



MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
MARCH 7, 2023

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 Baldasarre
Commissioner Vicky Feaman

Town Staff:

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

APPROVAL OF AGENDA

Mr. Serda asked that Item A under Resolutions be tabled until the March 21 Reorganization Meeting, as the Town is still waiting on the final agreement from the contractor.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to table Resolution 2023-09 to the March 21 Reorganization Meeting. In a roll call vote, the **motion** passed unanimously. (5-0)

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

I. APPROVAL OF MINUTES

A. of the February 7, 2023, Regular Commission Meeting

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve the minutes from the March 7, 2023, Regular Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

II. PRESENTATIONS

A. FDOT Update on the Mobility Improvement Project on State Road A1A

Tyler Furrey, P.E., Construction Project Manager, Florida Department of Transportation, introduced the team on the mobility improvement project on State Road A1A.

Victor Zarzuela, P.E. (FL, PR), Construction Project Administrator, F&J Engineering, provided a project overview and reviewed the improvements planned. He stated 95 percent of the raised roadway had been completed along both directions of SR A1A, 75 percent of concrete curb and sidewalk had been installed, and most driveways had been harmonized on the south end of the project.

Continuing, Mr. Zarzuela discussed next steps for the project and shared some positive community feedback received. He highlighted safety and local coordination successes throughout the project.

Vice Mayor Kirdahy asked for clarification on when the remaining driveways would be harmonized. Mr. Zarzuela stated a firm timeline was not in place, and discussed the factors which would lead to completion.

Victor Diaz, P.E., Senior Project Engineer, F&J Engineering, shared details of community outreach conducted, including weekly press releases and update emails, and provided contact information for team members. He thanked the Town for the partnership on a successful project that would have impacts for years to come.

Mayor Tarrant noted the project had started in 2015. She stated with all the time invested, the Town had gotten the right result.

Commissioner Reiser asked if the crosswalk sign in the middle of the street would be removed. Mr. Zarzuela explained the crosswalk signs were being replaced. He outlined the enhanced safety features of the crosswalks.

Commissioner Reiser inquired as to the parameters of the road raising. Mr. Zarzuela explained the process and stated additional work may be planned in the future.

III. ORDINANCES

A. Ordinance No. 2023-01 Fence and Driveway Location (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 5 ENTITLED "ZONING" PROVIDING FOR AN AMENDMENT TO ARTICLE XIII ENTITLED "ADDITIONS EXCEPTIONS AND MODIFICATIONS" BY AMENDING SECTION 12-263 ENTITLED "USE REGULATIONS"; 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 thanked Mayor Tarrant and the Commissioners for their efforts to clarify the Code.

Mayor Tarrant noted a modification to the language needed to be made to the effective date to allow for 15 days from adoption of the ordinance.

Mayor Tarrant opened the item to public comment, however there being no one to speak, she closed the public hearing.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to adopt Ordinance 2023-01 as written, with the effective date 15 days after today. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Ordinance No. 2023-02 Building Safety Program 25-Year Inspection (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 4 ENTITLED "BUILDINGS AND BUILDING REGULATIONS" BY SPECIFICALLY BY AMENDING ARTICLE I ENTITLED "IN GENERAL" BY CREATING SECTION 4-9 TO BE ENTITLED "BUILDING SAFETY INSPECTION PROGRAM" TO PROVIDE FOR THE IMPLEMENTATION OF A BUILDING SAFETY INSPECTION PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Doody read the Ordinance by title only.

Steve Mitchell, Building Official with CG&A, presented the item.

Mayor Tarrant noted two (2) grammatical errors on page one (1), lines 15 and 22.

Mr. Serda asked for clarification on a definition and the origin of a standard of 3,500 square feet noted on page two (2) of the ordinance. Mr. Mitchell explained the State Statute, County restrictions, and the definition.

Mr. Doody clarified that the 3,500 square feet was not an arbitrary number. Mr. Mitchell agreed, noting the source in County and State documents. Discussion ensued regarding the intent of the inspection program and the formulas utilized.

Mayor Tarrant opened the item to public comment, however there being no one to speak, she closed the public hearing.

Motion made by Commissioner Reiser, seconded by Commissioner Feaman, to adopt Ordinance 2023-02 as presented with the grammatical changes as noted. In a roll call vote, the **motion** passed unanimously. (5-0)

IV. DISCUSSION & POSSIBLE ACTION

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2023-09

CONSIDERATION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE AN AGREEMENT BETWEEN THE TOWN OF HILLSBORO BEACH, CITY OF DEERFIELD BEACH, AND GREAT LAKES DREDGE & DOCK COMPANY, LLC, PIGGYBACKING TERMS AND CONDITIONS OF THE AGREEMENT BETWEEN THE CITY OF BOCA RATON AND GREAT LAKES DREDGE & DOCK COMPANY, LLC.

Item tabled to March 21, 2023.

B. Resolution No. 2023-10

CONSIDERATION TO APPROVE AND ACCEPT RECOMMENDATION OF THE SELECTION COMMITTEE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO EXECUTE AGREEMENT TO PROVIDE FUNDING FOR THE JOINT BEACH NOURISHMENT PROJECT.

Stephen Bloom, Finance Director, Inframark, presented the item. He explained the draw-down process for funds and outlined the options available to fund the Joint Nourishment Project. He stated 15 financial institutions had been contacted and reviewed the four (4)

proposals received. He noted that Bank United was overall the best package and was also the Town's existing financial services provider.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to approve Bank United as the provider for the loan. In a roll call vote, the **motion** passed unanimously. (5-0)
Mr. Doody read the Resolution by title only.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Baldasarre, to adopt Resolution 2023-10 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

C. Resolution No. 2023-11

CONSIDERATION TO APPROVE AND AUTHORIZE THE UTILIZATION OF ELECTRONIC CHECK SIGNATURES.

Mr. Doody read the Resolution by title only.

Mr. Bloom presented the item. He explained the resolution would allow for increased efficiency and would not impact the level of control.

Motion made by Commissioner Baldasarre, seconded by Commissioner Feaman, to adopt Resolution 2023-11 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

D. Resolution No. 2023-12

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE THE INTERLOCAL AGREEMENT REGARDING REESTABLISHING AND PROVIDING FOR DIVISION AND DISTRIBUTION OF A THREE-CENT (\$0.03) LOCAL OPTION GAS TAX ON EVERY GALLON OF MOTOR FUEL SOLD IN BROWARD COUNTY.

Mr. Doody read the Resolution by title only.

Mr. Serda presented the item. He stated approximately \$20,000 is received annually and reviewed the process for determining the population distribution.

Mayor Tarrant pointed out the tax was originally levied in 1994 for 30 years. Discussion ensued as to whether the tax would expire at the end of the year.

Commissioner Baldasarre asked whether the fund could be used for crosswalks. Mr. Serda stated it likely could, except those portions on private property.

Motion made by Commissioner Feaman, seconded by Vice Mayor Kirdahy, to adopt Resolution 2023-12 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

E. Resolution No. 2023-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA APPROVING AND AUTHORIZING THE PROPER TOWN OFFICIALS TO EXECUTE THE INTERLOCAL AGREEMENT REGARDING REESTABLISHING AND PROVIDING FOR DIVISION AND DISTRIBUTION OF AN ADDITIONAL ONE-CENT (\$0.01) LOCAL OPTION GAS TAX (FIFTH CENT) ON EVERY GALLON OF MOTOR FUEL SOLD IN BROWARD COUNTY.

Mayor Tarrant noted this was the “transit” tax, which had been added separately from the previously discussed gas tax.

Mr. Doody read the Resolution by title only.

Mr. Bloom presented the item. He stated the money is put in a separate fund and does not run through the General Fund.

Vice Mayor Kirdahy asked for clarification on the fund. Mayor Tarrant explained. She asked for and received consensus to add the word “transit” to the title of the resolution.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to adopt Resolution 2023-13 with the word “transit” added to the title. In a roll call vote, the **motion** passed unanimously. (5-0)

F. Resolution No. 2023-14

CONSIDERATION TO APPROVE AND AUTHORIZE THE PURCHASE OF ONE (1) FORD SPORT UTILITY VEHICLE (SUV) AND ACCESSORIES FOR \$63,333.17 FROM BUDGETED FUNDS FOR THE POLICE DEPARTMENT, PIGGYBACKING THE TERMS OF THE FLORIDA SHERIFF’S CONTRACT FSA 22-VEL-30/FSA 22-VEH20 THROUGH DUVAL FORD.

Mr. Doody read the Resolution by title only.

Police Chief Jay Szesnat presented the item. He explained the current difficulty in getting a police vehicle and stated he had requested the purchase be administratively approved to allow the Town to move quickly.

Mr. Serda explained many cities utilize the Florida Sheriff’s Contract to obtain police vehicles and outlined the process briefly.

Motion made by Vice Mayor Kirdahy, seconded by Commissioner Feaman, to adopt Resolution 2023-14 with a correction to the title as discussed. In a roll call vote, the **motion** passed unanimously. (5-0)

VI. CONSENT AGENDA

A. Invoices for Approval

1.	LSF Shuttle	Invoice #23-0131-26	Jan 2023	\$4,988.89	
2.	GCDE	Invoice #45978	Feb 2023	\$5,989.60	General Matters
3.	GCDE	Invoice #45979	Feb 2023	\$2,275.00	Development - Related
4.	CG&A	Invoice #113860	Feb 2023	\$68,106.43	

5. Proclamation Recognizing Problem Gambling Awareness Month

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

VIII. BEACH REPORT

A. Update on Town of Hillsboro Beach and City of Deerfield Beach Joint Beach Nourishment Project

Mr. Serda shared that the Town was on the cusp of starting a large, multi-agency project. He stated the contractor had already begun mobilizing for the dredging project, and everyone was cooperating well. He noted the large team was meeting for weekly meetings, and the process was going efficiently.

Mr. Serda stated the agreement with Great Lakes Dredge & Dock Company was not yet in place, but it was not holding back the project at this time. He explained the process briefly and noted the other municipalities had approved their agreements with the contractor. He stated it would be a matter of days before sand started to move onto the beach.

Mr. Doody provided additional details regarding the agreement. He stated there were no longer any outstanding issues, it was just a matter of getting all the signatures in place.

Mayor Tarrant noted that despite rumors, the three municipalities were not at odds. Mr. Doody added that he and the City Attorney for Deerfield Beach have an excellent relationship, and things are going exceptionally smoothly.

Tara Brenner, Senior Coastal Engineer, Coastal Protection Engineers, LLC, added comments that everything is trending well and thanking staff for their efforts.

Mayor Tarrant stated the Town is following up on a request from a resident who is an engineer to reevaluate alternatives to beach nourishment. She noted there would be a meeting of coastal engineers to get input on the idea, and that at some point a third party from academia may need to be consulted.

IX. STAFF UPDATES

A. Police Department

Police Chief Szesnat presented the monthly report for January 2023. He highlighted that the Police Department had conducted 7,022 security checks. He explained January was the Department's high liability training month and outlined the inclusions briefly. He shared that the Town had received an award for accreditation in February, and noted he was proud of the accomplishment for small town.

Commissioner Baldasarre asked how many of the small towns in the State are accredited. Police Chief Szesnat stated he would find out the numbers and report back. Commissioner Baldasarre noted that it was not something every department does. Discussion ensued regarding the professionalism and best practices involved in the accreditation, and the requirement to prove that training remains updated.

Mayor Tarrant stated it was nice to see the beach unit up and running and making contacts.

Police Chief Szesnat stated he did not have an update on Safer Watch but would follow up at the next meeting.

B. Building Department

Steve Mitchell, Building Official, CG&A, thanked Mayor Tarrant and the Commission and stated how much he had appreciated working under their leadership over the years. He stated he was proud of what had been accomplished. He noted he was grateful for the way his department was set up for success and looked forward to continued success under the newly elected leadership.

Mr. Mitchell presented his report. He stated he had met multiple times with the Related Group, and that they are anticipating submission of preliminary plans in the next few weeks. He explained the plan was to work together with the group to move the project forward smoothly.

C. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He explained there were presently 12 open Code cases, the majority of which are for building permit requirements.

Vice Mayor Kirdahy noted she was hearing it had been a warmer than average year, and asked if the Town should expect turtle nests to arrive earlier as a result. Mr. Pita discussed historical turtle nesting data briefly.

Vice Mayor Kirdahy explained she was concerned about the season starting early due to the beach renourishment project dates. Mayor Tarrant stated that if the season starts while the beach nourishment is still going on, they will move the nests. She noted there are people well versed in doing so.

IX. TOWN MANAGER REPORT

A. House Bill 7049 – Legal Notices

Mr. Serda explained the State had changed the requirements for public legal notices in the last legislative session to allow municipalities the option to publish on a county website instead of a local newspaper. He noted he was not recommending the change at this time and discussed the contributing factors briefly.

B. Municipal Election

Mr. Serda reminded residents that the Municipal Election would be held Tuesday, March 14, 2023, from 7 a.m. to 7 p.m. in the Community Room.

C. Reorganization Meeting

Mr. Serda announced that the Reorganization Meeting would be held Tuesday, March 21, 2023, at 9:30 a.m.

D. Regular Commission Meeting

Mr. Serda announced that the next Regular Commission Meeting would be held Tuesday, April 4, 2023, at 9:00 a.m.

E. Earth Day Community Event

Mr. Serda stated the Town would host a free shredding, electronic recycling, household hazardous waste and expired prescription drug drop-off event on Earth Day from 9 a.m. to noon on Saturday, April 22, 2023.

Mr. Serda thanked Town Clerk Sherry Henderson for her hard work in accommodating last-minute changes to the agenda.

XI. TOWN ATTORNEY REPORT

Mr. Doody expressed his appreciation to Mayor Tarrant and Commissioner Feaman for the opportunity to work with them and represent the Town over the past six (6) years. He stated he believed their leadership had represented tremendous advancement for the Town.

XIII. TOWN COMMISSION COMMENTS/REPORTS

A. Commissioner Jane Reiser

Commissioner Reiser reiterated that election day was next Tuesday, March 14, and stated a recent conversation with someone who had left a Communist country reminded her of the importance of doing your civic duty and voting.

Commissioner Reiser encouraged residents to attend the Reorganization Meeting on March 21.

B. Commissioner Barbara Baldasarre

Commissioner Baldasarre reminded residents the condo forum would be held on Thursday, March 9 on Zoom at a revised time of 10:30 a.m. She stated a representative of the Fire Department would be speaking regarding Automated External Defibrillator (AED) requirements.

C. Commissioner Vicky Feaman

Commissioner Feaman commented on ongoing efforts with Waste Pro and stated they are doing the best they can to manage difficult circumstances. She encouraged residents to call for assistance in rectifying problems.

D. Vice Mayor Irene Kirdahy

Vice Mayor Kirdahy shared items from the Broward Metropolitan Planning Organization (MPO) which were of interest to the Town, including a county study regarding storm vulnerability and where dollars would be best spent, structure improvement awards from the Federal government, and overpass construction.

Vice Mayor Kirdahy spoke briefly on her time spent working with Mayor Tarrant and Commissioner Feaman on the Commission. Mr. Serda noted the Town would hold a proper send off.

E. Mayor Deborah L. Tarrant

Mayor Tarrant shared comments related to the beach, noting as she moved on from the Commission, there were items which needed to be on the next term to do list, to include pursuing County participation in regional sand management and reevaluation of sand bypassing at the Hillsboro Inlet.

Mayor Tarrant expressed disappointment with what has been happening in the community concerning the municipal election. She asserted the disharmony of State and National politics should not be brought into Hillsboro Beach.

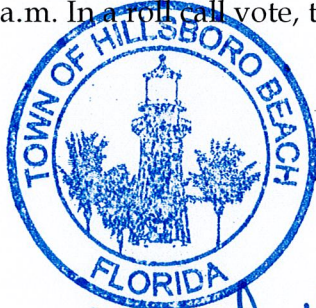
XIV. PUBLIC PARTICIPATION

Bob Mayer, Bomar Builders, stated the Commission had been the best for years. He asserted he could not say enough good things about the Police Department and Town staff. He thanked Mayor Tarrant and Commissioner Feaman for their service, and stated the Town was totally different thanks to the leadership of the Town Commission.

Town Clerk Henderson read a comment from Overlook Condominium resident Lucia DeGrazia expressing her appreciation for the Hillsboro Beach Resort and its restaurant.

XIV. ADJOURNMENT

Motion made by Mayor Tarrant, seconded by Commissioner Feaman, to adjourn the meeting at 10:44 a.m. In a roll call vote, the **motion** passed unanimously. (5-0)



ADOPTED THIS 4th DAY OF April, 2023

By: *Jane Kirdahy*
Mayor

ATTEST:

Sherry D. Henderson
Sherry D. Henderson, CMC
Town Clerk

4/4/2023



*Hand-outs Provided or Presented at Meeting Entered into the Record.
Written Public Comments read aloud at Meeting, Entered into the Record.*

MARCH 7, 2023

Regular Town Commission Meeting

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

Sherry D. Henderson

From: Sherry D. Henderson
Sent: Monday, March 6, 2023 2:20 PM
To: Deb Tarrant; Irene Kirdahy; 'Vicky Feaman'; Commissioner Barbara Baldassarre; Commissioner Jane Reiser
Cc: Mac Serda; DJ Doody, Town Attorney
Subject: FW: Roi Restaurant- Resident wanted to have this read at the upcoming Commission

Good Afternoon, Governing Body:

Mr. Matthew Hege with the Hillsboro Beach Resort recently contacted Town Manager Serda to request and email from a resident be read aloud at the upcoming 3/7/2023 Commission Meeting. Please read the email below for consideration.

From: Lucia DeGrazia <lucy.degrazia@gmail.com>
Date: Tuesday, January 31, 2023 at 10:45 AM
To: Matthew Hege <matth@mhcpcolab.com>
Subject: Roi Restaurant

Dear Hillsboro Beach Resort,

I'm writing this letter to say thank you!

As longtime resident of The Overlook on Hillsboro mile,
It was a pleasant surprise when you opened your doors in 2021. Visiting friends and family are so pleased with your accommodations, service and convenience.
And if that's was not enough, you added a culinary delight to your services. Roi is not only a full experience restaurant that never disappoints - it also appeals to our community. Having such a great restaurant on the peninsula is so beneficial. My guests, as well as other residence I speak to are in unison singing your praises.

Well done!

All the best,

Lucia DeGrazia
561.405.0689

Respectfully,
Sherry D. Henderson, CMC TOWN CLERK
TOWN OF HILLSBORO BEACH, FLORIDA

From: Mac Serda <mserda@townofhillsborobeach.com>
Sent: Friday, March 3, 2023 5:01 PM
To: Sherry D. Henderson <shenderson@townofhillsborobeach.com>
Subject: FW: Roi Restaurant- Resident wanted to have this read at the upcoming Commission

Pls see below.
Mac

From: Matthew Hege <matth@mhcpcolab.com>
Sent: Friday, March 3, 2023 2:49 PM
To: Mac Serda <mserda@townofhillsborobeach.com>
Subject: FW: Roi Restaurant- Resident wanted to have this read at the upcoming Commission

Hi Mac, I hope all is well. I had this resident email to share for the last commission meeting, and I believe we missed the cutoff. Can this be read at the next commission meeting? She had asked me to do so. Having the restaurant nearby has significantly benefited her, and she wants the town to know her appreciation.

Do hope all is well, and I look forward to catching up with you. Best, Matt Hege

Matthew Hege
Director



COLAB
CITY PLANNING, COMMUNICATIONS,
PUBLIC RELATIONS + TRANSPORTATION

305.801.4729
matth@mhcpcolab.com
5701 Biscayne Boulevard, Suite CS1, Miami, FL 33137
www.mhcpcolab.com

From: Lucia DeGrazia <lucy.degrazia@gmail.com>
Date: Tuesday, January 31, 2023 at 10:45 AM
To: Matthew Hege <matth@mhcpcolab.com>
Subject: Roi Restaurant

Dear Hillsboro Beach Resort,

I'm writing this letter to say thank you!

As longtime resident of The Overlook on Hillsboro mile,
It was a a pleasant surprise when you opened your doors in 2021. Visiting friends and family are so pleased with your accommodations , service and convenience.
And if that's was not enough, you added a culinary delight to your services. Roi is not only a full experience restaurant that never disappoints - it also appeals to our community. Having such a great restaurant on the peninsula is so beneficial. My guests, as well as other residence I speak to are in unison singing your praises.

Well done!

All the best,