : 11/22/2022
Project : 9225/02
Project Name : Hillsboro Beach Coastal Engineering

For Professional Services Rendered Through 10/29/2022

	Fee	% Complete	Billings		
			To Date	Previous	Current
Phase 1 - Construction Plans					
1a - Construction Plans	33,800.00	100.00	33,800.00	33,800.00	0.00
1b - Technical Specifications	9,500.00	100.00	9,500.00	9,500.00	0.00
1c - FDEP Submittal	2,200.00	100.00	2,200.00	2,200.00	0.00
Phase 2 - Bidding Assistance					
2a - Bid Documents	9,000.00	100.00	9,000.00	9,000.00	0.00
2b - Bidding Assistance	6,790.00	100.00	6,790.00	6,790.00	0.00
Phase 3 (L/S) - Construction Administration (L/S only)					
3b - Volume Calculations	9,500.00	100.00	9,500.00	9,500.00	0.00
Phase 5 - Post-Construction Physical Monitoring	5,845.00	100.00	5,845.00	5,845.00	0.00
Phase 6a (L/S) - Environmental Permit Compliance (L/S only)	13,645.00	100.00	13,645.00	13,645.00	0.00
Phase 7 - Fema Coordination	8,250.00	100.00	8,250.00	8,250.00	0.00
Phase 8 - 2020 Post-Con 6 Month Physical Monitoring (L/S only)	16,950.00	100.00	16,950.00	16,950.00	0.00
Phase 10 - 2021 Post Con Nearshore Hardbottom Monitoring	30,000.00	100.00	30,000.00	30,000.00	0.00
Phase 11 - 2021 Pos Con Physical Monitoring-Surveying	17,000.00	100.00	17,000.00	17,000.00	0.00
12 - 2021 Post Con Physical Monitoring-Report	10,000.00	100.00	10,000.00	10,000.00	0.00
14 - Winter Shorebird Survey	7,500.00	0.00	0.00	0.00	0.00
14 - Winter Shorebird Survey					
15 - Beach tilling Coordination	2,000.00	0.00	0.00	0.00	0.00
15 - Beach Tilling Coordination					
16 - 2020 Post-Con Nearshore Hardbottom Monitoring	30,000.00	100.00	30,000.00	0.00	30,000.00

16 - 2020 Post-Con Nearshore
Hardbottom Monitoring

Phase 17&18 - Newly added Phase

17 - 2022 Post-Con Nearshore Hardbottom Monitoring	35,000.00	90.00	31,500.00	0.00	31,500.00
18 - 2022 Post-Con Physical Monitoring Survey	20,000.00	100.00	20,000.00	0.00	20,000.00

	Fee	Available	Billings		
			To Date	Previous	Current
Phase 3 (T/M) - Construction Administration (T&M only)					
3a - Construction Administration (T&M)	31,700.00	2.75	31,697.25	31,697.25	0.00
3c - Turbidity Monitoring Review (T&M)	2,920.00	2,715.75	204.25	204.25	0.00
Phase 4 - Resident Project Administration (T&M)	44,700.00	0.00	44,700.00	44,700.00	0.00
Phase 6b (T/M) - Environmental Permit Compliance (T&M only)	2,950.00	2.00	2,948.00	2,948.00	0.00
Phase 9 (T/M) - 2020 Post-Con 6 Month Physical Monitoring (T&M only)	9,060.00	23.00	9,037.00	9,037.00	0.00
Phase 13 (T/M) - FEMA Coordination	15,000.00	15,000.00	12,432.50	0.00	12,432.50
Rate Labor	12,432.50				

Phase 19 - 2022 Post-Con Physical Monitoring Survey

19 - 2022 Post-Con Physical Monitoring Report	13,000.00	13,000.00	11,406.00	0.00	11,406.00
Rate Labor		11,406.00			
XY - Reimbursables	900.00	885.50	14.50	14.50	0.00

	Fee	% Complete	Billings		
			To Date	Previous	Current
PCO - Pending Change Order	0.00	0.00	0.00	0.00	0.00
NB - Non-Billable	0.00	0.00	0.00	0.00	0.00

Current Billings	105,338.50
Amount Due This Bill	USD 105,338.50

Total Fee :	387,210.00
To Date Billings :	366,419.50
Total Remaining :	20,790.50

Phase 13 (T/M) - FEMA Coordination

Rate Labor

<i>Class / Employee</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Clerical/word Processing			
Amanda Caparro	32.70	65.000	2,125.50
Total Clerical/word Processing	32.70		2,125.50
Eng II/Environmental Scientist			
Jacqueline Brower	50.50	139.000	7,019.50
Total Eng II/Environmental Scientist	50.50		7,019.50
Principal/Environmental Mngr			
Timothy Blankenship	7.20	250.000	1,800.00
Total Principal/Environmental Mngr	7.20		1,800.00
Sr. Eng/Environmental Sr. PM			
Peter Seidle	2.00	175.000	350.00
Staff Engineer/Scientist			
Lauren Jonaitis	2.75	95.000	261.25
Zack Valerio	2.75	95.000	261.25
Total Staff Engineer/Scientist	5.50		522.50
Supervisory Engineer/Scientist			
Seann Perez	3.00	205.000	615.00
Total Rate Labor			12,432.50
Total Bill Task: Phase 13 (T/M) - FEMA Coordination			12,432.50

19 - 2022 Post-Con Physical Monitoring Report

Rate Labor

<i>Class / Employee</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
CADD II			
Jesus Duran Franco	1.00	95.000	95.00
Eng II/Environmental Scientist			
Jacqueline Brower	1.50	139.000	208.50
Principal/Environmental Mngr			
Timothy Blankenship	0.25	250.000	62.50
Sr. Eng/Environmental Sr. PM			
Peter Seidle	14.50	175.000	2,537.50
Staff Engineer/Scientist			
Ayla Sage	2.25	95.000	213.75
Julia Grissett	1.50	95.000	142.50
Zack Valerio	85.75	95.000	8,146.25
Total Staff Engineer/Scientist	89.50		8,502.50
Total Rate Labor			11,406.00
Total Bill Task: 19 - 2022 Post-Con Physical Monitoring Report			11,406.00

Total Project: 9225/02 - Hillsboro Beach Coastal Engineering

23,838.50

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
01/04/2023
ACCOUNT NO: 1182-0606490
STATEMENT NO: 45359

General Matters

HOURS

12/02/2022	DJD	Telephone conference with Town Manager, Mac Serda; review agenda and prepare for Town Commission meeting; telephone conference with Mayor Tarrant	1.90	
12/05/2022	DJD	Telephone conference with Town Commissioners; review agenda and prepare for Town Commission meeting; review of correspondence from T-Mobile	2.60	
12/06/2022	DJD	Prepare for and attend Town Commission Meeting	4.20	
12/07/2022	DJD	Post Commission Meeting follow-up; review email relative to Hotel	1.80	
12/09/2022	DJD	Telephone conference with Town Manager, Mac Serda	0.30	
12/12/2022	DJD	Review and prepare for hearing before special magistrate	1.10	
12/19/2022	DJD	Prepare for code hearing; telephone conference with Bernard Pita	1.40	
12/20/2022	DJD	Attend Special Magistrate hearing; review lobbying agreement	1.80	
12/21/2022	DJD	Review revised RM-16 Ordinance	1.20	
12/27/2022	DJD	Address agenda items; address issues with proposal ordinances.	1.70	
12/28/2022	DJD	Finalize agenda matter.	1.50	
12/29/2022	DJD	Review proposal ordinances.	0.60	
12/30/2022	DJD	Participate in conference call	0.80	
		FOR CURRENT SERVICES RENDERED	20.90	5,225.00

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. Doody	20.90	\$250.00	\$5,225.00

Color photocopies	6.65
Photocopies	27.30
TOTAL EXPENSES THRU 12/31/2022	33.95

General Matters

TOTAL CURRENT WORK 5,258.95

BALANCE DUE \$5,258.95





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

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

Invoice number 111774
Date 12/31/2022

Project **179902 HILLSBORO BEACH BUILDING
CODE**

Billing period through December 31, 2022

CGA PM: Peter Deveaugh

emailto: Mac Serda (mserda@townofhillsborobeach.com)

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

Invoice Summary

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	2,106,361.24	2,078,724.01	-2,106,361.24	27,637.23
FLOOD PLAIN MANAGEMENT	0.00	0.00	562.50	562.50	-562.50	0.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	2,106,923.74	2,079,286.51	-2,106,923.74	27,637.23

Hillsboro Beach December 2022 Fees	
Total Permit Fees	\$ 31,896.74
Town Rev - 15%	\$ 4,784.51
CGA Rev - 85%	\$ 27,112.23
➤ CGA Admin Fees	\$ 525.00
CGA TOTAL	\$ 27,637.23

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	2,106,361.24	2,078,724.01	-2,106,361.24	27,637.23
Total	0.00	0.00	2,106,361.24	2,078,724.01	-2,106,361.24	27,637.23

Invoice total 27,637.23



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

**Start Date: 12/1/2022
End Date: 12/31/2022**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$31,896.74	\$4,784.51	\$1,350.00	\$1,950.00	\$525.00	\$27,112.23	\$440.12	\$394.66	\$288.58
YTD	\$172,550.16	\$25,882.52	\$4,350.00	\$6,600.00	\$1,600.00	146,667.64	\$3,751.68	\$2,948.33	\$2,034.20



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 Joint Beach Nourishment Project (Hillsboro Beach & Deerfield Beach)

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: January 10, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



Hillsboro Beach Police Monthly Report

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

Patrol Snapshot:

Activity	Current Month	Oct 2022	Nov 2021
Contacts			
Motor Vehicle	189	169	70
Crosswalk	158	199	35
Marine Unit	87	100	95
Beach Unit	0	0	1
Cyclists	134	162	74
Arrests	0	3	2
Service			
Alarms	10	12	7
Assist Other Agency	1	4	6
Dogs on Beach/Animal	5	2	4
Vessel	4	13	2
Noise	1	0	2
Open Doors	6	5	3
Police Assists	97	113	85
Domestic/Disturbances	1	1	0
Sick/Injured	12	12	16
Crash	2	1	2
Trespassing	0	1	8
Security Checks	6093	6818	6762
Total Calls	238	272	224

Investigations Snapshot:

Nov. 2022 (new)	Actively Working	Inactivated/Cleared
Fraud/Theft (#223517)	Stolen Vehicle (#202724)	Grand Theft (#221299)
	Burglary Conv (#223295)	Death Investigation (#211267)
	Information (#223222)	
	Fraud (#220561)	
	Grand Theft (#223183)	
	Petit Theft (#223099)	
	Petit Theft (#223227)	

Personnel News:

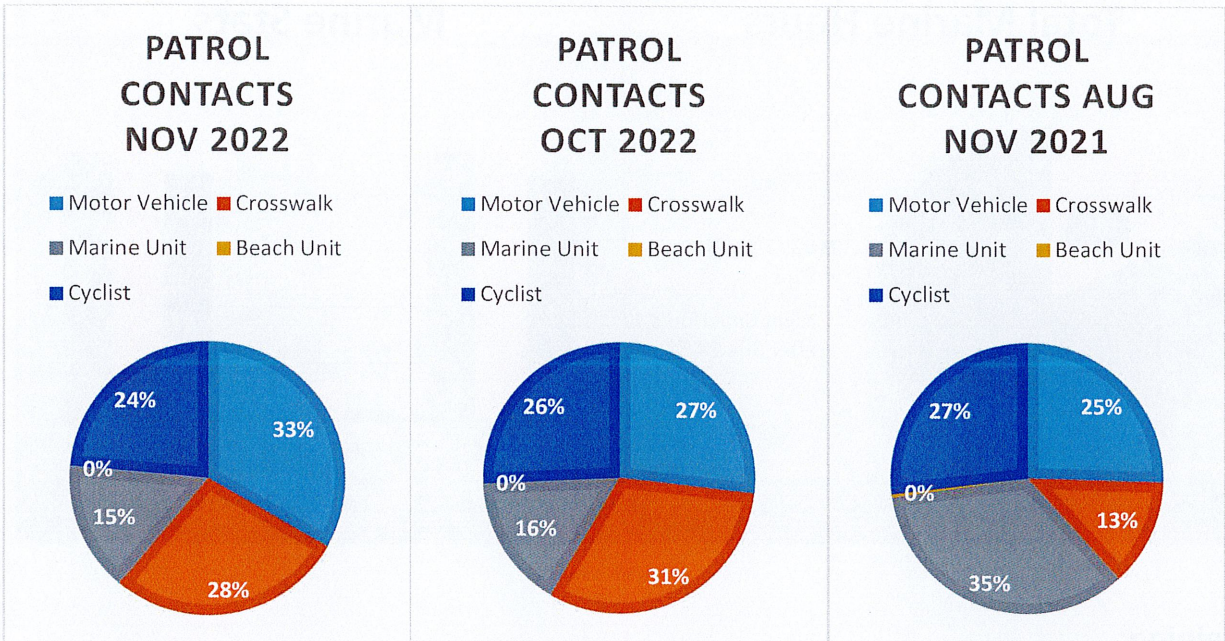
November Notable Events:

Beginning on November 1st and concluding on November 3rd we completed our fourth, "Commission for Florida Law Enforcement Accreditation" re- accreditation cycle. The assessment team recommended unanimously that we be accredited for another three year period!

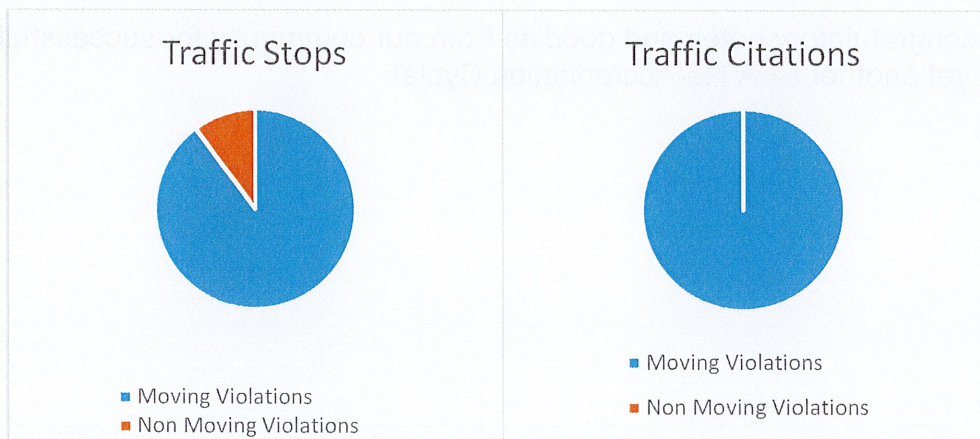
November 8th thru November 10th we were otherwise busy with a rather unwelcomed, late in the season hurricane, Hurricane Nicole.

Patrol Services:

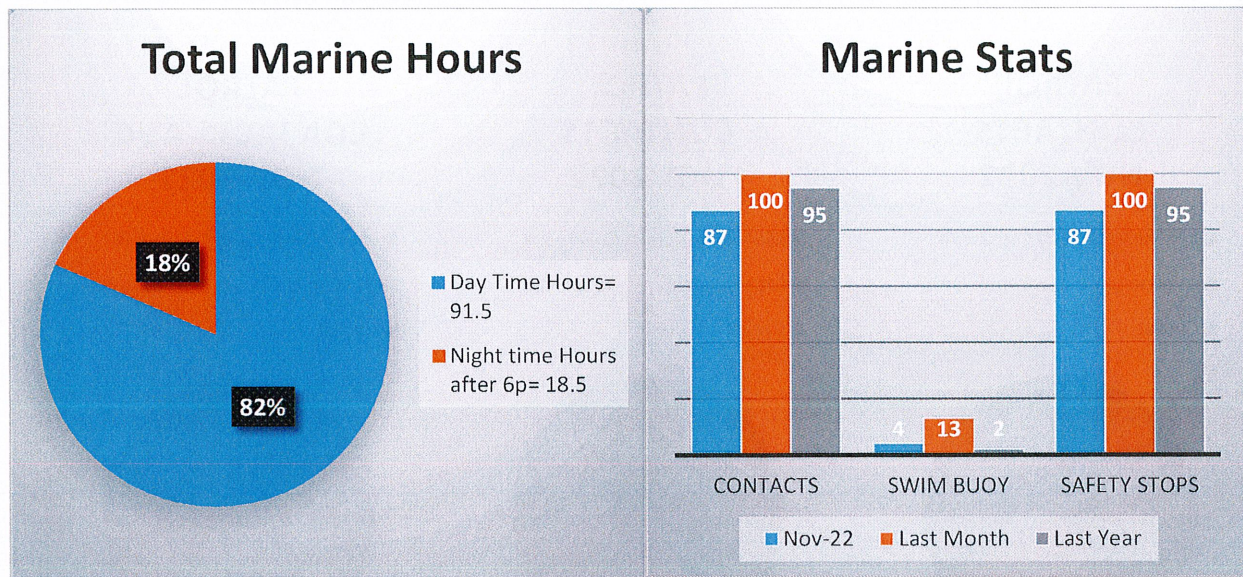
Contacts:



Traffic:



Marine/Beach Patrol:



Training:

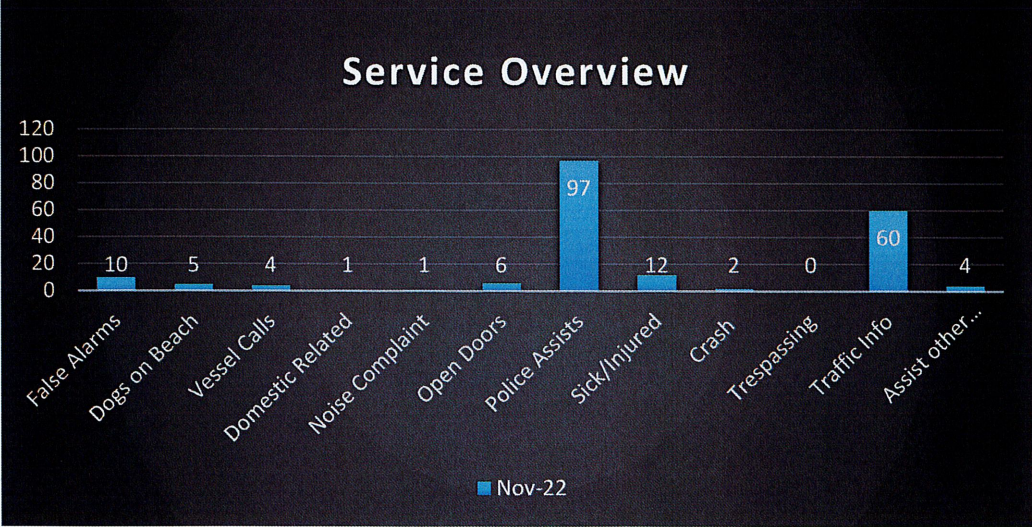
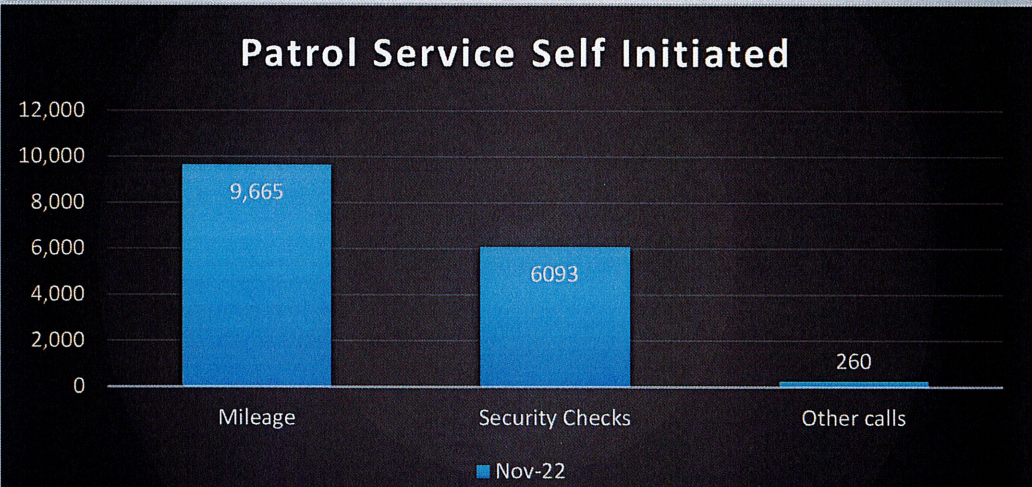
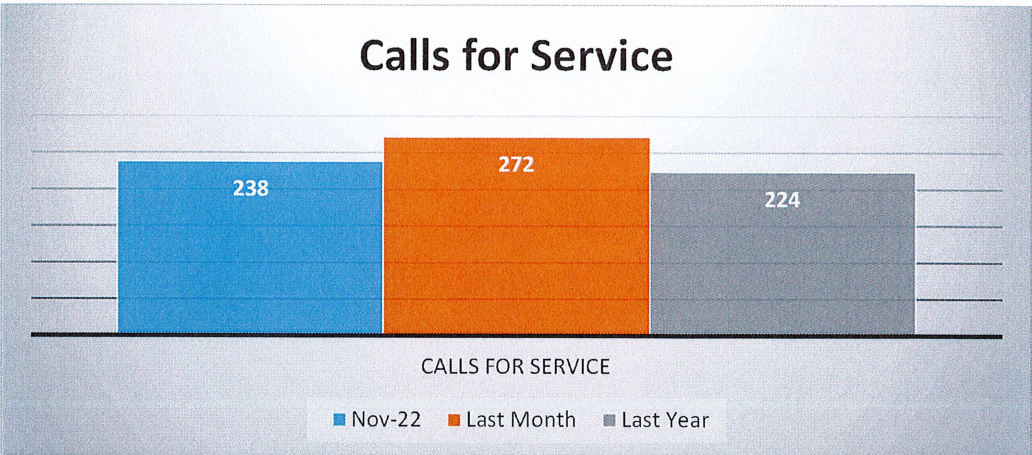
Police Law Institute (Online): Communications

Power DMS Topics: Tactical De-Escalation

Letters:

Numerous congratulatory notes and goodies from our community for successfully completing yet another CFA Re-Accreditation Cycle!

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	1,606	1,108	952		31,114
161	1,625	4,793	5,327	5,461	5,343	4,171	3,368	1,797	3,031	3,444	2,897		41,257
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	3,264	3,900	3,584		16,603
2163	5,335	4,995	2,684	0	0	2,419	1,363	3,073	2,249	1,833	2,232		26,183
164	673	1030	1,282	1,252	1,153	729	725	1,433	822	924	1,248		11,271
166	972	1,263	1,382	1,334	1,334	651	0	0	0	0	0	0	6,936
2166	0	0	0	0	0	0	497	1,235	1,523	1,535	1,282		6,072
TOTAL	12,037	12,336	13,435	13,691	13,507	11,890	12,324	12,782	12,495	12,744	12,195		139,436
GALLONS	890	918	1,120	1,091	1,089	1,088	918	1182.3	1167.7	1090.4	982.1		11,537

Specialty Vehicles PD

Marine 1	112	124	133	129	144	91	114	102	119	109	90		1267
ATV	7.6	8	18.5	16.7	17.1	5.4	1	0	0	0	0		74.3

Water Department

170	128	80	177	214	140	112	110	268	53	125	73		1,480
172	350	381	340	343	433	414	426	465	0	0	0		3,152
173	63	34	138	217	173	182	229	157	554	573	472		2,792
174	480	481	599	553	433	507	669	396	624	950	478		6,170
TOTAL	1,021	976	1,254	1,327	1,179	1,215	1,434	1,286	1,231	1,648	1,023		13,594
GALLONS	88.3	90.1	138.8	82	106	125	119	101.6	122.3	118	82.3		1,174

Vehicle/Mileage Recap NOVEMBER 2022

Unit	Type	Primary Use	EOM	BOM	CMM	PMM	INC/DEC
160	SUV	Road Patrol	105,407	104,455	952	1,108	-156
161	SUV	Road Patrol	109,620	106,723	2,897	3,444	-547
162	Crown Vic.	Training/Decoy	124,144	124,144	0	0	0
2162	Truck	Road Patrol	15,898	12,314	3,584	3,900	-316
2163	SUV	Road Patrol	55,427	53,195	2,232	1,833	399
164	Charger	Chief	98,355	97,107	1,248	924	324
166	Charger	Admin	200,153	200,153	0	0	0
2166	SUV	Admin	6,072	4,790	1,282	1,535	-253
			Police	TOTALS	12,195	12,744	-549
170	Pickup Truck	Maintenance	97,260	97,187	73	125	-52
172	Pickup Truck	Water Dept	62,669	62,669	0	0	0
173	Pickup Truck	Water Dept	9,155	8,683	472	573	-101
174	Pickup Truck	Water Dept	17,806	17,328	478	950	-472
			Water Dept	Totals	1,023	1,648	-625
			EOMH	BOMH	CMH	PMH	INC/DEC
M1	Boat (new engine)	Patrol	2578.44	2488.09	90	109	-19
165	ATV	Patrol	425	425	0	0	0

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	0.9	81.3	50.2		461.0
2-O'Neill	Police	0.0	0.0	16.7	28.7	0.0	0.0	0.0	16.4	49.4	0.0	0.0		111.2
3-Pugliese	Police	48.7	62.8	63.8	65.9	50.4	41.8	15.9	64.1	71.7	70.2	53.3		608.6
4-Mastandrea	Police	0.0	0.0	0.0	36.9	0.0	43.3	66.8	21.1	20.6	0.0	0.0		188.7
5-Clark	Police	143.1	96.7	114.9	92.4	101.0	96.2	0.0	67.9	128.6	136.6	81.1		1058.5
6-Gianino	Police	69.7	112.0	98.4	112.0	127.3	161.9	107.7	115.4	104.5	117.0	128.7		1254.6
7-Kirchoff	Police	3.2	0.0	64.0	4.0	18.2	9.7	16.6	37.4	0.0	0.0	0.0		153.1
8-McGrath	Police	119.1	115.2	82.5	123.3	107.7	94.1	122.0	122.1	138.0	140.0	114.8		1278.8
9-Kelly	Police	0.0	0.0	0.0	0.0	0.0	0.0	9.7	14.0	23.5	4.5	21.7		73.4
10-Steel	Police	0.0	0.0	3.5	0.0	10.4	34.3	16.5	15.7	16.7	0.0	12.4		109.5
11-Nolan	Police	24.7	34.2	28.0	19.8	14.1	44.7	59.1	49.6	35.0	53.8	26.0		389.0
12-Pope	Police	71.4	106.7	83.9	107.4	90.6	85.5	91.4	95.4	82.0	80.9	86.3		981.5
13-Stengel	Police	26.8	0.0	22.8	8.5	22.0	7.6	9.9	7.8	0.0	16.9	0.0		122.3
14-Tate	Police	0.0	0.0	0.0	0.0	0.0	0.0	0.0	31.1	21.5	6.5	43.0		102.1
16-MacLellan	Police	110.0	161.0	238.3	218.1	188.4	221.8	172.0	197.3	257.0	193.2	114.5		2071.6
18-Beauparlant	Police	139.0	91.5	199.9	126.0	149.9	155.2	75.4	169.8	134.4	162.2	155.2		1558.5
15-Grant	Police	84.6	87.3	0.0	31.7	32.8	18.0	43.6	61.6	0.0	0.0	75.7		435.3
24- Gonglewski	Police	0.0	0.0	36.8	70.6	17.1	22.3	12.5	50.0	30.4	27.3	0.0		267.0
25- Engle	Police	0.0	0.0	0.0	0.0	102.7	0.0	48.2	0.0	53.5	0.0	0.0		204.4
26-Joseph	Maintenance	0.0	16.2	16.4	12.3	12.6	18.8	0.0	12.0	0.0	0.0	19.2		107.5
17- Fondo	Police	0.0	0.0	0.0	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	1167.7	1090.4	982.1		11536.6

Gas Usage Water Department

19-Garray	Water Dept	0	0	19.9	0	17.9	55.7	65.2	0	32.3	17.1	17.8		225.9
20-Bullard	Water Dept	28.6	55.7	46.4	49.2	55.3	55.4	53.8	53.5	74.5	64.2	50.4		587
21-Charles	Water Dept	36.1	34.4	72.5	33	33.1	13.6	0	48.1	15.5	0	14.1		300.4
22-Knapstein	Water Dept	0	0	0	0	0.0	0	0	0	0	37.1	0.0		37.1
23-Rivera	Water Dept	23.6	0	0	0	0.0	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	122.3	118.4	82.3		1174
Gas Tank	37" = 2411													

NOVEMBER

2022

WEEK 1	OFFICER	DATE	PATROL TIME START	PATROL TIME END	TOTAL PATROL HOURS	BOAT ENGINE HOURS	VESSEL STOPS	ACCIDENTS	CITATIONS	CALLS FOR SERVICE	COMPLAINT # / CITATION #
	Grant	11/4/22	1000	1800	8	6.5	7				7 Wake Zone
	MacLellan	11/5/22	0800	1800	10	8.5	7				7 Wake Zone
	MacLellan	11/6/22	0800	1800	10	8.43	9				8 Wake Zone/ 1 Speed
	MacLellan	11/10/22	1230	2030	8	6.2	8				8 Wake Zone
WEEK 2	MacLellan	11/11/22	1200	2200	10	8.28	7				7 Wake Zone
	MacLellan	11/12/22	0900	1800	9	7.29	6				6 Wake Zone
	Grant	11/13/22	1000	1800	8	6.78	6				5 Wake Zone/ 1 Exclusionary Zone
	Clark	11/13/22	1800	2200	4	2.33	1				Nav Light Warn
	MacLellan	11/18/22	1600	2200	6	4.6	6				3 Wake Zone/ 3 Manatee
WEEK 3	MacLellan	11/19/22	0800	1800	10	8.22	8				2 Wake Zone/ 6 Manatee
	MacLellan	11/24/22	0800	1200	4	3.08	1				1 Wake Zone
	MacLellan	11/25/22	1200	2200	10	8	7				1 Wake Zone/ 6 Manatee
	MacLellan	11/26/22	0800	1700	9	7.17	11				3 Wake Zone/ 5 Manatee
	Engle	11/30/22	1400	2000	6	4.97	3				3 Wake Zone
WEEK 4											
WEEK 5											
TOTALS					112	90.35	87	0	0	0	

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

TOTAL _____

GRANTEE PROJECT ADMINISTRATOR

DATE

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



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: December 22, 2022
SUBJECT: November 2022 - Building Department Report

Substantial construction progress has been made at the Sales Center for the Related Group project. Initial documents for plan review of the full project are expected in early Spring 2023.

Roof repairs are in progress at Opal Towers West as part of the fire damage repair and interior repairs are expected to commence sometime in January 2023. Common area repairs and improvements are nearing completion on several other multi-family sites, and individual condo improvement permit activity is steady.

Single-Family Residential (SFR) work is continuing at a high level. The town currently has significant demolition or construction activity on 14 homesites along Hillsboro Mile. These projects range from complete interior renovations to new construction and replacement homes. A current status list is attached for your convenience, and additional upcoming projects are in discussion.

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

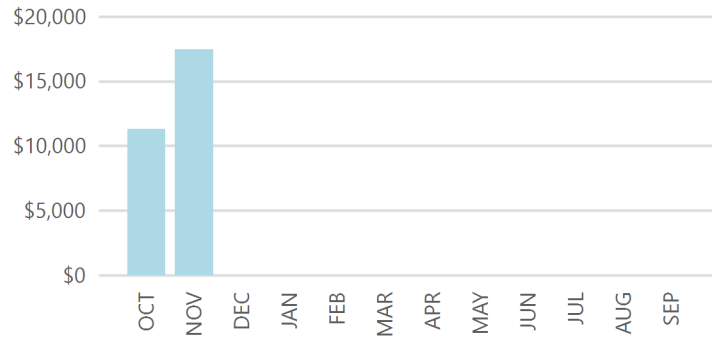


**Town of Hillsboro Beach
Building Department
Summary Report**

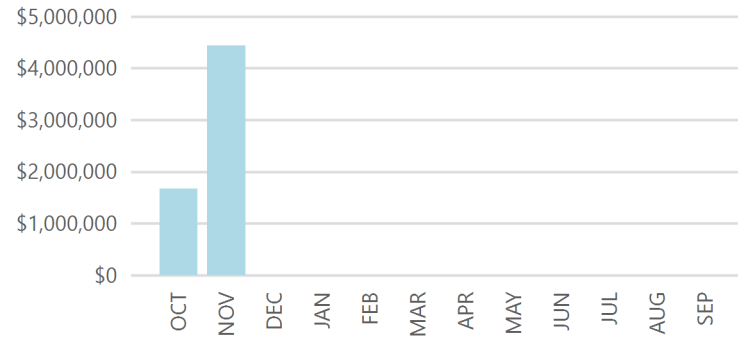
**Start Date: 11/1/2022
End Date: 11/30/2022**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Construction Value	\$1,673,036	\$4,435,172	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building Permit Fees	\$47,224	\$93,429	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire & Zoning Fees	\$4,200	\$3,450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$51,424	\$96,879	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CGA Expense	\$40,141	\$79,415	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Town Revenue	\$11,284	\$17,464	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Net Revenue



Construction Value



Sep	YTD
\$0	\$6,108,208
\$0	\$140,653
\$0	\$7,650
\$0	\$148,303
\$0	\$119,555
\$0	\$28,748



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

**Start Date: 11/1/2022
End Date: 11/30/2022**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$93,429.07	\$14,014.36	\$1,650.00	\$1,800.00	\$575.00	\$79,414.71	\$2,419.32	\$1,855.49	\$1,256.46
YTD	\$140,653.42	\$21,098.01	\$3,000.00	\$4,650.00	\$1,075.00	119,555.41	\$3,311.56	\$2,553.67	\$1,745.62



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

**Start Date: 11/1/2022
End Date: 11/30/2022**

Permit Type	# Issued	Building Permit Fees
40 YEAR INSPECTION	1	350.00
COMMERCIAL ALTERATION	1	31,926.38
COMMERCIAL BACKFLOW	3	375.00
COMMERCIAL BUILDING NEW	1	34,338.75
COMMERCIAL CONCRETE RESTORATION	1	95.00
COMMERCIAL WINDOWS/DOORS	2	4,999.32
RESIDENTIAL A/C CHANGE OUT	5	1,012.18
RESIDENTIAL ADDITION	1	2,742.50
RESIDENTIAL ALTERATION	11	5,045.42
RESIDENTIAL ELECTRICAL MISCELLANEOUS	3	448.75
RESIDENTIAL FENCE	1	95.00
RESIDENTIAL GAS LINE	1	574.25
RESIDENTIAL GAS TANK	1	590.76
RESIDENTIAL LOW VOLTAGE	1	125.00
RESIDENTIAL NEW ROOF	2	4,319.36
RESIDENTIAL POOL RESURFACING	1	613.07
RESIDENTIAL SERVICE CHANGE/REPAIR	1	125.00
RESIDENTIAL STRUCTURAL MISCELLANEOUS	1	927.50
RESIDENTIAL WATER HEATER	7	845.00
RESIDENTIAL WATER SERVICE/REPAIR	1	95.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	9	3,784.83
TEST PERMIT - DO NOT USE	1	1.00
	56	\$93,429.07



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

**Start Date: 11/1/2022
End Date: 11/30/2022**

	Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
COMMERCIAL ALTERATION	484317AH0000	22349853-0	11/23/2022	1063 HILLSBORO MILE (INTERIOR COMMON AREA RENOVATION)	OCEAN GRAND	\$1,811,393.00
					Grand Total	\$1,811,393.00
COMMERCIAL BUILDING NEW	484308130010	22349491-0	11/8/2022	1174-1184 HILLSBORO MILE- SALES CENTER	THE ENCLAVE AT HILLSBORO BEACH	\$1,927,500.00
					Grand Total	\$1,927,500.00
RESIDENTIAL ALTERATION	484308AH2010	22349489-0	11/8/2022	1147 HILLSBORO MILE (UNIT 801)	OPAL TOWERS CONDO	\$16,400.00
	484317AD0450	22349584-0	11/15/2022	1021 HILLSBORO MILE (UNIT 601)	LANDMARK AT HILLSBORO	\$14,250.00
	484308CA0170	22349868-0	11/23/2022	1155 HILLSBORO MILE (UNIT 210)	HILLSBORO OCEAN CLUB CONDO	\$13,000.00
					Grand Total	\$43,650.00



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

**Start Date: 11/1/2022
End Date: 11/30/2022**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	69	55	28
Electrical	25	32	14
Plumbing	38	38	22
Mechanical	8	32	23
Fire	7	9	3
Zoning	0	11	6
Totals	147	177	96



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

**Start Date: 11/1/2022
End Date: 11/30/2022**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	155	6.22	41.89

Town of Hillsboro Beach
Building Department
Current Large SFR Projects
12/21/2022

<i>Address</i>	<i>Contractor</i>	<i>Type</i>	<i>Status</i>
925	Ellemar	Guest House	Issued
925	Ellemar	SFR	Plan Review
957	Arvani	SFR	Issued
961	Bomar	SFR	Plan Review
963	MCL Consultants	Interior Reno	Issued
971	Baron Development	SFR	Vacant Lot
981	Tideline	Guest House	Plan Review
985	WA Bentz	SFR	Issued
987	Double P	Renovation	Issued
995	SPF Systems	Interior Reno/Site	Issued
999	Bomar	SFR	Issued
1007	Bomar	Addition	Issued
1009	Patterson Mgmt.	Interior Reno/Site	Issued
1079	Bomar	SFR	Vacant Lot



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

Code Compliance Summary Report

From 11/1/2022 To 11/30/2022 Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	15
Cases Opened During Period	11
Cases Opened as result of Complaint	11
Cases Closed During Period	2
Cases Closed due to compliance	1
Cases Open at End of Period	24
Inspections	11
Reinspections	4
Total	15
Special Magistrate Cases During Period	0

Case Summary by Officer

Officer	Open at Start	Opened During Period	Opened as result of Complaint	Closed During Period	Closed due to compliance	Open at End of Period
B. Pita/N/A	15	11	11	2	1	24
Total	15	11	11	2	1	24



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

Code Compliance Summary Report

From 11/1/2022 To 11/30/2022 Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	11	4	15
Total	11	4	15

Summary of Cases Opened by Incident Type

Incident Type	Number
Litter	7
Sign Violation	1
Building Permit Required	1
Fire Inspection	1
Landscape Violation	1
Total	11

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$739,100.00	\$64,000.00	\$803,100.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$739,100.00		\$803,100.00



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

Case Action Report*

From 11/1/2022 To 11/30/2022 Corridor (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued	
				Date Issue	Type
11/1/2022	Building Permit Required	1237 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 301	Closed	11/1/2022	Notice of Violation
				11/1/2022	Notice of Hearing
				11/1/2022	Affidavit of Non-Compliance
				11/1/2022	Complaint
				11/10/2022	Affidavit of Dismissal
10/25/2022	Zoning Violation	975 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	Date Issue	Type
				11/8/2022	Complaint
				11/16/2022	Courtesy Notice
11/9/2022	Fire Inspection	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	Date Issue	Type
				11/9/2022	Courtesy Notice
				11/9/2022	Complaint
				12/19/2022	Affidavit
11/21/2022	Sign Violation	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101	Open	Date Issue	Type
				11/21/2022	Notice of Violation
				11/21/2022	Complaint
				12/19/2022	Notice of Hearing
11/22/2022	Litter	975 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	Date Issue	Type
				11/22/2022	Courtesy Notice
				11/22/2022	Complaint
11/22/2022	Litter	981 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	Date Issue	Type
				11/22/2022	Courtesy Notice
				11/22/2022	Complaint

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



Case Action Report*

From 11/1/2022 To 11/30/2022 Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
				<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
11/22/2022	Litter	987 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	11/22/2022	Courtesy Notice	B. Pita
				11/22/2022	Complaint	B. Pita
11/22/2022	Litter	985 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				11/22/2022	Courtesy Notice	B. Pita
				11/22/2022	Complaint	B. Pita
11/22/2022	Litter	989 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				11/22/2022	Courtesy Notice	B. Pita
				11/22/2022	Complaint	B. Pita
11/22/2022	Litter	991 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				11/22/2022	Courtesy Notice	B. Pita
				11/22/2022	Complaint	B. Pita
11/22/2022	Litter	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				11/22/2022	Courtesy Notice	B. Pita
				11/22/2022	Complaint	B. Pita

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

November 2022 Open Cases Report

	Incident Type	Owner	Site Address	Date Created
	Building Permit	ROGOW,JEFFERY	1050 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 601W	9/8/2022
1	Required			
2	Litter	CARLSON,JOHN & SUZANNE	975 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	11/22/2022
3	Litter	LAMBERT,JAMES R	981 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	11/22/2022
	Litter	JOHN H MACMILLAN IV LIV TR LOUISE	985 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	11/22/2022
4		PARK MACMILLAN LIV TR		
5	Litter	BERCH, MARK BERCH, TIFFANY	987 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	11/22/2022
6	Litter	THOMAS,ZACHARY M & MARITZABEL	989 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	11/22/2022
	Litter	DAVID C HARDIN TRUSTEE DAVID C	991 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	11/22/2022
7		HARDIN LAND TR		
	Litter	MIRCHANDANI,KISHORE H/E	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	11/22/2022
8		MIRCHANDANI,ANJALI		
9	Zoning Violation	CARLSON,JOHN & SUZANNE	975 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	10/25/2022
	Tide Water Seawall	MEDZ LLC	997 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	5/5/2022
10	King Tide Criteria			
11	Fire Inspection	SEA CLUB INC	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 8A	12/19/2022
12	Sign Violation	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101	11/21/2022
	Building Permit	BONCI,KARA BONCI,TIMOTHY	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 514	3/22/2022
13	Required			
	Building Permit	RONEMUS,DAVID SCHNEIDER,SUSAN	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 713	1/12/2022
14	Required	LYNN		
	Building Permit	DEL PICO,STEPHEN E & CAROL-ANN	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 302	1/4/2022
15	Required			
	Landscape	WINTER SUN INVESTMENTS LLC	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	9/30/2021
16	Violation			
	Property	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101	8/30/2021
17	Maintenance			
18	Nuisance	MILLIONAIRE PORTFOLIO GROUP LLC	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812	1/10/2021



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 Underground Utility Project

Submitting Dept: Town Manager, Sherry Henderson, Town Clerk

Agenda Date: January 10, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None