



AGENDA

Town of Hillsboro Beach Commission Meeting

July 11, 2023
9:00 AM



MAYOR

Honorable Irene Kirdahy

VICE MAYOR

Honorable Barbara B. Baldassarre

COMMISSIONERS

Honorable Jane Reiser

Honorable Vinnie Andreano

Honorable David A. Ravanese

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

July 11, 2023 | 9:00 AM

REGULAR TOWN COMMISSION MEETING AGENDA

MAYOR IRENE KIRDAHY
VICE MAYOR BARBARA BALDASARRE
COMMISSIONER JANE REISER
COMMISSIONER VINNIE ANDREANO
COMMISSIONER DAVID A. RAVANESI

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. June 6, 2023 Regular Commission Meeting

II. PRESENTATIONS

III. SITE PLAN REVIEW

- A. **Morris Flancbaum, Authorized Agent for Property Owner, is Seeking Site Plan Approval for Property Located at 1085 Hillsboro Mile, Hillsboro Beach, Florida 33062.**

Presented by: Jim Hickey, Development Planner (CG&A)
Address: 1085 Hillsboro Mile, Hillsboro Beach, FL 33062
Request: Site Plan Review for Approval

IV. ORDINANCES

- A. **Ordinance No. 2023-03** Amendment to the Town's Code of Ordinance, Amending Chapter 12 Entitled "Land Development Code", Amending Sec. 12-110 "Conditional Uses" **(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 AMENDING ARTICLE IV ENTITLED "DISTRICTS AND GENERAL REGULATIONS THEREOF", SPECIFICALLY AMENDING SECTION 12-110 ENTITLED "CONDITIONAL USES"; PROVIDING FOR AN AMENDMENT TO THE CRITERIA FOR CONDITIONAL USES TO DELETE RESTRICTIONS ON FOOD AND BEVERAGE SERVICE AREAS; PROVIDING FOR THE DELETION OF RESTRICTIONS OF ACCEPTING CASH OR CREDIT AND PAYMENTS FOR PATRONS AT A HOTEL ; PROVIDING FOR AN AMENDMENT TO THE DEFINITION OF "RESTAURANT" AND "RESTAURANT BAR"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

V. DISCUSSION & POSSIBLE ACTION

- A. Discussion on Conceptual Designs Submitted by PGAL Interior Planners for the Town's Planning Room and Commission Chamber.

- B. Discussion on Rules of Decorum and Procedures at Public Meetings.
- C. Discussion on Designation of Voting Delegate for Florida League of Cities Business Session, which will be held on Saturday, August 12, 2023.

VI. RESOLUTIONS & CONTRACTS

- A. **Resolution No. 2023-29** Consideration to Authorize the Appropriate Town Officials to Execute Agreement with Coastal Engineering Firm, Woods Hole Group, to Review Pressure Equalizing Module (PEM) Data.
- B. **Resolution No. 2023-30** Consideration to Approve and Authorize the Use of \$15,000 in Federal Forfeiture Funds to Purchase Additional Control Access Point and Installation of Panic Buttons from Tech Pro Security and Auxiliary Charges.
- C. **Resolution No. 2023-31** Consideration to Approve and Authorize the Use of \$3,762.12 of Federal Forfeiture Funds to Purchase Covert Surveillance Equipment.
- D. **Resolution No. 2023-32** Consideration to Approval Mutual Benefit and Use Agreement for Collection and Removal of Storm Debris by Ashbritt, Inc.

VII. CONSENT

- A. Inframark Invoice #23-053126 May 2023 \$6,498.26
- CG&A Invoice #48852 June 2023 \$2,579.20 (General Matters)
- GCDE Invoice #48853 June 2023 \$150.00 (Development, Related)
- GCDE Invoice #48855 June 2023 \$225.00 (adv. Richard Crusco)
- GCDE Invoice #48856 June 2023 \$1,600.00 (Development, BH3)
- GCDE Invoice #48857 June 2023 \$150.00 (Debra Kushner, Lanzo Co)

VIII. BEACH REPORT

IX. STAFF UPDATES

- A. **Police Department**
Presented by Chief Jay Szesnat
- B. **Building Department**
Presented by Steve Mitchell, Bldg Official, CG&A
- C. **Code Compliance**
Presented by Bernard Pita, Code Compliance Supervisor, CG&A

X. TOWN MANAGER REPORT

- A. **FY2024 Budget Workshop - Tue, July 25, 2023, 10:00 am**

XI. TOWN ATTORNEY REPORT

XII. TOWN COMMISSION COMMENTS/REPORTS

XIII. PUBLIC COMMENTS

XIV. 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

**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
JUNE 6, 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. Baldassarre
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.
Town Clerk Sherry D. Henderson, CMC
Police Chief Jay Szesnat

APPROVAL OF AGENDA

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to amend agenda by changing the order of Staff Updates to allow Building Dept to present earlier. In a roll call vote, the **motion** passed unanimously. (5-0)

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

I. APPROVAL OF MINUTES

A. May 2, 2023 Regular Commission Meeting

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to approve the minutes from the May 2, 2023, Regular Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

II. PRESENTATIONS

A. Town Investment Report and Future Outlook

John Mousseau, Cumberland Advisors, provided a PowerPoint presentation reviewing the markets and the Town's portfolio.

Mr. Serda explained that he would be meeting with Mr. Mousseau and Financial Director Stephen Bloom quarterly to discuss any necessary changes to the Town's investment policy and strategy, and those recommendations would be brought to the Commission for review.

Mr. Bloom noted the presentation was provided for the purpose of reassuring the Commission that the Town's investments are being handled wisely.

B. Small Business Administration Overview Federal Disaster Funding Available for Broward County

Timothy Watson, Public Affairs Specialist, Small Business Administration, provided a review of Small Business Administration loan programs available to Broward County homeowners and renters to repair property damaged as a result of the recent flooding. He discussed eligibility requirements and deadlines.

Mr. Serda stated additional information, including details on how to apply, would be available at Town Hall and on the Town's website.

III. ORDINANCES

IV. DISCUSSION & POSSIBLE ACTION

A. Discussion on Operational Conditions at Hillsboro Beach Resort

Mr. Serda explained the Hillsboro Beach Resort was presenting a request for changes to their development order to allow for feedback from the Commission.

City Attorney Doody clarified that this item would be brought forward as a quasi-judicial hearing at a future meeting.

Matthew Hege, Director, MHCP COLAB, provided a brief history of the Hillsboro Beach Resort and past changes to the development order that had been reviewed by the Commission, including addition of the dining program and the special event space. He stated there are 305 residents of Hillsboro Beach that have signed up for the dining

program. He discussed the special event approval and shared a matrix to illustrate what is allowed and disallowed.

Ann Durso, General Manager, Hillsboro Beach Resort, stated she hoped the community was able to see the aspirations for the property, and the intent to create a high-end boutique resort that fits into Hillsboro Beach. She highlighted operational challenges created by the restrictions under the development order.

David Coviello, Shutts & Bowen, attorney for Hillsboro Beach Resort, presented the proposed changes. He stated there are two (2) documents which provide governing regulations, including a development order (or conditional use approval) and land development regulations, and the applicant would request that those be combined to allow for a single governing document.

Mr. Coviello stated that if the proposal was approved, the Hillsboro Beach Resort would still be subject to:

- Conditional Use Approval, and provisions governing such uses in the Town Code.
- Limitation on area of conditional uses as they relate to overall hotel building (i.e. no more than 10 percent of the total square footage of the building exclusive of parking).
- Limitation on restaurant area and capacity, which is 1,000 square feet and 64 seats (40 seats indoors and 24 patio seats).
- Limitation on hours of operation for food and beverage service, which shall be limited to 7:00 a.m. to 10:30 p.m. daily.
- Limitations on outdoor music, which shall be limited to the same hours as food and beverage service and shall not include amplified outdoor music.
- Limitation on occupancy for special events, which shall not exceed 65 special event attendees.
- Limitation on hours of special events, which shall be limited to 8 a.m. to 10 p.m. Sunday through Thursday and 8 a.m. to 12 a.m. on Friday and Saturday.

Mr. Coviello reviewed the proposed changes, as follows:

- Restaurant and Food/Beverage Service
 - Remove limitation on who can dine at the restaurant, and associated restrictions on membership program and form of payment for food and beverage (i.e., no cash or credit).
 - Ability to have a small partially enclosed area within the covered pool deck to prepare drinks for patrons, particularly those guests relaxing by the pool and beach, as well as temporary bar cart during special events.
 - Corresponding amendments to Code.

- Special Events
 - Eliminate onerous operational conditions, including number of events per year, locational limitations, notice, required policing, and form of payment limitations, while maintaining same occupancy level.
 - Corresponding amendments to Code.

Mr. Coviello pointed out there had not been any problems with the resort since its opening. He explained the requests were being made to address challenges related to the viability of the resort. He showed the area on the map where the proposed service bar and additional special event space would be located.

Continuing, Mr. Coviello shared images of example events. He reviewed the protections which would remain to manage any future issues, including revocation of the conditional use and penalties for Code Enforcement and noise.

Commissioner Ravanese stated he was supportive of the Town and the business but had concerns expressed to him regarding noise and how it would negatively impact the condos next door. Mr. Coviello explained it was intended as a service bar for pool users.

Mayor Kirdahy observed that the bar was not large enough to be a destination for sports fans. Discussion ensued regarding use of an outdoor bar.

Commissioner Andreano asked for clarification on the request to be open to the public. He asked whether someone could purchase a drink and bring it to the beach. Mr. Hege stated that a non-resident who was not staying at the hotel could dine at the restaurant, but could not use other facilities, including the beach.

Mayor Kirdahy noted that the issue would be on the agenda at a future meeting and the decision would be made at that time.

Mr. Doody explained the ex-parte communications reporting requirements which would be applicable at the time of the quasi-judicial hearing.

Commissioner Reiser asked whether any special events had been turned away because of the restrictions. Ms. Durso stated that they had, and they had people choose not to book because there was not a bar at the resort.

Mr. Doody noted that specific questions could be brought to the applicant but would need to be reported as ex-parte communication.

V. RESOLUTIONS & CONTRACTS

A. Resolution No. 2023-24

CONSIDERATION TO AUTHORIZE THE PROPER TOWN OFFICIALS TO EXECUTE AMENDED INTERLOCAL AGREEMENT FOR SOLID WASTE DISPOSAL AND RECYCLABLE MATERIALS PROCESSING AUTHORITY BY BROWARD COUNTY GOVERNMENT AND MUNICIPALITIES LOCATED WITHIN BROWARD COUNTY.

Mr. Doody read the Resolution by title only.

Mr. Serda stated this agreement was previously approved, but there had been some adjustments of an administrative and legal nature.

Mr. Doody added additional details. He noted there was no material change regarding the Town's participation.

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adopt Resolution 2023-24 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Resolution No. 2023-25

CONSIDERATION TO RATIFY THE CONSULTANT CONTRACT BETWEEN THE TOWN OF HILLSBORO BEACH, THE CITY OF DEERFIELD BEACH, AND D.B. ECOLOGICAL SERVICES, INC. RELATED TO THE JOINT BEACH RENOURISHMENT PROJECT.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Andreano, seconded by Commissioner Ravanese, to adopt Resolution 2023-25 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

C. Resolution No. 2023-26

CONSIDERATION TO APPROVE AND ACCEPT CONTINUED PROFESSIONAL SERVICES FROM COASTAL PROTECTION ENGINEERING TO CONDUCT PERMIT-REQUIRED POST-CONSTRUCTION BIOLOGICAL MONITORING FOR THE 2023 DEERFIELD BEACH - HILLSBORO BEACH NOURISHMENT PROJECT (0289706-015-JN, SAJ-1997-02355) UNDER THE WORK AUTHORIZATION APPROVED PURSUANT TO RFQ #21-15-JW.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to adopt Resolution 2023-26 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

D. Resolution No. 2023-27

CONSIDERATION TO AUTHORIZE THE PROPER TOWN OFFICIALS TO EXECUTE A CONTRACT AGREEMENT WITH ACC MASTERCRAFT FOR SERVICES TO REPLACE THE ROOFS ON TWO (2) BUILDINGS AT THE TOWN WATER PLANT.

Mr. Doody read the Resolution by title only.

Motion made by Vice Mayor Baldasarre, seconded by Commissioner Reiser, to adopt Resolution 2023-27 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

VI. CONSENT AGENDA

A. Invoices for Approval

1.	CG&A	Invoice #115717	April 2023	\$4,361.90	
2.	CG&A	Invoice #116641	May 2023	\$6,445.86	
3.	Inframark	Invoice #93961	April 2023	\$8,445.84	
4.	LSF	Invoice #23-0430-26	May 2023	\$8,496.17	
5.	GCDE	Invoice #47983	May 2023	\$34,648.55	General Matters
6.	GCDE	Invoice #47984	May 2023	\$2,675.20	Adv. Richard Crusco, Charles Doherty, et. al.
7.	GCDE	Invoice #47986	May 2023	\$75.00	Development BH3
8.	GCDE	Invoice #47987	May 2023	\$1,075.00	Adv. Debra Kushner (Lanzo Co. Inc.)

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

VIII. BEACH REPORT

Mr. Serda stated the Town continues to work favorably with its partners regarding the recent renourishment with Deerfield Beach and Boca Raton. He stated the project had been recognized by the Florida Shore Beach Preservation Association as best managed joint beach project, and more detail on that would be shared at a future meeting.

IX. STAFF UPDATES

A. Police Department

Police Chief Szesnat presented the monthly report. He shared notable events, including an accidental injury resulting from a pool umbrella and an individual napping in a resident's car. He stated officers had recently completed additional training modules.

Police Chief Szesnat shared trespassing signs which had been recently updated. Discussion ensued regarding the process for responding to trespassing.

Vice Mayor Baldasarre stated she had recently learned the Police Department has gun locks available and noted it would be useful information to share with the public.

Commissioner Reiser asked about lighting at the crosswalk at the corner of Port de Mer. Mr. Serda explained progress on the solar powered beacon.

Item B was addressed following Item D.

B. Finance Department

1. Preliminary Budget Discussion to Establish Budget Priorities

Stephen Bloom, Finance Director, Inframark, encouraged the Commissioners to identify and share any budget priorities prior to the initial budget presentation.

2. FY 2024 Budget Calendar

- Preliminary Budget Presentation and Adoption of Preliminary Millage Rate – July 11, 9 a.m.
- Budget Workshop – July 25, 10 a.m.
- Budget Public Hearing – September 6, 5:01 p.m.
- Budget Public Hearing – September 18, 5:01 p.m.

C. Building Department

Steve Mitchell, Building Official, CG&A, presented his monthly report. He stated activity on single-family homes has quieted down, and the Related Group project is anticipated but has not yet been submitted. He noted interior remodel projects were picking up for the summer months.

Mr. Serda pointed out the Building Department was turning permits around in approximately a week.

D. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He stated three (3) building without permit cases are scheduled for the Special Magistrate hearing on June 12, and he is in communication with all of them. He discussed open cases briefly and stated turtle patrol has been going well.

Vice Mayor Baldasarre asked about landscaping debris at 935 Hillsboro Mile. Mr. Serda stated that Code Enforcement would respond.

IX. TOWN MANAGER REPORT

A. Hurricane Preparedness Guide (Hurricane Season June 1 – November 30)

Mr. Serda noted the hurricane guidelines were included in the meeting backup materials. He stated tax free holidays related to hurricane season were listed on the Town's website.

B. Annual Removal of Coconuts from Trees (Ord 2018-07)

C. Beach Raker

Mr. Serda stated he would be sharing ideas in the future related to the beach raker. He stated for the Town to do twice per week, it is approximately \$150,000. He explained if this was a priority, an assessment could be looked at for next year. Discussion ensued.

XI. TOWN ATTORNEY REPORT

Mr. Doody noted a memorandum outlining updates to financial disclosure reporting requirements for the Commissioners. (Beginning next year Form 6 will be used, instead of Form 1). He stated he would provide an additional memo outlining legislation which impacts municipalities.

XIII. TOWN COMMISSION COMMENTS/REPORTS

A. Vice Mayor Barbara Baldassarre

Vice Mayor Baldassarre expressed her appreciation for the participation in displaying flags along the street for Memorial Day weekend.

B. Commissioner Jane Reiser

Commissioner Reiser had no report.

C. Commissioner David A. Ravanese

Commissioner Ravanese had no report.

D. Commissioner Vinnie Andreano

Commissioner Andreano stated a resident had asked him about a crosswalk sign at Opal Towers which was removed.

Vice Mayor Baldasarre noted it was not an official crosswalk but was a sign to show where people cross to the beach easement. She stated it was apparently taken down during the road work. Mr. Serda responded that he would investigate.

E. Mayor Irene Kirdahy

Mayor Kirdahy shared a brief update from the Metropolitan Planning Organization (MPO). She discussed a safety program associated with the trains, and stated suicide call boxes are being install at train crossings. She noted the new buses are electric and will stimulate 50,000 jobs countywide.

XIV. PUBLIC PARTICIPATION

Andy M. Dandeneau, 1194 Hillsboro Mile, a long-time resident spoke against the Related Group Development at 1174-1185 Hillsboro Mile.

Carl Horace, Chief Operating Officer at Hillsboro Club, introduced himself to the Commission and stated he was new to the role at the Hillsboro Club.

Richard Crusco, 1194 Hillsboro Mile, recognized Andy as an inspiration and thanked him for everything he has done for the Town. He shared how impressed he was with the work done on the beach and stated it was a tremendous accomplishment. He asked that if the Commissioners are receiving an overwhelming number of emails in support of or opposition to the Related Group project, that information be shared with the public.

XIV. ADJOURNMENT

Motion made by Vice Mayor Baldasarre, seconded by Commissioner Ravanese, to adjourn the meeting at 11:08 a.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS _____ DAY OF _____, 2023.

By: _____
Irene Kirdahy, Mayor

ATTEST:

Sherry D. Henderson, CMC Town Clerk



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

JUNE 6, 2023

Regular Town Commission Meeting

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

HBR Event Matrix Finalized with THB

January 19th, 2023

Event Type	Special Events	Non Social Special Events	Hotel Sponsored Events	Applicable Provision of Development Order ("DO")/Amended Development Order ("ADO")
Day/Time Allowed	Sun/Thurs 8am-10pm Fri/Sat 8am-12 am*	Daily 8am-4pm**	Sun/Thurs 8am-10pm Fri/Sat 8am-12 am***	*ADO#3 condition 1f.;**ADO#3 condition1b.;***ADO#2 condition 1c.
Amplified Music	Yes	No*	Yes	*ADO#3 condition 1b.
Max Guests	65*	65*	Hotel Capacity** Hotel Guests	*ADO#3 condition 1d.; **see definition of Special Events in Section 12-110(E)(1) Definitions
Checklist Signed by CEO	Required within 3 business days if Town sent representative to event*	Not Required*	Not Required*	*ADO#3 condition 1g.
Allowed per year	24*	Unlimited*	Unlimited	*ADO#3 condition 1b.
Location	Event Space Only*	Event Space Only*	Hotel Property	*ADO#3 condition 1e.
Notify Town (Days)	7*	7*	3**	*ADO#3 condition 1g.;** DO condition 1f.
Off Duty Police	2 Required*	None*	Maybe (Town discretion)**	*ADO#3 condition 1c.; ** DO condition 1f.
Example: Classification	Wedding	Business, Civic, Corporate	Yoga, Wellness Retreat	
Event Fee Required	Yes	No	No	



Hillsboro Beach Resort

1159 HILLSBORO MILE, HILLSBORO BEACH

Governing Regulations

Development Order

(Conditional Use Approval)

- Development Order (July 6, 2021)
- First Amended Development Order (September 13, 2022)
- Second Amended Development Order (October 4, 2022)
- Third Amended Development Order (November 1, 2022)

Code of Ordinances

(Land Development Regulations)

- Ordinance No. 2021-03 (June 1, 2021)

What is NOT changing...

- Still subject to Conditional Use Approval, and the provisions governing such uses in the Town's Code.
- Still subject to limitation on area of conditional uses as they relate to overall hotel building (i.e., no more than 10% of the total square footage of the building, exclusive of parking).
- Still subject to limitation on restaurant area and capacity, which is 1,000 square feet and 64 seats (40 seats indoors and 24 patio seats).
- Still subject to limitation on hours of operation for food and beverage service, which shall be limited to 7:00 am to 10:30 pm daily.
- Still subject to limitations on outdoor music, which shall be limited to same hours as food and beverage service and shall not include amplified outdoor music.
- Still subject to limitation on occupancy for special events, which shall not exceed 65 attendees at special events.
- Still subject to limitation on hours of special events, which shall be limited to 8 am to 10 pm Sunday through Thursday and 8 am to 12 am on Friday and Saturday.

Proposed Changes...

RESTAURANT AND FOOD/BEVERAGE SERVICE

- Remove limitation on who can dine at restaurant, and associated restrictions on membership program and form of payment for food and beverage (i.e., no cash or credit).
- Ability to have a small partially enclosed area within the covered pool deck to prepare drinks for patrons, particularly those guests relaxing by pool and beach, as well as temporary bar cart during special events.
- Corresponding amendments to Code.

SPECIAL EVENTS

- Eliminate onerous operational conditions, including number of events per year, locational limitations, notice, required policing, and form of payment limitations, while maintaining same occupancy level.
- Corresponding amendments to Code.

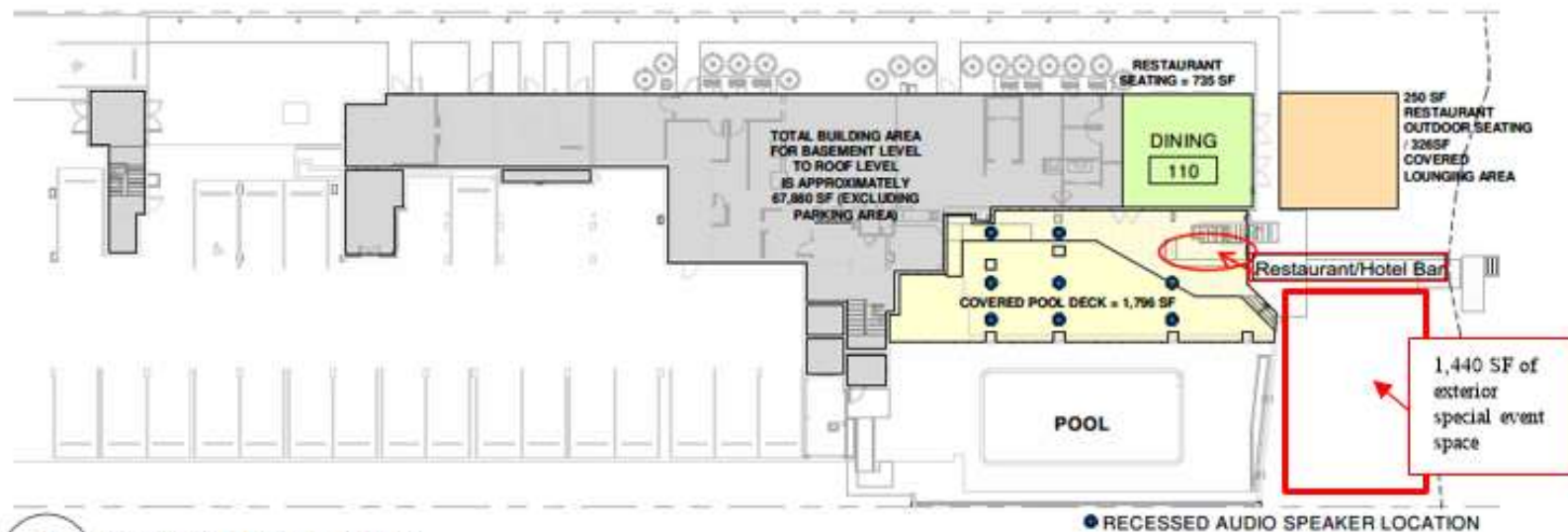
Why? Viability

The Hospitality Daily

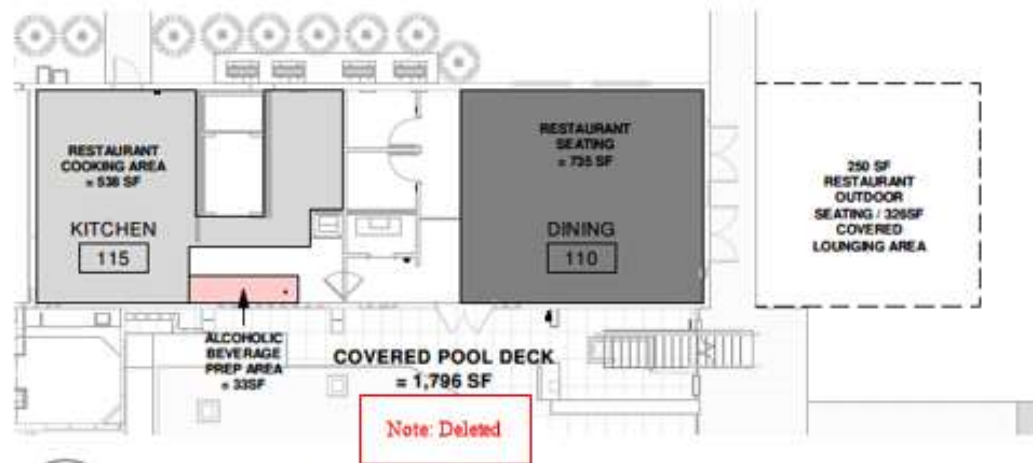
Food and beverage play a critical role in the hospitality industry. From guest satisfaction to revenue generation and branding, the importance of food and drink cannot be overstated.

CURRENT CHALLENGES

- Minimal pool of potential diners and restrictions on payment type affect ability to sustain upscale restaurant.
- Maintaining guest experience and efficient beverage service is not possible without service bar adjacent to pool.
- With limitation on number of special events, it is impossible to retain service staff and remain profitable.
- Other operational requirements for special events preventing upscale event bookings.



1 1ST FLOOR HOTEL AREAS
EX7 1" = 30'-0"



2 1ST FLOOR PREPARATION AREAS
EX7 1/16" = 1'-0"



3 2ND SPECIAL EVENT SPACE
EX7 1" = 30'-0"

NOTE: AREA OCCUPYING
CONDITIONAL USE = 6,558 SF
LESS THAN 10% TOTAL BUILDING
AREA OF HOTEL





Small scale wedding ceremony along beach

Attract upscale destination weddings, corporate retreats, and intimate special occasions.

Consistency with criteria and market...

- No change to occupancy levels or hours of operation for restaurant and special events.
- Prior traffic study concluded sufficient parking and queuing of vehicles at same occupancy level.
- Maintains balance between preserving residential character of town, while permitting the hotel to co-exist in a reasonable manner.
- Merely provides flexibility in operations not unlike any other resort hotel.

Protections remain...

A track record of operating in a responsible manner warrant the lifting of the limitations, however, in the unlikely event that issues arise, the Town remains protected.

- Conditional Use provisions of the Code remain, which means that a violation of the Conditional Use Approval may result in the revocation of a conditional use. See *Section 12-110(E)(3)*.
- Enforcement of the Town's Code through Code Compliance and Civil Citations. See *Sections 11-1 and 11-2*.
- Applicability of the Town's Noise Ordinance remains. See *Sections 7-93 and 7-94*.

Thank you



**1210 Hillsboro Mile
Hillsboro Beach, FL 33062**

TOWN OF HILLSBORO BEACH

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

TO: Mayor Kirdahy and Town Commission
THROUGH: Mac Serda, Town Manager
FROM: Jim Hickey, Daniel Mantell, Planning Consultant
DATE: July 3, 2023
SUBJECT: Site Plan Approval for Addition of Home and Site Plan Changes
LOCATION: 1085 Hillsboro Mile

This report is regarding Site Plan Approval Request for a property located 1085 Hillsboro Mile, submitted to the Town on June 6, 2023. The owner of the property, Land Banc TR, have assigned Vito Pipitone as the authorized agent. The applicant has submitted plans indicating a scope of work which includes a rear 2nd floor addition to the primary structure, modifying the existing pedestrian path and driveway entrance locations, replacing the pedestrian gate and vehicular gate, replacing the motor court paver materials, relocating the generator location, relocating the 2 LP tanks and enhancing the site's landscaping. All improvements are proposed East of A1A and no improvements are proposed West of A1A at this time.

Background

The applicant is requesting Site Plan approval for a proposed addition to the existing property located at 1085 Hillsboro Mile. The property is a single lot totaling roughly 69,499 square feet (1.6 acres). The 2nd floor addition is proposed in the rear of the property facing the ocean.



1085 Hillsboro Mile – Location of proposed renovations and addition

Documents Submitted

Information submitted with the Site Plan Approval request include an application with a written narrative summarizing the work, architectural plans, elevations, boundary survey and landscape plans inclusive of hardscape and planting plans. The Planning Consultant reviewed the aforementioned documents and determined they satisfactory per the requirements of the Hillsboro Beach's Code of Ordinances.

General Description of the Development Proposal

The owners of the referenced project propose a 2nd floor addition to the rear of the home along with site improvements including modifying the existing pedestrian path, driveway, vehicular and pedestrian gates, modifying the motor court paver materials, relocating the generator location and LP tanks and enhancing the sites overall landscaping.

Site Plan Review and Comments

The site plan application submitted on June 6, 2023, is consistent with the Town's Land Development Regulations. Plans have not been reviewed for compliance with FEMA flood regulations which will be done at time of Building Permit submittal. Please find below an analysis of the proposed work:

STANDARDS / RESULTS

Town of Hillsboro Beach Zoning Code, Applicable Requirements

Sec. 12-122. - Height regulations.

Residential	Required Maximum Height	Proposed
Single-Family Residential RS-2	For property east of SR A1A, no building shall exceed 35 feet in height above the dune elevation	Newly proposed rear addition is 28'1" to the top of the parapet as measured from the average dune elevation (No change in height of existing building)

Sec. 12-124. - Yard regulations.

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

	*Exception for mechanical equipment	
Side yard	Not less than 15 feet measured from the roof overhang, or 6 inches per foot of building height, whichever is greater *Exception for mechanical equipment	15' proposed
Rear yard, ocean front	No building or part of a building shall extend easterly beyond a line as shown on plat of easterly building line as defined herein. Retaining walls, fences, barricades, whether connected with the buildings or for the improvement of lots shall not be built, erected or constructed closer than the building setback line as shown on the plat.	The newly proposed rear 2 nd floor addition does not extend east of the easterly building line
Generator	Generators and Athletic Play Areas shall not be permitted in the minimum required side yard, and their location or future proposed location shall be provided on a site plan.	The proposed generator is not located within the required side yard. Such generator is located 15'9" away from the side lot line.

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

	Required	Proposed
Open staircases and walkways	Open staircases and walkways. Open unenclosed staircases and walkways may extend into a side yard but not within the minimum eight (8) foot wide Side Yard Landscaped Buffer.	The walkway along the north property line is existing. The applicant intends on removing and replacing the existing walkway with new improved material

Sec. 12-263. - Use regulations.

	Required	Proposed
Driveways	No driveway entrance or exit shall be within the minimum eight (8) foot wide Side Yard Landscaped Buffer, or within 8 feet of the intersection of a side lot line and State Highway A1A, or street giving access to the lot, and this minimum requirement shall continue for a	The modifications to the driveway abide by the minimum 8' side setback requirement. The driveway is setback 8' from the edge

	distance of not less than 45 feet from the center line of the state highway or street.	of the driveway to the side property lines.
Entrance Gate Locations	All call boxes and/or gate-opening devices associated with driveway entrance gates on the street entrance side of such gate shall be located with sufficient distance to permit two vehicles to queue on the driveway.	The proposed front entry gate is setback 40' from the front setback line. The provided plans indicate sufficient room for the stacking of 2 vehicles within the confines of the property between the front property line and gate location.

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

	Required	Proposed
Fuel storage	Fuel storage. Fuel for pool heaters, heating systems and generators may be stored either above the ground or underground. Fuel storage units installed above the ground shall be subject to the setback requirements otherwise set forth in the town's Code of Ordinances.	The relocated underground LP tanks are setback 15' from the front property line.

Staff Recommendation

Based on the analysis of the Hillsboro Beach Code of Ordinances, the Consultant Planner recommends approval of the proposed 2nd floor addition and exterior site work provided the following conditions of approval are met.

1. Construction plans submitted shall be in accordance with the approved site plan;
2. Approval of landscape plans are contingent upon review/approval of Broward County; and
3. If synthetic turf is submitted, it must meet the requirements set forth in Section 12-396 or be a specification previously approved by the Town Commission.

LAND BANC TRUST
BOCA RATON, FLORIDA 33432-5517

CHASE 
JPMorgan Chase Bank, N.A.
www.Chase.com
55-233/212

2700

5/2/2023

PAY TO THE ORDER OF Town of Hillsboro Beach

\$ **2,000.00

Two Thousand and 00/100*****

DOLLARS

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




AUTHORIZED SIGNATURE

MEMO

Application fee- 1085 Hillsboro Mile



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

DEVELOPMENT APPLICATION

Submittal Date: _____

Zoning Board Meeting Date: _____

Property Control # 484317000130

Town Commission Meeting Date: _____

PROPERTY OWNER(S)		AUTHORIZED AGENT	
NAME: Land Banc Trust		NAME: MORRIS FLANCABAUM	
ADDRESS: 1085 Hillsboro Mile, Hillsboro Beach FL 33062		ADDRESS: LAND BANC TRUST 2200 NW CORPORATE BLVD. STE 317 BOCA RATON, FL. 33431	
PHONE: _____	CELL: _____	PHONE: 561-245-8242	CELL: _____
E-MAIL _____	FAX: _____	E-MAIL _____	FAX: _____

APPLICANT'S CERTIFICATION

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

 Signature

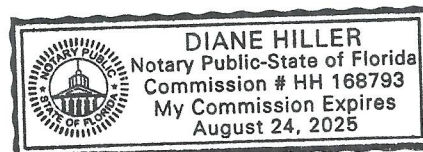
MORRIS FLANCABAUM
 Print Name

STATE OF FLORIDA, COUNTY OF BROWARD

The foregoing instrument was acknowledged before me on this 31ST day of JANUARY 2023, by MORRIS FLANCABAUM as TRUSTEE for LAND BANC TRUST

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

Diane Hiller
 Notary Signature
DIANE HILLER
 Print Notary Name



CHECK BELOW WHERE APPLICABLE

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

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

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

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

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

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

GENERAL DATA

Project Location: _____ District: _____

Proposed Zoning: _____

Existing Comprehensive Plan Designation: _____

Proposed Comprehensive Plan Designation: _____

Existing Land Use: _____

Proposed Land Use: _____

Total Site Area: _____ Sq. Ft. _____ Acres

Flood Zone Category: _____

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

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

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

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

Estimated construction cost: _____

Describe in detail the phasing of the proposed development. _____

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

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

Yes ☐ No ☐ If yes, briefly describe the nature of the Application. _____

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

Yes ☐ No ☐ If yes, please note date of previous approval. _____

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



KWD LANDSCAPE ARCHITECTURE

TIMELESS. INNOVATIVE. PROVEN.
ESTABLISHED 1984
FL LA 0001039

To: Daniel Mantell
Building Dept.
Town Landscape Architect

Re:
Landbanc Trust
1085 Hillsboro Mile
Hillsboro Beach, FL 33062

Scope of work for the front yard is modifying pedestrian path and driveway entrance location, replace pedestrian gate and vehicular gate, replace motor court paver materials, relocate generator location, relocate 2 existing LP tanks, enhance front landscape, propose terracing planter walls, and propose replica turf.

Scope of work for the rear building is an addition to the second floor. This addition includes a new staircase that will lead to the new space that will be located over the covered loggia on the rear of the house.

Revisions	
1	SITE PLAN APPROVAL COMMENTS 5-17-2023
2	SITE PLAN APPROVAL COMMENTS 6-21-2023

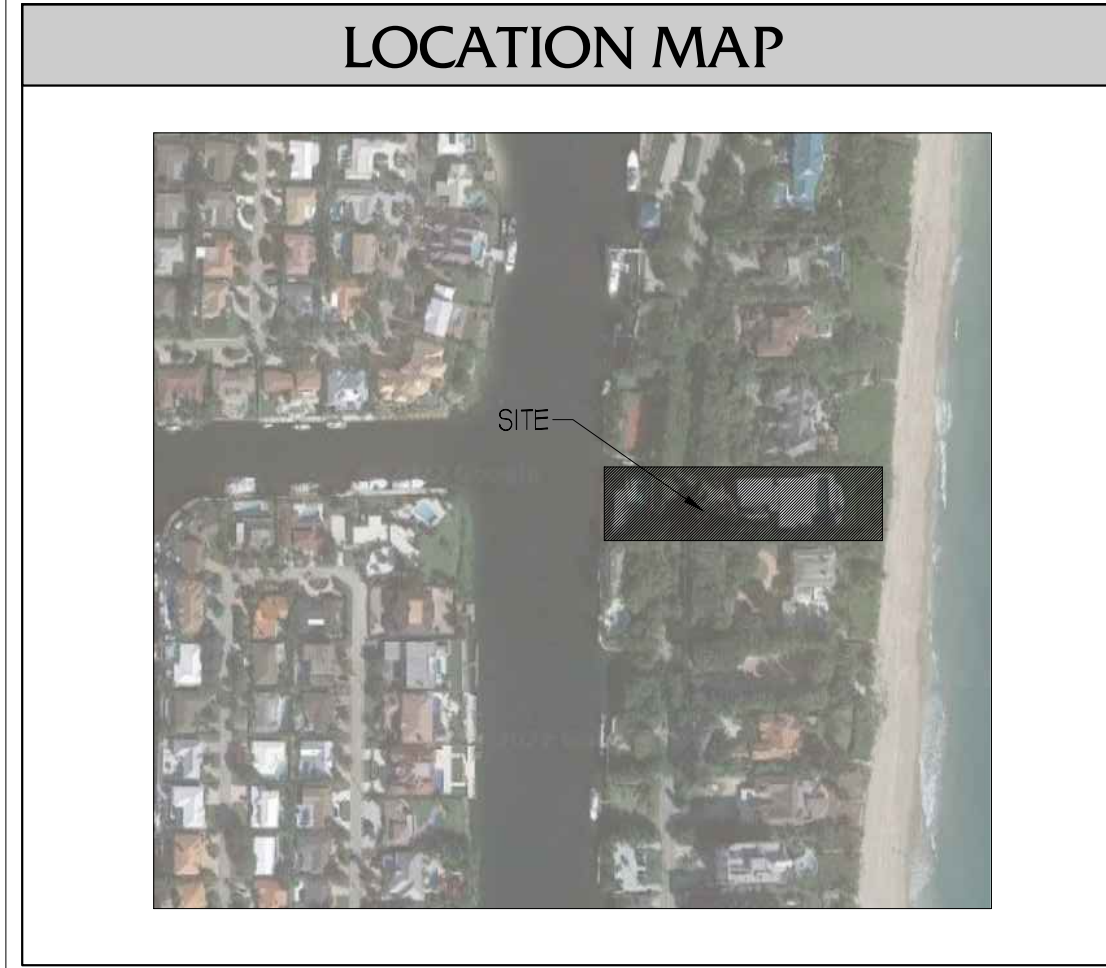
NOT FOR CONSTRUCTION	
Date	6/21/2023
Drawn / Checked	---
Date / Approval	-
Date / Permit	-
Date / Construction	-

Seal:

AA0002340 © 2023

EXISTING SITE DATA :	
OCCUPANCY: GROUP R3 ZONING: RS-2 - SINGLE-FAMILY	
TOTAL SITE AREA:	69,499 S.F. (1.6 ACRES)
FLOOR AREA RATIO (FAR):	15,135 S.F. / 69,499 S.F. = 0.23
LOT COVERAGE:	11,541 S.F. / 69,499 S.F. = 16.6%
PERVIOUS AREA:	40,104 S.F. (58.6%)
IMPERVIOUS AREA:	12,921 S.F. (18.6%)
WATER FEATURES & POOLS:	4,321 S.F. (6.2%)
NUMBER OF DWELLING UNITS:	1
ENCLOSED PARKING SPACES REQUIRED:	2
ENCLOSED PARKING SPACES PROVIDED:	5
EXISTING MAIN RESIDENCE:	
FIRST FLOOR (A/C):	1,383 S.F.
SECOND FLOOR (A/C):	2,195 S.F.
TOTAL (A/C):	10,118 S.F.
GARAGE: (FAR) & LOT COVERAGE	1,166 S.F.
TOTAL UNDER ROOF:	11,344 S.F.
COVERED PATIO AREAS: (FAR) & LOT COVERAGE	1,266 S.F.
BALCONY AREAS:	470 S.F.
TOTAL:	13,080 S.F.
EXISTING GUEST HOUSE:	
FIRST FLOOR (A/C):	946 S.F.
SECOND FLOOR (A/C):	1,393 S.F.
TOTAL (A/C):	2,339 S.F.
GARAGE: (FAR) & LOT COVERAGE	551 S.F.
TOTAL UNDER ROOF:	2,890 S.F.
COVERED PATIO AREAS: (FAR) & LOT COVERAGE	235 S.F.
BALCONY AREAS:	335 S.F.
TOTAL:	3,460 S.F.

PROPOSED SITE DATA :	
OCCUPANCY: GROUP R3 ZONING: RS-2 - SINGLE-FAMILY	
TOTAL SITE AREA:	69,499 S.F. (1.6 ACRES)
FLOOR AREA RATIO (FAR):	15,135 S.F. / 69,499 S.F. = 0.23
LOT COVERAGE:	11,169 S.F. / 69,499 S.F. = 16.9%
PERVIOUS AREA:	40,104 S.F. (58.6%)
IMPERVIOUS AREA:	12,921 S.F. (18.6%)
WATER FEATURES & POOLS:	4,321 S.F. (6.2%)
NUMBER OF DWELLING UNITS:	1
ENCLOSED PARKING SPACES REQUIRED:	2
ENCLOSED PARKING SPACES PROVIDED:	5
EXISTING MAIN RESIDENCE WITH PROPOSED ADDITION:	
FIRST FLOOR (A/C):	1,605 S.F.
SECOND FLOOR (A/C):	4,404 S.F.
TOTAL (A/C):	12,009 S.F.
GARAGE: (FAR) & LOT COVERAGE	1,166 S.F.
TOTAL UNDER ROOF:	12,510 S.F.
COVERED PATIO AREAS: (FAR) & LOT COVERAGE	1,266 S.F.
BALCONY AREAS:	470 S.F.
TOTAL:	14,246 S.F.
EXISTING GUEST HOUSE:	
FIRST FLOOR (A/C):	946 S.F.
SECOND FLOOR (A/C):	1,393 S.F.
TOTAL (A/C):	2,339 S.F.
GARAGE: (FAR) & LOT COVERAGE	551 S.F.
TOTAL UNDER ROOF:	2,890 S.F.
COVERED PATIO AREAS: (FAR) & LOT COVERAGE	235 S.F.
BALCONY AREAS:	335 S.F.
TOTAL:	3,460 S.F.

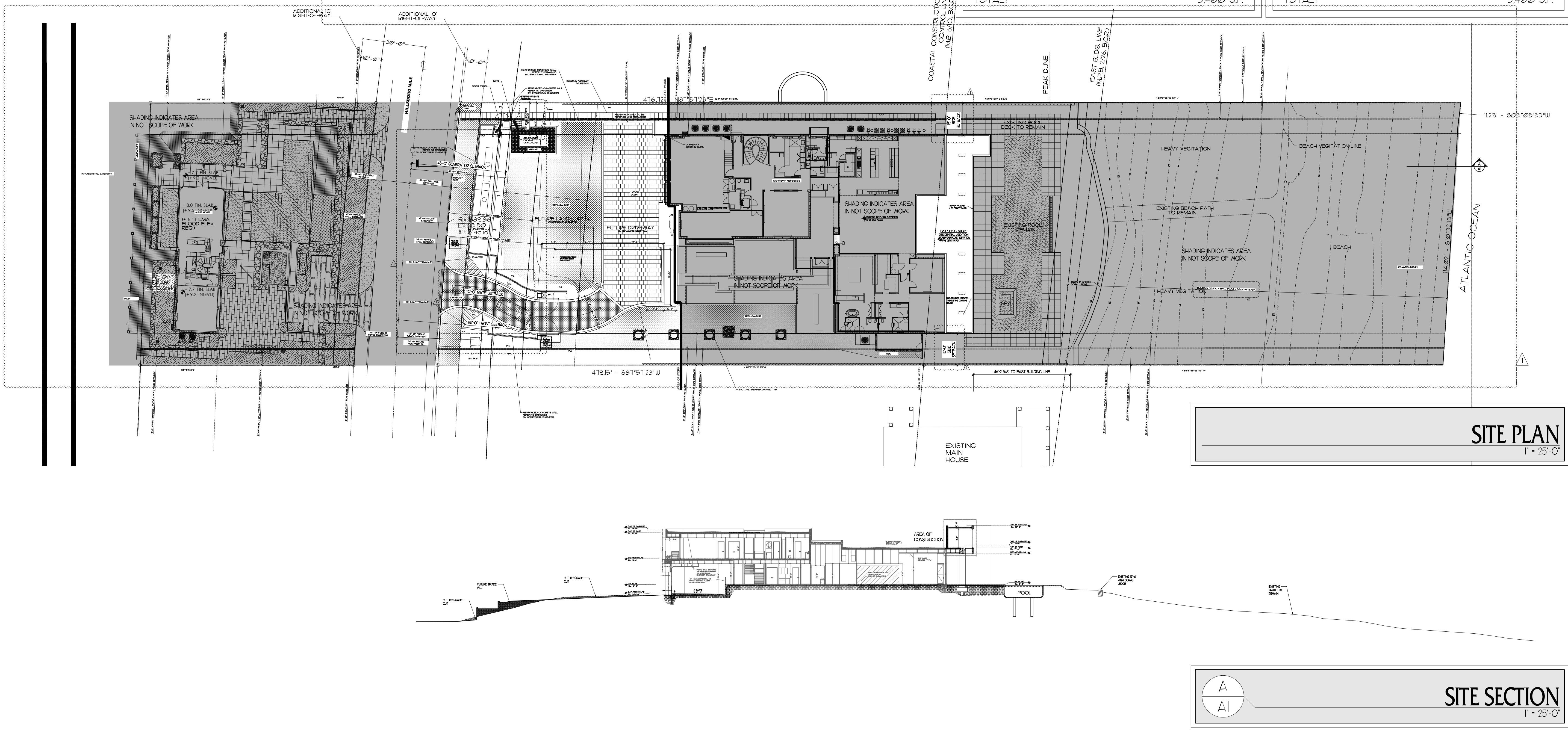


SITE NOTES

- SEE ATTACHED SURVEY FOR LEGAL DESCRIPTION.
- VERIFY PROPERTY LINE DIMENSIONS WITH SURVEY.
- SEE CIVIL AND LANDSCAPE PLANS FOR ANY ADDITIONAL INFORMATION REGARDING HARDSCAPE, DRAINAGE, POOL CONSTRUCTION AND DESIGN AND ANY OTHER SITE SPECIFIC INFORMATION.
- SITE DRAINAGE BY CIVIL ENGINEER

MAXIMUM HEIGHT NOTES	
MAX HEIGHT = 35' (OR 1" IN HEIGHT FOR EVERY 6' OF SIDE SETBACKS)	
EXISTING SIDE SETBACK = 15'	
15 FEET/ 6 INCHES = 30 FEET	
MAXIMUM ALLOWABLE HEIGHT WITH EXISTING SIDE SETBACK = 30 FEET	
DUNE HEIGHT = 20.43' NAVD	
PROPOSED TOP OF PARAPET = 50.38' NAVD	

SITE MANAGEMENT NOTES	
1. NO TRAILER WILL BE NEEDED ON SITE AT TIME OF CONSTRUCTION OR DURING THE CONSTRUCTION PROCESS.	
2. NO CONSTRUCTION FENCE OR GATES WILL BE NEEDED ON SITE.	
3. NO TEMPORARY SILT OR FENCE SCREENING NEEDED ON SITE.	
4. EXISTING ON-SITE HOSE BIBS TO BE USED DURING CONSTRUCTION.	
5. NO TREE BARRIERS ARE NEEDED DURING CONSTRUCTION.	



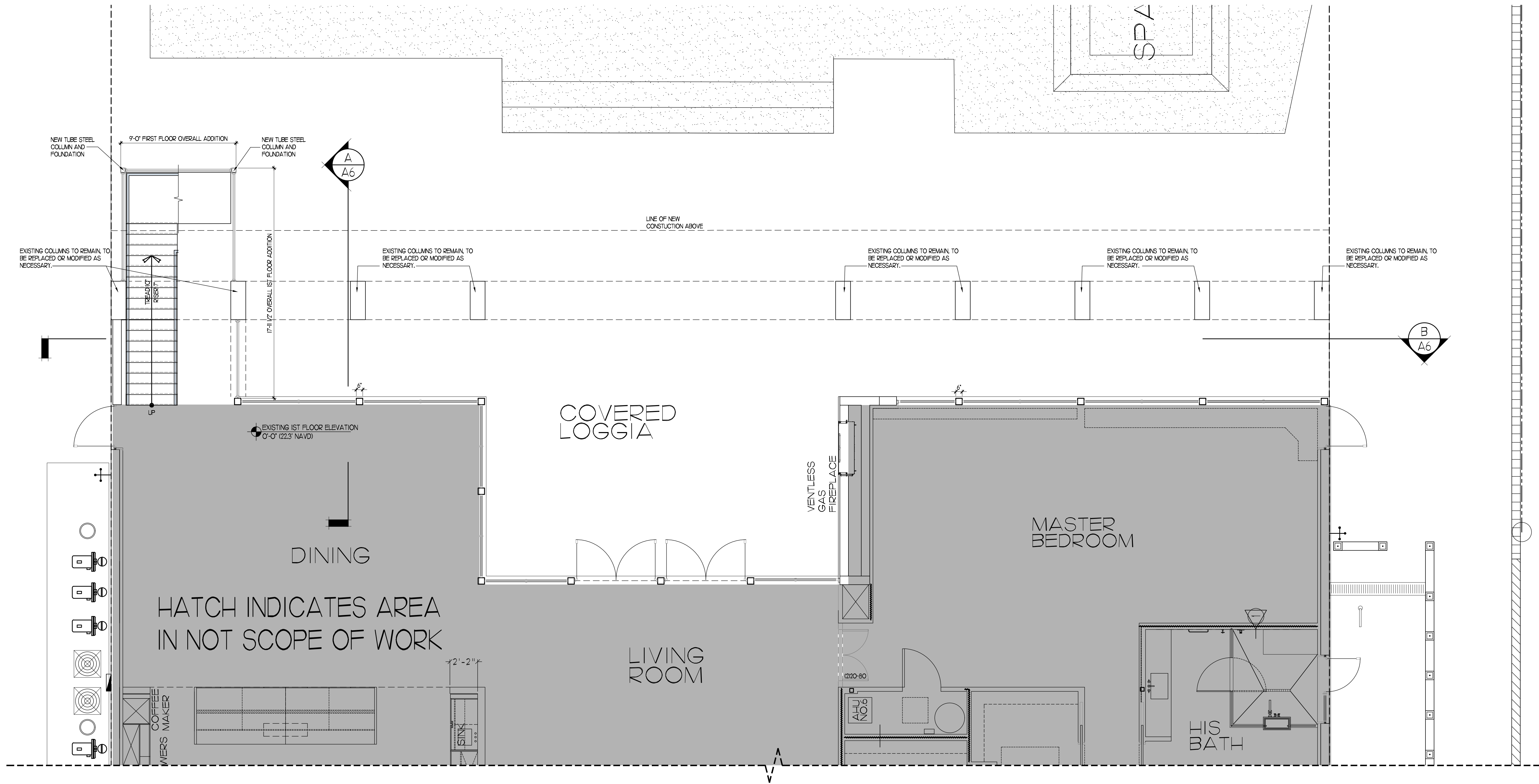
Revisions

NOT FOR CONSTRUCTION

Date 12/15/2022
Drawn | Checked --- | ---
Date | Approval -
Date | Permit -
Date | Construction -

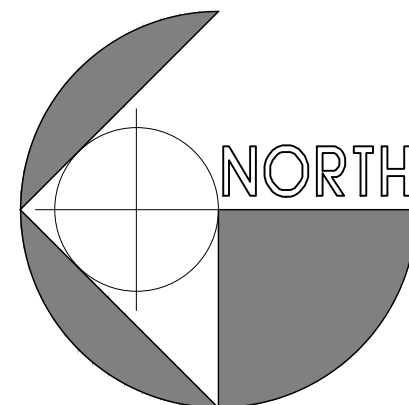
Seal:

AA0002340 © 2022



SITE NOTES

- SEE ATTACHED SURVEY FOR LEGAL DESCRIPTION
- VERIFY PROPERTY LINE DIMENSIONS WITH SURVEY
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- SITE DRAINAGE BY CIVIL ENGINEER



1ST FLOOR PLAN

1/4" = 1'-0"

Revisions

NOT FOR CONSTRUCTION

Date 12/15/2022
Drawn| Checked ---|---
Date | Approval -
Date | Permit -
Date | Construction -

Seal:

AA0002340 © 2022

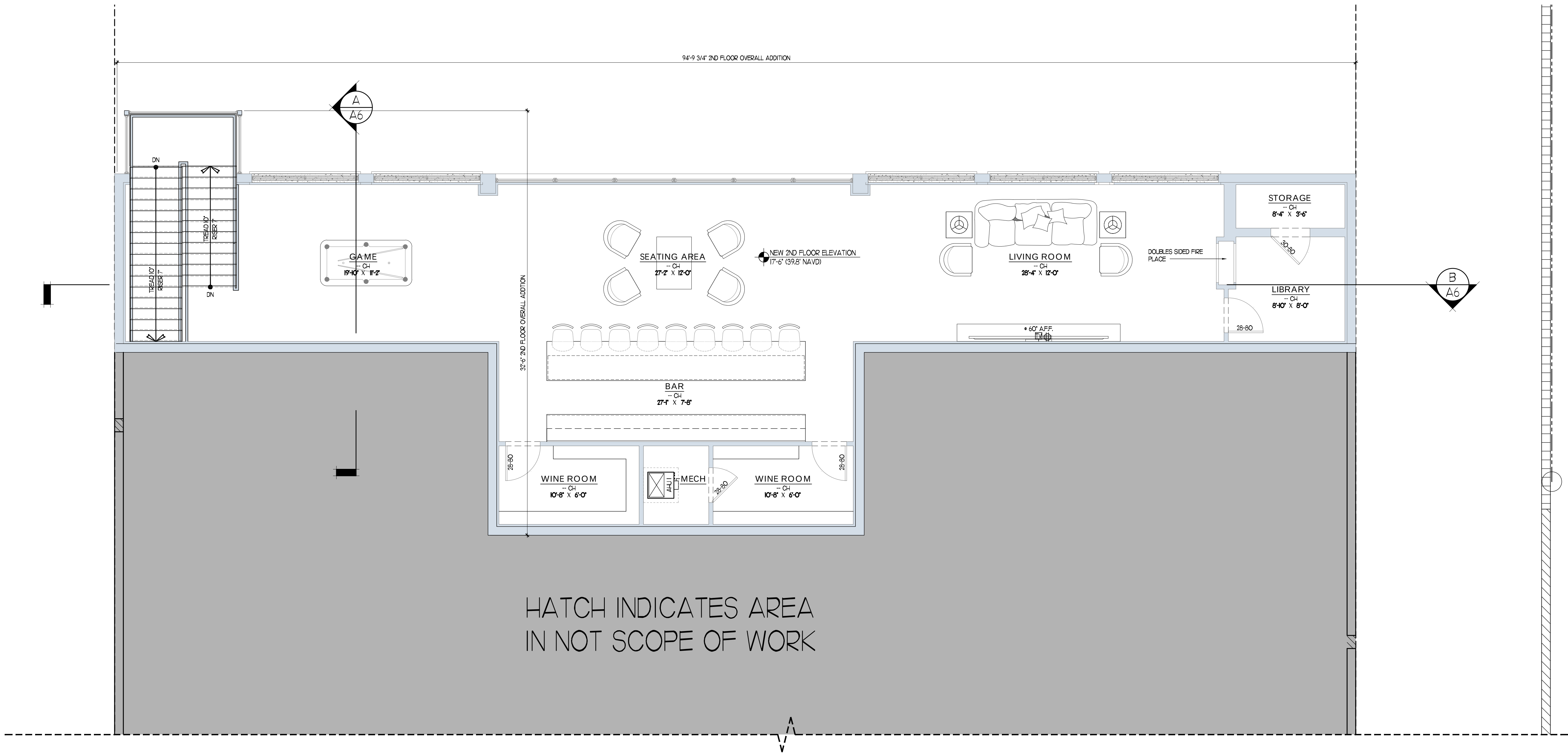
SITE NOTES

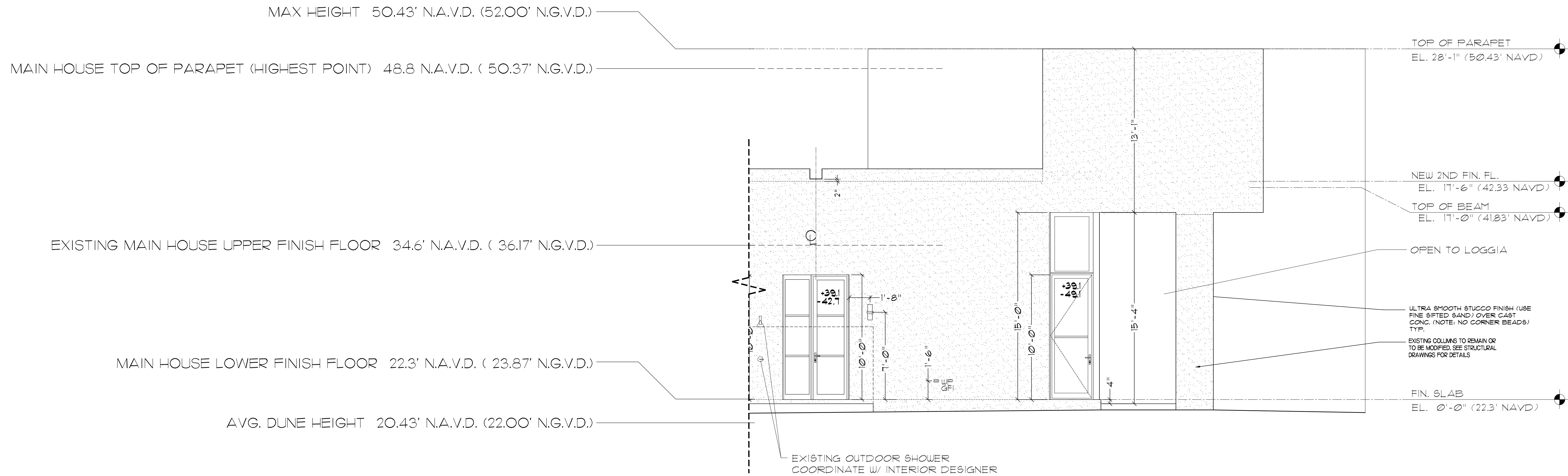
- SEE ATTACHED SURVEY FOR LEGAL DESCRIPTION
- VERIFY PROPERTY LINE DIMENSIONS WITH SURVEY
- SEE CIVIL AND LANDSCAPE PLANS FOR ANY ADDITIONAL INFORMATION REGARDING HARDSCAPE, DRAINAGE, POOL CONSTRUCTION AND DESIGN AND ANY OTHER SITE SPECIFIC INFORMATION.
- SITE DRAINAGE BY CIVIL ENGINEER

NORTH

2ND FLOOR PLAN

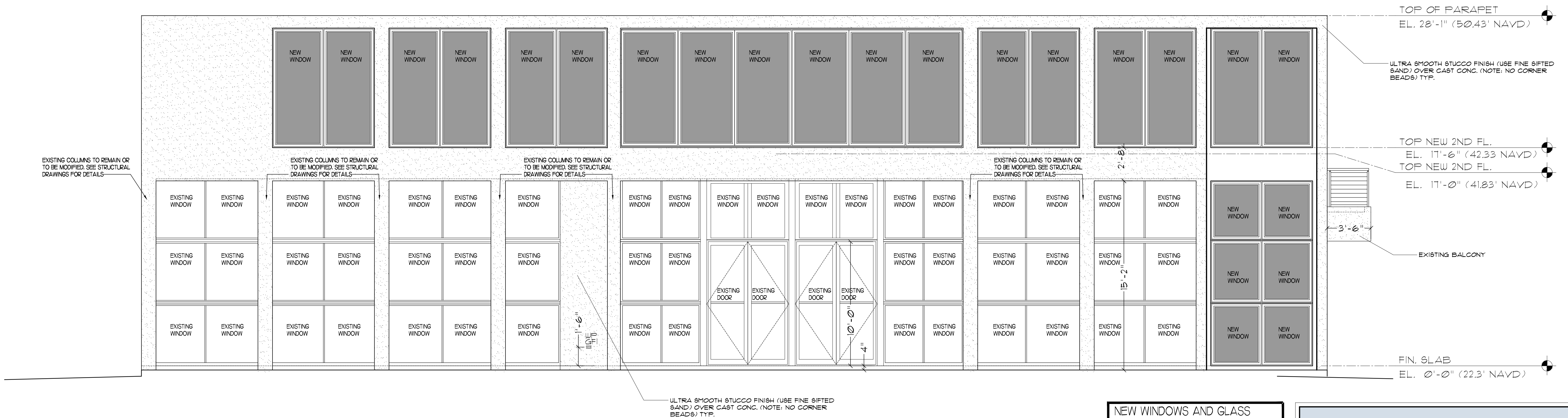
1/4" = 1'-0"





NEW WINDOWS AND GLASS
DOORS TO HAVE A MAXIMUM
LIGHT TRANSMITTANCE VALUE
OF 45%

SO TH ELE ATION RI HT
1/4" = 1'-0"



NEW WINDOWS AND GLASS
DOORS TO HAVE A MAXIMUM
LIGHT TRANSMITTANCE VALUE
OF 45%

EAST ELE ATION REAR
1/4" = 1'-0"

Project Number:

21105

1085 HILLSBORO MILE
HILLSBORO BEACH, FL, 33062

AFFINITI
architects

6100 Broken Sound Pkwy, NW - Suite 8 - Boca Raton FL - 33487

561.750.0445 AFFINITIARCHITECTS.COM

Revisions

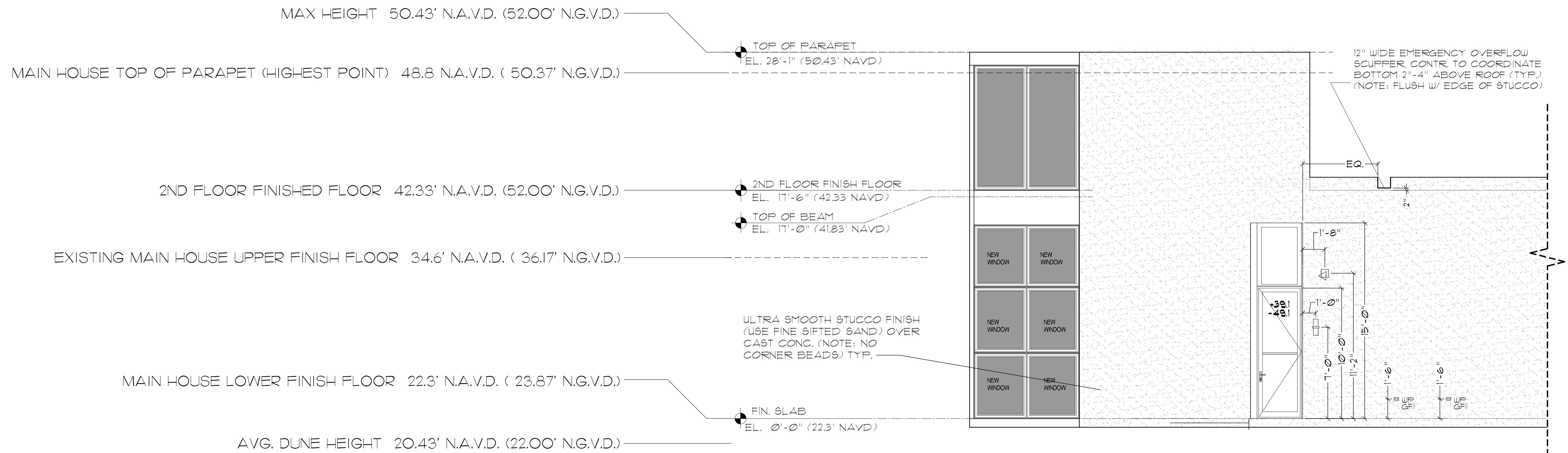
NOT FOR CONSTRUCTION

Date 12/15/2022
Drawn | Checked --- | ---
Date | Approval - - -
Date | Permit - - -
Date | Construction - - -

Seal:

AA0002340 © 2022

A4



NEW WINDOWS AND GLASS
DOORS TO HAVE A MAXIMUM
LIGHT TRANSMITTANCE VALUE
OF 45%

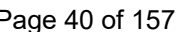
NORTH ELEVATION LEFT
 $1/4" = 1'-0"$

NOT FOR CONSTRUCTION

Deal:

AA0002340 © 2022

A6





TOWN OF HILLSBORO BEACH, FLORIDA

1210 Hillsboro Mile
Hillsboro Beach, Florida 33062

(P) 954-427-4011
(F) 954-427-4834

CERTIFICATION LETTER

Date: June 28, 2023
Authorized Agent: Morris Flancbaum | Land Banc Trust
Legal Description: 17-48-43 S 125 OF N 2225 OF GOV LOT 1 LESS RD
Property Address: 1085 Hillsboro Mile, Hillsboro Beach, FL 33062
Type of Application: Site Plan Review

This letter certifies the enclosed list of property owners were mailed PUBLIC NOTICE of the scheduled July 11, 2023 Commission Meeting, concerning Site Plan Review for property located at 1085 Hillsboro Mile, Hillsboro Beach, FL 33062. The list below includes all properties within 300 feet from property line of the subject site in compliance with the Town of Hillsboro Beach notification regulations.

This letter also certifies that the notices were mailed to property owners on June 29, 2023.

NOTICE MAILED TO:

- 1077 Hillsboro Mile, Hillsboro Beach, FL 33062
- 1083 Hillsboro Mile, Hillsboro Beach, FL 33062
- 1087 Hillsboro Mile, Hillsboro Beach, FL 33062
- 1091 Hillsboro Mile, Hillsboro Beach, FL 33062

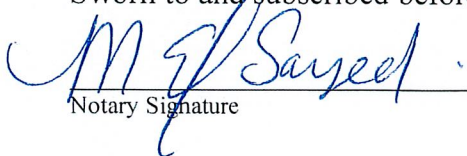
 7/3/2023

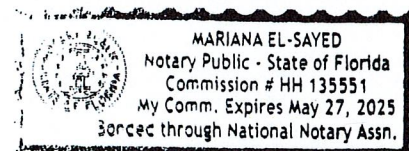
SHERRY D. HENDERSON, CMC, Town Clerk
Town of Hillsboro Beach

NOTARY PUBLIC

State of Florida
Broward County

Sworn to and subscribed before me this 3 day of July, 2023


Notary Signature



**TOWN OF HILLSBORO BEACH, FLORIDA
TUE, JULY 11, 2023, 9:00 AM**

**Site Plan Review for
1085 HILLSBORO MILE, HILLSBORO BEACH, FLORIDA 33062**

NOTICE IS HEREBY GIVEN the Town of Hillsboro Beach, Florida Town Commission will meet **Tuesday July 11, 2023, at 9:00 am** to consider Site Plan Approval for property located at 1085 Hillsboro Mile, Hillsboro Beach, Florida 33062.

Information on the **SITE PLAN REVIEW** can be obtained at Town Hall, 10 days prior to the meeting. Public comments on the request will be received in-person at the meeting on July 11, 2023, as well as virtually via Zoom.

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

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

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



Zoom Meeting Details

Meeting ID: 837 8493 9130

Passcode: 442896



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

6/28/2023

Sold To:

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

Bill To:

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

Published Daily

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

State Of Florida
County Of Orange

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

The matter of 11720-Notice of Public Meeting ,
Was published in said newspaper by print in the issues of, or by publication on the
newspaper's website, if authorized on Jul 01, 2023

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

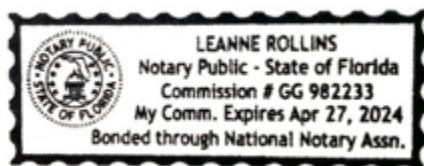


Signature of Affiant

Sworn to and subscribed before me this: July 03, 2023.



Signature of Notary Public



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

Affidavit Delivery Method: E-Mail

Affidavit Email Address: shenderson@townofhillsborobeach.com
7459089

TOWN OF HILLSBORO BEACH, FLORIDA
TUE, JULY 11, 2023, 9:00 AM

**SITE PLAN REVIEW FOR
1085 HILLSBORO MILE, HILLSBORO
BEACH, FLORIDA 33062**

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Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
07/01/2023 7459089

Order # - 7459089



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

TO: Mayor Kirdahy and Town Commission
THROUGH: Mac Serda, Town Manager
FROM: Jim Hickey, Town Planner
DATE: July 3, 2023
SUBJECT: Request of Applicant to Amend Land Development Code for The Hillsboro Beach Resort at 1159 Hillsboro Mile

The applicant and owners of the Hillsboro Resort, BNH IV HM TRI, LLC and 1159 Hillsboro Mile LLC (Applicant), are requesting to amend the Town's Land Development Code (Code), specifically the requirements set forth in Section 12-110 to:

- a. Remove the prohibition of cash/check payments;
- b. Allow for the preparation of alcoholic drinks outside an enclosed building; and
- c. Amend the definitions of a restaurant and restaurant bar.

Background

The Hillsboro Resort received a conditional use to allow for a restaurant and event space on the property. There were four separate development orders approved by the Town Commission on July 6, 2021, September 13, 2022, October 4, 2022, and November 1, 2022. As the Applicant is now requesting an amendment to the Development Orders approved, the request also includes a change to the Code which is the purpose of this request.

Applicant's Current Request

The Applicant submitted an application on **May 5, 2023** to amend the text of the Town's Land Development Code and Conditional Use Approval including the original Development Order along with the First, Second and Third Amended Development Orders.

Request to Amend Section 12-110 of the Code

The Applicant is requesting an amendment to the Code specifically related to the conditional use regulations set forth in Section 12-110. The proposed changes remove two conditional use criteria which would:

1. Allow for food and beverages to be prepared outdoors and not attached to an enclosed kitchen; and
2. Remove the current restriction of allowing for the use of cash and credit card payment for use of the restaurant, bar, or event space.

The proposed code changes would also amend the definitions of Restaurant and Restaurant Bar which would:

1. Allow for the Resort to serve food to any guest, not just guests staying at the hotel or attending a special event;
2. Remove restriction that a restaurant bar must be connected to the dining room; and
3. Allow for the sale of wine, beers and liquors outright and allow the sale without it being incidental to serving food.

The language drafted by the Applicant is provided below. As previously stated, it is the Town Commission that sets policy direction and therefore, it would be under the purview of the Town

Commission to consider and amend the Code. It should be noted that these changes as proposed would impact any conditional use requested in the Town in the future, not just impact this one property owner.

Sec. 12-110 – Conditional Uses

...

(C) Review Criteria

...

(4) An application for a conditional use must also meet all of the following criteria, where appropriate:

...

- (a) Conformance with comprehensive plan.
- (b) Harmony with adjacent uses (existing or zoned).
- (c) Facility levels of service maintained.
- (d) Use not hazardous to nearby housing, particularly traffic; see (B) above.
- (e) The architectural and site design are compatible with the character of the surrounding area.
- ~~(f) All food and beverages served to patrons of a hotel shall be prepared in an enclosed kitchen and/or bar.~~
- ~~(g) Cash and credit card payments shall not be accepted. All payment shall be made utilizing a payment system of key cards or charges to a hotel room or a motel room.~~

(1) Definitions. The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning and shall be approved only as a condition use:

Restaurant shall mean any establishment where facilities are provided for preparing and serving food ~~to guests at a hotel or motel~~. At least 51 percent of total gross revenues must be derived from retail sale on the licensed premises of food and non-alcoholic beverages. Proceeds of catering sales and special event sales shall not be included in the calculation of total gross revenues. Catering sales and special event sales include food or non-alcoholic beverage sales prepared by the licensee on the licensed premises for service by the licensee outside the licensed premises or on the licensed premises. The tables must be of adequate size to accommodate the service of full course meals in accordance with the number of chairs or other seating facilities provided at the table. Sale of alcoholic beverages for off-premise consumption is not permitted. In no instance shall a seating area in a restaurant contain more than 1,000 SF.

Restaurant bar means a bar operated in connection with a restaurant and/or hotel and by the same management, where the principal business is the serving of meals and where meals are actually and regularly served, having accommodations for service of not more than 50 or more patrons at tables, such space being provided and equipped with adequate and sanitary kitchen and dining room equipment. ~~The restaurant bar must be directly connected with such dining room. The sale of beers, wines, and liquors shall be strictly incidental to the serving of food.~~ No sign of any kind or character shall be displayed on the restaurant or restaurant bar to the outside, denoting that alcoholic beverages are sold therein.

Analysis of Application

The request to amend the text of the Town Code will allow for the resort to provide services not only to registered guests and Town residents, but also to the general public. It also allows for the use of the outdoor bar separate from the restaurant. This request would allow the resort to operate like other hotels in surrounding cities like Deerfield Beach and Pompano Beach. As the Resort is surrounded by higher density residential, it is important to ensure the impact on residents' concerns as well as the Applicant's requests to utilize the Resort property are reviewed together to provide maximum compatibility between these differing uses.

To allow for a fully public facility for their guests, the Applicant will still need to amend the development orders for the conditional use approval which cannot be considered until the Town Commission approves the proposed changes to the Code.

Discussion Items and Policy Direction:

If the Town Commission were to consider and approve the first reading of the ordinance, the process to complete the remainder of the Applicant's request can be found below:

Meeting Date	Action	Approval by
July 11, 2023	Hold first reading of ordinance with proposed changes	Town Commission
September 5, 2023	Approval of ordinance by Local Planning Agency	Zoning Board of Appeals
September 5, 2023	Public hearing and second reading of Ordinance (adoption)	Town Commission
September 5, 2023* or October 3, 2023	Consideration of application to amend Conditions of Approval for the Hillsboro Resort	Zoning Board of Appeals

*To consider this item on the September meeting, the Town Commission would need to meet as the ZBA to consider the Ordinance, recess and have the public hearing for Town Commission, and then reopen the ZBA meeting to consider the amendment of the conditions of approval.

Staff Recommendation

Staff is recommending the Town Commission consider the first reading of the ordinance to amend the Town's Land Development Code.

Attachments:

- Appendix A - History of Approvals by the Town Commission Regarding The Hillsboro Resort
1. Ordinance
 2. Revised Letter from David J. Coviello to Mr. Serda regarding fourth amendment to Conditional Use and text amendment requests dated June 16, 2023.

Appendix A

History of Approvals by the Town Commission Regarding The Hillsboro Resort

As the conditional use was approved, and amended on three separate occasions, below is a summary of the conditions of approval for the original development order as well as the three amended development orders. Also included is a summary of the proposed requested amendments to the Town Code as well as the Development Orders.

Seven conditions of approval were set by the Town's Conditional Use Development Order on **July 6, 2021**, for the food and beverage service in the Restaurant and Bar space. The conditions read as follows:

- (a) The hours of operation for food and beverage service shall be limited to 7:00am to 10:30pm daily.
- (b) Any outdoor music associated with the resort and generated by the resort shall be limited to the times food and alcoholic [beverages] are served onsite. No amplified music shall be allowed in the outside areas of the resort.
- (c) No food or drinks shall be prepared outside the resort building at any time.
- (d) The Town Commission shall re-evaluate the conditions of approval and ensure compliance with all conditions of approval six (6) months subsequent to the issuance of the Certificated of Occupancy for the hotel and every twelve (12) months thereafter.
- (e) Applicant shall work with the Town to establish trash pick-up schedule relative to the restaurant facility.
- (f) For any hotel-sponsored event or any special event, the owner must contact the Town staff within three (3) working days of the event to determine if an off-duty officer is required.
- (g) The internal space labeled "BOH/Office" on the construction plans approved by the Town for renovation of the hotel shall be used for only office space. The use of the "BOH/Office" space for any other purpose is prohibited unless a new application for a conditional use is filed and subsequently approved by the Town Commission

At the **September 13, 2022** (First Amended Development Order) meeting of the Town Commission, the following addition to the conditions of approval were made by the Commission via the First Amended Development Order:

- (a) The hours of operation for food and beverage service shall be limited to 7:00am to 10:30pm daily.
- (b) Any outdoor music associated with the resort and generated by the resort shall be limited to the times food and alcoholic [beverages] are served onsite. No amplified music shall be allowed in the outside areas of the resort.
- (c) No food or drinks shall be prepared outside the resort building at any time.
- (d) The Town Commission shall re-evaluate the conditions of approval and ensure compliance with all conditions of approval six (6) months subsequent to the issuance of the Certificated of Occupancy for the hotel and every twelve (12) months thereafter.
- (e) Applicant shall work with the Town to establish trash pick-up relative to the restaurant facility.
- (f) For any hotel-sponsored event or any special event, the owner must contact the Town staff within three (3) working days of the event to determine if an off-duty officer is required.
- (g) The internal space labeled "BOH/Office" on the construction plans approved by the Town for renovation of the hotel shall be used for only office space. The use of the "BOH/Office" space for any other purpose is prohibited unless a new application for a conditional use is filed and subsequently approved by the Town Commission

FIRST AMENDED D.O. > Effective October 1, 2022, in addition to being open for hotel guests, the Restaurant and Bar shall be opened to Hillsboro Beach residents and their guests. The Hillsboro Beach resident use of the Restaurant and Bar shall be approved for one year and extension of the use by Hillsboro Beach residents shall be reviewed by the Town Commission at its first meeting in September, 2023. Proof of residency will be required in the form of a Florida driver's license, voter's registration, or utility bill. Residents will be issued a membership card by the Property Owner.

At the **October 4, 2022** (Second Amended Development Order) meeting of the Town Commission, the following addition to the conditions of approval were made by the Commission via the Second Amended Development Order:

- (a) The hours of operation for food and beverage service at the Restaurant and Bar shall be limited to 7:00am to 10:30pm daily.
- (b) Any outdoor music associated with the resort and generated by the resort shall be limited to the times food and alcoholic [beverages] are served onsite. No amplified music shall be allowed in the outside areas of the resort.
- (c) No food or drinks shall be prepared outside the resort building at any time.
- (d) The Town Commission shall re-evaluate the conditions of approval and ensure compliance with all conditions of approval six (6) months subsequent to the issuance of the Certificated of Occupancy for the hotel and every twelve (12) months thereafter.
- (e) Applicant shall work with the Town to establish trash pick-up relative to the restaurant facility.
- (f) For any hotel-sponsored event or any special event, the owner must contact the Town staff within three (3) working days of the event to determine if an off-duty officer is required.
- ~~(g) The internal space labeled "BOH/Office" on the construction plans approved by the Town for renovation of the hotel shall be used for only office space. The use of the "BOH/Office" space for any other purpose is prohibited unless a new application for a conditional use is filed and subsequently approved by the Town Commission~~

FIRST AMENDED D.O. > Effective October 1, 2022, in addition to being open for hotel guests, the Restaurant and Bar shall be opened to Hillsboro Beach residents and their guests. The Hillsboro Beach resident use of the Restaurant and Bar shall be approved for one year and extension of the use by Hillsboro Beach residents shall be reviewed by the Town Commission at its first meeting in September, 2023. Proof of residency will be required in the form of a Florida driver's license, voter's registration, or utility bill. ~~Residents will be issued a membership card by the Property Owner.~~ All Residents shall be required to make reservations in advance of any dining experience at the Restaurant and Bar. Prior to any use of the Hotel Restaurant and Bar, residents shall be issued a membership card by the Property Owner.

SECOND AMENDED D.O. > The internal space labeled "BOH/Office" shall be available but limited to only hotel sponsored events. The hotel sponsored events shall be limited solely to hotel guests and held only between the hours of 8am – 10pm Sunday through Thursday, and 8am – 12am Friday through Sunday.

At the **November 1, 2022** (Third Amended Development Order) meeting of the Town Commission, the following addition to the conditions of approval were made by the Commission via the Second Amended Development Order:

- (b) The hours of operation for food and beverage service at the Restaurant and Bar shall be limited to 7:00am to 10:30pm daily.
- (c) Any outdoor music associated with the resort and generated by the resort shall be limited to the times food and alcoholic [beverages] are served onsite. No amplified music shall be allowed in the outside areas of the resort.
- (d) No food or drinks shall be prepared outside the resort building at any time.
- (e) The Town Commission shall re-evaluate the conditions of approval and ensure compliance with all conditions of approval six (6) months subsequent to the issuance of the Certificated of Occupancy for the hotel and every twelve (12) months thereafter.
- (f) Applicant shall work with the Town to establish trash pick-up relative to the restaurant facility.
- (g) For any hotel-sponsored event or any special event, the owner must contact the Town staff within three (3) working days of the event to determine if an off-duty officer is required.

FIRST AMENDED D.O. > Effective October 1, 2022, in addition to being open for hotel guests, the Restaurant and Bar shall be opened to Hillsboro Beach residents and their guests. The Hillsboro Beach resident use of the Restaurant and Bar shall be approved for one year and extension of the use by Hillsboro Beach residents shall be reviewed by the Town Commission at its first meeting in September, 2023. Proof of residency will be required in the form of a Florida driver's license, voter's registration, or utility bill. All Residents shall be required to make reservations in advance of any dining experience at the Restaurant and Bar. Prior to any use of the Hotel Restaurant and Bar, residents shall be issued a membership card by the Property Owner.

SECOND AMENDED D.O. > The internal space labeled "BOH/Office" shall be available but limited to only hotel sponsored events. The hotel sponsored events shall be limited solely to hotel guests and held only between the hours of 8am – 10pm Sunday through Thursday, and 8am – 12am Friday through Sunday.

THIRD AMENDED D.O. > November 1, 2022

For a period of one (1) year from the date of this Development Order, the Resort may conduct a maximum of twenty-four (24) Special Events per year. For the months of November and December 2022, the Resort shall be allowed a maximum of four (4) Special Events. The Special Events subject to this frequency limitation shall not include Special Events which are business or non-social events (corporate retreats and the like) involve no live or amplified music and are scheduled between the hours of 8am and 4pm.

During all Special Events, the Resort shall hire two (2) off-duty police officers to monitor and if necessary, control, vehicular access at the Resort driveway to mitigate queuing on A1A at the Resort driveway and patrol the building and premises. The Special Events subject to the requirement for off-duty police officers shall not include Special Events which are business or non-social events, between the hours of 8am and 4pm.

The maximum number of attendees at any Special Event at the Resort shall not exceed 65 attendees.

All Special Events will be conducted within the Special Event Space identified on the second floor of the Resort Site Plan submitted with the May 12, 2022 application for amendment to conditional use.

Special Events may only be conducted during the following times: 8am-10pm Sunday – Thursday and 8am-12am Friday and Saturday.

The Town Manager will be advised of an upcoming Special Event at least 7 calendar days before the scheduled Special Event and may send the Town Fire Marshal and may send a Town Code Enforcement Officer or other Town Officials to perform a site visit during any Special Event and confirm compliance with the conditions of this Conditional Use for Special Events by completing the attached Special Event Checklist and submitting to the Town Manager and the Resort within 3 business days subsequent to any Special Event which the Code Enforcement Office or other Town Official attends. The Special Events subject to the requirement for attendance by a Town Code Enforcement Officer shall not include Special Events which are business or non-social events, involve no live or amplified music and are scheduled between the hours of 8am and 4pm. The costs incurred by the Town for the Town Code Enforcement Officer or the Town official attending any Special Event will be paid by the Resort. In the event a completed and submitted Special Event Checklist reveals failure to comply with these conditions at two (2) Special Events in a calendar year, the Town Manager will place an item on the Town Commission agenda for the Town Commission to consider whether to temporarily or permanently revoke the Conditional Use approval for Special Events or impose additional conditions to address the incidence of non-compliance; the record title owner of the Resort will be provided a minimum of fifteen (15) calendar days' notice prior to the date of any such Town Commission hearing. In the event the Town Commission passes a resolution terminating the Conditional Use approval for Special Events, any Special Events already scheduled to occur during the upcoming eighteen months (18) will be permitted to occur as scheduled. A list of Special Events previously scheduled shall be provided no later than three (3) calendar days subsequent to the date of termination. However, no new Special Events shall be scheduled subsequent to the date of termination. After the first infraction of any condition, a warning will be issued to the record title owner of the Resort.

The Town Commission shall re-evaluate the conditions of approval of this Conditional Use for Special Events at its regularly scheduled meeting during the month of December 2023, and annually thereafter.

The nature of the Special Event shall be identified on the Code Officer's or Town official's checklist.

Any Special Event held at the Resort shall not allow for a cash bar.



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DIRECT (305) 415-9437
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June 16, 2023

VIA EMAIL

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

RE: 1159 Hillsboro Mile – The Hillsboro Beach Resort (the “Resort”) (SECOND REVISED)

Dear Mr. Serda:

This firm represents BNH IV HM TRI LLC and 1159 Hillsboro Mile LLC (collectively, the “Owner”), the owners and operators of the Resort. Consistent with our recent conversation, we are pleased to submit the enclosed Development Application (the “Application”) proposing certain amendments to the existing Conditional Use Approval governing the restaurant, special events, and alcoholic beverage service at the Resort, as well as to corresponding provisions of the Land Development Code (the “Code”), all of which are described below (collectively, the “Amendments”).

Initially, it is important to note that while the Amendments seek to remove certain operational conditions on the Resort, the Owner is not proposing to expand the occupancy of the uses subject to the Conditional Use Approval, alter the hours of operation for such uses, or amend the restrictions on outdoor amplified music. These limitations will remain. Rather, the Amendments generally allow members of the general public to dine at the restaurant, permit a small, partially enclosed bar to prepare drinks, and allow the Resort to have special events (at the same capacity) without onerous operational conditions.

These amendments are critical in order for the Resort to sustain itself and maintain the level of service for its guests and patrons, many of whom are residents of the Town. Based upon our outreach, and the success of the membership program, it is clear that the Resort (under the Owner) has become a welcome member of the community to many. The Owner has worked very hard to achieve that status, and firmly believes that the Amendments are not only necessary for the success

of the business, but also entirely reasonable based upon the circumstances, particularly the limited size of the venue.

I. Development Order Amendments:

As discussed, we are proposing to amend and restate the conditions in the Conditional Use Approval so that all the conditions appear in a single document. The proposed amended and restated conditions are provided in **Exhibit “A”**. A summary of the proposed changes and the reasoning behind each change is also provided below.

- A. **Restaurant Clientele.** The limitation on the clientele allowed to patronize the restaurant (i.e., restricted to hotel guests and Town residents) is removed. The restaurant should be open to the general public. The restaurant is small, and its capacity will remain the same (64 seats, including 40 indoor seats and 24 outdoor patio seats). Expanding the clientele is critical to the success of the restaurant, and the ability to offer an upscale restaurant experience. **Members of the public that dine at the restaurant will not be permitted access to other areas of the Resort and the beach.**
- B. **Membership Program/Payment Terms.** Consistent with the above, the operational restrictions on the restaurant, including the membership program requirement and the prohibition on acceptance of credit cards and cash, are also removed. With the removal of the above condition A, these related conditions are no longer necessary.
- C. **Ancillary Alcoholic Beverage Service.** The prohibition on drinks being prepared “outside the building” is modified to permit the use of a partially enclosed area approximately 30 square feet within the covered pool deck to prepare drinks for hotel guests and restaurant patrons. Like any luxury resort hotel, a small outdoor bar is essential to efficiently service guests, particularly those guests relaxing by the pool and beach. The area is reflected on the attached site plan enclosed as **Exhibit “B”**. Consistent with this modification, we are requesting that the site plan be modified to reflect this use.
- D. **Special Events.** With regard to special events, we are proposing to eliminate the onerous operational conditions, including number of events per year, locational limitation to second-floor space, and cash bar prohibition, while maintaining the same hours of operation and capacity (i.e., 65 persons, substantially lower than the fire occupant load of 84 persons). After discussions with Town staff, we are also amendable to maintaining the off-duty police officer requirement and prior notice to the Town. The elimination of the artificial cap on the number of events per year and the locational limitation to the second-floor space, will enable the Resort to market itself for upscale, intimate events, and retain the necessary staff to handle such events. The revised site plan reflecting the additional

area for special events is attached as **Exhibit “B”**, which remains below 10% of the total building square footage. In light of the size and occupancy level of the venue, the Resort has demonstrated that the other operational conditions are simply not needed. The Resort has demonstrated the ability to handle these small events in a responsible manner, including on-site vehicle queuing and adequate parking.

II. Code Amendments:

Consistent with the above referenced amendments to the Conditional Use Approval, we are proposing certain limited amendments to the Code. A redline of these amendments is provided in **Exhibit “C”** attached hereto. A summary of the proposed amendments is also provided below.

- A. Section 12-110(C)(4)(f) and (g).** The general criteria for a conditional use are to remain. The amendments to Section 12-110(C)(4) are to delete: (i) the prohibition on cash and credit card payments at the restaurant and bar; and (ii) the limitation on preparation of drinks, including alcoholic beverages, to within the enclosed kitchen and/or bar. These amendments are necessary in order for the restaurant to expand its clientele beyond hotel guests and Town residents, and better serve its patrons.
- B. Section 12-110(E)(1).** The definition of “restaurant” is amended to clarify that the clientele allowed to patronize the restaurant is not limited to guests of the hotel. Additionally, the definition of “restaurant bar” is amended to accommodate the small partially enclosed outdoor bar adjacent to the restaurant and pool deck, which will be used to prepare drinks, including alcoholic beverages, for guests relaxing by the pool and beach.

III. Conformance with Criteria for Conditional Use:

As indicated below, the Amendments are consistent with the criteria for conditional use in Section 12-110(C) of the Code.

(1) The conditional use is deemed desirable for the public convenience or welfare, and the use is in harmony with the purpose and intent of this Article and will not be detrimental or injurious to the surrounding area;

Response: The Amendments simply allow members of the general public to dine at the restaurant, permit a small, partially enclosed bar to prepare drinks, and allow the Resort to have special events without onerous operational conditions. The capacity and hours of operation for conditional uses shall remain the same. As evidenced by a prior traffic analysis prepared by TrafTech, which was submitted to the Town in connection with prior applications, there is

sufficient parking and queuing to accommodate these uses at the stated capacity. The Amendments will not be detrimental or injurious to the surrounding area.

(2) When granting approval for conditional use, the Town Commission may attach conditions and safeguards as it determines is necessary for the protection of the surrounding area and to preserve the spirit and intent of this article.

Response: Understood. While this Application seeks to amend the conditions of the Conditional Use Approval, we are not seeking to increase the capacity of the uses subject to the Conditional Use Approval, alter the hours of operation for such uses, or amend the restrictions on outdoor amplified music. Those conditions will remain.

(3) The conditional use shall be an accessory use to a hotel use and not occupy more than 10% of the total square footage of the building exclusive of any parking areas.

Response: The restaurant, special event space, and alcoholic beverage service is accessory to the hotel, and this Application does not seek to expand those areas beyond 10% of the total square footage of the building exclusive of parking.

(4) An application for a conditional use must also meet all of the following criteria, where appropriate:

(a) Conformance with comprehensive plan.

Response: The conditional uses are existing and will continue to operate in a manner that is consistent with the policies of the Town Comprehensive Plan, which is to preserve and protect the residential character of the Town, while permitting commercial use in areas designated for residential use.

(b) Harmony with adjacent uses (existing or zoned).

Response: The conditional uses are existing. The capacity and hours of operation for the conditional uses are not changing with this Application. The Resort will continue to operate in harmony with adjacent uses.

(c) Facility levels of service maintained.

Response: Levels of service will be maintained as the capacity of the conditional uses are not changing with this Application.

(d) Use not hazardous to nearby housing, particularly traffic; see (B) above.

Response: As evidenced by a prior traffic analysis prepared by TrafTech, which was submitted to the Town in connection with prior applications, there is sufficient parking and queuing to accommodate these uses at the stated capacity. The capacity and hours of operation for the conditional uses are not changing with this Application. The Resort will continue to operate in a manner that is not hazardous to the adjacent residential uses.

(e) The architectural and site design are compatible with the character of the surrounding area.

Response: The architectural and site design are not changing within this Application.

(f) All food and beverages served to patrons of a hotel shall be prepared in an enclosed kitchen and/or bar.

Response: As provided herein, this Application seeks to amend the criteria Section 12-110(C) of the Code to delete subsection (f).

(g) Cash and credit card payments shall not be accepted. All payment shall be made utilizing a payment system of key cards or charges to a hotel room or a motel room.

Response: As provided herein, this Application seeks to amend the criteria Section 12-110(C) of the Code to delete subsection (g).

(5) All approvals or denials shall be evidenced by a development order. The development order shall state the basis for approval or denial and in the case of approval shall set forth any conditions the Town Commission deems appropriate. The development order shall be recorded in the public records of Broward County by the town at the expense of the applicant.

Response: Understood.

William "Mac" Serda
Town Manager
June 16, 2023
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If you have any questions or require additional information, please do not hesitate to contact me. We look forward to presenting this Application to the Town Commission.

Sincerely,

Shutts & Bowen LLP



David J. Coviello

DJC:sm
Enclosures

EXHIBIT “A”

Conditional Use Approval
Amended and Restated Conditions

- a. The hours of operation for food and beverage service at the Resort shall be limited to 7:00 am to 10:30 pm daily.
- b. No food or drinks shall be prepared outside the Resort building at any time, with the exception of a partially enclosed area approximately 30 square feet adjacent to the Restaurant as reflected on the site plan for the preparation of drinks, including alcoholic beverages, and a temporary bar cart(s) utilized in connection with a Special Event.
- c. Any outdoor music associated with the Resort and generated by the Resort shall be limited to the hours of operation for food and beverage service.
- d. No amplified music shall be allowed in the outside areas of the Resort.
- e. The Applicant shall work with the Town to establish trash pick-up schedule relative to the restaurant facility.
- f. The maximum number of attendees at any Special Event at the Resort shall not exceed 65 persons.
- g. Special Events may only be held during the following times: 8:00 am to 10:00 pm Sunday through Thursday; and 8:00 am to 12:00 am Friday and Saturday.
- h. During all Special Events, the Resort shall hire off-duty police officer(s) to monitor, and if necessary, control, vehicular access at the Resort driveway to mitigate queuing on AIA at the Resort driveway and patrol the building and premises. The Special Events subject to this requirement for off-duty police officer(s) shall not include Special Events between the hours of 8:00 am and 4:00 pm.
- i. The Applicant shall provide notice to the Town Manager at least three (3) days in advance of a Special Event, or as soon as practicable.
- j. The Applicant shall return to the Town Commission within six (6) months from the date of final approval of the Application for a progress report and ensure compliance with all conditions of the Conditional Use Approval. Thereafter, the Applicant shall submit a

William “Mac” Serda
Town Manager
June 16, 2023
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progress report to the Town Manager every twelve (12) months, and the Town Manager shall decide if a further progress to the Town Commission is necessary.

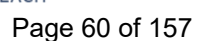


EXHIBIT “C”

Amendments to Section 12-110 of the Land Development Regulations

Sec. 12-110 - Conditional uses.

The Town Commission of Hillsboro Beach recognizes that while commercial uses are not permitted in the Town, certain commercial uses deemed to be consistent with the residential character of the Town may be approved only as a conditional use authorized by this article.

- (A) *Procedure.* Conditional uses shall be subject to approval of the Town Commission and no conditional use shall be approved until after a public quasi-judicial hearing by the Town Commission, at which time all interested parties shall have an opportunity to be heard.
- (B) *Site plan.* A site plan shall be submitted. In addition, traffic generation data shall be included.
- (C) *Review criteria.* The Town Commission shall not approve a conditional use, unless and until it determines that:
 - (1) The conditional use is deemed desirable for the public convenience or welfare, and the use is in harmony with the purpose and intent of this Article and will not be detrimental or injurious to the surrounding area;
 - (2) When granting approval for conditional use, the Town Commission may attach conditions and safeguards as it determines is necessary for the protection of the surrounding area and to preserve the spirit and intent of this article.
 - (3) The conditional use shall be an accessory use to a hotel use and not occupy more than 10% of the total square footage of the building exclusive of any parking areas.
 - (4) An application for a conditional use must also meet all of the following criteria, where appropriate:
 - (a) Conformance with comprehensive plan.
 - (b) Harmony with adjacent uses (existing or zoned).
 - (c) Facility levels of service maintained.

- (d) Use not hazardous to nearby housing, particularly traffic; see (B) above.
- (e) The architectural and site design are compatible with the character of the surrounding area.
- ~~(f) All food and beverages served to patrons of a hotel shall be prepared in an enclosed kitchen and/or bar.~~
- ~~(g) Cash and credit card payments shall not be accepted. All payment shall be made utilizing a payment system of key cards or charges to a hotel room or a motel room.~~

(5) All approvals or denials shall be evidenced by a development order. The development order shall state the basis for approval or denial and in the case of approval shall set forth any conditions the Town Commission deems appropriate. The development order shall be recorded in the public records of Broward County by the town at the expense of the applicant.

(D) Conditional use approval amendments. A conditional use approval is specific to the density, intensity, site plan and any supplemental conditions approved. Failure to adhere to any of the specifics or conditions of the approval is a zoning violation and subject to code enforcement action and/or revocation of the conditional use approved. Any proposed modification to the use which affects density, intensity, minimum code or conditions approved by the Town Commission will require review and approval by the Town Commission.

(E) All commercial uses not otherwise identified below shall be considered prohibited uses within the Town. The following commercial uses as defined in this section shall be approved only as a conditional use.

(1) Definitions. The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning and shall be approved only as a condition use:

Restaurant shall mean any establishment where facilities are provided for preparing and serving food ~~to guests at a hotel or motel~~. At least 51 percent of total gross revenues must be derived from retail sale on the licensed premises of food and non-alcoholic beverages. Proceeds of catering sales and special event sales shall not be included in the calculation of total gross revenues. Catering sales and special event sales include food or non-alcoholic beverage sales prepared by the licensee on the licensed premises for service by the licensee outside the licensed premises or on the licensed premises. The tables must be of adequate size to accommodate the service of full course meals in accordance with the number of chairs or other seating facilities provided at the table. Sale of alcoholic beverages for off-premise consumption is not permitted. In no instance shall a seating area in a restaurant contain more than 1,000 SF.

Restaurant/hotel bar means a bar operated in connection with a restaurant and/or hotel and by the same management, where the principal business is the serving of meals and where meals are actually and regularly served, ~~having accommodations for service of not more than 50 or more patrons at tables,~~ such space being provided and equipped with adequate and sanitary kitchen and dining room equipment. ~~The restaurant bar must be directly connected with such dining room. The sale of beers, wines, and liquors shall be strictly incidental to the serving of food.~~ No sign of any kind or character shall be displayed on the restaurant or restaurant bar to the outside, denoting that alcoholic beverages are sold therein.

Special event shall include, but not be limited to, weddings, bar mitzvahs, and any other social event conducted above and beyond the normal operation of the restaurant. Events sponsored by a hotel for its registered guests shall not be considered a "special event."

(2) Conditional uses and use approvals.

- (a) Restaurant, restaurant bars, hotel or motel bars, and any additions to the building or parking for such restaurants or bars, may be permitted only as a conditional use in accordance with this article and subject to the approval of the Town Commission after a public hearing at a regular public meeting. The approval of a conditional use may be subject to any conditions determined by the Town Commission to be in the best interest of the residents of the Town.

(3) Enforcement.

- (a) The penalty for a violation of this article shall be as provided by F.S. Ch. 162 or;
- (b) The Town Attorney, with authorization from the Town Commission, may bring suit on behalf of the Town to enjoin any violation of this article or;
- (c) A violation of the conditional use approval may result in the revocation of a conditional use notwithstanding the fact that the conditional use approval runs with the land and the fee simple title to the land has been conveyed to a successor in interest.

ORDINANCE NO. 2023-03

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 AMENDING ARTICLE IV ENTITLED "DISTRICTS AND GENERAL REGULATIONS THEREOF", SPECIFICALLY AMENDING SECTION 12-110 ENTITLED "CONDITIONAL USES"; PROVIDING FOR AN AMENDMENT TO THE CRITERIA FOR CONDITIONAL USES TO DELETE RESTRICTIONS ON FOOD AND BEVERAGE SERVICE AREAS; PROVIDING FOR THE DELETION OF RESTRICTIONS OF ACCEPTING CASH OR CREDIT AND PAYMENTS FOR PATRONS AT A HOTEL ; PROVIDING FOR AN AMENDMENT TO THE DEFINITION OF "RESTAURANT" AND "RESTAURANT BAR"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission hereby finds it is in the best interest of the Town to amend the Town Code of Ordinances, by amending Chapter 12 entitled "Land Development Code"; and

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

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

Section 2. Chapter 12 entitled "Land Development Code" of the Code of Ordinances is hereby amended by amending Article IV entitled "Districts and General Regulations Thereof", by specifically amending Section 12-110 entitled "Conditional Uses" as follow:

Sec. 12-110. Conditional uses.

The Town Commission of Hillsboro Beach recognizes that while commercial uses are not permitted in the Town, certain commercial uses deemed to be consistent with the residential character of the Town may be approved only as a conditional use authorized by this article.

(A) *Procedure.* Conditional uses shall be subject to approval of the Town Commission and no conditional use shall be approved until after a public quasi-judicial hearing by the Town Commission, at which time all interested parties shall have an opportunity to be heard.

(B) *Site plan.* A site plan shall be submitted. In addition, traffic generation data shall be included.

(C) *Review criteria.* The Town Commission shall not approve a conditional use, unless and until it determines that:

(1) The conditional use is deemed desirable for the public convenience or welfare, and the use is in harmony with the purpose and intent of this Article and will not be detrimental or injurious to the surrounding area;

(2) When granting approval for conditional use, the Town Commission may attach conditions and safeguards as it determines is necessary for the protection of the surrounding area and to preserve the spirit and intent of this article.

(3) The conditional use shall be an accessory use to a hotel use and not occupy more than 10% of the total square footage of the building exclusive of any parking areas.

(4) An application for a conditional use must also meet all of the following criteria, where appropriate:

(a) Conformance with comprehensive plan.

(b) Harmony with adjacent uses (existing or zoned).

(c) Facility levels of service maintained.

(d) Use not hazardous to nearby housing, particularly traffic; see (B) above.

(e) The architectural and site design are compatible with the character of the surrounding area.

~~(f) All food and beverages served to patrons of a hotel shall be prepared in an enclosed kitchen and/or bar.~~

~~(g) Cash and credit card payments shall not be accepted. All payment shall be made utilizing a payment system of key cards or charges to a hotel room or a motel room.~~

(5) All approvals or denials shall be evidenced by a development order. The development order shall state the basis for approval or denial and in the case of approval shall set forth any conditions the Town Commission deems appropriate. The development order shall be recorded in the public records of Broward County by the town at the expense of the applicant.

(D) *Conditional use approval amendments.* A conditional use approval is specific to the density, intensity, site plan and any supplemental conditions approved. Failure to adhere to any of the specifics or conditions of the approval is a zoning violation and subject to code enforcement action and/or revocation of the conditional use approved. Any proposed modification to the use which affects density, intensity, minimum code or conditions approved by the Town Commission will require review and approval by the Town Commission.

(E) All commercial uses not otherwise identified below shall be considered prohibited uses within the Town. The following commercial uses as defined in this section shall be approved only as a conditional use.

(1) *Definitions.* The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning and shall be approved only as a condition use:

Restaurant shall mean any establishment where facilities are provided for preparing and serving food ~~to guests at a hotel or motel~~. At least 51 percent of total gross revenues must be derived from retail sale on the licensed premises of food and non-alcoholic beverages. Proceeds of catering sales and special event

1 sales shall not be included in the calculation of total gross revenues. Catering sales
2 and special event sales include food or non-alcoholic beverage sales prepared by
3 the licensee on the licensed premises for service by the licensee outside the
4 licensed premises or on the licensed premises. The tables must be of adequate
5 size to accommodate the service of full course meals in accordance with the
6 number of chairs or other seating facilities provided at the table. Sale of alcoholic
7 beverages for off-premise consumption is not permitted. In no instance shall a
8 seating area in a restaurant contain more than 1,000 SF.

9 *Restaurant/hotel bar* means a bar operated in connection with a restaurant and
10 by the same management, where the principal business is the serving of meals
11 and where meals are actually and regularly served, ~~having accommodations for~~
12 ~~service of not more than 50 or more patrons at tables,~~ such space being provided
13 and equipped with adequate and sanitary kitchen and dining room equipment.
14 ~~The restaurant bar must be directly connected with such dining room. The sale of~~
15 ~~beers, wines, and liquors shall be strictly incidental to the serving of food.~~ No sign
16 of any kind or character shall be displayed on the restaurant or restaurant bar to
17 the outside, denoting that alcoholic beverages are sold therein.

18 *Special event* shall include, but not be limited to, weddings, bar mitzvahs, and any
19 other social event conducted above and beyond the normal operation of the
20 restaurant. Events sponsored by a hotel for its registered guests shall not be
21 considered a "special event."

22 (2) *Conditional uses and use approvals.*

- 23 (a) Restaurant, restaurant bars, hotel or motel bars, and any additions to the
24 building or parking for such restaurants or bars, may be permitted only as a
25 conditional use in accordance with this article and subject to the approval of
26 the Town Commission after a public hearing at a regular public meeting. The
27 approval of a conditional use may be subject to any conditions determined
28 by the Town Commission to be in the best interest of the residents of the
29 Town.

30 (3) *Enforcement.*

- 31 (a) The penalty for a violation of this article shall be as provided by F.S. Ch. 162
32 or;
- 33 (b) The Town Attorney, with authorization from the Town Commission, may
34 bring suit on behalf of the Town to enjoin any violation of this article or;
- 35 (c) A violation of the conditional use approval may result in the revocation of a
36 conditional use notwithstanding the fact that the conditional use approval
37 runs with the land and the fee simple title to the land has been conveyed to
38 a successor in interest.

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

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

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

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

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON FIRST READING, THIS _____ DAY OF _____, 2023.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON SECOND AND FINAL READING, THIS _____ DAY OF _____, 2023.

TOWN OF HILLSBORO BEACH, FLORIDA

Irene Kirdahy, Mayor

ATTEST:

By: _____
Sherry D. Henderson, CMC
Town Clerk

APPROVED AS TO FORM:

Donald J. Doody, Town Attorney



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Redesign of Commission Chambers and Plan Review Room

Submitting Dept: Town Manager

Agenda Date: July 11, 2023

1. BACKGROUND / HISTORY

The current Commission Chambers is in need of new seating for the public, updated lighting, painting, flooring and window treatments. Furthermore, better accessibility throughout the room is requested. Related to the Chambers redesign is the conversion of the file storage area to a functioning Plan Review and Conference Room.

2. CURRENT ACTIVITY

PGAL Architects was retained to develop options and consider alternatives to present to the Commission for the redesign project of the two areas.

If Commission approves, the next step will be to procure for the design and construction of the two rooms. The Commission Chambers would likely begin one year from now, between the July 2024 and September 2024 meeting, placing much of the construction between two fiscal years. The Plan Review room could begin within 3-6 months.

3. FINANCIAL IMPACT

Staff has successfully developed the following funding sources to assist the Town with the project funding and management. First, the Town's Building Department provider, CG&A, has agreed to partner with the Town to assist managing the capital projects. They have assigned a staff member to assist with project oversight. Secondly, CG&A has agreed to fund the Plan Review furnishings, including conference tables, chairs and much of the technology. Thirdly, the Town's Building Dept Fund has ample funds to budget for the complete design and construction project, related to the Plan Review portion. These funds are not available for project related costs associated with the Chambers.

The Town would need to use current revenue and reserve funds for the one-time construction of the Commission Chambers.

4. RECOMMENDATION

Commission insight and ideas on the design options is requested. Approval is recommended to proceed with procuring design and project construction. Both contract awards would return to the Commission for approval.



**TOWN HALL
Chamber and Conference
Town Council
Presentation
07-11-2023**

Scope of Work:

Update the existing Town Hall Chamber including ADA accessibility, lighting and finishes and provide conference space for the town staff in the garage area.

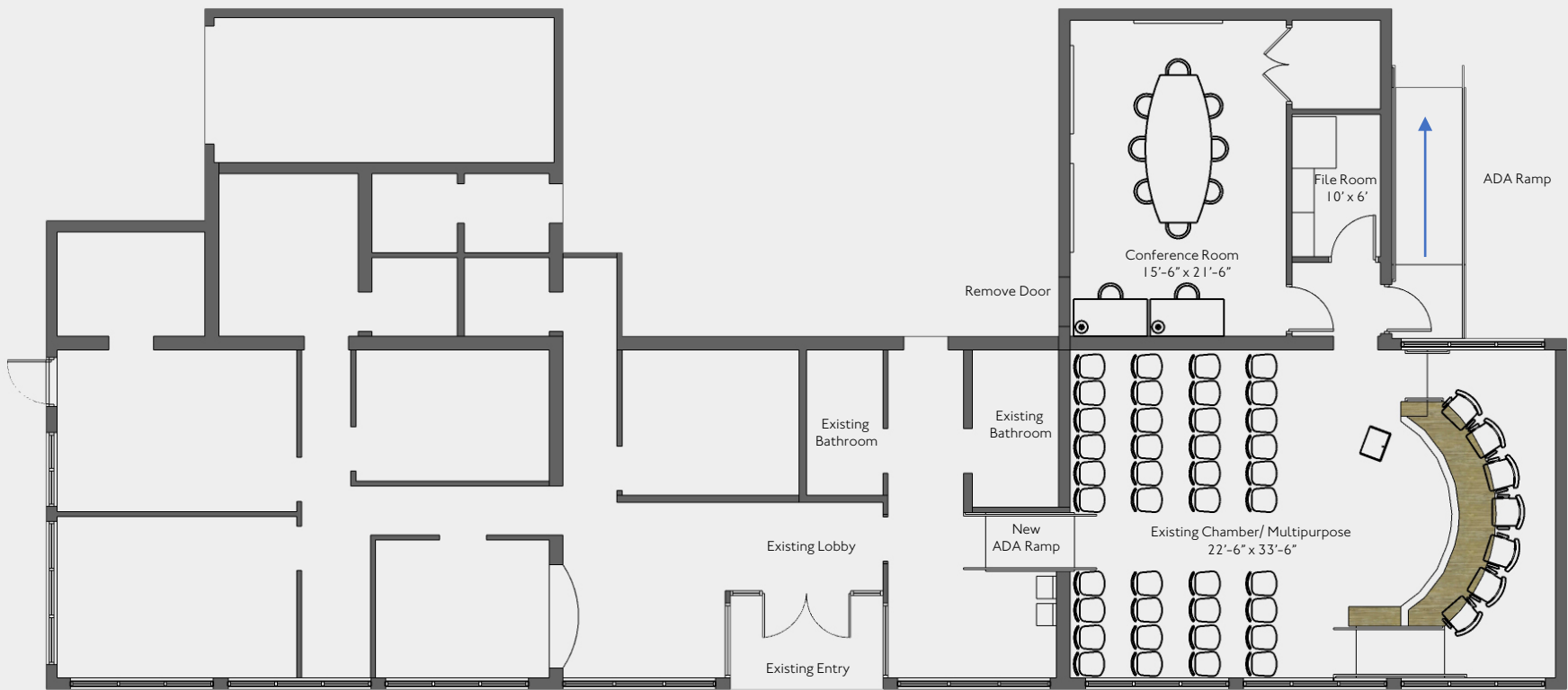
Raise floor in old garage and provide a corridor to access new conference area. New vestibule and exit with an ADA ramp to the north.

Upgrade finishes, add new platform and dais to allow for ADA accessibility.

Approach:

Develop multiple schemes to evaluate for the best solution that will be the

Least disruption on Town operations and economical.



Concept One: Raise floor in old garage and provide a corridor to access new conference area. New vestibule and exit with ADA ramp to the north.

Upgrade finishes, add new platform and dais to allow for ADA accessibility.

Concept One



Concept Elevation of Renovated Chamber

Seating for Seven at Dais



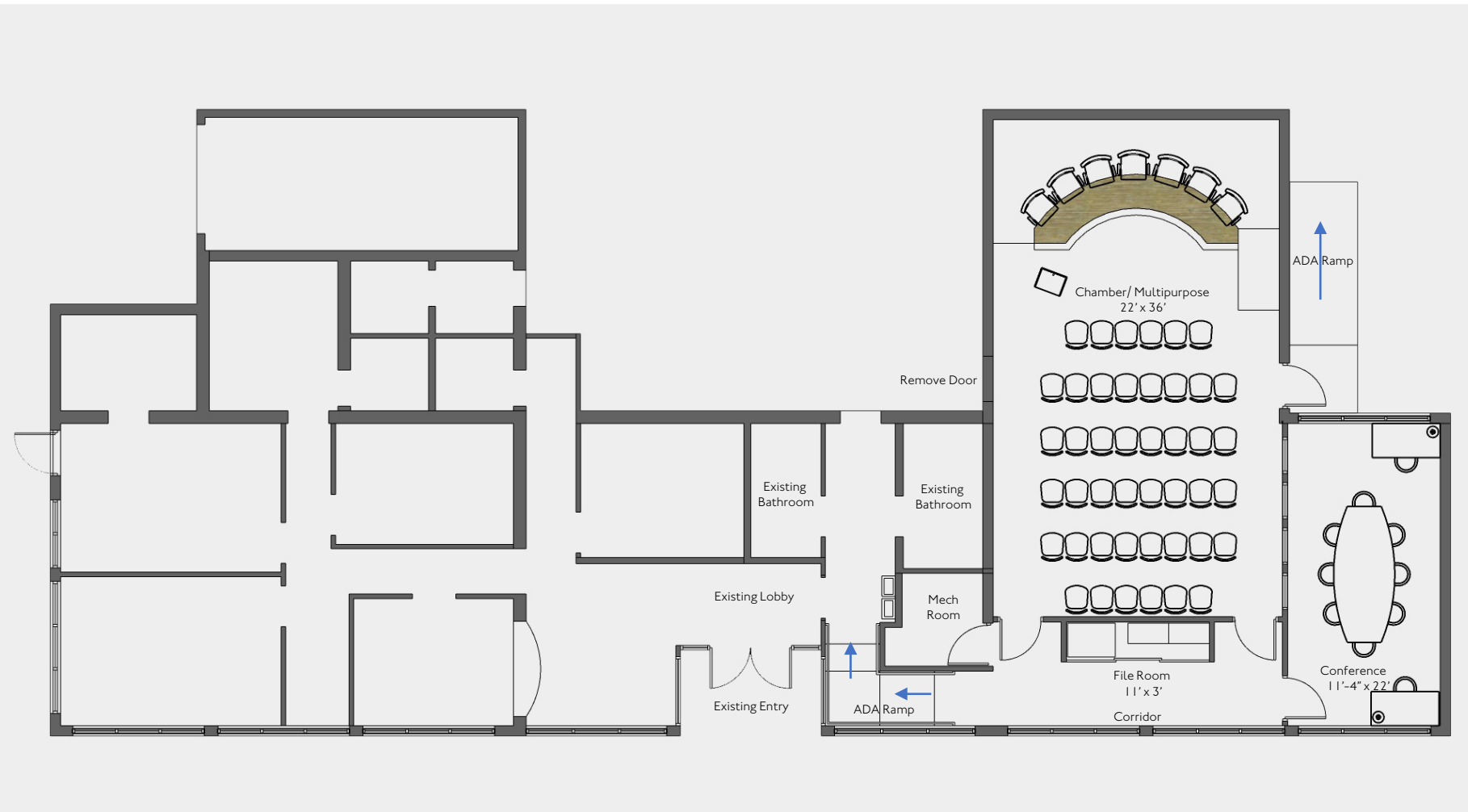
From Dais Looking to Rear



Concept Elevation of New Conference Space



Concept Elevation of New Conference Space



Concept Two: Reorient chamber to east west (larger space for potential multipurpose). New conference space in portion of old chamber. Raise floor in old garage. Add second means of egress from chamber and allows for new ADA ramp to the north.

Upgrade finishes, add new platform and dais to allow for ADA accessibility.

Concept Two



Concept Elevation of New Chamber



Concept Elevation of Chamber from Dais



Concept Elevation of New Conference Room



Concept Elevation of New Conference Room



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Rules of Decorum and Public Meeting Procedures

Submitting Dept: Town Manager

Agenda Date: July 11, 2023

1. BACKGROUND / HISTORY

To ensure discussions occurring during Commission meetings are fair and encourage the thoughtful public dialogue of Town business, a set of standards for public behavior has been developed.

2. CURRENT ACTIVITY

Town staff reviewed other jurisdictions' civility and decorum standards, as well as compiled the Town's existing rules (e.g. 3 minutes for public comment) currently in place, and developed a set of rules for civility during public meetings. The rules also prescribe responses for the unlikely occurrence of any departure from the civility rules by anyone attending the meeting.

3. FINANCIAL IMPACT

There is no financial impact for this item.

4. RECOMMENDATION

Approval is recommended.

RULES OF DECORUM

1. The goal of Commission Meetings is to accomplish the public's business in an environment that encourages fair discussion and exchange of ideas.
2. Everyone will have three (3) minutes when recognized for public comment, participants should step forward to the podium and state their name & address for the record.
3. All comments shall be directed to the commission or board as a body, through its presiding officer. Comments shall not be addressed to a single member of the commission or board, or to Town staff including the attorney, the manager, or the clerk, unless a majority of the members present on the commission or board shall so agree.
4. The public comment period is for receipt of public comments, not debate. It is not intended as a time for problem solving but rather for hearing the citizens for their input.
5. Anger, rudeness, ridicule, personal attacks, profane language, and lack of respect for others is unacceptable behavior. Demonstrations to support or oppose a speaker or idea, such as clapping, cheering, booing, hissing, or the use of intimidating body language are not permitted.
6. If a person refuses to abide by these rules of civility and decorum, a commissioner may request a motion to temporarily recess.
7. Continued disruptions by any person may result in the request of the person to depart the meeting.

PUBLIC PARTICIPATION AND OPPORTUNITY TO BE HEARD.

- A. GENERALLY.** Public participation rules and procedures are to be posted and/or read aloud at the appropriate time during the meeting so that everyone in attendance is aware of them in advance. The rules and procedures contained in this Resolution are deemed to be content neutral time, place and manner restrictions which have been narrowly tailored to serve the significant government interest in conducting orderly, efficient meetings of the Commission and its appointed boards. The rules and procedures herein are supported by the holding in the case of *Jones v. Heyman*, 888 F.2d 1328, 1331 (11th Cir. 1989).
- B. PUBLIC COMMENT PROCEDURES.** The Town of Hillsboro Beach welcomes comments from the public. Members of the public shall be given a reasonable opportunity to make general comments, and to speak and be heard on items placed on the agenda in accordance with Section 286.0114, *Florida Statutes*:
1. Each speaker is allowed one (1) opportunity per agenda item to speak for a maximum of three (3) minutes unless the speaker is allowed additional time by the presiding officer. By way of example, speakers may not yield their allotted three (3) minutes to a second speaker to allow that second speaker an opportunity to speak for six (6) minutes.
 2. When called to speak by the presiding officer, all comments shall be made from the appropriate podium. Speakers shall identify themselves by name and address; and if the speaker is representing a group or organization, said group or organization should also be identified.
 3. All comments shall be directed to the commission or board as a body, through its presiding officer. Comments shall not be addressed to a single member of the commission or board, or to Town staff including the attorney, the manager, or the clerk, unless a majority of the members present on the commission or board shall so agree.
 4. Commission or board members are free to ask a speaker question to clarify the comments made; however, speakers shall not attempt to engage members of the commission or board, or staff, in debate over any issue raised. Rather, speakers should simply make their comments and request that the commission or board consider them.

TOPICS ON THE AGENDA. Any member of the public will be allowed to address the commission or board on any item on the meeting agenda in accordance with the rules set forth in this Resolution, except as specified below. To speak, the speaker may either complete a comment card and provide it to the meeting clerk before the agenda item is considered and discussed by the commission or board or be recognized (whether in attendance physically or appearing remotely via communications technology) by the presiding officer. Public comments shall be limited to the agenda item subject matter being considered by the commission or board at that time. According to state law, this right to speak does not apply to the following:

- a. An official act that must be taken to deal with an emergency affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the commission or board to act.

- b. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations.
- c. A meeting that is exempt from Section 286.011, *Florida Statutes*, (the “Florida Sunshine Law”); or
- d. A meeting during which the Commission or one of its appointed boards is acting in a quasi-judicial capacity. This paragraph does not affect the right of a person to be heard as otherwise provided by law.

TOPICS NOT ON THE AGENDA. Any person wishing to address the Commission or one of its appointed boards on topics not on the meeting agenda may speak under the portion of the agenda entitled “Public Comments” or words/intent to that effect in accordance with the rules set forth in this Resolution. Public comments shall not be limited by subject matter during this portion of the meeting; however, the 3 min time allotment still applies.

C. RULES OF DECORUM. The presiding officer of the commission or board shall preserve order and decorum at all public meetings as follows:

- 1. Meetings of the commission or board shall be conducted in a professional, business-like manner. Decorum and courtesy shall be observed both by the members of the commission or board and by all persons in attendance.
- 2. In conducting the public’s business, the Commission and all its appointed boards are committed to the principles of civility, honor, and dignity. Individuals appearing before the commission or board are required to observe the same principles when making public comments.
- 3. All persons in attendance at any public meeting are required to afford the utmost courtesy to members of the commission or board, staff members, and residents of the Town, as well as to the public meeting process. It is never appropriate to make personal derogatory remarks, comment on anyone’s personal integrity, make personally abusive comments, or make demeaning statements about individual persons or their identity, personality, or property. Therefore, any comments made for the sole purpose of maliciously attacking, disparaging, ridiculing, or embarrassing any commission or board member, staff member, Town resident or other member of the public will not be tolerated and are all strictly prohibited.
- 4. Encouragement to disrupt or interrupt the meeting are all strictly prohibited. The use of obscene language is strictly prohibited.
- 5. Constructive criticism is welcome; however, personal attacks directed at anyone which specify an individual by name, physical or email address, age, appearance, or any other personal identifying characteristic or information are strictly prohibited. These prohibitions extend to statements from commission and board members, as well as statements from staff, consultants, Town residents and everyone who attends the public meeting.

6. Unauthorized remarks from the audience, outbursts, and yelling and/or similar demonstrations shall not be tolerated under any circumstances and are strictly prohibited.

D. ENFORCEMENT OF RULES AND PROCEDURES. The presiding officer shall be responsible for determining whether a rule of procedure or decorum has been violated, and for enforcement of the procedures and rules set forth in this Resolution:

1. Should the presiding officer decide that a rule of procedure or decorum has been violated, the presiding officer shall interrupt the meeting and the violator shall be advised of the violation and shall be given a verbal warning to immediately cease and desist from any further violations. The presiding officer shall warn the violator that any subsequent violation may result in the violator being removed from the meeting. The meeting shall then resume and proceed.
2. Following the issuance of a verbal warning, should the presiding officer make a determination that a rule of procedure or decorum has subsequently been violated by the same person at the same meeting, the violator shall be directed to leave the meeting. If the violator fails to comply with this direction, Town law enforcement shall be directed by the presiding officer to assist.
3. Any determination made by the presiding officer regarding enforcement of the rules and procedures of this Resolution may only be overruled by a majority of the commission or board then present at the public meeting.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Discussion on Designation of Voting Delegate for Florida League of Cities Business Session, which will be held on Saturday, August 12, 2023.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: July 11, 2023

1. BACKGROUND/HISTORY

The Florida League of Cities Annual Conference will be held at the **Hilton Orlando Bonnet Creek in Orlando, Florida, from August 10-12, 2023**. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

We ask that each member municipality sending delegates to the Annual Conference designate one of their officials to cast their votes at the Annual Business Session, which will be held on **Saturday, August 12**. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will vote on matters affecting the League.

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 2023 Voting Delegate Memo



To: Key Official

From: Eryn Russell, Florida League of Cities

Date: June 6, 2023

Subject: 97th Annual Conference Voting Delegate Information

The Florida League of Cities Annual Conference will be held at the Hilton Orlando Bonnet Creek in Orlando, Florida, from August 10-12, 2023. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

We ask that each member municipality sending delegates to the Annual Conference designate one of their officials to cast their votes at the Annual Business Session, which will be held on **Saturday, August 12**. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will vote on matters affecting the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida.

Conference registration materials were sent to each municipality via the League's e-newsletter and are available online at flcities.com.

If you have any questions about voting delegates, please email erussell@flcities.com. **Voting delegate forms must be received by the League no later than July 31, 2023.**

Attachments: Form Designating Voting Delegate



97th Annual Conference
Florida League of Cities, Inc.
August 10-12, 2023
Orlando, Florida

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities designate one of their officials to cast their votes at the Annual Business Session. League By-Laws require each municipality to select one person to serve as the municipality's voting delegate. *Municipalities do not need to adopt a resolution to designate a voting delegate.*

Please fill out this form and return it to the League office so that your voting delegate may be properly identified. **Voting delegate forms must be received by the League no later than July 31, 2023.**

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Delegate Email: _____

Municipality of: TOWN OF HILLSBORO BEACH

AUTHORIZED BY:

Name

IRENE KIRDAHY, MAYOR
Title

Return this form to:
Eryn Russell
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Email: erussell@flcities.com



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Woods Hole Group

Submitting Dept: Town Manager

Agenda Date: July 11, 2023

1. BACKGROUND / HISTORY

In 2008 the Town contracted with EcoShore to install new devices that were designed to mitigate beach erosion. The test pilot occurred from approximately 1239 – 1174 Hillsboro Mile. These devices, called Pressure Equalizing Modules, or PEMs, look like 3” white PVC pipes and were installed vertically along the beach. The PEMs are designed to allow seawater to flow back to the ocean, while trapping the sand in place.



After a period of about 18 months, the experiment with PEMs was categorized as either inconclusive or ineffective, and the Town removed the devices in accordance with the Florida Department of Environmental Protection (FDEP) permit for the next beach nourishment.

2. CURRENT ACTIVITY

Recently, a Town resident reviewed data from the PEM company, EcoShore, as well as reports from FDEP and concluded that the PEM project was a success, and the results were misinterpreted by FDEP and the outside coastal engineer hired by FDEP to evaluate the data. The resident present his findings to the Town’s coastal engineer, CPE, but no analysis was prepared.

It is worth noting that no example along the ocean within the United States exists of a successful installation of PEMs. To determine if the data suggests PEMs were a success in Hillsboro Beach, staff and CPE collaborated to locate a coastal engineer who has the experience of coastal work along the Atlantic and who also has not worked previously on any PEM projects. The question before the

Commission is whether the Town should spend \$21,820 to study the PEM project, and if it proves to indicate a benefit, the next step would be to work with FDEP to reverse their position against the PEM technology.

The Town's lobbyist was contacted to inquire about possible state funding for the study, but nothing is available currently.

3. FINANCIAL IMPACT

This contract is \$21,820, and would be paid for by the Town.

4. RECOMMENDATION

Funds exist in the current fiscal year, should the Commission decide to move forward, but alternatively, the Town could delay pursuit of the analysis until FEMA or FDEP assists with the Town's study.

RESOLUTION NO. 2023-29

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF
HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE
APPROPRIATE TOWN OFFICIALS TO EXECUTE A PROPOSAL FOR
SERVICES WITH WOODS HOLE GROUP; PROVIDING FOR CONFLICTS;
PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve and authorize the appropriate Town officials to execute a proposal for services with Woods Hole Group to Evaluate Pressure Equalizing Module (PEM) Data.

**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 is hereby ratified and confirmed by the Town Commission. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida, hereby approves and authorizes the appropriate Town officials to execute a proposal for services with Woods Hole Group to Evaluate Pressure Equalizing Module (PEM) Data. A copy of the proposal is attached hereto as Exhibit "A".

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

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

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

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 _____ day
2 of _____ 2023.
3
4
5

6 TOWN OF HILLSBORO BEACH, FLORIDA
7
8

9 _____
10 Irene Kirdahy, Mayor
11
12

13 ATTEST:
14
15

16 _____
17 Sherry D. Henderson, CMC
18 Town Clerk
19

RESOLUTION NO. 2023-29

RECORD OF TOWN COMMISSION VOTE:

	<u>YES /YEA</u>	<u>NO/ NAY</u>
MAYOR IRENE KIRDAHY	☐	☐
VICE MAYOR BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐
COMMISSIONER VINNIE ANDREANO	☐	☐
COMMISSIONER DAVID A. RAVANESI	☐	☐

June 26, 2023

Mr. Mac Serda, ICMA-CM
Town Manager, Hillsboro Beach
Office: 954-427-4011
Cell: 305-525-5505

Sent via Email: mserda@townofhillsborobeach.com

RE: PEM Evaluation

Dear Mr. Serda,

Woods Hole Group is pleased to offer this proposal for services to help evaluate the potential utility of Pressure Equalizing Modules (PEM) for managing beach erosion at Hillsboro Beach. A phased approach is proposed to first focus on gathering and reviewing existing information, including an anticipated virtual presentation from a citizen. This Phase 1 will produce a brief technical memorandum with initial observations, and suggestions for additional technical work to advance the assessment if appropriate. Phase 2 then includes a scope of work to perform supplemental independent analysis to further objectively evaluate potential performance and benefits for Hillsboro Beach.

Woods Hole Group (www.woodsholegroup.com) is an international environmental services and products organization originally formed in 1986 as a commercial spin-off from the Woods Hole Oceanographic Institution (WHOI). We are headquartered in Massachusetts, and with USA offices in Delaware, Maryland, and Texas. Woods Hole Group offers a range of Coastal, Ecological, and Oceanographic consulting services, along with products for collecting ocean measurements, ocean forecasting, tracking wildlife with satellite communications, and vessel monitoring systems (VMS) for fisheries management. We have local, national, and international experience, and are part of the global CLS Group. We are committed to meeting our clients' objectives while safeguarding the environmental health of our planet. This requires a fundamental understanding of the laws of Nature and a willingness—and ability—to challenge long-accepted notions of what can and cannot be done. To protect the legacy of humankind in a changing climate, it must be understood more widely that economic growth and responsible environmental policy go together.

Woods Hole Group individuals proposed for this work include the individuals below and resumes can be provided upon request:

- Dr. John Trowbridge, P.E. and Ph.D. – Senior Coastal Engineer
- Ms. Justine Rooney – Environmental Scientist
- Mr. Bob Hamilton – President and Coastal Engineer

Background Research:

When evaluating this opportunity to determine whether we think we can bring value to the Town for this project, we conducted a brief background search on PEM. We found there are technical gaps and inconsistencies in the technical understanding of PEM and believe there is value in evaluating it further. Some specifics of our background review include:

- Turner & Leatherman (1997) stated that in “a qualitative sense, the role of elevated beach groundwater in promoting beach face erosion, and lower beach water table in promoting onshore accretion, is now well established,” but “the effectiveness of the dewatering concept in maintaining beach stability and controlling coastal retreat is yet to be convincingly demonstrated at the prototype scale.”
- Brogger & Jakobsen (2008) reported a three-year field study showing that nourishment and vertical drains stabilized an eroding beach in Malaysia. Burney (2010), sometimes cited in the PEM context, reported only the impact on sea turtles.
- Reedijk et al. (2015) reported a detailed field study of PEM impacts in the Netherlands, including groundwater and sediment grainsize measurements, which demonstrated a significant increase in beach volume and a coarsening of sand in the PEM area.
- Christensen & Gable (2018) reported a three-year application of PEM in Florida, demonstrating stabilization of a rapidly eroding beach.

The fieldwork reported by Brogger & Jakobsen (2008), Reedijk et al. (2015) and Christensen & Gable (2018) indicates that PEM reduces beach erosion and enhances accretion, but the mechanism does not appear established, even qualitatively.

By contrast, the ecoshore.com website states: “On a typical beach, the water does not escape from the beach as fast as the sea sinks during the falling tide. When the waves swash up on the wet beach they can’t sink in, and the sand they contain flows back to sea. With PEMs installed the water drains effectively from the beach, and the waves sink in and deposit their sand. As the sand dries it blows to the back beach and dunes.”

Christensen & Gable (2018) stated: “The tubes penetrate and connect the different strata of the beach, allowing the water to find the easiest way out by gravity during the falling (outgoing) tide, typically via a coarser layer, resulting in improved drainage as illustrated in Fig. 1.... As a result, the time when the beach is saturated and prone to erosion is reduced. With improved drainage ..., more sand is deposited in the swash zone and via aeolian transport moved to the back beach and dunes, resulting in reduced erosion and, more often, accretion.”

These descriptions suggests the necessary ingredients are layers of coarse sediments beneath finer sediments, sediment deposition in the swash zone, a dryer beach, and aeolian transport. But the pathways for water and sediment have not been identified clearly, and a physics-based, quantitative description of the processes and rates does not exist. Scientific investigations of groundwater flow beneath beaches and impacts on sediments are numerous (e.g., Paldor et al., 2022, and references therein). But this literature has not been applied to an evaluation of PEM, indicating there is value in evaluating in more detail.



Scope of Work:

Phase 1: Review and Evaluate Existing Information

Task 1.

- 1.1 Search and review existing information
- 1.2 Hear virtual citizen presentation
- 1.3 Internal reflection meeting to formulate preliminary opinion, questions, and scope forward
- 1.4 Update progress review with Town
- 1.5 Internal regulatory review and call with DEP
- 1.6 Assess data provided/presented by citizen via client
- 1.7 Brief technical memorandum to document findings & possible next steps

Phase 2: Supplemental Independent Technical Evaluation

Task 2. Technical analysis

- 2.1 Analytical calculations/modeling: The purposes of the modeling are to clarify the mechanisms and provide a framework for understanding the rates of water and sediment motion beneath and over a beach equipped with PEM. The model components are: (a) a groundwater module; (b) a hydrodynamic surf and swash zone module; (c) a hydrodynamic sediment transport module; and (d) an aeolian sediment transport module. Component (a) is based on Darcy's law and the continuity equation, and components (b) through (d) are based on concepts and descriptions in the literature (e.g., Paldor et al. 2022) and textbooks (e.g., Dean & Dalrymple, 2002).
- 2.2 Other data assessment: Evaluation of the field measurement programs reported by Brogger & Jakobsen (2008), Reedijk et al. (2015), and Christensen & Gable (2018) using the PEM model formulation above to provide a conceptual framework. Possibly excepting Reedijk et al. (2015), the information provided in the publications is insufficient for a quantitative evaluation. But the model and the information in the publications will enable a qualitative evaluation of the PEM mechanisms and effectiveness.
- 2.3 Qualitative perspective on Hillsboro coastal process complexities - erosion trends, littoral drift, tidal regime, coastal structures, presence of beach nourishment
- 2.4 Consider how PEM might perform compared to BN from performance and cost perspective (assuming estimate of PEM and latest beach nourishment cost available from client or citizen)

Task 3. Documentation

- 3.1 Draft technical memo
- 3.2 Final technical memo

Task 4. Communication / Resource Coordination / Administration

- 4.1 In-house team review
- 4.2 Client progress call
- 4.3 Prepare and present draft report to Town staff (virtual)
- 4.4 Project/Resource management

**Schedule:**

Phase 1 would be completed within two (2) months of client authorization, assuming the virtual citizen presentation is made within month 1. Phase 2 would be completed within three (3) months after Phase 1 and client authorization to proceed with Phase 2.

Budget:

Phase/Task	Cost
Phase 1/Task 1	\$8,055
Phase 2/Task 2	\$12,370
Phase 2/Task 3	\$5,490
Phase 2/Task 4	\$3,960
Phase 2 Total	\$21,820

This proposal assumes the following:

- Phase 1 will proceed first, understanding the scope proposed for Phase 2 may be refined while conducting Phase 1
- Client will decide whether to proceed with Phase 2 after the Phase 1 progress review call and receipt / review of Phase 1 deliverable
- The proposed Phase 2 analytical modeling is not a detailed numerical model that simulates Hillsboro specific complexities. The primary purpose of the PEM model is conceptual, and represents a mathematical solution based on the model might be accomplished for an idealized case. A detailed solution for general cases is beyond the scope of the proposed study, but it could be undertaken during a follow-on project.

This proposal was assembled under the guidelines for a Fixed Price contract. Based on the preceding scope of work (including information provided by the Client representatives), the total charge for our services will be \$8,055 for Phase 1, and \$21,820 for Phase 2 based on scope proposed herein (understanding the need and scope for Phase 2 may change as part of Phase 1). Invoices for services rendered will be submitted monthly. Unless otherwise agreed to in writing, payment is due within 30 days following the date of our invoice. In the event of payments that are significantly or routinely late, WHG retains the right to withhold work products and stop work until payment issues are redressed. In case of refusal to address payment issues, WHG retains the right to use appropriate legal measures to obtain rightful payment.



We look forward to supporting you on this project. If you have any questions and/or requirements for additional information, please do not hesitate to contact me directly at bhamilton@woodsholegroup.com or 508-495-6299.

Sincerely,

Robert P. Hamilton, Jr.
President/Coastal Engineer

Acceptance and Authorization to Proceed:

"I authorize Woods Hole Group, Inc. to proceed with the above scope of work."

Client Name

Date

Woods Hole Group President
Robert P. Hamilton, Jr.

Date

References:

Brogger, C., and P. Jakobsen, 2008. Environmentally friendly coastal protection based on vertical drains. Coastal Engineering 2008, pages 4712-4724.

Burney, C. M., 2010. Hillsboro beach pressure equalizing modules experimental project, sea turtle monitoring report. Nova Southeastern University Oceanographic Center.

Christensen, K., and F. Gable, 2018. Results of a 3-year beach erosion control project in Hillsboro Beach, Florida, utilizing pressure equalizing modules (PEM). Coastal Engineering 2018.

Dean, R. G., and Dalrymple, R. A. 2002. Coastal Processes with Engineering Applications. Cambridge University Press.

Paldor, A., N. Stark, M. Florence, B. Raubenheimer, S. Elgar, R. Housego, R. S. Fredericks, and H. A. Michael, 2022. Coastal topography and hydrogeology control critical groundwater gradients and potential beach surface instability during storm surges. Hydrol. Earth Syst. Sci., 26, 5987-6002.

Reedijk, B., A. van't Zelfde, J.-J. Pieterse, M. van Leeuwen, and J. R. Manaois, 2015. Results from the Dutch Ecobeach pilot project. Maritime Engineering, Volume 168, Issue 3, pages 134-141.

Turner, I. L., and S. P. Leatherman, 1997. Beach dewatering as a "soft" engineering solution to coastal erosion—a history and critical review. Journal of Coastal Research, Volume 13, Issue 4, pages 1050-1063.



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

www.townofhillsborobeach.com

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011

Agenda Item Cover Memo

Agenda Item: Forfeiture Fund Requests

Submitting Department: Police Department

Agenda Date: July 3rd, 2023

ACCESS CONTROL AND PANIC BUTTONS

BACKGROUND / HISTORY

The Police Department installed numerous access controls through the police department over the last year. Additional access control points are needed. These additional points will include the community room and training annex.

In addition, a security assessment was completed with the Town Manager and The Police Department. Panic buttons were identified as a need. Specific panic buttons will be placed covertly in areas to allow emergency communication between the Commission and staff.

CURRENT ACTIVITY

The Police Department would like to ok the services of Tech Pro to add access points to the system and install panic buttons throughout town hall and police department. The estimate is \$12,598.94 dollars. Additional services from our IT Provider may be needed. Thus, the forfeiture request totals \$15,000.

FINANCIAL IMPACT

Total requested from Federal Forfeiture Funds is \$15,000. The current forfeiture amount is \$435,666.46

RECOMMENDATION

Commission approval for the use of Forfeiture Funds is recommended.

RESOLUTION NO. 2023-30

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE EXPENDITURE OF \$15,000.00 IN FEDERAL FORFEITURE FUNDS FOR LAW ENFORCEMENT PURPOSES TO PURCHASE ADDITIONAL ACCESS POINT AND INSTALLATION OF PANIC BUTTONS FROM TECH PRO AND AUXILIARY CHARGES; 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 expenditure of \$15,000.00 in Federal Forfeiture Funds for law enforcement purposes to purchase additional Control Access Point and installation of panic buttons from Tech Pro Security and auxiliary charges.

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 expenditure of \$15,000.00 in Federal Forfeiture Funds for law enforcement purposes to purchase additional Control Access Point and installation of panic buttons from Tech Pro Security and auxiliary charges.

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

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

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

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

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

TOWN OF HILLSBORO BEACH, FLORIDA

Irene Kirdahy, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2023-30
RECORD OF TOWN COMMISSION VOTE:

	<u>YES /YEA</u>	<u>NO/ NAY</u>
MAYOR IRENE KIRDAHY	☐	☐
VICE MAYOR BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐
COMMISSIONER VINNIE ANDREANO	☐	☐
COMMISSIONER DAVID A. RAVANESI	☐	☐



Estimate

EST-006724

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 : 28 Apr 2023
Reference# : Access Control additions
Account Manager : Bryan Rice

#	Item & Description	Qty	Rate	Discount	Amount
1	Hartmann Single Door Controller, White SKU : AC-HM-POE-ODM-XW Single Door Controller without integrated PIR/REX enclosure. Supports back to back readers	2 1	1,208.00	10.00%	2,174.40
2	Hartmann Single Gang Combination Proximity and Keypad Reader SKU : AC-HM-P640 Single Gang Combination Proximity and Keypad Reader, 6" Read Range	2 1	269.99	10.00%	485.98
3	Electric Door Strike SKU : ACDS-HES5000 HES 10190403 5000C-12/24D-630 Complete Pac Electric Strike, 12/24 VDC, Satin Stainless Steel, with Faceplate, for Cylindrical Lockset with Latchbolt	1	489.79	10.00%	440.81
4	Access Point In-Wall HD SKU : UAP-IW-HD-US Dual-band, 802.11ac Wave 2 access point with a 2+ Gbps aggregate throughput rate that can be plugged into any non-AC wall outlet.	1 1	269.99	10.00%	242.99
5	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
6	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

#	Item & Description	Qty	Rate	Discount	Amount
7	Miscellaneous Items SKU : Misc-Items Honeywelll Vista 20p 6160 Alpha Keypad 5 panic buttons Zone Expander	1 1	899.00	10.00%	809.10
8	Installation Materials SKU : MATERIALS Junction boxes, piping, and fittings. Installation materials	1 1	560.00	0.00	560.00
9	INSTALLATION LABOR SKU : LABOR/R Scope of work: Install new reader and controller for front door of city hall. Existing doors and electronic opener devices, provided by others in door installation. Install new reader and door controller for training room. New electric strike. New WIFI receiver to add to network of system Install new panic devices for city hall. Wiring: All existing, except four doors get new wires. 1 YEAR INSTALLATION WARRANTY applies to any future remote and onsite visits regarding our installation work.	1 1	7,040.00	0.00	7,040.00
10	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	540.00	0.00	540.00
Sub Total					12,598.94
Total					\$12,598.94

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 lightning 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!



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: July 3rd, 2023



COVERT SURVEILLANCE EQUIPMENT

BACKGROUND / HISTORY

The Police Department has a detached officer with the US Drug Enforcement Agency (DEA) to provide assistance and expertise in covert undercover task force operations. To assist in defraying the costs from the DEA's long-term, protracted undercover investigations, the Police Department shares from forfeited funds.

CURRENT ACTIVITY

Your approval is requested for the use of \$3,762.12 of Federal Forfeiture Funds to purchase covert surveillance equipment to be used as part of the DEA's TASK Force undercover operations. This purchase will provide the DEA Task Force officer with critical covert equipment to allow cellular service and to continue his/her undercover surveillance operation in a safe and secure fashion. The equipment will be available to the Police Department and be the property of the Town.

FINANCIAL IMPACT

Total requested from Federal Forfeiture Funds is \$3,762.12 The current forfeiture amount is \$435,666.46

RECOMMENDATION

Commission approval for the use of Forfeiture Funds is recommended.

RESOLUTION NO. 2023-31

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF
HILLSBORO BEACH, FLORIDA, APPROVING THE EXPENDITURE OF
\$3,762.12 IN FEDERAL FORFEITURE FUNDS FOR LAW ENFORCEMENT
PURPOSES TO PURCHASE COVERT SURVEILLANCE EQUIPMENT;
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 expenditure of \$3,762.12 in Federal Forfeiture Funds for law
enforcement purposes to purchase Covert Surveillance Equipment to be used as
part of the Drug Enforcement Agency (DEA) Task Force undercover operations.

**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 expenditure of \$3,762.12 in Federal Forfeiture Funds for law
enforcement purposes to purchase Covert Surveillance Equipment.

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

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

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

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

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2 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this _____
3 day of _____ 2023.
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7 TOWN OF HILLSBORO BEACH, FLORIDA
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11 Irene Kirdahy, Mayor
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14 ATTEST:
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17 _____
18 Sherry D. Henderson, CMC
19 Town Clerk
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RESOLUTION NO. 2023-31

RECORD OF TOWN COMMISSION VOTE:

	<u>YES /YEA</u>	<u>NO/ NAY</u>
MAYOR IRENE KIRDAHY	☐	☐
VICE MAYOR BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐
COMMISSIONER VINNIE ANDREANO	☐	☐
COMMISSIONER DAVID A. RAVANESI	☐	☐



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Ashbritt Inc
Submitting Dept: Town Manager
Agenda Date: July 11, 2023

1. BACKGROUND / HISTORY

During events of non-recurring emergencies, there are times where emergency debris hauling is required throughout Town. Typically, these events occur as hurricanes and the Town and its residents experience an unusual amount of landscape or demolition debris due to the wind and flood damage. To qualify for FEMA reimbursement during declared emergencies, the Town must comply with FEMA's procurement guidelines, which require advanced contracts prior to the event.

2. CURRENT ACTIVITY

The Town seeks to utilize Deerfield Beach's contractual process for emergency debris hauling and contract with Ashbritt, Inc. Attached is the contract and Mutual Benefit and Use Agreement.

3. FINANCIAL IMPACT

There is no financial obligation to approve the contract, but the Town would remit payment for services rendered during an approved event.

4. RECOMMENDATION

Approval is recommended for the Mutual Benefit and Use Agreement with Ashbritt, Inc.

RESOLUTION NO. 2023-32

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO EXECUTE A MUTUAL BENEFIT AND USE AGREEMENT WITH ASHBRIITT, INC. FOR THE COLLECTION AND REMOVAL OF STORM DEBRIS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve and authorize the appropriate Town officials to execute a Mutual Benefit and Use Agreement with Ashbriitt, Inc. for Collection and Removal of Storm Debris.

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 is hereby ratified and confirmed by the Town Commission. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida, hereby approves and authorizes the appropriate Town officials to execute a Mutual Benefit and Use Agreement with Ashbriitt, Inc. for Collection and Removal of Storm Debris. A copy of the Agreement is attached hereto as Exhibit "A".

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

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

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

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

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

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7 TOWN OF HILLSBORO BEACH, FLORIDA
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10 _____
11 Irene Kirdahy, Mayor
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14 ATTEST:

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18 Sherry D. Henderson, CMC
19 Town Clerk
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RESOLUTION NO. 2023-32

RECORD OF TOWN COMMISSION VOTE:

	<u>YES /YEA</u>	<u>NO/ NAY</u>
MAYOR IRENE KIRDAHY	☐	☐
VICE MAYOR BARBARA BALDASARRE	☐	☐
COMMISSIONER JANE REISER	☐	☐
COMMISSIONER VINNIE ANDREANO	☐	☐
COMMISSIONER DAVID A. RAVANESI	☐	☐

MUTUAL BENEFIT AND USE AGREEMENT

WHEREAS, it is foreseen that it may be in the public interest to provide for the expedient removal of storm debris within the corporate limits of Town of Hillsboro Beach, FL resulting from a storm or manmade event; and

WHEREAS, the Public Health and Safety of all the citizens will be at serious risk; and

WHEREAS, the immediate economic recovery of Town of Hillsboro Beach, FL and its citizens is a major concern and the primary priority for recovery; and

WHEREAS, Town of Hillsboro Beach, FL has a community of interest in City of Deerfield Beach, FL with respect to the debris services that may be necessary to affect a recovery from an anticipated storm event; and

WHEREAS, City of Deerfield Beach, FL has selected through competitive process a firm proficient in providing debris services; and

WHEREAS, Town of Hillsboro Beach, FL has reviewed the contract for debris services between City of Deerfield Beach, FL and Ashbritt, Inc. and has found the Scope of Services, prices, terms, and conditions as set out in this Contract to be reasonable, acceptable and of benefit to their citizens, and

THEREFORE, having reached concurrence and acceptance of the procurement process and the contract stipulations, Town of Hillsboro Beach, FL agrees to enter a contract with Ashbritt, Inc, for debris services without modification to the original terms, conditions, or pricing. Having full authority, the parties do hereby complete this Agreement by signing below:

Authorized Signor for Ashbritt, Inc.

Authorized Signor for Town of Hillsboro Beach, FL

Printed Name

Printed Name

Title

Title

Date

Date

RESOLUTION NO. 2022/081

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DEERFIELD BEACH, FLORIDA, APPROVING THE SECOND TWO-YEAR RENEWAL TERM OF THE CONTRACT WITH ASHBRIIT, INC. FOR EMERGENCY DEBRIS REMOVAL SERVICES, RFP #2016-17/26; PROVIDING FOR A 5% PRICE ADJUSTMENT IN ACCORDANCE WITH THE CONTRACT TERMS; AUTHORIZING EXECUTION OF THE CONTRACT RENEWAL; PROVIDING FOR IMPLEMENTATION AND AN EFFECTIVE DATE

WHEREAS, the CITY issued RFP #2016-17/26 for Emergency Debris Removal to be activated only in the event of an emergency for debris removal, reduction and disposal in a method that provides the greatest economy of the operations and cost savings to the City (the "RFP"); and

WHEREAS, the City entered into a Contract with Ashbriit, Inc. ("Ashbriit"), dated June 13, 2017, for Ashbriit to provide certain emergency debris removal services to the City in accordance with the terms and conditions of the RFP (the "Contract"); and

WHEREAS, the initial term of the Contract was for three years, beginning June 6, 2017 and expiring June 5, 2020; and

WHEREAS, on or around June 26, 2018, the parties entered into an Amendment to the Agreement to modify and clarify certain terms and conditions; and

WHEREAS, the Contract provides for two additional two-year renewal options; and

WHEREAS, the City renewed the Contract for the first of the two renewal periods, from June 6, 2020 through June 5, 2022; and

WHEREAS, the City desires to renew the Contract for the second of the two renewal periods, from June 6, 2022 through June 5, 2024; and

WHEREAS, the City received a price increase request from Ashbriit for the Services; and

WHEREAS, pursuant to Section IV - Special Terms and Conditions, Item 6. Price Adjustments of the RFP, the contractor may request a price increase for approval from the City not to exceed 5%, provided the contractor provides supporting documentation; and

WHEREAS, the CPI data provided showed a CPI increase of 8.9%, however, the City and Ashbriit agreed to a price increase of 5% pursuant to Section IV.6 of the RFP; and

Resolution 2022/081

WHEREAS, the City Commission finds it to be in the best interest of the City to renew the Contract for the second renewal term and to amend the Contract to provide for the price increase, as set forth in Exhibit "A" (the "Contract Renewal").

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DEERFIELD BEACH, FLORIDA, AS FOLLOWS:

Section 1. The above referenced "Whereas" clauses are true and correct and made a part hereof.

Section 2. The City Commission hereby approves the Contract Renewal with Ashbritt, attached as Exhibit "A", for the Services.

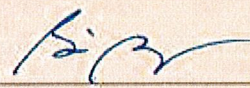
Section 3. The City Manager is hereby authorized to execute the Contract Renewal, attached as Exhibit A", together with such non-substantial changes that are acceptable to the City Manager and approved as to form and legal sufficiency by the City Attorney.

Section 4. The appropriate City officials are authorized to do all things necessary to carry out the aims of this Resolution.

Section 5. This Resolution shall become effective immediately upon adoption.

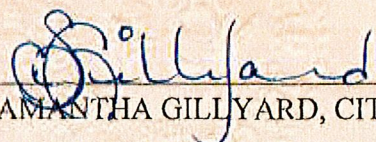
PASSED AND ADOPTED THIS 3RD DAY OF MAY, 2022.

CITY OF DEERFIELD BEACH



BILL GANZ, MAYOR

ATTEST:



SAMANTHA GILLYARD, CITY CLERK

SECOND AMENDMENT TO CONTRACT

This Second Amendment to Contract ("Second Amendment"), made and entered into the ____ day of May 2022 by and between:

CITY OF DEERFIELD BEACH, FLORIDA
A municipal Corporation
150 NE 2nd Avenue
Deerfield Beach, FL 33441
(hereinafter referred to as "CITY")

AND

ASHBRITT, INC
565 E. Hillsboro Boulevard
Deerfield Beach, FL 33441
(hereinafter referred to as
"CONTRACTOR")

WHEREAS, the CITY issued RFP #2016-17/26 for Emergency Debris Removal to be activated only in the event of an emergency for debris removal, reduction and disposal in a method that provides the greatest economy of the operations and cost savings to the City (the "RFP"); and

WHEREAS, the CITY entered into a Contract with CONTRACTOR, the lowest, responsive and responsible bidder, to provide Emergency Debris Removal services (the "Service"), in accordance with the terms and conditions of the RFP (the "Contract"); and

WHEREAS, the initial Contract term was for three years, beginning June 6, 2017 and expiring June 5, 2020; and

WHEREAS, on or around June 26, 2018, the parties entered into an Amendment to the Contract to modify and clarify certain terms and conditions (the "First Amendment"); and

WHEREAS, the Contract provides for two additional two-year renewal options; and

WHEREAS, the City renewed the Contract for the first of the two renewal periods, from June 6, 2020 through June 5, 2022; and

WHEREAS, the City desires to renew the Contract for the second of the two renewal periods, from June 6, 2022 through June 5, 2024; and

WHEREAS, the CITY received a price increase request from the CONTRACTOR for the Services; and

WHEREAS, pursuant to Section IV – Special Terms and Conditions, Item 6. Price Adjustments of the RFP, the CONTRACTOR may request a price increase for approval from the CITY not to exceed 5%, provided the CONTRACTOR provides supporting documentation; and

WHEREAS, CONTRACTOR has provided supporting documentation to the City indicating a CPI increase in excess of 5%, and the CITY desires to approve the price increase of 5% for the second renewal term of the Contract for the Services; and

WHEREAS, the price increase shall take effect as of June 6, 2022 as outlined on ATTACHMENT "A."

WHEREAS, the parties desire to renew the Contract for the second renewal term and to amend the Contract as set forth herein.

NOW, THEREFORE in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and adequacy of which are acknowledges, the parties agree as follows:

- Section 1.** The above recitals are acknowledged and incorporated herein.
- Section 2.** The Contract, as amended by the First Amendment, is hereby renewed for the second two-year renewal period, which shall begin on June 6, 2022 and shall expire on June 5, 2024 unless otherwise terminated pursuant to the terms of the Contract.
- Section 3.** The Contract, as amended by the First Amendment, is hereby amended to include and incorporate the attached Attachment "A" and the pricing set forth therein in the Contract, which shall supersede the prior contract pricing. The pricing set forth in Attachment "A" shall be effective with the second renewal as of June 6, 2022.
- Section 4.** All other terms, conditions and specifications of the Contract as amended by the First Amendment, not specifically amended herein, remain in full force and effect.
- Section 5.** Should any part, term and provision of this Second Amendment be by the courts decided to be illegal or in conflict with any law of the State of Florida, the validity of the remaining portions or provisions shall not be affected hereby.
- Section 6.** Neither CITY nor their officers, agents and/or employees have made any representation or promises except as expressly set forth in this Second Amendment.
- Section 7.** This Second Amendment shall be effective as of June 6, 2022.

CONTRACTOR

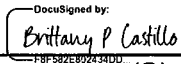
ATTEST:

(Secretary)

(Corporate Seal, if applicable)

AshBritt

(Name of Corporation)

By _____
(Signature)

Brittany P Castillo CEO

(Type Name/Title Signed Above)

____ day of 5/5/2022, 20____.

CITY OF DEERFIELD BEACH

Witnesses:

DocuSigned by:
By: David Santucci
DAVID SANTUCCI, CITY MANAGER

Date: 5/6/2022

ATTEST:

DocuSigned by:
Heather Monetmayor
SAMANTHA GILLYARD, CMC, CITY CLERK

APPROVED AS TO FORM:

DocuSigned by:
Anthony Soroka
ANTHONY C. SOROKA, CITY ATTORNEY

ATTACHMENT "A"
(ASHBRITT, INC, PRICING FOR SECOND CONTRACT RENEWAL TERM)

ATTACHMENT A

Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	1	Lump Sum	\$8,390,150.00	\$8,390,150.00	5%	\$8,809,657.50	\$8,809,657.50
1.1 Removal and hauling of eligible vegetative debris to a DMS.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	250000	yd3	\$7.95	\$1,987,500.00	5%	\$8.35	\$2,086,875.00
1.2 Site management and grinding of eligible vegetative debris at a DMS provided by the contractor.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	250000	yd3	\$4.25	\$1,062,500.00	5%	\$4.46	\$1,115,625.00
1.3 Hauling and recycling/disposal of eligible vegetative debris reduced by grinding from DMS to an approved landfill.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	60000	yd3	\$3.95	\$237,000.00	5%	\$4.15	\$248,850.00
1.4 Removal, hauling and recycling of eligible C&D debris at a DEP approved landfill.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	200000	yd3	\$9.60	\$1,920,000.00	5%	\$10.08	\$2,016,000.00
1.5 Tipping fee for disposal.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	200000	yd3	\$7.50	\$1,500,000.00	5%	\$7.88	\$1,575,000.00
1.6 Removal of Hazardous limbs.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	5000	ea	\$75.00	\$375,000.00	5%	\$78.75	\$393,750.00
1.7 Removal of hazardous trees over 6 and up to 12 inches.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	250	ea	\$40.00	\$10,000.00	5%	\$42.00	\$10,500.00
1.8 Removal of hazardous trees over 12 and up to 24 inches.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price
AshBritt, Inc.	100	ea	\$95.00	\$9,500.00	5%	\$99.75	\$9,975.00
1.9 Removal of hazardous trees over 24 and up to 36 inches.							
Supplier	QTY	UOM	Unit Price	Extended	% Percentage Increased	Unit Price	Extended Price

\$150.00 \$7,500.00 5% \$ 157.50 \$ 7,875.00

1.10	Removal of hazardous trees over 36 inches.							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	10	ea	\$295.00	\$2,950.00	5%	\$ 309.75	\$ 3,097.50	
1.11	Removal, hauling, and disposal of white goods.							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	1000	ea	\$85.00	\$85,000.00	5%	\$ 89.25	\$ 89,250.00	
1.12	Removal, hauling, and disposal of electronics waste.							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	2000	yd3	\$45.00	\$90,000.00	5%	\$ 47.25	\$ 94,500.00	
1.13	Removal, hauling, and disposal of concrete.							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	1000	yd3	\$19.95	\$19,950.00	5%	\$ 20.95	\$ 20,947.50	
1.14	Removal, hauling, and disposal of household hazardous wastes (HHW).							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	1000	lb	\$30.00	\$30,000.00	5%	\$ 31.50	\$ 31,500.00	
1.15	Drainageways, retention and waterways.							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	10000	LF	\$23.00	\$230,000.00	5%	\$ 24.15	\$ 241,500.00	
1.16	Marine Debris							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	5000	yd3	\$37.00	\$185,000.00	5%	\$ 38.85	\$ 194,250.00	
1.17	Restoration of canal banks and slopes.							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	5000	yd3	\$20.00	\$100,000.00	5%	\$ 21.00	\$ 105,000.00	
1.18	Removal of debris from sand beaches.							
Supplier	QTY	UOM	Unit Price	Extended	% Increase	Unit Price	Extended Price	
AshBritt, Inc.	1000	yd3	\$12.25	\$12,250.00	5%	\$ 12.86	\$ 12,862.50	
1.19	Raking of sand beaches to 12 inch depth.							

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	10000	yd2	\$4.75	\$47,500.00	5%	\$ 4.99	\$ 49,875.00

1.20	Removal, screening, replacing, and grading of beach sand to original contour.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	10000	yd3	\$18.50	\$185,000.00	5%	\$ 19.43	\$ 194,250.00

1.21	Removal of beach sand.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	5000	yd3	\$8.25	\$41,250.00	5%	\$ 8.66	\$ 43,312.50

1.22	Emergency potable bottled water per gallon.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	75000	gal	\$2.75	\$206,250.00	5%	\$ 2.89	\$ 216,562.50

1.23	Emergency delivery of bagged ice per pound.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	100000	lb	\$0.46	\$46,000.00	5%	\$ 0.48	\$ 48,300.00

2	Lot 2 - Pricing for Optional Services for Emergency Debris Removal
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	Lump Sum	\$684,250.00	\$684,250.00	5%	\$ 718,462.50	\$ 718,462.50

2.1	Removal, hauling, and disposal of lawnmowers and equipment with small engines.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	100	ea	\$55.00	\$5,500.00	5%	\$ 57.75	\$ 5,775.00

2.2	Removal, hauling, and disposal of abandoned tires.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	500	ea	\$35.00	\$17,500.00	5%	\$ 36.75	\$ 18,375.00

2.3	Abandoned cars, trucks, and vans.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	50	ea	\$295.00	\$14,750.00	5%	\$ 309.75	\$ 15,487.50

2.4	Abandoned campers, RV's and shipping containers.
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	10	ea	\$595.00	\$5,950.00	5%	\$ 624.75	\$ 6,247.50

2.5 Abandoned buses and tractor trailers.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	5	ea	\$795.00	\$3,975.00	5%	\$ 834.75	\$ 4,173.75

2.6 Abandoned utility and boat trailers.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	10	ea	\$195.00	\$1,950.00	5%	\$ 204.75	\$ 2,047.50

2.7 Abandoned vessels - 10 to 26 feet.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	600	LF	\$130.00	\$78,000.00	5%	\$ 136.50	\$ 81,900.00

2.8 Abandoned vessels - 27 to 40 feet.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	300	LF	\$240.00	\$72,000.00	5%	\$ 252.00	\$ 75,600.00

2.9 Abandoned vessels - 41 to 60 feet.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	150	LF	\$405.00	\$60,750.00	5%	\$ 425.25	\$ 63,787.50

2.10 Fire suppression support water.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	75	day	\$875.00	\$65,625.00	5%	\$ 918.75	\$ 68,906.25

2.11 Temporary satellite communications.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	15	day	\$2,250.00	\$33,750.00	5%	\$ 2,362.50	\$ 35,437.50

2.12 Emergency Power Generation.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	150	day	\$670.00	\$100,500.00	5%	\$ 703.50	\$ 105,525.00

2.13 Flood control pumping and water relocation with 4 inch minimum pumps.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	75	day	\$1,300.00	\$97,500.00	5%	\$ 1,365.00	\$ 102,375.00

2.14 Sewer and culvert cleaning.

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1000	LF	\$9.00	\$9,000.00	5%	\$ 9.45	\$ 9,450.00

2.15 Stormwater catch basin cleaning.						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	30	ea	\$1,250.00	\$37,500.00	5%	\$ 1,312.50 \$ 39,375.00
2.16 Decontamination of buildings and facilities.						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	5000	ft2	\$5.00	\$25,000.00	5%	\$ 5.25 \$ 26,250.00
2.17 Mold remediation of buildings.						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	5000	ft2	\$4.00	\$20,000.00	5%	\$ 4.20 \$ 21,000.00
2.18 Removal, hauling, and disposal of asbestos containing material (ACM).						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	1000	yd3	\$35.00	\$35,000.00	5%	\$ 36.75 \$ 36,750.00
3 Lot 3 - Pricing for Optional Services - Heavy Equipment Push Services - Time and Material Only - Operators Included						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	Lump Sum	\$5,716.00	\$5,716.00	5%	\$ 6,001.80 \$ 6,001.80
3.1 Skid Steer Loader - Size or type: Bobcat						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$107.00	\$107.00	5%	\$ 112.35 \$ 112.35
3.2 Backhoe - Size or type: Cat 416						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$90.00	\$90.00	5%	\$ 94.50 \$ 94.50
3.3 Wheel Loaders - Size or type: Cat 950						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$120.00	\$120.00	5%	\$ 126.00 \$ 126.00
3.4 Wheel Loaders - Size or type: Cat 966						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$137.00	\$137.00	5%	\$ 143.85 \$ 143.85
3.5 Wheel Loaders - Size or type: Cat 980						
Supplier	QTY	UOM	Unit Price	Extended	%centage Increa:	Unit Price Extended Price

\$150.00 \$150.00 5% \$ 157.50 \$ 157.50

3.6 Tracked Loader - Size or type: Cat 955

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$135.00	\$135.00	5%	\$ 141.75	\$ 141.75

3.7 Towed Loader w/ Tractor - Size or type: Prentice 210

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$140.00	\$140.00	5%	\$ 147.00	\$ 147.00

3.8 Self Loading Knuckle Boom Truck - Size or type: 25-35 CY Body

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$135.00	\$135.00	5%	\$ 141.75	\$ 141.75

3.9 Self Loading Knuckle Boom Truck - Size or type: 35-45 CY Body

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$155.00	\$155.00	5%	\$ 162.75	\$ 162.75

3.10 Dozer - Size or type: Cat D4

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$85.00	\$85.00	5%	\$ 89.25	\$ 89.25

3.11 Dozer - Size or type: Cat D5

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$118.00	\$118.00	5%	\$ 123.90	\$ 123.90

3.12 Dozer - Size or type: Cat D6

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$130.00	\$130.00	5%	\$ 136.50	\$ 136.50

3.13 Dozer - Size or type: Cat D7

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$175.00	\$175.00	5%	\$ 183.75	\$ 183.75

3.14 Dozer - Size or type: Cat D8

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$205.00	\$205.00	5%	\$ 215.25	\$ 215.25

3.15 Excavators - Size or type: Cat 320

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$141.00	\$141.00	5%	\$ 148.05	\$ 148.05
3.16 Excavators - Size or type: Cat 325							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$165.00	\$165.00	5%	\$ 173.25	\$ 173.25
3.17 Excavators - Size or type: Cat 330							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$185.00	\$185.00	5%	\$ 194.25	\$ 194.25
3.18 Motor Grader - Size or type: Cat 120G							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$120.00	\$120.00	5%	\$ 126.00	\$ 126.00
3.19 Crane - Size or type: 30 Ton							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$195.00	\$195.00	5%	\$ 204.75	\$ 204.75
3.20 Bucket Truck - Size or type: Up to 50' reach							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$133.00	\$133.00	5%	\$ 139.65	\$ 139.65
3.21 Bucket Truck - Size or type: 50' - 75' reach							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$165.00	\$165.00	5%	\$ 173.25	\$ 173.25
3.22 Trash Transfer Trailer w/ Tractor - Size or type: 110 Yard							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$150.00	\$150.00	5%	\$ 157.50	\$ 157.50
3.23 Mechanized Boom - Size or type: Street Sweeper							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$70.00	\$70.00	5%	\$ 73.50	\$ 73.50
3.24 Water Truck - Size or type: 2000 Gallon							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$110.00	\$110.00	5%	\$ 115.50	\$ 115.50

3.25) Stump Grinder - Size or type: Vermeer 252						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$65.00	\$65.00	5%	\$ 68.25 \$ 68.25
3.26) Chipper w/ 2 man crew - Size or type: Morbark Storm						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$145.00	\$145.00	5%	\$ 152.25 \$ 152.25
3.27) 12:Foot Tub Grinder - Size or type: Morbark 1200						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$400.00	\$400.00	5%	\$ 420.00 \$ 420.00
3.28) 13:Foot Tub Grinder - Size or type: Morbark 1300						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$425.00	\$425.00	5%	\$ 446.25 \$ 446.25
3.29) 14:Foot Tub Grinder - Size or type: Morbark 1400						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$490.00	\$490.00	5%	\$ 514.50 \$ 514.50
3.30) Equipment Transport w/ Tractor - Size or type: 50 Ton						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$125.00	\$125.00	5%	\$ 131.25 \$ 131.25
3.31) Truck Mounted Winch - Size or type: Tow Truck						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$120.00	\$120.00	5%	\$ 126.00 \$ 126.00
3.34) Trailer Dump w/ Tractor - Size or type: 30 to 40 CY						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$105.00	\$105.00	5%	\$ 110.25 \$ 110.25
3.35) Trailer Dump w/ Tractor - Size or type: 41 to 50 CY						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$115.00	\$115.00	5%	\$ 120.75 \$ 120.75
3.36) Trailer Dump w/ Tractor - Size or type: 51 to 60 CY						
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price Extended Price
AshBritt, Inc.	1	hr	\$125.00	\$125.00	5%	\$ 131.25 \$ 131.25

3.37	Trailer Dump w/ Tractor - Size or type: 61 to 70 CY							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	hr	\$135.00	\$135.00	5%	\$ 141.75	\$ 141.75	
3.38	Walking Floor Trailer w/ Tractor - Size or type: 100 CY							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	hr	\$150.00	\$150.00	5%	\$ 157.50	\$ 157.50	
4	Lot 4 - Pricing for Optional Services - Transportation Vehicles - Operators NOT Included							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	Lump Sum	\$490.00	\$490.00	5%	\$ 514.50	\$ 514.50	
4.1	Pickup Truck - Size or type: 1/2 Ton							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	day	\$80.00	\$80.00	5%	\$ 84.00	\$ 84.00	
4.2	Pickup Truck - Size or type: 3/4 Ton							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	day	\$90.00	\$90.00	5%	\$ 94.50	\$ 94.50	
4.3	Pickup Truck - Size or type: 1 Ton							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	day	\$95.00	\$95.00	5%	\$ 99.75	\$ 99.75	
4.4	Box Truck - Size or type: 3/4 Ton							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	day	\$100.00	\$100.00	5%	\$ 105.00	\$ 105.00	
4.5	Utility Van - Size or type: 3/4 Ton							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	day	\$70.00	\$70.00	5%	\$ 73.50	\$ 73.50	
4.6	Passenger Car - Size or type: Full size							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	
AshBritt, Inc.	1	day	\$55.00	\$55.00	5%	\$ 57.75	\$ 57.75	
5	Lot 5 - Pricing for Optional Services - Personnel							
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price	

\$585.00 5% \$ 614.25 \$ 614.25

5.1 Pricing for an individual per hour: Superintendent w/ Pickup Truck.									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$75.00	\$75.00	5%	\$ 78.75	\$ 78.75		
5.2 Pricing for an individual per hour: Supervisor w/ Pickup Truck.									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$65.00	\$65.00	5%	\$ 68.25	\$ 68.25		
5.3 Pricing for an individual per hour: Safety of QC Manager w/ Pickup Truck.									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$75.00	\$75.00	5%	\$ 78.75	\$ 78.75		
5.4 Pricing for an individual per hour: Mechanic w/ Truck and Tools									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$85.00	\$85.00	5%	\$ 89.25	\$ 89.25		
5.5 Pricing for an individual per hour: Climber w/ Gear									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$85.00	\$85.00	5%	\$ 89.25	\$ 89.25		
5.6 Pricing for an individual per hour: Operator w/ Chainsaw									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$40.00	\$40.00	5%	\$ 42.00	\$ 42.00		
5.7 Pricing for an individual per hour: Laborer w/ Tools									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$30.00	\$30.00	5%	\$ 31.50	\$ 31.50		
5.8 Pricing for an individual per hour: Traffic Control Personnel									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$30.00	\$30.00	5%	\$ 31.50	\$ 31.50		
5.9 Pricing for an individual per hour: Ticket Writers									
Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price		
AshBritt, Inc.	1	hr	\$30.00	\$30.00	5%	\$ 31.50	\$ 31.50		
5.10 Pricing for an individual per hour: Clerical									

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$35.00	\$35.00	5%	\$ 36.75	\$ 36.75

5.11	Pricing for an individual per hour: Administrative Assistant							
-------------	---	--	--	--	--	--	--	--

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	hr	\$35.00	\$35.00	5%	\$ 36.75	\$ 36.75

6	Lot 6 - Pricing for Average Mileage							
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Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	Lump Sum	\$4.00	\$4.00	5%	\$ 4.20	\$ 4.20

6.1	Average mileage rate for haul distance between 0 - 15 miles.							
------------	---	--	--	--	--	--	--	--

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	mi	\$1.50	\$1.50	5%	\$ 1.58	\$ 1.58

6.2	Average mileage rate for haul distance between 16 - 30 miles.							
------------	--	--	--	--	--	--	--	--

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	mi	\$1.00	\$1.00	5%	\$ 1.05	\$ 1.05

6.3	Average mileage rate for haul distance between 31 - 60 miles.							
------------	--	--	--	--	--	--	--	--

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	mi	\$0.75	\$0.75	5%	\$ 0.79	\$ 0.79

6.4	Average mileage rate for haul distance 61 or greater miles.							
------------	--	--	--	--	--	--	--	--

Supplier	QTY	UOM	Unit Price	Extended	Percentage Increa:	Unit Price	Extended Price
AshBritt, Inc.	1	mi	\$0.75	\$0.75	5%	\$ 0.79	\$ 0.79

7	Are there other services not explicitly detailed in the Scope of Services or itemized, and substantially related to work contemplated herein, that your firm can offer that would add value to the Contract and provide additional benefit to the City during preparation, mitigation, response, or recovery activities? Services indicated shall only be accepted by the City in City's sole and absolute discretion. Please provide related costs and details of these services.
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7.1	Optional Line Item							
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Supplier	QTY	UOM	Unit Price	Extended	Manufacturer		
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7.2	Optional Line Item							
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Supplier

QTY

UOM

Unit Price

Extended

Manufacturer

7.3	Optional Line Item					
	Supplier	QTY	UOM	Unit Price	Extended	Manufacturer
7.4	Optional Line Item					
	Supplier	QTY	UOM	Unit Price	Extended	Manufacturer
7.5	Optional Line Item					
	Supplier	QTY	UOM	Unit Price	Extended	Manufacturer



A TRANSPORTATION AMERICA COMPANY

TO: TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile

Hillsboro Beach, FL 33062

Mac Serda

Invoice Date: 5/31/2023
Date Invoice Submitted: 06/05/2023
Invoice #: 23-0531-26
Account: 32-TOWNH

INVOICE

Transportation Services Provided

For the month of

May-2023

SHUTTLE BUS

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

123.62

Service Hrs @ \$53.00/Hr.

\$ 6,551.86

Mon - Wed - Fri

14

Svc Days @ 8.83 Svc Hrs/Day

Downtime: 1.00 Hr

(53.00)

Total Amount due this Invoice

\$ 6,498.86

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

Remittance Instructions:

Limousines of South Florida, Inc.

2000 North State Road 7

Lauderdale Lakes, FL 33313

Thank you for the Opportunity to Service your Transportation Needs

Service Disruption Log
For the Month of May, 2023

HILLSBORO BEACH Trolley Routes								
No.	TYPE OF SERVICE DISRUPTION Collision Accident CA; Roadcall RC; Passenger Injury PI; Driver not Available DNA; Vehicle Not Available VNA; Other Incident OI Details of Service Interruption	BUS #	DAY	DATE	TIME OUT	TIME IN	TOTAL TIME LOST (in minutes)	TOTAL TIME LOST (in decimal hours)
1	Body Interior - Mechanical Beyond Our Control / REPLACED 2017	2017	Friday	05/05/23	9:00 AM	10:00 AM	1:00	1.00
Total Time Lost							1:00	1.00



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 117519
Date 06/30/2023

Project **179902 HILLSBORO BEACH BUILDING CODE**

Billing period through June 30, 2023

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	2,657,300.13	2,558,501.22	-2,657,300.13	98,798.91
FLOOD PLAIN MANAGEMENT	0.00	0.00	3,000.00	2,125.00	-3,000.00	875.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	2,660,300.13	2,560,626.22	-2,660,300.13	99,673.91

Please note there are \$875 additional charges for the Floodplain Manager.

Hillsboro Beach May 2023 Fees	
Total Permit Fees	\$ 116,145.78
Town Rev - 15%	\$ 17,421.87
CGA Rev - 85%	\$ 98,723.91
➤ CGA Admin Fees	\$ 75.00
CGA TOTAL	\$ 98,798.98

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	2,657,300.13	2,558,501.22	-2,657,300.13	98,798.91
Total	0.00	0.00	2,657,300.13	2,558,501.22	-2,657,300.13	98,798.91

65-101 FLOOD PLAIN MANAGEMENT

Labor

	Date	Units	Rate	Billed Amount
Environmental Administrator				
Christa Carrera				
Plan Review				
	06/02/2023	1.00	125.00	125.00
<i>Emails and Plan Review for 925</i>				
	06/06/2023	1.00	125.00	125.00
<i>Plan - 925 Mile</i>				
	06/07/2023	1.00	125.00	125.00
<i>Plan Review/Emails - 925</i>				
	06/08/2023	1.00	125.00	125.00
<i>Plan Review/Emails - 925</i>				
	06/15/2023	0.50	125.00	62.50
<i>Emails - 925</i>				
	06/16/2023	0.50	125.00	62.50
<i>Emails - 925</i>				
	06/19/2023	1.00	125.00	125.00
<i>Review Docs & Emails - 925</i>				
	06/21/2023	0.50	125.00	62.50
<i>Emails - 925</i>				
	06/22/2023	0.50	125.00	62.50
<i>Emails and final approval - 925</i>				
Subtotal		7.00		875.00
Labor subtotal		7.00		875.00
Phase subtotal				875.00

Invoice total **99,673.91**



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

**Start Date: 6/1/2023
End Date: 6/30/2023**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$116,145.78	\$17,421.87	\$0.00	\$450.00	\$75.00	\$98,723.91	\$2,168.36	\$1,724.50	\$1,162.67
YTD	\$819,331.20	\$122,899.68	\$6,900.00	\$13,350.00	\$2,775.00	696,431.52	\$15,552.44	\$12,186.46	\$8,326.99

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
07/01/2023
ACCOUNT NO: 1182-0606490
STATEMENT NO: 48852

General Matters

			HOURS	
05/31/2023	DJD	Preparation of agenda items; review draft of rules of Decorum	1.60	
06/01/2023	DJD	Finalize agenda related matters	0.50	
06/05/2023	DJD	Prepare for Town Commission Meeting	1.00	
06/06/2023	DJD	Prepare for and attend Town Commission Meeting	3.60	
06/16/2023	SMS	Review of attorney letter and information on Amending Ordinance for Hotel.	0.40	
06/26/2023	SMS	Draft Memo on SB 170	0.70	
06/29/2023	DJD	Telephone conference with Vice Mayor; initial preparation of agenda items;	1.20	
06/30/2023	DJD	Review items for Agenda	1.30	
		FOR CURRENT SERVICES RENDERED	10.30	2,575.00

	RECAPITULATION	HOURS	HOURLY RATE	TOTAL
<u>TIMEKEEPER</u>				
D.J. Doody		9.20	\$250.00	\$2,300.00
Sean M. Swartz		1.10	250.00	275.00

Color photocopies	4.20
TOTAL OUT-OF-POCKET EXPENSES THROUGH 06/30/2023	4.20
TOTAL CURRENT WORK	2,579.20
BALANCE DUE	\$2,579.20

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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Attorneys at Law
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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
07/01/2023
ACCOUNT NO: 1182-1200993
STATEMENT NO: 48853

Development (Related)

			HOURS	
06/01/2023	DJD	Telephone conference with Jeff Bass, Esq	0.30	
06/22/2023	DJD	Telephone conference with Jeff Bass, Esq.	0.30	
		FOR CURRENT SERVICES RENDERED	0.60	150.00

	RECAPITULATION			
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>	
D.J. Doody	0.60	\$250.00	\$150.00	

TOTAL CURRENT WORK 150.00

BALANCE DUE \$150.00

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
07/01/2023
ACCOUNT NO: 1182-1200996
STATEMENT NO: 48855

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

			HOURS	
06/06/2023	DJD	Review Motion for Oral Argument	0.40	
06/07/2023	DJD	Review Petitioner's response to Motion for Rehearing	0.50	
		FOR CURRENT SERVICES RENDERED	0.90	225.00

RECAPITULATION				
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>	
D.J. Doody	0.90	\$250.00	\$225.00	

TOTAL CURRENT WORK 225.00

BALANCE DUE \$225.00

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
07/01/2023
ACCOUNT NO: 1182-1200998
STATEMENT NO: 48856

Development (BH3)

			HOURS	
06/07/2023	DJD	Review existing Development Orders; exchange of emails	1.40	
06/08/2023	DJD	Telephone conference with Town Manager and Planning consultant	0.60	
06/20/2023	DJD	Review emails	0.40	
06/21/2023	DJD	Participate in conference call	0.50	
06/22/2023	DJD	Review proposed amendments to existing Development Order; participate in telephone conference	1.60	
06/23/2023	DJD	Prepare for and participate in conference call	0.70	
06/27/2023	DJD	Prepare ordinance	0.80	
06/28/2023	DJD	Revisions to proposed ordinance	0.40	
		FOR CURRENT SERVICES RENDERED	6.40	1,600.00

RECAPITULATION			
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. Doody	6.40	\$250.00	\$1,600.00

TOTAL CURRENT WORK 1,600.00

BALANCE DUE \$1,600.00

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
07/01/2023
ACCOUNT NO: 1182-1201001
STATEMENT NO: 48857

adv. Debra Kushner (Lanzo Co. Inc.)

			HOURS	
06/01/2023	DJD	Review pleading	0.20	
06/21/2023	DJD	Review report	0.40	
		FOR CURRENT SERVICES RENDERED	0.60	150.00

	RECAPITULATION			
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>	
D.J. Doody	0.60	\$250.00	\$150.00	

TOTAL CURRENT WORK 150.00

BALANCE DUE \$150.00

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Police Department
Presented by Chief Jay Szesnat

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: July 11, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Police Dept Report - May 2023



Hillsboro Beach Police Monthly Report

et

To: Town Manager, Mac Serda
From: Police Chief, Jay Szesnat
Subject: May 2023 Monthly Report

S

Patrol Snapshot:

Investigations Snapshot:

Activity	Current Month	April 2023	May 2022
Contacts			
Motor Vehicle	139	144	106
Crosswalk	117	83	72
Marine Unit	135	138	119
Beach Unit	87	145	17
Cyclists	110	72	112
Arrests	1	1	2
Alarms	10	18	11
Assist Other Agency	6	4	7
Dogs on Beach/Animal	5	8	6
Vessel	12	6	12
Noise	4	4	0
Open Doors	8	7	1
Police Assists	147	147	112
Domestic/Disturbances	3	1	3
Sick/Injured	23	27	22
Crash	3	2	2
Trespassing	1	4	5
Security Checks	6883	6439	6611
Total Calls	271	273	271

May 2023 (new)	Actively Working	Inactivated/Cleared
Trespassing 231171	Burglary 231173	Fraud 220561
	Burg. Conveyance 230118	Trespassing 231171
	Grand Theft 223183	Burglary Conveyance Case 230994
	Lewd or Lascivious Molestation 230864	

May Notable Events:

On May 7th, in the 900 block area of Hillsboro Beach, the Marine unit observed two distressed swimmers and brought them back to safety. Swimmers were caught in a light rip current.

On May 12th, Officers made a traffic stop in the 1000 block of State Road A1A. An arrest was made concerning traffic and license violations.

On May 16th, Officers responded to a diesel fuel leak from a vessel in the 1600 block of Hillsboro Mile. Contact was made with the vessel owner and the company who was working on the vessel. A report was made with the National Response Center.

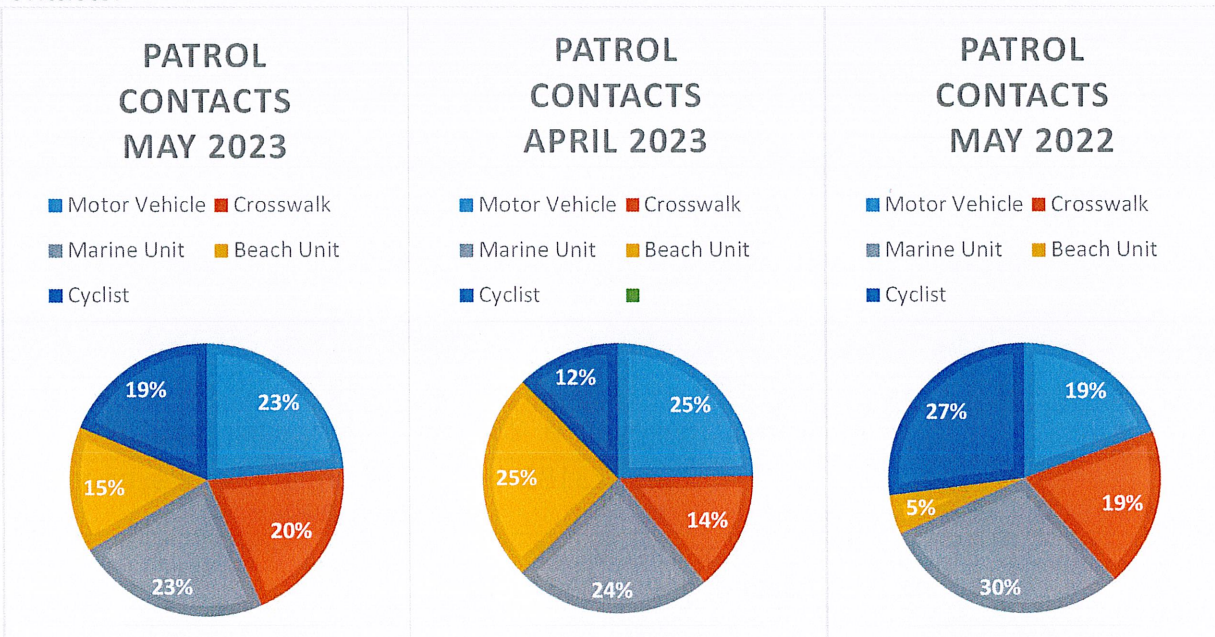
On May 17th, a CAD (computer Aided Dispatch) alert came through in reference to a fall injury. Officers arrived and assisted one of our residents from the floor with noticeable injuries, Fire Rescue arrived and assisted.

On May 20th, Officers received a call from a concerned family member in reference to a missing loved one. The missing person was eventually contacted and the family was updated.

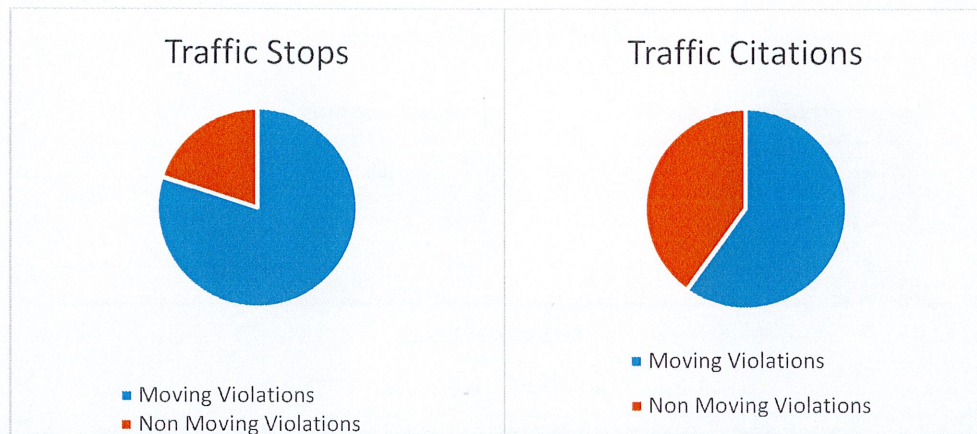
On May 30th, Officers responded to a landlord tenant dispute around the 1100 block. With assistance the parties were able to come to an agreement.

Patrol Services:

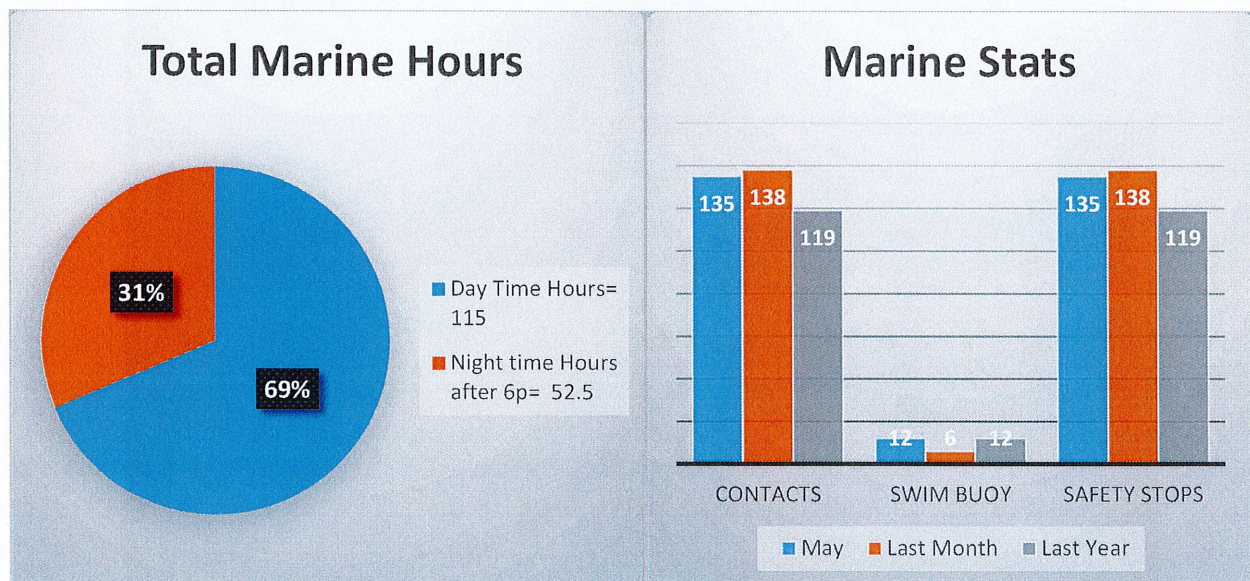
Contacts:



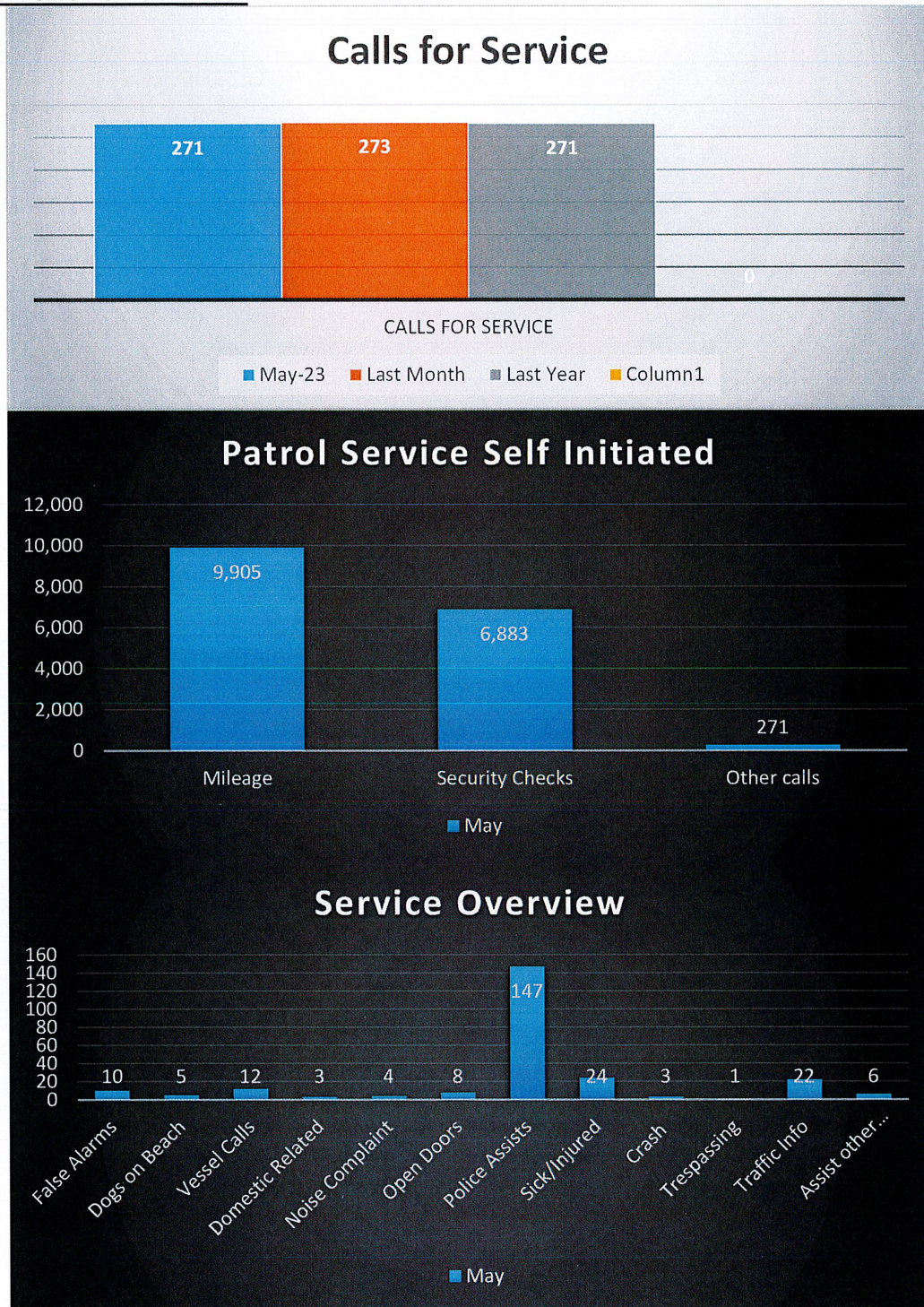
Traffic:



Marine/Beach Patrol:



Overall Calls for Service:





TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Building Department

Presented by Steve Mitchell, Bldg Official, CG&A

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: July 11, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. MAY 2023 MEMO
2. MAY 2023 CommissionReport



TOWN OF HILLSBORO BEACH
BUILDING DEPARTMENT

TO: Mayor Irene Kirdahy and Commission

FROM: Steve Mitchell, Building Official

DATE: June 26, 2023

SUBJECT: May 2023 - Building Department Report

The first phase of the fire/water damage repair at Opal Towers West is nearly complete. New drywall has been installed in the public corridors throughout the building, to replace walls damaged from firefighting efforts for a rooftop fire in July of 2021. Additional work to be completed includes an upgrade and extension of the fire sprinkler system, enhancements to the fire alarm system, and repairs to some additional water damage within units.

The Broward County Board of Rules and Appeals has adopted revisions to the Building Safety Program (formerly known as 40-year inspections). The amended program, effective this year, requires the initial inspection at the 25-year mark, rather than the 30/40-year from previous rules. The change only affects properties that did not have the first required inspection under the old program. All properties will still be required to be recertified every 10 years after the scheduled date of the first inspection. The inspections are primarily visual assessments of the building's structural components and electrical systems to ensure compliance with the original code at the time of construction. Upgrades to current building codes are not required.

The Related Group has submitted preliminary plans (70% complete) for review for both components of the project at 1174 Hillsboro Mile. Reviews were completed for the beachside building on June 23rd, with comments sent to the developer. Completed, corrected plans are expected to be resubmitted for review later this summer.

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

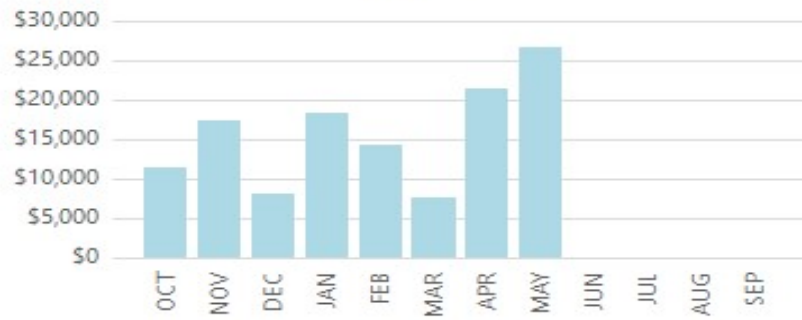


**Town of Hillsboro Beach
Building Department
Summary Report**

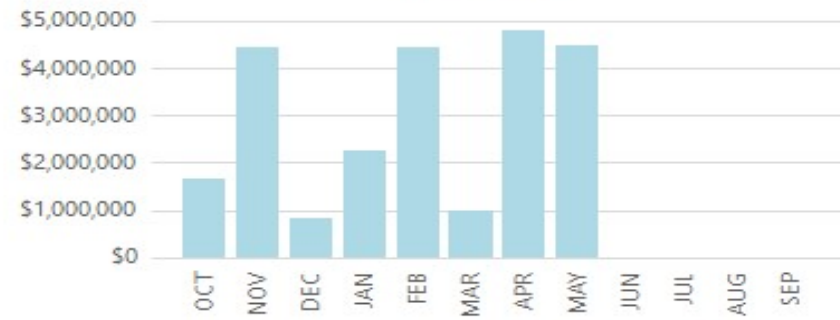
**Start Date: 5/1/2023
End Date: 5/31/2023**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	YTD
Construction Value	\$1,673,036	\$4,444,172	\$812,472	\$2,273,788	\$4,461,846	\$1,000,895	\$4,792,700	\$4,486,144	\$23,945,054
Building Permit Fees	\$47,224	\$93,429	\$31,897	\$113,906	\$79,655	\$39,925	\$138,623	\$158,527	\$703,185
Fire & Zoning Fees	\$4,200	\$3,450	\$3,300	\$1,200	\$2,400	\$1,650	\$600	\$3,000	\$19,800
Total Revenue	\$51,424	\$96,879	\$35,197	\$115,106	\$82,055	\$41,575	\$139,223	\$161,527	\$722,985
CGA Expense	\$40,141	\$79,415	\$27,112	\$96,820	\$67,706	\$33,936	\$117,830	\$134,748	\$597,708
Town Revenue	\$11,284	\$17,464	\$8,085	\$18,286	\$14,348	\$7,639	\$21,394	\$26,779	\$125,278

Net Revenue



Construction Value





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

**Start Date: 5/1/2023
End Date: 5/31/2023**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$158,526.88	\$23,779.03	\$750.00	\$2,250.00	\$275.00	\$134,747.85	\$2,858.60	\$2,198.05	\$1,498.30
YTD	\$703,185.42	\$105,477.81	\$6,900.00	\$12,900.00	\$2,700.00	597,707.61	\$13,384.08	\$10,461.96	\$7,164.32



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

**Start Date: 5/1/2023
End Date: 5/31/2023**

Permit Type	# Issued	Building Permit Fees
BOAT LIFT	2	1,192.91
COMMERCIAL CONCRETE RESTORATION	7	17,400.60
COMMERCIAL DECK	1	1,884.86
COMMERCIAL FIRE ALARM	1	95.00
COMMERCIAL FIRE SPRINKLERS	1	25.00
COMMERCIAL PLUMBING MISCELLANEOUS	1	125.00
COMMERCIAL RE-ROOF	3	7,867.52
RESIDENTIAL 30 DAY TEMP FOR TEST	1	95.00
RESIDENTIAL A/C CHANGE OUT	12	3,339.87
RESIDENTIAL ALTERATION	18	57,518.90
RESIDENTIAL ELECTRICAL MISCELLANEOUS	1	125.00
RESIDENTIAL LANDSCAPING	1	5,490.00
RESIDENTIAL LOW VOLTAGE	1	25.00
RESIDENTIAL PLUMBING MISCELLANEOUS	1	1,553.00
RESIDENTIAL RE-ROOF	1	190.00
RESIDENTIAL SERVICE CHANGE/REPAIR	2	250.00
RESIDENTIAL SWIMMING POOL/SPA	1	4,803.27
RESIDENTIAL WALKWAY/PATIO	1	125.00
RESIDENTIAL WATER HEATER	4	720.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	31	53,835.95
SIGN	1	250.00
SINGLE FAMILY RESIDENCE	2	1,615.00
	94	\$158,526.88



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

**Start Date: 5/1/2023
End Date: 5/31/2023**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	81	80	50
Electrical	30	34	21
Plumbing	46	33	18
Mechanical	13	29	19
Fire	2	8	3
Zoning	0	8	4
Totals	172	192	115



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

**Start Date: 5/1/2023
End Date: 5/31/2023**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	186	4.49	46.09



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

**Start Date: 5/1/2023
End Date: 5/31/2023**

Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
RESIDENTIAL ALTERATION					
484308BK0230	23354859-0	5/2/2023	1222 HILLSBORO MILE (UNIT 24)	OCEAN VISTA CONDO	\$326,951.00
484317AD0830	23354862-0	5/2/2023	1021 HILLSBORO MILE (UNIT 1101)	LANDMARK AT HILLSBORO CONDO	\$275,000.00
484308CA0150	23355206-0	5/5/2023	1155 HILLSBORO MILE, UNIT 208	HILLSBORO OCEAN CLUB CONDO	\$67,900.00
484308AH2250	23355236-0	5/8/2023	1147 HILLSBORO MILE, UNIT 911	OPAL TOWERS CONDO	\$38,800.00
484317PN0090	23355350-0	5/10/2023	1041 HILLSBORO MILE, UNIT 9	HILLSBORO MILE OCEAN APTS	\$53,680.00
484317AB0160	23355358-0	5/10/2023	1051 HILLSBORO MILE, UNIT 305E	HILLSBORO LE BARON CONDO	\$13,500.00
484317PN0030	23355391-0	5/11/2023	1041 HILLSBORO MILE (UNIT 3)	HILLSBORO MILE OCEAN APTS	\$58,347.00
484308AP0440	23355676-0	5/22/2023	1199 HILLSBORO MILE, UNIT 321	HILLSBORO IMPERIAL APTS CONDO	\$5,640.00
484317PN0180	23355716-0	5/23/2023	1041 HILLSBORO MILE, UNIT 19	HILLSBORO MILE OCEAN APTS	\$2,000.00
484308AH1030	23355778-0	5/24/2023	1149 HILLSBORO MILE, UNIT 1003	OPAL TOWERS CONDO	\$104,000.00
484308BC1040	23355967-0	5/31/2023	1236 HILLSBORO MILE, UNIT 102	PORT DE MER CONDO	\$7,900.00
Grand Total					\$953,718.00



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Code Compliance

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

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: July 11, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. May 2023 Code Compliance Summary
 2. May 2023 Case Action Summary
 3. May 2023 All Open Cases



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

Code Compliance Summary Report

From 5/1/2023 To 5/31/2023 Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	13
Cases Opened During Period	3
Cases Opened as result of Complaint	3
Cases Closed During Period	2
Cases Closed due to compliance	2
Cases Open at End of Period	14
Inspections	3
Reinspections	6
Total	9
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	13	3	3	2	2	14
Total	13	3	3	2	2	14



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

Code Compliance Summary Report

From 5/1/2023

To 5/31/2023

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	3	6	9
Total	3	6	9

Summary of Cases Opened by Incident Type

Incident Type	Number
Building Permit Required	2
Equipment Screening	1
Total	3

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$980,450.00	\$37,200.00	\$1,017,650.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$980,450.00		\$1,017,650.00



Case Action Report*

From 5/1/2023

To 5/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
4/12/2023	Building Permit Required	1050 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 707W	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				4/12/2023	Complaint	B. Pita
				5/12/2023	Notice of Violation	B. Pita
				5/12/2023	Notice of Hearing	M. Martinez
				6/13/2023	Affidavit of Non-Compliance	
				6/15/2023	Notice of Hearing	M. Martinez
				6/15/2023	Final Order	
5/2/2023	Building Permit Required	1050 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 601W #3206 SORRENTO CRES *BURLINGTON ON CA L7M 0N4	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/2/2023	Complaint	B. Pita
				5/12/2023	Notice of Violation	B. Pita
				5/12/2023	Notice of Hearing	M. Martinez
				6/12/2023	Affidavit of Non-Compliance	
				6/15/2023	Final Order	

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

CODE COMPLIANCE**ALL OPEN CASES**

	VIOLATION	OWNER	ADDRESS
1	Equipment Screening	FRIELICH,ROBERT S & FRIELICH,LYDA A	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 306
2	Construction Site Violation	MEDZ LLC	997 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
3	Nuisance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
4	Building Permit Required	BAKER,CHRISTIAN	1194 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 31
5	Construction Site Violation	MIRCHANDANI,KISHORE H/E MIRCHANDANI,ANJALI	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
6	Building Permit Required	HADDAD, RANIA GHALEB YOUSEF, PETRO, YACOUB FAWZI SALIM	1050 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 601W #3206 SORRENTO CRES *BURLINGTON ON CA L7M 0N4
7	Building Permit Required	SELA,LUAN	1050 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 707W
8	Sign Violation	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
9	Landscape Violation	WINTER SUN INVESTMENTS LLC	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
10	Property Maintenance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
11	Nuisance	MILLIONAIRE PORTFOLIO GROUP LLC	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812

FY 2024 Tentative Budget Calendar

Key Date	Activity / Task
April 28	Budget worksheets provided to Department Heads
May 19	Review Budget worksheets with Town Manager and Department Heads
May 31	Receipt of Estimated Assessable Property Values
June 6 – 9:00 AM	Town Commission preliminary discussion on budget priorities.
June 12	Preliminary budget submitted to Town Manager
July 1	Property Appraiser certifies the taxable values
July 11 - 9:00 AM	Town Commission discusses preliminary budget and adopts Proposed Millage Rate
July 25 – 10:00 AM	Town of Hillsboro Beach Budget Workshop
August 1	County School Board Budget Hearing #1
August 4	Deadline for submitting DR 420 to Property Appraiser & Tax Collector a) Include Proposed Millage Rate b) the current rollback rate c) The date, time, and meeting place of the Tentative Budget Hearing
September 6 - 5:01 PM	Town of Hillsboro Beach 1st Budget & Millage Rate Hearing (date pending approval)
September 7	County Budget Hearing #1
September 12	County School Board Budget Hearing #2
September 15	Certify non-ad valorem assessment roll to tax collector
September 15	Publish Budget Summary in Local Newspaper
September 18 – 5:01 PM	Town of Hillsboro Beach 2nd and Final Budget Hearing (date pending approval)
September 19	County Budget Hearing #2
September 21	Remit Adopted Millage Rate to Property Appraiser & Tax Collector
October 1	Submit all Tax Documents to Florida Department of Revenue

* Key Dates highlighted in blue are Commission items and will be included on the meeting agenda

** Per Florida Statutes, the hearing dates scheduled by the county commission and school board shall not be utilized by any other taxing authority within the county for its public hearings.