



**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
APRIL 4, 2023**

9:00 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Irene Kirdahy 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 Irene Kirdahy
Vice Mayor Barbara B. Baldasarre
Commissioner David A. Ravanese

Commissioner Jane Reiser
Commissioner Vinnie Andreano

Town Staff:

Town Manager William "Mac" Serda, ICMA-CM
Donald J. Doody, Town Attorney, Esq.
Melissa Budgett, Clerk's Office

APPROVAL OF AGENDA

Mayor Kirdahy welcomed the new Commissioners and made a brief statement regarding Robert's Rules of Order.

Mr. Serda noted there were two (2) invoices to be added to the agenda.

Mayor Kirdahy asked that Resolution 2023-21 be added under Resolutions and Contracts.

Motion made by Commissioner Reiser, seconded by Commissioner Ravanese, to amend the agenda to include Resolution 2023-21 as item V.C. and add invoices from GCDE to the Consent Agenda. In a roll call vote, the **motion** passed unanimously. (5-0)

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

I. APPROVAL OF MINUTES

A. March 7, 2023 Regular Commission Meeting

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

B. March 21, 2023 Special Commission Meeting

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to approve the minutes from the March 21, 2023, Special Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

C. March 21, 2023 Re-organization Meeting

Motion made by Commissioner Ravanese, seconded by Vice Mayor Baldassarre, to approve the minutes from the March 21, 2023, Re-organization Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

II. PRESENTATIONS

A. Beach Management Plan and Erosion Mitigation Report with Updates

Mr. Serda provided a brief background on the Beach Management Plan, explaining its completion was a requirement of the Federal Emergency Management Agency (FEMA) to continue participation in the emergency declarations and reimbursements program related to nonrecurring storms and disasters, and provided the Town with a strategy for maintenance of the beach.

Tim Blankenship, Senior Coastal Engineering Principal with Moffat & Nichol Coastal Engineers, provided a PowerPoint presentation presenting the report and recommendations. He began with a brief history of the Town's beach management, then discussed the results of the study. He discussed the next steps briefly and provided an update on the joint nourishment project.

Mayor Kirdahy asked Mr. Blankenship to explain why breakwaters were not recommended. Mr. Blankenship stated an extensive study had been conducted around 2012, and noted as part of this study, that data had been revisited. He explained the findings were that the regulatory environment at this time would not be supportive of that process, and cited examples of projects which had spent significant money and time on the solution and had not gotten through the environmental hurdles.

Mayor Serda added additional comments regarding the project and the foundation this formal scientific study provides for the Town to recommend updates of adjacent management plans. He noted FEMA had paid for half of the study.

Mo Tarifi, 1237 Hillsboro Mile, stated the biggest problem in the past was not working closely with Boca Raton and the Hillsboro Inlet on sand management. He asserted there are a lot of opportunities in cooperation.

Mr. Serda discussed communication with Hillsboro Inlet District Commissioners and staff regarding working together and stated they are amicable if the amount of sand moved did not impact Pompano Beach. He noted once the joint project with Boca Raton and Deerfield Beach is completed, the Town will be ready for those discussions.

B. Presentation to Mo Tarifi for Service to the Town of Hillsboro Beach as the Appointed Representative to the Hillsboro Inlet District Board of Commissioners

Mr. Serda made a presentation recognizing Mo Tarifi for his almost 10 years of service to the Town as the appointed representative to the Hillsboro Inlet District Board of Commissioners. He provided a brief background on the District and Mr. Tarifi's stewardship on behalf of the Town.

III. ORDINANCES

IV. DISCUSSION & POSSIBLE ACTION

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2023-19

RESOLUTION OF THE TOWN OF HILLSBORO BEACH, FLORIDA COMMISSION APPOINTING THOMAS CAMPBELL TO THE HILLSBORO INLET DISTRICT BOARD OF COMMISSIONERS.

Mr. Doody explained the parameters of selection of an appointee for the position on the Hillsboro Inlet District Board of Commissioners.

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to appoint Thomas Campbell to the Hillsboro Inlet District Board of Commissioners. In a roll call vote, the **motion** passed unanimously. (5-0)

Mr. Doody read the Resolution by title only.

Mr. Serda noted the Town had posted the opening and there had been no other applicants.

He stated Mr. Campbell's biography was attached, and he was an admirable representative of the Town on the Board.

Motion made by Commissioner Reiser, seconded by Vice Mayor Baldasarre, to adopt Resolution 2023-19 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Resolution No. 2023-20

RESOLUTION OF THE TOWN OF HILLSBORO BEACH, FLORIDA COMMISSION APPOINTING TWO MEMBERS TO SERVE AS PRIMARY REPRESENTATIVE AND ALTERNATE TO THE BROWARD LEAGUE OF CITIES FOR THE TERM OF 2023-2024.

Mr. Doody explained the Resolution was for the selection of a primary and alternate representative to the Broward League of Cities.

Motion made by Commissioner Reiser, seconded by Commissioner Ravanese, to appoint Barbara Baldasarre as representative to the Broward League of Cities for the term of 2023-2024. In a roll call vote, the **motion** passed unanimously. (5-0)

Motion made by Commissioner Ravanese, seconded by Vice Mayor Baldasarre, to appoint Jane Reiser as first alternate and Vinnie Andreano as second alternate representative to the Broward League of Cities for the term of 2023-2024. In a roll call vote, the **motion** passed unanimously. (5-0)

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to adopt Resolution 2023-20 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

C. Resolution No. 2023-21

RESOLUTION OF THE TOWN OF HILLSBORO BEACH, FLORIDA COMMISSION APPOINTING A COMMISSIONER FOR SOLID WASTE MATTERS.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Reiser, seconded by Vice Mayor Baldasarre, to appoint David Ravanese as Commissioner to represent Hillsboro Beach on Solid Waste matters. In a roll call vote, the **motion** passed unanimously. (5-0)

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adopt Resolution 2023-21 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

VI. CONSENT AGENDA

A. Invoices for Approval

1.	GCDE	Invoice # 46443	March 2023	\$6,347.95	General Matters
2.	GCDE	Invoice # 46444	March 2023	\$400.00	Development - Related

Mr. Serda noted the Consent Agenda had been amended during the Agenda Approval process to add two (2) invoices.

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

VIII. BEACH REPORT

Mr. Serda stated the dredging of the Boca Inlet had been delayed a few days due to high winds and inclement weather but was back working. He explained beach renourishment equipment was running 24 hours a day, seven (7) days a week, including weekends, and it is anticipated the sand in the outflow would be at the Hillsboro Beach line this weekend. He discussed the timeline, and explained substantial completion was expected in mid-April, with removal of equipment by April 30.

Commissioner Reiser asked for clarification on how to view the equipment. Mr. Serda explained briefly. Peter Seidle, Senior Coastal Engineer, Moffat & Nichol, provided additional details regarding the opportunity to see the dredge and finished beach.

IX. STAFF UPDATES

A. Police Department

Police Chief Szesnat presented the monthly report. He discussed February events, noting they showcase what the Police Department does for its residents. He commended a lifeguard at 901 Hillsboro Mile for lifesaving activity in response to an emergency with an 88-year-old man in the pool. He reviewed response to other medical incidents, vehicle stops, and trespassing calls, and stated the Department is staying busy.

Mayor Kirdahy inquired as to whether the marine units were operational. Police Chief Szesnat stated as of this time, everything is up and running.

Mr. Serda noted items to celebrate related to the Police Department, including the boat being wrapped and operational, vehicles marked and ready for patrol, and capital projects to utilize the space more efficiently. He stated much progress had been made in the past 6-12 months, with the help of the Commission and without tax payer dollars.

B. Building Department

Mr. Serda stated that in addition to the normal monthly Building Official's report, the meeting backup materials also included a draft of the Safe Building report.

Steve Mitchell, Building Official, CG&A, presented his monthly report. He stated activity was mostly on small projects such as window replacements and kitchen remodels. Continuing, Mr. Mitchell reviewed the working draft of the Safe Building report. He stated there were seven (7) properties with no response, but all larger buildings were compliant or in progress. He added that he was available to answer any questions.

Commissioner Reiser asked how Certificates of Occupancy and taxes worked when property owners completed the guest house and lived in it while the main house was being built. Mr. Mitchell explained the guest house comes onto the tax rolls once it receives a Certificate of Occupancy. He outlined the process briefly.

C. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He stated a sign violation listed had been resolved. He noted turtle season had started in March and reviewed the turtle patrol activities briefly.

Mayor Kirdahy shared that residents had expressed not being able to understand having to cover their windows during turtle season. She noted photos from past years which illustrate how much glow comes from windows. Mr. Pita stated he had attended workshops at the beginning of the season, and the perfect scenario is a dark beach, but they have to balance that with safety concerns.

IX. TOWN MANAGER REPORT

A. Update on Underground Utility Lines

Mr. Serda provided a brief update on the underground utility project. He stated noncommittal letters of support had been received from all properties where the equipment above ground needed to be placed. He explained the next phase will cost approximately \$50-\$100,000 to conduct surveying and move forward with easements. He stated it was his recommendation that the expenditure wait for the first installment from the Related property, which would be paid at the time of permit submission.

Mayor Kirdahy agreed. She stated she did not see making an expenditure from Town funds to start the project.

B. Earth Day Community Event

Mr. Serda stated the Town would host a household hazardous waste and prescription drop off event on Earth Day from 9 a.m. to noon on Saturday, April 22, 2023. He noted electronic recycling and shredding would be conducted on site.

Mr. Serda shared a memo from Town Planner Jim Hickey to bring focus onto progress related to updating the Land Development Code. He asked that the Commission confirm the Town was still on the right path.

Mr. Hickey reviewed the changes made to date and recommendations for a holistic approach to additional review of the Land Development Code.

XI. TOWN ATTORNEY REPORT

Mr. Doody stated his office would reach out to the new Commissioners to set up a meeting to discuss the Charter, public records laws, Sunshine Law, and other requirements of public officials. He noted four (4) hours of ethics training was required.

Commissioner Ravanese stated he and Commissioner Andreano planned to attend ethics training the following day. Mr. Doody confirmed that would meet the requirements.

XIII. TOWN COMMISSION COMMENTS/REPORTS

A. Mayor Irene Kirdahy

Mayor Kirdahy stated the Metropolitan Planning Organization (MPO) had no meeting scheduled for April.

B. Vice Mayor Barbara Baldassarre

Vice Mayor Baldassarre stated the League of Cities meeting was scheduled for the following Thursday.

C. Commissioner Jane Reiser

Commissioner Reiser congratulated the newly elected Mayor, Vice Mayor, and Commissioners. She stated she was glad to no longer be the new kid on the block.

D. Commissioner David A. Ravanese

Commissioner Ravanese reported on the Solid Waste Working Group meeting held the

previous week. He stated the Interlocal Agreement needed to be approved by the Town before June.

Mr. Serda stated Commissioner Ravanesi had been thrown into the end of a long process, and briefly outlined the Interlocal Agreement between Broward County and 31 cities to create a structure for an Independent Solid Waste Authority which would be charged with recycling and reusing the waste stream, with the goal of getting to zero waste. He explained the Town's expected contribution was expected to be \$2,000 to \$2,500 as the process moves forward.

E. Commissioner Vinnie Andreano

Commissioner Andreano had no report.

XIV. PUBLIC PARTICIPATION

None.

Vice Mayor Baldassarre asked if the street construction was still on schedule. Mr. Serda provided a brief update. He stated a documented concrete shortage had delayed the completion of the sidewalk, and then harmonizing would take place later in the project. Discussion ensued regarding the project and attempts to address changes in grade.

XIV. ADJOURNMENT

Motion made by Ravanesi, seconded by Reiser, to adjourn the meeting at 10:17 a.m. In a roll call vote, the **motion** passed unanimously. (5-0)



ADOPTED THIS 2nd DAY OF MAY, 2023.

By: Irene Kirdahy
Irene Kirdahy, Mayor

ATTEST:

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

5/2/2023