



AGENDA

Town of Hillsboro Beach Commission Meeting

September 12, 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

September 12, 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. July 11, 2023 Regular Commission Meeting Minutes
- B. July 17, 2023 Special Commission Meeting Minutes
- C. July 19, 2023 Special Commission Meeting Minutes
- D. July 25, 2023 Special Commission Meeting Minutes
- E. July 25, 2023 Budget Workshop Minutes

II. PRESENTATIONS

- A. **Presentation by Marty Kiar, Broward County Property Appraiser**
- B. **Proclamation Recognizing September as Suicide Prevention Awareness Month**
Presented to Linda Thompson Gonzalez, Co-Chair, *Gun Violence Prevention* - League of Women Voters of Broward

III. 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" **(SECOND READING)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 12 ENTITLED "LAND DEVELOPMENT CODE", BY 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.

IV. DISCUSSION & POSSIBLE ACTION

V. RESOLUTIONS & CONTRACTS

- A. Resolution No. 2023- 36** A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Adopting the Rules of Decorum for Public Meetings.
- B. Resolution No. 2023-37** A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Appointing a Representative and Alternate to the Governing Board of the Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida.
- C. Resolution No. 2023-38** A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida Approving and Authorizing the Appropriate Town Officials to Execute Interlocal Agreement Between Broward County and the Town of Hillsboro Beach for Film Permitting.
- D. Resolution No. 2023- 39** A Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Adopting and Authorizing the Appropriate Town Officials to Execute the 2023 Title VI Non-Discrimination Plan.
- E. Resolution No. 2023-40** Consideration to Approve the Fifth Amendment to the Service Agreement with Goren Cherof Doody & Ezrol Law Firm for Legal Services.
- F. Resolution No. 2023-41** Consideration to Approve and Authorize the Joint Filing of Local Government Funding Request (LGFR) with the City of Deerfield Beach for Beach Management Funding Assistance for Fiscal Year 2024/2025 with the Florida Department of Environmental Protection.
- G. Resolution No. 2023-42** Consideration to Approve and Authorize the Use of \$3,800 of Federal Forfeiture Funds for Sgt. Andrew Kirchoff to attend Command Officer Development Police Training with the Southern Police Institute (SPI).
- H. Resolution No. 2023-43** Consideration to Approve and Authorize the Use of \$17,575.32 Federal Forfeiture Funds for the Purchase and Installation of Glass Enclosure for the Briefing Area Located in the Police Department.
- I. Resolution No. 2023-44** Consideration to Approve and Authorize the Purchase of Two (2) Mercury 225 Horsepower Engines for \$39,490 from MBS of South Florida for the Police Department's Marine Boat Unit.

VI. CONSENT

A. INVOICES FOR APPROVAL

1. LSF Invoice #23-0630-26	June 2023	\$6,030.87	
2. LSF Invoice # 23-0731-26	July 2023	\$5, 924.87	
3. GCDE Invoice #49534	July 2023	\$6,157.20	(General Matters)
4. GCDE Invoice #49535	July 2023	\$760.70	(Development (Related)
5. GCDE Invoice #49536	July 2023	\$200.00	(Writ of Garnishment)
6. GCDE Invoice #49537	July 2023	\$4,575.00	(adv. Richard Crusco (Write of Cert- Site Plan)
7. GCDE Invoice #49560	July 2023	\$400.00	(Development (BH3)
8. GCDE Invoice #49561	July 2023	\$3,236.00	(adv. Richard Crusco,et al (4th District Case#4D231752)
9. GCDE Invoice #50764	Aug 2023	\$2,643.90	(General Matters)
10. GCDE Invoice #50765	Aug 2023	\$938.65	(adv. Richard Crusco (Write of Cert- Site Plan)
11. GCDE Invoice #50766	Aug 2023	\$75.00	(adv. Debra Kushner (Lanzo Co. Inc.)
12. GCDE Invoice # 50767	Aug 2023	\$2,501.40	(adv. Richard Crusco,et al (4th District Case#4D231752)
13. GCDE Invoice # 51050	Sep 2023	\$300.00	(adv. Richard Crusco,et al (Write of Cert- Site Plan)
14. Sweetapple, Broeker & Varkas	July/Aug 2023	\$4,810.00	
15. Inframark Invoice # 97038	June 2023	\$8,539.27	
16. Inframark Invoice # 98452	July 2023	\$8,459.82	
17. CG&A Invoice #118473	July 2023	\$26,785.58	
18. CG&A Invoice #119400	Aug 2023	\$62,538.24	

VII. BEACH REPORT

VIII. STAFF UPDATES

A. Police Department

Presented by Chief Jay Szesnat

B. Building Services Report

Presented by Steve Mitchell, Building Official, CG&A

C. Code Compliance Report

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

D. Finance Department

Presented by Stephen Bloom, Finance Director, Inframark

1. FY2022 Audit Report

2. FY2023 3rd Quarter Financial Report (June 2023)

IX. TOWN MANAGER REPORT

A. Community Event - Saturday, October 28, 2023 (9am-12pm)

Household Hazardous Waste Drop-off, Prescription Drug Take Back, Electronics Recycling, FREE Shredding

B. SECOND and FINAL Fiscal Year 2024 Budget Public Hearing

Monday, September 18, 2023 at 5:01 pm

C. National Voter Registration Day - September 19, 2023

X. TOWN ATTORNEY REPORT

XI. TOWN COMMISSION COMMENTS/REPORTS

A. Overview on Honor Flight South Florida for Veterans

Commissioner Jane Reiser

XII. PUBLIC COMMENTS

XIII. ADJOURNMENT

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



DRAFT

MINUTES

TOWN OF HILLSBORO BEACH REGULAR COMMISSION MEETING JULY 11, 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. Ravanesi

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

APPROVAL OF AGENDA

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

I. APPROVAL OF MINUTES

A. June 6, 2023 Regular Commission Meeting

Motion made by Commissioner Reiser, seconded by Vice Mayor Baldassarre, to approve the minutes from the June 6, 2023, Regular Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

II. PRESENTATIONS

Broward County Mayor Lamar Fisher spoke briefly regarding open communication between the Town and the County and thanked the Commission for their contribution.

State Senator Jason W.B. Pizzo introduced himself and explained the recent change to the boundaries of District 37. He discussed priorities related to condominiums and climate change. He shared a story regarding disaster response and stated he was there to help.

III. SITE PLAN REVIEW

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

Mr. Doody swore in those wishing to provide testimony.

Jim Hickey, Development Planner, CG&A, reviewed the staff report for the Site Plan associated with the property located at 1085 Hillsboro Mile. He explained the owner, Land Banc TR, has assigned Vito Pipitone as authorized agent. The Site Plan application includes a rear second floor addition to the primary structure, modification of the existing pedestrian path and driveway entrance locations, replacing the pedestrian gate and vehicular gate, replacing the motor court paver materials, relocating the generator, relocating the two (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.

Mr. Hickey explained the property lot is a single lot totaling roughly 69,299 square feet, and the second-floor addition is proposed at the rear of the property above the porch, facing the ocean. He discussed setbacks briefly. Mr. Hickey stated the application submitted on June 6, 2023, is consistent with the Town's Land Development Regulations, and staff recommends approval with conditions as follows:

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;
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.

Son Truong, Architect with KW Designs, spoke on behalf of the applicant. He stated the applicant accepts the conditions.

Mr. Doody asked the Commission to share any ex-parte communications. There were none to disclose.

Mayor Kirdahy opened the public hearing.

Deb Tarrant, 1083 Hillsboro Mile, stated it appeared the second floor was cantilevered over the loggia. She asked whether the addition put the east wall 12 feet closer to the dune, even though the first floor does not change. Continuing, she asked for clarification as to whether the additional square footage changed the parking requirements.

Mr. Hickey confirmed the second floor does cantilever slightly over the existing loggia and columns and asked that the applicant clarify the dimensions on the second-floor overhang. He reviewed the parking analysis briefly and stated sufficient space exists.

Mr. Hickey conferred with Mr. Truong and stated the existing structure goes over the covered loggia. He stated the applicant did not have the dimension readily available, but he would estimate it at three (3) feet additional. Mr. Hickey noted this was all past the Coastal Construction Control Line (CCCL), so the applicant would have to get approval from the appropriate State agencies.

Ms. Tarrant clarified her question, and stated the billiard room was shown as 12 feet, so she believed that was what the total extension of the east wall amounted to.

Mr. Hickey conferred with Mr. Truong further and confirmed the east wall would be 13 feet closer to the dune.

Ms. Tarrant confirmed that the CCCL approval was a condition of the Commission approval.

Mayor Kirdahy closed the public hearing.

Mayor Kirdahy reviewed the conditions included in the staff report and asked whether a condition needed to be added related to the CCCL. Discussion ensued and consensus was to add a condition.

Mr. Hickey stated the additional condition would be that the applicant should ensure the portion of the structure past the CCCL is reviewed and approved by the appropriate authorities.

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to add the fourth condition related to the CCCL as articulated by the Town Planner. In a roll call vote, the **motion** passed unanimously. (5-0)

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to approve the Site Plan with conditions as outlined in the staff report and articulated by the Town Planner. In a roll call vote, the **motion** passed unanimously. (5-0)

IV. ORDINANCES

A. Ordinance No. 2023-03

Amendment to the Town's Code of Ordinances, 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.

Mr. Doody read the Ordinance by title only.

Mr. Serda stated the amendment was coming before the Commission at the request of the applicant, and they had prepared a presentation to outline their request.

Matthew Hege, Director, MHCP COLAB, representing the owner and operator of Hillsboro Beach Resort, explained the request was for a six (6) month trial period without restrictions. He stated it was important to understand that there was an issue of exclusivity and inclusivity. He asserted the management does not want to turn away potential diners and reviewed potential issues such as problematic social media posts.

Ann Durso, General Manager, Hillsboro Beach Resort, provided an overview of the Hillsboro Beach Resort operation and the challenges presented by the existing restrictions. She stated if the restaurant were able to operate under the same conditions as other restaurants, it would have a better opportunity for success. She asserted the business was reaching a breaking point and asked for support to continue to offer the service in the community.

Attorney David Coviello, Shutts & Bowen LLP, provided a PowerPoint presentation outlining the governing regulations and requested Code amendments. He discussed the timeline, review criteria, definitions, and impacts of the current restrictions.

Mr. Doody provided additional context to the request and reviewed the applicable procedures. He noted this was not a quasi-judicial hearing but was a first reading of an ordinance, with language suggested by counsel for the applicant to afford the opportunity to review an amended development order in September. He noted that between first and second reading, nothing would change in the operation of the business.

Mayor Kirdahy stated she had received an equal number of comments from residents in support of dropping the regulations as she had against it.

Commissioner Ravanese stated he had spoken out against the restrictions previously, and as a previous restaurant and bar owner, he had experience with the issues being discussed. He stated he also understood the complaints from neighbors who were there before the Hillsboro Beach Resort opened, including concerns over privacy and noise.

Commissioner Ravanese asked counsel to comment on recent changes to State Statute 57.112 and how this situation was impacted. Mr. Doody stated that recently the State Legislature and Governor DeSantis had approved Senate Bill 170, which affords property owners to bring civil action against local governments to challenge the adoption or enforcement of local ordinances which they consider to be arbitrary and unreasonable. He noted this could become applicable in the future.

Commissioner Reiser stated it was her opinion that approving this change to the Code would forever change the personality of the Town. She asserted that no one on the dais wanted the business to fail, but they also had to consider the best interest of the Town and the big picture. Commissioner Reiser reviewed the history of the restaurant approval and previous changes. She stated the current system was implemented at the request of the applicant, and she could not rationalize opening the business to the general public. She asked whether the business had done anything to try to promote the restaurant membership to the residents of Hillsboro Beach beyond the current 329 members.

Commissioner Reiser argued that once this door is opened, it would not close. She referenced the condominium project planned for 1175-1184 Hillsboro Mile and stated a recent newspaper article stated the site would include a private ocean-front restaurant, bar and grill, cocktail lounge, and café lounge with breakfast bar. She stated if that information was accurate and there was already a public restaurant in Town, there would be nothing stopping that development from opening its facilities to the public. Continuing, Commissioner Reiser referenced Mr. Hege's comments regarding exclusivity. She stated the Hillsboro Club sits on 16 acres and has survived being a private club for 98 years.

Commissioner Andreano argued there was a distinction between a hotel/resort and a condominium. He stated he went to visit the Embassy Suites in Deerfield Beach and the manager there had told him they do not have restrictions on dining or events, and they had not had any problems. He noted the Hillsboro Beach Resort allows people to come from all over the world, and there are no restrictions on who can visit the hotel, yet there is no reciprocation with neighboring communities for dining in the restaurant. Commissioner Andreano expressed concern that while the hotel in Deerfield Beach flourishes, the hotel in Hillsboro Beach may fail. He stated he was concerned with the Town and its success and suggested lifting the restrictions and having a review every six (6) months.

Vice Mayor Baldasarre stated this was a difficult situation. She asserted she supports the hotel and wants it to succeed but has concerns with the restaurant being open to the public due to increased traffic and problems with different clientele. She stated she visited the neighboring condominiums over the weekend and saw things happening at the hotel which are not supposed to be and noted that it was difficult to make changes once the door was opened. She noted that she was in support of the addition of the pool bar.

Mayor Kirdahy stated she is also conflicted. She pointed out that the expectations had been clearly set from the beginning. She stated everyone in Town wants the hotel to be a success, as it is a classy location with meals that people are enjoying. She agreed that the addition of the pool bar was not an issue, and stated she also did not have a problem with removing the cash/check payment prohibition but had concerns with opening the restaurant to the public.

Attorney Coviello provided clarification in response to the Commission comments. He stated the capacity would remain the same, and explained he was having a difficult time understanding what difference it made who was sitting in the chair. Mayor Kirdahy responded that the issue was related to how it would be policed, including parking, and trespassing on other properties.

Attorney Coviello argued that a restaurant patron would drive up, park their vehicle with the valet, dine, and then leave like any other guest, so he was not sure of the impact. He noted traffic had been evaluated based on the restaurant being open to the public and there were no issues identified. He reiterated the point that the capacity would not change.

Attorney Coviello asserted that while Hillsboro Beach is beautiful, there are miles of beach with public access. He stated there was a lot of anticipation of issues that aren't there and asked that the Town give the hotel a chance to operate and revoke the authority if it does not work. He noted the development order would remain in place.

Mr. Hege stated he understands how difficult the issue is. He noted that while the property accepted the membership program, they did so reluctantly, because they wanted to open the restaurant to residents and non-residents. He stated the belief had been that the current system was a trial to get feedback and show that it was working. He noted that he had spoken with a lot of people who like being able to go to the restaurant and see it as a public benefit.

Continuing, Mr. Hege acknowledged that it may look as though they are asking for more and more, but that is because they are taking a baby steps approach to see how it works. He stated he does not feel comfortable with turning people away because they live in a different municipality and asserted that someone would take it the wrong way.

Mr. Hege responded to concerns that the dining at the Related property (1174-1185 Hillsboro Mile) would be open to the public, and stated he believes the developers when they say the

intent was that it would only ever be for residents. Mayor Kirdahy stated she did not believe the Related property should be part of this discussion, as it was a separate issue.

Attorney Coviello suggested that if the Commission believes there will be a lot of concerns from residents, the item should be moved to second reading in September so those voices can be heard.

Mayor Kirdahy asked for clarification from counsel on the process. Mr. Doody explained.

Mr. Serda commented on the awkward payment scheme the restaurant was now subject to, pointing out that it exists in an effort to make the restaurant more profitable since it is opened, but the original discussion did not include consideration of a restaurant, bar, or special event space because they did not exist on the plans. Mr. Serda referenced the traffic study and stated that it recognizes the restaurant as an ancillary use to the hotel, without people coming from the outside, and the special event space had the same conditions. He noted he was not saying traffic could not be handled, but that the limitations of the study should be recognized.

Attorney Coviello reiterated that the current path would lead to the hotel not having successful food and beverage, or possibly any food and beverage at all. He asserted you cannot sustain a luxury hotel without that.

Daniel Fiske, Asset Manager, BH3 Management, thanked the Commission for the research they had done and their thoughtful comments. He stated food and beverage success is not only about having a successful restaurant, as there are knock on effects of not having a successful restaurant. He noted a restaurant brings awareness and business to the hotel itself. He stated the market is very challenged, and the business is not sustainable as it is. Mr. Fiske gave credit to the operations team for the relatively seamless management of a hotel and noted that people may have forgotten what was going on previously at the Seabonay.

Mr. Fiske stated the team had gotten a variance from the Town which allowed them to do a high-end renovation, spending millions of dollars more with that intention. He asserted you cannot have a high-end hotel with select service that does not have food and beverage.

Commissioner Ravanese stated Commissioner Reiser had made a lot of good points. He noted he was not opposed to the restaurant but was concerned that none of the concerns of the residents of adjacent properties are being discussed. Discussion continued regarding holding a public hearing.

Motion made by Commissioner Andreano, and no one seconded it.
Due to lack of a second, Motion failed.

Mr. Doody advised the Commission to either approve or deny the ordinance today as opposed to taking no action.

Discussion ensued amongst the Commission.

Mr. Doody clarified for the Commission, if the ordinance is not approved on First Reading, then the public will not have the opportunity to voice comments at the Public Hearing for Second Reading in September.

Mayor Kirdahy agreed.

Mr. Doody further explained to the Commission they can still take action on this matter today.

Commissioner Reiser stated the hotel is not bound by restrictions on side yards, and after touring the property, she noted the existing bushes do not provide enough foliage/landscaping to create a buffer between the Hillsboro Beach Resort and neighboring property next door.

Commissioner Reiser asked for clarification on how the bar would be utilized. She stated she did not have a problem with a service bar, but a public bar was different.

Mr. Serda asserted that the ordinance was not site specific. He noted the language change in the ordinance would allow the definition of a bar outside of a restaurant, with no restrictions on who could be served.

Mr. Doody explained the Commission can amend the ordinance, approve it as presented, or at the next meeting in September the Commission can move to add additional language to the ordinance. He reiterated the Commission does not have to accept the ordinance as currently written. The Commission can exercise their legislative authority should it be approved on First Reading.

Motion made by Commissioner Andreano, seconded by Vice Mayor Baldasarre, to approve Ordinance 2023-03 on first reading. In a roll call vote, the **motion** passed. (3-2) Commissioners Ravanese and Reiser voted no.

V. DISCUSSION & POSSIBLE ACTION

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

Samuel J. Ferreri, Principal, PGAL Interior Planners, presented concepts for the update of the Town's Planning Room and Commission Chambers. He discussed the scope of the work, including ADA accessibility, changing out the dais to address design issues, adding flexibility to the space, lighting, and finishes, as well as providing a conference space for Town staff, raising the garage floor and providing a corridor, vestibule, and exit with ramp to the north.

Mayor Kirdahy asked was the air conditioner going to have linear diffusers. Mr. Ferreri provided additional details and stated a professional mechanical engineer would be brought in to do an analysis to make sure there was proper comfort in the space.

Discussion ensued regarding the timeline and funding for the project. Mr. Ferreri reviewed the pros and cons of each option.

Consensus was to proceed with option one (1).

B. Discussion on Rules of Decorum and Procedures at Public Meetings.

Mayor Kirdahy noted the draft rules of decorum were in the backup materials for the meeting. She asked for any feedback from the Commission, and there was none.

Mr. Serda stated if there were no comments or concerns, staff would move forward with creating a Resolution to formally adopt the standard rules and inform the public.

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

Mr. Serda explained the Florida League of Cities annual meeting would be in August and asked the Commission whether they wanted to send a voting delegate. He noted Vice Mayor Baldasarre was the Town's representative to the Florida League of Cities.

Vice Mayor Baldasarre stated she would review the materials to determine whether it was worth attending.

Consensus was that Vice Mayor Baldasarre would be designated as voting delegate at the business meeting.

Mr. Doody clarified that the entire Commission was able to attend. Mr. Serda provided additional detail regarding opportunities for learning and collaboration at the conference.

VI. RESOLUTIONS & CONTRACTS

A. Resolution No. 2023-29

CONSIDERATION TO AUTHORIZE THE PROPER TOWN OFFICIALS TO EXECUTE AGREEMENT WITH COASTAL ENGINEERING FIRM, WOODS HOLE GROUP, TO REVIEW PRESSURE EQUALIZING MODULE (PEM) DATA.

Mr. Doody read the Resolution by title only.

Commissioner Ravanesi stated he had spoken with an engineer regarding the Pressure Equalizing Module (PEM), and it appears it could be a viable investment.

Mayor Kirdahy noted that she had previous experience with the PEM across New York state, and it did not work there. She stated in her opinion, the test case did not work in Hillsboro Beach, either. She noted the PEM had been successful in the Pacific Ocean, but she did not believe the East Coast has those conditions.

Commissioner Andreano agreed with Mayor Kirdahy's comments. He discussed the conditions on Hillsboro Beach briefly.

Vice Mayor Baldassarre stated if the PEM had been installed and removed without a benefit to the Town, she would not support moving forward with it.

Commissioner Ravanesi read from a letter from former Mayor Carmen McGarry dated 2011, which stated the test case had met the success criteria and not caused damage. Discussion continued regarding the test case.

(Clerk's Note: Letter from Carmen McGarry (former Mayor) entered into the record)

Mr. Serda added additional detail regarding analysis brought forth by a resident. He noted the proposal before the Commission was to conduct an analysis of the data and reviewed the tasks within the proposal. He noted that the PEM was not considered a success in the State of Florida, but the Commission had the option to fund the review if curiosity existed.

Mr. Doody added that from a historical standpoint, the Commission had previously ended its agreement and required the removal of the PEM system. He stated there was a settlement negotiated to terminate the agreement, but he did not recall the specific cost without reviewing the files.

Motion made by Commissioner Andreano, seconded by Commissioner Ravanesi, to **DENY** Resolution 2023-29 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

(Clerk's Note: RES. 2023-29 FAILED)

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.

Mr. Doody read the Resolution by title only.

Mayor Kirdahy asked the planned locations for the panic buttons. Mr. Serda and Deputy Police Chief Rob O'Neil explained.

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adopt Resolution 2023-30 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

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.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Andreano, seconded by Commissioner Reiser, to adopt Resolution 2023-31 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

D. Resolution No. 2023-32

CONSIDERATION TO APPROVE MUTUAL BENEFIT AND USE AGREEMENT FOR COLLECTION AND REMOVAL OF STORM DEBRIS BY ASHBRIIT, INC.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to adopt Resolution 2023-32 as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

VII. CONSENT AGENDA

A. Invoices for Approval

1.	LSF Shuttle	Invoice #23-053126	May 2023	\$6,498.26	
2.	CG&A	Invoice 117519	June 2023	\$99,798.98	
3.	GCDE	Invoice #48852	June 2023	\$2,579.20	General Matters
4.	GCDE	Invoice #48853	June 2023	\$150.00	Development, Related
5.	GCDE	Invoice #48855	June 2023	\$225.00	Adv. Richard Cusco
6.	GCDE	Invoice #48856	June 2023	\$1,600.00	Development, BH3
7.	GCDE	Invoice #48857	June 2023	\$150.00	Debra Kushner, Lanzo Co.

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

VIII. BEACH REPORT

Mr. Serda provided a brief update. He stated staff is working on reimbursement requests and compliance monitoring for the recently completed nourishment, while also working on continued monitoring and assessment and looking toward the next full nourishment.

Mayor Kirdahy stated she is happy to see how successful the recent nourishment was and noted the downdrift of sand to the South end had increased about a foot in depth.

Commissioner Reiser commented that the work on Town Hall looks beautiful, but there is mulch under the benches, and she had questioned why the pavers were not extended instead. She stated Mr. Serda had investigated her question, and the cost to extend the pavers under the benches would be approximately \$2,500. She noted this would eliminate the need to maintain the mulch. Discussion ensued and consensus was to extend the pavers.

IX. STAFF UPDATES

A. Police Department

Deputy Police Chief Rob O'Neil shared that as a veteran of the United States Coast Guard, he found the Town's USA flag "Salute to our Country" initiative to be awesome. He presented the monthly report. He noted that prior to the Independence Day holiday, the Department had met with Broward Sheriff's Office and other departments to create a plan, and it had been largely successful. He noted there was a southbound back-up following the fireworks show, and that was addressed in the post-event meeting.

Continuing, Deputy Chief O'Neil discussed recent development training and succession planning in the Department. He noted the message boards had been deployed as part of a traffic initiative.

Mayor Kirdahy asked about safety related to scooters on the sidewalk. Deputy Chief O'Neil stated motorized scooters and skateboards should not be on the sidewalks and discussed challenges briefly. Mr. Serda stated he would email the Commission with additional detail.

Commissioner Reiser inquired as to thresholds for licensing motorized vehicles. Deputy Chief O'Neil addressed the comment briefly and discussion continued regarding golf carts and other motorized vehicles, speed requirements, and bicycles.

B. Building Department

Steve Mitchell, Building Official, CG&A, presented his monthly report. He stated there was a lightning strike at the Hillsboro Imperial Condominiums west building and discussed the response briefly. Deputy Chief O'Neil provided additional detail.

Mr. Mitchell continued his report, providing an update on projects in the plan review process. He noted there had been great success recently on the 25-year, 30-year, and 40-year building safety program. He stated even items that had been missing for years were now in progress.

C. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He stated there are several building permit cases open and the majority had been heard by the Special Magistrate. He noted he had asked the Special Magistrate for permission to address a nuisance case related to standing water at 1205 Hillsboro Mile, and that situation was under control for now. Continuing, Mr. Pita provided an update on lights on the beach during Sea Turtle Nesting Season, and stated the situation continues to improve year over year.

Vice Mayor Baldasarre asked about sand in the roadway adjacent to a driveway project. Mr. Pita explained two (2) cases had been brought to hearing and it was being addressed. Discussion continued, and Mr. Serda stated staff would monitor the issue collectively and stop work if necessary.

Commissioner Reiser asked about parking on the Intracoastal side of the lot at 935 Hillsboro Mile, and what action the Town was taking. Mr. Serda stated staff had researched the matter, and noted plans are in place to enforce the parking requirements once construction is complete.

X. TOWN MANAGER REPORT

A. FY2024 Budget Workshop – Tuesday, July 25, 2023, 10 a.m.

Mr. Serda called the Commission's attention to the budget hearing calendar and noted the Budget Workshop was scheduled for July 25 at 10 a.m.

XI. TOWN ATTORNEY REPORT

Mr. Doody had no report.

XII. TOWN COMMISSION COMMENTS/REPORTS

A. Vice Mayor Barbara Baldasarre

Vice Mayor Baldasarre thanked everyone for installing their USA flags for the Fourth of July Holiday. She stated the response was great.

B. Commissioner Jane Reiser

Commissioner Reiser wished Mr. Serda a happy birthday. She commented on a recent experience going on Marine One Police Boat, and stated she was able to get a good perspective on what the Police Department does and sees on the boat.

C. Commissioner David A. Ravanese

Commissioner Ravanese stated he also had the opportunity to take a ride on the marine unit and thanked the Police Department for allowing it.

D. Commissioner Vinnie Andreano

Commissioner Andreano had no report.

E. Mayor Irene Kirdahy

Mayor Kirdahy shared a brief update from the Broward County Metropolitan Planning Organization (MPO). She noted the State had received over \$15 million in much-needed grant funding for infrastructure improvements, and stated there were over 2,000 grade crossing incidents in the past year.

XIII. PUBLIC PARTICIPATION

Joel Rosenstein, 1155 Hillsboro Mile, stated the flag project is evidence of Hillsboro Beach being a close-knit, residential community. He asserted that a restaurant and bar does not fit that personality at all, and allowing it was opening a Pandora's Box.

Charles Doherty, 1194 Hillsboro Mile, stated the Town Attorney's report should have included that the appeal of the decision against the Town regarding vacating a variance failed. He referenced the Hillsboro Beach Resort discussion, highlighting various comments made by the Mayor and Commissioners, and asked the same logic be applied to the Related project. He stated that calling it a 10-story building is a lie, and the variance was illegal. He asked that the Town be kept the way it is.

Albert Bernstein, 1236 Hillsboro Mile, thanked Commissioner Ravanese for updating him on the Port De Mer crossing. He asked that it be installed as soon as possible due to ongoing safety concerns.

Beth Vogl, 1170 Hillsboro Mile, spoke on the proposed ordinance change requested by Hillsboro Beach Resort. She stated she lives adjacent to the resort and uses the restaurant, however it does not warrant changing the entire ordinance. She asked what would stop Sunrise Ocean Suites from changing their business plan if the ordinance were amended. She noted there was a restaurant previously in Hillsboro Beach, and residents were happy when the crime associated with the business went away.

Deb Tarrant, 1083 Hillsboro Mile, stated she thought the meeting was handled well, and thanked Commissioner Reiser for addressing the benches on the mulch. She agreed with the selection of option one (1) for the Town Hall renovation and asked that the shared conference room and plan review space be examined further.

Mr. Serda commented on the conference room and plan review space. Discussion ensued.

Richard Crusco, 1194 Hillsboro Mile, agreed with Mr. Doherty's comments, asserting it was eye opening that the Town Attorney had not shared the appeal decision. He stated residents were hoping to hear more information.

XIV. ADJOURNMENT

Motion made by Commissioner Andreano, seconded by Commissioner Ravanese, to adjourn the meeting at 11:55 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.*

JULY 11, 2023

Regular Town Commission Meeting

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

Sherry D. Henderson

From: Mac Serda <mserda@townofhillsborobeach.com> on behalf of Mac Serda
Sent: Monday, July 10, 2023 3:36 PM
To: Sherry D. Henderson
Subject: FW: Please say no to the Hillsboro Beach Resort

-----Original Message-----

From: Bates, David <DBates@gunster.com>
Sent: Monday, July 10, 2023 12:49 PM
To: Mac Serda <mserda@townofhillsborobeach.com>;
ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; Dravanesi@townofhillsborobeach.com
Cc: vandreano@townofhillsborobeach.com
Subject: Please say no to the Hillsboro Beach Resort

Mr. Serda and Commissioners,

>>

>> I am writing to voice my concerns regarding granting the Hillsboro
>> Beach Resort additional rights to enhance its profits and further
>> decrease the quality of life of the Hillsboro Beach residents in its
>> immediate vicinity.

>>

>> The Hillsboro Beach Resort continues to repeatedly mislead the
>> members of the Commission and violate the rules and limitations it
>> agreed to comply with.

>>

>> Over the last year alone, I was forced to repeatedly call Mr. Serda,
>> staff of the resort, and the police because of:

>> 1. Noise violations;

>> 2. Trespassing by guests and the Resort renting umbrellas and chairs
>> off of the Resort's property;

> 3. Guest's dogs running loose on our beach; 4. Guests flying drones;
> and 5. Drunken and loud guests after weddings and parties.

>

> Despite their representations to the Commissioners of being a high end
> resort, the Resort's rates are of a midrange hotel and the behavior of
> their guests (as regulated by the Resort staff) is below what we would
> expect.

>

> The quality of our lives has been diminished by the Resort already
> repeatedly failing to comply with the rules and limitations the Resort
> agreed to comply with, please do not reward their non-compliance by
> providing the Resort with additional rights that will harm the
> residents of Hillsboro Beach.

>
> Thank you.
>
> David and Beth Bates
> 1155 Hillsboro Mile
>>

Sherry D. Henderson

From: Mac Serda <mserda@townofhillsborobeach.com> on behalf of Mac Serda
Sent: Monday, July 10, 2023 11:05 AM
To: Irene Kirdahy; BBaldasarre; Jane Reiser; Vinnie andreano; David A. Ravanese
Cc: Sherry D. Henderson
Subject: (Do Not Respond All) email from Resident ref HBR

Per the email below, I am forwarding you an email from Ms. Cheri Rosenstein, neighbor to the HBR. Please note that I have compiled multiple emails into one, and I excluded a couple emails that were duplicates, or emails with pictures of random pieces of trash attributed to the hotel, as well as a picture of lonesome table and chair placed along the water's edge.

If you need assistance viewing the links, let me know.

Thanks,
Mac

From: Cheri Rosenstein <sawyersmom18@verizon.net>
Sent: Sunday, July 9, 2023 9:39 PM
To: mserda@townofhillsborobeach.com
Subject: Re: forgive me if there are repeats

This is being sent at the request of the commission to be used as evidence of non compliance by the hotel pending discussion about opening or not opening up the pool area to have a public bar and restaurant. I was told to forward these photos to you and videos.

Thank you for your prompt reply.

<https://photos.app.goo.gl/dEGmSoJiTrM9PZNf7>
<https://photos.app.goo.gl/bkRUh7zoKpXKXHc78>

<https://photos.app.goo.gl/p35EZvdEEzopohM1A>

<https://photos.app.goo.gl/9La7S1s1cxqTrrnj6>

APPENDIX A

1210 Hillsboro Mile
Hillsboro Beach, FL 33062



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

January 20, 2011

To Whom It May Concern:

Re: PEM installation at Hillsboro Beach, Florida

In 2006, the Town of Hillsboro Beach and EcoShore Int'l, Inc. entered into a contract to install a PEM system (pressure equalizing modules) for beach erosion control at the critically eroding Hillsboro Beach.

The system was installed in February 2008.

We confirm that, based on the evaluation and reports of our consultant, Coastal Engineering Consultants, Inc., the PEM system has benefited the Town and has met the success criteria set out in the contract between the Town and EcoShore. Further, the installation of PEMs did not cause any harmful effects to other sites, to the environment, or to visitors on the beach.

The PEM system was installed at a time when the beach was very narrow due to storms. Recently, the Town has decided to acquire a new, wide beach, and plans to do a beach nourishment project which necessitates the termination of the PEM project.

The collaboration between the Town administration and EcoShore has been smooth during the entire project.

Sincerely,

Carmen R. McGarry
Mayor

www.townofhillsborobeach.com

REFERENCES

- Burney, C.M. 2009. Hillsboro Beach Pressure Equalizing Modules Experimental Project Sea Turtle Monitoring Report January 2010, Nova Southeastern University, Oceanographic Center, Florida
- CEC. 2007. Hillsboro Beach PEM Installation, the Experimental Test Plan, Coastal Engineering Consultants, Naples, Florida
- Christensen, K.W., Nettles, S., and Gable, F.J., 2015. Passive dewatering. A soft way to extend the life of beach nourishments. *FSBPA Technical Conference February 2015*, <https://www.fsbpa.com/2015TechPresentations/Christensen.pdf>
- Ekkelenkamp, H.M. 2011. Drainage tubes versus sediment, MSc thesis, Delft University of Technology
- Olsen and Associates, Inc. 2008. Broward County Shore Protection Project - Segment III, Broward County, Florida 1-Year Post-Construction Hillsboro Beach / Deerfield Beach *Physical Monitoring Analysis Report, January 2008*
- Turner and Leatherman. 1997. Beach dewatering as a "soft" engineering solution to coastal erosion - a history and critical review, *Journal of Coastal Research* 13(4), pp. 1050-1063.

Environmental results

A shorebird survey was conducted by a certified shorebird surveyor during installation and no impacts were reported.

A turtle study was performed (Burney 2009) investigating temperature, humidity, nesting activity, nesting success, and hatchling emergence for Loggerhead and Green Turtles. The study showed no evidence of negative affects but noted that the location with the highest number of Green Turtle nests in Broward County was in the PEM project area.

A process like PEM will have different environmental benefits depending on which technology it replaces. The amount of sand accreted to DOC (38,500 cy) plus the amount of sand that would historically have been lost (63,000 cy) (Olsen and Assoc. Inc. 2008) is a way to estimate the volume of sand not having to be replaced via other methods. An amount of 100,000 cy sand will typically be trucked and requires 6-8,000 full dump truck loads, or 12-16,000 return trips at 6-8 mpg. The PEM project has avoided considerable CO₂ emissions, wear on roads, noise, etc. but the magnitude has not been quantified.

No incidents relating to endangered species, other animals or people were recorded during the project period.

Visual result

At the end of the 3-year period, the erosion in the PEM project area had stopped and the beach accreted. This was evident to beach visitors as can be seen in figure 10 and 11, both shot at low tide.



Fig. 10 – Project start at R6.5 looking south



Fig. 11 – Project end at R6.5 looking south

Discussion

The PEM project area required 18 months to show effect which is more than the usual 9-12 month period. The only reason we can find for the delay is that the layer of sand was sparse when the installation took place resulting in some rows consisting of only one or two PEMs, and more than half the PEMs were reduced in size to accommodate for the thin layer of sand. As the layer of sand grew, the effect increased.

CONCLUSION

The PEM passive dewatering system was installed at the critically eroding Hillsboro Beach, Florida, USA with the aim of reducing erosion without impacting neighboring beaches or endangered species. The PEM system took a little longer than expected to show a clear positive effect; however, after 2 years the erosion had reversed to accretion and at the end of the 3-year period the beach had gained sand from R-monument line in the dune to Mean High Waterline, to -5ft NAVD, and to Depth of Closure. Shoreline in the PEM project area that historically retreated 25.2 ft (-7.7 m) in 3 years had advanced 26.9 ft (8.2 m). The North and South control beaches were not negatively affected, and the downdrift South beach performed better than historically. The project had no negative impacts on shorebirds, turtles or any other species and the highest concentration of Green Turtle nests in Broward County was found in the PEM project area.

RESULTS OF A 3-YEAR BEACH EROSION CONTROL PROJECT IN HILLSBORO BEACH, FLORIDA, UTILIZING PRESSURE EQUALIZING MODULES (PEM)

Kenneth Christensen¹ and Frank Gable²

The patented PEM system is a passive beach dewatering technology consisting of hollow permeable tubes installed vertically into the beach in a grid pattern. The system requires no pumps or energy to operate. At Hillsboro Beach, Florida the system was installed for a 3-year period at a highly eroding part of the beach where the shoreline historically had lost 25.2 ft. (-7.7 m) in 3 years. By the end of the 3-year period the shoreline in the 1-mile PEM project area had advanced 26.9 ft. (8.2 m), erosion had stopped, and the PEM area had accreted from R-monument line to MHW, to -5ft NAVD, and to DOC without the control areas to the North and South being negatively affected.

Keywords: PEM; beach dewatering; beach drainage; passive drainage; beach erosion control; EcoShore; Hillsboro Beach; Pressure Equalizing Modules;

INTRODUCTION

Pressure Equalizing Modules (PEM) is a patented passive dewatering technology that improves beach drainage. Where applicable PEM will reduce or eliminate the need for traditional beach nourishment. PEM has been used internationally for over a decade by several large contractors; however, Hillsboro Beach was the first US project, and the target was to outperform the control areas by >25%. The PEMs were installed for 3 years, from the middle of February 2008 to the end of January 2011.

TECHNOLOGY

PEM's are hollow permeable tubes inserted vertically into a beach in a grid from the dune to the mean low waterline. The tubes are placed one to three feet under the beach surface making the installation completely invisible. The exact grid design depends on the local conditions. The tubes are not connected, and no energy is used to operate the system. 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.

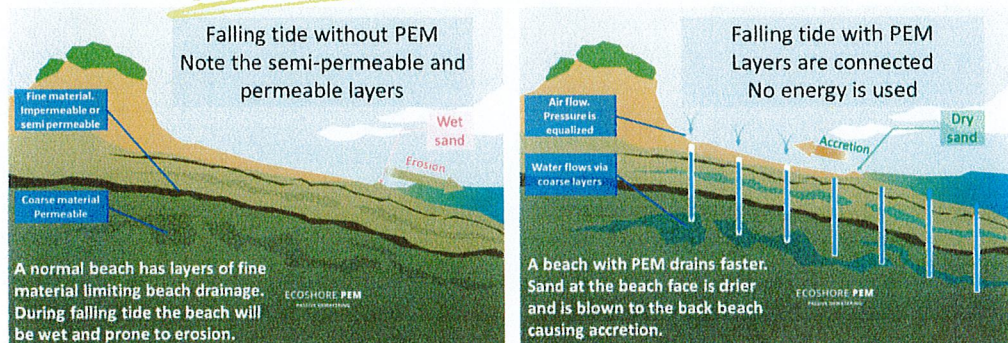


Fig. 1 – Working mechanism of the PEM system

A vent at the top of the tube connects to the atmosphere allowing pressure to be equalized, hence the name PEM - pressure equalizing modules. As a result, the time period where the beach is saturated and prone to erosion is reduced. With improved drainage (Turner and Leatherman 1997), 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.

During storms a PEM area is proven to lose less sand and build up faster after a storm (Ekkelenkamp 2011). PEMs cause no down-drift erosion, no escarpments, and have a proven turtle friendly design. The carbon footprint is minimal as they require light-weight equipment to install and no pumping to operate.

¹ EcoShore Int'l, Inc., 2255 Glades Road, Suite 324A, Boca Raton, FL 33431, USA

² Department of Marine and Ecological Sciences, Florida Gulf Coast University, Fort Meyers, FL 33965-6565, USA

LOCATION

Hillsboro Beach is in Broward County 35 miles (55 km) north of Miami, Florida on the Atlantic Coast on a barrier island. The town covers 3.2 miles (5.2 km) of beach and stretches from Deerfield Beach (West Palm Beach County) in the north to Hillsboro Inlet in the south, see Fig. 2.



Fig. 2 – Location of Hillsboro Beach

Hillsboro Beach is defined as Critically Eroding by Florida DEP and the northern 1-mile (R7-R12) is the most eroding part. This was the location where the PEM system was installed in 2008. Average sand loss from 2001-7 in the PEM project area (R7-12) was -3.9 cubic yards per shore foot (equal to 9.8 m³/m) from R-monument line to depth of closure DOC, whereas the ½ mile controls South and North gained 1.2 and 1.9 cy/ft (3 and 4.8 m³/m) (Olsen and Assoc. Inc. 2008).

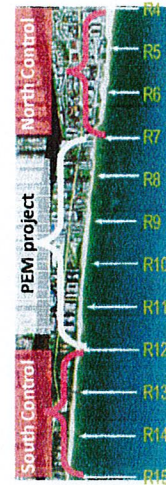


Fig. 3 – Location of project

Groins at Deerfield Beach are likely to cause movement of sand offshore contributing to erosion at R7-8. Hillsboro Beach was found to have a high groundwater table and it is possible that extensive irrigation in the well maintained residential area was a contributing factor. Other elements affecting erosion could be fine layers of silt or clay slowing down beach drainage, a problem PEM is designed to solve.

COASTAL PROCESSES

The northern part of Hillsboro Beach has been eroding for decades and the latest major nourishment prior to the PEM project took place in March 1998 placing 550,000 cy between R6 and R12 (CEC 2007).

In 2005, Coastal System International Inc. performed an analysis of meteorological and hydrological factors that impact local sediment transport and morphology change. The Hillsboro Beach shoreline is influenced by semi-diurnal tide with an average range of 2.52 ft. (0.77 m) and spring tide range of 2.82 ft. (0.86 m) in the vicinity of Hillsboro Inlet. The tidal period is approximately 12.4 hours.

The wind rose in Fig. 4 shows that winds are predominantly from the east. No hurricanes affected the project.

A statistical analysis of waves indicates that the dominant wave directions are from the northeast and east, with 79% of occurrences, which results in a net sediment transport toward the south.

During summer, the dominant wave directions mostly are from east and southeast resulting in a northerly sediment transport.

During winter, larger north and northeasterly waves dominate resulting in a north to south sediment transport.

During the second 12 month period of operation no major storms or nourishments took place.

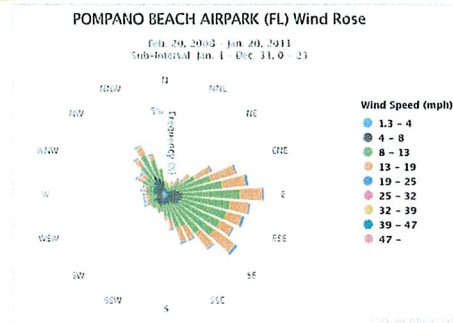


Fig. 4 – Windrose during 3-year project at Pompano Beach a few miles south

PROJECT

A PEM pilot study will reveal the hydraulic status of a beach under different conditions and can show if a specific beach will be positively influenced by an installation of PEM. Such a groundwater study was conducted prior to the project. In spite of issues with lost and damaged instruments, it was possible to extract data that showed increased drainage when PEMs were inserted.

The installation of 90 PEMs in 33 rows from the dune foot down to the mean low waterline was completed in less than 2 weeks in Feb 2008 using truck sized equipment, with no beach downtime. Due to a very thin layer of sand at the time of installation, 63% of the PEMs had to be reduced in size.

Two small truck hauls of sand were placed early in the project at R7 (8,900 cy in June 2008) and in the North control area (7,350 cy in January 2009) and these volumes have been adjusted in the volumetric figures given in this report.

In January 2011, the PEMs were removed by the same Florida certified surveying company that was responsible for the PEM installation as well as all monitoring during the 3-year project in accordance with Florida DEP requirements.

RESULTS AND DISCUSSION

Meeting success criteria

After 18 months the PEM project area had met the success criteria as documented by Coastal Engineering Consultants, the town's consulting engineer, resulting in payment of the contractor and the mayor signing a document confirming the results (Appendix A).

Monitoring continued using the same Florida certified surveyor and the same monitoring standards until the end of the 3-year period, when the PEMs had to be removed prior to beach nourishment taking place in spring 2011.

The final survey of volumetric change (MHW, -5ft, and DOC) and shoreline change was conducted one month after removal of PEM, at which time the sand had started to wash away. Still the data show that sand volume had grown, and the shoreline had advanced as can be seen in Fig. 5, 6, 7, and 8.

Volume change to Mean High Waterline (MHW)

From the R-monument line to MHW the 1-mile project area used to lose 16,300 cubic yards per year (Olsen and Assoc. Inc. 2008) equal to -49,000 cy during the project period. Over the 3-year period the 1-mile PEM project area gained 3,748 cy of which 2,118 cy could be attributed to nourishment and must be deducted. The net gain was 1,630 cy (1250 m³). The MHW volume change during the 3-year period in cubic yards per shore foot can be seen in Fig. 5 below.

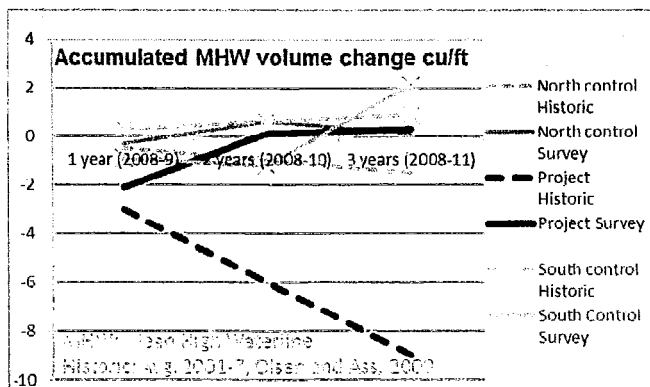


Fig. 5 – Accumulated MHW volume change over 3 years in cubic yards per foot of shoreline.
To convert to m³/m: multiply cy/ft with 2.5

Volume change to -5ft NAVD

Sand volume change to the depth of 5ft NAVD is a very useful standard as it is not as affected by sudden changes in weather as MHW or MLW. However, the survey from Olsen and Assoc. from 2008 does not include survey at -5ft NAVD which is why the figure below has no historic reference.

Over the 3-year period the 1-mile PEM project area gained 10.8 cy per shore ft or 64,700 cy of which 6,300 cy could be attributed to nourishment and must be deducted. The net gain was 58,400 cy (44700 m³). Volume change from R-monument line to -5ft NAVD during the 3-year period in cubic yards per shore foot can be seen in Fig. 6 below.

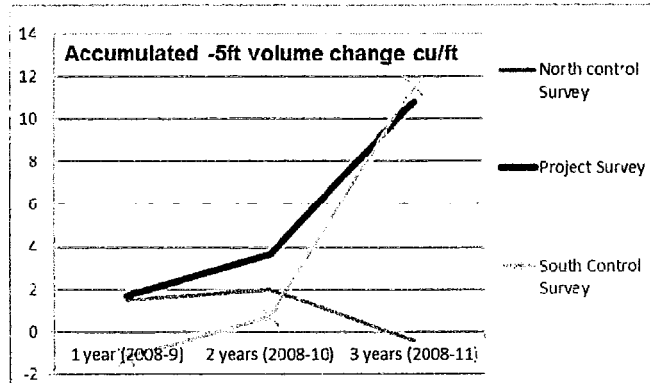


Fig. 6 – Accumulated -5ft NAVD volume change over 3 years in cubic yards per foot of shoreline.
To convert to m³/m: multiply cy/ft with 2.5

Volume change to Depth Of Closure (DOC)

From R-monument line to Depth of Closure (-16.57 ft) the 1-mile project area used to lose 21,000 cubic yards per year (Olsen and Assoc. Inc. 2008) equal to -63,000 cy during the project period. Over the 3-year period the 1-mile PEM project area gained 47,000 cy of which 8,500 cy could be attributed to nourishment and must be deducted. The net gain was 38,500 cy (29400 m³). The DOC volume change in cubic yards per shore foot during the 3-year period can be seen in Fig. 7 below.

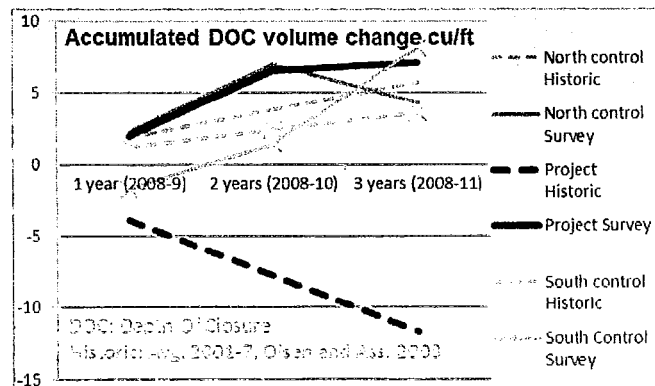


Fig. 7 – Accumulated DOC volume change over 3 years in cubic yards per foot of shoreline.
To convert to m³/m: multiply cy/ft with 2.5

Shoreline change

The shoreline at the 1-mile project area used to retreat 8.4 ft per year (Olsen and Assoc. Inc. 2008) equal to -25.2 ft (-7.7 m) during the project period. Over the 3-year period the 1-mile PEM project area gained 26.9 ft (8.2 m). The nourished sand has NOT been deducted; however, it would only have a marginal effect on the result. The shoreline change during the 3-year period can be seen in Fig. 8 below.

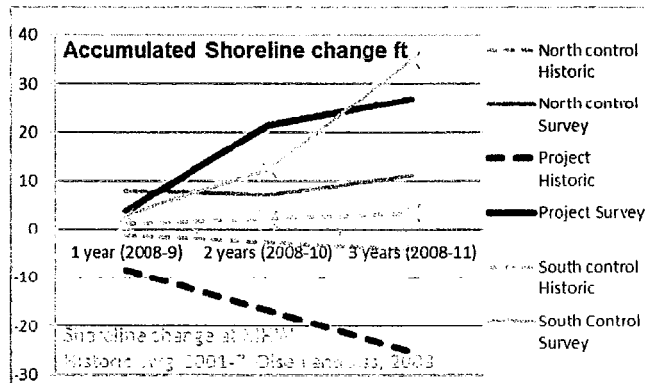


Fig. 8 – Accumulated shoreline change over 3 years in feet.
To convert to meter: multiply ft with 0.3048

Effect on downdrift beach

From Fig. 5, 7, and 8, it can be seen that the PEM project area gained sand instead of historically lose sand over the 3-year project period. The North and South control areas are within the norm. The predominant littoral drift is from North to South and if PEM had caused any negative downdrift effect the South control would be affected. However, the South control performed better than Historic in MHW, DOC, and Shoreline documenting that PEM caused no negative downdrift effect. The result is in line with other PEM projects where the beach downdrift of a PEM area typically accretes.

Results during 2nd full year - a homogeneous period

During the second full year the weather was stable, and no nourishments took place, making it an ideal observation period. Table 1 below shows the Historic data from 2001-7 (Olsen and Assoc. Inc. 2008) and the 2nd full year 3/2009 – 2/2010.

The North and South control areas fall within the norm. Only the PEM project area is performing radically different from Historic.

The PEM project area historically had lost 3 cy/ft above MHW (-7.5 m³/m) but gained 2.1 cy/ft (5.5 m³/m). Above DOC the PEM area historically had lost 3.9 cy/ft (9.8 m³/m) but gained 4.5 cy/ft (11.3 m³/m). Likewise, the PEM project area historically had lost 7.1 ft (2.16 m) of shore width per year but gained 16.1 ft (4.9 m) during the 2nd full year where no storms or nourishments disturbed the picture.

Table 1. Historic performance (2001-7) compared to 2 nd year - a homogeneous period						
	Change above MHW		Change above DOC		Shoreline change	
	Historic	2 nd year	Historic	2 nd year	Historic	2 nd year
North Control	-0.5 cy/ft	0.9 cy/ft	1.9 cy/ft	4.7 cy/ft	-1.2 ft/yr	-2.3 ft
PEM project	-3.0 cy/ft	2.1 cy/ft	-3.9 cy/ft	4.5 cy/ft	-7.1 ft/yr	16.1 ft
South Control	0.3 cy/ft	-0.3 cy/ft	1.2 cy/ft	3.1 cy/ft	0.6 ft/yr	7.7 ft

Change in beach elevation at PEM location

Elevation of the beach at the location of each PEM was recorded at the time of PEM installation and at the time of PEM removal. The installation, the removal, and the surveys were done by the same Florida certified surveyor. Average changes in beach elevation over the 3-year period can be seen in Table 2. On average the beach had grown approximately 1 foot (30 cm) when surveyed at PEM location compared to PEM installation 3 years prior (Christensen, Nettles, and Gable 2015).

	Elevation at Installation	Elevation at Removal	Change over 3 years
Row A – at MLW	-2.26 ft / - 69 cm	-0.08 ft / -2 cm	2.18 ft / 67 cm
Row B	0.21 ft / 6 cm	1.83 ft / 56 cm	1.62 ft / 50 cm
Row C	4.46 ft / 136 cm	4.25 ft / 130 cm	-0.21 ft / -6 cm
Row D – at dune	4.80 ft / 146 cm	5.45 ft / 166 cm	0.65 ft / 20 cm

Effect in combination with beach nourishment

The latest major nourishment in Hillsboro Beach took place in 1998. A report³ shows a volume increase from pre- to post-construction between R7 and R8 of 86,000 cubic yards (= starting point and 100%). As it is common with traditional beach nourishment, the sand gradually eroded. In 12 months the volume between R7 and R8 was reduced to 66,000 cy (= 77% remains). After 50 months only 28,000 cy of the nourishment was left (= 33% remains). See blue “1998 line” with squares in Fig. 9.

The same area (R7-R8) was nourished in June 2008 during the Port de Mer truck haul.

However, this time PEMs had been installed before new sand was added. PEMs work best when enough sand is available, and work well with nourished sand. After the truck haul the volume increase between R7 and R8 was 7,200 cy (= starting point and 100%). Nine months after the truck haul the volume between R7 and R8 had doubled, and after 15 months the amount of sand had increased to 260% of the original volume between R7 and R8. See Fig 9.

This indicates that the PEM system is useful in combination with beach nourishment to prevent the newly nourished sand from gradually eroding, thus prolonging the life of beach nourishments and protecting the investment in new sand. To further ensure longevity of the new sand PEMs may be installed prior to the nourishment, and a second set of PEMs after nourishment. If PEMs are combined with nourishment the volume of added sand can be reduced and the formation of escarpments eliminated which will enhance beach safety and make a recreational beach more attractive to the public.

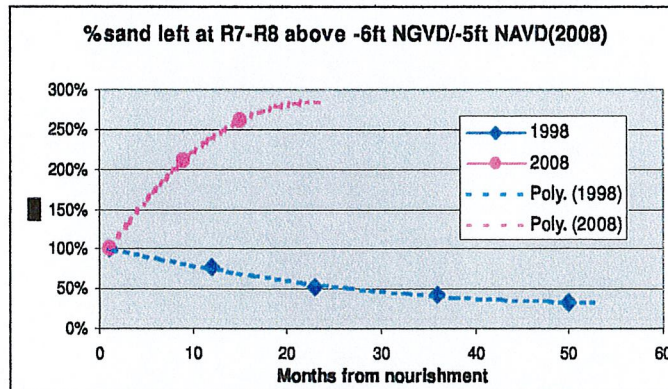


Fig. 9

The graph shows how much sand was left after nourishment. The blue graph represents the 1998 nourishment where sand gradually disappeared. The purple graph (round dots) shows the 2008 truck haul where PEMs were installed before nourishment. The volume of sand was not eroding but increased over time.

³ Hillsboro Beach Deerfield Beach Nourishment Project 4th Year Post-Construction Monitoring Report Oct 2002, Table 3.5



DRAFT

**MINUTES
TOWN OF HILLSBORO BEACH
SPECIAL COMMISSION MEETING
JULY 17, 2023**

11:00 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Irene Kirdahy called the meeting to order at 11:00 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

APPROVAL OF AGENDA

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

I. TOWN ATTORNEY REPORT

Mr. Doody requested a Shade Session to take place on Wednesday, July 19, 2023, in Appeal Number CACE-22-001479 in the Circuit Court of the 17th Judicial Circuit Appellate Division, Richard Crusco, Charles Doherty, and Frank J. Kolb Jr. v. Town of Hillsboro Beach and Hillsboro Mile Property Owner, LLC.

II. PUBLIC PARTICIPATION

None.

III. ADJOURNMENT

Motion made by Vice Mayor Baldassarre, seconded by Commissioner Reiser, to adjourn the meeting at 11:02 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



TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

MINUTES
SPECIAL COMMISSION MEETING
Wednesday, June 19, 2023 | 1:00 P.M.

DRAFT

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

TOWN MANAGER MAC SERDA, ICMA-CM
TOWN ATTORNEY DONALD J. DOODY
TOWN CLERK SHERRY D. HENDERSON, CMC

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Kirdahy welcomed everyone and called the meeting to order at 1:00 p.m.
Town Clerk Henderson called roll and declared a quorum. Staff present as listed below:

TOWN COMMISSION	ATTENDANCE
Mayor Irene Kirdahy	Present
Vice Mayor Barbara Baldasarre	Present
Commissioner Jane Reiser	Present
Commissioner Vinnie Andreano	Present
Commissioner David A. Ravanese	Present

Town Staff Included:

Mac Serda, Town Manager, Donald J. Doody, Town Attorney, and Sherry D. Henderson, Town Clerk

RECESS INTO CLOSED SHADE SESSION Pursuant to Section 286.011 of the Florida Statutes.

The Shade Session was held between Town Commission, The Town Attorney, Town Manager, to discuss the lawsuit in the 17th Judicial Circuit in and for Broward County, FL- RICHARD CRUSCO, CHARLES DOHERTY, and FRANK J. KOLB JR. Petitioners. v. TOWN OF HILLSBORO BEACH and HILLSBORO MILE PROPERTY OWNER, LLC, [Case No: CACE-22-001479]. The Closed Shade Session was held in the Community Room at Town Hall. **The Time was 1:01 p.m.**

RECONVENE INTO SPECIAL COMMISSION MEETING The Town commission reconvened back into the Special Commission Meeting, Commission Chambers at Town Hall. **The Time was 2:11 p.m.**

Discussion and Possible Action

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser Consideration to Appeal 4th District Court of Appeals case involving Richard Crusco, Charles Doherty, and Frank J. Kolb Jr. v. Town of Hillsboro Beach, and Hillsboro Mile Property Owner, LLC. The **motion** passed unanimously (5-0).

PUBLIC COMMENTS NONE.

COMMISSIONER Ravanesi spoke to address an email that was sent to members of the Town Commission. He emphasized the Town Commission's Shade Session was set in compliance with State Law. Which allowed the Commission the opportunity to discuss this important matter.

ADJOURN There being no further business to come before the Town Commission, Vice Mayor Baldassarre motioned to adjourn the meeting., Commissioner Ravanesi seconded. In a roll call vote, the motion passed unanimously. (5-0) **Time was 2:14 PM**

ADOPTED THIS _____ DAY OF _____, 2023

By:

Irene Kirdahy, Mayor

ATTEST:

Sherry D. Henderson, CMC, Town Clerk



**MINUTES
TOWN OF HILLSBORO BEACH
SPECIAL COMMISSION MEETING
JULY 25, 2023**

11:30 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Irene Kirdahy called the meeting to order at 11:30 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

APPROVAL OF AGENDA

Motion made by Commissioner Andreano, seconded by Commissioner Ravanese, to amend the agenda to include the proposed engagement agreement received from the Law Firm of Sweetapple, Broeker and Varkas. In a roll call vote, the **motion** passed unanimously. (5-0)

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

I. DISCUSSION

A. Overview and Discussion of Ordinance No. 2022-12 Multi-Family Site Plan Requirements

Mr. Doody explained the discussion was intended to bring to the attention of the Commission and public the existing component of the Town's Code of Ordinances and how it impacts the pending legislation.

Mr. Doody stated Ordinance 2022-12 was adopted on January 10, 2023, following two (2) public hearings. He reviewed the historical context, including variances approved and court decisions. He discussed the components of the ordinance, explaining it was intended to amend Chapter 12 of the Town Code, and reviewed the changes made. He stated it also created a text amendment entitled “property rights provision,” and read that amendment for the record.

Mr. Doody explained the two (2) variances and site plan in question had received an affirmative super majority vote by the Town Commission prior to adoption of the property rights provision. He stated the Town Planner had written a compliance determination and that determination had been posted as required. He outlined the administrative approval process created by the ordinance and stated it is anticipated the property owners at 1174-1185 will pursue building permits pursuant to this process.

Mayor Kirdahy stated she was Vice Mayor at the time the ordinance was adopted and had no questions.

Mr. Doody stated the Town adheres to and respects the court’s determination regarding the quasi-judicial hearings, but this enactment of the ordinance would allow for building permits to be issued, providing the criteria is satisfied.

Commissioner Ravanese clarified that the language of the ordinance allowed the project to move forward.

Mr. Doody added that the variances and site plan were valid when this ordinance was enacted.

II. RESOLUTIONS & CONTRACTS

- A. Resolution No. 2023-33** Resolution of the Town Commission of the Town of Hillsboro Beach, Florida, Appointing Robert Sweetapple, Sweetapple, Broeker, and Varkas, P.L., to Serve as Special Counsel to the Town for the Appeal of the Town’s Ongoing Litigation: Richard Crusco, Charles Doherty, and Frank K. Kolb, Jr. v Town of Hillsboro Beach and Hillsboro Mile Property Owner, LLC

Mr. Doody read the Resolution by title only.

Mr. Doody stated he brought the matter forward in light of the decision of the Town Commission to pursue an appeal to the decision of the court in April 2023. He outlined Mr. Sweetapple’s background briefly and stated it was his recommendation to retain special counsel to assist the Town in the appeal.

Mr. Doody stated Related Group had appealed the decision, so the Town was a party whether they chose to be or not. He explained the Commission had determined it was in the best interest of the Town to pursue the appeal and retain special counsel.

Robert Sweetapple stated he looked forward to representing the Town on this matter. He noted he had experience working with the Town on other matters.

Motion made by Commissioner Ravanesi, seconded by Vice Mayor Baldassarre, to approve Resolution No. 2023-33. In a roll call vote, the **motion** passed unanimously. (5-0)

III. TOWN COMMISSION COMMENTS/REPORTS

Mr. Doody requested a Shade Session to take place on a date to be determined, in Appeal Number CACE-22-001479 in the Circuit Court of the 17th Judicial Circuit Appellate Division, Richard Crusco, Charles Doherty, and Frank J. Kolb Jr. v. Town of Hillsboro Beach and Hillsboro Mile Property Owner, LLC.

IV. PUBLIC COMMENTS

None.

V. ADJOURNMENT

Motion made by Vice Mayor Baldassarre, seconded by Commissioner Ravanesi, to adjourn the meeting at 11:52 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



DRAFT

DRAFT
MINUTES
TOWN OF HILLSBORO BEACH
BUDGET WORKSHOP
JULY 25, 2023

10:00 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Irene Kirdahy called the meeting to order at 10:02 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

I. FISCAL YEAR 2024 BUDGET WORKSHOP

- A. Budget Presentation**
- B. Commission Budget Discussion**
- C. Water Rate Review**
- D. Commission Water Rate Discussion**

Mr. Serda explained staff was presenting a balanced budget with contingency that did not contemplate a rise in taxes.

Mr. Doody added that this was a workshop to seek a consensus, and no votes would be taken. He outlined the process for next steps briefly.

Stephen Bloom, Finance Director, provided a brief *PowerPoint* presentation outlining the draft budget. He stated the budget was based on a preliminary Millage Rate of 3.5 mills had remained flat since 2016. He explained that rate was 8.55 percent higher than the roll back rate of 3.2432 mills.

Mr. Bloom reviewed the budget schedule, as follows:

- July 25, 2023 – Budget presentation and discussion
- September 6, 2023 – Public Hearing, Adopt Tentative Millage Rate and Tentative Annual Budget (starts at 5:01 p.m.)
- September 15, 2023 – Publish Budget Summary and Notice of Budget Hearing (or Proposed Tax Increase as Required) in Sun-Sentinel
- September 18, 2023 – Public Hearing, Adopt Final Millage Rate and Final Annual Budget (starts at 5:01 p.m.)
- September 21, 2023 – Final Millage Rate Submitted to County Appraiser, County Tax Collector, and State Department of Revenue

Mr. Bloom provided a brief overview of the fund structure, budget assumptions, and procedure for creating the budget.

Mayor Kirdahy asked about the impact of insurance increases. Mr. Bloom and Mr. Serda explained projections.

Mr. Bloom continued a review of the analysis of that proposed Millage Rate. He explained the tax base and discussion ensued briefly regarding the impact of new construction.

Vice Mayor Baldasarre asked what percentage of a resident's tax bill goes to the Town of Hillsboro Beach. Mr. Bloom explained it was the smallest percentage, but the specific numbers would need to be pulled from a TRIM notice.

Mr. Bloom discussed the General Fund and Special Fund revenue and expenditures, noting changes year-over-year to payroll, insurance, and the beach loan. Continuing, he reviewed the Capital Improvement Program (CIP), including beach renourishment, police car, and Commission Chamber modifications.

Mr. Bloom noted the Water Fund was impacted by the cost of materials and insurance going up, so the contingency was reduced by \$100,00 to balance the budget.

Mayor Kirdahy highlighted the reduced contingency as a potential problem.

Mr. Serda explained if water rates remain the same, the contingency will continue to narrow. He stated the suggestion was that the City start working with the condominium associations to roll out a rate increase in the next budget cycle. Discussion ensued regarding future capital projects related to the water system.

Mr. Bloom outlined the proposed water rate increase, noting it was tied to the Consumer Price Index from June 2023 of 6.90 percent. He discussed example changes and rate analysis and noted the last increase had been in 2016.

Commissioner Andreano brought up the importance of addressing water waste.

Commissioner Reiser suggested a Town-wide campaign to encourage people to be aware about wasting water. Discussion continued regarding education within the condominium associations.

Commissioner Andreano asked when it would be appropriate to start discussing the increase with the condominium boards.

Mr. Serda stated the timing of the increase was a policy decision up to the Commission, and noted feedback from the condominiums was an important part of the process.

Vice Mayor Kirdahy asserted that she believed they should provide as much lead time and notice as possible.

Mr. Serda stated the staff recommendation for the Millage Rate was 3.5 mills. Consensus was to approve the preliminary number and move forward with the TRIM notices.

II. PUBLIC PARTICIPATION

None.

III. ADJOURNMENT

Motion made by Vice Mayor Baldassarre, seconded by Commissioner Reiser, to adjourn the meeting at 10:43 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



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Presentation by Marty Kiar, Broward County Property Appraiser
Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk
Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Proclamation Recognizing September as Suicide Prevention Awareness Month
Presented to Linda Thompson Gonzalez, Co-Chair, *Gun Violence Prevention* - League of Women Voters of Broward

Submitting Dept: Town Clerk, Melissa Budgett, Administrative Assistant

Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Proclamation - Suicide Prevention Awareness Month (Sept 2023)
2. Proclamation Request



PROCLAMATION

TOWN OF HILLSBORO BEACH

SUICIDE PREVENTION AWARENESS MONTH

September 2023

WHEREAS, the Town of Hillsboro Beach Commission is firmly committed to raising awareness about Suicide Prevention in the Town of Hillsboro Beach and Broward County.

WHEREAS, the month of September is nationally recognized as *Suicide Prevention Awareness Month*.

WHEREAS, more than 45,000 Americans die by suicide each year. In Florida, a person dies by suicide every two hours on average. Suicides in Florida far outnumber homicides.

WHEREAS, suicide is a national epidemic costing the lives of 6,000 veterans each year and is a leading cause of death for first responders. Firearms are the leading method of suicide in Florida and the most lethal method. Access to a gun triples the risk of death.

WHEREAS, the American Academy of Pediatrics, the Children's Hospital Association, and the American Academy of Child and Adolescent Psychiatry have declared a national emergency in child mental health.

WHEREAS, suicide is the second leading cause of death for children, adolescents, and young adults aged 10 to 24 years.

WHEREAS, it is critical to recognize the signs of depression that may lead to thoughts of suicide including speaking about wanting to die, feelings of isolation or hopelessness, increased use of drugs or alcohol, and severe mood swings.

WHEREAS, it is critical to recognize the best methods to prevent suicide when a person is in crisis: ask if the person is thinking of taking their life; keep them safe and remove their access to lethal means such as poisons, prescription drugs, and firearms; get them professional help. In Florida, dial 988 or call the National Suicide Prevention Lifeline 1- 800-273-8255 or text 741741.

WHEREAS, the League of Women Voters of Broward County has provided significant leadership in suicide prevention through community education and creation of their *Lock It Up!* Gun Safety Program.

THEREFORE, BE IT RESOLVED, I, Irene Kirdahy, by virtue vested in me as Mayor of the Town of Hillsboro Beach, acknowledge the month of September as Suicide Prevention Awareness Month and supports the mission of *Lock It Up!* and the League of Women Voters of Broward County Gun Safety Committee, as well as the Florida Chapter of the American Academy of Pediatrics, by encouraging safe storage of firearms and removal of other lethal means to prevent suicide.

By:

Attested By:

(seal)

Honorable Irene Kirdahy
Mayor

Sherry D. Henderson, CMC
Town Clerk

From: Irene Kirdahy <ikirdahy@townofhillsborobeach.com>

Sent: Wednesday, July 26, 2023 1:08 PM

To: barbaramarkley <barbaramarkley@bellsouth.net>; Mac Serda <mserda@townofhillsborobeach.com>; Sherry D. Henderson <shenderson@townofhillsborobeach.com>

Subject: Re: Request for Proclamation for Suicide Prevention Awareness Month

Dear Ms Markley,

Our next Commission is September 5th and by copy of this message set I am happy to have our Town Manager and Town Clerk add this to our Agenda.

Sincerely,

Irene Kirdahy
Mayor
Hillsboro Beach

On Wed, Jul 26, 2023 at 1:02 PM barbaramarkley <barbaramarkley@bellsouth.net> wrote:
Dear Mayor Kirdahy:

I'm writing to respectfully request that the Hillsboro Beach Town Commission once again issue a proclamation recognizing September as *Suicide Prevention Awareness Month*, either at the beginning of September or the end of August, whichever is more convenient. We would like to be present at the commission meeting to accept the proclamation. This request is made jointly with the Florida Chapter of the American Academy of Pediatrics.

Over 45,000 Americans takes their lives every year. Our goal is to teach the public to recognize the signs of depression so they are able to help their friends and loved ones in times of crisis. As you know, one of the three goals of our *Lock it Up!* gun safety program is suicide prevention.

Our template is attached for your review. Please let me know if you need any other information. Thank you for your assistance, as always.

Kind regards,

Barbara Markley, Co-Chair
Gun Violence Prevention
League of Women Voters of Broward
<http://www.lwvbroward.org>
(954) 609-7928

Protect Children
Prevent Suicide
Reduce Crime
Save a Life, Lock Up Your Gun!

SHARE OUR GUN SAFETY PSA:
https://www.youtube.com/watch?v=f_ZlyGsUs8M&t=7s

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 11TH DAY OF JULY, 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
Fax: (954) 427-4834

TO: Mayor Kirdahy and Town Commission
THROUGH: Mac Serda, Town Manager
FROM: Jim Hickey, Town Planner
DATE: September 5, 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.

At the July 11th, 2023 meeting of the Town Commission, the Commission approved on first reading of the proposed changes to the code.

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. The Commission approved of this request on July 11, 2023 on first reading.

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.

At the **July 11, 2023** (Fourth Amended Development Order and Code Change Request) meeting of the Town Commission, the aforementioned changes to the conditions of approval and proposed changes to the Code were approved by the Commission on first reading.



DAVID J. COVIELLO
PARTNER
Shutts & Bowen LLP
200 South Biscayne Boulevard
Suite 4100
Miami, FL 33131
DIRECT (305) 415-9437
EMAIL DCoviello@shutts.com

September 5, 2023

VIA EMAIL

Honorable Mayor and Commissioners
Town of Hillsboro Beach
Town Hall
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

RE: The Hillsboro Beach Resort (the “Resort”)

Dear Madam Mayor and Commissioners:

As you know, this firm represents BNH IV HM TRI LLC and 1159 Hillsboro Mile LLC (collectively, the “Owner”), the owners and operators of the Resort. As we approach the public hearing on September 12, 2023 regarding the Resort’s proposed Code amendments, we wanted to provide you with an update on our efforts in addressing the concerns raised to date. We understand that the application has generated input from the community, and we are committed to addressing their questions.

Initially, it is important to reiterate that the proposed Code amendments do not “open the door” for others to have commercial establishments within the Town, including the Rosewood project. First, the Resort is the only commercial property that has a Conditional Use Permit. The proposed Code amendments do not eliminate that requirement. Any other property desiring to have commercial uses would still need to request a Conditional Use Permit approval from the Town Commission, which can only be approved after a public hearing. As part of that process, the Town Commission has the discretion to deny the request, or the authority to impose conditions (e.g., hours of operation, occupancy levels) on any approval. Moreover, the fact that the Resort has a Conditional Use Permit does not set precedent under Florida law, as each application for a Conditional Use Permit must be evaluated on a case-by-case basis based upon the evidence presented.

Hillsboro Ocean Club – Steering Committee:

Following comments concerning the impact of the Resort on our immediate neighbor to the south, the Hillsboro Ocean Club (the “Ocean Club”), we reached out to representatives of the Ocean Club, including the Board and residents. The meeting was productive and the feedback constructive. As part of our continued effort in being a good neighbor, we proposed formulating a mutual Steering Committee comprised of Resort representatives and members of the Ocean Club’s Board. The purpose of the Steering Committee would be to ensure that all concerns and issues raised by the Ocean Club are reviewed and resolved in a timely manner. With this monitoring system in place, the parties can work together and avoid having to involve precious Town resources, particularly the Town’s Police Department.

Importantly, we obtained dispatch records from the Town’s Police Department for all calls regarding the Resort between January and August, 2023. In terms of complaints by the Ocean Club, the great majority (if not all) calls to the Police were complaints by only two individuals. In fact, one individual made over a dozen noise-related complaints. Multiple noise complaints were deemed to be unfounded, and the others resulted in swift cooperation from the Resort and/or its guests. None of the complaints appeared to involve anything remotely close to egregious acts or a pattern of bad behavior. Similarly, with respect to the beach, there were only a few complaints and no significant violations. In a few of the cases, the Police concluded that, despite the complaint, beach chairs and umbrellas were located in the appropriate area (or possibly just over or right on the line). These issues can be attributed to simple misunderstandings due to the gray area between the public and private portions of the sandy beach, and clearly do not reflect intentional behavior. Although there do not appear to be widespread issues or concerns, we believe that the Steering Committee will be a valuable tool for both the Resort and the Ocean Club moving forward to address these isolated incidents.

Finally, while we continue to strive to address any and all concerns expressed by our neighbors, it is important to point out that there is no relationship between the issues cited above and the proposed Code amendments. The ability of the Resort to serve non-residents from surrounding communities within its existing restaurant space (and no change in the occupancy level), has no impact on the Ocean Club or the neighborhood. The addition of a small service bar for the Resort’s guests also does not impact the Ocean Club or the neighborhood. Under Florida law, while conditions imposed on special or conditional uses can relate to neighborhood compatibility, such conditions must bear a relationship to that goal. The conditions cannot be arbitrary, unreasonable, and capricious. Here, (i) the Resort already welcomes guests from all over the world, (ii) the Resort already provides drink service to its guests by the beach and pool, (iii) the Resort’s restaurant currently serves non-hotel guests from the Town, and (iv) the restaurant is maintaining the same number of seats. In light of these factors, there is no legitimate purpose in

prohibiting residents from neighboring communities from being able to dine at the Resort's restaurant, and not allowing the Resort to have a small service bar.

Save Hillsboro Beach – Clarifications:

As you know, Save Hillsboro Beach recently posed a number of questions with respect to the proposed Code amendments. We have responded to each of the specific questions, a copy of which was previously provided to you. A few of those responses are worth repeating here.

- **Beach Access.** The proposed Code amendment allowing the Resort's restaurant to serve non-residents from surrounding communities will not create an influx of non-residents using the Resort's amenities or accessing the beach. It is simply implausible that non-residents will use the restaurant as a means to gain access for a day at the beach. As previously stated, there are miles and miles of nearby beaches with public access and parking. In any event, the Resort has protocols in place and will continue to ensure that only guests of the hotel have access to the Resort's amenities and the adjacent beach.
- **Petty Crime.** Since the Resort has been in operation, there has been no rise in petty crime in the neighborhood as a result of its operations. Any concern that petty crime or any type of criminal activity will increase simply because residents from surrounding communities may dine at the Resort's restaurant is just wild, unfounded speculation.
- **Parking and Queuing.** The parking and queuing of vehicles at the Resort has been fully analyzed by our traffic engineer, Joaquin E. Vargas, P.E., and such analysis contemplated that the Resort's restaurant would be open to patrons other than only hotel guests. Since we are not changing the capacity of the restaurant, this analysis remains valid. See attached letter from Mr. Vargas. The Town's traffic consultant has provided follow-up questions that he would like addressed prior to the meeting on the Development Order amendments (in October), and we have committed to working with the Town's consultant to timely address those questions.
- **Service Bar.** The proposed partially covered bar area will be a service bar for the Resort guests, and will not be open to the general public as a stand-alone bar. There will be 4 stools for guests that choose to order a drink in the shade rather than by the pool or on the beach. Hotel guests are currently permitted to have drinks by the pool or under the covered patio. The fact that the guests can now directly order a drink at the service bar, which will then be prepared outside rather than in the kitchen area, will not create additional impacts.

Honorable Mayor and Commissioners
Town of Hillsboro Beach
September 5, 2023
Page 4

While legitimate questions were initially raised, we firmly believe that most residents are now supportive of the amendments to the Code, particularly after having a better understanding of the limited nature of the changes. To date, we have over 90 petitions signed by residents supporting the Resort and the proposed amendments.

We hope that this information proves helpful in your consideration of the proposed Code amendments, and we look forward to further presenting our application on September 12, 2023. In the meantime, if you have any questions, please do not hesitate to contact me.

Sincerely,

Shutts & Bowen LLP



David J. Coviello

DJC:sm

MIADOCS 26230395 3 56809.0001

August 25, 2023

David J. Coviello, Esq.
Partner – Shutts & Bowen LLP
200 South Biscayne Boulevard, Suite 4100
Miami, Florida 33131

**Re: The Hillsboro Resort (f/k/a The Seabonay Hotel) – 1159 Hillsboro Mile
Valet Operations and Parking Needs**

Dear David:

Traf Tech Engineering, Inc. has reviewed the traffic comments dated 8/17/2023 prepared by Calvin Giordano Associates in connection with the above-referenced resort. It is our understanding that the on-site restaurant currently provides services to hotel guests and residents of the Town of Hillsboro Beach. The restaurant plans to allow all outside guests (residents and non residents) to use the restaurant.

From a traffic engineering standpoint, the Institute of Transportation Engineers (ITE) Trip Generation Manual (11th Edition) and Parking Generation Manual (Fifth Edition) do not take into account the outside population area a resort-type restaurant serves for trips or parking generation purposes. Hence, the parking and valet operating plan currently in operation at The Hillsboro Resort should be adequate for the elimination of the restaurant's restriction to only serve hotel guests and residents of the Town of Hillsboro Beach.

Please give me a call if you have any questions.

Sincerely,

TRAF TECH ENGINEERING, INC.

Joaquin E. Vargas, P.E.
Senior Transportation Engineer

From: Matthew Hege <matth@mhcpcolab.com>

Sent: Monday, August 14, 2023 10:46 AM

To: Mac Serda <mserda@townofhillsborobeach.com>; Sherry D. Henderson
<shenderson@townofhillsborobeach.com>; Daniel Fiske <dfiske@bh3llc.com>; David J. Coviello
<DCoviello@shutts.com>

Subject: Recent Save Hillsboro Beach Email: HBR Responses to be shared with Commission and Mayor

Mac, I recently received an email from Save Hillsboro Beach addressing concerns about the upcoming application for an amendment to the existing ordinance by Hillsboro Beach Resort. I assumed you were aware of the email that has been circulated and would expect you also to receive it.

I wanted to take this opportunity to address its false claims and inaccuracies and clarify our approach for allowing nonresidents to dine, the outside service bar, and the need for off-duty police officers for special events and, of course, protecting the beach. Our intent is to clarify with factual information, address any concerns that may arise, and dispel any misconceptions that could cause confusion or misunderstanding. Please review our responses, as we request for them to be shared with the Commission and the Mayor.

Once provided to the Commission and Mayor, I will follow up with each of them to go over all the materials that have been submitted for their input.

Please let us know if there are any questions.

Thank you, Matt Hege

Matthew Hege
Director



COLAB

CITY PLANNING, COMMUNICATIONS,
PUBLIC RELATIONS + TRANSPORTATION

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

Responses: Save Hillsboro Beach Email: Application for an amendment to the existing ordinance

1. How will the hotel restaurant/bar prevent its food and beverage guests from taking a walk on the beach after brunch or even just a cocktail? A \$10 glass of wine seems like quite a small price to pay for a day spent on a pristine, private beach! The Resort's proposed code amendments will allow non-residents to dine at the restaurant. Such patrons will not be permitted to use the Resort's other amenities or access the beach. Moreover, non-residents will not be permitted to order only a drink at the service bar. The Resort will have specific protocols in place for allowing only hotel guests and patrons dining at the restaurant to be served from the service bar. Specifically, room numbers will be verified for hotel guests and reservations will be verified for restaurant patrons. Having said that, the notion that people will travel to the Resort to dine at the restaurant or attempt to purchase just a glass of wine only to gain access to the beach for the day is implausible. As previously stated, there are miles of beautiful beaches with convenient public access just minutes away. In any event, the Resort has a team of beach attendants who cater to guests by providing chairs, towels, and other amenities. The attendants keep a daily list of all guests who are staying or arriving for the day, including their names and room number. When guests arrive at the pool or beach area, the attendants approach them and confirm their room number. If a guest does not have a room, they are informed that the beach is private and only for hotel guests and are asked to leave.

2. The proposed Amendment allows for on-the-sand, beach service. The resort only allows overnight hotel guests to use the beach service, which is maintained by the staff. The inevitable trash (paper, plastic & food) will attract critters and blow around, creating a nuisance for everyone. Can we be assured that the day-trippers will share our same respect for our beach and marine life? Currently, only hotel guests are permitted to use the beach adjacent to the Resort. None of the proposed code amendments changes that fact. As explained above, the Resort will ensure that non-residents are allowed only to dine at the restaurant, and will not otherwise have access to the Resort's amenities or the beach. Additionally, the Resort's team of beach attendants currently maintain the area of the beach adjacent to the Resort in accordance with the standards of any luxury hotel.

3. Open access to non-hotel guests will increase traffic. The parking and queuing of vehicles at the Resort have been fully analyzed by a professional traffic engineer based upon accepted methodologies. The study contemplated that the Resort's restaurant would be open to patrons other than hotel guests. The assumptions in the study remain valid notwithstanding the requested code changes. Specifically, the number of restaurant seats is unchanged. In other words, the capacity of the restaurant is not increasing. Whether that same number of patrons arrive by car from within the Town or outside the Town will not increase traffic, or otherwise cause problematic queuing of vehicles on Hillsboro Mile. It's the same number of potential vehicles, which have been analyzed and deemed not problematic.

As a result, will the Town need to increase our police coverage? In an effort to increase their own revenue, will the Hillsboro Beach Resort be adding costs to our Town's operating budget? After discussions with the Town Manager, the Resort has agreed to maintain the condition in its conditional use permit approval that requires off-duty police officers for special events. It is important to note that this condition applies

only to the Resort. No other private club or residence has this requirement even though such properties are permitted to have equally impactful special events or gatherings. To be clear, there will be no added cost to the Town's operating budget.

4. It would be naive to believe that increased access to our neighborhood by non-residents wouldn't result in the type of petty crime that used to occur back in the '70's and '80's. The Resort is a luxury hotel that is a member of the Small Luxury Hotels of the World. We can only speak to the conditions that have existed since our hotel opened under its current ownership. As you know, the Resort far exceeds the previous hotel's standards. Moreover, it is important to note that the hotel itself is already open to non-residents from near and far, and there has been no rise in petty crime to the neighborhood as a result of its operations. The police reports validate this. To maintain that non-residents dining at the Resort's restaurant will somehow bring back petty crime is clearly unfounded speculation.

5. There are currently other commercial hotels within Hillsboro Beach that may well decide to take advantage of this new proposed Amendment: Sunrise Suites is located at 1231 Hillsboro Mile. Royal Flamingo Villas, located at 1225 Hillsboro Mile describes itself as "a private condominium operated as a vacation beach resort". The Resort is the only commercial property that has a conditional use permit approval for dining and special events. Notwithstanding the proposed code amendments, any other property deciding to have such uses would still need to request a conditional use permit approval from the Town Commission at a public hearing. Importantly, each property is evaluated on a case-by-case basis. None of the proposed amendments requested by the Resort would negate that requirement.

To be sure, lines are blurring between what defines a condominium or a resort. For instance, The Related Group's project located at 1174-1185 Hillsboro Mile will be managed by Rosewood Hotel Group. Their sales presentations have begun, and the pitches to local realtors as well as in magazines, indicate that they expect to be offering a cocktail lounge and a restaurant (...with a celebrity chef!). The Related Group's project clearly states that non-owners are not allowed to dine or access the property. Moreover, should the Related Group decide to change its plans, they would need to return to the Town Commission for a conditional use permit approval in order for the Town Commission to evaluate whether to allow a bar or restaurant open to the public at the Rosewood. The Resort's proposed code amendments, if adopted, would not change that requirement. Each property would still need to be evaluated on a case-by-case basis.

In a nutshell, the Hotel's stated goal is to increase their revenues by opening a free-standing bar, to be open to the public. Currently, the hotel serves hotel guests and Hillsboro Beach member-residents cocktails from the kitchen. There will be no free-standing bar, and it certainly will not be open to the general public. The Resort's representatives clearly stated at the July 11 Town Commission meeting that the proposed partially enclosed outdoor bar space will be primarily a service bar for hotel staff to service hotel guests lounging by the pool or at the beach. There will be 4 stools at the service bar for hotel guests that choose to have a drink in the shade rather than by the pool or on the beach, or for restaurant patrons to have a drink prior to dining at the restaurant. The 30 square foot service bar space clearly does not lend itself to a free-standing destination bar. In any event, nobody except hotel guests and patrons of the restaurant will be permitted to use the service bar. In the unlikely (and frankly, inconceivable) event that a person(s) will arrive at the Resort to only order a drink at the small service bar, the Resort will have specific protocols in place (as stated above) for allowing only hotel guests and patrons dining at the restaurant to be served from the service bar. Specifically, room numbers will be verified for hotel guests and reservations will be verified for restaurant patrons.



DAVID J. COVIELLO
PARTNER
Shutts & Bowen LLP
200 South Biscayne Boulevard
Suite 4100
Miami, FL 33131
DIRECT (305) 415-9437
EMAIL DCoviello@shutts.com

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
Page 6

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
Page 8

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.

Calling all Members

The Hillsboro Beach Resort requests input from residents regarding the restrictions enforced by the Amended Development Orders by the Town of Hillsboro Beach. HBR requests your feedback as we consider returning to the town to request a commission vote for these development orders to be removed.

Your information may be shared only with the town. The resort is not asking to change hours of operation for dining or special events, hotel and event space capacity, or additional parking allowances.

Furthermore, the Town of Hillsboro Beach already has an adopted code of ordinances for the Town, which all residents and property owners must abide by. The HBR owners, management, and guests feel that these stringent development orders and conditions are shackles that limit the ability for prosperity and viability as a luxury resort designation.

Our luxury resort designation represents lasting benefits to the Town of Hillsboro Beach. The HBR owners and management also feel they are not treated fairly compared to the special events bookings, lodging, and dining services fully operational and not restricted at the private member-only, not-for-profit Hillsboro Club. HBR requests to be treated fairly in this regard.

How You Can Help

Your support is important! Please complete the information below if you would like further information on the Hillsboro Beach Resort request to remove all conditional use restrictions and development orders:

Your Information will NOT be shared publicly. Please click below.



Current Conditional Uses allowed per Development Orders

Below is a summary of the restrictions imposed on the Hotel, hindering its ability to thrive in Hillsboro Beach. For additional information and all development orders for reference, please refer to the www.townofhillsborobeach.com

1. The restaurant is not allowed to have an actual bar area and would like to offer a bar area for dining and special events.
2. The Owner/Operator of the Resort can provide hotel-sponsored events only for guests staying in the resort as allowed by the previously approved conditional use permit.
 - a. The resort must contact the Town staff within three working days to determine if an off-duty police officer is required.
 - b. Only 24 "special events" for a maximum of 65 guests are allowed at the resort for a one year term, beginning in January until the end of 2022.
 - c. Cash or direct charges to credit cards for bar beverages, including liquor, beer, and wine, are not allowed.
 - d. The hours of operation are limited to 8 am-10 pm Sunday-Thursday and 8 am-12 am Friday-Saturday.
 - e. For any hotel special event, the owner must contact the Town staff within seven working days to determine if an off-duty police officer is required.
 - f. The resort must hire (2) off-duty police officers to monitor and, if necessary, control vehicular access at the Resort driveway to mitigate queuing on A1A and patrol the building premises.
 - g. The Resort must advise the Town Manager of an upcoming special event at least seven calendar days before the scheduled special event.
 - h. Town Code Enforcement Officer or an assigned representative is required to perform a site visit during any Special Event to ensure compliance and to complete the required Special Event Checklist.
3. Hotel-sponsored events are only permitted Sun/Thurs 8 am-10 pm Fri/Sat 8 am-12 am.
4. Hotel non-social events time restriction to 8AM-4PM.

***The resort has been granted one warning if it fails to comply with the above rules and regulations, followed by an appearance before the town commission.*

References

Amendment to Conditional Use for Hillsboro Resort, 1159 Hillsboro Mile
Development Order: November 1, 2022
Amendment to Conditional Use for Hillsboro Resort, 1159 Hillsboro Mile
Development Order: October 2, 2022
Amendment to Conditional Use for Hillsboro Resort, 1159 Hillsboro Mile
Development Order: July 6, 2021
September 13, 2002, Commission Hearing
Request: Amendment to Approved Conditional Use for Special Event Space for Hillsboro Resort, 1159 Hillsboro Mile, November 1st, 2022.
TriTech Engineering; Parking Needs for the Hillsboro Resort: Trip Generation Analysis
May 2022: The Hotel parking consists of 77 spaces plus an additional eight valet spaces, providing 85 spaces onsite. Based on the TrafTech Study, dated May 2022, the Hillsboro Beach Resort only requires 54 parking spaces to accommodate its peak parking demand. Current parking needs for the Hillsboro Resort were determined by collecting actual parking counts during the 2022 peak season (January-March). The trip generation analysis determined that the hotel had a monthly average of 544 parked cars, with a daily average of 22.8 cars daily. This amounted to a daily average parking capacity utilization rate of 27%.

Name Ralph Squaglia

Address 1170 Hillsboro M.le Unit 102

Phone 847 338 -3012

Email resquaglia@gmail.com

Do you support the Hillsboro Beach Resort returning to the commission requesting a vote to remove all conditional use restrictions and development orders?

☒ YES ☐ No

If No:

Would you like further information on the Hillsboro Beach Resort request to remove all conditional use restrictions and development orders?

☒ YES ☐ No

Please submit this to the resort front desk.

If you prefer to respond digitally,
please scan the QR code below:



Name

Judy Hitchmough

Address

1221 Hillsboro Mile, Hillsboro Beach 44A

Phone

847-702-1089

Email

judyhitchmough@gmail.com

Do you support the Hillsboro Beach Resort returning to the commission requesting a vote to remove all conditional use restrictions and development orders?

☒

YES

☐

No

If No:

Would you like further information on the Hillsboro Beach Resort request to remove all conditional use restrictions and development orders?

☐

YES

☒

No

Please submit this to the resort front desk.

If you prefer to respond digitally,
please scan the QR code below:



Name DOMINIC J. MONACO

Address 1221 HILLSBORO MILE 26A

Phone 203-640-0035

Email CUCUZZAMAN@FAHOO.COM

Do you support the Hillsboro Beach Resort returning to the commission requesting a vote to remove all conditional use restrictions and development orders?

☒ YES

☐ No

If No:

Would you like further information on the Hillsboro Beach Resort request to remove all conditional use restrictions and development orders?

☐ YES

☐ No

Please submit this to the resort front desk.

**If you prefer to respond digitally,
please scan the QR code below:**



Name

LINDA J. MONACO

Address

1221 Hillsboro Mile -26A

Phone

203-640-6131

Email

LINDAJMONACO49@YAHOO.COM

Do you support the Hillsboro Beach Resort returning to the commission requesting a vote to remove all conditional use restrictions and development orders?



YES



No

If No:

Would you like further information on the Hillsboro Beach Resort request to remove all conditional use restrictions and development orders?



YES



No

Please submit this to the resort front desk.

If you prefer to respond digitally,
please scan the QR code below:



Timestamp	Your Name	Mailing Address	Phone Number	Email Address	Do you support the Hillsboro Beach Resort request to remove all conditional use restrictions and development orders?																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
-----------	-----------	-----------------	--------------	---------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Hillsboro Beach Resort
Wedding Leads Turned Down

8/8/2023

Wedding Leads

<u>Date</u>	<u>Guests</u>	<u>Revenue</u>	<u>T/D Reason</u>
6-Apr-24	60	\$7,500.00	No outside area for ceremony
6-Apr-24	50	\$6,000.00	No outside area for ceremony
15-Mar-23	50	\$6,000.00	No outside area for ceremony
4-Feb-24	50	\$6,000.00	No outside area for ceremony
9-Mar-24	35	\$4,500.00	No outside area for ceremony
4-Nov-23	55	\$6,000.00	No outside area for ceremony
3-Mar-24	50	\$6,000.00	No outside area for ceremony
21-Jul-23	65	\$7,500.00	No outside area for ceremony
7-Oct-23	50	\$6,000.00	No outside area for ceremony
13-Jan-24	50	\$6,000.00	No outside area for ceremony
21-Oct-24	20	\$2,500.00	No outside area for ceremony

From: Matthew Hege <matth@mhcpcolab.com>

Sent: Friday, August 18, 2023 3:34 PM

To: Mac Serda <mserda@townofhillsborobeach.com>; Sherry D. Henderson <shenderson@townofhillsborobeach.com>; Daniel Fiske <dfiske@bh3llc.com>

Subject: HBR Membership: Broken Down by Condo Building and Residences

Mac, I have updated the current resident membership by condo building and private residence. We are still adding members, and this spreadsheet represents 339 members: 21 Condo Buildings and 19 private residences. I have blacked out the member's name and email address.

We ask that you share this with the Mayor and Commission. I expect to reach out on Monday to request a meeting to go over all material provided as part of our ongoing outreach efforts.

Thank you, Matt Hege

Matthew Hege

Director



COLAB

CITY PLANNING, COMMUNICATIONS,
PUBLIC RELATIONS + TRANSPORTATION

305.801.4729

matth@mhcpcolab.com

5701 Biscayne Boulevard, Suite CS1, Miami, FL 33137

www.mhcpcolab.com

 HILLSBORO BEACH RESORT		 HILLSBORO BEACH RESORT		 HILLSBORO BEACH RESORT		
#	NAME	ADDRESS	BUILDING	PHONE NUMBER	E-MAIL	Totals by Building/Residence
301			DIAMON HEAD			
#042			DIAMOND HEAD			
262			DIAMOND HEAD			
283			DIAMOND HEAD			4
104			HARBORSIDE			
105			HARBORSIDE			
108			HARBORSIDE			
158			HARBORSIDE			
179			HARBORSIDE			5
153			HILLSBOR COLANNADE			1
#022			HILLSBOR ISLAND HOUSE			1
#014			HILLSBORO BEACH YACHT VILLAS			
140			HILLSBORO BEACH YACHT VILLAS			
216			HILLSBORO BEACH YACHT VILLAS			
217			HILLSBORO BEACH YACHT VILLAS			
219			HILLSBORO BEACH YACHT VILLAS			
233			HILLSBORO BEACH YACHT VILLAS			
257			HILLSBORO BEACH YACHT VILLAS			
294			HILLSBORO BEACH YACHT VILLAS			8
#041			HILLSBORO COLONNADE			
97			HILLSBORO COLONNADE			
107			HILLSBORO COLONNADE			
121			HILLSBORO COLONNADE			
130			HILLSBORO COLONNADE			
170			HILLSBORO COLONNADE			
207			HILLSBORO COLONNADE			
250			HILLSBORO COLONNADE			
259			HILLSBORO COLONNADE			
261			HILLSBORO COLONNADE			
263			HILLSBORO COLONNADE			
307			HILLSBORO COLONNADE			12
295			HILLSBORO IMPERIAL EAST			
320			HILLSBORO IMPERIAL EAST			
289			HILLSBORO IMPERIAL WEST			3
#016			HILLSBORO ISLAND HOUSE			
#055			HILLSBORO ISLAND HOUSE			
#059			HILLSBORO ISLAND HOUSE			
77			HILLSBORO ISLAND HOUSE			
82			HILLSBORO ISLAND HOUSE			
91			HILLSBORO ISLAND HOUSE			
132			HILLSBORO ISLAND HOUSE			
136			HILLSBORO ISLAND HOUSE			
187			HILLSBORO ISLAND HOUSE			
193			HILLSBORO ISLAND HOUSE			
211			HILLSBORO ISLAND HOUSE			
236			HILLSBORO ISLAND HOUSE			
338			HILLSBORO ISLAND HOUSE			13

206	HILLSBORO MILE LLC	
231	HILLSBORO MILE LLC	
323	HILLSBORO MILE LLC	3
#010	HILLSBORO OCEAN CLUB	
#011	HILLSBORO OCEAN CLUB	
#033	HILLSBORO OCEAN CLUB	
#034	HILLSBORO OCEAN CLUB	
#040	HILLSBORO OCEAN CLUB	
#050	HILLSBORO OCEAN CLUB	
#054	HILLSBORO OCEAN CLUB	
#061	HILLSBORO OCEAN CLUB	
90	HILLSBORO OCEAN CLUB	
101	HILLSBORO OCEAN CLUB	
103	HILLSBORO OCEAN CLUB	
124	HILLSBORO OCEAN CLUB	
125	HILLSBORO OCEAN CLUB	
126	HILLSBORO OCEAN CLUB	
149	HILLSBORO OCEAN CLUB	
213	HILLSBORO OCEAN CLUB	
214	HILLSBORO OCEAN CLUB	
223	HILLSBORO OCEAN CLUB	
234	HILLSBORO OCEAN CLUB	
242	HILLSBORO OCEAN CLUB	
243	HILLSBORO OCEAN CLUB	
281	HILLSBORO OCEAN CLUB	
282	HILLSBORO OCEAN CLUB	
284	HILLSBORO OCEAN CLUB	
303	HILLSBORO OCEAN CLUB	
304	HILLSBORO OCEAN CLUB	
305	HILLSBORO OCEAN CLUB	
315	HILLSBORO OCEAN CLUB	28
#023	HILLSBORO WINDSOR	
142	HILLSBORO WINDSOR	
168	HILLSBORO WINDSOR	
186	HILLSBORO WINDSOR	
189	HILLSBORO WINDSOR	
200	HILLSBORO WINDSOR	
221	HILLSBORO WINDSOR	
230	HILLSBORO WINDSOR	
239	HILLSBORO WINDSOR	
245	HILLSBORO WINDSOR	
260	HILLSBORO WINDSOR	
277	HILLSBORO WINDSOR	
290	HILLSBORO WINDSOR	
321	HILLSBORO WINDSOR	
325	HILLSBORO WINDSOR	
330	HILLSBORO WINDSOR	
335	HILLSBORO WINDSOR	
336	HILLSBORO WINDSOR	
337	HILLSBORO WINDSOR	19
145	HILLSORO COLONNADE	,
78	HOUSE	
248	HOUSE	
306	HOUSE	3
209	KINGSLEY ARMS	1

247	LANDMARK	
255	LANDMARK	
333	LANDMARK	3
80	LE BARON	
157	LE BARON	
172	LE BARON	
235	LE BARON	
246	LE BARON	
271	LE BARON	
272	LE BARON	
280	LE BARON	
292	LE BARON	
293	LE BARON	
334	LE BARON	11
#043	MEDITERRANEA	
106	MEDITERRANEA	2
#025	Residence	
#045	Residence	
68	Residence	
69	Residence	
73	Residence	
131	Residence	
218	Residence	
258	Residence	
278	Residence	
302	Residence	
327	Residence	11
115	OCEAN APARTMENTS	
119	OCEAN APARTMENTS	
127	OCEAN APARTMENTS	
147	OCEAN APARTMENTS	
162	OCEAN APARTMENTS	
180	OCEAN APARTMENTS	
311	OCEAN APARTMENTS	
326	OCEAN APARTMENTS	
328	OCEAN APARTMENTS	9
155	OCEAN CREST	
156	OCEAN CREST	
286	OCEAN CREST	
309	OCEAN CREST	4
86	OCEAN GRANDE	
159	OCEAN GRANDE	
164	OCEAN GRANDE	
166	OCEAN GRANDE	
252	OCEAN GRANDE	
264	OCEAN GRANDE	
265	OCEAN GRANDE	
266	OCEAN GRANDE	
268	OCEAN GRANDE	
331	OCEAN GRANDE	10
134	OCEAN HILLSBORO	
146	OCEAN HILLSBORO	
224	OCEAN HILLSBORO	
291	OCEAN HILLSBORO	
308	OCEAN HILLSBORO	

312		OCEAN HILLSBORO	
#007		OPAL TOWERS	
#017		OPAL TOWERS	
#035		OPAL TOWERS	
#052		OPAL TOWERS	
#62		OPAL TOWERS	
#63		OPAL TOWERS	
70		OPAL TOWERS	
122		OPAL TOWERS	
139		OPAL TOWERS	
150		OPAL TOWERS	
270		OPAL TOWERS	
296		OPAL TOWERS	
297		OPAL TOWERS	
298		OPAL TOWERS	
299		OPAL TOWERS	
300		OPAL TOWERS	
324		OPAL TOWERS	
173		OPAL TOWERS	
#005		OPAL TOWERS EAST	
72		OPAL TOWERS EAST	
83		OPAL TOWERS EAST	
143		OPAL TOWERS EAST	
174		OPAL TOWERS EAST	
177		OPAL TOWERS EAST	
178		OPAL TOWERS EAST	
279		OPAL TOWERS EAST	
288		OPAL TOWERS EAST	
310		OPAL TOWERS EAST	
314		OPAL TOWERS EAST	
339		OPAL TOWERS EAST	
#003		OPAL TOWERS WEST	
#008		OPAL TOWERS WEST	
#013		OPAL TOWERS WEST	
#015		OPAL TOWERS WEST	
#018		OPAL TOWERS WEST	
#019		OPAL TOWERS WEST	
#020		OPAL TOWERS WEST	
#021		OPAL TOWERS WEST	
#024		OPAL TOWERS WEST	
#044		OPAL TOWERS WEST	
#051		OPAL TOWERS WEST	
#053		OPAL TOWERS WEST	
#058		OPAL TOWERS WEST	
65		OPAL TOWERS WEST	
66		OPAL TOWERS WEST	
98		OPAL TOWERS WEST	
102		OPAL TOWERS WEST	
123		OPAL TOWERS WEST	
133		OPAL TOWERS WEST	
137		OPAL TOWERS WEST	
138		OPAL TOWERS WEST	
212		OPAL TOWERS WEST	
226		OPAL TOWERS WEST	
227		OPAL TOWERS WEST	

273	OPAL TOWERS WEST
274	OPAL TOWERS WEST
285	OPAL TOWERS WEST
322	OPAL TOWERS WEST
#001	OVERLOOK
#002	OVERLOOK
#004	OVERLOOK
#006	OVERLOOK
#009	OVERLOOK
#029	OVERLOOK
#030	OVERLOOK
#031	OVERLOOK
#032	OVERLOOK
#036	OVERLOOK
#047	OVERLOOK
#048	OVERLOOK
71	OVERLOOK
75	OVERLOOK
81	OVERLOOK
93	OVERLOOK
113	OVERLOOK
135	OVERLOOK
144	OVERLOOK
181	OVERLOOK
182	OVERLOOK
190	OVERLOOK
191	OVERLOOK
228	OVERLOOK
232	OVERLOOK
237	OVERLOOK
249	OVERLOOK
251	OVERLOOK
253	OVERLOOK
254	OVERLOOK
256	OVERLOOK
269	OVERLOOK
313	OVERLOOK
317	OVERLOOK
329	OVERLOOK
154	PALM HILL
163	PALM HILL
167	PALM HILL
175	PALM HILL
183	PALM HILL
194	PALM HILL
210	PALM HILL
#026	PORT DE MAR
#027	PORT DE MAR
#037	PORT DE MAR
#038	PORT DE MAR
#039	PORT DE MAR
#046	PORT DE MAR
#049	PORT DE MAR
#056	PORT DE MAR
#057	PORT DE MAR

59

35

7

#060	PORT DE MAR	
#64	PORT DE MAR	
67	PORT DE MAR	
74	PORT DE MAR	
76	PORT DE MAR	
84	PORT DE MAR	
87	PORT DE MAR	
88	PORT DE MAR	
92	PORT DE MAR	
94	PORT DE MAR	
95	PORT DE MAR	
96	PORT DE MAR	
99	PORT DE MAR	
100	PORT DE MAR	
109	PORT DE MAR	
110	PORT DE MAR	
114	PORT DE MAR	
116	PORT DE MAR	
117	PORT DE MAR	
118	PORT DE MAR	
120	PORT DE MAR	
128	PORT DE MAR	
129	PORT DE MAR	
141	PORT DE MAR	
160	PORT DE MAR	
161	PORT DE MAR	
165	PORT DE MAR	
169	PORT DE MAR	
171	PORT DE MAR	
176	PORT DE MAR	
184	PORT DE MAR	
185	PORT DE MAR	
198	PORT DE MAR	
199	PORT DE MAR	
202	PORT DE MAR	
220	PORT DE MAR	
222	PORT DE MAR	
225	PORT DE MAR	
229	PORT DE MAR	
238	PORT DE MAR	
244	PORT DE MAR	
267	PORT DE MAR	
276	PORT DE MAR	52
318	RECESS	
319	RECESS	2
241	ROYAL FLAMINGO VILLAS	
287	ROYAL FLAMINGO VILLAS	2
#012	SEA CLUB	
148	SEA CLUB	
151	SEA CLUB	
152	SEA CLUB	
188	SEA CLUB	
192	SEA CLUB	
195	SEA CLUB	
196	SEA CLUB	

197		SEA CLUB	
203		SEA CLUB	
204		SEA CLUB	
205		SEA CLUB	
208		SEA CLUB	
240		SEA CLUB	
111		SUNRISE OCEAN SUITES	
112		SUNRISE OCEAN SUITES	
215		VIRGINIA KAYE	
275		VIRGINIA KAYE	
316		VIRGINIA KAYE	
332		VIRGINIA KAYE	
79		WATERS EDGE ESTATES	
85		WATERS EDGE ESTATES	
89		WATERS EDGE ESTATES	
201		WATERS EDGE ESTATES	

14

2

4

4

339 21 Buildings 19 Residences

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 Aug 31, 2023

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

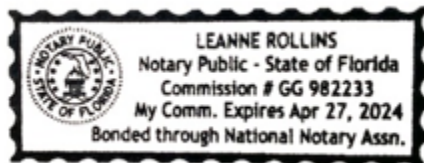


Signature of Affiant

Sworn to and subscribed before me this: September 01, 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: mbudgett@townofhillsborobeach.com
7466160

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

Tuesday, September 12, 2023, at 9:00 am
Conditional Uses Amendment

NOTICE IS HEREBY GIVEN that prior to the Town of Hillsboro Beach Commission's consideration of the Second Reading of Ordinance 2023-03 a PUBLIC HEARING will be held on Tuesday, September 12, 2023, at 9:00 a.m. in the Town Hall, located at 1210 Hillsboro Mile, Hillsboro Beach, FL 33062. The Public can attend in person or provide comments via Live Zoom Video Conference.

ORDINANCE NO. 2023-03
Conditional Uses Amendment

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.

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

JOIN LIVE ZOOM MEETING Tuesday, September 12, 2023, at 9:00 AM (Eastern)
Log-in details available on website.

Sherry D. Henderson, CMC Town Clerk
TOWN OF HILLSBORO BEACH, FLORIDA
08/31/2023 7466160

Order # - 7466160

Emails sent to Town Clerk

re: Hillsboro Beach Resort
1159 Hillsboro Mile
Hillsboro Beach, FL 33062

7/26/2023

Sherry D. Henderson

From: Irene Kirdahy <ikirdahy@townofhillsborobeach.com> on behalf of Irene Kirdahy
Sent: Saturday, August 26, 2023 11:18 AM
To: Janet Ryder
Cc: Mac Serda; Sherry D. Henderson
Subject: Re: Hillsboro Beach Club support letter

Your very welcome. By copy of this message set, the Town Clerk will include your comments in our Agenda packet, which comes out a week before the meeting.

Rgds, Irene Kirdahy

On Fri, Aug 25, 2023 at 10:12 PM Janet Ryder <janetryderhere@gmail.com> wrote:
Thanks for acknowledging receipt of it. And so late too!

That's why we need women as mayors in our town.

Sincerely

Janet Ryder

On Fri, Aug 25, 2023, 10:02 PM Irene Kirdahy <ikirdahy@townofhillsborobeach.com> wrote:
Thank you for your input.

Irene Kirdahy
Mayor

On Fri, Aug 25, 2023, 4:50 PM Janet Ryder <janetryderhere@gmail.com> wrote:

Janet Ryder

1155 Hillsboro Mile Apt 410

Hillsboro Beach FL 33062

Dear Mayor Kirdahy,

As a long time resident of Hillsboro Ocean Club, my husband and I were pleased when the Hillsboro Beach Club Hotel opened next door to us. As you know, it had been an eyesore and attracted guests that we not desirable as temporary neighbors. Now, it is very different. The hotel is a welcome site. Friends and family can stay at its lodgings and enjoy the restaurant with us.

Sherry D. Henderson

From: Brian Ems <Brian_Ems@campbells.com> on behalf of Brian Ems
Sent: Thursday, September 7, 2023 10:13 AM
To: jreiser@townofhillsborobeach.com; vandreano@townofhikksborobeach.com;
dravanesi@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com; emsheather5@gmail.com
Subject: Hillsboro Beach Resort requested amendment to existing Ordinance No. 2023-03 Sec. 12-110

Dear Hillsboro Beach Commissioners,

First of all, THANK YOU for your hard work and dedication!

My family has owned a unit in the Hillsboro Windsor (605) for almost 60 years. My name is Brian Ems and I am the current owner along with my wife Heather. I have been coming to Hillsboro Beach for 45+ years and have known from an early age how special our 3 miles truly is!! I am very much apposed to the Hillsboro Beach Resort requested amendment to our existing Ordinance No. 2023-03 Sec. 12-110. There should never be any free-standing bars / restaurants etc. open to the public in Hillsboro Beach. We need to protect what makes Hillsboro Beach so special and unique.

Please oppose the ordinance request.

Thank you,
Brian and Heather Ems

This e-mail and any files transmitted with it may contain confidential information and is intended solely for use by the individual to whom it is addressed. If you received this e-mail in error, please notify the sender, do not disclose its contents to others and delete it from your system.

Sherry D. Henderson

From: bgilleranjohnson@aol.com
Sent: Thursday, August 31, 2023 3:13 PM
Cc: Town of Hillsboro Beach; mserda@townofhillsborobeach.com
Subject: Hillsboro Beach Resort- request for ordinance exchange regarding liquor service

Dear Honorable Mayor Irene Kirdahy, Honorable Vice Mayor Barbara Baldassarre, Honorable Jane Reiser, Treasurer, Honorable Vinnie Andreano, Commissioner, Honorable David Ravanese, Commissioner ,

It has come to my attention that a request has been made by Hillsboro Beach Resort to request a modification to their existing liquor license. I am an owner at the property located at 1160 Hillsboro Mile which is directly across the street from the hotel. First I'd like to comment on the positive aspects of the resort. The building itself is very nice and includes a nice small outdoor restaurant which serves food and beverages including alcohol. Physically the structure is appealing and the management has tried to be cooperative. But that is where it stops. The management can't control their customers who walk their dog across our private bridge and don't pick up the waste. We do not allow pets at our building . The management can not control the trespassers who frequent our inter-coastal property to sit at our benches, with their alcoholic beverages to drink, picnic and watch the boats go by. On numerous occasion I and many other owners have advised the Resort clients that it is private property. Some are nice and move on, many become belligerent and have used profane language and some have threatened us for not allowing them to just view the beautiful scenery. If you review your records you may not see numerous trespass calls made to the police because our owners don't want to bother the police department everts time a trespasser comes to our property. Also importantly they leave before the police arrive.

In addition I have seen resort guests on the beach drinking alcohol that the employees of the resort have served. As you are aware the hotel is small and there is limited parking. Often we have had their guests park illegally in out guest lot . The past few years that involved the COVID was very tiring on everyone but we saw an increase in dog waste, trash including broken bottles, and people parking in our guest lot and walking over to the our property and the beach. We observed first hand the bulk of those people came from the resort. We don't go onto their property uninvited, the Colonnade and the Overlook don't come onto our property. The guests of the resort are the culprits. Please also consider the negative impact on Hillsboro Island House and our insurance premiums. As most our premiums have skyrocketed but in the event of an injury to the Resort "trespassers" who will be sued and suffer the economic effects of increased premiums and lawsuits - US!

The Town has been more than generous in accommodating the Resort with many of their requests. We have been respectful of their lone business in a residential community. We truly wish them well in their business endeavors and will continue to respect them and their guests.

I want to thank you all for giving me the opportunity to address this issue and please enter my objection into the public record. I hope the Town considers the pro's and con's and votes against allowing any changes to the Hillsboro Island Resort extension to their existing license and not open it to the public which will affect all of us negatively.

Thank you
Barbara G Johnson
Hillsboro Island House

Please extend the necessary licensees and privileges needed for them to expand and thrive. We don't want the alternative.

Sincerely

Janet Ryder

Resident and voter

Sent from Mail for Windows

Sherry D. Henderson

From: Mac Serda <mserda@townofhillsborobeach.com> on behalf of Mac Serda
Sent: Monday, July 10, 2023 3:36 PM
To: Sherry D. Henderson
Subject: FW: Please say no to the Hillsboro Beach Resort

-----Original Message-----

From: Bates, David <DBates@gunster.com>
Sent: Monday, July 10, 2023 12:49 PM
To: Mac Serda <mserda@townofhillsborobeach.com>;
ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; Dravanesi@townofhillsborobeach.com
Cc: vandreano@townofhillsborobeach.com
Subject: Please say no to the Hillsboro Beach Resort

Mr. Serda and Commissioners,

>>

>> I am writing to voice my concerns regarding granting the Hillsboro
>> Beach Resort additional rights to enhance its profits and further
>> decrease the quality of life of the Hillsboro Beach residents in its
>> immediate vicinity.

>>

>> The Hillsboro Beach Resort continues to repeatedly mislead the
>> members of the Commission and violate the rules and limitations it
>> agreed to comply with.

>>

>> Over the last year alone, I was forced to repeatedly call Mr. Serda,
>> staff of the resort, and the police because of:

>> 1. Noise violations;

>> 2. Trespassing by guests and the Resort renting umbrellas and chairs
>> off of the Resort's property;

> 3. Guest's dogs running loose on our beach; 4. Guests flying drones;

> and 5. Drunken and loud guests after weddings and parties.

>

> Despite their representations to the Commissioners of being a high end
> resort, the Resort's rates are of a midrange hotel and the behavior of
> their guests (as regulated by the Resort staff) is below what we would
> expect.

>

> The quality of our lives has been diminished by the Resort already
> repeatedly failing to comply with the rules and limitations the Resort
> agreed to comply with, please do not reward their non-compliance by
> providing the Resort with additional rights that will harm the
> residents of Hillsboro Beach.

>
> Thank you.
>
> David and Beth Bates
> 1155 Hillsboro Mile
>>

Sherry D. Henderson

From: Mac Serda <mserda@townofhillsborobeach.com> on behalf of Mac Serda
Sent: Monday, July 10, 2023 11:05 AM
To: Irene Kirdahy; BBaldasarre; Jane Reiser; Vinnie andreano; David A. Ravanese
Cc: Sherry D. Henderson
Subject: (Do Not Respond All) email from Resident ref HBR

Per the email below, I am forwarding you an email from Ms. Cheri Rosenstein, neighbor to the HBR. Please note that I have compiled multiple emails into one, and I excluded a couple emails that were duplicates, or emails with pictures of random pieces of trash attributed to the hotel, as well as a picture of lonesome table and chair placed along the water's edge.

If you need assistance viewing the links, let me know.

Thanks,
Mac

From: Cheri Rosenstein <sawyersmom18@verizon.net>
Sent: Sunday, July 9, 2023 9:39 PM
To: mserda@townofhillsborobeach.com
Subject: Re: forgive me if there are repeats

This is being sent at the request of the commission to be used as evidence of non compliance by the hotel pending discussion about opening or not opening up the pool area to have a public bar and restaurant. I was told to forward these photos to you and videos.

Thank you for your prompt reply.

<https://photos.app.goo.gl/dEGmSoJiTrM9PZNf7>
<https://photos.app.goo.gl/bkRUh7zoKpXKXHc78>

<https://photos.app.goo.gl/p35EZvdEEzopohM1A>

<https://photos.app.goo.gl/9La7S1s1cxqTrrnj6>

Sherry D. Henderson

From: Christine Freeman <christine@irishconnection.com> on behalf of Christine Freeman
Sent: Monday, July 17, 2023 7:14 PM
To: shenderson@townofhillsborobeach.com
Subject: The Hillsboro Beach Resort

To whom it may concern,

As a taxpayer in the Town of Hillsboro Beach, we am not in favor of The Hillsboro Beach Resort opening their restaurant to the general public. It will create a hardship for the hotel neighbors and will be an undue burden on the town.

Please enter this email as public record, and send to the Mayor.

Sincerely,

Patrick and Anne Glynn
1050 Hillsboro Mile PH1W
Hillsboro Beach, FL 33062

Sent from Mail for Windows

Sherry D. Henderson

From: Christine Freeman <cfreeman989@comcast.net> on behalf of Christine Freeman
Sent: Monday, July 17, 2023 7:13 PM
To: shenderson@townofhillsborobeach.com
Subject: The Hillsboro Beach Resort

To whom it may concern,

As a taxpayer in the Town of Hillsboro Beach, we am not in favor of The Hillsboro Beach Resort opening their restaurant to the general public. It will create a hardship for the hotel neighbors and will be an undue burden on the town.

Please enter this email as public record, and send to the Mayor.

Sincerely,

Christine Freeman, member
1318 Commonwealth Ave LLC
1050 Hillsboro Mile 802
Hillsboro Beach, FL 33062

Sent from Mail for Windows

Sherry D. Henderson

From: judithaspen@gmail.com
Sent: Friday, July 14, 2023 4:40 PM
To: Sherry Henderson
Subject: Screenshot 2023-07-14 at 4.39.38 PM
Attachments: Screenshot 2023-07-14 at 4.39.38 PM.png; Untitled attachment 00541.txt

Please except my vote as no thank you very much Judith Swift resident of Hillsboro Beach

4:39



As a taxpayer in the
Town of Hillsboro
Beach I am not in fa-
vor of The Hillsboro
Beach Resort open-
ing their restaurant
to the general public.
It will create a hard-
ship for the hotel
neighbors and will
but an undue burden
on the town.

Please enter this
email as public
record, and send to
the Mayor.



Sherry D. Henderson

From: Sue Gallo <roostgal2008@gmail.com> on behalf of Sue Gallo
Sent: Friday, July 14, 2023 12:06 PM
To: shenderson@townofhillsborobeach.com
Subject: NO on public use of Restaurant

Good morning, Hillsboro Beach Town Commissioners.

First of all, Thank You for all you do! I understand that the Commission is discussing the issue of public use of the The Hillsboro Beach Resort Restaurant.

As a taxpayer and long time year round resident in the Town of Hillsboro Beach I am not in favor of The Hillsboro Beach Resort opening their restaurant to the general public. One of the best features about our small community is that it is so safe and quiet, a result of not having businesses that bring in non-residents. Opening the restaurant to the public will set a precedent for allowing other businesses to open and, in this case, create a hardship for the hotel neighbors and put an undue/extra burden on the town and our resources.

Thank you for your consideration.

Sincerely,

Susan Gallo

1050 Hillsboro Mile

Sent from my iPhone



Sherry D. Henderson

From: Carol Siatkowski Keane <carolskeane@icloud.com> on behalf of Carol Siatkowski Keane
Sent: Thursday, July 13, 2023 4:05 PM
To: shenderson@townofhillsborobeach.com
Subject: Hillsboro Beach Resorts

I do not want the restaurant at the Hillsboro Beach resort to be open to the general public. Please enter this email to public record.

Sincerely,

Carol Keane
1050 Hillsboro Mile, Unit 308

Sent from my iPhone

Sherry D. Henderson

From: Carol Siatkowski Keane <carolskeane@icloud.com> on behalf of Carol Siatkowski Keane
Sent: Thursday, July 13, 2023 4:08 PM
To: shenderson@townofhillsborobeach.com
Subject: Hotel

I do not want the Hillsboro hotel restaurant and bar open to the public

Sent from my iPhone

Sherry D. Henderson

From: John Reiser <jrreiser@aol.com> on behalf of John Reiser
Sent: Saturday, July 15, 2023 12:26 PM
To: Sherry Henderson
Subject: Say NO to a Public Restaurant

Good Afternoon Sherry,

Please distribute the following to the town commissioners and the town manager. I would like this to be entered into public records.

I sincerely hope the town commissioners will not vote to approve a public restaurant in our town.

I am a year-round, resident and a taxpayer. A public rest restaurant will have no financial advantages for our town, it will only be an advantage to the owner of the hotel and it will increase the burden on our town management.

John Reiser
1050 Hillsboro LeBaron PH2

In God We Trust FL

Sherry D. Henderson

From: Dani Reiser <dr0213@aol.com> on behalf of Dani Reiser
Sent: Saturday, July 15, 2023 12:35 PM
To: shenderson@townofhillsborobeach.com
Subject: Vote no for Public restaurant - Hillsboro Beach Resort

TO: Hillsboro Beach Town Commissioners -

I wanted to send a quick note regarding the last town meeting where the topic of opening a public restaurant in the Hillsboro Beach Resort was discussed. As a new resident and taxpayer of the town, I was very disappointed to see that this wasn't immediately voted down. I moved to Hillsboro because of its charm and low crime rate. Opening a public restaurant to non-residents could cause undue burdens on our town resources; especially our police force. Additionally, I'm not in favor of changing our culture and setting a precedent for other real estate owners to follow suit. I hope you will take this into consideration in your next vote.

Thanks so much for all that you do for our town.

Regards

Danielle Reiser
1050 Hillsboro Mile, Unit 906W

Sherry D. Henderson

From: boggiethemile <boggiethemile@bellsouth.net> on behalf of boggiethemile
Sent: Monday, July 31, 2023 12:09 PM
To: ikirdahy@townofhillsborobeach.com
Cc: Jane Reiser; Barbara Baldassarre; vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com; Donna Scheurer-Purre; Laura Fish; Richard Crusco; Mary E. Vogl; Manny Penate; Scott Williams; Mbwilliams123; VICTOR A. MILLER
Subject: Ordinance amendment by hillsboro beach resort

Madam Mayor and Town Commissioners Town Clerk and Town Manager

Please enter this note into our Public Record of Hillsboro Beach.

To All;

Please understand the likelihood that if this ordinance is amended to allow non residents and the general public to eat and drink at this restaurant and resort is just an affront to all of our residents peacefull enjoy of our Town but especially for the resorts neighbors. I'm very sorry for the resort but these ordinances are long standing for a reason and I can go on until the cows come home but the end will be the same. This Town will never be the same if this ordinance is amended. Our peaceful enjoyment of our homes will be jeopardized and NOT ONE POSITIVE THING WILL COME OUT OF IT...! Do not let this happen, please. Our Mayor and Commissioners we currently have now still have a chance to show ud they care about our township and its residents and vote against this invasive idea as well as the proposed building by The Related Groups 145' tower in a 35' building zone. This is the most aggravating response to deep,pocketed builders that is currently spreading like wildfires thru South Florida. We do not need this eyesore and drain on our town and the neighboring buildings close to the proposed project.

We moved here for the peace and quiet and safety afforded by a dedicated police force and the ease of getting in or out of town in or during any emergency. Normally getting from our homes to any destination has become more stressful and very time consuming due ro the increased population of our State but especially South Florida has just become hazardous especially for our elderly and health challanged long term residents.

JUST SAY NO TO THE RESORT AND THE RELATED PROJECT. They can build townhomes on the East parcel and still make a fortune...! There are no pockets in shrouds...!!! Enjoy this life while you're here.
Please, please, please...! Respectfully, David Boeggeman. Hillsboro Windsor 703.

[Sent from AT&T Yahoo Mail for iPad](#)

Sherry D. Henderson

From: Mattpamflynn <mattpamflynn@gmail.com> on behalf of Mattpamflynn
Sent: Monday, August 21, 2023 8:24 PM
To: mserda@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com
Subject: Vote NO please

To Whom it May Concern,

Please place this letter in public record that I strongly oppose the Hillsboro Beach Resort “freestanding bar” request.

Hillsboro Beach is a private residential community. Allowing a “freestanding bar” would have negative, long lasting effect on our community. Open access to non-hotel guests will increase traffic, noise, litter, and undoubtedly crime. Who will stop people from loitering and walking in our private community?

I request that this ordinance change is denied. Thank you for hearing my voice on this matter.

Pam Flynn
Hillsboro Island House
#203

Sherry D. Henderson

From: Laura Fish <fishonthemile@gmail.com> on behalf of Laura Fish
Sent: Tuesday, August 22, 2023 3:58 PM
To: ikirdahy@townofhillsborobeach.com; jreiser@townofhillsborobeach.com;
bbaldasarre@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com
Cc: Sherry D. Henderson; Mac Serda
Subject: Mayor's recent newsletter

Hello Madam Mayor,
For the public record:

It's very insulting not only to the neighbors and community you "serve", which is the MOST IMPORTANT FACTOR, but also to the Related Group that they would actually build a substandard multi unit development in our beautiful town and that you would have us believe for a minute that you and the commission would approve it.

Really Mayor- would you and your Commissioners approve such an eyesore? The fact you stated that in January you and your team voted and approved the change in our zoning LAWS to accommodate such an atrocity to be built at 150 feet tall in a 35 foot zoned area on our delicate ecosystem and in our small hamlet is unconscionable.

I personally only know 1 couple in my and the surrounding buildings on the Mile who are in favor of this debacle being built and they stand to earn millions - Could this be why you and the commissioners are for this height allowance? Were you perhaps offered free access to their private hair salon or spa? Or maybe something more?

I don't expect you to forgive me for my rudeness in that last statement, but what else are we to believe as you are taking their money by hiring outside council to FIGHT YOUR OWN COMMUNITY in the courts in hopes we cave in and cannot afford their/your blessings and deep pockets to build this unsightly tall Miami type structure in our 35 foot zone. They were well aware of the laws and setbacks when they purchased these lots for pennies on the dollar.

Will you approve of their next buyout to the low rise buildings to build a 200 foot tower? Or better yet, how about approving they buy a few mansions on the southern part of the Mile and build a mere 100 foot tall hotel?

And Ms. Mayor- stop saying it's only 10 stories and be honest that you and your predecessor must have been given more than underground wiring to approve a building that is 150 feet tall in a 35 foot zone. We are not stupid.

Laura Fish / Hillsboro Windsor

Sherry D. Henderson

From: Laura Fish <fishonthemile@gmail.com> on behalf of Laura Fish
Sent: Tuesday, August 22, 2023 3:06 PM
To: ikirdahy@townofhillsborobeach.com; jreiser@townofhillsborobeach.com;
bbaldasarre@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com
Cc: Sherry D. Henderson; Mac Serda
Subject: Hillsboro Beach Resort Ordinance change

Hello Mayor and Commissioners, Sherry and Mac.

Please note I would like this email to be recorded for public record.

I will get right to the point: Do not pass an ordinance to allow the resort to open their doors to the public.

I do not believe there is ANY advantage for our town to allow the resort to open up their venue to the world.

Just a few reasons : Our police force will be challenged with additional traffic - likely with drunk drivers, speeding, loitering, littering, excessive noise, boat taxis, watercraft within the buoys, dogs pooping, red cup littering, turtle disturbances, ubers and strange cars sitting along the roads and parking in our private parking lots since there is NO PARKING at the resort... on and on.

In addition what's to stop someone else north to want the same ordinance change for their community room?

How about a private yacht opening up their gangways to strangers to party on the weekends so they can offset their expenses on the intercostal side near the mansions? I bet that would NEVER pass and wouldn't even be heard out of "politeness". When you think about it- it's the same rationale....

Thank you in advance for saying NO. The community is what matters, and this should not be in consideration as a positive move for the community.

Respectfully, Laura Fish. Hillsboro Windsor.

Sent from my iPad

Sherry D. Henderson

From: Pam Flynn <mattpamflynn@gmail.com> on behalf of Pam Flynn
Sent: Monday, August 21, 2023 7:52 PM
To: shenderson@townofhillsborobeach.com
Subject: Please vote NO!

To whom it may concern , my parents found Hillsboro Mile in the early 80s its a really special place. There aren't many, if any other places like it, not only in Florida but thru-out the country. Our family currently owns 3 units spread thru out Hillsboro from Opal towers West to Overlook and Hillsboro island house.

We are all a big fat “No” for this “freestanding bar” at the Hillsboro Beach Resort. There are ample bars restaurants 1 mile down the beach and even free transportation to get there! We don’t need another bar or restaurant in our area nor do we need the traffic , noise , garbage or drunk drivers it will undoubtedly generate.

PLEASE VOTE NO!!

Matt&Pam Flynn
Hillsboro Island House #204

Matt
Sent from my iphone

Sherry D. Henderson

From: Bob Bills <bobbills1957@gmail.com> on behalf of Bob Bills
Sent: Thursday, August 17, 2023 6:28 PM
To: bbaldasarre@townofhillsborobeach.com.com; ikirdahy@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Subject: Ordinance No. 2023-03 Sec. 12-110 Hillsboro Beach Resort

Dear Commissioners:

I have been coming to Hillsboro Beach since 1983 and bought property here in the early part of 1998. I've always thought the town was unique. It is a quaint, exclusive, and private beach town that made it appealing to me. Allowing commercial entities to have bars and restaurants open to the public is not what this town is all about. Leave that for Ft. Lauderdale, Miami and the likes! Homes adjacent to these properties will suffer trespassing and issues associated with inebriated individuals. At my residence (Hillsboro Island House) we are constantly dealing with trespassing from hotel guests. This town should not be catering to commercial entities and developers with deep pockets!

I am opposed to amending the current ordinance No. 2023-03 Sec. 12-110.

Please enter my email as public record,
Bob Bills
1160 Hillsboro Mile

Sherry D. Henderson

To: Mayor Irene Kirdahy; Vice Mayor Barbara Baldassarre; Commissioner Jane Reiser ;
Commissioner Vinnie andreano; Commissioner David A. Ravanesi
Cc: mserda@townofhillsborobeach.com
Subject: Richard Perez - Public Comments (re: Hillsboro Beach Resort)

Good Afternoon, Governing Body:

For your review, please note the email below – comments from RICHARD PEREZ relating to the Hillsboro Beach Resort proposed Ordinance Amendment.

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

The State of Florida has a very broad public records law. Most written communications to Town Officials regarding Town business are public records available to the public and media upon request.

Your e-mail communications may be subject to public disclosure as set forth in the [Public Records Act Chapter 119, Florida Statutes](#).

From: Richard Perez <rperez1170@gmail.com>
Sent: Thursday, August 10, 2023 1:58 PM
To: shenderson@townofhillsborobeach.com
Cc: mserda@townofhillsborobeach.com
Subject:

My name is Richard Perez and my wife and I live at Harborside Condos at 1170 Hillsboro Mile Hillsboro Beach 33062 Unit no 305

WE ARE TOT ALLY AGAINST CHANGING THE AMENDMENT REQUESTED BY THE HILLSBORO BEACH RESORT

When I ret ired 20 years ago, we looked south and north and could not find a town we wanted to ret ire to until we found HILLSBORO BEACH. Beautiful quaint area beautiful beach and int ercoastal. What a jewl we said and decided this is where we wanted to retire. Love it Love it. Now we understand that the Hillsboro Hotel is hoping to open up their restaurant and beach bar to all non residents of hillsboro beach. Our beautiful beach is no longer going to be private and non r residents walking up to the hotel beach bar and ordering drinks and walking all over the area. Our Beautiful Hillsboro Beach will no longer be the same. Traffic Traffic Traffic.
Please RE think the ORDINANCE REQUESTED.

THANK YOU FOR YOUR CONSIDERATION RICHARD AND ELIDA PEREZ
1170 HILLSBORO MILE
HARBORSIDE CONDOS UNIT NO 305

Sherry D. Henderson

From: Bev <baw525@comcast.net> on behalf of Bev
Sent: Thursday, August 10, 2023 4:56 PM
To: ikirdahy@townofhillsborobeach.com; bbaldassare@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com
Subject: Hillsboro Beach Resort request to amend ordinance number 2023-03 Sec. 12-110

Hello, I am an owner of a condo at Hillsboro Island House, 1160 Hillsboro Mile and I am strongly opposed to the Hillsboro Beach Resort request for permission to open a free standing bar on their premises that would be open to the public. If this request were granted, it would cause additional traffic and parking needs in an already congested area along A1A. In addition, it would open our private beach area to the public and increase the potential for litter on the beach. It would also expose our neighborhood to the potential for more crime and trespassing, which is already a challenge. Allowing a public bar and/or a restaurant along Hillsboro Mile would open the door to additional, similar requests and would forever change the quiet nature of our residential area which is what attracted most home owners to the Mile to begin with.

My request is that you deny the petitioned amendment(s) to the ordinance number 2023-03 Sec. 12-110, and enter this email into the public record.

Thank you,
Beverly Watts
1160 Hillsboro Mile
Unit 405
Hillsboro Beach, FL 33062

Sent from my iPhone

From: Irene Kirdahy <ikirdahy@townofhillsborobeach.com>
Sent: Wednesday, August 9, 2023 6:36 PM
To: Sherry D. Henderson <shenderson@townofhillsborobeach.com>; Bill Garrecht <billg@bginspect.com>
Subject: Fwd: Hillsboro Beach Resort

Sherry, please include this in our package for the September meeting.
Thank you, Irene

----- Forwarded message -----

From: **Bill Garrecht** <billg@bginspect.com>
Date: Wed, Aug 9, 2023, 5:11 PM
Subject: Hillsboro Beach Resort
To: ikirdahy@townofhillsborobeach.com <ikirdahy@townofhillsborobeach.com>

Dear Mayor Kirdahy,

Good afternoon. My wife and I have been coming to Hillsboro Beach for 20 years and plan on making it our residence as soon as our daughter is done with school. We own a unit in the Hillsboro Colonade, right next to the Hillsboro Beach Resort. We did pay for memberships to the resort so that we can eat there on occasion. It is wonderfully convenient, especially during the busy months when there is more traffic. In addition, the renovations there after what seemed to be years of neglect, construction and abandonment of the property have been a welcome addition to our neighbor property. It was a nightmare prior to them taking it over.

However, their new request to open a bar is a little concerning for us.

Is it going to be open to anybody, or just Hillsboro residents?

1. Where will customers park?
2. What will be the hours?

A few questions off the top of my head. I may think of more. We love it there and don't want our little section turning into Fort Lauderdale over spring break.

Bill Garrecht
President
Innovative
551 North Country Rd
Saint James, NY 11780
631-676-4222

Sherry D. Henderson

From: pbono628 <pbono628@gmail.com> on behalf of pbono628
Sent: Wednesday, August 9, 2023 4:28 PM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com;
shenderson@townofhillsborobeach.com; mserda@townofhillsborobeach.com;
vandreamo@townofhillsborobeach.com
Subject: Public Hearing - Proposed Amendment

Good afternoon,

I'm a resident at the LeBaron. When it came time for us to purchase a home, the area appealed to us for its serenity and beauty but most of all for its PRIVATE beach. If this proposed amendment passes there will be an influx of NON RESIDENTS roaming our serene and prestige oasis. Under NO circumstances will I vote for this INSANE idea to go through.

I hope you will consider my firm stand on this.

Thank you for your time,

Paula Bono
1050 Hillsboro Mile unit 403
857-222-6282

P.S. need to fix this e-mail "vandreamo@townofhillsborobeach.com"

Hello Hillsboro Beach Residents,

We are writing you all this brief message to bring attention to a new matter that was introduced at the July Commission meeting. **Hillsboro Beach Resort (the former Seabonay) has requested an amendment to our existing Ordinance No. 2023-03 Sec. 12-110. (See attachment below).** In a nutshell, the Hotel's stated goal is to increase their revenues by opening a free standing bar, to be open to the public. Currently, the hotel serves hotel guests and Hillsboro Beach member-residents cocktails from the kitchen. There is no free standing bar, and it is certainly not open to the general public!

The Commission did vote to allow the first reading of this proposed Amendment by a vote of 3-2 despite some very legitimate concerns voiced by Commission members as well as residents who attended the meeting. So, the first reading was heard and recorded on July 11th. The second reading will be heard at the September 12th Commission meeting. **This meeting will serve as a public hearing.** Despite the fact that it is off season and our Town is quiet, residents are encouraged by our commission to make their opinions known either in person, via zoom, or by e-mail (see email addresses listed below).

As you consider the impact this proposed Amendment will have on the quality of life here in Hillsboro Beach, please also be aware that this Ordinance allowance will be assigned to the property, not to the owner or operator. So, in the event of a property sale or operator transfer, the Ordinance Amendment stays in place.

Here are some of the concerns that have been made known:

1. How will the hotel restaurant/bar prevent its food and beverage guests from taking a walk on the beach after brunch or even just a cocktail? A \$10 glass of wine seems like quite a small price to pay for a day spent on a pristine, private beach!
2. The proposed Amendment allows for on-the-sand, beach service. The inevitable trash (paper, plastic & food) will attract critters and blow around, creating a nuisance for everyone. Can we be assured that the day-trippers will share our same respect for our beach and marine life?
3. Open access to non-hotel guests will increase traffic. As a result, will the Town need to increase our police coverage? In an effort to increase their own revenue, will the Hillsboro Beach Resort be adding costs to our Town's operating budget?
4. It would be naive to believe that increased access to our neighborhood by non-residents wouldn't result in the type of petty crime that used to occur back in the '70's and '80's.

5. There are currently other commercial hotels within Hillsboro Beach that may well decide to take advantage of this new proposed Amendment: Sunrise Suites is located at 1231 Hillsboro Mile. Royal Flamingo Villas, located at 1225 Hillsboro Mile describes itself as “a private condominium operated as a vacation beach resort”.

To be sure, lines are blurring between what defines a condominium or a resort. For instance, The Related Group’s project located at 1174-1185 Hillsboro Mile will be managed by Rosewood Hotel Group. Their sales presentations have begun, and the pitches to local realtors as well as in magazines, indicate that they expect to be offering a cocktail lounge and a restaurant (...with a celebrity chef!).

The fact is that the Hillsboro Beach Resort has chosen to operate in a very residential neighborhood with transparent and long established rules and regulations in place. As Mayor Kirdahy correctly pointed out, the Commission has been more than accommodating when the Resort has repeatedly asked for special exceptions to our rules. Now it is time for the Resort to solve their own problems, within our guidelines.

There is no guarantee that this proposed ordinance amendment will be a successful “fix” for the Resort. It will, however, open the door to a permanent and precedent setting change to the Town of Hillsboro Beach’s way of life. It is our opinion that this request by the Resort is an overstep and must be denied.

In closing, we ask that you write our Commissioners (and Cc. Sherry Henderson, our Town Clerk). Your e-mail does not need to be lengthy, or drawn out, but it does need to be clear, strong and concise. It is also important that you request that you e-mail be entered into the public record!

Our Commissioners have asked for residents' input, and their emails have been included below. We need to let them know where we stand.

Thanks for your participation!

Sincerely,

Save Hillsboro Beach Residents

Contact information for our Commissioners and Town Staff:

Mayor Irene Kirdahy

ikirdahy@townofhillsborobeach.com

Vice Mayor Barbara Baldassarre

bbaldassarre@townofhillsborobeach.com

Treasurer/Commissioner Jane Reiser

jreiser@townofhillsborobeach.com

Commissioner Vinnie Andreano

vandreano@townofhillsborobeach.com

Commissioner David Ravanese

dravanese@townofhillsborobeach.com

Town Clerk - Sherry Henderson -

shenderson@townofhillsborobeach.com

Town Manager - Mac Serda -

mserda@townofhillsborobeach.com

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).

Sherry D. Henderson

From: Laura Fish <fishonthemile@gmail.com> on behalf of Laura Fish
Sent: Tuesday, August 22, 2023 3:06 PM
To: ikirdahy@townofhillsborobeach.com; jreiser@townofhillsborobeach.com;
bbaldasarre@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com
Cc: Sherry D. Henderson; Mac Serda
Subject: Hillsboro Beach Resort Ordinance change

Hello Mayor and Commissioners, Sherry and Mac.
Please note I would like this email to be recorded for public record.

I will get right to the point: Do not pass an ordinance to allow the resort to open their doors to the public.

I do not believe there is ANY advantage for our town to allow the resort to open up their venue to the world.

Just a few reasons : Our police force will be challenged with additional traffic - likely with drunk drivers, speeding, loitering, littering, excessive noise, boat taxis, watercraft within the buoys, dogs pooping, red cup littering, turtle disturbances, ubers and strange cars sitting along the roads and parking in our private parking lots since there is NO PARKING at the resort... on and on.

In addition what's to stop someone else north to want the same ordinance change for their community room?

How about a private yacht opening up their gangways to strangers to party on the weekends so they can offset their expenses on the intercostal side near the mansions? I bet that would NEVER pass and wouldn't even be heard out of "politeness". When you think about it- it's the same rationale....

Thank you in advance for saying NO. The community is what matters, and this should not be in consideration as a positive move for the community.

Respectfully, Laura Fish. Hillsboro Windsor.

Sent from my iPad

Sherry D. Henderson

From: Gail Wiser <gailwiser@outlook.com> on behalf of Gail Wiser
Sent: Saturday, August 19, 2023 10:08 AM
To: Mayor Irene Kirdahy -; Treasurer/Commissioner Jane Reiser -; Vice Mayor Barbara Baldasarre -; Commissioner Vinnie Andreano -; Commissioner David Ravanese -; Town Clerk - Sherry Henderson -; Town Manager - Mac Serda -
Subject: Proposed Ordinance amendment

Dear Commissioners,

I adamantly oppose the ordinance amendment request made by the Hillsboro Beach Resort and hope that the commission denies this request.

First, the Hillsboro Beach Resort developed in a small private town. The Resort knew that and now they want to change our community for their own benefit. Second, this ordinance would have a permanent, negative effect on our town. The change in the ordinance would be not just for the Resort, but for the whole town. Other establishments would be able to open public bars for their business. This would have tremendous impact on our police, sanitation, beaches, and traffic.

If you allow this request to pass, YOU are responsible for a major negative shift in our community. Please consider the impact on this wonderful town and deny this request.

Gail Wiser
1160 Hillsboro Mile
Hillsboro Beach

Sherry D. Henderson

From: kwoody0322@aol.com
Sent: Sunday, August 13, 2023 4:35 PM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com; Jane Reiser; Vinnie Andreano; dravanesi@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com
Subject: Proposed Amendment to Existing Ordinance No. 2023-03 Sec. 12-110

Dear Commissioners:

I once again find it necessary to write you regarding *another* request from the Hillboro Beach Resort. I am so disgusted with that business!

I am including Related Group/Dezer with my opposition to the latest request, as I believe they too are waiting in the wings in support of the amendment request to our existing Ordinance No. 2023-03 Sec. 12-110. They (the developers & businesses) will all start coming out of the wood work as they say, if the Hillboro Beach Resort and Related/Dezer keep getting their way.

I am sure you all have heard the old saying, "give them an inch and they take a mile". Make a small concession and they'll take advantage of you asking for bigger concessions. That is what is going on here with the Hillsboro Beach Resort and Related Group/Dezer. This is what big money does to special towns like Hillsboro Beach if they get their way.

Allowing the *public* to eat and drink at the hotel will open the door to many issues that we the residents do not want; one of them being safety. Here at Hillsboro Island House, we have to deal with hotel guests trespassing onto our property as if they were entitled. The public comes and goes, the hotel guests are at least registered.

It is my belief that Hillsboro Beach is on the verge of no longer being *private, exclusive, and quaint*. *If that happens, there is no turning back and **you** have changed this town forever!!*
As noted, many times before, both Hillsboro Beach Resort owners and Related Group knew what they were buying into.

I am opposed to amending the current Ordinance No. 2023-03 Sec. 12-110.

Please enter my email as public record.

Sincerely,

Karen Olsen
1160

Sherry D. Henderson

From: David Rock <longhorndkr@yahoo.com> on behalf of David Rock
Sent: Sunday, August 13, 2023 1:28 AM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com; shenderson@townofhillsborobeach.com; jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Subject: Requested Amendment to Our Existing Ordinance No. 2023-03 Sec. 12-110

To whom it may concern,

I have owned my Condominium on Hillsboro Mile for well over 20 years and I have been a law-abiding taxpayer throughout that time. I specifically purchased my home for its exclusivity and safety.

The Hillsboro Beach Resort at 1159 Hillsboro Mile, Hillsboro Beach, FL 33062 (effectively across the street from my residence at Hillsboro Island House – 1160 Hillsboro Mile) is a new entrant to the area. It was previously called the Seabonay, and has tried several iterations of “hotel” to try to make money.

This attempt at uprooting the neighborhood by changing the zoning is just the latest attempt to put profit over the wishes of local home owners. In order to increase their profit, they are intending to change a clear and obvious residential area into allowing a public bar. Had they wanted to open a bar, they should have purchased a hotel in an area that was clearly designated for this.

Already, the thruway along A1A is quite narrow and parking is at a premium. We have seen numerous instances of non-locals (construction crews, hotel employees and potential tenants (or simply friends of people staying at the Hillsboro Beach Resort) parking on our premises and obstructing traffic along the single-lane roadway.

Doing anything to exacerbate this condition would:

- a) Add to slow-downs along A1A, an already congested single point of ingress to residences
- b) Simply put, increase Policing requirements, both on the roadway and along the beachfront
- c) Beach cleaning requirements would potentially increase, including the potential for bar-related paraphernalia such as bottles and glassware along the beachfront, a public area that residents and their families frequent on a daily basis (largely without shoe-ware mind you)
- d) Any open bar would at some point necessitate open music, thereby incurring potential noise disturbances and again, more police presence
- e) Any open bar clearly increases the potential for intoxicated people to be in close proximity to residents’ family members, something they clearly did not expect when they moved into this residential area

Simply put, Hillsboro Beach Resort has recently decided to operate in a long-standing, quiet residential neighborhood with very established rules and regulations. Their motive is profit and it is quite clear that they are placing their interests ahead of the residents that have been in the area for years, placing unnecessary strain on the resources in place.

I strongly object to any consideration of their petition to change the zoning in place and vehemently oppose amendment to **Ordinance No. 2023-03 Sec. 12-110**.

I request this letter be made part of public record.

David Rock
1160 Hillsboro Mile #506
Hillsboro Beach, Florida 33062

Sherry D. Henderson

From: Kentos Rock <rockbrg@yahoo.com> on behalf of Kentos Rock
Sent: Sunday, August 13, 2023 12:49 AM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com; shenderson@townofhillsborobeach.com;
mserda@townofhillsborobeach.com
Subject: Requested Amendment to our existing Ordinance No. 2023-03 Sec. 12-110

We are long-time residents of Hillsboro Beach (over 30 years), owners in the Hillsboro Island House. We are directly across A1A from the Hillsboro Beach Resort and already have continuous problems with "guests" of their resort treating our home as property they can use or stroll across as they wish, even though it is posted as a private residence. We can only imagine the problems that would ensue with the installation of a bar, open to the public.

We have noticed the constant pressure by this Resort and the Related Group development north of us, after purchasing an investment property in Hillsboro Beach, to change Hillsboro Beach rules and regulations for their benefit and, we believe, the detriment of Hillsboro Beach and the residents who live there. We also believe the owner/owners of this resort's main concern is personal profit, definitely not the welfare of the town of Hillsboro Beach, or the security, safety and welfare of the owners who reside here. We are **strongly** opposed to an amendment of **Ordinance No. 2023-03 Sec. 12-110**.

We also request this letter be made part of the public record.

Paul & Myra Rock
1160 Hillsboro Mile, #502
Hillsboro Beach, Florida 33062

Sherry D. Henderson

From: Mac Serda <mserda@townofhillsborobeach.com> on behalf of Mac Serda
Sent: Friday, August 11, 2023 10:35 PM
To: Barbara Baldassarre; Irene kirdahy; Jane Reiser; Vinnie Andreano; David A. Ravanese
Cc: Sherry Henderson
Subject: Fwd: Ordinance No. 2023-03 Sec. 12-110.

Good evening,

From the email below, I cannot tell if you were included in the email's original distribution or not, so I have forward a copy to you.

Thank you and have a great weekend.

Mac

Sent from my iPhone

Begin forwarded message:

From: jcismyking1 jcismyking1 <jcismyking1@bellsouth.net>
Date: August 11, 2023 at 6:30:10 PM EDT
To: mserda@townofhillsborobeach.com
Subject: Ordinance No. 2023-03 Sec. 12-110.

Respectfully Submitted to:

Mayor Irene Kirdahy; Vice Mayor Barbara Baldassarre; Treasurer/Commissioner Jane Reiser; Commissioner Vinnie Andreano; Commissioner David Ravanese; Town Clerk - Sherry Henderson; and Town Manager - Mac Serda

Greetings All,

I am writing today to strongly oppose the general public being allowed to now drink and have privileges to our private community and beaches by the request of an amendment to our existing Ordinance No. 2023-03 Sec. 12-110. And requesting it during the time when most residents who might be opposed to it are not in town – on the sneak if you will..

While I understand that the hotel is NOT making money, even saw it up for sale recently so I presume having the general public allowed to drink at the bar would sweeten that deal, that is not Hillsboro Beach Commissioners and Residents problem. The hotel knew the deal when they came back to the commission some time ago for sweeteners to their hotel deal and one of them was no General Public, no Public Events, no Event space!

I oppose a change in the ordinance and the further destruction of our town and my quality of life here in Hillsboro Beach. If you all vote to pass this, this will pave the road for other establishments to follow suit and change the landscape of our town forever. Let's not forget about traffic issues, petty criminal issues,

parking, and beach privacy issues to boot bringing non-hotel guests drinking at a public bar will bring to our town and private beaches.

Please do not allow this to happen. You were voted in to serve the RESIDENTS of Hillsboro Beach, not hotel operators that whine they can't stay in business or make money..

I would like to have my email entered into the public record and I thank you.

Donna Purre -1173 Hillsboro Mile

Sherry D. Henderson

From: jcismyking1 jcismyking1 <jcismyking1@bellsouth.net> on behalf of jcismyking1 jcismyking1
Sent: Friday, August 11, 2023 6:25 PM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com; jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com; shenderson@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Subject: Re: Public Hearing - Proposed Amendment

Respectfully Submitted to:

Mayor Irene Kirdahy; Vice Mayor Barbara Baldasarre; Treasurer/Commissioner Jane Reiser; Commissioner Vinnie Andreano; Commissioner David Ravanesi; Town Clerk - Sherry Henderson; and Town Manager - Mac Serda

Greetings All,

I am writing today to strongly oppose the general public being allowed to now drink and have privileges to our private community and beaches by the request of an amendment to our existing Ordinance No. 2023-03 Sec. 12-110. And requesting it during the time when most residents who might be opposed to it are not in town – on the sneak if you will.

While I understand that the hotel is NOT making money, even saw it up for sale recently so I presume having the general public allowed to drink at the bar would sweeten that deal, that is not Hillsboro Beach Commissioners and Residents problem. The hotel knew the deal when they came back to the commission some time ago for sweeteners to their hotel deal and one of them was no General Public, no Public Events, no Event space!

I oppose a change in the ordinance and the further destruction of our town and my quality of life here in Hillsboro Beach. If you all vote to pass this, this will pave the road for other establishments to follow suit and change the landscape of our town forever. Let's not forget about traffic issues, petty criminal issues, parking, and beach privacy issues to boot bringing non-hotel guests drinking at a public bar will bring to our town and private beaches.

Please do not allow this to happen. You were voted in to serve the RESIDENTS of Hillsboro Beach, not hotel operators that whine they can't stay in business or make money.

I would like to have my email entered into the public record and I thank you.

Donna Purre -1173 Hillsboro Mile

Sherry D. Henderson

From: jcismyking1 jcismyking1 <jcismyking1@bellsouth.net> on behalf of jcismyking1 jcismyking1
Sent: Friday, August 11, 2023 6:16 PM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com; jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com; shenderson@townofhillsborobeach.com
Subject: Re: Public Hearing - Proposed Amendment

Respectfully Submitted to:

Mayor Irene Kirdahy; Vice Mayor Barbara Baldasarre; Treasurer/Commissioner Jane Reiser; Commissioner Vinnie Andreano; Commissioner David Ravanese; Town Clerk - Sherry Henderson; and Town Manager - Mac Serda

Greetings All,

I am writing today to strongly oppose the general public being allowed to now drink and have privileges to our private community and beaches by the request of an amendment to our existing Ordinance No. 2023-03 Sec. 12-110. And requesting it during the time when most residents who might be opposed to it are not in town – on the sneak if you will.

While I understand that the hotel is NOT making money, even saw it up for sale recently so I presume having the general public allowed to drink at the bar would sweeten that deal, that is not Hillsboro Beach Commissioners and Residents problem. The hotel knew the deal when they came back to the commission some time ago for sweeteners to their hotel deal and one of them was no General Public, no Public Events, no Event space!

I oppose a change in the ordinance and the further destruction of our town and my quality of life here in Hillsboro Beach. If you all vote to pass this, this will pave the road for other establishments to follow suit and change the landscape of our town forever. Let's not forget about traffic issues, petty criminal issues, parking, and beach privacy issues to boot bringing non-hotel guests drinking at a public bar will bring to our town and private beaches.

Please do not allow this to happen. You were voted in to serve the RESIDENTS of Hillsboro Beach, not hotel operators that whine they can't stay in business or make money.

I would like to have my email entered into the public record and I thank you.

Donna Purre -1173 Hillsboro Mile

Sherry D. Henderson

From: JOHN JOYCE <jfjo@comcast.net> on behalf of JOHN JOYCE
Sent: Friday, August 11, 2023 10:16 AM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com; shenderson@townofhillsborobeach.com;
mserda@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com; JOHN JOYCE; Sandy Bready
Subject: Sept. 12th public hearing - Amendment to Ordinance 2023-03 Sec. 12-110 - DENY

RE: Amendment to Ordinance No. 2023-03 Sec. 12-110 September 12th Commission meeting

Please be advised that as a long time owner and resident of Hillsboro LeBaron Condo, I strongly oppose the proposed Amendment to Ordinance No. 2023-03 Sec. 12-110, which is scheduled for a 2nd reading at the September 12, 2023 Commission meeting (public Hearing). **I ALSO REQUEST THAT THIS EMAIL BE ENTERED INTO THE PUBLIC RECORD.**

This is a residential neighborhood with transparent and long established rules and regulations. All residences and condominium owners have adhered by same. Any consideration of this Amendment will open the door to other commercial hotels, resorts attempting to change the existing rules and regulations to suit their needs and for profit. This proposed amendment and any future amendments will all cause hardship and change to long time owners/residents in this quiet residential neighborhood, enjoyment of their property.

Therefore, please vote "NO" for this and any future public liquor licenses.

John F. Joyce
1050 Hillsboro Mile, unit 608W
Hillsboro Beach, FL 33062

John F. Joyce
Office: +1.708.371.4747 | Mobile: +1.708.267.9785
Email: jfjo@comcast.net

Sherry D. Henderson

From: Irene Kirdahy <ikirdahy@townofhillsborobeach.com> on behalf of Irene Kirdahy
Sent: Friday, August 11, 2023 10:15 AM
To: Sherry D. Henderson
Subject: Fwd:

----- Forwarded message -----

From: **Irene Kirdahy** <ikirdahy@townofhillsborobeach.com>
Date: Fri, Aug 11, 2023 at 10:14 AM
Subject: Re:
To: Richard Perez <rperez1170@gmail.com>

Thank you for your input.
Irene Kirdahy
Mayor

On Thu, Aug 10, 2023 at 1:48 PM Richard Perez <rperez1170@gmail.com> wrote:

My name is Richard Perez and I live with my wife
Elida Perez at Harborside Condos at 1170 Hillsboro
mile Hillsboro Beach Florida Unit no 305
WE are totally NOT IN AGREEMENT WITH THE TOWN
OF HILSBORO TO CHANGE THE ORDINANCE AMENDMENT REQUESTED
BY THE HILSBORO BEACH RESORT.

When I retired in 206 I looked south and north and did not a town i
would like to move to until we found t his jewl
in Hillsboro Beach. small quant and a beautiful private
beach. With changing the ordinance for the Hillsboro
Hotel will be opening a can of worms for all to come
and flock here. The beautiful beach will no longer be
private and lots of traffic.

Please do not let t his happen. Thank you for your
consideration.

Richard and Elida Perez
1170 Hillsboro Mile
Hillsboro Beach Florida 33062

Sherry D. Henderson

From: Irene Kirdahy <ikirdahy@townofhillsborobeach.com> on behalf of Irene Kirdahy
Sent: Monday, August 14, 2023 7:42 PM
To: Sherry D. Henderson
Subject: Fwd: Hillsboro Beach Resort

Another one to go on record. Thanks, Irene

----- Forwarded message -----

From: j powers <jp5900@hotmail.com>
Date: Mon, Aug 14, 2023, 4:59 PM
Subject: Hillsboro Beach Resort
To: ikirdahy@townofhillsborobeach.com <ikirdahy@townofhillsborobeach.com>

Dear Mayor Kirdahy,

Please make note that I am against giving a variance to the ordinance that the Hillsboro Beach Resort is requesting.

Sincerely,

Jamie Powers
1221 Hillsboro Mile #14B
Sent from my iPad

Sherry D. Henderson

From: Karchi Lukac <karchi.lukac@gmail.com> on behalf of Karchi Lukac
Sent: Thursday, August 10, 2023 5:54 PM
To: ikirdahy@townofhillsborobeach.com
Cc: bbaldasarre@townofhillsborobeach.com; vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com; shenderson@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Subject: Ordinance No2023-03 Sec 12-110

I am (alongside my family) owner and resident of four properties on Hillsboro Beach. We all vigorously support Hillsboro Beach Resort's request to seek an ammendment to open a free standing bar in their property
This endorsement of HBR resort is based on

- Finally- and for the benefit of all Hillsboro Beach resort - we will be able to enjoy a free standing bar on our Mile.
- Seasonal rentals would also be able to enjoy this amenity without driving miles for the nearest social gathering spot.
- The mandatory parking fee plus the upscale offering with draw a discerning "outsider's crowd" to our neighborhood- thus enhancing the value of our properties while generating additional tax revenues for the Town

I've experienced, discriminatory regulations concerning drinking establishment -driven by religious beliefs in Park City, UT. These discriminatory practices were struck down over the years as city governments faced legal challenges on their existence. I do hope that the Town of Hillsboro authorities avoid the legal troubles that plagued Park City in the past. There are better uses of my property tax money than to support antiquated legislation

I request this e-mail be included in the public record

Respectfully summitted,

Carlos N Lukac
1167 Hillsboro Mile
+1 954 600 7880

Sherry D. Henderson

From: Barbara Stevens <stevensbb@me.com> on behalf of Barbara Stevens
Sent: Tuesday, August 29, 2023 1:18 PM
To: ikirdahy@townofhillsborobeach.com; jreiser@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com; vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com; mserda@townofhillsborobeach.com; Robert Stevens
Subject: Code of Ordinance Amendments proposed by the Hillsboro Beach Resort
Attachments: ORD 03 - Conditional Uses (1st Reading).pdf; Untitled attachment 00247.html

Dear Commissioners:

We are writing to express our strong opposition to the Code Amendment Request made by the Hillsboro Beach Resort at the July 11th Commission Meeting. After requesting and receiving an electronic copy of the of the Hillsboro Beach Resort's proposed changes from our Town Clerk, Sherry D. Henderson, we were shocked to see the number of changes Hillsboro Beach Resort requested. We have attached the electronic copy as we received it, with the proposed changes in red seeking to add one word and delete many lines of text. These proposed changes are about much more than increasing the restaurant clientele of one hotel. They are not about the restaurant clientele of one hotel at all. They are about changing the Town's Code of Ordinances that will apply to every current and future hotel and restaurant in our Town. As we explain below, we believe the result of these proposed changes will be to gut the Commission's future decision-making power regarding hotels, restaurants and bars by deleting decision-making criteria from the Code. Please vote against the proposed changes.

Sherry D. Henderson

From: Robert Marsden <wilbob1158@gmail.com> on behalf of Robert Marsden
Sent: Wednesday, August 30, 2023 1:36 PM
To: shenderson@townofhillsborobeach.com
Subject: Fwd: Hillsboro Beach Resort

Sent from my iPhone

Begin forwarded message:

From: Robert Marsden <wilbob1158@gmail.com>
Date: August 30, 2023 at 1:32:54 PM EDT
To: ikirdahy@townofhillsborobeach.com
Subject: Hillsboro Beach Resort

I am asking that the request by the Hillsboro Beach Resort to have a "free standing bar " open to all public ,be denied ,by the Township Commission. I feel our Beach will suffer and it will add to the increasing traffic.problems.

I am not happy with the Commission approving the building of a 10 story building on the ocean side of A1A when the ordinance only allowed 30ft high buildings prior to this.The residents of the town of Hillsboro Beach are losing their privacy as it is more and more being opened to the public.

Robert Marsden
Unit 906
Hillsboro Island House

House

Sherry D. Henderson

From: Sabino Tollis <stollis47@comcast.net> on behalf of Sabino Tollis
Sent: Wednesday, August 30, 2023 9:19 AM
To: vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com;
ikirdahy@townofhillsborobeach.com; jreiser@townofhillsborobeach.com;
bbaldasarre@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Subject: Hillsboro Beach Resort, free standing bar

Dear madam mayor ,vice mayor, and honored commissioners .

My wife Ivana and I live in 1160 Hillsboro Mile,Hillsboro Island House, directly across from the Hillsboro Beach Resort.

Since their initial opening we have seen an increase on the beach of paper products and other trash ,this will most likely increase if the free standing bar ordinance is approved ,what will this do to our beach and wild life ?

Over the last year we have had many trespassers from the hotel coming across the bridge with drinks in hand, and some have been intoxicated, .My wife and I have been verbally abused when notifying the trespassers that they were on private property, to the point we had to call the police.

Changing the ordinance will only increase the problem and set up a preside for other (Resorts).

Please think about the changes this will bring to our shiny stripe of sand.

Att . Ms Henderson ,will you kindly enter this in the public record, thank you.

Sincerely Sabino and Ivana Tollis

Sherry D. Henderson

From: michael weinberg <yanks4@gmail.com> on behalf of michael weinberg
Sent: Wednesday, August 30, 2023 3:33 PM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com; Shenderson@townofhillsborobeach.com;
mserda@townofhillsborobeach.com
Cc: mike weinberg
Subject: request for an amendment to ordinance no. 2023-03 Section 12-110

Dear Mayor, Commissioners, Town Manager and Town Clerk,

I would like these comments to be entered into the public records.

To ask for an amendment to an existing Ordinance, that will increase revenues by opening a free standing bar open to the public seems wrong on many levels.

Requiring additional people to drink, other than their own patrons is fundamentally wrong where our beach is concerned. If this is what it takes to increase their revenues, then perhaps they are not running their business efficiently or their business model is all wrong. Plus, have we seen financials, how do we really know that their business is suffering?

Feeding more alcohol to anyone who walks in the door is a bad idea.

Allowing this precedent to be established will give other resorts on the mile the incentive to do the same and ask for their beach bar, ie. The Sunset, The Royal Flamingo and especially the new proposed development at 1174-1185.

Where will it stop, an open bar ON the beach next, people walking up and down the beach with drinks? We all know how rules are broken, even if they disallow people to take drinks onto the beach if possible, we all know that they will find a way. If you allow this, we all know that things can escalate out of control.

What about the liabilities, forget drinking and driving, how about promoting drinking and drowning? Does this board want that as their legacy? Do we really need to promote drinking that will surely lead to drunk and disorderly conduct, crime, litter and the need for an additional police presence?

The Town's board has done enough for the Hillsboro Beach Resort over the years, please do not enable them to drastically change the landscape of the beach. Our quiet hidden jewel could become known for bar crawls and beach drinking parties.

Please contain things, the Ordinance was put in place for a reason, perhaps we need to examine them again.

Thank you for your attention in this matter of importance.

Michael Weinberg

Sherry D. Henderson

From: jimrauh@comcast.net
Sent: Thursday, August 31, 2023 3:28 PM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com
Subject: Hillsboro Beach Resort

Dear Mayor, Vice Mayor, Treasurer/Commissioner, Commissioners and Town Manager:

The proposed Amendment for beach service from the Hillsboro Beach Resort is a step in the wrong direction for the safety, civility, cleanliness, and peacefulness for the Town of Hillsboro. We strongly encourage you all to decline this amendment. Rather than duplicate the scenario that is beachside down the road, please keep Hillsboro beachside as residential behavior: respectful.

Please enter my email into public record.

Thank you,
Jim Rauh and Valorie Rauh
Hillsboro Windsor
1169 Hillsboro Mile, #603
Hillsboro Beach, FL

Sherry D. Henderson

From: stengelkc8@bellsouth.net
Sent: Sunday, September 3, 2023 5:36 PM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com; vandreano@townofhikksborobeach.com
Cc: Marianne Stengel; shenderson@townofhillsborobeach.com;
mserda@townofhillsborobeach.com
Subject: Hillsboro Beach Resort Amendment - DO NOT Pass

To Whom It May Concern –

In reference to the proposed amendment to Ordinance No. 2023-03 Sec. 12-110, I feel strongly that this should NOT be passed. It is not supporting the mission and vision of Hillsboro Beach. In fact, it directly opposes the reason why I moved here in 2006, to enjoy a private residential neighborhood. Our neighboring city of Deerfield Beach provides plenty of public entertainment. If this should pass, I will seriously consider another home for my future years.

Please enter this email into public record. I would appreciate a confirmation receipt of this email.

Thank you for considering my input ~

Marianne Stengel

1169 Hillsboro Mile, Apt. 505
Hillsboro Beach, FL

Stengelkc8@bellsouth.net

Sherry D. Henderson

From: Rosalie Ambrosio <roeambro@gmail.com> on behalf of Rosalie Ambrosio
Sent: Sunday, September 3, 2023 11:28 AM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com;
jreiser@townofhillsborobeach.com; vandreano@townofhillsbeach.com;
dravanesi@townofhillsborobeach.com
Cc: shenderson@townofhillsborobeach.com; mserda@townofhillsborobeach.com
Subject: Opposition to Proposed Amendment to Existing Ordinance No. 2023-02 Sec. 12-110

Dear Mayor Kirdahy, Vice Mayor Baldasarre, Treasurer/Commissioner Reiser, Commissioner Andreano, Commissioner Ravanesi, Town Clerk Henderson and Town Manager Serda,

We are writing as long time residents of Hillsboro Beach to express our concern for the quality of life, property value, and overall living conditions certain to occur should the proposal named above be approved. Specific concerns are noted but limited to;

1. Litter on the beach
2. Patrons access to the beach and back entry to properties
3. Increased traffic and congestion in the area already plagued
4. Increase potential for crime
5. Copycat models; other entities seeking the model, therefore exacerbating the determinants and completely changing the lifestyle model that exists.

The Hillsboro Beach Resort has once again overstepped. This must be stopped.

We request our email be entered into the public record.
We trust this will not be approved.

Antoinette Graziano
1169 Hillsboro Mile
Hillsboro Beach, FL 33062

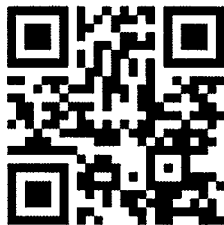
Sherry D. Henderson

From: hwmanager <hwmanager@alliedpropertygroup.net> on behalf of hwmanager
Sent: Friday, September 1, 2023 9:00 AM
To: ikirdahy@townofhillsborobeach.com; bbaldasarre@townofhillsborobeach.com; Sherry D. Henderson; jreiser@townofhillsborobeach.com; vandreano@townofhillsborobeach.com; dravanesi@townofhillsborobeach.com; Mac Serda
Subject: Re: Public Hearing - Proposed Amendment

Good morning,

The Board of Directors of The Hillsboro Windsor strongly urges the members of the Hillsboro Beach Commission to deny the petition from the Hillsboro Beach Resort to amend Ordinance No. 2023 Sec. 12-110 in order to allow a hotel bar open to the public. This would not be in the best interest of our town and open the way for expanded commercialism along our private beach. We trust that the Commission will act responsibly in making this determination. Thank you for your efforts in resolving this very serious matter.

Jocelyn Durocher, Assistant Manager



Hillsboro Windsor
1169 Hillsboro Mile, Hillsboro Beach, FL 33062
(954) 933-3443
Monday-Friday 8:00 AM – 2:00 PM

Allied Property Group, Inc.
12350 SW 132 Court, Suite 114 Miami, Florida 33186
(305) 232-1579; (305) 969-0154 fax
Monday-Friday 9:00 AM – 5:00 PM; CLOSED for Lunch 12:30 PM – 1:30 PM

Southwest Florida:

New Location

12389 New Brittany Blvd., 3W, Ft. Myers, Florida 33907
(239) 241-6499

We would love your feedback! If there is something I did right, please let us know by clicking the link below and reviewing me on Google. Thanks in advance!

From: hwmanager

Sent: Friday, September 1, 2023 8:55 AM

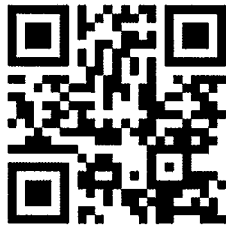
To: ikirdahy@townofhillsborobeach.com <ikirdahy@townofhillsborobeach.com>;
bbaldasarre@townofhillsborobeach.com <bbaldasarre@townofhillsborobeach.com>; jreiser@townofhillsborobeach.com
<jreiser@townofhillsborobeach.com>; vandreano@townofhillsborobeach.com
<vandreano@townofhillsborobeach.com>; dravanesi@townofhillsborobeach.com
<dravanesi@townofhillsborobeach.com>; mserda@townofhillsborobeach.com <mserda@townofhillsborobeach.com>;
Sherry D. Henderson <shenderson@townofhillsborobeach.com>

Subject: Public Hearing - Proposed Amendment

Good morning,

The Board of Directors of The Hillsboro Windsor strongly urges the members of the Hillsboro Beach Commission to deny the petition from the Hillsboro Beach Resort to amend Ordinance No. 2023 Sec. 12-110 in order to allow a hotel bar open to the public. This would not be in the best interest of our town and open the way for expanded commercialism along our private beach. We trust that the Commission will act responsibly in making this determination. Thank you for your efforts in resolving this very serious matter.

Jocelyn Durocher, Assistant Manager



Hillsboro Windsor
1169 Hillsboro Mile, Hillsboro Beach, FL 33062
(954) 933-3443
Monday-Friday 8:00 AM – 2:00 PM

Allied Property Group, Inc.
12350 SW 132 Court, Suite 114 Miami, Florida 33186
(305) 232-1579; (305) 969-0154 fax
Monday-Friday 9:00 AM – 5:00 PM; CLOSED for Lunch 12:30 PM – 1:30 PM

Southwest Florida:

New Location

12389 New Brittany Blvd., 3W, Ft. Myers, Florida 33907
(239) 241-6499

Sherry D. Henderson

From: jim pusateri <jamesspusateri@yahoo.com> on behalf of jim pusateri
Sent: Tuesday, August 22, 2023 5:53 PM
To: ikirdahy@townofhillsborobeach.com; jreiser@townofhillsborobeach.com;
bbaldasarre@townofhillsborobeach.com; vandreano@townofhillsborobeach.com;
dravanesi@townofhillsborobeach.com; shenderson@townofhillsborobeach.com;
mserda@townofhillsborobeach.com
Subject: Amendment to Change Ordinance for free Standing Bar

I am a resident of Hillsbor0 Island House. I am writing to you to oppose this amendment to change the ordinance to allow a freestanding public bar.

This amendment to our Town Ordinance is permanent and will have negative and long-lasting effect on the quality of life in our town. This includes increased traffic, our private beach becoming a public space, increased crime and loss of quality of life along with property value reductions.

Please represent our community and vote NO!

Thank You



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: August 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.

State of Florida
Broward County
Town of Hillsboro Beach

Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

RESOLUTION NO. 2023-36

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING THE RULES OF DECORUM; 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 adopt the Rules of Decorum.

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 adopts the Rules of Decorum. A copy of the Rules of Decorum 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.

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. 2023-36

RECORD OF TOWN COMMISSION VOTE:

MAYOR IRENE KIRDAHY

VICE MAYOR BARBARA BALDASARRE

COMMISSIONER JANE REISER

COMMISSIONER VINNE ANDREANO

COMMISSIONER DAVID A. RAVANESI

YES **NO**

☐ ☐

☐ ☐

☐ ☐

☐ ☐

☐ ☐



TOWN OF HILLSBORO BEACH

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

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.



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Governing Board Member - ILA for Solid Waste Disposal and Recycling Authority

Submitting Dept: Town Manager

Agenda Date: August 25, 2023

1. BACKGROUND / HISTORY

The County along with most of the Broward municipalities have agreed to participate in the formulation of a Solid Waste and Recyclable Authority to handle the disposition of solid waste and the processing of recycled materials. The ultimate goal is zero waste terminating in landfills.

The Solid Waste Authority will have its own separate and legal authority to establish, operate and maintain the waste and recycling system. The Authority will establish its own tipping fees, special assessments, and other revenue sources to ensure the sustainability of the Authority.

The Authority will be governed by a Governing Board, an Executive Committee, Technical Advisory Committee (TAC) and an Executive Director. The Governing Board will consist of one official from each participating city. The Executive Committee will consist of 11 members, where two of the members will represent the smallest 1/3 of the cities, and each city may appoint someone to the Technical Advisory Committee.

The cost to the Town for the first FY was \$2,700, prorated by population.

2. CURRENT ACTIVITY

To participate in the Authority, each municipality must appoint one of its elected officials to the board, and appoint an alternate member. If the representative has two consecutive unexcused absences, the municipality must appoint a replacement member.

3. FINANCIAL IMPACT

There is no financial impact to the obligation, other than travel to the meeting location.

4. RECOMMENDATION

Commission selection of a primary and alternate member is requested.

Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

RESOLUTION NO. 2023-37

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A REPRESENTATIVE AND ALTERNATE TO THE GOVERNING BOARD OF THE SOLID WASTE DISPOSAL AND RECYCLABLE MATERIALS PROCESSING AUTHORITY OF BROWARD COUNTY, FLORIDA; 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 appoint a representative and alternate to the Governing Board of the Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida.

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 appoints the following representative and alternate to the Governing Board of the Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida:

Alternate

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 ATTEST:
13
14

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

RESOLUTION NO. 2023-37

RECORD OF TOWN COMMISSION VOTE:

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

MEMORANDUM

TO: Solid Waste Working Group Members & Alternates

CC: City Managers, City Attorneys and City Clerks

FROM: Mayor Greg Ross, Chair, Solid Waste Working Group

DATE: August 7, 2023

REF: Appointment to Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida

I am pleased to advise you that the 75% population threshold to establish the Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida has been reached. In fact, we have surpassed that threshold and have 28 municipalities and Broward County as participants to the Interlocal Agreement (ILA) representing 83% of our county population.

The next step in the process is for each participating party to appoint a representative and alternate to the Governing Board of the Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida

In terms of job requirements:

- The appointee and alternate **MUST** be elected officials of your municipality.

In terms of job responsibilities, the following are necessary (including but not limited to):

- Attending all meetings of the Authority Governing Board.
- If selected by the Governing Board, serving on the Executive Committee of the Governing Board and attending all meetings of the Executive Committee.
- Voting on Authority business on behalf of their respective municipality.
- Communicating Authority business/actions to their respective municipality.

Time is of the essence for these appointments – we have set a September 8, 2023 deadline for all appointments to be made. Please send your municipality's appointment to Mary Lou Tighe at mltighe@browardleague.org.

Once all the appointments have been made, an initial meeting of the Governing Board will be scheduled.

Thank you for your prompt response to this important request.



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Interlocal Agreement with Broward County for Film Permitting

Submitting Dept: Town Manager

Agenda Date: August 25, 2023

1. BACKGROUND / HISTORY

Broward County has been working on encouraging the entertainment industry to utilize the county for filming and related activities. As part of this effort, the County has worked to establish a partnership with the municipalities to develop rules and procedures for approving projects for filming.

In 2022, the Town passed an ordinance creating standards and notifications that are required before commercial filming can occur within the Town's limits, these limits do not apply to personal filming or photography.

2. CURRENT ACTIVITY

The attached ILA formalizes the relationship between both agencies and identifies the applicable code and forms requested by the Town.

3. FINANCIAL IMPACT

There is no financial impact to the agreement.

4. RECOMMENDATION

Approval of the resolution and of the ILA is recommended.

Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

RESOLUTION NO. 2023-38

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO EXECUTE THE INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY AND THE TOWN OF HILLSBORO BEACH FOR FILM PERMITTING; 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 the Interlocal Agreement between Broward County and the Town of Hillsboro Beach for Film Permitting.

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 the Interlocal Agreement between Broward County and the Town of Hillsboro Beach for Film Permitting. A copy of the Interlocal 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.

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

6 TOWN OF HILLSBORO BEACH, FLORIDA

8 _____
9 Irene Kirdahy, Mayor

13 ATTEST:

14 _____
15
16 Sherry D. Henderson, CMC
17 Town Clerk

18 **RESOLUTION NO. 2023-38**
19 **RECORD OF TOWN COMMISSION VOTE:**

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



INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY AND THE TOWN OF HILLSBORO BEACH FOR FILM PERMITTING

This Interlocal Agreement Between Broward County and Town of Hillsboro Beach for Film Permitting ("Agreement") is made and entered by and between Broward County, a political subdivision of the State of Florida ("County"), and Town of Hillsboro Beach, a municipal corporation ("Municipality") (each a "Party" and collectively referred to as the "Parties").

RECITALS

A. To make Broward County a more desirable destination for film, television, and other entertainment productions ("Productions"), County and Municipality believe it is beneficial to establish uniform processes for the application, issuance, and management of permits for Productions.

B. Sections 20-261, et seq., Broward County Code of Ordinances ("Film Permit Ordinance"), authorizes County to enter into interlocal agreements with municipalities (each a "Participating Municipality") whereby the Broward County Film Commission ("Film Commission") will act as a "one-stop shop" for Productions to apply for and obtain film permits.

C. Municipality desires to engage County to perform film permitting services on its behalf in accordance with the terms of this Agreement.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

ARTICLE 1. DEFINITIONS

All defined terms in Sections 20-261 through 20-265 of the Film Permit Ordinance shall have the same meanings when used in this Agreement.

1.1. **Applicable Law** means all applicable laws, codes, advisory circulars, rules, regulations, or ordinances of any federal, state, county, municipal, or other governmental entity, as may be amended.

1.2. **Board** means the Board of County Commissioners of Broward County, Florida.

1.3. **Code** means the Broward County Code of Ordinances.

1.4. **Contract Administrator** means the Film Commissioner, or such other person as designated by the Film Commissioner in writing.

1.5. **County Administrator** means the administrative head of County appointed by the Board.

1.6. **Municipal Film Permit** means a film permit issued by County on behalf of Municipality for a Production to engage in filming activities on Specified Property located within Municipality.

1.7. **Specified Property** means property that is owned or controlled by Broward County or by a Participating Municipality, including but not limited to a building, structure, facility, roadway, right of way, or other real property; and any other property for which Broward County or a Participating Municipality requires a permit for a Production.

ARTICLE 2. SCOPE OF SERVICES

2.1. Purpose. During the Term (as defined herein), County, through its Film Commission, on behalf of Municipality, shall receive applications for and issue Municipal Film Permits in accordance with the Film Permit Ordinance and this Agreement.

2.2. Guidelines. In addition to the requirements stated in the Film Permit Ordinance, Municipality's specific Municipal Film Permit Guidelines ("Guidelines"), which are attached to this Agreement as **Exhibit A**, shall govern the issuance of Municipal Film Permits. Municipality may amend these Guidelines at any time during the Term with at least thirty (30) business days' advance written notice to the Contract Administrator. Any Municipal Film Permit application received by County prior to the effective date of Municipality's notice to County of a change to the Guidelines shall continue to be processed under the Guidelines in effect. If County believes Municipality's requested change to the Guidelines may subject County to potential claims or liabilities (e.g., potential constitutional or civil rights liability), County shall have the right to reject the change, or applicable portion thereof, to the Guidelines after providing Municipality with written notice of same. Unless Municipality provides written notice to County objecting to County's rejection within seven (7) business days after receipt of notice from County, County may proceed to process applications and issue Municipal Film Permits in accordance with the amended Guidelines, excluding any portion thereof rejected by County pursuant to this section. If Municipality timely objects to County's rejection regarding a changed Guideline, and the Parties cannot resolve their disagreement within ten (10) business days after Municipality provides County notice of its objection, County may, at its option, immediately terminate this Agreement by giving written notice to Municipality of such termination.

2.3. Specified Property Photos. Municipality may provide County photographs of Specified Property areas or facilities that Municipality wishes to promote for the use of film production. If so provided, County agrees to make this material available to applicable Productions.

2.4. Municipal Approval/Rejection of Application. County, upon receipt of a properly completed Municipal Film Permit application, shall forward the permit application to Municipality for Municipality's review and approval. Municipality, in its sole discretion, shall direct County to approve or reject the Municipal Film Permit application. County shall not issue a Municipal Film Permit unless and until Municipality provides written approval of the Municipal Film Permit application. Municipality's indemnification obligations under Article 5 of this Agreement include any Claim (as defined in Article 5) relating to Municipality's lack of approval of a Municipal Film Permit or Municipality's direction to County to not issue a Municipal Film Permit.

2.5. Municipal Fees/Charges; Collections. Municipality shall inform County of any Municipal Film Permit fees or charges assessed for a Production's use of Specified Property, and County shall advise applicants of those fees and charges. Municipality will be solely responsible for the billing and collection of any Municipal Film Permit fees or charges assessed for a Production's use of Specified Property, and County is not liable for any such charges if unpaid. County shall not issue a Municipal Film Permit for a Production until Municipality provides the Contract Administrator written notice that the Production has paid all required permit fees, administrative costs, and any Special Services fees.

2.6. Copy of Permit. Upon County's issuance of a Municipal Film Permit, the Contract Administrator shall provide the Municipal Liaison (as defined in Section 6.1, below) with a copy of such permit, including all special terms and conditions associated therewith.

2.7. No Management or Oversight of Production. Upon issuance of a Municipal Film Permit, County shall have no management or oversight responsibility regarding the Production's activities. If Municipality determines that the Production is not complying with, or has failed to comply with, any provision of the Guidelines, the Film Permit Ordinance, or the Municipal Film Permit, Municipality shall notify the Contract Administrator in writing regarding such matters and County, through the Contract Administrator, in their sole discretion, may elect to suspend or revoke the Production's Municipal Film Permit in accordance with the Film Permit Ordinance.

ARTICLE 3. TERM AND TIME OF PERFORMANCE

3.1. Term. The term of this Agreement shall begin on the date it is fully executed by the Parties ("Effective Date") and shall continue for a period of one (1) year after the Effective Date ("Initial Term"). After the Initial Term, this Agreement shall automatically renew for additional one (1) year terms (each an "Extension Term"), unless earlier terminated in accordance with this Agreement. The Initial Term and Extension Term(s) are collectively referred to as the "Term."

3.2. Termination. Either Party may terminate this Agreement for any reason by giving written notice to the other Party at least thirty (30) days prior to the effective date of termination. Notwithstanding any termination of this Agreement by either Party, all Municipal Film Permits issued by County for Specified Property prior to the effective date of such termination shall remain valid and be honored by Municipality. The Contract Administrator is authorized to terminate this Agreement on behalf of County.

ARTICLE 4. GOVERNMENTAL IMMUNITY; MUNICIPALITY INDEMNIFICATION OF COUNTY; HOLD HARMLESS

4.1. Sovereign Immunity. Each Party is a state agency or political subdivision as defined in Section 768.28, Florida Statutes. Except to the extent sovereign immunity may be deemed waived by entering into this Agreement, nothing in this Agreement is intended to serve as a waiver of sovereign immunity by either Party nor shall anything included in this Agreement be construed as consent by either Party to be sued by third parties in any matter arising out of this Agreement or any other contract.

4.2. Indemnification. To the greatest extent permitted under Florida law, Municipality shall indemnify, hold harmless, and defend County and all of County's current, past, and future officers, agents, and employees (collectively, "Indemnified Party") from and against any and all causes of action, demands, claims, losses, liabilities, and expenditures of any kind, including attorneys' fees, court costs, and expenses, including through the conclusion of any appellate proceedings, raised or asserted by any person or entity not a party to this Agreement, and caused or alleged to be caused, in whole or in part, by: (a) utilization of Municipality's Guidelines in connection with the issuance or rejection of any Municipal Film Permit (including, without limitation, any alleged unconstitutionality or illegality of such Guidelines); (b) any breach of this Agreement by Municipality; (c) any negligent act or omission of Municipality, its officers, employees, or agents, arising from, relating to, or in connection with this Agreement; or (d) a Production's use of Specified Property or a Production's failure to comply with the terms and conditions of a Municipal Film Permit (collectively, a "Claim"). If any Claim is brought against an Indemnified Party, Municipality shall, upon written notice from County, defend each Indemnified Party with counsel satisfactory to County or, at County's option, pay for an attorney selected by the County Attorney to defend the Indemnified Party.

ARTICLE 5. INSURANCE

County is a self-insured governmental entity subject to the limitations set forth in Section 768.28, Florida Statutes, and, upon request by Municipality, shall provide Municipality with written verification of liability protection in accordance with state law. If Municipality is a self-insured governmental entity, it shall, upon request by County, provide County with written verification of liability protection in accordance with state law. If Municipality is not self-insured, Municipality shall maintain throughout the Term any and all policies of insurance as may be requested by County, in amounts determined by County in its reasonable discretion, necessary to satisfy Municipality's indemnification obligations stated in this Agreement.

ARTICLE 6. MISCELLANEOUS

6.1. Contract Administrator Authority; Municipal Liaison. The Contract Administrator is authorized to coordinate and communicate with Municipality in connection with the performance of this Agreement, including the exercise of ministerial authority in connection with the day-to-day management of this Agreement. Municipality shall appoint a representative to act as liaison ("Municipal Liaison") to the Film Commission. The Municipal Liaison will coordinate with the Contract Administrator regarding Municipal Film Permit applications received by County for use of Specified Property located in Municipality by Productions, and shall manage the use of such Specified Property by the Production after the Municipal Film Permit is issued by County.

6.2. Public Records. Each of the Parties is a public entity required to comply with Florida's Public Records Act, and each shall fulfill all required obligations under Chapter 119, Florida Statutes. If a public records request is directed to a Party, that Party shall be responsible for responding to such public records request. If a Party receiving a public records request seeks records from the other Party to respond to the public records request, the other Party will

provide any responsive public records so as to enable the Party that received the public records request to respond as required.

IF EITHER PARTY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE FOLLOWING: FOR MUNICIPALITY INQUIRIES TO COUNTY: (954) 357-6400, OESBDADMIN@BROWARD.ORG, 115 S ANREWS AVENUE, ROOM A680, FORT LAUDERDALE, FLORIDA 33301. FOR COUNTY INQUIRIES TO MUNICIPALITY: (954) _____ EXT. _____, _____@____.____, _____, _____, FLORIDA _____.

6.3. Regulatory Capacity. Notwithstanding the fact that each Party to this Agreement is a political subdivision with certain regulatory authority, each Party's performance under this Agreement is as a party to this Agreement and not its regulatory capacity. If County or Municipality exercises their regulatory authority, the exercise of such authority and the enforcement of Applicable Law shall have occurred pursuant to that Party's regulatory authority as a governmental body separate and apart from this Agreement and shall not be attributable in any manner as a party to this Agreement.

6.4. Third-Party Beneficiaries. Neither Municipality nor County intends to directly or substantially benefit a third party by this Agreement. Therefore, the Parties acknowledge that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a right or claim against either of them based upon this Agreement.

6.5. Notices. In order for a notice to a Party to be effective under this Agreement, notice must be sent via U.S. first-class mail, hand delivery, or commercial overnight delivery, each with a contemporaneous copy via email, to the addresses listed below and shall be effective upon mailing or hand delivery (provided the contemporaneous email is also sent). Addresses may be changed by the applicable Party giving notice of such change in accordance with this section.

FOR COUNTY:

Broward County Office of Economic & Small Business Development
Attn: Film Commission / Film Lauderdale
115 South Andrews Avenue, Room A680
Fort Lauderdale, Florida 33301
Email address: film@filmlauderdale.org

FOR MUNICIPALITY:

Email address: _____

6.6. Materiality and Waiver of Breach. Each requirement, duty, and obligation set forth in this Agreement was bargained for at arm's-length and is agreed to by the Parties. Each requirement, duty, and obligation set forth in this Agreement is substantial and important to the formation of this Agreement, and each is, therefore, a material term. County's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of this Agreement. To be effective, any waiver must be in writing signed by an authorized signatory of the Party granting the waiver.

6.7. Force Majeure. If the performance of this Agreement, or any obligation hereunder is prevented by reason of hurricane, tropical storm, public health emergency, epidemic/pandemic, earthquake, or other casualty caused by nature; or by labor strike or war; or by any law, order, proclamation, regulation, or an ordinance of any governmental agency, including by either of the Parties (collectively, "Force Majeure Event"), the Party so affected, upon giving prompt written notice to the other Party, shall be excused from such performance to the extent caused by the Force Majeure Event, provided that the Party so affected shall first have taken reasonable steps to avoid and remove such cause of nonperformance and shall continue to take reasonable steps to avoid and remove such cause, and shall promptly notify the other Party in writing and resume performance hereunder whenever such causes are removed; and further provided that if such nonperformance exceeds fifteen (15) business days, the Party that is not prevented from performance by the Force Majeure Event shall have the right to immediately terminate this Agreement upon written notice to the Party so affected. This section shall not supersede or prevent the exercise of any right a Party may otherwise have to terminate this Agreement.

6.8. Compliance with Laws; Equal Opportunity. Each Party must comply with all Applicable Law, including, without limitation, the Americans with Disabilities Act, 42 U.S.C. § 12101, and Section 504 of the Rehabilitation Act of 1973.

6.9. Severability; Survivability. If any part of this Agreement is found to be unenforceable by any court of competent jurisdiction, that part shall be deemed severed from this Agreement and the balance of this Agreement shall remain in full force and effect. The following sections of this Agreement shall survive the expiration or earlier termination of this Agreement: Section 3.4, Section 3.5, Section 5.2, Section 6.2, and Section 6.13.

6.10. Joint Preparation. This Agreement has been jointly prepared by the Parties and shall not be construed more strictly against either Party.

6.11. Interpretation. The titles and headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement. All personal pronouns used in this Agreement shall include any other gender, and the singular shall include the plural, and vice versa, unless the context otherwise requires. Terms such as "herein" refer to this Agreement as a whole and not to any particular sentence, paragraph, or section where they appear, unless the context otherwise requires. Whenever reference is made to a section or article of this Agreement, such reference is to the section or article as a whole, including all subsections thereof, unless the reference is made to a particular subsection or

subparagraph of such section or article. Any reference to “days” means calendar days, unless otherwise expressly stated. Any reference to approval by County shall require approval in writing, unless otherwise expressly stated.

6.12. Priority of Provisions. If there is a conflict or inconsistency between any term, statement, requirement, or provision of any document or exhibit attached to, referenced by, or incorporated in this Agreement and any provision within an article or section of this Agreement, the article or section shall prevail and be given effect.

6.13. Law, Jurisdiction, Venue, Waiver of Jury Trial. This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement shall be in the state courts of the Seventeenth Judicial Circuit in and for Broward County, Florida. If any claim arising from, related to, or in connection with this Agreement must be litigated in federal court, the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. **EACH PARTY HEREBY EXPRESSLY WAIVES ANY RIGHTS IT MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT.**

6.14. Amendments. Unless expressly authorized herein, no modification, amendment, or alteration of any portion of this Agreement is effective unless contained in a written document executed with the same or similar formality as this Agreement and by duly authorized representatives of County and Municipality.

6.15. Prior Agreements. This Agreement represents the final and complete understanding of the Parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and discussions regarding same. All commitments, agreements, and understandings of the Parties concerning the subject matter of this Agreement are contained herein.

6.16. Incorporation by Reference. Any and all Recital clauses stated above are true and correct and are incorporated in this Agreement by reference. The attached exhibit(s) are incorporated into and made a part of this Agreement.

6.17. Counterparts and Multiple Originals. This Agreement may be executed in multiple originals, and may be executed in counterparts, whether signed electronically or physically, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

The remainder of this page is intentionally blank.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement: BROWARD COUNTY, through its BOARD OF COUNTY COMMISSIONERS, signing by and through its Film Commissioner authorized to execute same by Board action on the ____ day of _____, 20__, and Municipality, signing by and through its _____ duly authorized to execute same.

COUNTY

BROWARD COUNTY, by and through
its Film Commissioner

By: _____
Film Commissioner

____ day of _____, 20__

Approved as to form by
Andrew J. Meyers
Broward County Attorney
115 South Andrews Avenue, Suite 423
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600

By _____
Sara F. Cohen (Date)
Assistant County Attorney

By _____
Nathaniel A. Klitsberg (Date)
Senior Assistant County Attorney

**INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY
AND THE TOWN OF HILLSBORO BEACH FOR FILM PERMITTING**

FLORIDA

MUNICIPALITY

TOWN OF HILLSBORO BEACH

ATTEST:

By: _____
Irene Kirdahy, Mayor

Sherry D. Henderson, CMC, City Clerk

Print Name

_____ day of _____, 20____

I HEREBY CERTIFY that I have approved this
Agreement as to form and legal sufficiency
subject to execution by the parties:

Donald J. Doody, Town Attorney

Exhibit A
Municipal Film Permit Guidelines

- Permit applicant/production company must provide a certificate of insurance that additionally insures the Town of Hillsboro Beach with the following certificate holder language:

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

Certificates of insurance must include a policy which provides at least \$1,000,000 of Comprehensive General Liability for each instance of claim. Other caveats apply on a per project basis.

- Film permits are required for private property use in addition to public locations.



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011
townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Community Bus Title VI Plan
Submitting Dept: Town Manager
Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

Issue Statement: Recipients of Federal transportation funds are required to adopt a Title VI non-discrimination plan.

The Town, as a recipient of Federal transportation funds for the Community Bus program, is required to develop a Title VI non-discrimination plan. This plan documents the Town's policy of non-discrimination, describes the Community Bus service, discusses roles, responsibilities and procedures for compliance and procedures for handling complaints. It also places heavy emphasis on how to deal with segments of the population challenged in conversing in English. This plan requirement is part of the Federal government's regular audit of the County transportation program and the absence of this program at the municipal level continues to create an audit issue.

2. CURRENT ACTIVITY

The County gives guidance throughout the process and provided most of the analytical work and maps required for the plan. The Town will continue to provide flyers and information in Spanish and Portuguese as required by Title VI.

3. FINANCIAL IMPACT

Additional expense will be minimal, and most of the additional expense will be related to preparing documents in the different languages.

4. RECOMMENDATION

It is recommended that Town Commission authorize the appropriate Town official sign the proposed Town Title VI plan and forward it to the County.

Attachments:

1. Resolution
2. Town Title VI Plan

Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

RESOLUTION NO. 2023-39

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO EXECUTE A TITLE VI NON-DISCRIMINATION PLAN FOR THE TOWN OF HILLSBORO BEACH; 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 Title VI Non-Discrimination Plan for the Town of Hillsboro Beach.

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

SECTION 1. The foregoing "WHEREAS" 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 Title VI Non-Discrimination Plan for the Town of Hillsboro Beach and forward the plan to Broward County. A copy of the Title VI Plan 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
2 ____ day of ____ 2023.

6 TOWN OF HILLSBORO BEACH, FLORIDA

8 _____
9 Irene Kirdahy, Mayor

13 ATTEST:

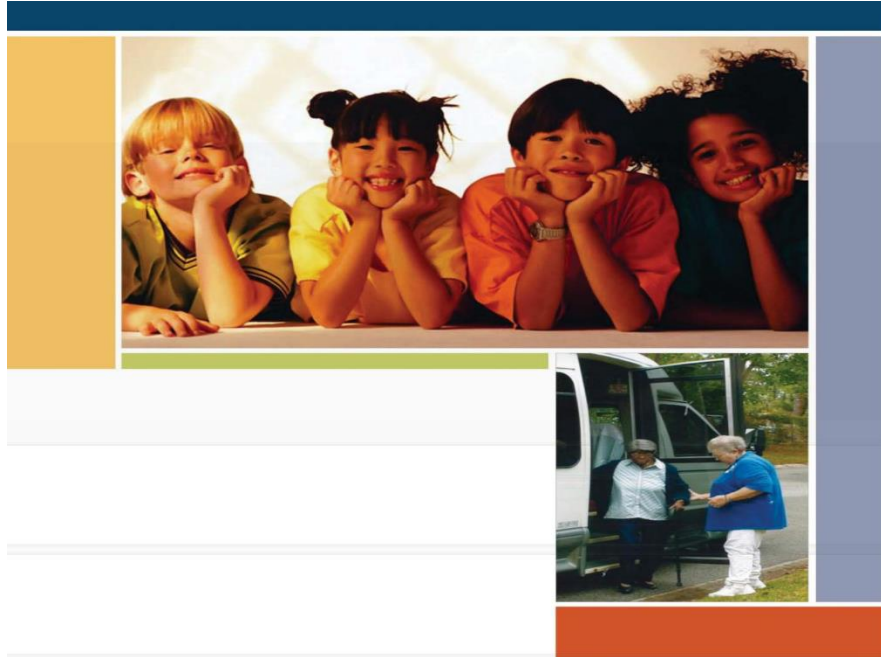
15 _____
16 Sherry D. Henderson, CMC
17 Town Clerk

19 **RESOLUTION NO. 2023-39**

20 **RECORD OF TOWN COMMISSION VOTE:**

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

Town of Hillsboro Beach Community Shuttle



TITLE VI PROGRAM

Date Adopted: _____

Table of Contents

1.0 Title VI/Nondiscrimination Policy Statement and Management Commitment to Title VI Program -----	Page 1
2.0 Introduction & Description of Services -----	Page 2
2.0.1 Current Description of System-----	Page 2
2.1 First Time Applicant Requirements -----	Page 3
2.3 Annual Certifications and Assurances -----	Page 4
2.4 Title VI Program Concurrence and Adoption-----	Page 4
3.0 Title VI Notice to the Public -----	Page 4
5.1 Notice to Public -----	Page 5
5.2 Notice Posting Locations -----	Page 5
4.0 Title VI Procedures and Compliance -----	Page 5
4.1 Complaint Procedure -----	Page 5
4.2 Complaint Form -----	Page 5
4.3 Record Retention and Reporting Policy -----	Page 5
4.4 Sub-recipient Assistance and Monitoring -----	Page 6
4.5 Contractors and Subcontractors -----	Page 6
5.0 Title VI Investigations, Complaints, and Lawsuits -----	Page 8
6.0 Public Participation Plan -----	Page 8
7.0 Language Assistance Plan -----	Page 9
8.0 Transit Planning and Advisory Bodies -----	Page 9
9.0 Title VI Equity Analysis -----	Page 10
10.0 System-Wide Service Standards and Service Policies -----	Page 10
10.1 Service Standards -----	Page 10
10.2 Service Policies -----	Page 15
11.0 Appendices -----	Page 16-32
APPENDIX A	FTA CIRCULAR 4702.1B REPORTING REQUIREMENTS FOR TRANSIT PROVIDERS
APPENDIX B	TITLE VI PROGRAM APPROVAL LETTER AND FDOT CONCURRENCE LETTER
APPENDIX C	TITLE VI COMPLAINT FORM
APPENDIX D	PUBLIC PARTICIPATION PLAN
APPENDIX E	LANGUAGE ASSISTANCE PLAN
APPENDIX F	OPERATING AREA LANGUAGE DATA: HILLSBORO TRANSIT SERVICE AREA
APPENDIX G	DEMOGRAPHIC MAP

1.0 Title VI/Nondiscrimination Policy Statement and Management Commitment to Title VI Plan

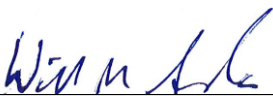
49 CFR Part 21.7(a): Every application for Federal financial assistance to which this part applies shall contain, or be accompanied by, an assurance that the program will be conducted or the facility operated in compliance with all requirements imposed or pursuant to [49 CFR Part 21].

The Town of Hillsboro Beach assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity undertaken by the agency.

The Town of Hillsboro Beach further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the recipient's Chief Executive Officer or authorized representative.
2. Issue a policy statement signed by the Executive Director or authorized representative, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in language other than English.
3. Insert the clauses of Section 4.5 of this plan into every contract subject to the Acts and the Regulations.
4. Develop a complaint process and attempt to resolve complaints of discrimination against the Town of Hillsboro Beach Community Shuttle.
5. Participate in training offered on the Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or any other state or federal regulatory agency, take affirmative actions to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) days.
7. Have a process to collect racial and ethnic data on persons impacted by the agency's programs.
8. Submit the information required by FTA Circular 4702.1B to the primary recipients (refer to Appendix A of this plan)

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the agency.



Signature
Mac Serda, Town Manager

7/6/2023

Date

2.0 Introduction & Description of Services

The Town of Hillsboro Beach Community Shuttle submits this Title VI Plan in compliance with Title VI of the Civil Rights Act of 1964, 49 CFR Part 21, and the guidelines of FTA Circular 4702.1B, published October 1, 2012.

The Town of Hillsboro Beach Community Shuttle is a sub-recipient of FTA funds and provides service in Hillsboro Beach and portions of Deerfield Beach, Lighthouse Point and Pompano Beach.

Title VI Liaison

William “Mac” Serda
Town Manager
(954) 427-4011
1210 Hillsboro Mile, Hillsboro Beach, FL 33062

Alternate Title VI Contact

Sherry D. Henderson
Town Clerk
954-427-4011
1210 Hillsboro Mile, Hillsboro Beach, FL 33062

Key responsibilities of the Title VI Liaison include:

- Maintain knowledge of Title VI requirements.
- Attend training on Title VI and other nondiscrimination authorities when offered by FDOT or any other regulatory agency.
- Disseminate Title VI information to the public including in languages other than English, when necessary.
- Develop a process to collect data related to race, gender and national origin of service area population to ensure low income, minorities, and other underserved groups are included and not discriminated against.
- Implement procedures for the prompt processing of Title VI complaints.

2.0.1 Current Description of System

The mission of Town of Hillsboro Beach Community Shuttle is to provide public transit service in the form of an hourly loop which first passes through the length of the Town and then continues on through the commercial centers of three neighboring communities before completing a loop back to Town to begin another cycle. The primary mission is to provide reliable free transportation to Town residents who are unable to, or chose not to drive, to facilitate their transportation to and from the neighboring communities for shopping, medical appointments and recreational and entertainment purposes. The service is also intended to provide transportation for non-residents who need to get to the Town for employment or other reasons.

Town of Hillsboro Beach Community Shuttle operations are overseen by the Town Manager who in turn is provided policy direction by the Town of Hillsboro Beach Commission. The Town has engaged Limousines of South Florida (LSF), a major provider of supplemental community shuttle services in South Florida, to operate the community shuttle service. With the Town’s oversight and concurrence, LSF has full responsibility for the maintenance and operation of the mini-bus rented by the Town from Broward County to provide Town service. LSF responsibilities include vehicle maintenance, driver hiring, training and monitoring of driver performance, field supervision, dispatching, monitoring for hazardous conditions, insurance, security, ensuring safe operations and the establishment of contingency plans. For continuity purposes, the same driver is regularly assigned to the Town of Hillsboro Beach Community Shuttle to ensure familiarity with both the route and the passengers. The

current schedule is three days per week (Monday, Wednesday and Friday) starting at 9:00 a.m. and running until 5:50 p.m., for a total 26.5 hours of service per week

2.1 First Time Applicant Requirements

FTA Circular 4702.1B, Chapter III, Paragraph 3: Entities applying for FTA funding for the first time shall provide information regarding their Title VI compliance history if they have previously received funding from another Federal agency.

Town of Hillsboro Beach Community Shuttle is a sub-applicant and is not a direct applicant for FTA/FDOT funding. The Town is a sub-applicant funded by Broward County and will receive approximately \$66,500 in FY 23 at the rate of \$53.00 per revenue hour.

During the previous three years, no Federal Agency or State Agency has completed a Title VI compliance review of Town of Hillsboro Beach Community Shuttle. Town of Hillsboro Beach Community Shuttle has not been found to be in noncompliance with any civil rights requirement.

2.2 Annual Certifications and Assurances

FTA Circular 4702.1B, Chapter III, Paragraph 2: Every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with the Title VI regulations.

Town of Hillsboro Beach Community Shuttle will remain in compliance with this requirement by annual submission of certifications and assurances as required by FDOT and Broward County.

2.3 Title VI Program Concurrence and Adoption

The Plan was approved and adopted by Town of Hillsboro Beach Community Shuttle's Town Commission during a meeting held on September 12, 2023. A copy of the meeting minutes and FDOT concurrence letter is included in Appendix B.

3.0 Title VI Notice to the Public

FTA Circular 4702.1B, Chapter III, Paragraph 5: Title 49 CFR 21.9(d) requires recipients to provide information to the public regarding the recipient's obligations under DOT's Title VI regulations and apprise members of the public of the protections against discrimination afforded to them by Title VI.

Notifying the Public of Rights Under Title VI

- Town of Hillsboro Beach Community Shuttle operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with Town of Hillsboro Beach Community Shuttle.

For more information on Town of Hillsboro Beach Community Shuttle's civil rights program, contact 954-427-4011, email: shenderson@townofhillsborobeach.com or visit Town Hall at 1210 Hillsboro Mile, Hillsboro Beach, FL 33062. For more information, visit www.townofhillsborobeach.com.

- For more information on Title VI procedures, to file a complaint and/or obtain a complaint form contact Broward County Transit (BCT) at (954) 357-8481, TTY (954) 357-8302, or visit BCT's website at <http://www.broward.org/BCT/Pages/TitleVI.aspx>. You may also request information in writing to the Broward County Transportation Department, Transit Manager - Compliance, 1 North University Drive, 3100A, Plantation, FL 33324.
- If information is needed in another language, contact (954) 357-8481, TTY (954) 357-8302.

3.2 Notice Posting Locations

The Notice to Public will be posted at many locations to apprise the public of Town of Hillsboro Beach Community Shuttle's obligations under Title VI and to inform them of the protections afforded them under Title VI. At a minimum, the notice will be posted in public area of the Hillsboro Beach Town Hall, and on the Town of Hillsboro Beach Community Shuttle's website at www.townofhillsborobeach.com. Additionally, Town of Hillsboro Beach Community Shuttle will post the notice on transit vehicles.

4.0 Title VI Procedures and Compliance

FTA Circular 4702.1B, Chapter III, Paragraph 6: All recipients shall develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to member of the public.

4.1 Complaint Procedure

In accordance with the Interlocal Agreement executed with Broward County Transit on October 3, 2019, the Town of Hillsboro will use BCT's Complaint Process, Form and Procedures.

4.2 Complaint Form

A copy of the complaint form is provided in Appendix C and on Broward County Transit's website at <http://www.broward.org/BCT/Pages/TitleVI.aspx>.

4.3 Record Retention and Reporting Policy

The Town of Hillsboro Beach will submit Title VI Programs to FDOT, BCT and any other primary recipient that provides funding to the Town of Hillsboro Beach for concurrence on an annual basis or any time a major change in the Program occurs.

Compliance records and all Title VI related documents will be retained for a minimum of three (3) years and reported to the primary recipient annually.

4.4 Sub-recipient Assistance and Monitoring

FTA Circular 4702.1B, Chapter III, Paragraph 11: Primary recipients should assist their sub-recipients in complying with DOT's Title VI regulations, including the general reporting requirements.

Town of Hillsboro Beach Community Shuttle does not have any sub-recipients to provide monitoring and assistance. In the future, if Town of Hillsboro Beach Community Shuttle has sub-recipients, it will provide assistance and monitoring as required by FTA Circular 4702.1B.

4.5 Contractors and Subcontractors

Town of Hillsboro Beach Community Shuttle is responsible for ensuring that contractors are in compliance with Title VI requirements. Contractors may not discriminate in the selection and retention of any subcontractors. Subcontractors also may not discriminate in the selection and retention of any subcontractors. Town of Hillsboro Beach Community Shuttle, contractors, and subcontractors may not discriminate in their employment practices in connection with federally assisted projects. Contractors and subcontractors are not required to prepare or submit a Title VI Plan. However, the following nondiscrimination clauses will be inserted into every future contract with contractors and subcontractors subject to Title VI regulations.

Nondiscrimination Clauses

During the performance of a contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") must agree to the following clauses:

1. **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
2. **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate, either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a

subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the subcontractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.

4. **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the Town of Hillsboro Beach shall impose contract sanctions as appropriate, including, but not limited to:
 - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Town of Hillsboro Beach's Community Shuttle Program, Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance.

5.0 Title VI Investigations, Complaints, and Lawsuits

FTA Circular 4702.1B, Chapter III, Paragraph 7: In order to comply with the reporting requirements of 49 CFR 21.9(b), FTA requires all recipients to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin: active investigations....; lawsuits, and complaints naming the recipient.

Town of Hillsboro Beach Community Shuttle has had no investigations, complaints, or lawsuits involving allegations of discrimination on the basis of race, color, or national origin over the past three (3) years.

6.0 Public Participation Plan

FTA Circular 4702.1B, Chapter III, Paragraph 4.a.4: Every Title VI Plan shall include the following information: A public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI Plan submission. A recipient's targeted public participation plan of minority populations may be part of efforts that extend more broadly to include constituencies that are traditionally underserved, such as individuals with disabilities, low-income populations, and others.

The Public Participation Plan (PPP) for Town of Hillsboro Beach Community Shuttle was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are encouraged to participate in the decision-making process for Town of Hillsboro Beach Community Shuttle. Policy and service delivery decisions need to take into consideration community sentiment and public opinion based upon well-executed outreach efforts. The public outreach strategies described in the PPP are designed to provide the public with effective access to information about Town of Hillsboro Beach Community Shuttle services and to provide a variety of efficient and convenient methods for receiving and considering public comment prior to implementing changes to services. The PPP is included as Appendix D to this Title VI Plan.

Current Outreach Efforts

Town of Hillsboro Beach Community Shuttle is required to submit a summary of public outreach efforts made over the last three (3) years. The following is a list and short description of Town of Hillsboro Beach Community Shuttle's recent, current, and planned outreach activities.

- In the past three years the Town of Hillsboro Beach Community Shuttle outreach program has consisted of putting promotional flyers in English in the Hillsboro Beach condominium complexes, which is the vast proportion of all residential units in the Town, featuring this service on the Town's website and promoting it in the annual Resident's Information booklet distributed to all residents. The majority of this Town's service area is outside the Town boundaries, and this program is being expanded to reach this additional ridership, including providing documents in Spanish and Portuguese. It has been determined that the potential ridership identified within the Town's service includes meaningful percentages for whom Spanish and Portuguese is their primary language.

7.0 Language Assistance Plan

FTA Circular 4702.1B, Chapter III, Paragraph 9: Recipients shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited English proficient (LEP).

Town of Hillsboro Beach Community Shuttle operates a transit system in Hillsboro Beach and portions of Deerfield Beach, Lighthouse Point, and Pompano Beach. The Language Assistance Plan (LAP) has been prepared to address Town of Hillsboro Beach Community Shuttle's responsibilities as they relate to the needs of individuals with Limited English Proficiency (LEP). Individuals, who have a limited ability to read, write, speak or understand English are LEP. In Town of Hillsboro Beach Community Shuttle

service area there are 5,277 residents or 11.18% who describe themselves as not able to communicate in English very well (Source: Broward County Transit Division – Service and Capital Planning). Town of Hillsboro Beach Community Shuttle is federally mandated (Executive Order 13166) to take responsible steps to ensure meaningful access to the benefits, services, information and other important portions of its programs and activities for individuals who are LEP. Town of Hillsboro Beach Community Shuttle has utilized the U.S. Department of Transportation (DOT) LEP Guidance Handbook and performed a four-factor analysis to develop its LAP. The LAP is included in this Title VI Plan as Appendix E.

8.0 Transit Planning and Advisory Bodies

FTA Circular 4702.1B, Chapter III, Paragraph 10: Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.

The Town of Hillsboro Beach Community Shuttle does not have a transit-related committee or board; therefore, this requirement does not apply.

9.0 Title VI Equity Analysis

FTA Circular 4702.1B, Chapter III, Paragraph 4.a.8: If the recipient has constructed a facility, such as vehicle storage, maintenance facility, operation center, etc., the recipient shall include a copy of the Title VI equity analysis conducted during the planning stage with regard to the location of the facility.

Town of Hillsboro Beach Community Shuttle has not recently constructed any facilities nor is it envisioned that the Town of Hillsboro Beach Community Shuttle will ever have a need to construct Community Shuttle facilities. Therefore, Town of Hillsboro Beach Community Shuttle does not have any Title VI Equity Analysis reports to submit with this Plan. Town of Hillsboro Beach Community Shuttle will utilize the demographic maps included in Appendix G for future Title VI analysis.

10.0 System-Wide Service Standards and Service Policies

FTA Circular 4702.1B, Chapter III, Paragraph 10: All fixed route transit providers shall set service standards and policies for each specific fixed route mode of service they provide.

Town of Hillsboro Beach Community Shuttle is a fixed route service provider.

Town of Hillsboro Beach Community Shuttle has adopted the following system-wide standards and policies to ensure service design and operations practices do not result in discrimination on the basis of race, color, or national origin. Service policies differ from service standards in that they are not necessarily based on a quantitative threshold.

10.1 Service Standards

FTA requires that all fixed route transit providers develop quantitative standards for all fixed route modes of operation for the following indicators. Town of Hillsboro Beach Community Shuttle has prepared standards for all modes it operates.

Vehicle Load

The current vehicle load ratio for our fixed route busses is 1.5 passengers per seat and is evaluated each year with adjustments, if any, based on prior year's performance.

Type	Seated	Standing	Total	Maximum Load Factor
25' Mini-Shuttle	20	10	30	1.5

Vehicle Headway Standards

MON, WED, FRI	7 a.m. – 9 a.m.	9 a.m. – 6 p.m.	Night
Town Loop	----	60	----
• Peak: 9 – 11 a.m. and 4 – 6 p.m. • Base 11 a.m. – 4 p.m. --“No service provided during that time period.			

On-Time Performance

A vehicle is considered on time based on departures of zero (0) minute early and no more than five (5) minutes late. The Town of Hillsboro Beach Community Shuttle on-time performance objective is 80% or greater. The Town of Hillsboro Beach Community Shuttle continuously monitors on-time performance and system results are part of performance reports covering all aspects of operations.

Town of Hillsboro Beach Community Shuttle operates to complement Broward County's local, breeze, express, and paratransit services. To the greatest extent possible Town of Hillsboro Beach Community Shuttle will fill gaps in County service coverage and offer local circulation to neighborhood destinations. Town of Hillsboro Beach Community Shuttle will distribute transit service so that 60% of all residents in the service area are within a quarter mile walk of shuttle service.

10.2 Service Policies

Town of Hillsboro Beach Community Shuttle has prepared the following policies for its transit system.

Distribution of Transit Amenities

The Town collaborates with the County in the placement of transit amenities in accordance with a criteria based on ridership, community need, and available right-of-way. For passenger convenience, Town of Hillsboro Beach Community Shuttle stops are generally placed in close proximity to shopping plazas, grocery stores, hospitals, parks, and offices.

Vehicle Assignment

Vehicles in service for 5 years or 150,000 miles are prioritized for replacement. Routes regularly exceeding the vehicle capacity threshold should be addressed through additional service. The COUNTY is generally responsible for the procurement and replacement of transit vehicles based on need and available funding.

11.0 Appendices

APPENDIX A	FTA CIRCULAR 4702.1B REPORTING REQUIREMENTS FOR TRANSIT PROVIDERS
APPENDIX B	TITLE VI PROGRAM TOWN OFFICIAL APPROVAL LETTER AND FDOT CONCURRENCE LETTER
APPENDIX C	TITLE VI COMPLAINT FORM
APPENDIX D	PUBLIC PARTICIPATION PLAN
APPENDIX E	LANGUAGE ASSISTANCE PLAN
APPENDIX F	OPERATING AREA LANGUAGE DATA: TOWN OF HILLSBORO TRANSIT SERVICE AREA
APPENDIX G	DEMOGRAPHIC MAPS

Appendix A: FTA Circular 4702.1B Reporting Requirements for Transit Providers

Every three years, on a date determined by FTA, each recipient is required to submit the following information to the Federal Transit Administration (FTA) as part of their Title VI Program. Sub-recipients shall submit the information below to their primary recipient (the entity from whom the sub-recipient receives funds directly), on a schedule to be determined by the primary recipient.

General Requirements (All recipients must submit):

- Title VI Notice to the Public, including a list of locations where the notice is posted
- Title VI Complaint Procedures (i.e., instructions to the public regarding how to file a Title VI discrimination complaint)
- Title VI Complaint Form
- List of transit-related Title VI investigations, complaints, and lawsuits
- Public Participation Plan, including information about outreach methods to engage minority and limited English proficient populations (LEP), as well as a summary of outreach efforts made since the last Title VI Program submission
- Language Assistance Plan for providing language assistance to persons with limited English proficiency (LEP), based on the DOT LEP Guidance
- A table depicting the membership of non-elected committees and councils, the membership of which is selected by the recipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees
- Primary recipients shall include a description of how the agency monitors its sub-recipients for compliance with Title VI, and a schedule of sub-recipient Title VI Program submissions
- A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc.
- A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI Program. For State DOTs, the appropriate governing entity is the State's Secretary of Transportation or equivalent. The approval must occur prior to submission to FTA.
- Additional information as specified in Chapters IV, V, and VI, depending on whether the recipient is a transit provider, a State, or a planning entity (see below)

Requirements of Transit Providers

All Fixed Route Transit Providers must submit:

- All requirements set out in Chapter III (General Requirements)
- Service standards
 - Vehicle load for each mode
 - Vehicle headway for each mode
 - On time performance for each mode
 - Service availability for each mode
- Service policies
 - Transit Amenities for each mode
 - Vehicle Assignment for each mode

Appendix B: TITLE VI PROGRAM TOWN OFFICIAL APPROVAL LETTER

Appendix C: Title VI Complaint Form



Transportation Department

TRANSIT DIVISION / Administration

1 N. University Drive, Suite 3100A • Plantation, Florida 33324 • 954-357-8300 • FAX 954-357-8305

LANGUAGE TRANSLATION SERVICE AVAILABLE

NOTE: If you require this Title VI Complaint Form to be translated into another language, please log onto www.broward.org/bct. Click on either "Microsoft Translator" or "Google Translate" at the top right corner of the web page and select the appropriate language for your translation.

SERVICO DE TRADUCCIÓN LENGUA DISPONIBLE

NOTA: Si usted requiere de este Formulario de Queja del Título VI de ser traducido a otro idioma, por favor haga clic en cualquiera de "Microsoft Translator" o "Google Translate" en la esquina superior derecha de esta página web y seleccionar el idioma.

LANG TRADIKSYON SÈVIS KI DISPONIB

REMAK: Si w mande pou s a Tit VI Fòm Plent dwe tradui nan yon lòt lang, tanpri klike sou swa "Tradiktè Microsoft" oswa "Google Translate" nan kwen paj sa a web tèt dwat epi chwazi lang ki apwopriye a pou tradiksyon ou.

**Broward County Board of County Commissioners
Transportation Department**

COMPLAINT OF ADA and TITLE VI DISCRIMINATION

The Broward County Transit Division, as a recipient of federal financial assistance, is required to ensure that its transit service and related benefits are distributed in a manner consistent with Title VI of the Civil Rights Acts of 1964, as amended.

Any person who believes that he or she, individually, or as a member of any specific class of persons, has been subjected to discrimination under Title VI, on the basis of race, color, or national origin, may file a written complaint with the Broward County Transit Division.

We are asking for the following information to assist us in processing your complaint. If you need help in completing this form, please contact us at (954) 357-8481 or TTY: (954) 357-8302.

NOTE: Alternate means of filing complaint, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

-
1. Complainant Name: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone: _____
 Email Address: _____
 2. Person you believe discriminated against you (if known):
 Name: _____
 3. Location of incident: _____
 4. Are you represented by an attorney for this complaint?
 Yes _____ No _____
 If yes, please complete the following:
 Attorney's Name: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone: _____
 5. Which of the following best describes the reason you believe the discrimination took place? Please circle.

Race	Color	National Origin	Sex	Income Status	Age
Disability	Retaliation	Sexual Orientation	Political Affiliation	Marital Status	
 6. Date(s) of the alleged discrimination: _____

7. In the space below, please describe the alleged discrimination. Explain what happened and who you believe was responsible. *(Include bus number, route number, name of transit employee(s) involved in the incident, date, location, and time of the incident, if applicable.)* Attach additional sheet if necessary.

8. Have you filed a complaint of the alleged discrimination with a federal, state, or local agency; or with a state or federal court?

Yes _____ No _____

If yes, check all that apply:

Federal _____ Federal Court _____
State _____ State Court _____ Local Court _____

Please provide the name of the Agency where you filed your complaint.

Agency Name: _____

Contact Person: _____

Complainant Signature

Date of Signature

You may attach any additional information you think is relevant to your complaint.

Submit your signed complaint and any attachments to:

**Broward County Transit Division
Attention: Transit Manager – Compliance
1 North University Drive, Suite 3100A, Box 306
Plantation, FL 33324**

Appendix D: Public Participation Plan (PPP)

Introduction

The Public Participation Plan (PPP) for Town of Hillsboro Beach Community Shuttle was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are aware of the service and are encouraged to make the Town aware of their needs to the extent the Town is able to respond to these needs. It should be noted that the Town of Hillsboro Beach Community Shuttle program is a limited program currently operating three days per week for 8 hours and 50 minutes per day. It should be noted that the majority of the program's route is outside of Town boundaries, with operations in three adjoining municipalities, with each of which having its own transportation program. Consequently, the Town's program provides an option for much of its ridership but isn't the sole source of public transportation available to them.

In this environment, in addition to the outreach currently being done in Hillsboro Beach, the Town of Hillsboro Beach Community Shuttle program will provide flyers in English, Spanish and Portuguese to the City Halls of the neighboring cities in the service area and further request that this information be requested be made available on each of their websites, in multiple languages if possible. All documentation includes Town contact information, including how to provide feedback on the Town's website. Information will also be posted on the community shuttle in regard to how to contact the Town in regard to service issues.

Public Hearing

The Town of Hillsboro Beach Community Shuttle is required by Broward County to hold public hearings when there is to be a change in schedule. These hearings are advertised in the local newspaper and on the Town's website. Notice of these hearing will also be provided to the City Halls of the neighboring cities in the Town's service area and it will further be requested that this notification be posted on their websites.

Public Participation Goals

The main goal of the PPP is to offer meaningful opportunities for all interested segments of the public, including, but not limited to, low-income, minority and LEP groups, to comment, about The Town of Hillsboro Beach Community Shuttle program and its operations. The goals for this PPP include:

- **Inclusion and Diversity:** The Town will proactively reach out and engage low-income, minority, and LEP populations for the Community Shuttle service area so these groups will have an opportunity to participate.
- **Accessibility:** All legal requirements for accessibility will be met. Efforts will be made to enhance the accessibility of the public's participation – physically, geographically, temporally, linguistically and culturally.
- **Clarity and Relevance:** Issues will be framed in public meetings in such a way that the significance and potential effect of proposed decisions is understood by participants. Proposed adjustments to fares or services will be described in language that is clear and easy to understand.
- **Responsive:** The Town will strive to respond to and incorporate, when possible, appropriate public comments into transportation decisions.
- **Tailored:** Public participation methods will be tailored to match local and cultural preferences as much as possible.
- **Flexible:** The public participation process will accommodate participation in a variety of ways and will be adjusted over time as needed.

The Town will conduct community meetings and listening sessions as appropriate with passengers, employers, community-based organizations, and advisory committees to gather public input and distribute information about service quality, proposed changes or new service options.

The public will be invited to provide feedback on the Town of Hillsboro Beach website www.townofhillsborobeach.com and over the phone at (954) 345-2107 during business hours. All feedback will be recorded and passed on to the Town of Hillsboro Beach Shuttle management. Additionally, formal customer surveys to measure performance, and listening sessions to solicit input, will be conducted periodically. Meeting formats will be tailored to help achieve specific public participation goals that vary by project or the nature of the proposed adjustment of service.

For all public meetings, the venue will be a facility that is accessible for persons with disabilities and, preferably, is served by public transit. If a series of meetings are scheduled on a topic, different meeting locations may be used, since no one location is usually convenient to all participants.

For community meetings and other important information, The Town of Hillsboro Beach will use a variety of means to make riders and citizens aware, including some or all of the following methods:

- In-vehicle advertisement
- Posting information on website
- Press releases
- Multilingual flyer distribution to community-based organizations, particularly those that target LEP population
- Other methods required by local or state laws or agreements

All information and materials communicating proposed and actual service adjustments will be provided in English and any other language, as needed.

Appendix E: Language Assistance Plan (LAP)

I. Introduction

Town of Hillsboro Beach Community Shuttle operates a transit system within Hillsboro Beach and portions of Pompano Beach, Light House Point and Deerfield Beach. The Language Assistance Plan (LAP) has been prepared to address Town of Hillsboro Beach Community Shuttle's responsibilities as they relate to the needs of individuals with Limited English Proficiency (LEP). In Town of Hillsboro Beach Community Shuttle service area there are 5,277 residents or 11.18% who describe themselves as unable to communicate in English "very well" (Source: Broward County Transit Division – Service & Capital Planning). Town of Hillsboro Beach Community Shuttle is federally mandated (Executive Order 13166) to take responsible steps to ensure meaningful access to the benefits, services, information and other important portions of its programs and activities for individuals who are LEP. Town of Hillsboro Beach Community Shuttle has utilized the U.S. Department of Transportation (USDOT) LEP Guidance Handbook and performed a four-factor analysis to develop its LAP.

For many LEP individuals, public transit is the principal transportation mode available. It is important for Town of Hillsboro Beach Community Shuttle be able to communicate effectively with all of its riders. When Town of Hillsboro Beach Community Shuttle is able to communicate effectively with all of its riders, the service provided is safer, more reliable, convenient, and accessible for all within its service area. Town of Hillsboro Beach Community Shuttle is committed to taking reasonable steps to ensure meaningful access for LEP individuals to this agency's services in accordance with Title VI.

This plan will demonstrate the efforts that Town of Hillsboro Beach Community Shuttle undertakes to make its service accessible to all persons without regard to their ability to communicate in English. The plan addresses how services will be provided through general guidelines and procedures including the following:

- Identification: Identifying LEP populations in service areas
- Notification: Providing notice to LEP Spanish and Portuguese speaking individuals about their right to language services
- Interpretation: Offering timely interpretation to LEP individuals upon request
- Translation: Providing timely translation of important documents
- Staffing: Identifying the City of Coral Springs staff to assist LEP customers
- Training: Providing training on LAP to responsible employees.

II. Four Factor Analysis

The analysis provided in this report has been developed to identify LEP population that may use Town of Hillsboro Beach Community Shuttle services and identify needs for language assistance. This analysis is based on the "Four Factor Analysis" presented in the Implementing the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons, dated April 13, 2007, which considers the following factors:

- a. **Demography:** identifying the number and/or proportion of LEP persons served or encountered, and languages spoken in service area.
- b. **Frequency:** determining the rate of contact with the City's programs, activities, and services.
- c. **Importance:** gauging the nature and importance of City's program, service, and activities to people's lives.
- d. **Resources:** assessing current and available resources, including language assistance services.

Factor 1: The Number and Proportion of LEP Persons Serviced or Encountered in the Eligible Service Population

Of the 47,184 residents in the Town of Hillsboro Beach Community Shuttle service area, 5,277 residents describe themselves as speaking English less than “very well”. People of Spanish / Spanish Creole and Portuguese / Portuguese Creole descent are the primary LEP persons likely to utilize Town of Hillsboro Beach Community Shuttle services. For the Town of Hillsboro Beach Community Shuttle service area, the American Community Survey of the U.S. Census Bureau shows that among the area’s population 88.82% speak English “very well”. For groups who speak English “less than very well”, 4.22% speak Spanish / Spanish Creole and 2.72% speak Portuguese / Portuguese Creole.

Appendix F contains a table which lists the languages spoken at home by the ability to speak English for the population within the Town of Hillsboro Beach Community Shuttle service area.

Factor 2: The Frequency with which LEP Individuals Come into Contact with Your Programs, Activities, and Services

Town of Hillsboro Beach Community Shuttle has assessed the frequency with which LEP individuals come in contact with the transit system. The primary method utilized for this assessment was analysis of Census data. Examining phone inquiries, requests for translated documents, and staff survey provided no relevant information in regard to contact with LEP individuals requiring assistance in regard to the Town of Hillsboro Beach Community Shuttle. As discussed above, Census data indicates that the Spanish / Spanish Creole and Portuguese / Portuguese Creole speaking communities are the primary sources of LEP individuals with the Town of Hillsboro Beach Community Shuttle service area. Phone inquiries and staff survey feedback indicated that Town of Hillsboro Beach Community Shuttle dispatchers and drivers interact very extremely infrequently with LEP persons.

Factor 3: The Nature and Importance of the Program, Activity, or Service Provided by the Recipient to People’s Lives

Public transportation and regional transportation planning is vital to many people’s lives. According to the Department of Transportation’s *Policy Guidance Concerning Recipient’s Responsibilities to LEP Persons*, providing public transportation access to LEP persons is crucial. A LEP person’s inability to utilize public transportation effectively, may adversely affect his or her ability to access health care, education, or employment. Although this service may be invaluable to some of the program’s ridership, as noted elsewhere, much of this program’s route is through other cities also having shuttle transportation programs. Consequently, although it is an option for much of the ridership, it is not the sole mass transportation option available to them and consequently isn’t crucial to allowing them to do what they have to do.

Factor 4: The Resources Available to the Recipient and Costs

The Town of Hillsboro Beach Community Shuttle assessed its available resources that are currently being used, and those that could be used, to provide assistance to LEP populations. The Town of Hillsboro Beach Community Shuttle provides a reasonable degree of services for LEP populations in its service area.

III. Language Assistance Plan

In developing a Language Assistance Plan, FTA guidance recommends the analysis of the following five elements:

1. Identifying LEP individuals who need language assistance
2. Providing language assistance measures
3. Training staff
4. Providing notice to LEP persons
5. Monitoring and updating the plan

The five elements are addressed below.

Element 1: Identifying LEP Individuals Who Need Language Assistance

The Town of Hillsboro Beach Community Shuttle has identified the number and proportion of LEP individuals within its service area using United States Census data (see Appendix F). As presented earlier, 70.17% of the service area population speaks English only. The largest non-English spoken language in the service area is Spanish / Spanish Creole (13.14%). Of those whose primary spoken language is Spanish / Spanish Creole, approximately 4.22% of the service area populations or 32.16% of the Spanish / Spanish Creole speaking population identify themselves as speaking less than “very well”. Those residents whose primary language is not English or Spanish / Spanish Creole and who identify themselves as speaking English less than “very well” account for 6.96% of the service area population.

Element 2: Language Assistance Measures

The Town of Hillsboro has undertaken the following actions to improve access to information and services for LEP individuals:

1. Survey transit drivers and other front-line staff annually on their experience concerning any contacts with LEP persons during the previous year.
2. Provide Language Identification Flashcards (I Speak Cards) onboard transit vehicles and in the City of Coral Springs offices.
3. When an interpreter is needed in person or on the telephone, staff will attempt to access language assistance services from a professional translation service or qualified community volunteers.

Element 3: Training Staff

In the case of Town of Hillsboro Beach Community Shuttle, the most important staff training is for Customer Service Representatives and transit drivers. The following training will be provided to the Town of Hillsboro Beach Community Shuttle Liaison:

1. Information on Title VI Procedures and LEP responsibilities
2. Documentation of language assistance requests
3. How to handle a potential Title VI/LEP complaint

Element 4: Providing Note to LEP Persons

Town of Hillsboro Beach Community Shuttle will make Title VI information available in English, Spanish and Portuguese on the Agency’s website. Key documents are written in English Spanish and Portuguese. Notices are also posted in Town of Hillsboro Beach Town Hall lobby, provided to the City Halls of the cities within the Town’s service area and on the

community shuttle. Additionally, when staff prepares a document, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population.

Element 5: Monitoring and Updating the Plan

The plan will be reviewed and updated on an ongoing basis. Updates will consider the following:

- The number of documented LEP person contacts encountered annually
- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area
- Determination as to whether the need for translation services has changed
- Determine whether Town of Hillsboro Beach Community Shuttle's financial resources are sufficient to fund language assistance resources needed

Town of Hillsboro Beach Community Shuttle understands the value that its service plays in the lives of individuals who rely on this service, and the importance of any measures undertaken to make the use of system easier. Town of Hillsboro Beach Community Shuttle is open to suggestions from all sources, including customers, Town of Hillsboro Beach Community Shuttle staff, other transportation agencies with similar experiences with LEP communities, and the general public, regarding additional methods to improve their accessibility to LEP communities.

IV. Safe Harbor Provision

DOT has adopted the Department of Justice's Safe Harbor Provision, which outlines circumstances that can provide a "safe harbor" for recipients regarding translation of written materials for LEP population. The Safe Harbor Provision stipulates that, if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipient's written translation obligations. Translation of non-vital documents, if needed, can be provided orally. If there are fewer than 50 persons in a language group that reaches the five percent (5%) trigger, the recipient is not required to translate vital written materials but should provide written notice in the primary language of the LEP language group of the right to receive competent oral interpretation of those written materials, free of cost.

Town of Hillsboro Beach Community Shuttle service area does have LEP populations which qualify for the Safe Harbor Provision. As shown in Appendix F, 3,276 speakers qualify for the Safe Harbor Provision as the number of persons who speak English less than "very well" is counted as 4.22% and 1,992 Spanish / Spanish Creole speakers and 2.72% and 1,284 Portuguese / Portuguese Creole speakers.

The Safe Harbor Provision applies to the translation of written documents only. They do not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable. Town of Hillsboro Beach Community Shuttle may determine, based on the Four Factor Analysis, that even though a language group meets the threshold specified by the Safe Harbor Provision, written translation may not be an effective means to provide language assistance measures.

Appendix F: Operating Area Language Data: Town of Hillsboro Beach Transit Service Area

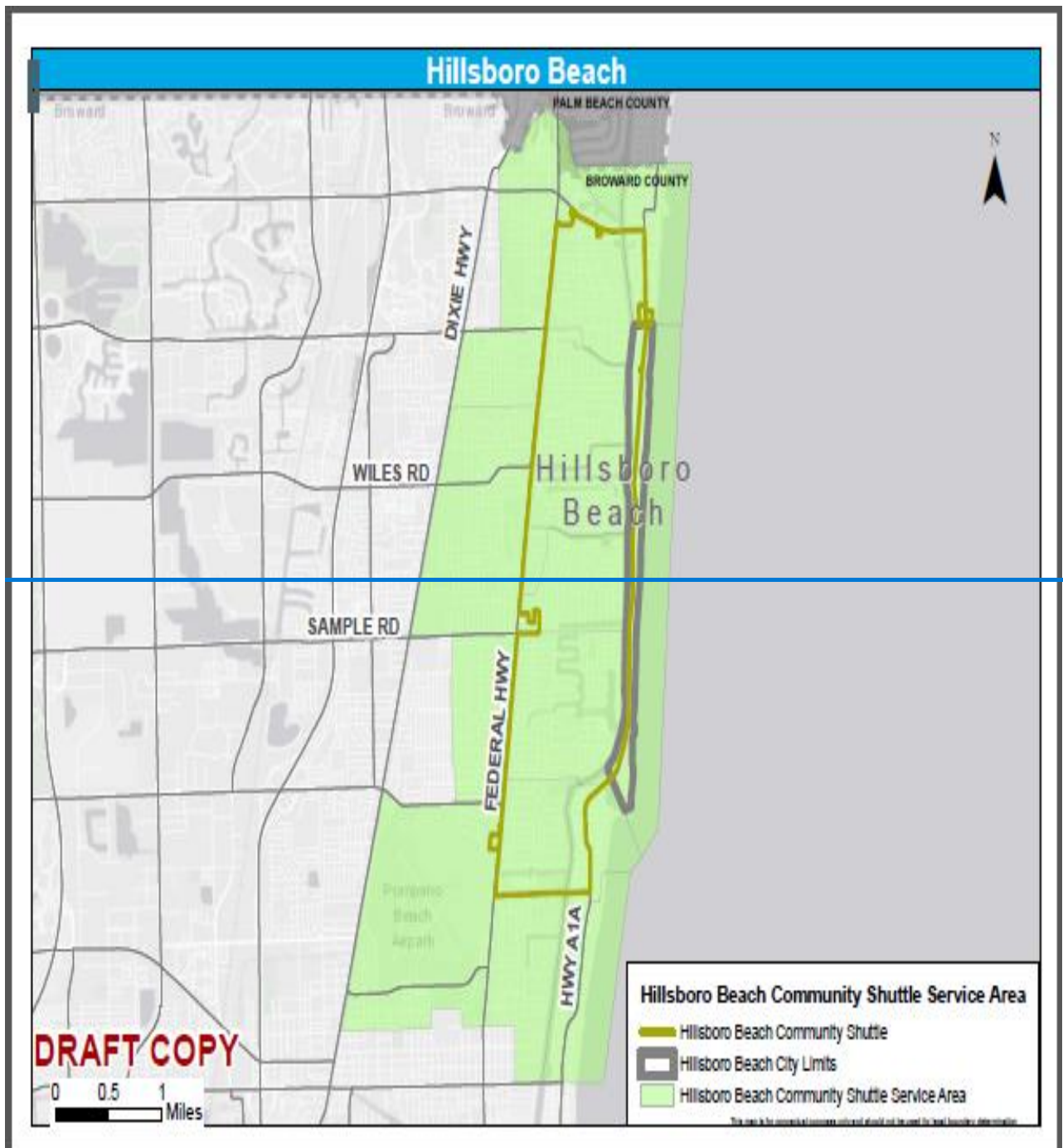
Language	Service Area	Percent of Population
Total	47,184	100.00%
Speak only English	33,107	70.17%
Spanish or Spanish Creole	6,200	13.14%
Speak English “very well”	4,208	8.92%
Speak English less than “very well”	1,992	4.22%
French (incl. Patois, Cajun)	886	1.88%
Speak English “very well”	688	1.46%
Speak English less than “very well”	198	0.42%
French Creole	1,422	3.01%
Speak English “very well”	511	1.08%
Speak English less than “very well”	911	1.93%
Italian	882	1.87%
Speak English “very well”	597	1.27%
Speak English less than “very well”	285	0.60%
Portuguese or Portuguese Creole	2,179	4.62%
Speak English “very well”	895	1.90%
Speak English less than “very well”	1,284	2.72%
German	458	0.97%
Speak English “very well”	406	0.86%
Speak English less than “very well”	52	0.11%
Yiddish	17	0.04%
Speak English “very well”	17	0.04%
Speak English less than “very well”	0	0.00%
Other West Germanic languages	67	0.14%
Speak English “very well”	67	0.14%
Speak English less than “very well”	0	0.00%
Scandinavian languages	124	0.26%
Speak English “very well”	124	0.26%
Speak English less than “very well”	0	0.00%

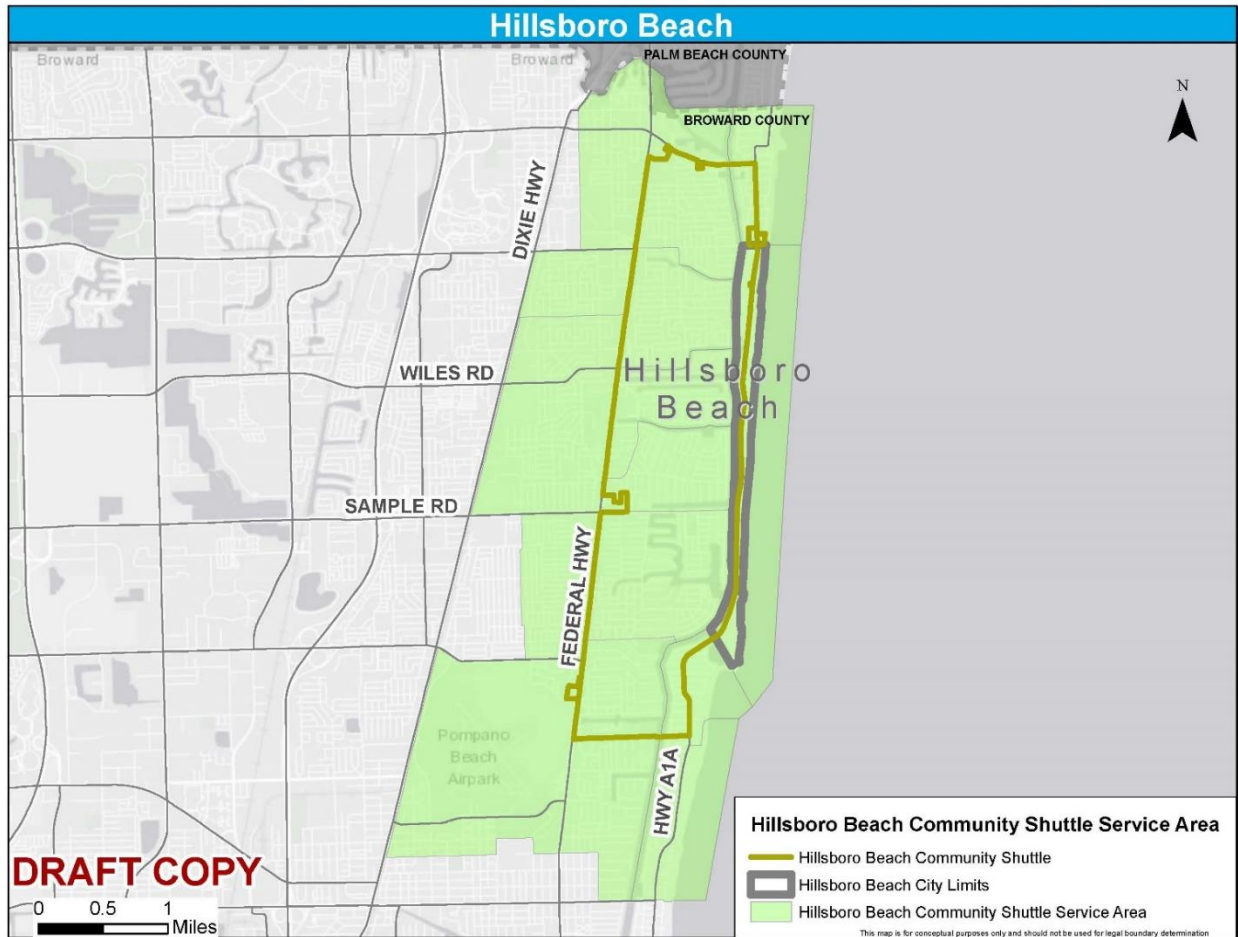
Language	Service Area	Percent of Population
Greek	135	0.29%
Speak English “very well”	96	0.20%
Speak English less than “very well”	39	0.08%
Russian	197	0.42%
Speak English “very well”	88	0.19%
Speak English less than “very well”	109	0.23%
Polish	213	0.45%
Speak English “very well”	70	0.15%
Speak English less than “very well”	143	0.30%
Serbo-Croatian	76	0.16%
Speak English “very well”	52	0.11%
Speak English less than “very well”	24	0.05%
Other Slavic Languages	83	0.18%
Speak English “very well”	40	0.08%
Speak English less than “very well”	43	0.09%
Armenian	13	0.03%
Speak English “very well”	13	0.03%
Speak English less than “very well”	0	0.00%
Persian	29	0.06%
Speak English “very well”	29	0.06%
Speak English less than “very well”	0	0.00%
Gujarati	28	0.06%
Speak English “very well”	28	0.06%
Speak English less than “very well”	0	0.00%
Hindi	33	0.07%
Speak English “very well”	33	0.07%
Speak English less than “very well”	0	0.00%
Urdu	0	0.00%
Speak English “very well”	0	0.00%
Speak English less than “very well”	0	0.00%

Language	Service Area	Percent of Population
Other Indic languages	85	0.18%
Speak English “very well”	65	0.14%
Speak English less than “very well”	20	0.04%
Other Indo-European Languages	171	0.36%
Speak English “very well”	171	0.36%
Speak English less than “very well”	0	0.00%
Chinese	169	0.36%
Speak English “very well”	115	0.24%
Speak English less than “very well”	54	0.11%
Japanese	0	0.00%
Speak English “very well”	0	0.00%
Speak English less than “very well”	0	0.00%
Korean	0	0.00%
Speak English “very well”	0	0.00%
Speak English less than “very well”	0	0.00%
Mon-Khmer, Cambodian	9	0.02%
Speak English “very well”	0	0.00%
Speak English less than “very well”	9	0.02%
Hmong	0	0.00%
Speak English “very well”	0	0.00%
Speak English less than “very well”	0	0.00%
Thai	94	0.20%
Speak English “very well”	94	0.20%
Speak English less than “very well”	0	0.00%
Laotian	24	0.05%
Speak English “very well”	24	0.05%
Speak English less than “very well”	0	0.00%
Vietnamese	55	0.12%
Speak English “very well”	30	0.06%
Speak English less than “very well”	25	0.05%

Language	County	Percent of Population
Other Asian languages	80	0.17%
Speak English “very well”	80	0.17%
Speak English less than “very well”	0	0.00%
Tagalog	20	0.04%
Speak English “very well”	20	0.04%
Speak English less than “very well”	0	0.00%
Other Pacific Island languages	0	0.00%
Speak English “very well”	0	0.00%
Speak English less than “very well”	0	0.00%
Navajo	0	0.00%
Speak English “very well”	0	0.00%
Speak English less than “very well”	0	0.00%
Other Native American languages	0	0.00%
Speak English “very well”	0	0.00%
Speak English less than “very well”	0	0.00%
Hungarian	49	0.10%
Speak English “very well”	31	0.07%
Speak English less than “very well”	18	0.04%
Arabic	195	0.41%
Speak English “very well”	124	0.26%
Speak English less than “very well”	71	0.15%
Hebrew	53	0.11%
Speak English “very well”	53	0.11%
Speak English less than “very well”	0	0.00%
African languages	22	0.05%
Speak English “very well”	22	0.05%
Speak English less than “very well”	0	0.00%
Other and unspecified languages	9	0.02%
Speak English “very well”	9	0.02%
Speak English less than “very well”	0	0.00%

Appendix G Demographic Map





h.11



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Resolution No. 2023-40 Consideration to Approve the Fifth Amendment to the Service Agreement with Goren Cherof Doody & Ezrol Law Firm for Legal Services.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. Resolution
2. Fifth Amendment to Legal Services Agreement 2023 (00577438-2xC4B6A)
3. Fourth Amendment to Legal Services Agreement 2022 (00520119xC4B6A)

1 Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

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

RESOLUTION NO. 2023-40

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF
HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE
APPROPRIATE TOWN OFFICIALS TO EXECUTE A FIFTH AMENDMENT TO
AGREEMENT FOR LEGAL SERVICES BETWEEN THE TOWN OF
HILLSBORO BEACH AND GOREN, CHEROF, DOODY & EZROL, P.A.;
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 Fifth Amendment to
Agreement for Legal Services between the Town and Goren, Cherof, Doody & Ezrol, P.A.

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 Fifth Amendment
to Agreement for Legal Services between the Town and Goren, Cherof, Doody & Ezrol, P.A. A
copy of the Fifth Amendment is 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
14
15

16 ATTEST:
17
18

19 _____
20 Sherry D. Henderson, CMC
21 Town Clerk
22

RESOLUTION NO. 2023-40

RECORD OF TOWN COMMISSION VOTE:

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

FIFTH AMENDMENT TO AGREEMENT FOR LEGAL SERVICES

THIS FIFTH AMENDMENT TO AGREEMENT FOR LEGAL SERVICES made and entered into the _____ day of _____, 2023 by and between:

TOWN OF HILLSBORO BEACH, FLORIDA
1210 Hillsboro Mile
Hillsboro Beach, Florida 33062-1420
(hereinafter referred to as "Town")

AND

GOREN, CHEROF, DOODY & EZROL, P.A.
3099 East Commercial Boulevard
Suite 200
Fort Lauderdale, FL 33308
(hereinafter referred to as "Town Attorney")

WHEREAS, the Town and the Town Attorney entered into an Agreement for Legal Services on September 18, 2007 (the "Original Agreement"), a First Amendment to Agreement for Legal Services on October 1, 2012, and a Second Amendment to Agreement for Legal Services on September 11th, 2013, a Third Amendment to Agreement for Legal Services on July 17, 2017; and a Fourth Amendment to Agreement for Legal Services on July 12, 2022; and

WHEREAS, the Town and the Town Attorney desire to amend the Original Agreement and all subsequent amendments to provide for an increase in the Town Attorney's hourly rate.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereby agree as follows:

1. The recitations set forth above are hereby incorporated herein.
2. Section 5 of the Original Agreement shall be amended as follows:

Effective as of September 13, 2023 and as full payment and compensation for the Town Attorney's services hereunder, Town shall pay to Town Attorney and Town Attorney agrees to accept from Town an hourly rate of **THREE HUNDRED AND NO/100 DOLLARS (\$300.00)** per hour.

3. All terms and conditions of the Original Agreement and subsequent Amendments not in conflict herewith shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.

TOWN OF HILLSBORO BEACH, FLORIDA

By: _____
Mayor Irene Kirdahy

Date: _____

GOREN, CHEROF, DOODY, &
EZROL, P.A.

By: _____
Donald J. Doody, Esq.

Date: _____

DJD:mea

FOURTH AMENDMENT TO AGREEMENT FOR LEGAL SERVICES

THIS FOURTH AMENDMENT TO AGREEMENT FOR LEGAL SERVICES made and entered into the 12 day of July, 2022 by and between:

TOWN OF HILLSBORO BEACH,
FLORIDA
1210 Hillsboro Mile
Hillsboro Beach, Florida 33062-1420
(hereinafter referred to as "Town")

AND

GOREN, CHEROF, DOODY & EZROL, P.A.
3099 East Commercial Boulevard
Suite 200
Fort Lauderdale, FL 33308
(hereinafter referred to as "Town Attorney")

WHEREAS, the Town and the Town Attorney entered into an Agreement for Legal Services on September 18, 2007 (the "Original Agreement"), a First Amendment to Agreement for Legal Services on October 1, 2012, and a Second Amendment to Agreement for Legal Services on September 11th, 2013, and a Third Amendment to Agreement for Legal Services on July 17, 2017; and

WHEREAS, the Town and the Town Attorney desire to amend the Original Agreement and all subsequent amendments to provide for an increase in the Town Attorney's hourly rate.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereby agree as follows:

1. The recitations set forth above are hereby incorporated herein.
2. Section 5 of the Original Agreement shall be amended as follows:

Effective as of August 1st, 2022 and as full payment and compensation for the Town Attorney's services hereunder, Town shall pay to Town Attorney and Town Attorney agrees to accept from Town an hourly rate of TWO HUNDRED AND FIFTY AND NO/100 DOLLARS (\$250.00) per hour.

3. All terms and conditions of the Original Agreement and subsequent Amendments not in conflict herewith shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.



TOWN OF HILLSBORO BEACH,
FLORIDA

By: Inene Kirdahy
for Mayor Deborah L. Tarrant
Vice Mayor Inene Kirdahy
Date: 7/12/2022

GOREN, CHEROF, DOODY, &
EZROL, P.A.

By: Donald J. Doody
Donald J. Doody, Esq.
Date: July 12, 2022

DJD:mea



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

Agenda Item Cover Memo

Agenda Item: Local Government Funding Request for FY 2024/2025 with the Fl Dept of Environmental Protection.

Submitting Dept: Town Manager

Agenda Date: August 11, 2023

1. BACKGROUND / HISTORY

Similar to CY 2022, the Town of Hillsboro Beach and the City of Deerfield Beach are jointly applying for state funding through FDEP's Beach Management Funding Assistance Program to support a joint beach nourishment project related to the Settlement Agreement Area of Hillsboro Beach (R-5+350 in Deerfield Beach to R-9 in Hillsboro Beach). The annual prioritized list of beach and inlet management projects for FDEP's FY 2024/2025 is generated through submission of a Local Government Funding Request (LGFR). This year's funding application will request additional funds for upcoming beach nourishment design in preparation of our next nourishment project.

2. CURRENT ACTIVITY

The Town and City of Deerfield Beach are collaborating again with the attached grant application. This application will provide up to \$600,000 funding to begin the preliminary design for the next beach project. The state share is 50%, and the two cities split soft-costs related to beach projects evenly. Therefore, the Town's share of the \$600,000 is \$150,000.

The application does not commit the Town to utilize the full amount of the award, but reserves the options for the Town.

3. FINANCIAL IMPACT

The cost to the Town is not to exceed \$150,000 in FY 2024 for the preliminary design of the next beach project.

4. RECOMMENDATION

Approval is recommended for the resolution to authorize the Town to apply for state funding.

Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

RESOLUTION NO. 2023-41

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE JOINT FILING OF LOCAL GOVERNMENT FUNDING REQUEST WITH THE CITY OF DEERFIELD BEACH FOR BEACH MANAGEMENT FUNDING ASSISTANCE FOR FISCAL YEAR 2024/2025 WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION; 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 Joint Filing of Local Government Funding Request with City of Deerfield Beach for Beach Management Funding Assistance for Fiscal Year 2024/2025 with the Florida Department of Environmental Protection.

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 and authorizes the Joint Filing of the Local Government Funding Request with City of Deerfield Beach for Beach Management Funding Assistance for Fiscal Year 2024/2025 with the Florida Department of Environmental Protection. A copy of the grant application 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
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22

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

TOWN OF HILLSBORO BEACH, FLORIDA

Irene Kirdahy, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2023-41
RECORD OF TOWN COMMISSION VOTE:

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



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

PART I: GENERAL INFORMATION

Local Sponsor	City of Deerfield Beach		
Federal ID Number (FEID)	59-60000305		
Primary Contact Name	Patrick Bardes	Title	Coastal & Waterway Coordinator
Mailing Address Line 1	401 SW 4th Street		
Mailing Address Line 2			
City	Deerfield Beach	Zip Code	33441
		Telephone Number	954-480-1426
Email Address	pbardes@deerfield-beach.com		

Additional Contact Information

The City of Deerfield Beach has retained the professional services of Coastal Protection Engineering (CPE) to assist with technical aspects of this funding request. The point of contact at CPE is:

Tara Brenner, PG, PE
631-896-9137
tbrenner@coastalprotectioneng.com

PART II: CERTIFICATION

I hereby certify that all information provided with this application is true and complete to the best of my knowledge.

Signature of Local Sponsor

Electronic or scanned signatures accepted.

Printed Name

Patrick Bardes

Date



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

PART III: EVALUATION CRITERIA

1. Project Name: (as listed in the Strategic Beach Management Plan)

Hillsboro Beach Nourishment Project

2. Project Description: Include county, location with reference to DEP range monuments, brief project history, and description of proposed activities.

The Hillsboro Beach Nourishment Project has cumulatively placed approximately 1.6 million cubic yards (cy) of beach compatible sand within approximately 7,000 ft of shoreline in the Town of Hillsboro Beach and the City of Deerfield Beach since 1972. Placement has occurred in different sections of the critically eroded beach between R-monuments 5 and 12. Larger scale dredging projects occurred in 1972 (360,000 cy), 1998 (555,000 cy), 2011 (339,000 cy) and 2023 (200,000 cy). Smaller scale truck haul projects were constructed in 2008 (10,000 cy), 2015 (45,000 cy), 2018 (34,000 cy), and 2020 (69,000 cy).

In October 2020, the two municipalities agreed to end ongoing litigation and collaboratively manage their adjacent coastlines through the acceptance of a Settlement Agreement (provided as Attachment 2 in this application). This funding request is to support the ongoing implementation of the Settlement Agreement and to continue to improve regional, inlet to inlet sand management.

In April 2023, approximately 200,000 cy of beach quality sand were hydraulically placed within Deerfield and Hillsboro beaches from approximately R-5 to R-12. The material for this project was dredged from the Boca Raton ebb shoal as part of a joint construction event with the City of Boca Raton. By combining resources, the project achieved its navigation and sediment bypassing purposes, while Deerfield and Hillsboro received much needed sand for their eroding beaches. When compared to working alone, the regionalization of resources also resulted in lower costs to each level of government, including the State of Florida's share in the cost.

The Boca Raton ebb shoal sand source was not approved by FEMA for use in their storm repair projects. As such, Hillsboro is planning to perform a truck haul project using approved upland sand sources to address storm losses from Hurricane Dorian, while Deerfield will construct a Hurricane Matthew repair project using the Deerfield stockpile material and/or approved upland sand sources. The truck haul projects are anticipated for construction in Winter 2024/2025, pending ongoing coordination with FEMA.

Design funds are requested for FY24/25 within the Schedule and Budget table to perform engineering and analyses for inlet to inlet regional coastal management and continue to prepare for the next renourishment event, currently planned for 2027/2028 subject to further planning, engineering and project monitoring. A feasibility study has been performed previously by the City of Deerfield Beach for the City's beaches and, likewise, the Town of Hillsboro Beach commissioned a separate study for the Town's beaches. The aim of the upcoming engineering efforts will be to merge and build upon these feasibility studies and review existing sediment budgets for joint implementation of the Settlement



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

3. Use of Requested Program Funds: Provide a brief description of tasks to be completed in each requested phase (Feasibility, Design, Construction, Monitoring, or USACE Multiphase). Indicate which tasks are cost reimbursement from previous fiscal years.

FY2023/2024:

MONITORING: Additional monitoring funds requested to cover additional biological monitoring including juvenile sea turtle surveys required for the 2023 construction event in FY 23/24.

FY 2024/2025:

CONSTRUCTION: No new construction funds are requested at this time. It is anticipated that the stockpile and FEMA truck haul projects can be constructed utilizing previously requested funds in the FY22/23 and FY 23/24 LGFRs.

DESIGN: Engineering and analyses for regional inlet to inlet coastal management and for future implementation of the settlement agreement.

MONITORING: Post-construction monitoring of Settlement Agreement project constructed in early 2023.

4. Map: Provide as an attachment. The map(s) of the project area must be formatted at a minimum of 1" = 200' scale and include a compass rose and legend.

Map elements must include:

1. **Project boundary:** DEP reference monuments and shoreline designated as critically eroded
2. **Eligibility:** Indicate lengths of eligible shoreline based on criteria outlined in Chapter 62B-36.007, F.A.C.
 - a. **Beach access locations:** indicate primary or secondary access, and include the shoreline length, number and location of auto parking spaces, mass transit stops, bike parking spaces, and public restroom facilities within 1/4 mile walking distance of each access
 - b. **Public lodging establishments:** include the length fronting the project shoreline, and include the length of street-side frontage for lodging within 1/4 mile walking distance of a secondary beach access location
3. **Recreational benefits:** Comprehensive list of current land use designations of properties fronting the project shoreline
4. **Value of upland property:** Include one-quarter mile buffer and provide a comprehensive list of the values of properties (data from year 2022) that are enclosed or intersected by the buffer. The 2022 property value tax roll data and ArcGIS shapefiles can be obtained from the Department of Revenue website: https://floridarevenue.com/property/Pages/DataPortal_RequestAssessmentRollGISData.aspx. See Guidance Document for more information.

5. Project length: Total restored project length (in feet) of the critically eroded area (as listed in the Strategic Beach Management Plan).

7,500 feet



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

- 6. Eligibility:** Required for all beach projects pursuant to Chapter 62B-36.007, F.A.C. Provide as a separate attachment, if needed.
- **Location/Access Name:** Use the official name of the park or road that is associated with the public access.
 - **DEP Reference Monument:** Use the DEP monument that is closest to the main public access location.
 - **Type of Access:** Indicate Primary or Secondary beach access in accordance with the definitions in Chapter 62B-36, F.A.C.
 - **Width of Access/Frontage:** The length of the legal boundary (in feet) of the public access or lodging along the beach project shoreline. For public lodging establishments that do not front the beach, indicate the street-side length of the legal property boundary (in feet) that is used as the main access to the establishment.
 - **Number of Eligible Units:** A unit is defined as one automobile parking space, one rental unit in a public lodging establishment, one mass transit stop, or four bicycle parking spots.
 - **Additional Width from Eligible Units:** Total distance (feet) added to the Width of Access/Frontage. If there are multiple types of eligibility units used for this calculation, show the calculation separately for each.
 - **Total Eligible Shoreline:** Sum of the Width of Access/Frontage and Additional Width from Eligible Units columns. Eligible shorelines cannot overlap.
 - **Website Link for DBPR License:** Provide the link to the Department of Business and Professional Regulation (DBPR) website for proof of licensure for any public lodging establishments used for eligibility or the Recreational Benefits ranking criteria.

Location/ Access Name	DEP Reference Monument	Type of Access	Width of Access/ Frontage (ft)	Number of Eligible Units	Additional Width from Eligible Units (ft)	Total Eligible Shoreline (ft)	Website Link for DBPR License
SE 6th St to SE 10th St	R-5.3 to R-6.7	Primary	1,430	318	16,790	6,710	
Ashley Brooke Resort	R-5.6	Secondary	100	overlap	overlap	0	https://www.myfloridalicense.com/License
Ocean Villas	R-5.7	Secondary	100	overlap	overlap	0	https://www.myfloridalicense.com/License
Ocean Pearl	R-6.1	Secondary	58	overlap	overlap	0	https://www.myfloridalicense.com/License
Embassy Suites	R-6.5	Secondary	367	overlap	overlap	0	https://www.myfloridalicense.com/License
Flamingo Villas	R-R.8	Secondary	275	overlap	overlap	0	https://www.myfloridalicense.com/License
Hillsboro Beach Resort	R-10.8	Secondary	100	1.9	100	100	https://www.myfloridalicense.com/License



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

7. Schedule and Budget: Provide as a separate attachment, if needed. Clearly indicate project phase: Feasibility (F), Design (D), Construction (C), Monitoring (M), or USACE Multiphase (USACE). Include the year of post-construction monitoring in the description.

- **Cost Reimbursement:** Specify eligible costs incurred during the three years prior to the current application's fiscal year that are not in a current DEP agreement and have not been reimbursed (this includes fiscal years 21/22, 22/23, and 23/24). Eligible costs will be added to the current funding request.
- **Current and Future Costs:** Specify eligible costs for the current application's fiscal year that are not in a current DEP agreement and have not been reimbursed as well as the estimated costs for the next 4 years. Note: If Construction costs are requested in the current fiscal year, then the Year 1 Post-Construction Monitoring costs will be added to the current funding request

Fiscal Year	Project Phase	Description	Federal Cost	State Cost	Local Cost	Total Cost
21/22						
21/22						
21/22						
22/23						
22/23						
22/23						
23/24	Monitoring	Additional Funds for Biological Monitoring	\$0	\$29,000	\$29,000	\$58,000
23/24						
23/24						
24/25	Monitoring	Post-Construction Biological & Environmental Monitoring	\$0	\$55,000	\$55,000	\$110,000
24/25	Monitoring	Post-Construction Physical Monitoring	\$0	\$52,500	\$52,500	\$105,000
24/25	Design	Engineering for 2027 Project	\$0	\$50,000	\$50,000	\$100,000
25/26	Monitoring	Post-Construction Biological & Environmental Monitoring	\$0	\$56,500	\$56,500	\$113,000
25/26	Monitoring	Post-Construction Physical Monitoring	\$0	\$54,000	\$54,000	\$108,000
25/26	Design	Engineering & Permitting for 2027 Project	\$0	\$150,000	\$150,000	\$300,000



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

Fiscal Year	Project Phase	Description	Federal Cost	State Cost	Local Cost	Total Cost
26/27	Monitoring	Post-Construction Biological & Environmental Monitoring	\$0	\$58,000	\$58,000	\$116,000
26/27	Monitoring	Post-Construction Physical Monitoring	\$0	\$55,500	\$55,500	\$111,000
26/27						
27/28	Design	Pre-Construction Tasks	\$0	\$100,000	\$100,000	\$200,000
27/28	Construction	Settlement Agreement Nourishment	\$0	\$8,000,000	\$8,000,000	\$16,000,000
27/28						
28/29	Monitoring	Post-Construction Biological & Environmental Monitoring	\$0	\$59,500	\$59,500	\$119,000
28/29	Monitoring	Post-Construction Physical Monitoring	\$0	\$57,000	\$57,000	\$114,000
28/29						

8. Tourism-related impacts: Criteria is calculated by the Department using 2022 data. For reference, tax data can be obtained from the Department of Revenue website: <https://floridarevenue.com/DataPortal/Pages/TaxResearch.aspx> See Guidance Document for more information.

- ☐ Current funding request includes construction and year one post-construction monitoring
- ☐ Project is managed by two or more counties

Additional comments

construction and year 1 monitoring requested in previous LGFRs

9. Federal involvement: The documentation to verify authorization, federal cost share percentage, and status of funding award must be provided with the application materials for the award of points.

Is the project Federally authorized by the USACE?

No

Authorization Year:

Expiration Year:

Does this project have a signed USACE Chief's report or Civil Works Congressional authorization for the requested phase?

No

USACE federal cost share percentage for this project (excluding FCCE):

0



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

Select all that apply for the requested project phase(s) and include documentation with application materials.

- ☐ Executed USACE project agreement
- ☐ Included in USACE work plan
- ☒ Approved FEMA Project Worksheet
- ☐ Included in Congressional Appropriations Act
- ☐ Other documentation:

10. Storm damage reduction benefits: Criteria is calculated by the Department.

What is the volume (cy) of advanced nourishment lost since the last sand placement event of a beach restoration or nourishment project as measured above the Mean High Water contour? Data should be consistent with the annual post-construction monitoring reports.

project recently
constructed in spring 2023

For restoration projects, what is the historical erosion rate?

-1.03 ft/yr (source: Long Range Beach Renourishment Plan for Hillsboro Beach, CSI 1997)

11. Cost effectiveness: Criteria is calculated by the Department. A project design analysis and supporting documentation must be provided with the application materials for the award of points. See Guidance Document for more information.

What is the proposed sand placement volume (cy)?

400,000 cy (prelim estimate for 2027/28 project pending ongoing monitoring and engineering)

What is the nourishment interval (years)?

5

Select all that apply for the current project funding request:

- ☐ Enhanced longevity: Propose structural or design components that could extend the beach nourishment interval
- ☐ Dune addition: Incorporate new or enhanced dune structures or new or existing dune restoration and revegetation projects
- ☐ Innovative technology: Propose innovative technologies designed to reduce project costs
- ☒ Regionalization: Two or more local sponsors manage projects together or projects propose regional sediment management strategies to conserve sand resources or reduce project costs

Additional comments
for storm damage
reduction benefits and
cost effectiveness

There are two local sponsor for this project (City of Deerfield Beach and Town of Hillsboro Beach) who are committed to the management of this project area through their 2020 settlement agreement provided as Attachment 2. In addition, during the 2023 construction event, three municipalities including Boca Raton, Deerfield and Hillsboro, worked together for a joint construction event utilizing the Boca Ebb Shoal sand source and a single construction contractor for regional sediment management and cost saving benefits to all project sponsors.



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

12. Previous state commitment

Has the Department previously reviewed, approved, and cost-shared on a feasibility or design phase for this project?

Has the current proposed project phase(s) received a partial state appropriation within 3 years of phase completion?

Additional comments

13. Accessible beach area: Criteria is calculated by the Department. Provide additional information for consideration.

Describe the landward and seaward edge of the accessible beach width

Provide the project boundaries (R-monuments)

R-5 to R-12+400

Provide citations of reference sources

14. Recreational benefits: Provide the percentage of linear footage within the project boundaries which is zoned recreational or open space; for commercial use; or to allow for public lodging establishment, or the equivalent. Provide additional documentation and DBPR website link in a separate attachment, if needed.

27%
Project Extent = 7,500 ft
Private Development (Hillsboro) = 5,500 ft

15. Mitigation of inlet effects: Criteria is calculated by the Department.

Additional comments

By building a joint project with the City of Boca Raton, the 2023 construction event was able to bypass approximately 200,000cy more sand from the Boca Ebb Shoal to the Hillsboro Project Area.

16. Successive unfunded requests

Is the current proposed project phase(s) a successive, unfunded request? If so, how many years of successive request(s) is the current application?

Does the successive request add the construction phase?



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

17. Environmental habitat enhancement: Criteria is calculated by the Department. See Guidance Document for more information.

Is the project within a designated critical habitat area for threatened or endangered species that is subject to extensive shoreline armoring?

Yes

Is the project within a non-designated area where extensive shoreline armoring threatens the habitat of threatened or endangered species?

No

If yes to either of the above, does the project exceed best management practices to incorporate turtle-friendly designs and management strategies to protect resources or benefit critical habitat preservation?

Yes

Provide an explanation and supporting documentation for the strategies which exceed best management practices

The City and Town have adopted lighting ordinances and the project will be constructed outside of marine turtle nesting season. Ordinances provided in Attachments 6 and 7.

18. Readiness to construct

Does the project have an active state permit?

Yes

Does the project have an active federal permit?

Yes

Permit number

0289706-001-JC

Permit number

SAJ-1997-02355

Authorization date

12/15/2010

Authorization date

3/23/2023

Expiration date

12/15/2025

Expiration date

3/23/2033

Have all necessary easements been acquired for the upcoming or proposed construction phase?

Yes

Has the necessary local funding been secured for the proposed project? If so, provide a copy of the draft Resolution. The signed Resolution is due by September 21, 2023.

Yes

Is an Erosion Control Line established along the project length?

Yes

Additional comments for readiness to construct

The ECL was established in 1998 by Coastal Systems International, Inc. and extends from R-6 to R-13.



Beach Management Funding Assistance Program
Local Government Funding Request
Fiscal Year 2024/2025
Beach Projects Application

Provide additional information and comments below or attach supporting documents.

The City of Deerfield Beach has submitted quarterly reports on time in 2023. May 2023 Post-Construction Physical Monitoring Survey Data was submitted via the Department's FTP site on 7/20/2023. Hillsboro's Resolution is planned to be executed and submitted before the September deadline.



ok
8-9-23

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH Phone: (954) 427-4011
www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: Acceptance to Authorize and Approve Forfeiture for Training
Submitting Dept: Police Chief, Jay Szesnat
Agenda Date: September 12th, 2023



1. BACKGROUND / HISTORY

The Command Officer Development Course (CODC) is Southern Police Institute's (SPI's) 400-hour flagship educational program for law enforcement mid to upper-level managers which provides a solid foundation for practical law enforcement administration and a comprehensive overview of management practices. This training is offered in five (5) two-week sessions over a period of five months. The CODC has continuously evolved with changing social, economic, and political environments associated with local, state and federal units of government. Students fully participate in the course which is interactively facilitated by a large cadre of instructional staff. Students prepare and present staff studies and receive feedback from instructors and peers. Topics include Evolution of Policing, Leadership Challenges, Budgeting, Federal Laws, Strategic Policing, Human Resources etc. See attached for a more comprehensive list.

2. CURRENT ACTIVITY

As we progress with training in this agency, it is vital we plan for succession, create leaders within this agency and send our front-line supervisors to leadership training of this caliber. We would like to send Sergeant Andrew Kirchoff to this class.

3. FINANCIAL IMPACT

The costs for this class if paid by check or credit card is \$3,800.00. This class will be funded through forfeiture funds. Majority of overtime will be covered by staff personnel. Forfeiture Fund account from Inframark: \$420,714.81.

4. RECOMMENDATION

It is recommended that the Commission accepts and approves this request for the use of forfeiture funds for training.

Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

RESOLUTION NO. 2023-42

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE USE OF \$3,800.00 OF FEDERAL FORFEITURE FUNDS TO USE TOWARDS POLICE TRAINING WITH THE SOUTHERN POLICE INSTITUTE (SPI); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the use of \$3,800.00 of Federal Forfeiture Funds to use towards Police Training with the SPI.

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 use of \$3,800.00 of Federal Forfeiture Funds to use towards Police Training with the Southern Police Institute as more specifically outlined in the Agenda Item Cover Memo.

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
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20

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

TOWN OF HILLSBORO BEACH, FLORIDA

Irene Kirdahy, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk

RESOLUTION NO. 2023-42
RECORD OF TOWN COMMISSION VOTE:

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

Southern Police Institute presents the

95th Command Officer's Development Course **400-HOUR TRAINING COURSE**

Tuition: \$3800.00

The Command Officers Development Course (CODC) is the flagship continuing education course for law enforcement managers. It will provide a foundation for practical law enforcement administration and complement the Administrative Officers Course (AOC). The CODC has continuously evolved with changing social, economic and political environments associated with local, state and federal units of government.

Hosted by the
The City of Doral Police Department
at the
The City of Doral Training Center
3719 NW 97th Ave.
Doral, FL 33178

Dates:
February 5-16, 2024 / March 4-15, 2024 / April 8-19, 2024
May 6-17, 2024 / June 3-17, 2024

Suggested Lodging:
Intercontinental at Doral Miami
2505 NW 87th Ave.
Doral, FL 33172
Phone: (844) 208-4054

For more information or to register, visit our website:

louisville.edu/spi

For additional questions, call SPI at: (502) 852-6561

Visit us on the web:
louisville.edu/spi

"Like" us on Facebook:
facebook.com/SPI.Louisville

Command Officers Development Course (CODC)

400 Hour Training Course

TUITION:

\$3800.00

Course Description

The CODC is SPI's 400-hour flagship educational program for law enforcement mid to upper-level personnel which provides the foundation for practical law enforcement administration and a comprehensive overview of management practices. This course is offered in five (5) two-week sessions over a period of five months. The challenging course complements SPI's AOC, and is traditionally held off campus at host agency sites.

The CODC has continuously evolved with changing social, economic, and political environments associated with local, state and federal units of government. Students return from the course with an understanding of effective modern strategies in policing, leadership, and management with an emphasis on the practical application and implementation of these strategies in their agencies. Graduates will be awarded the Organizational Management Certificate from the Southern Police Institute (beginning October 2023) and will be introduced to an extensive alumni network focused on advancing law enforcement efficiencies through evidence-based practice and community engagement.

Course Topics and Areas of Study:

- Interpersonal Communication
- Organizational Communication
- Organizational Leadership
- Problem Solving
- Evidence-Based Policing
- Crime and Intelligence Analysis
- Intelligence-Led Policing
- Strategic Management for 21st Century Policing

- Organizational Performance Management
- Budgeting
- Personnel Development and Assessment
- Legal Liability
- Policy Formulation and Evaluation

Participants successfully completing this course of study will be able to:

- Assist in developing the strategic direction of an organization, including the mission, values and goals
- Enhance internal communications within an organization
- Develop alternative solutions to specific problems
- Prepare a formal strategic analysis
- Plan, implement, and evaluate focused policing strategies
- Develop rules, regulations, policies and procedures to promote professional police service delivery
- Demonstrate an understanding of the primary federal requirements associated with personnel issues (including recruitment, selection, promotion, retention, discipline, termination, family leave, sick time, overtime, and compensation)
- Define, evaluate and develop risk management strategies
- Determine an organization's effectiveness and the efficiency of police operations
- Identify cost centers and assign unit costs to enhance organization productivity
- Demonstrate an understanding of internal affairs and the need to establish high ethical standards for police personnel



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: September 12th, 2023

GLASS ENCLOSURE FOR BRIEFING ROOM

BACKGROUND / HISTORY

In March 2023, the Police Department was approved, through Resolution number 2023-06, \$75,000 dollars to create and implement a briefing area located in the Police Department. Briefing areas are utilized to inform and brief staff members with objectives, updates and mission critical information prior to the beginning of each shift. The Police Department was able to install new flooring, tables, chairs, computers and up to date equipment where staff members receive this critical information prior to their tour of duty.

CURRENT ACTIVITY

The Police Department would like to enclose this area with a glass enclosure. The price of this purchase and installation is \$17,575.32 dollars. This price is above the \$15,000 policy threshold and Commission approval is required. This will be completed utilizing the State of Florida Contract through Haworth Number 93947.0029/AA. See attached pricing through Haworth and JC/White contractors. JC/White is the only supplier of Haworth in South Florida.

FINANCIAL IMPACT

Total requested from approved forfeiture funds is \$17,575.32. The amount of forfeiture funds left for this project is \$38,803.38 dollars. The current amount in forfeiture funds is \$420,714.81.

RECOMMENDATION

Commission approval for the purchase of the glass enclosure utilizing forfeiture funds.

1 Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

2
3 **RESOLUTION NO. 2023-43**

4
5 **A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF**
6 **HILLSBORO BEACH, FLORIDA, APPROVING THE EXPENDITURE OF**
7 **\$17,575.32 IN FEDERAL FORFEITURE FUNDS FOR LAW**
8 **ENFORCEMENT PURPOSES FOR THE PURCHASE AND INSTALLATION**
9 **OF A GLASS ENCLOSURE FOR THE BRIEFING AREA LOCATED IN THE**
10 **POLICE DEPARTMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR**
11 **SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

12
13 **WHEREAS,** the Town Commission deems it to be in the best interests of
14 the Town to approve the expenditure of \$17,575.32 in Federal Forfeiture Funds
15 for law enforcement purposes for the purchase and installation of a glass
16 enclosure for the Briefing Area located in the Police Department.

17
18 **NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF**
19 **HILLSBORO BEACH, FLORIDA THAT:**

20
21 **SECTION 1.** The foregoing "WHEREAS" clause is true and correct and hereby
22 ratified and confirmed by the Town Commission. All exhibits attached hereto are hereby
23 incorporated herein.

24
25 **SECTION 2.** The Town Commission of the Town of Hillsboro Beach, Florida,
26 hereby approves expenditure of \$17,575.32 in Federal Forfeiture Funds for law
27 enforcement purposes for the purchase and installation of a glass enclosure for the
28 Briefing Area located in the Police Department.

29
30 **SECTION 3.** The appropriate Town officials are authorized and directed to
31 execute the necessary documents to comply with this Resolution.

32
33 **SECTION 4.** All Resolutions or parts of Resolutions in conflict herewith, be and
34 the same are repealed to the extent of such conflict.

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

40
41 **SECTION 6.** This Resolution shall become effective immediately upon its
42 passage and adoption.

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

3
4
5
6 TOWN OF HILLSBORO BEACH, FLORIDA
7

8
9 _____
10 Irene Kirdahy, Mayor
11
12
13

14
15 ATTEST:

16 _____
17
18 Sherry D. Henderson, CMC
19 Town Clerk
20

RESOLUTION NO. 2023-43

RECORD OF TOWN COMMISSION VOTE:

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

RESOLUTION NO. 2023-06

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

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

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

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

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

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

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

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

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

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this 10th day of JAN 2023.

TOWN OF HILLSBORO BEACH, FLORIDA

Deborah L. Tarrant
Deborah L. Tarrant, Mayor

ATTEST:

Sherry D. Henderson, CMC
Town Clerk 1/10/2023



RECORD OF TOWN COMMISSION VOTE:

COMMISSIONER DEBORAH L. TARRANT	Yes
COMMISSIONER IRENE KIRDAHY	Motion Yes
COMMISSIONER VICKY FEAMAN	Second Yes
COMMISSIONER BARBARA BALDASARRE	Yes
COMMISSIONER JANE RESISER	Yes

{00548657.1 1182-0606490 }

RESO

ENCLOSE/EFG FRAMELESS GLASS & LABOR QUOTE

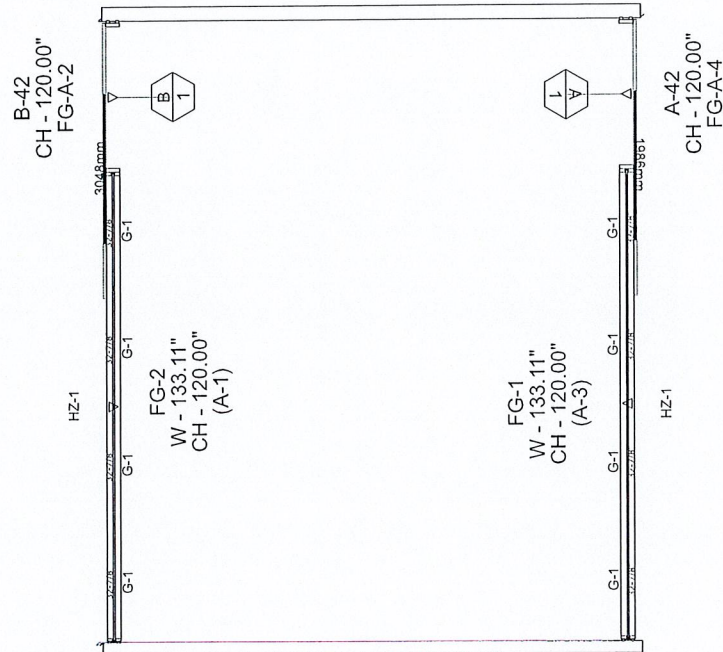
PROJECT NAME:	HILLSBORO POLICE
SALESPERSON:	LAURA HOLZKNECHT
DATE ISSUED:	7/10/2023
PRODUCT TYPE:	EFG
GLASS THICKNESS:	12MM = 1/2" THICK
LINEAL FOOTAGE:	30'
WALLS PRICE:	\$8,815.32
GLASS ESTIMATE:	\$3,540.00
HARDWARE ESTIMATE:	\$0.00
INSTALLATION ESTIMATE:	\$3,420.00
DELIVERY COST:	\$1,800.00
TOTAL:	\$17,575.32

Sales Tax not included

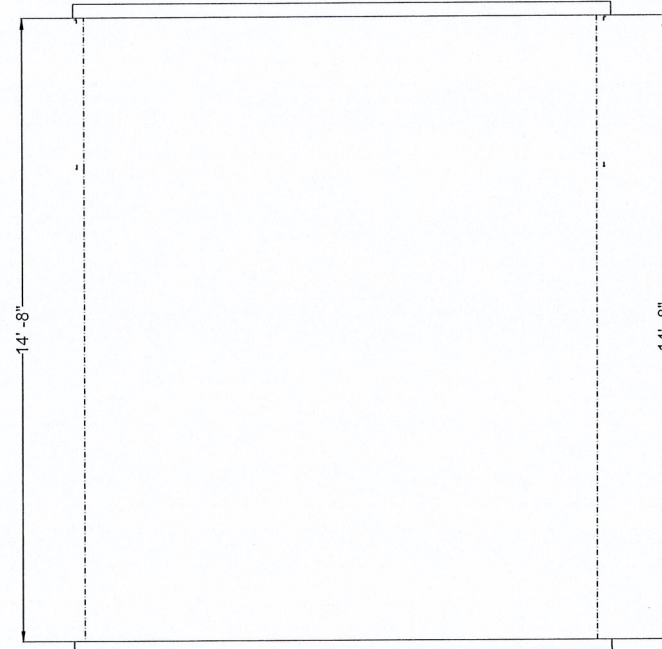


JC/WHITE

PANEL LAYOUT



CENTERLINE LAYOUT
1/4" = 1'



GENERAL NOTES

1. DO NOT SCALE DRAWING
2. DRAWING AND MATERIAL FILED IN THE PROPERTY OF HAWORTH AND MAY NOT BE REPRODUCED, COPIED OR DISCLOSED WITHOUT THE WRITTEN CONSENT OF HAWORTH
3. VERIFY ALL DIMENSIONS ON SITE AND REPORT ANY DISCREPANCIES TO HAWORTH
4. THIS DRAWING IS TO BE READ IN CONNECTION WITH ELECTRICAL AND MECHANICAL DRAWINGS. REPORT ANY DISCREPANCIES OR CONFLICTS TO HAWORTH FOR CLARIFICATION
5. BUILDING DETAILS SHOW/REFLECT THE CEILING FLOOR AND WALL CONNECTIONS SPECIFIED. THESE DETAILS ARE AFFECTED BY SPECIFIC REQUIREMENTS OF THE AUTHORITY HAVING JURISDICTION, AND IT SHALL BE THE RESPONSIBILITY OF THE PROFESSIONAL-IN-RECORD TO VERIFY THE REQUIREMENTS OF THE AUTHORITY PRIOR TO HOLDING THE ORDER AND TO ADVISE OF NECESSARY CHANGES IN WRITING. HAWORTH SPECIFIC REQUIREMENTS, IT SHALL BE THE RESPONSIBILITY OF THE PRIME CONTRACTOR TO OBTAIN ADDITIONAL INSTALLATION MATERIALS AND PROVIDE AND INSTALL TO MEET SUCH REQUIREMENTS
6. LIFESPACE FRAMING PRODUCT THICKNESS SHALL BE 1/4" (1/4" THICKNESS OF FRAMING GLASS PRODUCT THICKNESS: 1/4" MIN)
7. PRODUCT DIMENSIONS SHALL BE NOMINAL. STANDARD MANUFACTURING TOLERANCES SHALL APPLY
8. WALL STARTERS TO BE MECHANICALLY FASTENED TO THE BASE BUILDING ON CORNER RAIL CONDITION
9. ALL SASH ETCH/ETCH FREE GLASS TO BE PLACED ETCH SIDE TOWARDS THE INSIDE OF THE RAIL. ALL TEXTURED GLASS TO BE PLACED TEXTURED SIDE TOWARDS THE OUTSIDE OF RAIL
10. PRODUCTION SHALL NOT BEGIN UNTIL ORDER IS RECEIVED AND APPROVAL DRAWING SETS AND REQUIRED SITE DIMENSIONS ARE SIGNED OFF
11. HAWORTH RESERVES THE RIGHT TO CHANGE PRODUCT SECTION DETAILS WITHOUT NOTICE
12. CONFIGURATION OF THE ENCLOSURE IN THE ATTACHMENT OF FURNITURE COMPONENTS USING THE INTEGRAL SLOT FEATURE SHALL COMPLY WITH HAWORTH'S PUBLISHED PRODUCT RULES AND ANY REQUIREMENTS OF THE APPLICABLE BUILDING CODES AS INTERPRETED BY THE AUTHORITY HAVING JURISDICTION. THE PROFESSIONAL OF RECORD AND/OR OWNER TAKE RESPONSIBILITY TO ENSURE THAT ANY CHANGES MADE TO THE LAYOUT AS WELL AS TYPES OF SLOT MOUNTED FURNITURE, WALL FOLDS, EMBLEMED PRODUCT RULES AND GUIDELINES TO ENSURE PRODUCT SAFETY. WALL CASES, HAWORTH RECOMMENDS THAT WALLS WITH FURNITURE COMPONENTS ATTACHED NOT BE INSTALLED BRACED BASED ON RECOMMENDED COMPONENTS FROM THE ENGINEER OR RECORD

REVISIONS

NO.	DATE	DESCRIPTION
1	01/11/2011	ISSUED FOR PERMIT
2	01/11/2011	ISSUED FOR PERMIT
3	01/11/2011	ISSUED FOR PERMIT
4	01/11/2011	ISSUED FOR PERMIT
5	01/11/2011	ISSUED FOR PERMIT

PROJECT: HILLSBORO POLICE- EFG WALLS

SITE ADDRESS: TBD

DRAWING TITLE: APPROVAL DRAWING

HAWORTH REP: NAME: 07/11/2011

FIELD TECH SUPPORT: ACCOUNT MANAGER: David R. Rasmussen

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

DATE: 07/11/2011

ENCLOSE PROJECT NOTES	
CEILING HEIGHT	: 120" [10'0"]
CEILING TYPE	: UNDECIDED Ceiling Type, Please Verify
STANDING DETAIL	: CEILING HIGH
LATERAL BRACING	: FLOOR ONLY
FLOOR DETAIL	: CARPET
REVEALS	: PITCH (TEXTURED), GRADE A - TR-0TF
GLAZING BEADS	: PITCH (TEXTURED), GRADE A - TR-0TF

PRODUCT WILL BE PRODUCED TO FIT CEILING HEIGHT NOTED ABOVE.
NOTE: WALL HEIGHTS AVAILABLE IN 1/8" (3.175MM) INCREMENTS, REFER TO VERTICAL ADJUSTMENT RANGES IN TABLE BELOW.
ALL VERTICAL PRODUCT DIMENSIONS REFERENCING FINISH FLOOR ARE CAPABLE OF A VARIATION OF:
RANGE DOWNWARD RANGE UPWARD
o ENCLOSE FRAMELESS GLASS PANES: -0.75"(19 MM) 0.69"(17 MM)
DOWNWARD ADJUSTMENT UP TO -1.25"(-32 MM) IF GLASS IS INSTALLED BY SLIDING FROM END
o ENCLOSE FRAMELESS GLASS DOORS: REFERENCE DOOR SCHEDULE

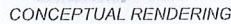
LATERAL BRACING REQUIREMENTS FLOOR ONLY (ENCLOSE FRAMELESS GLASS)	
1	Mechanically fasten base to floor.
2	Mechanically fasten wall starts to structure.

Plastic		
A	Smoke, GRADE A	,TR-00E
Glass		
B	Clear Tempered - 10MM, GRADE B	,1G-03C
C	LOCAL ORDER TEMPERED - 12MM, GRADE NG	,GZ-T12
Trim / Powdercoat		
D	Clear, GRADE A	,TR-0CB
E	METALLIC SILVER, GRADE B	,TR-0LE

T-XXX 42.00 EN-XX-XXX SIDE A SIDE B	PANEL TYPE ID TRUE PANEL SIZE (IMPERIAL) PRODUCT TYPE/ZONE/PANEL ID	NOTE: ALL EXISTING PANELS ARE INDICATED WITH AN "E" AT THE END OF THE LABEL LOCATION NUMBER i.e. EN-A-94 (E) \ EXISTING i.e. EN-A-1 \ NEW PRODUCT *"OS" ON FRAMELESS ENCLOSURE INDICATES OVERSIZED HORIZONTALS
	HARDWARE SET LABEL ID (SUPPLIED BY HAWORTH) X PANEL TYPE ID A ACTIVE HARDWARE SET ID B INACTIVE HARDWARE SET ID (IF APPLICABLE)	
	SHADED LOWER SECTION INDICATES DOOR LOCKSET OR PULL SUPPLIED BY OTHERS	
	FRAMELESS GLASS - CENTER GLAZED	
	SINGLE SLIDING GLASS SLAB DOOR	

Enclose Frameless Glass	29' -3-15/16"
-------------------------	---------------

IND TAG																																						
	TYPE		HANDNESS	QTY	WIDTH	CEILING HEIGHT	DETAIL REFERENCE	ELEVATION REFERENCE	FRAME							DOOR LEAF								HARDWARE									MISC.				REMARKS	
	CONFIGURATION	COLOR	RANGE NOTE	RANGE DOWN	RANGE UP	TRANSOM	TRANSOM HEIGHT A.F.F.	JAMB STRIKE	TYPE	FRT FINISH	LOCKSET PREP	PULL PREP	SURF COLOR	PLINTH	BOTTOM RAIL HEIGHT	TOP LIGHT BLOCK FINISH	HARDWARE SET	SHIP	LOCKSET MANUFACTURER	LOCKSET TYPE	ACTIVE FUNCTION	HANDLE STYLE	LOCKSET FINISH	LOCKSET HEIGHT	LOCKSET CORE	PULL MANUFACTURER	PULL TYPE	PULL FINISH	PULL HEIGHT	SOFT CLOSE	CLOSER	BYPASS SEAL	STOP					
A	EFG SLIDING	LH	1	3'-6"	10'-0"	-	-	SGL	E	-	-0'-0-3/4"	0'-1-3/4"	-	-	-	GLZ	-	-	FACTORY	B	PLINTH	-	0'-3-1/2"	-	-	1	YES	-	-	JKCSINGS	RCTLR_12	TR_LE	3'-4"	CLS2	-	YES		-
B	EFG SLIDING	RH	1	3'-6"	10'-0"	-	-	SGL	E	-	-0'-0-3/4"	0'-1-3/4"	-	-	-	GLZ	-	-	FACTORY	B	PLINTH	-	0'-3-1/2"	-	-	1	YES	-	-	JKCSINGS	RCTLR_12	TR_LE	3'-4"	CLS2	-	YES	-	-



2. DRAWING AND MATERIAL PRESENTED IS THE PROPERTY OF HAWORTH AND MAY NOT BE DUPLICATED, USED OR DISCLOSED WITHOUT THE WRITTEN CONSENT OF HAWORTH.

3. VERIFY ALL DIMENSIONS ON SITE AND REPORT ANY DISCREPANCIES TO HAWORTH.

4. THIS DRAWING TO BE READ IN CONJUNCTION WITH ELECTRICAL AND MECHANICAL DRAWINGS. REPORT ANY DISCREPANCIES OR CONFLICTS TO HAWORTH FOR CLARIFICATION.

5. LIFESPACE ERA PRODUCT THICKNESS
59mm(2-1/4") ENCLOSE/ENCLOSE FRAMELESS
GLASS PRODUCT THICKNESS: 102mm(4")

8. WALL STARTERS TO BE MECHANICALLY FASTENED TO THE BASE BUILDING ON CORNICE RAIL CONDITION

10. PRODUCTION WILL NOT BEGIN UNTIL ORDER

11 HAWORTH RESERVES THE RIGHT TO CHANGE PRODUCT SECTION DETAILS WITHOUT NOTICE.

COMPLY WITH HAYWORTH'S PUBLISHED
PRODUCT RULES AND ANY REQUIREMENTS OF
THE ADOPTED BUILDING CODES AS
INTERPRETED BY THE AUTHORITY HAVING

FURNITURE, WILL FOLLOW ESTABLISHED PRODUCT RULES AND GUIDELINES TO ENSURE PRODUCT SAFETY. IN ALL CASES, HAWORTH RECOMMENDS THAT WALLS WITH FURNITURE

102	112	1215	1.8
-----	-----	------	-----

SITE ADDRESS
TBD

INWORTH REP.	DATE:
--------------	-------

NO WHITE ORDER NO	DRAWN BY
100	Jenna Leibowitz

HAWORTH

Quote Print

A quote within the Lynx application is the capability to submit a list of products prior to order entry for product and price validation. Product availability and pricing may be different at time of order placement. Quote pricing, terms and conditions are subject to change. Review PO Acknowledgement for final pricing. Additional charges for Grade A COM fabrics and finishes will apply and be added to the order prior to invoicing. List prices may vary depending on the currency and exchange rates applied at the time of order and invoice; i.e. U.S./ Canada intermarket transactions.

Sold To PO Number	Lynx ID 4008220	Quote Print Date 7/10/2023
Reference PO Number	Quote Created Date 7/10/2023	Price Date 7/10/2023
Dealer Project ID HILLSBORO	Dealer Project Description ID 17325	Quote Type Pricing Only
Sold To JC White Architectural Interiors 1662 NW 215th St, Miami Gardens, FL, 33056-1127, US.	Haworth Project ID	Haworth Project Description
Default Ship To:	Price Agreement and Option 83947.0029/AA State of Florida	
	Freight Terms CPT	
	Risk of Loss Transfer Point Delivered to Carrier	
	Payment Currency USD	

Error/Disclaimer Messages

Pricing and taxes provided based on customer's default ship to.

Install-at will be required at time of order placement.

A quote within the Lynx application is the capability to submit a list of products prior to order entry for product and price validation. Product availability and pricing may be different at time of order placement. Quote pricing, terms and conditions are subject to change. Review PO Acknowledgement for final pricing. Additional charges for Grade A COM fabrics and finishes will apply and be added to the order prior to invoicing. Haworth Terms of Sale: Orders scheduled with a Delivery Date beyond 120 days (85 business days) from the date of order receipt are subject to be re-priced at current pricing.

List prices may vary depending on the currency and exchange rates applied at the time of order and invoice; i.e. U.S./ Canada intermarket transactions.

Shipping Instructions

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
10 / 100	2		LTL	260.42	61.750 %	61.750 %	Normal	99.61	199.22
	136-3643				Ship To:				
	AHW Door Pull								
	Special Inquiry 1		NO_SPCL		Label ID Number		1		
	Door Pull Type		RCTLR_12		Door Pull Color		TR_LE		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label: A-2,A-4					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI					General Tag: HILLSBORO POLICE				
Packaging Tag: ZONE 1									
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									
Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
20 / 200	9		LTL	20.83	61.750 %	61.750 %	Normal	7.97	71.73
	114-2178				Ship To:				
	ENC Connectors								
	Ceiling Height		3,048.0		Connection Type		REVEAL		
	Connection Condition		NEW2NEW		Surface Color 1A		TR_TF		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI					General Tag: HILLSBORO POLICE				
Packaging Tag: ZONE 1									
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

CONTRACT 1

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
30 / 300	33		LTL	23.25	61.750 %	61.750 %	Normal	8.89	293.37
	119-6119				Ship To:				
	UNDECIDED Ceiling Type, Please Verify								
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
40 / 400	1		LTL	636.57	61.750 %	61.750 %	Normal	243.49	243.49
	120-0629				Ship To:				
	ENC/EFG Bypass Dr Seal Kits, SI/Dr								
	Special Inquiry 1	NO_SPCL			Component Length 1A		3,048.0		
	Door Orientation	LH			Door Configuration		SGL		
	Door Bottom Rail Surf Color	TR_LE			Door Plinth Options		PLINTH		
	Door Support Surf Color	TR_LE			Door Track Type		TRK2		
	Door Edge Color	TR_LE			Trim Color 1A		TR_LE		
	Trim Color 2A	TR_E							
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
50 / 500	1		LTL	636.57	61.750 %	61.750 %	Normal	243.49	243.49
	120-0629				Ship To:				
	ENC/EFG Bypass Dr Seal Kits, SI/Dr								
	Special Inquiry 1	NO_SPCL			Component Length 1A		3,048.0		
	Door Orientation	RH			Door Configuration		SGL		
	Door Bottom Rail Surf Color	TR_LE			Door Plinth Options		PLINTH		
	Door Support Surf Color	TR_LE			Door Track Type		TRK2		
	Door Edge Color	TR_LE			Trim Color 1A		TR_LE		
	Trim Color 2A	TR_E							
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
60 / 600	4		LTL	228.62	61.750 %	61.750 %	Normal	87.45	349.80
	114-2220				Ship To:				
	EFG Ceiling Track								
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
70 / 700	4		LTL	19.66	61.750 %	61.750 %	Normal	7.52	30.08
	114-2238				Ship To:				
	ENC Ceiling Track Wall Mount Brkt								
	Product Name Connection	204							
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
80 / 800	16		LTL	27.77	61.750 %	61.750 %	Normal	10.62	169.92
	114-2240				Ship To:				
	EFG Glazing Leveler Kit, 1Chnl								
	Special Inquiry 1	NO_SPCL			Surface Color 1A		TR_TF		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
90 / 900	4		LTL	70.58	61.750 %	61.750 %	Normal	27.00	108.00
	114-2242				Ship To:				
	EFG Frame HW Kits, 1 Chnl-1Chnl								
	Special Inquiry 1	NO_SPCL			Condition		VT		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
100 / 1000	4		LTL	361.34	61.750 %	61.750 %	Normal	138.21	552.84
	114-2253				Ship To:				
	EFG Fr Member, Vertical, 1Chnl								
	Special Inquiry 1	NO_SPCL			Glazing Beads Color		TR_TF		
	Ceiling Height	3,048.0			Surface Color 1A		TR_LE		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
110 / 1100	2		LTL	1242.91	61.750 %	61.750 %	Normal	475.41	950.82
	114-2254				Ship To:				
	EFG Fr Member, Top Horizontal, 1Chnl								
	Special Inquiry 1	NO_SPCL			Label ID Number		HZ-1		
	Reveals Color	TR_TF			Glazing Beads Color		NO_COL		
	Component Width 1A	3,373.0			End Orientation 1		LH		
	End Condition 1	INLNVT			Angle		0.0		
	End Orientation 2	RH			End Condition 2		INLNVT		
	Angle 2	0.0			Notch Location 1A		0.0		
	Notch Location 1B	0.0			Surface Color 1A		TR_LE		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label: A-1,A-3					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
120 / 1200	2		LTL	579.85	61.750 %	61.750 %	Normal	221.79	443.58
	114-2255				Ship To:				
	EFG Fr Member, Btm Hz, 1 Chnl								
	Special Inquiry 1	NO_SPCL			Label ID Number		HZ-1		
	Base Assembly Color	TR_TF			Glazing Beads Color		TR_TF		
	Component Width 1A	3,373.0			End Orientation 1		LH		
	End Condition 1	INLNVT			Angle		0.0		
	End Orientation 2	RH			End Condition 2		INLNVT		
	Angle 2	0.0			Notch Location 1A		0.0		
	Notch Location 1B	0.0			Surface Color 1A		TR_LE		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label: A-1,A-3					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				

CONTRACT 3

Line Notes:

Invoice Notes:

Error/Disclaimer Messages:

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
130 / 1300	4		LTL	47.43	61.750 %	61.750 %	Normal	18.14	72.56
	119-6834				Ship To:				
	EFG Glazing Bead, Top Horizontal, 12mm								
	Component Length 1A		3,022.6		Glazing Beads Color		TR_TF		

Status: Confirmed

Panel Location Label:

Installation Tag: HILLSBOROR POLI

Line Notes:

Invoice Notes:

Error/Disclaimer Messages:

Price Date: 7/10/2023

List Price Date: 5/1/2022

General Tag: HILLSBORO POLICE

Packaging Tag: ZONE 1

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
140 / 1400	1		LTL	2936.50	61.750 %	61.750 %	Normal	1123.21	1123.21
	122-7756				Ship To:				
	EFG SIDr GlsSlab Pull FR								
	Special Inquiry 1		NO_SPCL		Special Inquiry 2		NO_SPCL		
	Special Inquiry 3		NO_SPCL		Label ID Number		A-42		
	Base Assembly Color		TR_TF		Reveals Color		TR_TF		
	Glazing Beads Color		NO_COL		Ceiling Height		3,048.0		
	Component Width 1A		1,066.8		Product Category Connection		FLR2CL		
	Door Orientation		LH		Door Configuration		SGL		
	Door Frame Color		TR_LE		Transom Options		NO_TRNSM		
	Frame Height 1		3,048.0		Frame Height 2		0.0		
	Trans Surf 1A Matl Dir. Appl.		NO_DIR		Transom Core Type 1A		NO_CORE		
	Transom Surf Color 1A		NO_COL		Transom Surf Edge Color 1A		NO_COL		
	Trans Surf 1B Matl Dir. Appl.		NO_DIR		Transom Core Type 1B		NO_CORE		
	Transom Surf Color 1B		NO_COL		Transom Surf Edge Color 1B		NO_COL		
	Door Surf Color		1G_3C		Door Support Surf Color		TR_LE		
	Door Bottom Rail Height		88.9		Door Pull Type		RCTLR_12		
	Door Closure Type		CLS2		Door Track Length 1		1,986.0		
	Door Track Length 2		0.0		Door Track Surf Color		TR_LE		

Status: Confirmed

Panel Location Label: A-4

Installation Tag: HILLSBOROR POLI

Line Notes:

Invoice Notes:

Error/Disclaimer Messages:

Price Date: 7/10/2023

List Price Date: 5/1/2022

General Tag: HILLSBORO POLICE

Packaging Tag: ZONE 1

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
150 / 1500	1		LTL	2936.50	61.750 %	61.750 %	Normal	1123.21	1123.21
	122-7756				Ship To:				
	EFG SIDr GlsSlab Pull FR								
	Special Inquiry 1		NO_SPCL		Special Inquiry 2		NO_SPCL		
	Special Inquiry 3		NO_SPCL		Label ID Number		B-42		
	Base Assembly Color		TR_TF		Reveals Color		TR_TF		
	Glazing Beads Color		NO_COL		Ceiling Height		3,048.0		
	Component Width 1A		1,066.8		Product Category Connection		FLR2CL		
	Door Orientation		RH		Door Configuration		SGL		
	Door Frame Color		TR_LE		Transom Options		NO_TRNSM		
	Frame Height 1		3,048.0		Frame Height 2		0.0		
	Trans Surf 1A Matl Dir. Appl.		NO_DIR		Transom Core Type 1A		NO_CORE		
	Transom Surf Color 1A		NO_COL		Transom Surf Edge Color 1A		NO_COL		
	Trans Surf 1B Matl Dir. Appl.		NO_DIR		Transom Core Type 1B		NO_CORE		
	Transom Surf Color 1B		NO_COL		Transom Surf Edge Color 1B		NO_COL		
	Door Surf Color		1G_3C		Door Support Surf Color		TR_LE		
	Door Bottom Rail Height		88.9		Door Pull Type		RCTLR_12		
	Door Closure Type		CLS2		Door Track Length 1		0.0		
	Door Track Length 2		1,986.0		Door Track Surf Color		TR_LE		

Status: Confirmed

Panel Location Label: A-2

Installation Tag: HILLSBOROR POLI

Line Notes:

Invoice Notes:

Error/Disclaimer Messages:

Price Date: 7/10/2023

List Price Date: 5/1/2022

General Tag: HILLSBORO POLICE

Packaging Tag: ZONE 1

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
160 / 1600	1		LTL	1653.63	61.750 %	61.750 %	Normal	632.51	632.51
	122-7756				Ship To:				
	EFG SIDr GlsSlab Pull DR								
	Special Inquiry 1		TS00014Z		Special Inquiry 2		NO_SPCL		
	Special Inquiry 3		NO_SPCL		Label ID Number		A-42		
	Base Assembly Color		TR_TF		Reveals Color		TR_TF		
	Glazing Beads Color		NO_COL		Ceiling Height		3,048.0		

CONTRACT 4

Component Width 1A		1,066.8	Product Category Connection		FLR2CL				
Door Orientation		LH	Door Configuration		SGL				
Door Frame Color		TR_LE	Transom Options		NO_TRNSM				
Frame Height 1		3,048.0	Frame Height 2		0.0				
Trans Surf 1A Matl Dir. Appl.		NO_DIR	Transom Core Type 1A		NO_CORE				
Transom Surf Color 1A		NO_COL	Transom Surf Edge Color 1A		NO_COL				
Trans Surf 1B Matl Dir. Appl.		NO_DIR	Transom Core Type 1B		NO_CORE				
Transom Surf Color 1B		NO_COL	Transom Surf Edge Color 1B		NO_COL				
Door Surf Color		1G_3C	Door Support Surf Color		TR_LE				
Door Bottom Rail Height		88.9	Door Pull Type		RCTLR_12				
Door Closure Type		CLS2	Door Track Length 1		1,986.0				
Door Track Length 2		0.0	Door Track Surf Color		TR_LE				
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label: A-4					List Price Date: 8/30/2008				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
170 / 1700	1		LTL	1653.63	61.750 %	61.750 %	Normal	632.51	632.51
122-7756									
EFG SIdr GlsSlab Pull DR									
Special Inquiry 1			TS00014Z	Special Inquiry 2			NO_SPCL		
Special Inquiry 3			NO_SPCL	Label ID Number			B-42		
Base Assembly Color			TR_TF	Reveals Color			TR_TF		
Glazing Beads Color			NO_COL	Ceiling Height			3,048.0		
Component Width 1A			1,066.8	Product Category Connection			FLR2CL		
Door Orientation			RH	Door Configuration			SGL		
Door Frame Color			TR_LE	Transom Options			NO_TRNSM		
Frame Height 1			3,048.0	Frame Height 2			0.0		
Trans Surf 1A Matl Dir. Appl.			NO_DIR	Transom Core Type 1A			NO_CORE		
Transom Surf Color 1A			NO_COL	Transom Surf Edge Color 1A			NO_COL		
Trans Surf 1B Matl Dir. Appl.			NO_DIR	Transom Core Type 1B			NO_CORE		
Transom Surf Color 1B			NO_COL	Transom Surf Edge Color 1B			NO_COL		
Door Surf Color			1G_3C	Door Support Surf Color			TR_LE		
Door Bottom Rail Height			88.9	Door Pull Type			RCTLR_12		
Door Closure Type			CLS2	Door Track Length 1			0.0		
Door Track Length 2			1,986.0	Door Track Surf Color			TR_LE		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label: A-2					List Price Date: 8/30/2008				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
180 / 1800	8		LTL	48.59	61.750 %	61.750 %	Normal	18.59	148.72
123-9600									
EFG Ceiling Track Flap, Flex									
Special Inquiry 1			NO_SPCL	Component Length 1A			3,200.4		
Surface Color 1A			TR_TF						
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
190 / 1900	2		LTL	16.21	61.750 %	61.750 %	Normal	6.20	12.40
123-9612									
EFG Bridge Block Bracket Kits									
Special Inquiry 1			NO_SPCL	Connection Type			DR2STR		
Component Depth 1A			20.4	Orientation Structures			NO_ORIENT		
Status: Confirmed					Price Date: 7/10/2023				
Panel Location Label:					List Price Date: 5/1/2022				
Installation Tag: HILLSBOROR POLI			Packaging Tag: ZONE 1		General Tag: HILLSBORO POLICE				
Line Notes:									
Invoice Notes:									
Error/Disclaimer Messages:									

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
200 / 2000	4		LTL	40.49	61.750 %	61.750 %	Normal	15.49	61.96
114-2202									
Ship To:									

CONTRACT 5

ENC Compressible Starter Bracket

Status: Confirmed

Panel Location Label:

Installation Tag: HILLSBOROR POLI

Line Notes:

Invoice Notes:

Error/Disclaimer Messages:

Packaging Tag: ZONE 1

Price Date: 7/10/2023

List Price Date: 5/1/2022

General Tag: HILLSBORO POLICE

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
210 / 2100	6		LTL	138.11	61.750 %	61.750 %	Normal	52.83	316.98
	119-1455				Ship To:				
	WAC Glazing Conn, Inline, 12mm								
	Special Inquiry 1		NO_SPCL		Component Length 1A		3,657.6		
	Surface Color 1A		TR_CB						

Status: Confirmed

Panel Location Label:

Installation Tag: HILLSBOROR POLI

Line Notes:

Invoice Notes:

Error/Disclaimer Messages:

Packaging Tag: ZONE 1

Price Date: 7/10/2023

List Price Date: 5/1/2022

General Tag: HILLSBORO POLICE

Line #	Quantity	DG #	Transportation Mode	List Price	Net Effect Discount	Discount	Program	Net Price	Extended Net
220 / 2200	4		LTL	100.21	61.750 %	61.750 %	Normal	38.33	153.32
	122-4739				Ship To:				
	WAC Starter, Compressible								
	Ceiling Height		3,048.0		Surface Color 1A		TR_TF		

Status: Confirmed

Panel Location Label:

Installation Tag: HILLSBOROR POLI

Line Notes:

Invoice Notes:

Error/Disclaimer Messages:

Packaging Tag: ZONE 1

Price Date: 7/10/2023

List Price Date: 5/1/2022

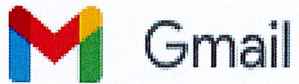
General Tag: HILLSBORO POLICE

Quote Totals

Total List	20,741.92
Product Net Price	7,933.72
Other Product Charges	0.00
Other Service Adjustments	0.00
Adjustments	0.00
Quote Net Price	7,933.72
Sales Tax	0.00
Net Quote Total (USD)	7,933.72

Quote total does not include items in error.

CONTRACT 6

Jay Szesnat <jszesnat@townofhillsborobeach.com>

Pricing

Janelle Pusateri <Janelle.Pusateri@bos.com>

Wed, Aug 9, 2023 at 2:52 PM

To: Jay Szesnat <jszesnat@townofhillsborobeach.com>

Hi Officer Szesnat!

Thank you for reaching out to inquire about pricing. Unfortunately, this is out of my territory. I cover SWFL, Sarasota through Marco Island.

Mark, with JC White, can help mark.feltingoff@jcwhite.com with your request.

Please let me know if you have any issues contacting him.

Have a great rest of your week!

Best,

**Janelle Pusateri**

New Business Development
570.401.7194
bos.com/tampa
13650 Fiddlesticks Blvd. #202-107
Fort Myers, FL 33912



FROM BOS
SW DEALER THAT
JC/WHITE IS THE AREA
REP FOR US.

From: Jay Szesnat <jszesnat@townofhillsborobeach.com>**Sent:** Wednesday, August 9, 2023 12:41 PM



Jay Szesnat <jszesnat@townofhillsborobeach.com>

Procurement

Zach Anderson <Zach.Anderson@haworth.com>
To: Jay Szesnat <jszesnat@townofhillsborobeach.com>

Wed, Aug 9, 2023 at 12:15 PM

Hi Jay,

I hope you are well. Our only other dealer in south FL is BOS in Ft Meyers.

I hope that helps.

Thanks

Zach Anderson

Senior Business Resource Center Consultant

T 616.393.3838 | C 616.291.1955

One Haworth Center, Holland, MI 49423-9576 USA

T 616.393.3000

Haworth.com

FROM HAWORTH
INDICATING BOS IS THE
ONLY OTHER DEALER

HAWORTH

Follow us @haworthinc



1210 Hillsboro Mile
Hillsboro Beach, FL 33062
www.townofhillsborobeach.com

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011

Agenda Item Cover Memo

Agenda Item: Acceptance to Purchase Two Mercury Marine Engines

Submitting Dept: Police Chief

Agenda Date: September 12th, 2023

1. BACKGROUND / HISTORY

The Police Department's Marine Unit is operating on two Mercury 225 horsepower engines which were purchased in March of 2021. The horsepower and brand of engines have worked very well for the Marine Unit over the last few years. The Police Department currently budgeted \$50,000 dollars in the 2023 fiscal year budget, for new police marine engines.

2. CURRENT ACTIVITY

The Police Department requests the purchase of two Mercury 225 marine engines. Industry standard for malfunctions of these well-maintained engines begin when engines enter the 3,000-hour mark. The engines in use currently have 3600 hours per engine. The Marine Unit is beginning to see these malfunctions. The Police Department requests that the Town obtain two new engines.

For this purchase, three Mercury Dealers were contacted as well as the use of cooperative purchasing through the Florida Sheriffs Association and GovSpend.

- Preferred Marine was called on August 9th and August 22 to request a quote for two Mercury Engines. No call back and a voicemail message left.
- Complete Marine was called on August 23rd and owner advised he would send us a quote. To date, no return messages from Complete Marine.
- MBS of South Florida was called, and the owner provided a quote. See attached quote.
- A request for pricing through GovSpend, to replace the exact engines, was sent with zero results.
- A request was sent though the Florida Sheriffs Contract with zero findings for Mercury engines.

3. FINANCIAL IMPACT

The cost of this purchase and installation of two new Mercury engines for the Marine Unit is \$39,490.00 dollars. Total cost from MBS of South Florida will include trading the current two Mercury 225 horsepower V6 engines in and receiving a credit of \$10,000 dollars. The Police Department budgeted \$50,000 dollars for new engines.

4. RECOMMENDATION

Recommend the Commission approve the purchase of two new Mercury 225 V6 DTS engines from MBS of South Florida from budgeted capital project funds.

State of Florida
Broward County
Town of Hillsboro Beach

Adopted by the Hillsboro Beach Mayor and Commission on this _____ day of September, 2023.

RESOLUTION NO. 2023-44

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING THE PURCHASE TWO (2) MERCURY 225 HORSEPOWER ENGINES FROM MBS OF SOUTH FLORIDA FOR THE POLICE DEPARTMENT'S MARINE BOAT UNIT; 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 \$39,490.00 for law enforcement purposes to purchase Two (2) Mercury 225 Horsepower Engines from MBS of South Florida for the Police Department's Marine Boat Unit.

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 Police Department currently budgeted \$50,000.00 dollars in the 2023 Fiscal Year budget for new police marine engines.

SECTION 3. The Town Commission of the Town of Hillsboro Beach, Florida, hereby approves the expenditure of \$39,490.00 for law enforcement purposes to purchase Two (2) Mercury 225 Horsepower Engines from MBS of South Florida for the Police Department's Marine Boat Unit.

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

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

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

SECTION 7. This Resolution shall become effective immediately upon its passage and adoption.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20

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. 2023-44
RECORD OF TOWN COMMISSION VOTE:

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



HILLSBORO BEACH POLICE DEPARTMENT



Date: August 22, 2023
To: Chief Szesnat
From: Captain Pugliese 
Subject: Marine Engines

On August 9, 2023 I contacted the following Marine Companies and inquired pricing and availability to replace our two current Mercury 225hp V6 DTS engines.

MBS of South Florida: 1317 SW 1st Way, Deerfield Beach, FL, 33441
(954) 520-0094 John (owner) provided the attached estimate totaling \$39,490.00
This price includes a credit/trade of \$10,000.00 for our current engines

Preferred Marine: 1631 S. Dixie Hwy Suite D1 Pompano Beach, FL 33060,
(954) 527-9000. A voicemail was left with no return calls on August 9, 2023 and August 22, 2023.

Complete Marine: 800 S Federal Hwy, Pompano Beach, FL 33062.
(954) 567-2628. I spoke with Dave (owner) and he said he would get back to me with a price. I called and left a message on August 23, 2023 and have not received a return call.

MBS OF SOUTH FLORIDA, INC

Modern Boat Service, INC

1323 SW 1st Way

DEERFIELD BEACH, FL 33441

Estimate

Date	Estimate #
6/22/2023	509

Name / Address
Hillsboro Beach PD

P.O. No.	Project

Description	Qty	Rate	Total
225 V6 DTS white Standard Rotation 25"		22,645.00	22,645.00T
225 V6 DTS white Counter Rotation 25"		23,145.00	23,145.00T
Hourly Labor Rate	20	185.00	3,700.00
Credit for used engines - Discount 5000 per motor		-10,000.00	-10,000.00
		Subtotal	\$39,490.00
		Sales Tax (0.0%)	\$0.00
		Total	\$39,490.00

Phone #
(954) 596-8946

E-mail	Web Site
modernboat@bellsouth.net	www.modernboatservice.com



A TRANSPORTATION AMERICA COMPANY

Invoice Date: 30/6/2023
Date Invoice Submitted: 07/06/2023
Invoice #: 23-0630-26
Account: 32-TOWNH

TO: TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Mac Serda

INVOICE

Transportation Services Provided
For the month of
Jun-2023

SHUTTLE BUS

3 days a week 9:00am to 5:50pm

114.79

Service Hrs @ \$53.00/Hr.

\$ 6,083.87

Mon - Wed - Fri

13

Svc Days @ 8.83 Svc Hrs/Day

Downtime: 1.00 Hr

(\$ 53.00)

Total Amount due this Invoice

\$ 6,030.87

For Billing Inquiries Please Call Ernaliz 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 June, 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	Missed, No Bus Available - Mechanical Beyond Our Control / REPLACED 2017	2017	Monday	06/12/23	9:00 AM	10:00 AM	1:00	1.00
Total Time Lost							1:00	1.00



Invoice Date: 30/6/2023
Date Invoice Submitted: 07/06/2023
Invoice #: 23-0630-26
Account: 32-TOWNH

TO: TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Mac Serda

INVOICE

Transportation Services Provided
For the month of
Jun-2023

SHUTTLE BUS

3 days a week 9:00am to 5:50pm

114.79

Service Hrs @ \$53.00/Hr.

\$ 6,083.87

Mon - Wed - Fri

13

Svc Days @ 8.83 Svc Hrs/Day

Downtime: 1.00 Hr

(\$ 53.00)

Total Amount due this Invoice

\$ 6,030.87

For Billing Inquiries Please Call Ernaliz 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 June, 2023

HILLSBORO BEACH Trolley Routes

No.	TYPE OF SERVICE DISRUPTION	BUS #	DAY	DATE	TIME OUT	TIME IN	TOTAL TIME LOST	TOTAL TIME LOST
	Collision Accident CA; Roadcall RC; Passenger Injury PI; Driver not Available DNA; Vehicle Not Available VNA; Other Incident OI						(in minutes)	(in decimal hours)
	Details of Service Interruption							
1	Missed, No Bus Available - Mechanical Beyond Our Control / REPLACED 2017	2017	Monday	06/12/23	9:00 AM	10:00 AM	1:00	1.00
Total Time Lost							1:00	1.00

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
08/01/2023
ACCOUNT NO: 1182-0606490
STATEMENT NO: 49534

General Matters

			HOURS	
07/03/2023	DJD	Review agenda items; prepare Audit letter	1.20	
07/05/2023	DJD	Review and revise resolutions and ordinance for agenda; telephone call with Commission	2.10	
	SMS	Correspondence and review related to Virginia Thomas.	0.20	
07/06/2023	DJD	Telephone conference with Commissioner re: agenda item	0.40	
07/07/2023	SMS	Telephone conference call to discuss CCNA and Continuing Services.	0.50	
	DJD	Telephone conference with Town Manager; prepare for Commission Meeting	1.50	
07/10/2023	DJD	Telephone conference with members of the Town Commission; prepare for Town Commission Meeting	2.20	
07/11/2023	DJD	Prepare for and attend Town Commission Meeting	3.80	
07/12/2023	DJD	Address public records request; telephone call with Town Clerk	0.60	
07/17/2023	SMS	Draft Continuing Services Agreement.	1.70	
07/18/2023	DJD	Finalize Development Order	0.40	
07/19/2023	SMS	Review/revise Agreement with Stantec.	0.50	
07/20/2023	SMS	Review/revise Agreement with Stantec and review of RFQ	0.70	
07/24/2023	DJD	Prepare for special meeting; Review documentation; telephone conference call with Town Commissioners; initial preparation of attorney fee agreement.	3.20	
07/25/2023	SMS	Review and correspondence related to Continuing Services Contract.	0.50	
	DJD	Prepare for and attend Budget workshop and special meeting of Town Commission.	4.40	
07/26/2023	SMS	Correspondence and call related to CCNA.	0.20	
07/28/2023	DJD	Review correspondence making claim on behalf of Eva Thomas	0.40	
		FOR CURRENT SERVICES RENDERED	24.50	6,125.00

General Matters

	RECAPITULATION		
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. Doody	20.20	\$250.00	\$5,050.00
Sean M. Swartz	4.30	250.00	1,075.00

Color photocopies	10.15
-------------------	-------

Photocopies	22.05
-------------	-------

TOTAL OUT-OF-POCKET EXPENSES THROUGH 07/31/2023	32.20
---	-------

TOTAL CURRENT WORK	6,157.20
--------------------	----------

BALANCE DUE	<u>\$6,157.20</u>
-------------	-------------------

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Mac Serda, Town Manager

Page: 1
08/01/2023
ACCOUNT NO: 1182-1200993
STATEMENT NO: 49535

Development (Related)

			HOURS	
07/05/2023	DJD	Telephone conference with Town Manager and Town Planner	0.50	
07/13/2023	DJD	Telephone conference with Jeff Bass, Esq.; initial review of brief to be filed by Hillsboro Mile Property Owner, LLC; telephone call with Mayor and Town Manager	2.40	
		FOR CURRENT SERVICES RENDERED	2.90	725.00

RECAPITULATION			
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. Doody	2.90	\$250.00	\$725.00

Color photocopies	8.40
Photocopies	27.30
TOTAL OUT-OF-POCKET EXPENSES THROUGH 07/31/2023	35.70
TOTAL CURRENT WORK	760.70
BALANCE DUE	\$760.70

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
08/01/2023
ACCOUNT NO: 1182-1200994
STATEMENT NO: 49536

Writ of Garnishment - [REDACTED]

			HOURS	
07/13/2023	DJD	Review pre-mediation report; telephone call with Yanina Orylivenjo, Esq.	0.80	
		FOR CURRENT SERVICES RENDERED	0.80	200.00
		RECAPITULATION		
	<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
	D.J. Doody	0.80	\$250.00	\$200.00
		TOTAL CURRENT WORK		200.00
		BALANCE DUE		<u>\$200.00</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
08/01/2023
ACCOUNT NO: 1182-1200996
STATEMENT NO: 49537

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

			HOURS	
07/05/2023	AMR	research on right to appeal	1.00	
	DJD	Address status of appellate procedure	0.50	
07/10/2023	AMR	discussed case with CA DJD, phone conference with asst MA re: tolling of time for appeal, reviewed file, email exchange	0.90	
07/11/2023	AMR	email correspondence to CA DJD re: appeal timeline, coordination with assistant MA	0.40	
07/13/2023	AMR	reviewed draft second-tier writ of certiorari, researched appellate rules	2.10	
07/14/2023	DJD	Address special meeting; review pleading	1.70	
07/17/2023	MDC	review Rules Appellate Procedure re: joinder process, review cases on process and confer with Donald Doody	0.70	
	DJD	Telephone conference with Commissioner; address issue of filing appeal; attend special meeting; telephone call with counsel for Hillsboro Mile Property; review Appellate Rules of Procedure	3.80	
07/18/2023	DJD	Prepare for shade session; telephone call with Town Commissioner	3.60	
07/21/2023	MDC	review materials to review potential special counsel, as well as related case law on process for joining petition	1.90	
07/24/2023	SMS	Draft Attorney-Fee Reimbursement Agreement.	1.70	
		FOR CURRENT SERVICES RENDERED	18.30	4,575.00

RECAPITULATION

TIMEKEEPER	HOURS	HOURLY RATE	TOTAL
D.J. Doody	9.60	\$250.00	\$2,400.00
Michael D. Cirullo	2.60	250.00	650.00
Sean M. Swartz	1.70	250.00	425.00
Aylin M. Ruiz	4.40	250.00	1,100.00

TOTAL CURRENT WORK

4,575.00

BALANCE DUE

\$4,575.00

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
08/01/2023
ACCOUNT NO: 1182-1200998
STATEMENT NO: 49560

Development (BH3)

07/26/2023	DJD	Review email transmitting Petitions of support. FOR CURRENT SERVICES RENDERED	HOURS		
			0.40		
			0.40		100.00
RECAPITULATION					
	<u>TIMEKEEPER</u>		<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
	D.J. Doody		0.40	\$250.00	\$100.00
07/26/2023	Filing fee: Clerk of Court (Notice of Joinder)				300.00
	TOTAL ADVANCES				300.00
	TOTAL CURRENT WORK				400.00
	BALANCE DUE				\$400.00

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
Town Clerk
Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach FL 33062
E: Sherry D. Henderson, CMC TOWN CLERK

Attn: Mac Serda, Town Manager

Page: 1
08/01/2023
ACCOUNT NO: 1182-1201002
STATEMENT NO: **49561**

adv. Richard Crusco, et al (4th District Case#4D231752)

Billing category: (10-Litigation)

			HOURS	
07/19/2023	DJD	Prepare for and attend Shade session; circuital Review of Petition for Writ of Certiorari filed by Hillsboro Mile Property Owners, LLC.	3.60	
07/20/2023	DJD	Address issues with Appeal.	2.30	
07/21/2023	DJD	Telephone conference call with Town Commissioners; telephone conference with Robert Sweetapple Esq; Telephone conference with Town Manager.	3.30	
07/24/2023	DJD	Address status of appeal with Town Commissioners; Review Engagement Letter	0.60	
07/25/2023	DJD	Telephone conference call with Robert Sweetapple, Esq.	0.30	
07/26/2023	DJD	Telephone conference call with City Planner; Address Court Order and filing fee; Review Comprehensive Plan provisions.	1.40	
07/27/2023	DJD	Review Comprehensive Plan	0.80	
		FOR CURRENT SERVICES RENDERED	12.30	3,075.00

TIMEKEEPER	RECAPITULATION	HOURS	HOURLY RATE	TOTAL
D.J. Doody		12.30	\$250.00	\$3,075.00

Color photocopies	1.05
Photocopies	159.95
TOTAL OUT-OF-POCKET EXPENSES THROUGH 07/31/2023	161.00
TOTAL CURRENT WORK	3,236.00

BALANCE DUE **\$3,236.00**

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: Mac Serda, Town Manager

Page: 1
09/01/2023
ACCOUNT NO: 1182-0606490
STATEMENT NO: 50764

General Matters

			HOURS	
08/03/2023	DJD	Review proposed affidavit	0.30	
08/04/2023	DJD	Telephone conference with Town Manager re: affidavit	0.50	
08/07/2023	DJD	Telephone conference with Scott Lee, Esq.; review emails	0.50	
08/09/2023	DJD	Review and respond to inquiry relative to procedure; review Town Manager correspondence to County	0.60	
08/11/2023	DJD	Review emails re: Hotel	0.30	
08/15/2023	DJD	Telephone conference with Town Manager	0.50	
08/16/2023	DJD	Review emails; telephone call with Commission members; telephone call with Mr. Brown; address inquiry from Town Manager re: BORA; review DOT issue	2.80	
08/17/2023	SMS	Research on BORA and contractor issues.	1.30	
	DJD	Telephone conference with Town Manager re: DOT; review Florida Statute re: building official	0.80	
08/18/2023	DJD	Review proposed Agenda	0.30	
08/24/2023	DJD	Prepare resolutions for agenda	0.60	
08/25/2023	DJD	Address accountability of General Contractors under Florida Statutes 553.781	0.60	
08/29/2023	DJD	Address agenda related items	0.80	
08/30/2023	DJD	Address agenda items and budget related resolutions	0.60	
		FOR CURRENT SERVICES RENDERED	10.50	2,625.00

RECAPITULATION				
TIMEKEEPER		HOURS	HOURLY RATE	TOTAL
D.J. Doody		9.20	\$250.00	\$2,300.00
Sean M. Swartz		1.30	250.00	325.00

Color photocopies

2.10

General Matters

Photocopies	16.80
TOTAL OUT-OF-POCKET EXPENSES THROUGH 08/31/2023	18.90
TOTAL CURRENT WORK	2,643.90
BALANCE DUE	<u>\$2,643.90</u>

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
09/01/2023
ACCOUNT NO: 1182-1200996
STATEMENT NO: **50765**

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

			HOURS	
08/18/2023	DJD	Telephone conference with Jim Hickey and Bob Sweetapple; initial review of response filed by counsel on behalf of residents	2.30	
08/31/2023	DJD	Review pleadings filed by counsel for property owner	1.40	
		FOR CURRENT SERVICES RENDERED	3.70	925.00

	RECAPITULATION			
<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>	
D.J. Doody	3.70	\$250.00	\$925.00	

Color photocopies	3.15
Photocopies	10.50
TOTAL OUT-OF-POCKET EXPENSES THROUGH 08/31/2023	13.65
TOTAL CURRENT WORK	938.65

BALANCE DUE **\$938.65**

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
09/01/2023
ACCOUNT NO: 1182-1201001
STATEMENT NO: 50766

adv. Debra Kushner (Lanzo Co. Inc.)

		HOURS		
08/22/2023	DJD	Review pleading filed by insurance counsel	0.30	
		FOR CURRENT SERVICES RENDERED	0.30	75.00
		RECAPITULATION		
	<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
	D.J. Doody	0.30	\$250.00	\$75.00
		TOTAL CURRENT WORK		75.00
		BALANCE DUE		\$75.00

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
Town Clerk
Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach FL 33062
E: Sherry D. Henderson, CMC TOWN CLERK

Attn: Mac Serda, Town Manager

Page: 1
09/01/2023
ACCOUNT NO: 1182-1201002
STATEMENT NO: 50767

adv. Richard Crusco, et al (4th District Case#4D231752)

Billing category: (10-Litigation)

			HOURS	
08/02/2023	DJD	Telephone conference with Robert Sweetapple and Cynthia Miller; review Comprehensive Plan	1.40	
08/07/2023	DJD	Telephone conference with Jim Hickey	0.40	
08/11/2023	DJD	Review file; telephone call with Jeff Bass, Esq.	0.60	
08/14/2023	DJD	Address Town's options going forward; review response from Jim Hickey	1.30	
08/21/2023	DJD	Continuing review of Response filed by counsel for residents; review brief to be filed by Hillsboro Mile Property Owner	2.30	
08/22/2023	DJD	Review Petition for Certiorari filed by Hillsboro Mile Property owner;	1.70	
	SMS	Review of Notice.	0.20	
08/24/2023	DJD	Address potential consolidation of cases	0.50	
08/25/2023	DJD	Telephone conference with Robert Sweetapple	0.30	
08/28/2023	DJD	Telephone conference with Town Commissioner	0.30	
08/30/2023	SMS	Review motion to consolidate and Answer reply.	1.00	
		FOR CURRENT SERVICES RENDERED	10.00	2,500.00

RECAPITULATION				
TIMEKEEPER		HOURS	HOURLY RATE	TOTAL
D.J. Doody		8.80	\$250.00	\$2,200.00
Sean M. Swartz		1.20	250.00	300.00

Color photocopies 1.40
TOTAL OUT-OF-POCKET EXPENSES THROUGH 08/31/2023 1.40
TOTAL CURRENT WORK 2,501.40

TOWN OF HILLSBORO BEACH

adv. Richard Crusco, et al (4th District Case#4D231752)

Page: 2
09/01/2023
ACCOUNT NO: 1182-1201002
STATEMENT NO: 50767

BALANCE DUE

\$2,501.40

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

Attn: Sherry Henderson

Page: 1
09/06/2023
ACCOUNT NO: 1182-1200996
STATEMENT NO: 51050

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

09/05/2023	Filing fee: Clerk of Court (Notice of Joinder)	300.00
	TOTAL ADVANCES	300.00
	TOTAL CURRENT WORK	300.00
	BALANCE DUE	<u>51050</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

Sweetapple, Broeker & Varkas

4800 North Federal Highway Suite 306D
Boca Raton, Fl 33431
Phone: 561-392-1230 | Fax: 561-394-6102

Account Statement

Prepared for Town of Hillsboro Beach

Re: Hillsboro Mile Property Owner

Previous Balance	\$0.00
Current Charges	\$4,810.00
New Balance	\$4,810.00
Adjustments	\$0.00
Payments	\$0.00
Now Due	\$4,810.00

Sweetapple, Broeker & Varkas

4800 North Federal Highway Suite 306D
Boca Raton, Fl 33431
Phone: 561-392-1230 | Fax: 561-394-6102

INVOICE

Town of Hillsboro Beach

Invoice Date: August 07, 2023

Invoice Number: 11586

Invoice Amount: \$4,810.00

Matter: Hillsboro Mile Property Owner

Attorney's Fees

7/21/2023	Review filings; Conf w. RAS; Conf w. CH; Review and edit Notice of Joinder	C.M.	1.00	\$450.00
7/23/2023	Conference DJ. Conferences Whitney and review.	R.S.	.80	\$400.00
7/25/2023	EMails w. counsel; finalize N of J; Conf w. CH	C.M.	.30	\$135.00
7/27/2023	To date: Review Circuit Order. Study Brief. Conferences DJ and Whitney. Attend zoom meeting. Read comprehensive plan and Support documents. Interview former Mayor. Multiple emails.	R.S.	5.25	\$2,625.00
8/2/2023	Review and conference with DJ	R.S.	.30	\$150.00
8/2/2023	Conf w. RAS and Doody	C.M.	.50	\$225.00
8/2/2023	Emails w. counsel	C.M.	.20	\$90.00
8/4/2023	Prep and Mtg. w Whitney and Jeff	C.M.	.80	\$360.00
8/4/2023	Review Conference Jeff and Whitney re Briefs.	R.S.	.75	\$375.00
SUBTOTAL:			9.90	\$4,810.00

Costs

SUBTOTAL: \$0.00

Matter Ledgers

8/7/2023	Invoice 11586	\$4,810.00
SUBTOTAL:		\$4,810.00

TOTAL \$4,810.00
PREVIOUS BALANCE DUE \$0.00

CURRENT BALANCE DUE AND OWING \$4,810.00

Attorney's Fees Table

Attorney Name	Billing Units	Attorney Rate	Total
Cynthia Miller	2.80	\$450.00	\$1,260.00
Robert Sweetapple	7.10	\$500.00	\$3,550.00



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

INVOICE#

#97038

DATE

06/29/2023

CUSTOMER ID

C1312

NET TERMS

Net 30

PO#**DUE DATE**

07/29/2023

BILL TO

Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach FL 33062
United States

Services provided for the Month of: June 2023

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Accounting Services for the Month of: June 2023					
Financial Accounting Service 001-532004-51308-5000	1	Ea	8,368.17		8,368.17
Postage 001-541010-51307-5000	1	Ea	160.00		160.00
Storage 001-544025-51307-5000	1	Ea	11.10		11.10
Subtotal					8,539.27

Subtotal

\$8,539.27

Tax

\$0.00

Total Due

\$8,539.27

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

INVOICE#

#98452

DATE

7/26/2023

CUSTOMER ID

C1312

NET TERMS

Net 30

PO#**DUE DATE**

8/25/2023

BILL TO

Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach FL 33062
United States

Services provided for the Month of: July 2023

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Accounting Services for the Month of: July 2023					
Financial Accounting Service 001-532004-51308-5000	1	Ea	8,368.17		8,368.17
Postage 001-541010-51307-5000	1	Ea	80.55		80.55
Storage 001-544025-51307-5000	1	Ea	11.10		11.10
Subtotal					8,459.82

Subtotal

\$8,459.82

Tax

\$0.00

Total Due

\$8,459.82

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



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 118473
Date 07/31/2023

Project **179902 HILLSBORO BEACH BUILDING
CODE**

Billing period through July 31, 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	2,684,085.71	2,657,300.13	-2,684,085.71	26,785.58
FLOOD PLAIN MANAGEMENT	0.00	0.00	3,000.00	3,000.00	-3,000.00	0.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	2,687,085.71	2,660,300.13	-2,687,085.71	26,785.58

Your current invoice is attached. Please note there are \$0 additional charges for the Floodplain Manager.

Hillsboro Beach JULY 2023 Fees	
Total Permit Fees	\$ 31,277.15
Town Rev - 15%	\$ 4,691.57
CGA Rev - 85%	\$ 26,585.58
➤ CGA Admin Fees	\$ 200.00
CGA TOTAL	\$ 26,785.58

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	2,684,085.71	2,657,300.13	-2,684,085.71	26,785.58
Total	0.00	0.00	2,684,085.71	2,657,300.13	-2,684,085.71	26,785.58

Invoice total 26,785.58



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

**Start Date: 7/1/2023
End Date: 7/31/2023**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$31,277.15	\$4,691.57	\$450.00	\$900.00	\$200.00	\$26,585.58	\$499.96	\$291.42	\$417.60
YTD	\$850,608.35	\$127,591.25	\$7,350.00	\$14,250.00	\$2,975.00	723,017.10	\$16,052.40	\$8,618.41	\$12,604.06



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 119400
Date 08/31/2023

Project **179902 HILLSBORO BEACH BUILDING
CODE**

Billing period through August 31, 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	2,746,623.95	2,684,085.71	-2,746,623.95	62,538.24
FLOOD PLAIN MANAGEMENT	0.00	0.00	3,062.50	3,000.00	-3,062.50	62.50
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	2,749,686.45	2,687,085.71	-2,749,686.45	62,600.74

Hillsboro Beach August 2023 Fees	
Total Permit Fees	\$ 73,103.81
Town Rev - 15%	\$ 10,965.57
CGA Rev - 85%	\$ 62,138.24
➤ CGA Admin Fees	\$ 400.00
CGA TOTAL	\$ 62,538.24

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Remaining	Current Billed
BUILDING CODE SERVICES	0.00	0.00	2,746,623.95	2,684,085.71	-2,746,623.95	62,538.24
Total	0.00	0.00	2,746,623.95	2,684,085.71	-2,746,623.95	62,538.24

65-101 FLOOD PLAIN MANAGEMENT

Labor

	Date	Units	Rate	Billed Amount
Environmental Administrator				
Christa Carrera				
Plan Review				
	08/23/2023	0.50	125.00	62.50
Plan Review - 925 Hillsboro				

Invoice total 62,600.74



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

**Start Date: 8/1/2023
End Date: 8/31/2023**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$73,103.81	\$10,965.57	\$2,250.00	\$600.00	\$400.00	\$62,138.24	\$1,255.76	\$669.96	\$967.62
YTD	\$923,712.16	\$138,556.82	\$9,600.00	\$14,850.00	\$3,375.00	785,155.34	\$17,308.16	\$9,288.37	\$13,571.68



The Town of Hillsboro Beach
General Permit Fees

Start Date: 08/01/2023
End Date: 08/31/2023

Transaction #	Application #	Fee Description	Quantity	Amount	Date
577446	491185	Plan Review Fee	1	\$ 95.00	8/1/2023
577447	491185	Plan Review Fee	1	\$ 95.00	8/1/2023
577493	680258	Building Permit Fee	6650	\$ 176.22	8/1/2023
577494	682800	Building Permit Fee	6300	\$ 166.95	8/1/2023
577545	673733	Building Permit Fee	6000	\$ 159.00	8/2/2023
577579	682791	Building Permit Fee	17523	\$ 464.35	8/2/2023
577602	671502	Building Permit Fee	19800	\$ 524.70	8/2/2023
577610	489403	Plan Review Fee	1	\$ 95.00	8/2/2023
577625	124762	Plan Review Fee	2	\$ 190.00	8/2/2023
577682	634758	Plan Review Fee	1	\$ 95.00	8/3/2023
577682	634758	Building Permit Fee	1400	\$ 125.00	8/3/2023
577682	634758	Building Permit Fee	6000	\$ 159.00	8/3/2023
577682	634758	Plan Review Fee	1	\$ 95.00	8/3/2023
577688	604702	Plan Review Fee	2	\$ 190.00	8/3/2023
577688	604702	Building Permit Fee	25350	\$ 671.77	8/3/2023
577710	613274	Building Permit Fee	28800	\$ 763.20	8/3/2023
577710	613274	Building Permit Fee	3200	\$ 125.00	8/3/2023
577710	613274	Building Permit Fee	195200	\$ 5,172.80	8/3/2023
577710	613274	Plan Review Fee	2	\$ 190.00	8/3/2023
577736	616190	Re-Inspection Fee	1	\$ 95.00	8/4/2023
577781	681270	Plan Review Fee	1	\$ 95.00	8/4/2023
577781	681270	Building Permit Fee	7400	\$ 196.10	8/4/2023
577783	681270	Building Permit Fee	2400	\$ 125.00	8/4/2023
577784	675393	Building Permit Fee	3622	\$ 125.00	8/4/2023
577798	535753	Plan Review Fee	1	\$ 95.00	8/4/2023
577798	521482	Plan Review Fee	1	\$ 95.00	8/4/2023
577891	573399	Re-Inspection Fee	1	\$ 95.00	8/7/2023
577914	499248	Building Permit Fee	15000	\$ 397.50	8/7/2023
577914	499248	Plan Review Fee	4	\$ 380.00	8/7/2023
577914	499248	Building Permit Fee	4600	\$ 125.00	8/7/2023
577914	499248	Building Permit Fee	3852	\$ 125.00	8/7/2023
577914	499248	Plan Review Fee	2	\$ 190.00	8/7/2023
577914	499248	Plan Review Fee	3	\$ 285.00	8/7/2023
577914	499248	Plan Review Fee	4	\$ 380.00	8/7/2023
577930	681136	Building Permit Fee	4125.69	\$ 125.00	8/7/2023
578006	671515	Building Permit Fee	500	\$ 125.00	8/8/2023
578006	671515	Building Permit Fee	4000	\$ 125.00	8/8/2023
578006	671515	Building Permit Fee	6000	\$ 159.00	8/8/2023
578006	671515	Building Permit Fee	30000	\$ 795.00	8/8/2023
578036	490557	Plan Review Fee	1	\$ 95.00	8/8/2023
578048	691395	Building Permit Fee	800	\$ 125.00	8/8/2023
578134	663390	Plan Review Fee	1	\$ 95.00	8/9/2023



**The Town of Hillsboro Beach
General Permit Fees**

Start Date: 08/01/2023
End Date: 08/31/2023

578134	663390	Building Permit Fee	12800	\$	339.20	8/9/2023
578227	530490	Plan Review Fee	1	\$	95.00	8/10/2023
578227	530490	Building Permit Fee	817320	\$	21,658.98	8/10/2023
578279	628632	Building Permit Fee	4000	\$	125.00	8/10/2023
578279	628632	Plan Review Fee	1	\$	95.00	8/10/2023
578293	625732	Building Permit Fee	280000	\$	7,420.00	8/10/2023
578293	625732	Plan Review Fee	1	\$	95.00	8/10/2023
578382	694513	Building Permit Fee	800	\$	125.00	8/11/2023
578384	695510	Building Permit Fee	2480	\$	125.00	8/11/2023
578397	688179	Building Permit Fee	6075	\$	160.98	8/14/2023
578432	603196	Building Permit Fee	500	\$	125.00	8/14/2023
578496	580493	Plan Review Fee	2	\$	190.00	8/14/2023
578535	688187	Building Permit Fee	14059.18	\$	372.56	8/15/2023
578547	587589	Plan Review Fee	3	\$	285.00	8/15/2023
578547	587589	Building Permit Fee	500	\$	125.00	8/15/2023
578547	587589	Plan Review Fee	2	\$	190.00	8/15/2023
578547	587589	Plan Review Fee	3	\$	285.00	8/15/2023
578547	587589	Building Permit Fee	12500	\$	331.25	8/15/2023
578547	587589	Building Permit Fee	2500	\$	125.00	8/15/2023
578554	643149	Building Permit Fee	35000	\$	927.50	8/15/2023
578554	643149	Plan Review Fee	2	\$	190.00	8/15/2023
578669	580493	Permit Card Replacement; CO/CC	1	\$	25.00	8/16/2023
578699	489403	Change Of Contractor	1	\$	95.00	8/16/2023
578757	501278	Re-Inspection Fee	1	\$	95.00	8/17/2023
578776	513223	Plan Review Fee	5	\$	475.00	8/17/2023
578776	650668	Plan Review Fee	1	\$	95.00	8/17/2023
578776	513223	Plan Review Fee	2	\$	190.00	8/17/2023
578776	513223	Plan Review Fee	3	\$	285.00	8/17/2023
578776	513223	Building Permit Fee	22000	\$	583.00	8/17/2023
578776	513223	Building Permit Fee	30000	\$	795.00	8/17/2023
578776	513223	Building Permit Fee	319500	\$	8,466.75	8/17/2023
578776	513223	Plan Review Fee	2	\$	190.00	8/17/2023
578776	513223	Building Permit Fee	12310	\$	326.21	8/17/2023
578776	650668	Building Permit Fee	27000	\$	715.50	8/17/2023
578806	625732	Plan Review Fee	2	\$	190.00	8/18/2023
578810	698922	Building Permit Fee	9000	\$	238.50	8/18/2023
578831	690107	Building Permit Fee	1950	\$	125.00	8/18/2023
578865	657738	Building Permit Fee	5100	\$	135.15	8/21/2023
578865	657738	Building Permit Fee	3500	\$	125.00	8/21/2023
578865	657738	Plan Review Fee	1	\$	95.00	8/21/2023
578865	657738	Plan Review Fee	1	\$	95.00	8/21/2023
578879	680648	Building Permit Fee	1755	\$	125.00	8/21/2023
578879	680648	Building Permit Fee	12000	\$	318.00	8/21/2023
578912	689603	Building Permit Fee	3000	\$	125.00	8/21/2023



The Town of Hillsboro Beach
General Permit Fees

Start Date: 08/01/2023
End Date: 08/31/2023

578981	687113	Building Permit Fee	39360	\$	1,043.04	8/22/2023
578981	687113	Plan Review Fee	1	\$	95.00	8/22/2023
578993	574485	Re-Inspection Fee	1	\$	95.00	8/22/2023
579014	509502	Building Permit Fee	500	\$	125.00	8/22/2023
579014	509502	Plan Review Fee	1	\$	95.00	8/22/2023
579014	509502	Plan Review Fee	1	\$	95.00	8/22/2023
579014	509502	Building Permit Fee	3500	\$	125.00	8/22/2023
579014	509502	Plan Review Fee	2	\$	190.00	8/22/2023
579014	509502	Building Permit Fee	42000	\$	1,113.00	8/22/2023
579014	509502	Plan Review Fee	1	\$	95.00	8/22/2023
579014	509502	Building Permit Fee	2500	\$	125.00	8/22/2023
579016	581826	Building Permit Fee	15649	\$	414.69	8/22/2023
579016	581826	Plan Review Fee	1	\$	95.00	8/22/2023
579016	581826	Building Permit Fee	3025	\$	125.00	8/22/2023
579016	581826	Building Permit Fee	850	\$	125.00	8/22/2023
579016	581826	Plan Review Fee	2	\$	190.00	8/22/2023
579016	581826	Building Permit Fee	8340	\$	221.01	8/22/2023
579016	581826	Plan Review Fee	1	\$	95.00	8/22/2023
579065	646995	Building Permit Fee	2400	\$	125.00	8/23/2023
579065	646995	Plan Review Fee	1	\$	95.00	8/23/2023
579065	646995	Plan Review Fee	2	\$	190.00	8/23/2023
579065	646995	Building Permit Fee	19400	\$	514.10	8/23/2023
579065	646995	Building Permit Fee	74820	\$	1,982.73	8/23/2023
579065	646995	Building Permit Fee	18380	\$	487.07	8/23/2023
579065	646995	Plan Review Fee	1	\$	95.00	8/23/2023
579145	513284	Plan Review Fee	1	\$	95.00	8/24/2023
579274	699137	Building Permit Fee	1500	\$	125.00	8/28/2023
579274	699137	Building Permit Fee	9000	\$	238.50	8/28/2023
579274	699137	Building Permit Fee	1900	\$	125.00	8/28/2023
579307	510966	Building Permit Fee	2500	\$	125.00	8/28/2023
579307	510966	Building Permit Fee	4500	\$	125.00	8/28/2023
579307	510966	Plan Review Fee	2	\$	190.00	8/28/2023
579307	510966	Plan Review Fee	4	\$	380.00	8/28/2023
579307	510966	Building Permit Fee	25000	\$	662.50	8/28/2023
579307	510966	Building Permit Fee	500	\$	125.00	8/28/2023
579307	510966	Plan Review Fee	2	\$	190.00	8/28/2023
579527	510132	Plan Review Fee	1	\$	95.00	8/30/2023
579527	510132	Re-Inspection Fee	1	\$	95.00	8/30/2023
579607	671630	Building Permit Fee	32000	\$	848.00	8/31/2023
579607	671630	Building Permit Fee	4500	\$	125.00	8/31/2023
579607	671630	Plan Review Fee	2	\$	190.00	8/31/2023
579607	671630	Building Permit Fee	5000	\$	125.00	8/31/2023
					\$73,103.81	



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: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. July 2023 PD Report
2. June 2023 PD Report



Hillsboro Beach Police Monthly Report

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

Patrol Snapshot:

Activity	Current Month	Jun 2023	July 2022
Contacts			
Motor Vehicle	161	138	137
Crosswalk	102	103	125
Marine Unit	114	101	140
Beach Unit	235	47	52
Cyclists	104	115	192
Arrests	2	0	0
Alarms	12	14	8
Assist Other Agency	4	7	7
Dogs on Beach/Animal	6	3	5
Vessel	19	8	12
Noise	3	1	3
Open Doors	3	4	3
Police Assists	130	114	135
Domestic/Disturbances	1	1	1
Sick/Injured	16	14	23
Crash	1	1	0
Trespassing	3	0	1
Security Checks	6,251	5,760	6,551
Total Calls	266	246	270

Investigations Snapshot:

July 2023 (new)	Actively Working	Inactivated/Cleared
# 231769 Burglary	# 223183 (Grand Theft)	# 231216 Death Investigation
# 231874 Burglary Conveyance	# 231504 Elderly Exploitation	
# 231216 Death Investigation	# 230118 Burglary Conveyance	
	# 231173 Burglary	

Personnel News:

July Notable Events:

On July 2nd our HBPD Officers responded to a call in reference to a female, kneeling face down who was incoherent and in need of assistance. Broward County Sheriff's Office Fire Rescue responded, patient was stable and refused hospital transport. Our Officers escorted the female back to her apartment which did not appear to have the proper utilities. Officers contacted Adult Protective Services Hotline in an effort to provide the female with additional assistance.

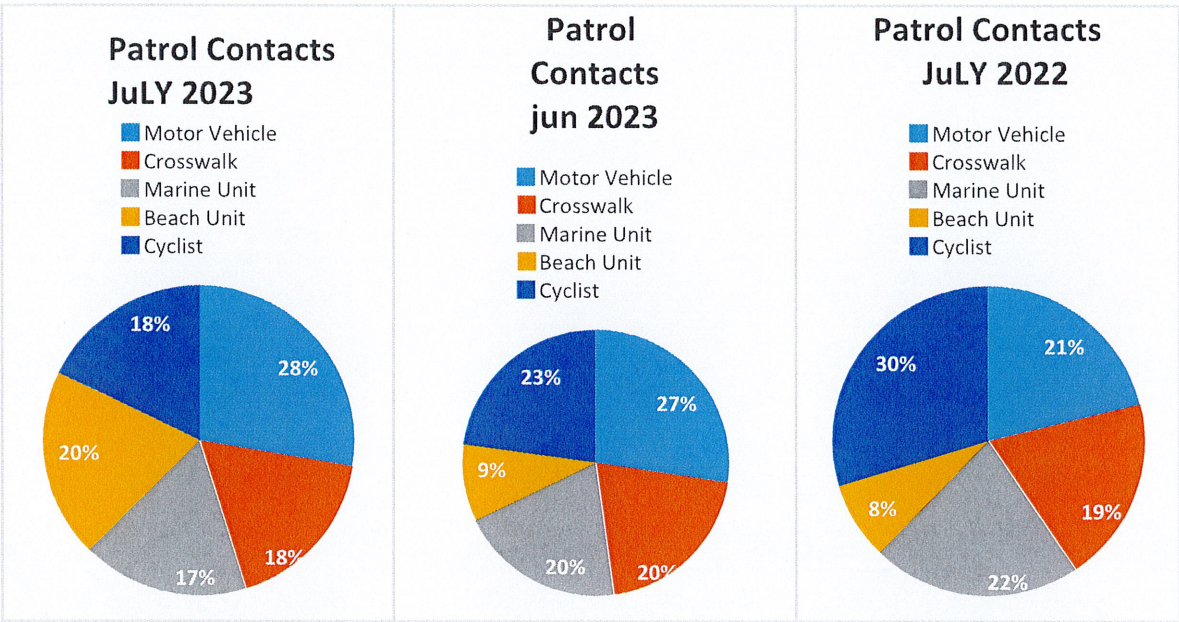
On July 4th HBPD was notified that a female subject was threatening to kill herself at a condominium in the 1100 block of Hillsboro Mile. The subject left a note at the front desk advising she couldn't take it anymore and intended to take her own life. Officers were able to locate the suicidal female on the roof, standing at the edge, threatening to jump. Officers cautiously approached the subject while engaging her in conversation in an attempt to keep her distracted. At great risk to their own personal safety, our Officers were able to grab the female from the roof's edge and lead her to safety. A Baker Act was then initiated and the female was taken to a mental health facility for evaluation.

On July 7th HBPD received a 911/CAD alert reference to a possible condominium fire in the 1100 block of Hillsboro Mile. The building had apparently been struck by a bolt of lightning and smoke was located in the closed portion of the roof. Finding some roofing materials smoldering, Broward County Sheriff's Fire Rescue initiated a full high-rise response and took immediate steps to mitigate the outbreak of fire. Our responding units assisted Fire Rescue and provided traffic control.

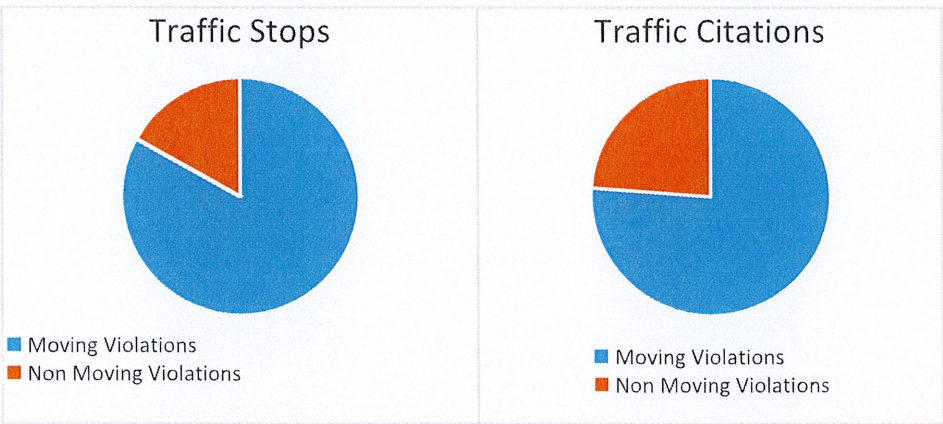
On July 18th at approximately 2AM, our HBPD Officers on patrol in the 1000 block of Hillsboro Mile observed two subjects on a personal watercraft in the ICW. The subjects approached and boarded a vessel docked on the Lighthouse Point side of the ICW. Our units alerted Lighthouse Point PD to the apparent vessel burglary in progress. The two suspects returned to their watercraft and proceed to board another docked vessel, this time on our side of the ICW. Our Officers immediately confronted the suspects who jumped into the water and fled on their watercraft. The officer's skill in detecting the two suspects and their prompt response prevented loss to the vessel owners.

Patrol Services:

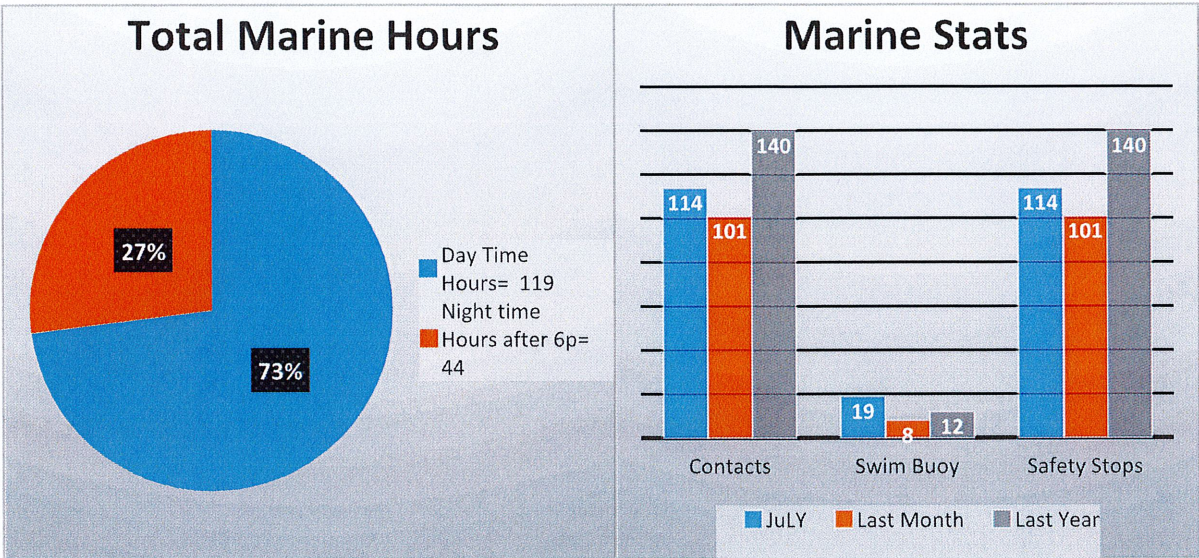
Contacts:



Traffic:



Marine/Beach Patrol:



Training:

Police Law Institute (Online): New Florida Laws 2023 - Part 1 of 3

Power DMS Topics: Social Media and Law Enforcement: Friend or Foe?

Hillsboro Beach PD: Traffic Safety Initiative

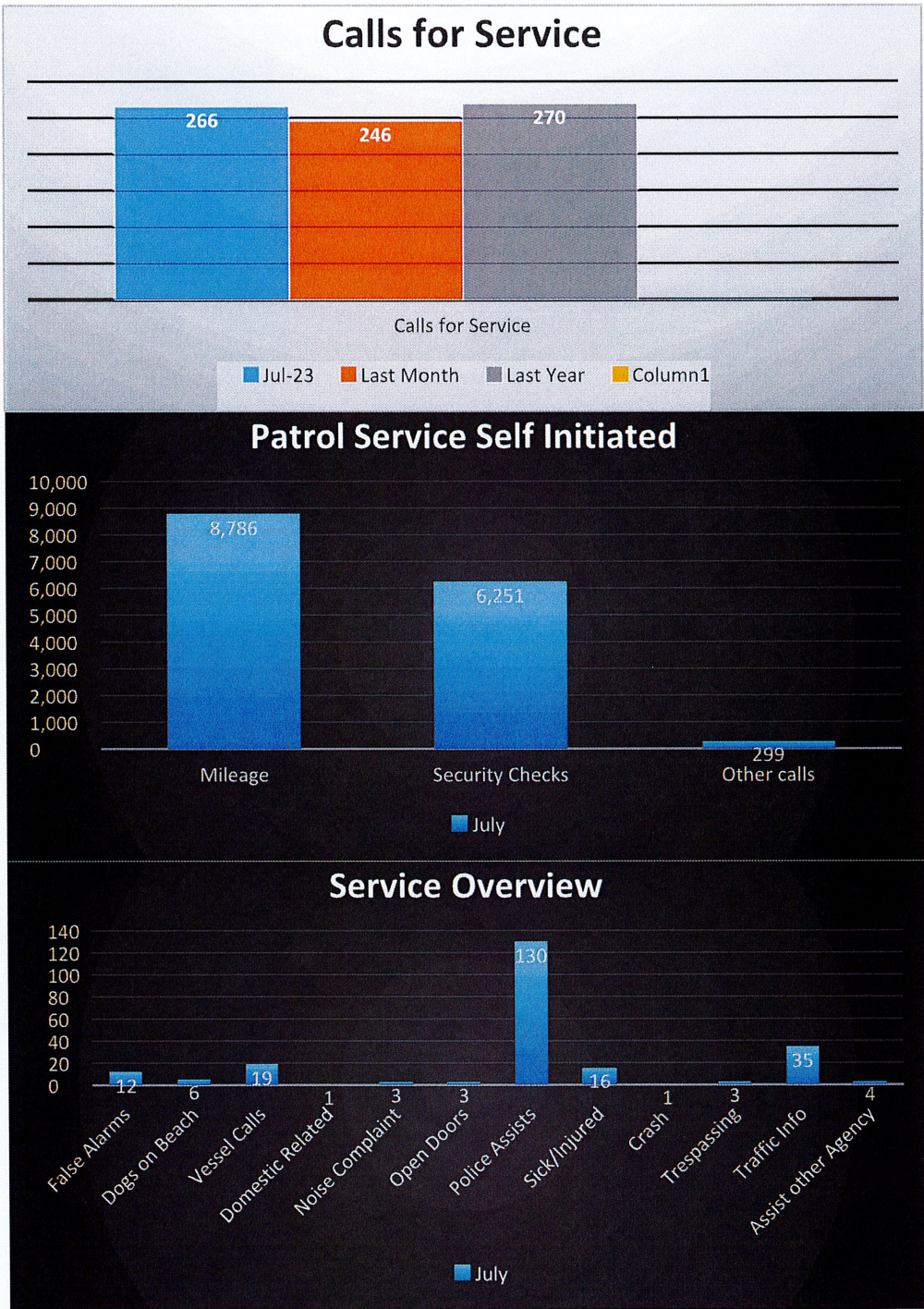
Letters:

Life Saving Award recommendation for the July 4th suicide attempt intervention

Chief's Letter of Commendation regarding mental health issue and intervention

Chief's Letter of Commendation regarding vessel burglary in-progress discovery

Overall Calls for Service:





Hillsboro Beach Police Monthly Report

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

Patrol Snapshot:

Activity	Current Month	May 2023	June 2022
Contacts			
Motor Vehicle	138	139	56
Crosswalk	103	117	69
Marine Unit	101	135	75
Beach Unit	47	87	5
Cyclists	115	110	81
Arrests	0	1	2
Alarms	14	10	11
Assist Other Agency	7	6	10
Dogs on Beach/Animal	3	5	8
Vessel	8	12	16
Noise	1	4	3
Open Doors	4	8	1
Police Assists	114	147	84
Domestic/Disturbances	1	3	3
Sick/Injured	14	23	9
Crash	1	3	0
Trespassing	0	1	3
Security Checks	5760	6883	5909
Total Calls	246	271	240

Investigations Snapshot:

June 2023 (new)	Actively Working	Inactivated/Cleared
Elderly Exploitation 231504	Burglary 231173	Lewd or Lascivious Molestation 230864
Info/Missing Person 231383	Burg. Conveyance 230118	Info/Missing Person 231383
Recovered Missing/Endangered Person 231637	Grand Theft 223183	Recover Missing/Endangered Person 231637

Personnel News:

June Notable Events:

On June 3rd our HBPD Officers responded to a call in reference to a multi-bicycle crash with injuries in the 1000 block of Hillsboro Mile. Officer's made contact with three injured cyclists suffering leg, shoulder and arm trauma. No vehicles were involved, the cyclists attributed fall to a raised manhole cover. Broward County Sheriff's Office Fire Rescue arrived, patients were stabilized and transported to the hospital. Assistance rendered.

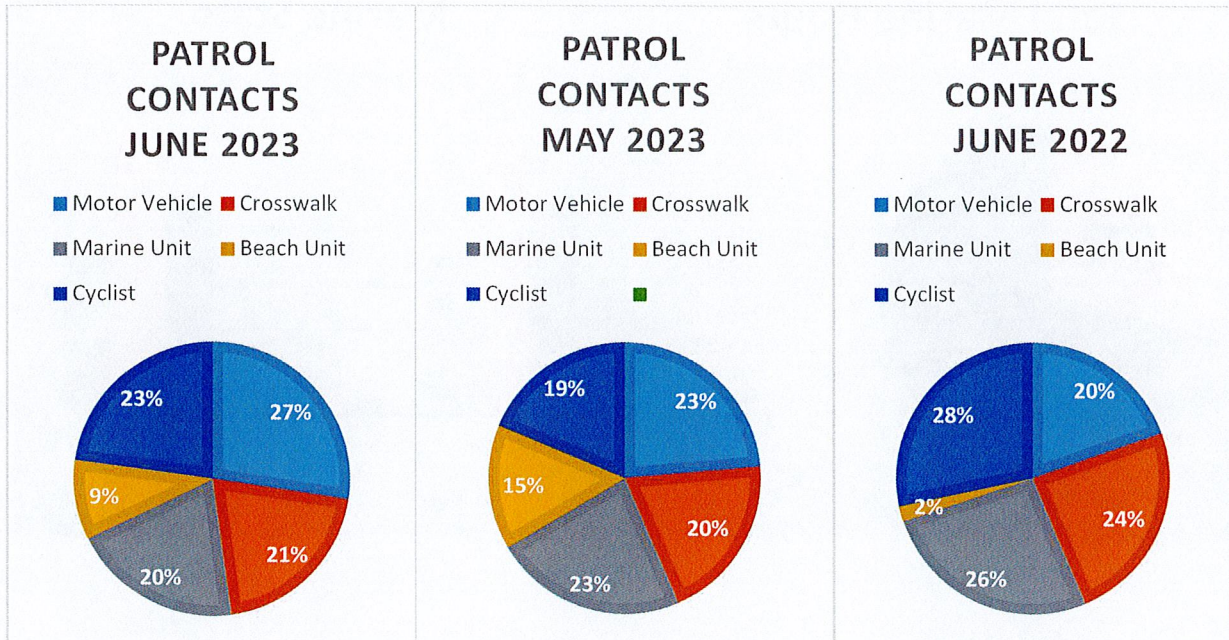
On June 7th HBPD was notified that a patient from a medical assist call the previous night, had expired at Broward Health North Hospital. The original call involved a subject who was intoxicated, incoherent, and may have fallen. The subject was found on private property, he didn't appear to have any external injuries, and there were no witnesses in the vicinity. According to the medical staff, the subject suffered significant internal injury which resulted in his death. An HBPD Detective was called out to investigate, along with the Broward Sheriff's Office Crime Scene and Criminal Investigations Detectives. It was determined the subject had fallen from a second floor staircase due to his intoxication.

On June 17th HBPD was notified that a female was speaking with a doctor via telephone and advising of her intention to jump from the roof of her building. Our responding units located the subject who stated she was speaking with an Assisted Living Facility staffer and had become frustrated. The female subject further stated whatever was said out of frustration, she had no intention of harming herself. Officer's provided some information for a Social Services representative, and cleared the scene.

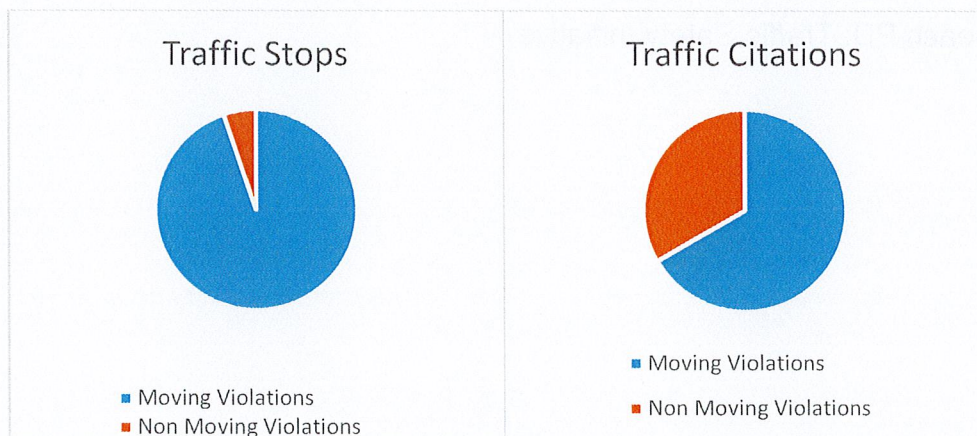
On June 20th our HBPD Officers responded to a report of a lost male walking south in the 1000 block of Hillsboro Mile. On arrival, units located the subject who had been entered as a missing person by the Coral Springs Police Department. The subject was found to be in good health and was transported to headquarters. Coral Springs PD was notified and responded to take custody of the subject. Assistance was rendered.

Patrol Services:

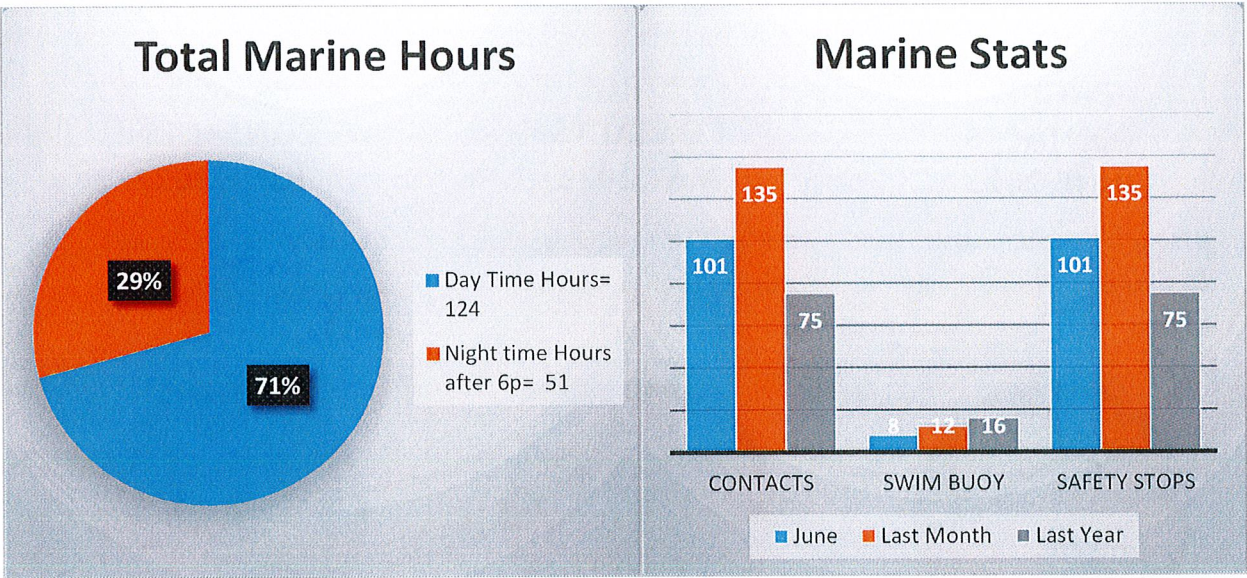
Contacts:



Traffic:



Marine/Beach Patrol:



Training:

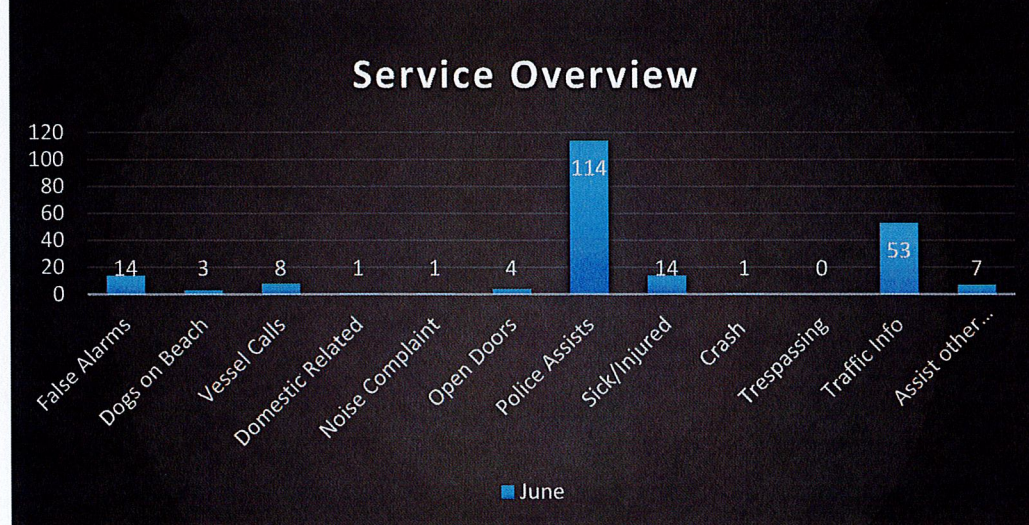
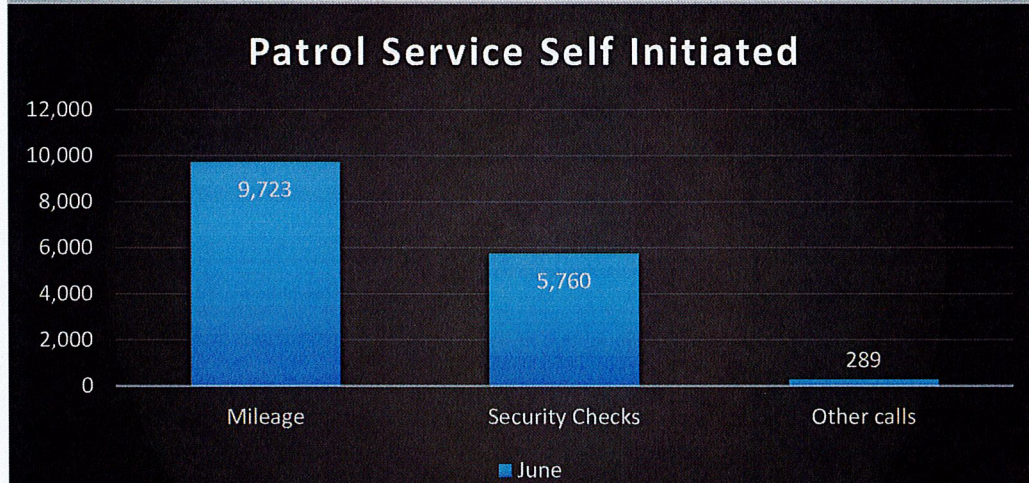
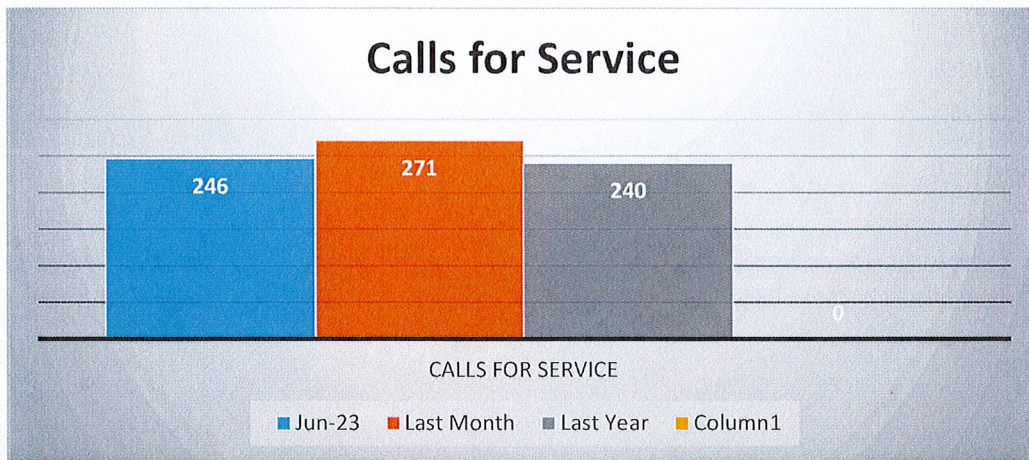
Police Law Institute (Online): Juvenile Sexual Offender Investigations

Power DMS Topics: DHSMV DAVID TUTORIAL

Hillsboro Beach PD: Traffic Safety Initiative

Letters:

Overall Calls for Service:





TOWN OF HILLSBORO BEACH

BUILDING DEPARTMENT

TO: Mayor Irene Kirdahy and Commission

FROM: Steve Mitchell, Building Official

DATE: August 28, 2023

SUBJECT: June/July 2023 - Building Department Report

New permitting through the summer has been mostly based on condo kitchen and bath renovations. Inspections have been steady on the large single-family projects, with most of the jobs moving to interior work. The next new single-family building will be starting later this month at 925 HM, as the guest house at that site is being completed. Currently there are no additional homes in review, though we expect one or two homes may be submitted this winter.

The Hillsboro Beach records for Broward County Building Safety Program (25-year inspections) are now nearly complete and in compliance. Every designated property has been contacted, and have provided missing reports, submitted current reports, or are in the inspection repair process. An updated list of properties is now posted on the Building Department website with information on report statuses and dates of future required reports. Please contact the Building Department if any information appears incorrect or incomplete.

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

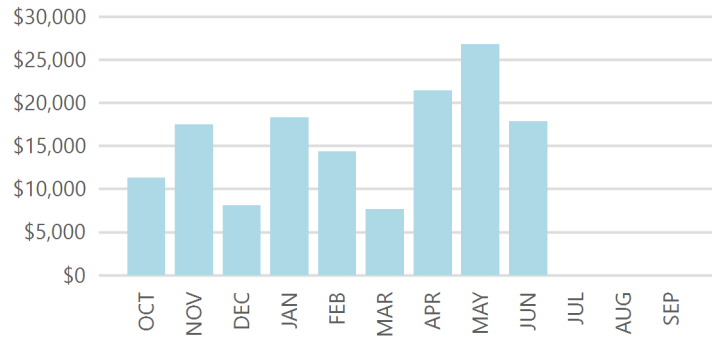


**Town of Hillsboro Beach
Building Department
Summary Report**

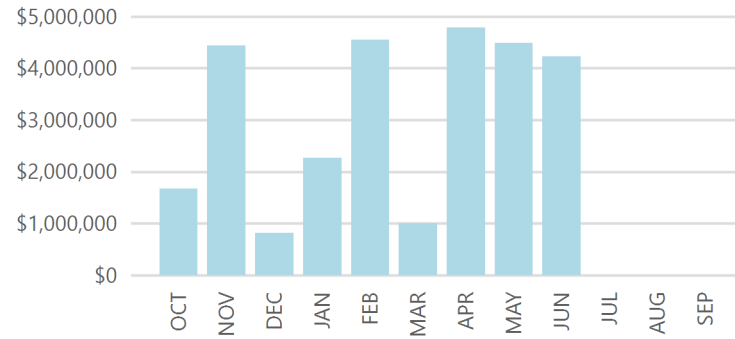
**Start Date: 6/1/2023
End Date: 6/30/2023**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Construction Value	\$1,673,036	\$4,444,172	\$812,472	\$2,273,788	\$4,549,296	\$1,000,895	\$4,792,700	\$4,486,144	\$4,227,370	\$0	\$0
Building Permit Fees	\$47,224	\$93,429	\$31,897	\$113,906	\$79,655	\$39,925	\$138,623	\$158,527	\$116,146	\$0	\$0
Fire & Zoning Fees	\$4,200	\$3,450	\$3,300	\$1,200	\$2,400	\$1,650	\$600	\$3,000	\$450	\$0	\$0
Total Revenue	\$51,424	\$96,879	\$35,197	\$115,106	\$82,055	\$41,575	\$139,223	\$161,527	\$116,596	\$0	\$0
CGA Expense	\$40,141	\$79,415	\$27,112	\$96,820	\$67,706	\$33,936	\$117,830	\$134,748	\$98,724	\$0	\$0
Town Revenue	\$11,284	\$17,464	\$8,085	\$18,286	\$14,348	\$7,639	\$21,394	\$26,779	\$17,872	\$0	\$0

Net Revenue



Construction Value



Sep	YTD
\$0	\$28,259,873
\$0	\$819,331
\$0	\$20,250
\$0	\$839,581
\$0	\$696,432
\$0	\$143,150



**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



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

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

Permit Type	# Issued	Building Permit Fees
40 YEAR BUILDING SAFETY PROGRAM	1	350.00
BOAT LIFT	1	95.00
COMMERCIAL A/C CHANGE OUT	1	256.75
COMMERCIAL BACKFLOW	1	125.00
COMMERCIAL CONCRETE RESTORATION	2	1,235.69
COMMERCIAL PLUMBING MISCELLANEOUS	1	2,412.42
COMMERCIAL RE-ROOF	5	52,684.60
COMMERCIAL STRUCTURAL MISCELLANEOUS	1	4,071.75
COMMERCIAL WINDOWS/DOORS	2	1,124.07
RESIDENTIAL A/C CHANGE OUT	11	2,589.65
RESIDENTIAL ALTERATION	10	23,567.89
RESIDENTIAL BACKFLOW	2	250.00
RESIDENTIAL DOCK	1	3,487.00
RESIDENTIAL LOW VOLTAGE	2	2,082.50
RESIDENTIAL NEW ROOF	1	992.42
RESIDENTIAL RE-ROOF	2	5,184.74
RESIDENTIAL SERVICE CHANGE/REPAIR	2	250.00
RESIDENTIAL STRUCTURAL MISCELLANEOUS	1	95.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	22	10,463.80
SINGLE FAMILY RESIDENCE	3	4,827.50
	72	\$116,145.78



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

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

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	99	48	25
Electrical	24	15	4
Plumbing	38	21	5
Mechanical	28	25	16
Fire	2	2	3
Zoning	0	2	2
Totals	191	115	55



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

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

Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
RESIDENTIAL ALTERATION					
484317AD1060	23356125-0	6/6/2023	1021 HILLSBORO MILE (UNIT RG)	LANDMARK AT HILLSBORO CONDO	\$928,900.00
484317NX0020	23356320-0	6/12/2023	1043 HILLSBORO MILE, UNIT 1D (WORK W/O PERMIT)	HILLSBORO MILE OCEAN	\$146,000.00
484317AD0850	23356353-0	6/14/2023	1021 HILLSBORO MILE, UNIT 1103	LANDMARK AT HILLSBORO CONDO	\$31,000.00
484308BD1250	23356525-0	6/21/2023	1150 HILLSBORO MILE, UNIT 1005 (WORK W/O PERMIT)	OPAL TOWERS WEST CONDO	\$66,000.00
484308BD1200	23356584-0	6/22/2023	1150 HILLSBORO MILE, UNIT 916	OPAL TOWERS WEST CONDO	\$105,852.00
484308CH0810	23356604-0	6/23/2023	1167 HILLSBORO MILE, UNIT 607 (W/O PERMIT)	OVERLOOK CONDO	\$10,000.00
484308CH0770	23356645-0	6/23/2023	1167 HILLSBORO MILE, UNIT 603	OVERLOOK CONDO	\$212,500.00
Grand Total					\$1,500,252.00



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

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

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	121	5.51	25.97

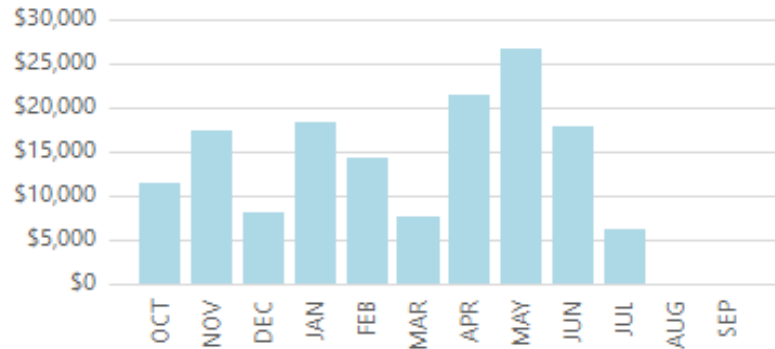


**Town of Hillsboro Beach
Building Department
Summary Report**

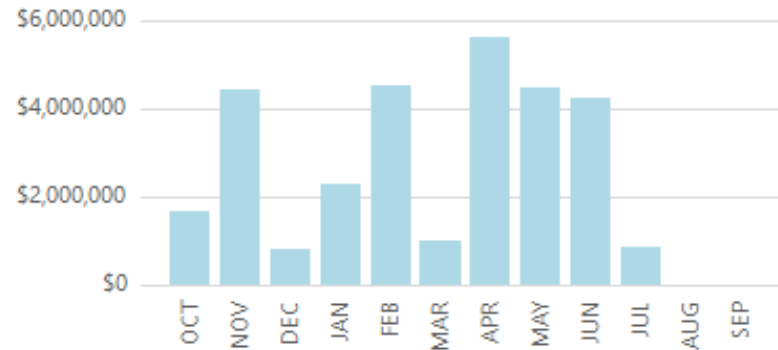
**Start Date: 7/1/2023
End Date: 7/31/2023**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Construction Value	\$1,673,036	\$4,444,172	\$812,472	\$2,273,788	\$4,549,296	\$1,000,895	\$5,610,020	\$4,486,144	\$4,227,870	\$844,392
Building Permit Fees	\$47,224	\$93,429	\$31,897	\$113,906	\$79,655	\$39,925	\$138,623	\$158,527	\$116,146	\$31,277
Fire & Zoning Fees	\$4,200	\$3,450	\$3,300	\$1,200	\$2,400	\$1,650	\$600	\$3,000	\$450	\$1,350
Total Revenue	\$51,424	\$96,879	\$35,197	\$115,106	\$82,055	\$41,575	\$139,223	\$161,527	\$116,596	\$32,627
CGA Expense	\$40,141	\$79,415	\$27,112	\$96,820	\$67,706	\$33,936	\$117,830	\$134,748	\$98,724	\$26,586
Town Revenue	\$11,284	\$17,464	\$8,085	\$18,286	\$14,348	\$7,639	\$21,394	\$26,779	\$17,872	\$6,042
	Aug	Sep	YTD							
	\$0	\$0	\$29,922,086							
	\$0	\$0	\$850,608							
	\$0	\$0	\$21,600							
	\$0	\$0	\$872,208							
	\$0	\$0	\$723,017							
	\$0	\$0	\$149,191							

Net Revenue



Construction Value





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

**Start Date: 7/1/2023
End Date: 7/31/2023**

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	\$31,277.15	\$4,691.57	\$450.00	\$900.00	\$200.00	\$26,585.58	\$499.96	\$291.42	\$417.60
YTD	\$850,608.35	\$127,591.25	\$7,350.00	\$14,250.00	\$2,975.00	723,017.10	\$16,052.40	\$8,618.41	\$12,604.06



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

**Start Date: 7/1/2023
End Date: 7/31/2023**

Permit Type	# Issued	Building Permit Fees
ANTENNAS, POLE & TOWERS	1	1,250.00
COMMERCIAL ALARM SYSTEM	1	95.00
COMMERCIAL FIRE ALARM	1	95.00
COMMERCIAL PAVING/DRIVEWAY/ WALKWAY/PATIO	1	379.85
COMMERCIAL RE-ROOF	1	190.00
COMMERCIAL STRUCTURAL MISCELLANEOUS	1	285.00
RESIDENTIAL A/C CHANGE OUT	9	2,174.53
RESIDENTIAL ADDITION	1	285.00
RESIDENTIAL ALTERATION	11	21,257.61
RESIDENTIAL ELECTRICAL MISCELLANEOUS	1	315.35
RESIDENTIAL LOW VOLTAGE	1	251.75
RESIDENTIAL PLUMBING MISCELLANEOUS	1	95.00
RESIDENTIAL SERVICE CHANGE/REPAIR	2	345.00
RESIDENTIAL STRUCTURAL MISCELLANEOUS	2	1,362.50
RESIDENTIAL WATER HEATER	4	845.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	7	1,925.56
SIGN	1	125.00
	46	\$31,277.15



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

**Start Date: 7/1/2023
End Date: 7/31/2023**

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	88	45	16
Electrical	30	24	13
Plumbing	36	24	12
Mechanical	18	22	16
Fire	5	7	1
Zoning	0	7	3
Totals	177	129	61



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

**Start Date: 7/1/2023
End Date: 7/31/2023**

Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
RESIDENTIAL ALTERATION					
484317AD0410	23357140-0	7/18/2023	1021 HILLSBORO MILE, UNIT 505	LANDMARK AT HILLSBORO CONDO	\$132,195.03
484308CA0090	23357162-0	7/19/2023	1155 HILLSBORO MILE, UNIT 202	HILLSBORO OCEAN CLUB CONDO	\$209,480.00
484308CH0470	23357306-0	7/25/2023	1167 HILLSBORO MILE, UNIT 403	OVERLOOK CONDO	\$216,000.00
484317AB0800	23357348-0	7/26/2023	1051 HILLSBORO MILE, UNIT 903E	HILLSBORO LE BARON CONDO	\$101,702.00
				Grand Total	\$659,377.03



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

**Start Date: 7/1/2023
End Date: 7/31/2023**

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	122	5.60	40.75



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 Report

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

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. July 2023 CodeComplianceSummary
 2. July 2023 CaseActionSummary
 3. July 2023 Open Cases Monthly Report
 4. June 2023 CaseActionSummary
 5. June 2023 CodeComplianceSummary
 6. June 2023 Open Cases Monthly Report



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

Code Compliance Summary Report

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	12
Cases Opened During Period	57
Cases Opened as result of Complaint	57
Cases Closed During Period	9
Cases Closed due to compliance	9
Cases Open at End of Period	60
Inspections	58
Reinspections	9
Total	67
Special Magistrate Cases During Period	6

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	12	57	57	9	9	60
Total	12	57	57	9	9	60



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

Code Compliance Summary Report

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	58	9	67
Total	58	9	67

Summary of Cases Opened by Incident Type

Incident Type	Number
Artificial Lighting Regulations	55
Building Permit Required	2
Total	57

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$1,053,950.00	\$43,700.00	\$1,097,650.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$1,053,950.00		\$1,097,650.00



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued		
6/6/2023	Nuisance	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Property Manager	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/5/2023	Notice of Violation	B. Pita
				7/5/2023	Notice of Hearing	B. Pita
				7/5/2023	Complaint	B. Pita
				8/14/2023	Affidavit of Non-Compliance	
				8/15/2023	Notice of Continuance	
				8/15/2023	Notice of Hearing	M. Martinez
7/11/2023	Artificial Lighting Regulations	1237 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Common Area	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/11/2023	Courtesy Notice	B. Pita
				7/11/2023	Complaint	B. Pita
				8/1/2023	Affidavit of Compliance	
7/11/2023	Artificial Lighting Regulations	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/11/2023	Courtesy Notice	B. Pita
				7/11/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/11/2023	Artificial Lighting Regulations	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/11/2023	Courtesy Notice	B. Pita
				7/11/2023	Complaint	B. Pita
7/11/2023	Artificial Lighting Regulations	1223 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/11/2023	Courtesy Notice	B. Pita
				7/11/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	

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



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
7/14/2023	Artificial Lighting Regulations	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1212 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1207 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1202 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1200 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1199 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1187 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1173 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita

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



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
7/15/2023	Artificial Lighting Regulations	1169 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1161 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1159 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1155 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1153 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1149 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1141 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita

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



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
7/15/2023	Artificial Lighting	1141 HILLSBORO MILE, HILLSBORO	Open	7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1135 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1131 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1125 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1121 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1117 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				7/31/2023	Affidavit	
7/15/2023	Artificial Lighting Regulations	1115 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
7/15/2023	Artificial Lighting Regulations	1111 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita

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



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
7/15/2023	Artificial Lighting	1111 HILLSBORO MILE, HILLSBORO	Closed	8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1107 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1097 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1093 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1091 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1087 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1085 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita

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



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
7/15/2023	Artificial Lighting	1085 HILLSBORO MILE, HILLSBORO	Closed	8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1083 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1077 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1075 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1073 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1069 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1063 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita

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



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
7/15/2023	Artificial Lighting	1063 HILLSBORO MILE, HILLSBORO	Closed	8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1057 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1051 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				7/20/2023	Affidavit of Non-Compliance	
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1045 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1041 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1039 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita

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



Case Action Report*

From 7/1/2023

To 7/31/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
7/15/2023	Artificial Lighting Regulations	1039 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1035 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1021 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	
7/15/2023	Artificial Lighting Regulations	1013 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				7/15/2023	Courtesy Notice	B. Pita
				7/15/2023	Complaint	B. Pita
				8/2/2023	Affidavit of Compliance	

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

Total Open Cases July 2023

8/28/2023

	Incident Type	Owner	Address
1	Artificial Lighting Regulations	115 HILLSBORO MILE TR LAMBERT,JAMES R TRSTEE	1115 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
2	Artificial Lighting Regulations	1121 SUNSHINE ESTATE TR %AMY SCHOEFFEL,NORTHERN TRUST CO	1121 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
3	Artificial Lighting Regulations	MACMILLAN,PATRICIA A	1125 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
4	Artificial Lighting Regulations	FEROLITO,JOHN M	1135 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
5	Artificial Lighting Regulations	KATZ,HAROLD & PEGGY	1141 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
6	Artificial Lighting Regulations	COMMON AREA OPAL TOWERS CONDO	1149 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
7	Artificial Lighting Regulations	COMMON AREA HILLSBORO COURTYARDS	1153 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
8	Artificial Lighting Regulations	COMMON AREA HILLSBORO OCEAN CLUB CONDO	1155 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
9	Artificial Lighting Regulations	1159 HILLSBORO MILE LLC BNH IV HM TRI LLC	1159 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
10	Artificial Lighting Regulations	COMMON AREA HILLSBORO COLONNADE CONDO	1161 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
11	Artificial Lighting Regulations	COMMON AREA OVERLOOK CONDO	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
12	Artificial Lighting Regulations	COMMON AREA HILLSBORO SQUARE CONDO	1173 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
13	Artificial Lighting Regulations	COMMON AREA VIRGINIA KAYE CO-OP	1187 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
14	Artificial Lighting Regulations	COMMON AREA HILLSBORO IMPERIAL APTS CONDO	1199 HILLSBORO MILE, HILLSBORO BEACH, FL 33062

15	Artificial Lighting Regulations	COMMON AREA 1200 HILLSBORO MILE CONDO BLDG EAST	1200 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
16	Artificial Lighting Regulations	COMMON AREA SHORELAND CO-OP	1202 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
17	Artificial Lighting Regulations	COMMON AREA - PALM HILL OCEAN CLUB	1212 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
18	Artificial Lighting Regulations	COMMON AREA - SEA CLUB Inc Co-op	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
19	Artificial Lighting Regulations	COMMON AREA - ROYAL FLAMINGO VILLAS	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
20	Building Permit Required	FRIELICH,ROBERT S & FRIELICH,LYDA A	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 306
21	Building Permit Required	RODRIGUEZ, EMILIO ENRIQUE	1198 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 132
22	Nuisance	COMMON AREA / RAINBOW OCEAN SHORES APTS CO-OP	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Property Manager
23	Nuisance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
24	Building Permit Required	BAKER,CHRISTIAN	1194 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 31
25	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

26	Building Permit Required	SELA,LUAN	1050 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 707W
27	Sign Violation	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
28	Landscape Violation	WINTER SUN INVESTMENTS LLC	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
29	Property Maintenance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
30	Nuisance	MILLIONAIRE PORTFOLIO GROUP LLC	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812



Case Action Report*

From 6/1/2023

To 6/30/2023

Corridor (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued		
5/8/2023	Building Permit Required	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 306	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/8/2023	Complaint	B. Pita
				6/19/2023	Courtesy Notice	B. Pita
5/24/2023	Building Permit Required	1194 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 31	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				5/24/2023	Complaint	B. Pita
				6/5/2023	Courtesy Notice	B. Pita
				6/19/2023	Affidavit of Non-Compliance	
				6/26/2023	Notice of Violation	B. Pita
				6/26/2023	Notice of Hearing	M. Martinez
				7/7/2023	Affidavit	
6/14/2023	Construction Site Violation	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				6/15/2023	Notice of Violation	B. Pita
				6/15/2023	Notice of Hearing	M. Martinez
				6/15/2023	Complaint	B. Pita
				6/26/2023	Affidavit of Service	
				7/10/2023	Affidavit of Non-Compliance	
				7/14/2023	Notice of Hearing	M. Martinez
				7/14/2023	Final Order	
				7/18/2023	Affidavit of Non-Compliance	
				7/20/2023	Affidavit of Non-Compliance	
				8/2/2023	Affidavit of Compliance	
6/20/2023	Nuisance	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101	Open	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				6/21/2023	Complaint	B. Pita

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



Case Action Report*

From 6/1/2023

To 6/30/2023

Corridor (All Corridors)

<u>Date Issue</u>	<u>Incident Type</u>	<u>Site Address</u>	<u>Status</u>	<u>Documents Issued</u>		
6/20/2023	Nuisance	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101	Open	6/26/2023	Notice of Violation	B. Pita
				6/26/2023	Notice of Hearing	M. Martinez
				6/26/2023	Affidavit of Service	
				7/10/2023	Affidavit of Non-Compliance	
				7/14/2023	Notice of Hearing	M. Martinez
				7/14/2023	Final Order	
				8/14/2023	Affidavit of Non-Compliance	
				8/15/2023	Order of Imposition/Liens	
6/21/2023	Construction Site Violation	997 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	Closed	<u>Date Issue</u>	<u>Type</u>	<u>Officer Assigned</u>
				6/21/2023	Complaint	B. Pita
				6/26/2023	Notice of Violation	B. Pita
				6/26/2023	Notice of Hearing	M. Martinez
				7/10/2023	Affidavit of Non-Compliance	
				7/14/2023	Notice of Hearing	M. Martinez
				7/14/2023	Final Order	
				8/14/2023	Affidavit of Compliance	

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



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

Code Compliance Summary Report

From 6/1/2023

To 6/30/2023

Corridor (All Corridors)

Case Totals for Period

Cases Open at Start of Period	14
Cases Opened During Period	4
Cases Opened as result of Complaint	4
Cases Closed During Period	6
Cases Closed due to compliance	4
Cases Open at End of Period	12
Inspections	3
Reinspections	15
Total	18
Special Magistrate Cases During Period	5

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	14	4	4	6	4	12
Total	14	4	4	6	4	12



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

Code Compliance Summary Report

From 6/1/2023

To 6/30/2023

Corridor (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	3	15	18
Total	3	15	18

Summary of Cases Opened by Incident Type

Incident Type	Number
Construction Site Violation	2
Nuisance	2
Total	4

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	\$1,017,650.00	\$36,300.00	\$1,053,950.00
Total Payments	\$0.00	\$0.00	\$0.00
Balance	\$1,017,650.00		\$1,053,950.00

Total Open Cases June 2023

8/28/2023

Incident Type		Owner	Address
1	Artificial Lighting Regulations	115 HILLSBORO MILE TR LAMBERT,JAMES R TRSTEE	1115 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
2	Artificial Lighting Regulations	1121 SUNSHINE ESTATE TR %AMY SCHOEFFEL,NORTHERN TRUST CO	1121 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
3	Artificial Lighting Regulations	MACMILLAN,PATRICIA A	1125 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
4	Artificial Lighting Regulations	FEROLITO,JOHN M	1135 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
5	Artificial Lighting Regulations	KATZ,HAROLD & PEGGY	1141 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
6	Artificial Lighting Regulations	COMMON AREA OPAL TOWERS CONDO	1149 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
7	Artificial Lighting Regulations	COMMON AREA HILLSBORO COURTYARDS	1153 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
8	Artificial Lighting Regulations	COMMON AREA HILLSBORO OCEAN CLUB CONDO	1155 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
9	Artificial Lighting Regulations	1159 HILLSBORO MILE LLC BNH IV HM TRI LLC	1159 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
10	Artificial Lighting Regulations	COMMON AREA HILLSBORO COLONNADE CONDO	1161 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
11	Artificial Lighting Regulations	COMMON AREA OVERLOOK CONDO	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
12	Artificial Lighting Regulations	COMMON AREA HILLSBORO SQUARE CONDO	1173 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
13	Artificial Lighting Regulations	COMMON AREA VIRGINIA KAYE CO-OP	1187 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
14	Artificial Lighting Regulations	COMMON AREA HILLSBORO IMPERIAL APTS CONDO	1199 HILLSBORO MILE, HILLSBORO BEACH, FL 33062

15	Artificial Lighting Regulations	COMMON AREA 1200 HILLSBORO MILE CONDO BLDG EAST	1200 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
16	Artificial Lighting Regulations	COMMON AREA SHORELAND CO-OP	1202 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
17	Artificial Lighting Regulations	COMMON AREA - PALM HILL OCEAN CLUB	1212 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
18	Artificial Lighting Regulations	COMMON AREA - SEA CLUB Inc Co-op	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
19	Artificial Lighting Regulations	COMMON AREA - ROYAL FLAMINGO VILLAS	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
20	Building Permit Required	FRIELICH,ROBERT S & FRIELICH,LYDA A	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 306
21	Building Permit Required	RODRIGUEZ, EMILIO ENRIQUE	1198 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 132
22	Nuisance	COMMON AREA / RAINBOW OCEAN SHORES APTS CO-OP	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Property Manager
23	Nuisance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
24	Building Permit Required	BAKER,CHRISTIAN	1194 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 31
25	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

26	Building Permit Required	SELA,LUAN	1050 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 707W
27	Sign Violation	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
28	Landscape Violation	WINTER SUN INVESTMENTS LLC	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
29	Property Maintenance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
30	Nuisance	MILLIONAIRE PORTFOLIO GROUP LLC	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Finance Department

Presented by Stephen Bloom, Finance Director, Inframark

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: FY2022 Audit Report

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. FY2022 Audit_Presentation_Slides_
 2. Town of Hillsboro Beach FY 2022 Audit Report (1)



TOWN OF HILLSBORO BEACH



ANNUAL FINANCIAL REPORT

FISCAL YEAR ENDED SEPTEMBER 30, 2022

FINANCIAL REPORT ENDING SEPTEMBER 30, 2022

Audit Report Outline

- ☐ **Independent Auditors Report** (Audit Page #1-2)
- ☐ **Management's Discussion and Analysis** (Audit Page #3-7)
- ☐ **Basic Financial Highlights** (Audit Page #8-39)
- ☐ **Required Supplementary Information** (Audit Page #40-45)
- ☐ **Independent Auditors Report on Internal Controls and Compliance** (Audit Page #46-47)
- ☐ **Independent Auditors report on Compliance of the Audit General** (Audit Page #48)
- ☐ **Management Letter** (Audit Page #49-50)



INDEPENDENT AUDITORS REPORT

Prepared by: Grau & Associates (CPA)

Below are the Auditor's Financial Opinions as it pertains to the Financial Report and Audit Compliance:

Basic Financial Statement Opinion

- "In our opinion, the financial statement referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of the Town as of September 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America."

Report on Compliance

- "We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion."
- "In our opinion, the Town complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2022."



GOVERNMENTAL FUND – GENERAL FUND ONLY

FY2022 Financial Highlights

- ❑ The Ending Fund Balance totals \$3,406,851, a net decrease of \$23,242
 - Property taxes were 98.7% collected for the year.
- ❑ The Unassigned Cash Portion (available for spending if needed) totals \$3,328,074, a decrease of \$69,276 from prior year.

Year-over-Year Comparison

Description	FY2022	FY2021	Change
REVENUES			
Property Tax	\$5,125,075	\$4,885,850	\$239,225
Other	674,608	1,255,236	(580,628)
Total Revenue	5,799,683	6,141,086	(341,403)
EXPENSES			
Current	5,529,224	5,160,401	368,823
Debt Service	-	3,672,909	(3,672,909)
Capital Outlay	267,005	144,797	122,208
Total Expenses	5,796,229	8,978,107	(3,181,878)
OTHER FUNDING SOURCES			
Net Transfers In/(Out)	(26,696)	(6,431)	(20,265)
Total Other Funding Sources	(26,696)	(6,431)	(20,265)
Net change in Fund Balance	(23,242)	(2,843,452)	2,820,210
Beginning Fund Balance	3,430,093	6,273,545	(2,843,452)
Ending Fund Balance	\$ 3,406,851	\$ 3,430,093	\$ (23,242)

FUND BALANCE BREAKDOWN			
Non- Spendable Items	78,777	32,743	46,034
Total Unassigned / Spendable if needed	3,328,074	3,397,350	(69,276)
Total Ending Fund Balance	\$3,406,851	\$3,430,093	(23,242)



PROPRIETARY FUND - WATER SERVICES

FY2022 Financial Highlights

- ❑ The *Ending Net Position* totaled \$5,420,707, an increase of \$1,127,409 from the prior year.
 - Of that surplus, \$284,206 is from operations; balance is related to debt service, transfer to general fund and interest income.
 - Surplus includes depreciation/amortization expenses (non-cash) of \$460,521
 - Includes grant revenue of \$1,007,718
 - Reserve balance is \$2,634,904.

Year-over-Year Comparison

Description	FY2022	FY2021	Change
REVENUES			
Operating	\$ 1,690,065	\$ 1,672,602	\$ 17,463
Non-Operating	1,100,268	124,467	975,801
Total Revenue	2,790,333	1,797,069	993,264
EXPENSES			
Operating	1,405,859	1,272,547	133,312
Non-Operating	207,065	145,238	61,827
Total Expenses	1,612,924	1,417,785	195,139
Transfer to General Fund	50,000	50,000	-
Change in Net Position	1,127,409	329,284	798,125
Beginning Net Position	4,293,298	3,964,014	329,284
Ending Net Position	\$ 5,420,707	\$ 4,293,298	\$ 1,127,409

NET POSITION BREAKDOWN			
Net Investments in Capital Assets	\$ 1,990,611	\$ 1,827,360	\$ 163,251
Future Debt Service Payments	795,192	875,315	(80,123)
Unassigned / Spendable if needed	2,634,904	1,590,623	1,044,281
Total Net Position	\$ 5,420,707	\$ 4,293,298	\$ 1,127,409



LONG-TERM LIABILITIES – OUTSTANDING LOANS

Description	Outstanding Amount	Final Payment
Water Plant Project	\$2,787,642	9/15/2033
Water Main Project	\$5,606,445	11/15/2038
Total	\$8,394,087	



AUDITORS REPORT TO MANAGEMENT

Current Year Findings and Recommendations:

2022-01 Budget (Building & Permitting Fund):

Observation: Actual expenditures exceeded appropriations in the building fund for the fiscal year ended September 30, 2022.

Recommendation: The Town should amend the budget during the fiscal year or within statutory guidelines to ensure that all expenditures are properly budgeted.

Management Response: The Town will ensure that all budget amendments are done in a timely manner.



CONCLUSION

- ❑ The Financial Statements are presented fairly in accordance with GAAP.
- ❑ The Town has complied with all auditing requirements.
- ❑ General Fund
 - Total Ending Fund Balance is \$3,406,851.
- ❑ Water Fund
 - Total Ending Net Position is \$5,420,707.



**TOWN OF HILLSBORO BEACH, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2022**

**TOWN OF HILLSBORO BEACH, FLORIDA
TABLE OF CONTENTS**

	Page
INDEPENDENT AUDITOR'S REPORT	1-2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3-7
BASIC FINANCIAL STATEMENTS	
Government-wide Financial Statements:	
Statement of Net Position	8
Statement of Activities	9
Fund Financial Statements:	
Balance Sheet – Governmental Fund	10
Reconciliation of the Balance Sheet – Governmental Funds to the Statement of Net Position	11
Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Fund	12
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities	13
Statement of Net Position – Proprietary Fund	14
Statement of Revenues, Expenses and Changes in Net Position – Proprietary Fund	15
Statement of Cash Flows – Proprietary Fund	16
Notes to the Financial Statements	17-39
REQUIRED SUPPLEMENTARY INFORMATION	
Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	40
Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Building Fund	41
Notes to Required Supplementary Information	42
Schedule of Changes in the Town's Total OPEB Liability and Related Ratios	43
Schedule of Proportionate Share of Net Pension Liability – Pension	44
Schedule of Pension Contributions	45
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	46-47
INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA	48
MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA	49-50



INDEPENDENT AUDITOR'S REPORT

To the Town Commission
Town of Hillsboro Beach, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hillsboro Beach, Florida (the "Town") as of and for the fiscal year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town as of September 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and the items listed as required supplementary information as shown in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 7, 2023, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.



July 7, 2023

MANAGEMENT'S DISCUSSION AND ANALYSIS

The management of the Town of Hillsboro Beach, Florida ("Town") would like to offer the readers of the Town's financial statements this discussion and analysis of the financial activities of the Town's financial statements for the fiscal year ended September 30, 2022. Please read it in conjunction with the Town's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of the Town exceeded its liabilities and deferred inflows of resources at the close of the fiscal year ended September 30, 2022, resulting in a net position balance of \$7,146,685.
- The Town's net position increased by \$1,873,522 in comparison with the prior year. The key components of the Town's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2022, the Town's governmental funds reported a total ending fund balance of \$4,167,616, an increase of \$479,267 in comparison with the prior year. Of the total fund balance, \$160,328 is non-spendable for inventory and prepaid items; \$163,133 is restricted related to building services, \$516,081 is restricted related to forfeitures and seizures, \$110,750 assigned for subsequent year's budget, and \$3,217,324 is unassigned fund balance which is available for spending at the Town's discretion.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as the introduction to the Town's basic financial statements. The Town's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the basic financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

1) Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the Town's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (government activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town include general government, public safety, physical environment, transportation and building and engineering. The business-type activities of the Town include the water utility operation.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

2) Fund Financial Statement

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into two categories: governmental funds and proprietary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a Town's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Town's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains three governmental funds for external reporting. Information is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and building fund which are considered major funds and the law enforcement special revenue fund which is considered a non-major fund.

The Town adopts an annual appropriated budget for its general fund and building fund. A budgetary comparison schedule has been provided for the general fund and building fund to demonstrate compliance with this budget.

Proprietary Funds

The Town maintains one type of proprietary fund: an enterprise fund. An enterprise fund is used to report the same function presented as business-type activities in the government-wide financial statements. The Town uses an enterprise fund to account for its water distribution and plant operations within the Town.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail.

3) Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Town, assets plus deferred outflows of resources exceeded liabilities and deferred inflows of resources at the close of the most recent fiscal year.

Key components of the Town's net position are reflected in the following table:

	NET POSITION SEPTEMBER 30,					
	Governmental activities		Business-type activities		Total	
	2022	2021	2022	2021 (Restated)	2022	2021 (Restated)
Current and other assets	\$ 4,770,408	\$ 3,958,903	\$ 4,077,550	\$ 3,124,365	\$ 8,847,958	\$ 7,083,268
Capital assets, net of depreciation	1,539,297	1,437,553	10,384,698	10,840,425	11,923,995	12,277,978
Total assets	6,309,705	5,396,456	14,462,248	13,964,790	20,771,953	19,361,246
Deferred outflow s of resources	1,199,624	1,052,564	46,151	33,580	1,245,775	1,086,144
Current liabilities	352,099	235,225	60,167	51,356	412,266	286,581
Long-term liabilities	4,851,434	2,156,733	8,797,890	9,175,535	13,649,324	11,332,268
Total liabilities	5,203,533	2,391,958	8,858,057	9,226,891	14,061,590	11,618,849
Deferred inflow s of resources	579,818	3,077,197	229,635	478,181	809,453	3,555,378
Net position						
Net investment in capital assets	1,539,297	1,437,553	1,990,611	1,827,360	3,529,908	3,264,913
Restricted	679,214	146,152	795,192	1,569,984	1,474,406	1,716,136
Unrestricted	(492,533)	(603,840)	2,634,904	895,954	2,142,371	292,114
Total net position	\$ 1,725,978	\$ 979,865	\$ 5,420,707	\$ 4,293,298	\$ 7,146,685	\$ 5,273,163

A portion of the Town's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure); less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the Town's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The Town's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing revenues exceeded the cost of operations and depreciation expense.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Key elements of the change in the Town's net position are reflected in the following table:

	CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,					
	Governmental activities		Business-type activities		Total	
	2022	2021	2022	2021	2022	2021
Revenues:						
Program revenues:						
Charges for services	\$ 1,043,678	\$ 611,578	\$ 1,690,065	\$ 1,672,602	\$ 2,733,743	\$ 2,284,180
Operating grants and contributions	399,934	259,539	1,007,718	-	1,407,652	259,539
Capital grants and contributions	521,550	77,517	-	-	521,550	77,517
General revenues:						
Property taxes	5,125,075	4,885,850	-	-	5,125,075	4,885,850
Utility and franchise fees	271,235	236,050	-	-	271,235	236,050
Intergovernmental revenue	285,467	253,690	-	-	285,467	253,690
Unrestricted investment earnings	(106,753)	31,641	(72,928)	11,901	(179,681)	43,542
Gain (loss) on the disposition of fixed assets	1,915	(24,705)	(4,125)	-	(2,210)	(24,705)
Miscellaneous	-	22,401	92,550	112,566	92,550	134,967
Total revenues	7,542,101	6,353,561	2,713,280	1,797,069	10,255,381	8,150,630
Expenses:						
Governmental activities:						
General government	916,793	834,248	-	-	916,793	834,248
Public safety	4,366,725	3,832,659	-	-	4,366,725	3,832,659
Physical environment	521,959	350,379	-	-	521,959	350,379
Transportation	82,319	71,602	-	-	82,319	71,602
Building and engineering	958,192	544,737	-	-	958,192	544,737
Business - type activities:						
Water utilities	-	-	1,535,871	1,417,785	1,535,871	1,417,785
Total expenses	6,845,988	5,633,625	1,535,871	1,417,785	8,381,859	7,051,410
Transfers	50,000	50,000	(50,000)	(50,000)	-	-
Change in net position	746,113	769,936	1,127,409	329,284	1,873,522	1,099,220
Net position - beginning	979,865	209,929	4,293,298	3,964,014	5,273,163	4,173,943
Net position - ending	\$ 1,725,978	\$ 979,865	\$ 5,420,707	\$ 4,293,298	\$ 7,146,685	\$ 5,273,163

Governmental activities

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2022 was \$6,845,988. These activities were financed primarily through revenues, which consist primarily of ad valorem taxes and permit revenues. The increase in total revenues in fiscal year 2022 is primarily the result of an increase in ad valorem taxes due to rising property values, increase in permit revenues and increased revenues from fines and forfeitures in the current fiscal year. The increase in current fiscal year expenses is mainly due to the increase in professional fees including engineering costs and building and code enforcement services, and increases in personnel costs, including pension related expenses.

Business-type activities

Business-type activities reflect the operations of the water facilities within the Town. The cost of operations is covered primarily by charges to customers. The increase in the current fiscal year is primarily due to ARPA related grant funds received. The increase in current fiscal year expenses is mainly due to increases in operating and maintenance expenses and increases in personnel costs, including pension related expenses.

GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the Town pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Town Commission. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2022. Actual building fund expenditures for the fiscal year ended September 30, 2022 exceeded appropriations by \$388,192. The over expenditures were funded by current year revenues.

CAPITAL ASSETS

At September 30, 2022, the Town had \$3,552,273 invested in capital assets for its governmental activities. In the government-wide financial statements depreciation of \$2,012,976 has been taken, which resulted in a net book value of \$1,539,297. The Town's business-type activities reported net capital assets of \$10,384,698. More detailed information about the Town's capital assets is presented in the notes of the financial statements.

CAPITAL DEBT

At September 30, 2022, the Town had loans outstanding of \$8,394,087 for its business-type activities. More detailed information about the Town's capital debt is presented in the notes of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Town's local economy is primarily services for retirees, while commercial retail and service activity combine for a small segment. A large portion of the Town's residents are seasonal. Consequently, local economic detriments affect the Town to a lesser extent due to the broad natural and worldwide composition of the Town's seasonal resident.

Subsequent to the end of the fiscal year, the Town entered into a promissory note agreement with a bank for a principal amount of up to \$3,975,000. The purpose of the debt is to provide funding for capital expenditures related to the re-nourishment to the beachfront areas of the Town.

REQUESTS FOR INFORMATION

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Town's finances and to demonstrate the Town's accountability for the financial resources it manages and the stewardship of the facilities it maintains.

Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town's finance department c/o Inframark, 210 N. University Drive, Suite 702, Coral Springs, Florida 33071. Telephone 954-603-0033.

TOWN OF HILLSBORO BEACH, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2022

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash	\$ 1,919,781	\$ 1,001,518	\$ 2,921,300
Investments	1,742,993	1,661,291	3,404,283
Accounts receivable, net	167,710	190,632	358,342
Due from other governments	263,515	-	263,515
Lease receivable - current portion	-	27,634	27,634
Inventory	11,626	-	11,626
Prepays	148,702	1,893	150,595
Deposits	-	174,238	174,238
Restricted assets:			
Cash	516,081	817,250	1,333,331
Noncurrent assets:			
Lease receivable	-	203,094	203,094
Capital assets:			
Nondepreciable	30,000	-	30,000
Depreciable, net	1,509,297	10,384,698	11,893,995
Total assets	6,309,705	14,462,248	20,771,953
DEFERRED OUTFLOWS OF RESOURCES			
Pension	1,177,577	43,675	1,221,252
OPEB	22,047	2,476	24,523
Total deferred outflows of resources	1,199,624	46,151	1,245,775
LIABILITIES			
Accounts payable	268,100	38,109	306,209
Accrued liabilities	75,874	-	75,874
Accrued interest payable	-	22,058	22,058
Customer deposits	8,125	-	8,125
Noncurrent liabilities:			
Due in less than one year:			
Note payable	-	575,180	575,180
Compensated absences	23,176	9,634	32,810
Due in more than one year:			
Note payable	-	7,818,907	7,818,907
Compensated absences	387,311	93,335	480,646
Total Other Post Employment Benefit (OPEB) liability	180,778	5,928	186,706
Net pension liability	4,260,169	294,906	4,555,075
Total liabilities	5,203,533	8,858,057	14,061,590
DEFERRED INFLOWS OF RESOURCES			
Pension	432,758	(8,909)	423,849
OPEB	147,060	16,380	163,440
Leases	-	222,164	222,164
Total deferred inflows of resources	579,818	229,635	809,453
NET POSITION			
Net investment in capital assets	1,539,297	1,990,611	3,529,908
Restricted for debt service	-	795,192	795,192
Restricted for building services	163,133	-	163,133
Restricted for forfeitures and seizures	516,081	-	516,081
Unrestricted	(492,533)	2,634,904	2,142,371
Total net position	\$ 1,725,978	\$ 5,420,707	\$ 7,146,685

See notes to the financial statements

**TOWN OF HILLSBORO BEACH, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position		Total
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	
Primary government:							
Governmental activities:							
General government	\$ 916,793	\$ 993,939	\$ -	\$ -	\$ 77,146	\$ -	\$ 77,146
Public safety	4,366,725	-	-	521,550	(3,845,175)	-	(3,845,175)
Physical environment	521,959	49,739	399,934	-	(72,286)	-	(72,286)
Transportation	82,319	-	-	-	(82,319)	-	(82,319)
Building and engineering	958,192	-	-	-	(958,192)	-	(958,192)
Total governmental activities	6,845,988	1,043,678	399,934	521,550	(4,880,826)	-	(4,880,826)
Business-type activities:							
Water utilities	1,535,871	1,690,065	1,007,718	-	-	1,161,912	1,161,912
Total business-type activities	1,535,871	1,690,065	1,007,718	-	-	1,161,912	1,161,912
Total	8,381,859	2,733,743	1,407,652	521,550	(4,880,826)	1,161,912	(3,718,914)
General revenues:							
Property taxes					5,125,075	-	5,125,075
Utility and franchise fees					271,235	-	271,235
Intergovernmental revenue					285,467	-	285,467
Unrestricted investment earnings					(106,753)	(72,928)	(179,681)
Miscellaneous					-	92,550	92,550
Gain (loss) on the disposition of fixed assets					1,915	(4,125)	(2,210)
Transfers in (out)					50,000	(50,000)	-
Total general revenues and transfers					5,626,939	(34,503)	5,592,436
Change in net position					746,113	1,127,409	1,873,522
Net position - beginning					979,865	4,293,298	5,273,163
Net position - ending					\$ 1,725,978	\$ 5,420,707	\$ 7,146,685

See notes to the financial statements

**TOWN OF HILLSBORO BEACH, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUND
SEPTEMBER 30, 2022**

	Major Funds		Non-major	Total
	General	Building Fund	Special Revenue Fund	Governmental Funds
ASSETS				
Cash	\$ 1,826,171	\$ 93,610	\$ -	\$ 1,919,781
Investments	1,657,886	85,107	-	1,742,993
Accounts receivables, net	55,015	112,695	-	167,710
Due from other governments	263,515	-	-	263,515
Inventory	11,626	-	-	11,626
Prepays	67,151	-	81,551	148,702
Restricted cash	-	-	516,081	516,081
Total assets	<u>\$ 3,881,364</u>	<u>\$ 291,412</u>	<u>\$ 597,632</u>	<u>\$ 4,770,408</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE				
Liabilities:				
Accounts payable	\$ 140,471	\$ 127,629	\$ -	\$ 268,100
Accrued liabilities	98,400	650	-	99,050
Customer deposits	8,125	-	-	8,125
Total liabilities	<u>246,996</u>	<u>128,279</u>	<u>-</u>	<u>375,275</u>
Deferred inflows of resources:				
Unavailable revenue - grants	227,517	-	-	227,517
Total deferred inflows of resources	<u>227,517</u>	<u>-</u>	<u>-</u>	<u>227,517</u>
Fund balance:				
Nonspendable:				
Prepaid items and inventories	78,777	-	81,551	160,328
Restricted:				
Forfeitures and seizures	-	-	516,081	516,081
Building services	-	163,133	-	163,133
Assigned:				
Subsequent year's expenditures	110,750	-	-	110,750
Unassigned	3,217,324	-	-	3,217,324
Total fund balance	<u>3,406,851</u>	<u>163,133</u>	<u>597,632</u>	<u>4,167,616</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 3,881,364</u>	<u>\$ 291,412</u>	<u>\$ 597,632</u>	<u>\$ 4,770,408</u>

See notes to the financial statements

**TOWN OF HILLSBORO BEACH, FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2022**

Fund balance - governmental funds	\$ 4,167,616
-----------------------------------	--------------

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	3,552,273	
Accumulated depreciation	<u>(2,012,976)</u>	1,539,297

Assets recorded in the governmental fund financial statements that are not available to pay for current-period expenditures are unavailable revenue in the governmental funds.	227,517
--	---------

Deferred outflows of resources related to pensions and OPEB are recorded in the statement of net position.	1,199,624
--	-----------

Deferred inflows of resources related to pensions and OPEB are recorded in the statement of net position.	(579,818)
---	-----------

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund financial statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Total Other Post Employment Benefit obligation	(180,778)	
Net pension liability	(4,260,169)	
Compensated absences due in more than one year	<u>(387,311)</u>	

Net position of governmental activities	<u><u>\$ 1,725,978</u></u>
---	----------------------------

See notes to the financial statements

TOWN OF HILLSBORO BEACH, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022

	Major Funds		Non-major	Total
	General	Building Fund	Special Revenue Fund	Governmental Funds
REVENUES				
Property taxes	\$ 5,125,075	\$ -	\$ -	\$ 5,125,075
Licenses and permits	1,237	992,702	-	993,939
Utility and franchise fees	271,235	-	-	271,235
Intergovernmental	285,467	-	-	285,467
Grant revenue	172,417	-	-	172,417
Fines and forfeitures	-	-	521,550	521,550
Net investment earnings	(107,402)	-	649	(106,753)
Miscellaneous	51,654	-	-	51,654
Total revenues	5,799,683	992,702	522,199	7,314,584
EXPENDITURES				
Current:				
General government	896,291	-	-	896,291
Public safety	3,987,928	-	33,788	4,021,716
Physical environment	562,686	-	-	562,686
Transportation	82,319	-	-	82,319
Building and engineering	-	958,192	-	958,192
Capital outlay	267,005	-	97,108	364,113
Total expenditures	5,796,229	958,192	130,896	6,885,317
Excess (deficiency) of revenues over (under) expenditures	3,454	34,510	391,303	429,267
OTHER FINANCING SOURCES (USES)				
Transfer in/(out)	(26,696)	76,696	-	50,000
Total other financing sources (uses)	(26,696)	76,696	-	50,000
Net change in fund balances	(23,242)	111,206	391,303	479,267
Fund balance - beginning	3,430,093	51,927	206,329	3,688,349
Fund balance - ending	\$ 3,406,851	\$ 163,133	\$ 597,632	\$ 4,167,616

See notes to the financial statements

**TOWN OF HILLSBORO BEACH, FLORIDA
RECONCILIATION OF THE STATEMENTS OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES OF GOVERNMENT FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2022**

Net change in fund balance - total governmental funds	\$ 479,267
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is eliminated and are capitalized and reported as capital assets in the statement of net position.	308,291
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the governmental fund financial statements.	227,517
Depreciation on capital assets is not recognized in the governmental fund statements but is reported as an expense in the statement of activities.	(206,547)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. The details of the differences are as follows:	
Pension expense	(47,137)
Change in compensated absence	(22,788)
Other Post Employment Benefit expense	7,510
Change in net position of governmental activities	<u>\$ 746,113</u>

See notes to the financial statements

TOWN OF HILLSBORO BEACH, FLORIDA
STATEMENT OF NET POSITION - PROPRIETARY FUND
SEPTEMBER 30, 2022

	Enterprise Fund <u>Water Utility</u>
ASSETS	
Current assets:	
Cash	\$ 1,001,518
Investments	1,661,291
Accounts receivable, net	190,632
Lease receivable-current portion	27,634
Prepaid expenses	1,893
Deposits	174,238
Restricted cash	817,250
Total current assets	<u>3,874,456</u>
Noncurrent assets:	
Lease receivable	203,094
Capital assets:	
Buildings	2,038,779
Distribution system	11,740,489
Plant improvements	608,583
Infrastructure	102,068
Meters	410,776
Vehicles	104,552
Machinery and equipment	144,706
Less accumulated depreciation	<u>(4,765,255)</u>
Total capital assets, net	<u>10,384,698</u>
Total noncurrent assets	<u>10,587,792</u>
Total assets	<u>14,462,248</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension	43,675
OPEB	2,476
Total deferred outflows of resources	<u>46,151</u>
LIABILITIES	
Current liabilities:	
Accounts payable and accrued liabilities	38,109
Accrued interest payable	22,058
Compensated absences	9,634
Current portion of loan payable	575,180
Total current liabilities	<u>644,981</u>
Noncurrent liabilities:	
Loan payable	7,818,907
Compensated absences	93,335
Net pension liability	294,906
Total Other Post Employment Benefit liability	5,928
Total noncurrent liabilities	<u>8,213,076</u>
Total liabilities	<u>8,858,057</u>
DEFERRED INFLOWS OF RESOURCES	
Pension	(8,909)
OPEB	16,380
Leases	222,164
Total deferred inflows of resources	<u>229,635</u>
NET POSITION	
Net investment in capital assets	1,990,611
Restricted for debt service	795,192
Unrestricted	2,634,904
Total net position	<u>\$ 5,420,707</u>

See notes to the financial statements

TOWN OF HILLSBORO BEACH, FLORIDA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
NET POSITION - PROPRIETARY FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022

	Enterprise Fund <u>Water Utility</u>
OPERATING REVENUES	
Charges for services	\$ 1,690,065
Total operating revenues	<u>1,690,065</u>
OPERATING EXPENSES	
Salaries and benefits	551,821
Operating	285,282
Repairs and maintenance	108,235
Depreciation and amortization	460,521
Total operating expense	<u>1,405,859</u>
Operating income	<u>284,206</u>
NON OPERATING REVENUES (EXPENSES)	
Grant revenue	1,007,718
Interest and net investment earnings	(72,928)
Interest expense	(130,012)
Miscellaneous revenue	92,550
Loss on disposal of capital assets	(4,125)
Total non operating revenue (expenses)	<u>893,203</u>
Income before transfers	1,177,409
Transfers out	<u>(50,000)</u>
Change in net position	1,127,409
Net position - beginning	<u>4,293,298</u>
Net position - ending	<u><u>\$ 5,420,707</u></u>

See notes to the financial statements

TOWN OF HILLSBORO BEACH, FLORIDA
STATEMENT OF CASH FLOWS - PROPRIETARY FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022

	Enterprise Fund <u>Water Utility</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers and users	\$ 1,640,188
Payments to employees	(537,858)
Payments to suppliers of goods and services	(554,320)
Net cash provided (used) by operating activities	<u>548,010</u>
CASH FLOWS FROM NONCAPITAL FINANCING	
ACTIVITIES:	
Miscellaneous revenue	83,986
Grants	1,007,718
Transfer out	(50,000)
Net cash provided (used) by noncapital financing activities	<u>1,041,704</u>
CASH FLOWS FROM CAPITAL AND RELATED	
FINANCING ACTIVITIES:	
Purchases of capital assets	(8,919)
Principal paid	(618,978)
Interest paid	(135,555)
Net cash provided (used) by capital and related financing activities	<u>(763,452)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest earnings	(72,928)
Purchase of investments	700,971
Net cash provided (used) by investing activities	<u>628,043</u>
Net increase (decrease) in cash and cash equivalents	1,454,305
Cash and cash equivalents - October 1	<u>364,463</u>
Cash and cash equivalents - September 30	<u><u>\$ 1,818,768</u></u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities	
Operating income (loss)	\$ 284,206
Adjustments to reconcile operating income (loss) to net cash provided (used) by Operating Activities:	
Depreciation and amortization	460,521
FRS/HIS pension expense	4,067
OPEB expense	(869)
(Increase) decrease in accounts receivable	(49,877)
(Increase) decrease in prepaids	(919)
(Increase) decrease in deposits	(174,238)
Increase (decrease) in accounts payable	14,354
Increase (decrease) in compensated absences	10,765
Total adjustments	<u>263,804</u>
Net cash provided (used) by operating activities	<u><u>\$ 548,010</u></u>
NONCASH INVESTING, CAPITAL OR FINANCING ITEM:	
Loss on disposal of equipment	\$ 4,125
	<u><u>\$ 4,125</u></u>

See notes to the financial statements

TOWN OF HILLSBORO BEACH, FLORIDA
NOTES TO FINANCIAL STATEMENTS

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

The Town of Hillsboro Beach, Florida (the “Town”) was incorporated in 1939, under the provisions of the State of Florida. The Town is governed by a Mayor, Vice Mayor, and Town Commission which appoints a Town Manager. The Town provides the following services to its residents: public safety, sanitation, road and street facilities, parks, planning and zoning, general administrative services, and water utility. The Town Commission, (Commission) is responsible for legislative and fiscal control of the Town.

The financial statements were prepared in accordance with Governmental Accounting Standards Board (“GASB”) Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the Town is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the Town are such that, if excluded, the financial statements of the Town would be considered incomplete or misleading. There are no entities considered to be component units of the Town; therefore, the financial statements include only the operations of the Town.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the Town. For the most part, the effect of inter-fund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures as well as expenditures related to compensated absences and claims and judgments are recorded only when payment is due.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

Property Taxes

Property taxes are ad valorem and levied each November 1 on property as of the previous January 1. The Broward County, Florida Tax Collector's Office bills and collects ad valorem taxes on behalf of the Town. The ad valorem tax rate for fiscal year ended September 30, 2022 was \$3.50 per \$1,000 of assessed taxable property value. Ad valorem taxes are due for payment on March 31 and become delinquent April 1. Tax certificates are sold to satisfy liens on delinquent assessments in July. Property taxes relating to the current budget and collected within 60 days after the year end of the budget period are recognized as revenue.

In the governmental fund, property taxes, assessments franchise fees, licenses and permits, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of receivables due within the current fiscal period is considered to be susceptible to accrual as revenue for the current period. All other revenue items are considered to be measurable and available only when cash is received by the Town. In the government-wide financial statements property taxes are recorded when assessed and levied.

The Town reports the following major governmental funds:

General Fund

The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

Building Fund

This special revenue fund accounts for revenue and expenditures applicable to the building function. The revenues received are from the issuance of licenses and permits.

The Town also reports the following non-major governmental funds:

Law Enforcement Trust Fund

This special revenue fund accounts for revenue and expenditures related to federal forfeiture funds.

The Town reports the following major proprietary fund:

Water Fund

This enterprise fund is used to account for the operations of the water utility services within the Town. The costs of providing services to the residents are recovered primarily through user charges.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Town's enterprise fund are charges to customers for sales and services. Operating expenses of the enterprise fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses. As a general rule, the effect of inter-fund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the Town's various utility functions and various other functions of the Town. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to debt covenants or other contractual restrictions.

Deposits and Investments

The Town considers cash on hand, demand deposits, and all other short-term investments that are highly liquid as cash equivalents. Highly liquid short-term investments are those readily convertible to a known amount of cash, and at the day of purchase, have a maturity date no longer than three months.

The Town has adopted a written investment policy, which complies with the requirements of Section 218.415 Florida Statutes. All investments comply with the requirements of the written investment policy. The Town may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Inter-local Cooperation Act;
- b) U.S. Government Securities;
- c) Bonds, debentures, notes or callable issued or guaranteed by U.S. Government Agencies provided they are backed by the full faith and credit of the United States;
- d) Bonds, debentures, notes or callable issued or guaranteed by U.S. Government sponsored agencies;
- e) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- f) Interest bearing time deposits or savings accounts in qualified public depositories;
- g) Repurchase agreement;
- h) Commercial paper of any U.S. company that is rated, at the time of purchase, Prime-1 by Moody's and A-1 by Standard & Poor's. If commercial paper is backed by a letter of credit (LOC), the LOC must be rated A or better by at least two national rating agencies;
- i) Corporate notes that have a minimum rating, at the time of purchase, of Aa by Moody's and AA by Standard & Poor's;
- j) State or local government taxable or tax-exempt debt rated at least Aa by Moody's and AA by Standard & Poor's;
- k) Banker's acceptances issued by a domestic bank or a federally chartered domestic office of a foreign banks office of a foreign bank, which are eligible for purchase by the Federal Reserve System, at the time of purchase, the short-term paper is rated, at a minimum, "P- 1" by Moody's Investors Services and "A-1" Standard & Poor's.

In addition, surplus funds may be deposited into certificates of deposit which are insured.

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a "2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The Town has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

The Town records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Inventories and Prepaid Items

Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Receivables and Payables

During the course of operations, transactions occur between individual funds. Any residual balances outstanding between governmental activities and business-type activities for internal borrowing are reported in the government-wide financial statements as “internal balances”.

Accounts and property tax receivables are shown net of an allowance for uncollectible balances. These receivables will be recognized as revenue if they are collected within 60 days of the year end, otherwise they will be deferred at the fund level.

Capital Assets

Capital assets, which include property, plant and equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an estimated useful life in excess of one year and a cost greater than \$1,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value.

Interest incurred during the construction phase of capital assets is included as part of the capitalized value of the assets constructed.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the Town are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	10-50
Distribution system, plant improvements, and infrastructure	3-30
Meters, Vehicles, Machinery and equipment	3-10
Improvements other than buildings	5-10

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Leases

The Town is a lessor for a noncancellable lease of land. The Town recognizes a lease receivable and deferred inflow of resources in the government-wide business-type activities and proprietary fund financial statements.

At the commencement of a lease, the Town initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured at the initial amount of the lease receivable, adjusted for lease payments at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimated and judgments include how the Town determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

- The Town uses its estimated incremental borrowing rate as the discount rate for leases. The rate used in the current fiscal year was 4%.
- The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The Town monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

As a result of the adoption of GASB 87 – Leases in the current fiscal year, beginning assets and deferred inflow of resources were restated in the Statement of Net Position as follows:

	<u>Business-type Activities</u>		<u>Proprietary Fund</u>	
Lease receivable	\$	255,911	\$	255,911
Deferred inflow of resources-leases	\$	255,911	\$	255,911

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

Compensated Absences

Sick and vacation time is granted to employees of the Town for use of vacation, illness or other personal business. Accumulated unpaid personal time off is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for those amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. A liability for accrued compensated absences of the governmental activities that have not matured is not reported in the balance sheet of the governmental funds and, accordingly, represents a reconciling item between the fund and government-wide presentations. Payments are generally paid out of the general fund.

Long-Term Obligations

In the government-wide financial statements and the proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net position. Premiums and discounts are deferred and amortized ratably over the life of the loan. Long-term obligations are reported net of applicable premiums or discounts. Issuance costs are expensed when incurred.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Long-Term Obligations (Continued)

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The Town can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Town Commission. Commitments may be changed or lifted only by the Town Commission taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted nor committed. The Town Commission may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The Town first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the Town's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

Other Disclosures

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The Town is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The Town follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the Town Manager submits to the Town Commission a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain comments.
- c) Prior to October 1, the budget is legally adopted by the Town Commission.
- d) All budget changes must be approved by the Town Commission.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS AND INVESTMENTS

Deposits

The Town's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

Investments

The Town's investments were held as follows at September 30, 2022:

Investment	Amortized cost	Fair Value	Level	Credit Rating	Maturities
Corporate Bonds	\$ -	\$ 80,352	2	A1- to AA2	3/3/2023 - 6/15/2025
Municipal Bonds	-	1,128,039	2	A1 to AA+	10/29/25 - 10/29/26
US Treasuries	-	488,470	2	Not rated, AAA	8/10/23-10/31/23
Federal National Mortgage Association		169,728	2	AAA	10/29/2025-10/29/2026
Federal Home Loan Mortgage Corp	-	187,890	2	AAA	5/27/2025
Federal Home Loan Bank	-	691,127	2	AAA, WR	12/9/2022 - 8/17/2026
Federal Farm Credit Bank	-	223,683	2	AAA	8/12/2025
					Weighted average
Florida Prime	434,994	-		AAAm	maturities: 49 days
Total Investments	<u>\$ 434,994</u>	<u>\$ 2,969,289</u>			

Custodial credit risk – For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. The Town has no formal policy for custodial risk.

The Town's investments are held by a third party custodian and held in the Town's name.

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk – The Town's policy limits the amount the Town may invest in any one issuer for certain investments types.

NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

Interest rate risk – The Town’s policy limits investment maturities by investment type as a means of managing exposure to fair value losses arising from increasing interest rates.

Fair Value Measurement – When applicable, the Town measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the Town has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Fixed income – Some of the underlying securities have observable level 1 quoted pricing inputs. However, while the underlying asset values may be based on quoted market prices, the net asset value of the portfolios is not publicly quoted. Additionally, some of the underlying securities employ matrix pricing. Accordingly, these investments have been reported as level 2.

For external investment pools that qualify to be measured at amortized cost, the pool’s participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes.

External Investment Pool – With regard to redemption gates, Chapter 218.409(8)(a), Florida Statutes, states that “The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the Executive Director until the Trustees are able to meet to review the necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days.” With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2022, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100% of their account value.

NOTE 5 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended September 30, 2022 were as follows:

Fund	Transfers in	Transfers out
General	\$ 50,000	\$ 76,696
Building	76,696	-
Water	-	50,000
Total	<u>\$ 126,696</u>	<u>\$ 126,696</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the Town, transfers from the enterprise fund to the general fund were in accordance with the current fiscal year budget. Transfers from the general fund to the building fund were to finance a deficit in the planning and zoning department and was budgeted.

NOTE 6 – RECEIVABLES

Receivables other than leases receivable at September 30, 2022 are as follows:

	General	Building	Water	Total
State of Florida	\$ 18,501	\$ -	\$ -	\$ 18,501
Franchise fee	53,452	-	-	53,452
Broward County	5,298	-	-	5,298
Intergovernmental	12,200	-	-	12,200
Grants	227,516			227,516
Other receivables	27,635	71,933	34,906	134,474
Customer accounts receivable	-	40,762	203,970	244,732
Gross receivables	344,602	112,695	238,876	696,173
Less: Allowance for uncollectible accounts	(26,072)	-	(48,244)	(74,316)
Receivables, net	<u>\$ 318,530</u>	<u>\$ 112,695</u>	<u>\$ 190,632</u>	<u>\$ 621,857</u>

NOTE 7 – CAPITAL ASSETS

Capital asset activity for the governmental activities for the fiscal year ended September 30, 2022 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Land	\$ 30,000	\$ -	\$ -	\$ 30,000
CIP	27,457	-	(27,457)	-
Total capital assets, not being depreciated	<u>57,457</u>	<u>-</u>	<u>(27,457)</u>	<u>30,000</u>
Capital assets, being depreciated				
Buildings	1,900,254	132,247	-	2,032,501
Machinery and equipment	1,243,704	184,826	(133,339)	1,295,191
Improvements other than buildings	178,246	18,675	(2,340)	194,581
Total capital assets, being depreciated	<u>3,322,204</u>	<u>335,748</u>	<u>(135,679)</u>	<u>3,522,273</u>
Less accumulated depreciation for:				
Buildings	800,053	38,394	-	838,447
Machinery and equipment	978,439	164,430	(133,339)	1,009,530
Improvements other than buildings	163,616	3,723	(2,340)	164,999
Total accumulated depreciation	<u>1,942,108</u>	<u>206,547</u>	<u>(135,679)</u>	<u>2,012,976</u>
Total capital assets, being depreciated, net	<u>1,380,096</u>	<u>129,201</u>	<u>-</u>	<u>1,509,297</u>
Governmental activities capital assets, net	<u>\$ 1,437,553</u>	<u>\$ 129,201</u>	<u>\$ (27,457)</u>	<u>\$ 1,539,297</u>

NOTE 7 – CAPITAL ASSETS (Continued)

Depreciation expense was charged to the following function/programs as follows:

General government	\$ 16,092
Public safety	190,455
	<u>\$ 206,547</u>

Capital asset activity for the business-type activities for the fiscal year ended September 30, 2022 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Business-type Activities</u>				
Capital assets, being depreciated				
Buildings	\$ 2,037,360	\$ 8,919	\$ (7,500)	\$ 2,038,779
Distribution system	11,740,489	-	-	11,740,489
Plant improvements	608,583	-	-	608,583
Infrastructure	102,068	-	-	102,068
Meters	410,776	-	-	410,776
Vehicles	104,552	-	-	104,552
Machinery and equipment	144,706	-	-	144,706
Total capital assets, being depreciated	15,148,534	8,919	(7,500)	15,149,953
Less accumulated depreciation for:				
Buildings	915,121	94,343	(3,375)	1,006,089
Distribution system, plant improvements, and infrastructure	2,657,707	338,049	-	2,995,756
Meters, Vehicles, Machinery & Equipment	735,281	28,129	-	763,410
Total accumulated depreciation	4,308,109	460,521	(3,375)	4,765,255
Total capital assets, being depreciated, net	10,840,425	(451,602)	(4,125)	10,384,698
Business-type activities capital assets, net	\$ 10,840,425	\$ (451,602)	\$ (4,125)	\$ 10,384,698

NOTE 8 – LONG-TERM LIABILITIES

Changes in long-term liability activity for the fiscal year ended September 30, 2022 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due in less than one year
<u>Governmental activities</u>					
Compensated absences	\$ 399,852	\$ 218,989	\$ (208,354)	\$ 410,487	\$ 23,176
	<u>\$ 399,852</u>	<u>\$ 218,989</u>	<u>\$ (208,354)</u>	<u>\$ 410,487</u>	<u>\$ 23,176</u>
	Beginning Balance	Additions	Reductions	Ending Balance	Due in less than one year
<u>Business-type activities</u>					
Direct borrow ing;					
Water plant loan ("SRF") - DW062600	\$ 3,062,605	\$ -	\$ (274,963)	\$ 2,787,642	\$ 224,154
Water plant loan ("SRF") - DW062610	5,950,460	-	(344,015)	5,606,445	351,026
Compensated absences	92,204	40,176	(29,411)	102,969	9,634
	<u>\$ 9,105,269</u>	<u>\$ 40,176</u>	<u>\$ (648,389)</u>	<u>\$ 8,497,056</u>	<u>\$ 584,814</u>

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Water Plant Loan Agreement “SRF” – DW062600

In fiscal year 2012, the Town entered into a state revolving funds loan with the Florida Department of Environmental Protection to provide financing for the water plant construction. The loan is a pass through federal grant from the Environmental Protection Agency. The disbursable funds under the loan were originally \$5,532,317. Interest payable on the original funding amount is 2.42% per annum. The amount of disbursable funds was increased in fiscal year 2013 by \$638,099. During the year fiscal year ended September 30, 2014, the Town received an additional loan disbursement in the amount of \$2,233,322. During the year fiscal year ended September 30, 2016, the Town received an additional disbursement of \$21,800. Interest payable on the additional funding amount is 2% per annum. Loan payments are due beginning on March 15, 2014 and semiannually thereafter on September 15 and March 15 of each year until all amounts due have been fully paid. Each semiannual loan payment shall be in the amount of \$201,998 until the agreement is amended for the final loan amount. In the 2022 fiscal year, the loan agreement was amended to reduce the total loan award to \$5,285,348 plus capitalized interest 66,957 and service fees of \$127,538. Each semiannual loan payment was reduced to \$145,084 from September 15, 2022 until the loan is fully paid. The loan is secured by the pledged revenues of the water fund which are defined as the gross revenues minus the operating expenses and the satisfaction of all yearly payment obligations on account of any senior obligations. The Town is also subject to certain covenants and is mandated to establish water rates going forward so that each fiscal year they will provide pledged revenues which are at least 115% of the principal and interest coming due on the note in such fiscal year. As of September 30, 2022, the Town owes \$2,787,642 on this loan.

At September 30, 2022, the scheduled debt service requirements on water plant loan “SRF” – DW062600 were as follows:

	Principal	Interest	Total
2023	\$ 224,154	\$ 66,015	\$ 290,169
2024	229,611	60,557	290,168
2025	235,201	54,967	290,168
2026	240,928	49,241	290,169
2027	246,793	43,375	290,168
2028-2032	1,327,075	123,766	1,450,841
2033	283,880	5,057	288,937
Total	\$ 2,787,642	\$ 402,978	\$ 3,190,620

Water Main Project Loan Agreement “SRF” – DW062610

In March 2017, the Town entered into a state revolving funds loan with the Florida Department of Environmental Protection to provide financing for the water transmission and distribution construction. The loan is a pass through federal grant from the Environmental Protection Agency. The estimated principal available under the loan is \$6,672,209, which consists of \$6,649,709 to be disbursed and \$22,500 of capitalized interest. Interest payable on the original funding amount is 1.08% per annum. The loan is payable in 40 semiannual payments that was scheduled to begin on May 15, 2018, and semiannually thereafter on November 15 and May 15 of each year until all amounts due have been fully paid. The loan was amended in February 2018 to extend the due date to the first semiannual payment to May 15, 2019. Each semiannual loan payment was in the amount of \$189,665 until the payment amount is adjusted by amendment. In May 2020, the State approved a second amendment to the loan providing for additional financing of \$456,299, excluding capitalized interest. An interest rate of 1.18% is established for the additional financing amount awarded in amendment. Under the amendment, the estimated principal amount of the loan was revised to \$7,164,608, inclusive of \$58,600 in capitalized interest.

The semi-annual loan payments was revised to \$203,725 commencing on November 15, 2019. Through the 2021 year fiscal, the Town received total loan disbursements in the amount of \$6,753,601. The loan is secured by the pledged revenues of the water fund which are defined as the gross revenues minus the operating expenses and the satisfaction of all yearly payment obligations on account of any senior obligations. The Town is also subjected to certain covenants and is mandated to establish water rates going forward so that each fiscal year they will provide pledged revenues which are at least 115% of the principal and interest coming due on the note in such fiscal year. As of September 30, 2022, the Town owes \$5,606,445, including capitalized interest.

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Water Main Project Loan Agreement “SRF” – DW062610 (Continued)

At September 30, 2022, the scheduled debt service requirements on water plant loan “SRF” – DW062610 were as follows:

	Principal	Interest	Total
2023	\$ 351,026	\$ 59,871	\$ 410,897
2024	354,715	56,182	410,897
2025	358,519	52,378	410,897
2026	362,364	48,533	410,897
2027	366,251	44,646	410,897
2028-2032	1,891,044	163,441	2,054,485
2033-2037	1,922,526	59,735	1,982,261
	<u>\$ 5,606,445</u>	<u>\$ 484,786</u>	<u>\$ 6,091,231</u>

NOTE 9 – FLORIDA RETIREMENT SYSTEM (FRS)

General Information about the FRS

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree

Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any state-administered retirement system in paying the costs of health insurance.

All regular employees of the Town are eligible to enroll as members of the FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two cost-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services' website (www.dms.myflorida.com).

The Town's pension expense totaled \$537,858 for the fiscal year ended September 30, 2022.

FRS Pension Plan

Plan Description – The FRS Pension Plan (Plan) is a cost-sharing, multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The classes of membership within the Town are as follows:

- Regular Class – Member of the FRS who do not qualify for membership in another class.
- Senior Management Service Class – Members in senior management level positions.
- Special Risk – Members of the FRS who are police officers.

Employees enrolled in the Plan prior to July 1, 2011, vest at six years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of service. Members of the Plan may include up to four years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

NOTE 9 – FLORIDA RETIREMENT SYSTEM (FRS) (Continued)

FRS Pension Plan (Continued)

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided – Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation (AFC). For members initially enrolled before July 1, 2011, the AFC is the average of the five highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the AFC is the average of the eight highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following chart shows the percentage value for each year of service credit earned:

Class, Initial Enrollment, and Retirement Age/Years of Service	% Value
Regular Class members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 years of service	1.68
Regular Class members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 years of service	1.68
Special Risk Class	
Service from December 1, 1970 through September 30, 1974	2.00
Service on and after October 1, 1974	3.00
Senior Management Service Class	2.00

Per Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3% per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3% determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3%. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

NOTE 9 – FLORIDA RETIREMENT SYSTEM (FRS) (Continued)**FRS Pension Plan (Continued)**

Contributions – The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2022 fiscal year were as follows:

Class	Percent of Gross Salary		Percent of Gross Salary	
	October 1, 2021 to June 30, 2022		July 1, 2022 to September 30, 2022	
	Employee	Employer (1)	Employee	Employer (1)
FRS, Regular	3.00	10.82	3.00	11.91
FRS, Special Risk	3.00	25.89	3.00	27.83
FRS, Senior Management	3.00	29.01	3.00	31.57

(1) Employer rates include a postemployment HIS contribution rate of 1.66%. Also, employer rates include .06% for administrative costs of the Investment plan.

The Town's contributions to the Plan totaled \$414,621 for the fiscal year ended September 30, 2022. This excludes the HIS defined benefit pension plan contributions.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2022, the Town reported a liability of \$3,842,979 for its proportionate share of the Plan's net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2022. The Town's proportionate share of the net pension liability was based on the Town's contributions for the year ended June 30, 2022 relative to the contributions made during the year ended June 30, 2021 of all participating members. At June 30, 2022, the Town's proportionate share was .0103%, a decrease of .0001% from its proportionate share measured as of June 30, 2021. For the fiscal year ended September 30, 2022, the Town recognized pension expense of \$491,365 related to the FRS Pension Plan. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 182,519	\$ -
Change of assumptions	473,279	-
Net difference between projected and actual earnings on FRS pension plan investments	253,751	-
Changes in proportion and differences between Town FRS contributions and proportionate share of FRS contributions	52,070	(280,516)
Town FRS contributions subsequent to the measurement date	120,724	-
Total	\$ 1,082,343	\$ (280,516)

The deferred outflows of resources related to pensions, totaling \$120,724, resulting from Town contributions to the Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ending September 30, 2023.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending September 30:	Amount
2023	\$ 162,109
2024	12,899
2025	(152,055)
2026	626,378
2027	31,772
Total	\$ 681,103

NOTE 9 – FLORIDA RETIREMENT SYSTEM (FRS) (Continued)

FRS Pension Plan (Continued)

Actuarial Assumptions – The total pension liability in the July 1, 2022, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40%
Salary increases	3.25%, average, including inflation
Discount rate	6.7%

Mortality rates were based on the PUB-2010 base table varied by member category and sex, projected generationally with Scale MP-2018.

The actuarial assumptions used in the July 1, 2021, valuation were based on the results of an actuarial experience study for the period July 1, 2013, through June 30, 2018.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target			
	Allocation (1)	Arithmetic Return	(Geometric) Return	Standard Deviation
Cash	1.0%	2.6%	2.6%	1.1%
Fixed income	19.8%	4.4%	4.4%	3.2%
Global equity	54.0%	8.8%	7.3%	17.8%
Real estate (property)	10.3%	7.4%	6.3%	15.7%
Private equity	11.1%	12.0%	8.9%	26.3%
Strategic investments	3.8%	6.2%	5.9%	7.8%
Total	100.0%			
Assumed inflation - mean			2.4%	1.3%

(1) As outlined in the Plan's investment policy

Discount Rate – The discount rate used to measure the total pension liability was 6.7 percent. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Sensitivity of the Town's Proportionate Share of the Net Position Liability to Changes in the Discount Rate – The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 6.7%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.7%) or 1-percentage-point higher (7.7%) than the current rate:

	1% Decrease (5.7%)	Current Discount Rate (6.7%)	1% Increase (7.7%)
Town's proportionate share of net pension liability	\$ 6,646,168	\$ 3,842,979	\$ 1,499,180

Pension Plan Fiduciary Net Position – Detailed information about the Plan's fiduciary net position is available in the FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

Payables to the Plan – At September 30, 2022, the Town reported a payable of \$57,407 to the plan.

NOTE 9 – FLORIDA RETIREMENT SYSTEM (FRS) (Continued)

HIS Pension Plan

Plan Description – The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Division of Retirement within the Florida Department of Management Services.

Benefits Provided – For the fiscal year ended September 30, 2022, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions – The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2022, the contribution rate was 1.66% of payroll from October 1, 2021 through September 30, 2022 pursuant to section 112.363, Florida Statutes. The Town contributed 100 percent of its statutorily required contributions for the current and preceding three years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The Town's contributions to the HIS Plan totaled \$34,249, not including the investment plan, for the fiscal year ended September 30, 2022.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2022, the Town reported a net pension liability of \$712,096 for its proportionate share of the HIS Plan's net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2021. The Town's proportionate share of the net pension liability was based on the year ended June 30, 2022 contributions relative to the year ended June 30, 2021 contributions of all participating members. At June 30, 2022, the Town's proportionate share was .0067%, a decrease of .0001% compared to its proportionate share measured as of June 30, 2021.

For the fiscal year ended September 30, 2022, the Town recognized pension expense of \$46,493 related to the HIS Plan. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 21,614	\$ (3,133)
Change of assumptions	40,818	(110,161)
Net difference between projected and actual earnings on HIS plan investments	1,031	-
Changes in proportion and differences between Town HIS contributions and proportionate share of HIS contributions	64,759	(30,039)
Town HIS contributions subsequent to the measurement date	10,687	-
Total	<u>\$ 138,909</u>	<u>\$ (143,333)</u>

NOTE 9 – FLORIDA RETIREMENT SYSTEM (FRS) (Continued)

HIS Pension Plan (Continued)

The deferred outflows of resources related to pensions, totaling \$10,687, resulting from Town contributions to the HIS Plan subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ending September 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending September 30:	Amount
2023	(543)
2024	5,686
2025	3,593
2026	(5,188)
2027	(12,493)
Thereafter	(6,166)
Total	\$ (15,111)

Actuarial Assumptions – The total pension liability in the July 1, 2021, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40%
Salary increases	3.25%, average, including inflation
Discount rate	3.54%

Mortality rates were based on the on the PUB-2010 base table which varies by member category and sex, projected generationally with Scale MP-2018. The July 1, 2021, HIS valuation is the most recent actuarial valuation and was used to develop the liabilities for the June 30, 2021, financial reporting exhibits. The actuarial assumptions used in the July 1, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2013 through June 30, 2018.

Discount Rate – The discount rate used to measure the total pension liability was 3.54%. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

Sensitivity of the Town's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 3.54%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.54%) or 1-percentage-point higher (4.54%) than the current rate:

	1% Decrease (2.54%)	Current Discount Rate (3.54%)	1% Increase (4.54%)
Town's proportionate share of net pension liability	\$ 814,696	\$ 712,096	\$ 627,196

Pension Plan Fiduciary Net Position – Detailed information about the HIS Plan's fiduciary net position is available in the FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

Payables to the Plan – At September 30, 2022, the Town reported payables to the plan of 3,992.

NOTE 9 – FLORIDA RETIREMENT SYSTEM (FRS) (Continued)

FRS – Defined Contribution Pension Plan

The Town contributes to the FRS Investment Plan (Investment Plan), a defined contribution pension plan, for its eligible employees electing to participate in the Investment Plan. The Investment Plan is administered by the SBA, and is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report. Service retirement benefits are based upon the value of the member's account upon retirement.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined-benefit plan. Town employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected Local Officers, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices.

Allocations to the investment member's accounts during the 2022 fiscal year were as follows:

Class	Percent of Gross Compensation
FRS, Regular	6.30%
FRS, Special Risk	14.00%
FRS, Senior Management Class	7.67%

For all membership classes, employees are immediately vested in their own contributions and are vested after one year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to five years. If the employee returns to FRS covered employment within the five year period, the employee will regain control over their account. If the employee does not return within the five year period, the employee will forfeit the accumulated account balance. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06% from and by forfeited benefits of Investment Plan members.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The Town's Investment Plan pension expense totaled \$78,277 for the fiscal year ended September 30, 2022.

At September 30, 2022, the Town reported payables to the Investment Plan of \$5,120.

NOTE 10 – POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description

Pursuant to Section 112.0801, Florida Statutes, the Town is required to permit participation in the health insurance program by retirees and their eligible dependents at a cost to the retiree that is no greater than the cost at which coverage is available for active employees. A "retiree" is defined under Section 112.0801 as any officer or employee who retires under a state retirement system or a state optional annuity or retirement program or is placed on disability retirement and who begins receiving retirement benefits immediately after retirement from employment. Retirees pay 100% of the blended (active and retiree combined) equivalent premium rates. The blended rates provided an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the plan on average than those of active employees. The plan is a single employer plan. During the current fiscal year, the Town provided a stipend of \$125 to two retirees towards the costs of their healthcare. At fiscal year end, only one retiree was receiving a stipend of \$125 towards the costs of his healthcare. This stipend will cease if the former employees become re-employed again. The plan has no assets accumulated in a GASB-compliant trust.

The plan does not issue separate financial statements.

At September 30, 2022, the following employees were covered by benefit terms:

Inactive employees or beneficiaries currently receiving benefits	-
Inactive employees entitled to, but not yet receiving benefits	-
Active employees	26
	<u>26</u>

Changes in Total OPEB Liability

Sources of changes in the total OPEB liability were as follows:

	Total OPEB Liability
Beginning balance	\$ 226,281
Changes due to:	
Service cost	13,027
Expected interest growth	11,305
Demographic experience	(15,094)
Assumption changes	(44,155)
Benefit payments and refunds	(4,658)
Ending balance	<u>\$ 186,706</u>

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended September 30, 2022, the Town recognized OPEB expense of (\$8,379). In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Balance at September 30, 2021	\$ 29,067	\$ 136,788
Amortization payments	(4,544)	(32,597)
Change of assumptions	-	44,155
Demographic gain /loss	-	15,094
Balance at September 30, 2022	<u>\$ 24,523</u>	<u>\$ 163,440</u>

NOTE 10 – POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)

The amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending September 30:</u>	<u>Amount</u>
2023	\$ 28,053
2024	28,053
2025	28,053
2026	28,053
2027	12,205
Thereafter	14,500
Total	<u>\$ 138,917</u>

Actuarial Assumptions

Significant actuarial assumptions used to calculate the total OPEB liability were as follows:

Measurement date	September 30, 2022
Actuarial valuation date	October 1, 2021

Actuarial assumptions:

Investment rate of return	4.77% per year; this rate was used to discount all future benefit payments and is based on the return on the S&P Municipal Bond 20-year High Grade Index as of the measurement date.
Salary increases	3% per year
Cost-of-living increases	Retiree contributions, health insurance premiums, and the implied subsidy have been assumed to increase in accordance with the healthcare cost trend rates
Healthcare cost trend rates	Increases in healthcare costs are assumed to be 7.50% for the 2021 fiscal year graded down by 0.50% per year to 5.00% for the 2027 and later fiscal years.
Age-related morbidity	Healthcare costs are assumed to increase at the rate of 3.50% for each year of age.
Implied subsidy	Because the insurance carrier charges the same monthly rate for health insurance regardless of age, an implied monthly subsidy of \$575.00 per individual has been assumed at age 62 for the 2022 fiscal year; at other ages, the implied subsidy was developed based on the age-related morbidity assumption and, for other fiscal years, the implied subsidy was increased in accordance with the healthcare cost trend rates. The implied subsidy is assumed to disappear at age 65.
Mortality basis	Sex-distinct rates set forth in the PUB-2010 Mortality Table (without income adjustments) for general and public safety employees, with full generational improvements in mortality using Scale MP-2020.
Retirement	For general employees, retirement is assumed to occur at age 62 with six years of service or at any age with 30 years of service; for police officers, retirement is assumed to occur at age 52 with six years of service or at any age with 25 years of service.
Other decrements	Assumed employment termination is based on the Scale 155 table; assumed disability is based on the Wyatt 1985 Disability Study (Class 4 rates were used for police officers and Class 1 rates were used for general employees).
Coverage election	25% of eligible employees are assumed to elect single medical coverage upon retirement or disability.
Changes:	Since the prior measurement date, the discount rate was increased from 2.43% per annum to 4.77% per annum; the implied monthly subsidy at age 62 for fiscal year 2022 was increased from \$567 to \$575 per individual.

NOTE 10 – POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)**Sensitivity of the Total OPEB Liability to Changes in the Discount Rate**

The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.77%) or 1-percentage-point higher (5.77%) than the current discount rate:

1% Decrease (3.77%)	Current Discount Rate (4.77%)	1% Increase (5.77%)
\$ 205,479	\$ 186,706	\$ 170,221

Sensitivity of the Total OPEB Liability Using Alternative Healthcare Cost Trend Rates

The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (6.5% decreasing to 4%) or 1-percentage-point higher (8.5% decreasing to 6%) than the current healthcare cost trend rates:

1% Decrease (6.5% decreasing to 4%)	Healthcare Cost Trend Rates (7.5% Graded Down to 5%)	1% Increase 8.5% decreasing to 6%)
\$ 165,826	\$ 186,706	\$ 211,360

NOTE 11 – LEASES

The Town is a lessor for a non-cancellable lease of land. The Town recognized a lease receivable and deferred inflow of resources in the government-wide business-type activities and proprietary fund financial statements.

During the current fiscal year, the Town recognized revenues related to lease as follows:

	Fiscal Year Ending 9/30/2022
Lease Revenue	
Land	33,747
Total Lease Revenue	33,747
Interest Revenue	9,785
Total	43,532

The lease receivable will be amortized as follows:

	Principal	Interest	Total
2023	\$ 27,634	\$ 8,733	\$ 36,367
2024	30,241	7,581	37,822
2025	33,013	6,321	39,334
2026	35,960	4,947	40,907
2027	39,092	3,451	42,543
2028-2029	64,788	2,090	66,878
Total	\$ 230,728	\$ 33,123	\$ 263,851

NOTE 12 – COMMITMENTS

Interlocal Agreements

On January 10, 2012, the Town entered into an interlocal agreement with the City of Deerfield Beach, Florida to furnish emergency medical and fire protection services. The agreement had an annual base fee of \$592,540 to be adjusted annually to offset increased costs based upon further changes to the fees paid to Broward Sheriff's Office (BSO) by the City of Deerfield Beach pursuant to the BSO contract. In the current fiscal year, the fee paid to the City of Deerfield Beach under this agreement was \$851,212.

NOTE 13 – LITIGATION AND CONTINGENCIES

There are erosions problems on Town's beaches caused by groins installed by the City of Deerfield Beach, Florida ("Deerfield Beach"). Certain permits state that if the groins have an adverse impact on the Town it is Deerfield Beach's responsibility to take corrective action. After attempts to negotiate an interlocal agreement with Deerfield Beach failed, the Town took legal action under Chapter 164 of the Florida Statute against the City of Deerfield Beach, Florida to honor the permit conditions regarding the groins. In October 2020, the Town entered a settlement agreement with Deerfield Beach, whereby the parties agree to jointly manage their combined shoreline. Under the agreement, the parties agree to jointly perform and manage renourishment projects every five years during the term of the agreement, with the first project anticipated between 2021 and 2023. The parties agree to use best efforts to minimize cost by using the least expense source of beach compatible sand and maximizing third party funding. Third party funding will be applied first to soft costs then to sand costs, except as limited by FEMA projects. The parties agree to pay their own net sand costs based on the percentage of sand placed on each party's respective profile. Net soft costs will be divided evenly. If the net cost of any renourishment project after deducting third party funding exceeds \$3 million for either party as adjusted by the Construction CPI for the Southeast Florida Region, the project shall not move forward, unless the greater expenditure is agreed to by the affected party. If the parties are unable to obtain third party funding to cover at least 50% of the total cost of the renourishment project in the first two years, project will not proceed unless the parties agree in writing. If the parties are unable to obtain third party funding to cover at least 50% of the total cost of the renourishment project in year three, project will proceed subject to the monetary cap. In addition, the parties agree to jointly conduct and pay for semi-annual beach monitoring in May and November to be treated as a soft costs. Furthermore, the Town shall file a voluntary dismissal of the litigation with prejudice resolving all claims. Each party will pay their own litigation expenses. The agreement is effective for 30 years from the execution of the first renourishment project contract and may be renewed by mutual agreement for up to four additional five year periods. The financial statements have not been adjusted in relation to this matter.

During the current fiscal year, approximately \$97,000 in expenditures was incurred relating to the agreement.

Legal

The Town is involved in various claims and legal in the normal course of business for which no provision has been made in the financial statements. Although the outcome of these proceedings is not presently determinable, it is the opinion of the Town's management and attorneys that resolution of these matters will not have a material adverse effect on the financial condition of the Town.

Reedy Creek Improvement District Investment

In April 2022, the Florida Governor signed Senate Bill 4C. The bill provides for the dissolution of any independent special district established by a special act prior to the ratification of the Florida Constitution on November 5, 1968, which has not been reestablished, re-ratified, or otherwise reconstituted by special act or general law after such date. The Bill appears to affect the Reedy Creek Improvement District and would result in its dissolution effective July 1, 2022. At September 30, 2022, the Town held \$141,471 in investment in Bonds issued by the Reedy Creek Improvement District. The ultimate effects of Senate Bill 4C on the value of this investment cannot be determined. The financial statements have not been adjusted related to this matter.

NOTE 14 – RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The Town has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. Settled claims did not exceed insurance coverage during the past three years.

NOTE 15 – SUBSEQUENT EVENTS

2023 Beach Renourishment Promissory Note

On April 28, 2023, the Town entered into a promissory note agreement with a bank for a principal amount of up to \$3,975,000 with advances under the loan through May 31, 2023. The loan bears an interest rate of 4.49%. The Town shall pay the Lender the accrued interest in arrears commencing on October 1, 2023 and on each April 1 and October 1 thereafter. The Town will pay the Lender principal and interest in equal combined installments beginning on April 1, 2024, and on each April 1 and October 1 thereafter and ending on April 1, 2028 (the "Repayment Period"). Each installment shall be in an amount sufficient to fully amortize the principal balance determined as of the close of business on May 31, 2023, plus the accrued interest thereon, over the Repayment Period. On April 1, 2028, the Town shall pay the Lender the entire unpaid principal balance, together with all accrued and unpaid interest. The purpose of the debt is to provide capital expenditures related to the renourishment to the beachfront areas of the Town. The loan is secured by the pledged revenues received by the Town from the imposition and collection of the non-ad valorem special assessments. The total principal amount of \$3,975,000 have been advanced under the loan subsequent to the end of the fiscal year.

TOWN OF HILLSBORO BEACH, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022

	<u>Budgeted Amounts</u>	<u>Actual</u>	Variance with Final Budget - Positive (Negative)
	Original & Final	Amounts	
REVENUES			
Property taxes	\$ 5,186,503	\$ 5,125,075	\$ (61,428)
Licenses and permits	1,900	1,237	(663)
Utility and franchise fees	266,000	271,235	5,235
Intergovernmental	201,386	285,467	84,081
Grant revenue	4,186,025	172,417	(4,013,608)
Interest	30,100	(107,402)	(137,502)
Miscellaneous	75,550	51,654	(23,896)
Total revenues	<u>9,947,464</u>	<u>5,799,683</u>	<u>(4,147,781)</u>
EXPENDITURES			
Current:			
General government	754,849	896,291	(141,442)
Public safety	4,061,635	3,987,928	73,707
Physical environment	780,484	219,294	561,190
Transportation	112,650	82,319	30,331
Beaches	81,000	343,392	(262,392)
Capital outlay	4,752,470	267,005	4,485,465
Total expenditures	<u>10,543,088</u>	<u>5,796,229</u>	<u>4,746,859</u>
Excess (deficiency) of revenues over (under) expenditures	(595,624)	3,454	599,078
OTHER FINANCING SOURCES			
Transfers in (out)	25,000	(26,696)	(51,696)
Loan proceeds	570,624	-	(570,624)
Total other financing sources	<u>595,624</u>	<u>(26,696)</u>	<u>(622,320)</u>
Net change in fund balance	<u>\$ -</u>	<u>(23,242)</u>	<u>\$ (23,242)</u>
Fund balance - beginning		<u>3,430,093</u>	
Fund balance - ending		<u>\$ 3,406,851</u>	

See notes to required supplementary information

TOWN OF HILLSBORO BEACH, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – BUILDING FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022

	<u>Budgeted Amounts</u>	<u>Actual</u>	Variance with Final Budget - Positive (Negative)
	<u>Original & Final</u>	<u>Amounts</u>	<u></u>
REVENUES			
Licenses and permits	\$ 545,000	\$ 992,702	\$ 447,702
Total revenues	<u>545,000</u>	<u>992,702</u>	<u>447,702</u>
EXPENDITURES			
Current:			
Building and engineering	570,000	958,192	(388,192)
Total expenditures	<u>570,000</u>	<u>958,192</u>	<u>(388,192)</u>
Excess (deficiency) of revenues over (under) expenditures	(25,000)	34,510	59,510
OTHER FINANCING SOURCES			
Transfers in (out)	25,000	76,696	51,696
Total other financing sources	<u>25,000</u>	<u>76,696</u>	<u>51,696</u>
Net change in fund balance	<u>\$ -</u>	111,206	<u>\$ 111,206</u>
Fund balance - beginning		<u>51,927</u>	
Fund balance - ending		<u>\$ 163,133</u>	

See notes to required supplementary information

TOWN OF HILLSBORO BEACH, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

The Town is required to establish a budgetary system and an approved Annual Budget for the general fund. The Town's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Commission. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Town Commission. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2022. Actual building fund expenditures for the fiscal year ended September 30, 2022 exceeded appropriations by \$388,192. The over expenditures were funded by available fund balance.

**TOWN OF HILLSBORO BEACH
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN TOWN'S TOTAL OPEB LIABILITY AND RELATED RATIOS**

	2022	2021	2020	2019
Total OPEB Liability				
Beginning balance	\$ 226,281	\$ 208,305	\$ 204,056	\$ 393,873
Service cost	13,027	19,235	17,700	12,167
Expected interest growth	11,305	5,295	4,483	14,141
Demographic experience	(15,094)	(2,578)	(14,100)	(122,756)
Assumption changes	(44,155)	15,398	20,815	(71,108)
Benefit payments and refunds	(4,658)	(19,374)	(24,649)	(22,261)
Ending balance	<u>\$ 186,706</u>	<u>\$ 226,281</u>	<u>\$ 208,305</u>	<u>\$ 204,056</u>
 Covered payroll	 \$ 2,126,823	 \$ 2,168,341	 \$ 2,014,454	 \$ 1,925,230
 Total OPEB liability as a percentage of covered payroll	 8.78%	 10.44%	 10.34%	 10.60%

Note: The amortization period for demographic experience and assumption changes was 8.32 years for the 2018/19 fiscal year, 7.93 years for the 2020/21 fiscal year, and 8.22 years for the 2021/22 fiscal year.

There are no assets in a trust compliant with GASB codification P22.101 or P52.101.

**TOWN OF HILLSBORO BEACH
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF
NET PENSION LIABILITY
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

**Schedule of the Town's Proportionate Share of the Net Pension Liability -
Florida Retirement System Pension Plan
Last 10 Years (1) (2)**

	2022	2021	2020	2019	2018	2017	2016
Town's proportion of the FRS net pension liability	0.01032836%	0.01044012%	0.01081410%	0.01224790%	0.01192774%	0.01122648%	0.01117190%
Town's proportionate share of the FRS net pension liability	\$ 3,842,979	\$ 788,633	\$ 4,217,889	\$ 4,218,005	\$ 3,592,698	\$ 3,320,718	\$ 2,820,914
Town's covered payroll	\$ 2,069,783	\$ 2,029,639	\$ 1,931,731	\$ 2,064,137	\$ 2,104,345	\$ 1,909,272	\$ 1,728,913
Town's proportionate share of the FRS net pension liability as a percentage of its covered payroll	185.67%	38.86%	218.35%	204.35%	170.73%	173.93%	163.16%
FRS plan fiduciary net position as a percentage of the total pension liability	82.89%	96.40%	78.85%	82.61%	84.26%	83.89%	84.88%

**Schedule of the Town's Proportionate Share of the Net Pension Liability -
Health Insurance Subsidy Pension Plan
Last 10 Years (1) (2)**

	2022	2021	2020	2019	2018	2017	2016
Town's proportion of the HIS net pension liability	0.006723212%	0.006621551%	0.006303805%	0.006772302%	0.006442838%	0.005941005%	0.005964028%
Town's proportionate share of the HIS net pension liability	\$ 712,096	\$ 812,233	\$ 769,684	\$ 757,753	\$ 681,917	\$ 635,240	\$ 695,083
Town's covered payroll	\$ 2,069,783	\$ 2,029,639	\$ 1,931,731	\$ 2,064,137	\$ 2,104,345	\$ 1,909,272	\$ 1,728,913
Town's proportionate share of the HIS net pension liability as a percentage of its covered payroll	34.40%	40.02%	39.84%	36.71%	32.41%	33.27%	40.20%
HIS plan fiduciary net position as a percentage of the total pension liability	4.81%	3.56%	3.00%	2.63%	2.15%	1.64%	0.97%

(1) The amounts presented for each year were determined as of the measurement date, June 30.

(2) Information is only available for the years presented.

**TOWN OF HILLSBORO BEACH
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PENSION CONTRIBUTIONS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

**Schedule of the Town Contributions -
Florida Retirement System Pension Plan
Last 10 Fiscal Years (1) (2)**

	2022	2021	2020	2019	2018	2017	2016
Contractually required FRS contribution	\$ 414,621	\$ 380,866	\$ 386,616	\$ 358,900	\$ 354,171	\$ 288,224	\$ 260,082
FRS contributions in relation to the contractually required contribution	(414,621)	(380,866)	(386,616)	(358,900)	(354,171)	(288,224)	(260,082)
FRS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered payroll	\$ 2,063,165	\$ 2,032,604	\$ 2,142,438	\$ 2,005,228	\$ 2,092,174	\$ 1,906,430	\$ 1,664,196
FRS contributions as a percentage of covered payroll	20.10%	18.74%	18.05%	17.90%	16.93%	15.12%	15.63%

**Schedule of the Town Contributions -
Health Insurance Subsidy Pension Plan
Last 10 Fiscal Years (1) (2)**

	2022	2021	2020	2019	2018	2017	2016
Contractually required HIS contribution	\$ 34,249	\$ 33,741	\$ 35,564	\$ 33,287	\$ 34,730	\$ 31,647	\$ 27,626
HIS contributions in relation to the contractually required contribution	(34,249)	(33,741)	(35,564)	(33,287)	(34,730)	(31,647)	(27,626)
HIS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered payroll	\$ 2,063,165	\$ 2,032,604	\$ 2,142,438	\$ 2,005,228	\$ 2,092,174	\$ 1,906,430	\$ 1,664,196
HIS contributions as a percentage of covered payroll	1.66%	1.66%	1.66%	1.66%	1.66%	1.66%	1.66%

(1) The amounts presented for each fiscal year were determined as of September 30.

(2) Information is only available for the years presented.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Town Commission
Town of Hillsboro Beach, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, business type activities, each major fund, and the aggregate remaining fund information of the Town of Hillsboro Beach, Florida ("Town") as of and for the fiscal year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our opinion thereon dated July 7, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the Town in a separate letter dated July 7, 2023.

The District's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Town's response to the findings identified in our audit and described in the accompanying Management Letter. The Town's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

B. & Associates

July 7, 2023



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Town Commission
Town of Hillsboro Beach, Florida

We have examined the Town of Hillsboro Beach, Florida's ("Town") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2022. Management is responsible for Town's compliance with those requirements. Our responsibility is to express an opinion on Town's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Town complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the Town complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the Town's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

In our opinion, the Town complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2022.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Town Commission of the Town of Hillsboro Beach, Florida and is not intended to be and should not be used by anyone other than these specified parties.

Grau & Associates

July 7, 2023



**MANAGEMENT LETTER PURSUANT TO THE RULES OF
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Town Commission
Town of Hillsboro Beach, Florida

Report on the Financial Statements

We have audited the accompanying basic financial statements of the Town of Hillsboro Beach, Florida ("Town") as of and for the fiscal year ended September 30, 2022, and have issued our report thereon dated July 7, 2023.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an audit of the financial statements performed in accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated July 7, 2023, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the Town, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Town Commission of the Town of Hillsboro Beach, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank the Town of Hillsboro Beach, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

Grau & Associates

July 7, 2023

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

2022-01 Budget:

Observation: Actual expenditures exceeded appropriations in the building fund for the fiscal year ended September 30, 2022.

Recommendation: The Town should amend the budget during the fiscal year or within statutory guidelines to ensure that all expenditures are properly budgeted.

Management Response: The Town will ensure that all budget amendments are done in a timely manner.

II. PRIOR YEAR FINDINGS AND CURRENT YEAR STATUS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2021.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2022, except as noted above.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2022, except as noted above.

4. The name or official title and legal authority of the Town are disclosed in the notes to the financial statements.

5. The Town has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2022. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: FY2023 3rd Quarter Financial Report (June 2023)

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. TOHB Presentation Slides Jun23
 2. Town of Hillsboro Beach June 2023 Financials



TOWN OF HILLSBORO BEACH



FINANCIAL REPORT FY2023 3RD QUARTER - JUNE 2023

Meeting Date: September 12, 2023

1

GENERAL FUND

Overview

(75% Year Complete)

- ▶ Surplus of \$1.4 million through June. (Total funding over/under Expenditures)

Revenue / Other Sources

- ▶ Total Funding through June was 99.1% of the annual budget (excluding FMV adjustment on investments).
- Total Property tax collections were 97.8% of the annual budget through June.

Description	Budget	Actual	% of Budget
Property Taxes	\$ 5,638,903	\$ 5,513,811	97.8%
Other Local Taxes	275,000	265,275	96.5%
Intergovernmental Revenues	184,036	170,433	92.6%
Fines & Forfeitures	2,050	1,677	81.8%
Miscellaneous Revenues	73,000	85,405	117.0%
Interest Income	30,100	121,891	405.0%
Transfer In	50,000	37,500	75.0%
Total Funding	\$ 6,253,089	\$ 6,195,993	99.1%



2

Financial Report - June 2023

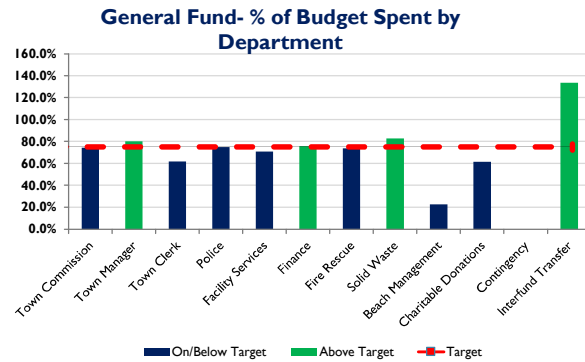
2

GENERAL FUND

Expenditures

- ▶ Total expenditures through June were 75.3% of the annual budget or \$4.7 million.
- ▶ The Interfund Transfer amount includes \$333.6 thousand for Capital improvements; \$46.9 thousand for P&Z expenditures.

(75% Year Complete)



3

Financial Report - June 2023

3

SPECIAL REVENUE FUNDS

Fund Highlights

(75% Year Complete)

- ▶ Community Bus Fund – Surplus of \$26.5 thousand.
 - Revenue collected from Transportation Grant and Local Option Gas Tax was 65.7% of annual budget or \$76.3 thousand.
 - Expenses are 42.9% of annual budget or \$49.8 thousand.
- ▶ Marine Law Enforcement Fund – 60.2% of annual budget or \$22.4 thousand.
 - Revenue received from County Marine Grant.
- ▶ Building Permits Fund - Surplus of \$108 thousand.
 - The revenue collected from Permitting Fees was 137.1% of the annual budget or \$822.6 thousand.
 - Expenditures 109.9% of annual budget or \$719.6 thousand.
- ▶ P&Z, Code Compliance Fund –Total funding and expenditures through June 73.8% of annual budget.
 - The revenue was collected from Planning & Zoning fees as well as Fire fees.
- ▶ Federal Forfeitures / Asset Sharing Fund - Current Cash Balance as of June was \$486 thousand.
 - Expenses include Ford truck, beach vehicle, Access Control, license plate reader, building improvements & training.



4

Financial Report - June 2023

4

OTHER FUNDS

(75% Year Complete)

Capital Projects Fund – (General Fund Improvements)

- The total expenditures through June were \$4.27 million or 87.8% of the annual budget.
 - \$4.23 million for Beach projects.
 - \$36.7 thousand for Commission Chambers renovations and FPL utility design.



5

Financial Report - June 2023

5

WATER FUND

(75% Year Complete)

Overview

- ▶ Overall, the Water fund had a surplus of \$62.3 thousand.
- ▶ Operations had a surplus of \$209.4 thousand.
- ▶ Debt Service had a deficit of \$147 thousand.

Revenue/Other Sources

- ▶ Total funding for the water fund (operations) is 79.3% of the annual budget or \$1.098 million.
- ▶ Total water service revenue is 77.7% of the annual budget or \$1.026 million.
- ▶ The water usage billings through June is **up** by 12.5% compared to last year at this same time.



6

Financial Report - June 2023

6

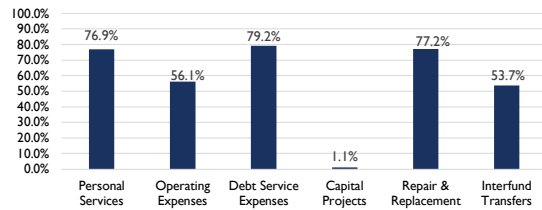
WATER FUND

(75% Year Complete)

Expenses

- ▶ Total expenses through June were at 64.2% of the annual budget or \$889 thousand.
- Debt Service Expenses:
 - Loan payment for Water Plant project was made on June 15, 2023.
 - Loan payment for Water Main project was made on May 15, 2023.

Water Fund - % of Budget Spent by Type



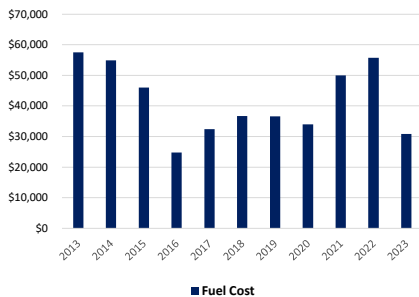
7

Financial Report - June 2023

7

FUEL COSTS ANALYSIS

Fuel Cost by Fiscal Year



Fuel Comparison by Fiscal Year (Full year)

Fiscal Year	Fuel Cost	Gallons Purchased	Avg Price / Gallon
2011	\$56,162		
2012	\$58,320		
2013	\$57,515		
2014	\$54,888		
2015	\$46,030		
2016	\$24,771	11,858	\$2.09
2017	\$32,433	13,405	\$2.42
2018	\$36,733	12,320	\$2.98
2019	\$36,586	13,666	\$2.68
2020	\$33,942	15,133	\$2.24
2021	\$49,992	14,480	\$3.45
2022	\$55,678	15,464	\$3.60

Fuel Comparison by Fiscal Year (through 3rd Quarter Only)

Fiscal Year	Fuel Cost	Gallons Used	Avg Price / Gallon
2019	\$25,414	6,145	\$4.14
2020	\$23,213	7,104	\$3.27
2021	\$22,729	10,435	\$2.18
2022	\$38,069	11,517	\$3.31
2023	\$30,849	11,804	\$2.61



8

Financial Report - June 2023

8

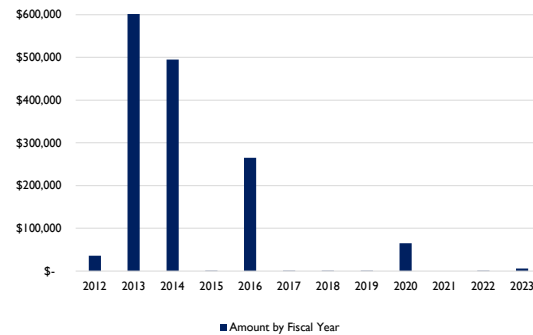
WORKERS' COMPENSATION INSURANCE - ANALYSIS OF CLAIMS

Amount & Status of Claims by Fiscal Year

Fiscal Year	Amount by Fiscal Year	Claim Status
2012	\$ 35,536	Closed
2013	\$ 609,507	Open Claim
2014	\$ 494,929	Open Claim
2015	\$ 404	Closed
2016	\$ 264,562	Closed
2017	\$ 102	Closed
2018	\$ 608	Closed
2019	\$ 368	Closed
2020	\$ 65,072	Open Claim
2021	\$ -	Closed
2022	\$ 304	Closed
2023	\$ 5,353	Open Claim

** Updated through June 30, 2023

Total Claims by Fiscal Year



9

Financial Report - June 2023

9

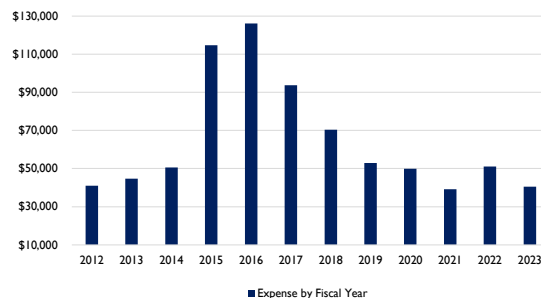
WORKERS' COMPENSATION INSURANCE - PREMIUM COST

Cost by Fiscal Year & Department

Fiscal Year	Admin	Police	Water	Total
2012	\$ 1,229	\$ 32,501	\$ 7,275	\$ 41,005
2013	\$ 1,324	\$ 34,957	\$ 8,418	\$ 44,699
2014	\$ 1,653	\$ 39,343	\$ 9,560	\$ 50,556
2015	\$ 5,350	\$ 81,530	\$ 27,726	\$ 114,606
2016	\$ 5,897	\$ 89,829	\$ 30,361	\$ 126,086
2017	\$ 4,180	\$ 65,618	\$ 23,855	\$ 93,653
2018	\$ 3,313	\$ 49,202	\$ 17,897	\$ 70,412
2019	\$ 2,648	\$ 35,306	\$ 14,940	\$ 52,894
2020	\$ 2,577	\$ 32,766	\$ 14,552	\$ 49,894
2021	\$ 1,488	\$ 29,819	\$ 7,863	\$ 39,170
2022	\$ 1,930	\$ 39,039	\$ 10,030	\$ 50,999
2023	\$ 1,481	\$ 31,210	\$ 7,780	\$ 40,471
TOTAL	\$ 33,069	\$ 561,117	\$ 180,259	\$ 774,445

** Updated through June 30, 2023

Total Cost by Fiscal Year



10

Financial Report - June 2023

10

MEMORANDUM

TO: Mayor Irene Kirdahy and Commissioners
FROM: Stephen Bloom, Finance Director
CC: Commissioner Jane Reiser, Treasurer / Ken Cassel, Project Manager
DATE: September 5, 2023
SUBJECT: June 2023 Financial Report

Please find below the quarterly update from the Finance Department. At this point in the fiscal year (through June), the revenues and expenditures should be at approximately 75% of the adopted budget. To further assist with your review, an overview of each of the Town's funds is provided below.

General Fund

- Total funding through June was at 99.1% of the annual budget.
 - Ad valorem taxes are 97.8% collected through June.
- Total expenditures through June were at 75.3% of the annual budget.

Special Revenue Funds

Community Bus

- Total funding through June were at 65.7% of the annual budget.
- Total expenditures through June were at 42.9% of the annual budget.

Marine Law Enforcement Grant

- Total funding through June were at 60.2% of the annual budget.

Building Permits

- Total funding and expenditures through June were at 126.4% of the annual budget.
- Total expenditures through June were at 109.9% of the annual budget.

P&Z and Code Compliance

- Total funding and expenditures through June were at 78.3% of the annual budget.

Federal Forfeitures / Asset Sharing

- Total funds available through June: \$486,347.

Capital Projects Fund – (General Fund Improvements)

- Total funding and expenditures through June were at 87.8% of the annual budget.

MEMORANDUM

Town of Hillsboro Beach

Subject: June Financial Report

Page 2

Water Fund – (Operations)

- Total funding through June was at 79.3% of the annual budget.
- The water usage billing through June (YTD) is up by 12.5% compared to last year at the same time.
- The chart below compares the usage for June by category (Single Family, Multi Family, Irrigation) with last month and with the prior year - June 2022. The “Change in usage” and “% change” compares the current month with the prior month.
 - Total gallons used for the month of June was down by 27.4% or (6,144) thousand gallons compared to last month.

Usage Comparison in thousands)

Service Type	(Prior Yr)			Month-to-Month Change	
	Jun-22	May-23	Mar-23	Change in Usage	% Change
Irrigation	9,194	12,693	9,187	-3,506	-27.6%
Single Family	1,987	2,852	1,545	-1,306	-45.8%
Multi Family	6,118	6,861	5,528	-1,332	-19.4%
Total	17,300	22,405	16,261	-6,144	-27.4%

- Total expenses through June were at 64.2% of the annual budget.

Debt Service – (State Revolving Loans)

- Total funding through June was 58.1% of the annual budget.
- The loan payment for the water plant was made on June 15, 2023.
- The next loan payment for the water main project was made on May 15, 2023.

Capital Projects Fund – (Water Fund Improvements)

- Total funding and expenditures through June were at 12.8% of the annual budget.

Town of Hillsboro Beach

Financial Report

June 30, 2023

Prepared by



Town of Hillsboro Beach

Table of Contents

FINANCIAL STATEMENTS

<u>Balance Sheet</u>	Page 1-2
 <u>General Fund</u>	
Summary of Fund	Page 3
Revenues	Page 4-5
Expenditures by Department	
Town Commission	Page 6
Town Manager	Page 7
Town Clerk	Page 8
Police	Page 9-10
Facility Services	Page 11
All Other Departments	
Finance	Page 12
Fire Rescue	Page 12
Solid Waste	Page 12
Beach Management	Page 12
Charitable Donations	Page 12
Contingency / Transfers	Page 12
Notes to the Financial Statements - General Fund	Page 13-14
 <u>Special Revenue Funds</u>	
Community Bus	Page 15
Marine Law Enforcement Grant	Page 16
Building Permits	Page 17
P&Z, Code Compliance	Page 18
Federal Forfeitures / Asset Sharing	Page 19
 <u>Capital Projects Fund - General Fund Improvements</u>	
Statement of Revenues, Expenses and Changes in Fund Balances	Page 20
 <u>Water Fund</u>	
Summary of Fund	Page 21
Statement of Revenues, Expenses and Changes in Net Assets	Page 22-23
Notes to the Financial Statements - Water Fund	Page 24
 <u>Debt Service Fund - Water Loans</u>	
Statement of Revenues, Expenses and Changes in Net Assets	Page 25
 <u>Capital Projects Fund - Water Fund Improvements</u>	
Statement of Revenues, Expenses and Changes in Net Assets	Page 26

SUPPORTING SCHEDULES

Cash and Investment Balances	Page 27
Investment Portfolio	Page 28
Town of Hillsboro Ridership Summary	Page 29

Town of Hillsboro Beach

Financial Statements

(Unaudited)

June 30, 2023



Balance Sheet
June 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
ASSETS					
Current Assets					
Equity in Pooled Cash	\$ 5,107,034	\$ 481,071	\$ 18,010	\$ 3,551,577	\$ 9,157,692
Accounts Receivable	99,836	8,665	-	183,884	292,385
Lease Receivable	-	-	-	230,728	230,728
Allow -Doubtful Accounts	(26,072)	-	-	(48,244)	(74,316)
Due From Other Gov'tl Units	30,758	3,323	227,517	54,229	315,827
Deferred Outflow of Resources	-	-	-	46,151	46,151
Fuel	11,735	-	-	-	11,735
Money Market Account	-	486,347	-	-	486,347
Prepaid Items	69,631	78,498	-	247	148,376
Deposits	-	-	-	174,238	174,238
Total Current Assets	5,292,922	1,057,904	245,527	4,192,810	10,789,163
Noncurrent Assets					
Fixed Assets					
Buildings	-	-	-	2,038,779	2,038,779
Accum Depr - Buildings	-	-	-	(1,006,090)	(1,006,090)
Distribution System	-	-	-	11,740,489	11,740,489
Plant Improvements	-	-	-	608,583	608,583
Infrastructure	-	-	-	102,068	102,068
Accum Depr - Infrastructure	-	-	-	(3,123,631)	(3,123,631)
Equipment	-	-	-	144,706	144,706
Meters	-	-	-	410,776	410,776
Vehicles	-	-	-	104,552	104,552
Accum Depr - Equip/Furniture	-	-	-	(635,534)	(635,534)
Total Noncurrent Assets	-	-	-	10,384,698	10,384,698
TOTAL ASSETS	\$ 5,292,922	\$ 1,057,904	\$ 245,527	\$14,577,508	\$21,173,861

LIABILITIES

Current Liabilities

Accounts Payable	\$ 324,703	\$ 137,305	\$ 18,010	\$ 30,079	\$ 510,097
Accrued Expenses	52,267	-	-	-	52,267
DBPR/DCA/BRA Surcharges	-	11,718	-	-	11,718
Notes/Loans Payable - Current	-	-	-	691,082	691,082
Compensated Absences-Current	23,176	-	-	-	23,176
Accrued Interest Payable	-	-	-	22,058	22,058
Accrued Wages Payable	70,139	-	-	13,688	83,827
Accrued Taxes Payable	5,607	-	-	1,098	6,705
Police Benevolent Association	26	-	-	-	26
Legal Plan	12	-	-	-	12
Deposits	8,125	(11,800)	-	-	(3,675)
Deferred Revenue	-	-	227,517	-	227,517
Total Current Liabilities	484,055	137,223	245,527	758,005	1,624,810



Balance Sheet

June 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
Long-Term Liabilities					
Note/Loan Payable - LT (Water Plant)	-	-	-	2,447,586	2,447,586
Note/Loan Payable - LT (Water Main)				5,255,419	5,255,419
Compensated Absences-Long-Term	-	-	-	102,969	102,969
OPEB Liability	-	-	-	5,928	5,928
Deferred Inflow of Resources	-	-	-	7,471	7,471
Net Pension Liability	-	-	-	294,906	294,906
Deferred inflows - Leases	-	-	-	222,164	222,164
Total Long-Term Liabilities	-	-	-	8,336,443	8,336,443
TOTAL LIABILITIES	484,055	137,223	245,527	9,094,448	9,961,253

FUND BALANCES / NET ASSETS

Fund Balances

Nonspendable:

Prepaid Items	69,631	78,498	-	-	148,129
---------------	--------	--------	---	---	---------

Restricted for:

Special Revenue	-	842,183	-	-	842,183
-----------------	---	---------	---	---	---------

Assigned to:

Reserves - Beach Assessment	8,207	-	-	-	8,207
-----------------------------	-------	---	---	---	-------

Unassigned:

	4,731,029	-	-	-	4,731,029
--	-----------	---	---	---	-----------

Net Assets

Invested in capital assets,

net of related debt	-	-	-	1,990,610	1,990,610
---------------------	---	---	---	-----------	-----------

Unrestricted/Unreserved

	-	-	-	3,492,450	3,492,450
--	---	---	---	-----------	-----------

TOTAL FUND BALANCES / NET ASSETS	\$ 4,808,867	\$ 920,681	\$ -	\$ 5,483,060	\$11,212,608
---	---------------------	-------------------	-------------	---------------------	---------------------

TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	\$ 5,292,922	\$ 1,057,904	\$ 245,527	\$14,577,508	\$21,173,861
---	---------------------	---------------------	-------------------	---------------------	---------------------



**Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund**

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Property Taxes	\$ 5,638,903	\$ 5,513,811	\$ 125,092	97.8%	\$ 5,090,748	\$ 423,063
Other Local Taxes	275,000	265,275	9,725	96.5%	212,898	52,377
Intergovernmental Revenues	184,036	170,433	13,603	92.6%	163,336	7,097
Fines & Forfeitures	2,050	1,677	373	81.8%	1,222	455
Miscellaneous Revenues	73,000	85,405	(12,405)	117.0%	48,438	36,968
Interest Income	30,100	121,891	(176,794)	405.0%	24,293	97,598
Total Revenues	6,203,089	6,158,493	(40,406)	99.3%	5,540,934	617,558
Other Sources						
Transfer In	50,000	37,500	25,000	75.0%	37,500	-
Total Other Sources	50,000	37,500	25,000	75.0%	37,500	-
TOTAL FUNDING	6,253,089	6,195,993	(15,406)	99.1%	5,578,434	617,558
<u>EXPENDITURES</u>						
Town Commission	61,210	45,441	15,769	74.2%	25,476	(19,965)
Town Manager	330,629	265,256	65,373	80.2%	222,250	(43,007)
Town Clerk	300,211	185,637	114,574	61.8%	165,246	(20,391)
Police	3,380,729	2,530,876	849,853	74.9%	2,295,160	(235,716)
Facility Services	236,953	167,837	69,116	70.8%	136,822	(31,015)
Finance	130,758	99,186	31,572	75.9%	93,785	(5,402)
Fire Rescue	977,451	719,998	257,453	73.7%	679,527	(40,471)
Solid Waste	356,597	295,423	61,174	82.8%	256,061	(39,362)
Beaches	71,000	16,067	54,933	22.6%	1,220	(14,847)
Charitable Donations	6,481	3,981	2,500	61.4%	6,344	2,363
Contingency	116,070	-	116,070	0.0%	5,119	5,119
TOTAL EXPENSES	5,968,089	4,329,703	\$ 1,638,386	72.5%	3,887,009	(442,694)
Interfund Transfer - Out	285,000	380,583	(95,583)	133.5%	60,750	(319,833)
TOTAL EXPENDITURES	6,253,089	4,710,286	\$ 1,542,803	75.3%	3,947,758	(762,527)
Total Funding over (under)						
Expenditures	\$ -	1,485,707			\$ 1,630,676	\$ (144,969)
Fund Balance - Beginning		3,322,304				
Fund Balance - Ending		\$ 4,808,012				



General Fund - Revenue
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
FUNDING						
Revenues						
Property Tax						
Ad Valorem Taxes	\$ 5,849,406	\$ 5,728,329	\$ 121,077	97.9%	\$ 5,282,737	\$ 445,592
Ad Valorem Taxes - Prior Years	3,000	(8,878)	11,878	-295.9%	3,796	(12,674)
Ad Valorem Taxes - Discounts	(213,503)	(205,640)	(7,863)	96.3%	(195,785)	(9,855)
Total - Property Tax	5,638,903	5,513,811	125,092	97.8%	5,090,748	423,063
Other Local Taxes						
FPL Franchise	250,000	239,125	10,875	95.6%	190,867	48,258
Local Communications Tax	25,000	26,151	(1,151)	104.6%	22,031	4,120
Total - Other Local Taxes	275,000	265,275	9,725	96.5%	212,898	52,377
Intergovernmental Revenues						
Occupational Licenses	1,900	1,473	427	77.6%	547	927
FDLE - JAG grant	-	561	(561)	n/a	5,738	(5,176)
State Revenue Sharing	46,500	40,200	6,300	86.5%	34,911	5,289
Alcoholic Beverage License	636	1,273	(637)	200.1%	1,273	-
Half-Cent Sales Tax	135,000	126,925	8,075	94.0%	120,868	6,057
Total - Intergov. Revenues	184,036	170,433	13,603	92.6%	163,336	7,097
Fines & Forfeitures						
Judgments and Fines	2,000	1,677	323	83.9%	1,222	455
Other Fines and/or Forfeits	50	-	50	0.0%	-	-
Total - Fines & Forfeitures	2,050	1,677	373	81.8%	1,222	455
Miscellaneous Revenue						
Miscellaneous	3,000	4,482	(1,482)	149.4%	4,662	(181)
Police Reimbursement	50,000	46,437	3,563	92.9%	28,960	17,477
Insurance Reimbursements	-	10,611	(10,611)	n/a	-	10,611
Lien Search Fee	20,000	11,300	8,700	56.5%	12,910	(1,610)
Sale of Surplus Equipment	-	12,575	(12,575)	n/a	1,905	10,670
Total - Misc. Revenue	73,000	85,405	(12,405)	117.0%	48,438	36,968



General Fund - Revenue
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date	Variance
					Jun-22	Fav (unfav)
Interest Income						
Interest - Investments	35,000	57,710	(22,710)	164.9%	24,238	33,472
Interest - Tax Collector	100	7,405	(7,305)	7405.3%	55	7,350
Net Incr (Decr) In FMV-Invest	(5,000)	56,776	(61,776)	-1135.5%	-	56,776
Total - Interest Income	30,100	121,891	(91,791)	405.0%	24,293	97,598
Total Revenue	6,203,089	6,158,493	44,596	99.3%	5,540,934	617,558
Transfer In						
Water Fund	50,000	37,500	12,500	75.0%	37,500	-
Total - Transfer In	50,000	37,500	12,500	75.0%	37,500	-
TOTAL FUNDING	6,253,089	6,195,993	57,096	99.1%	5,578,434	617,558



General Fund - Town Commission

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Personal Services						
Mayor/Commission Stipend	\$ 40,000	\$ 31,458	\$ 8,542	78.6%	\$ 21,600	\$ (9,858)
FICA	3,060	2,406	654	78.6%	1,653	(754)
Total Personal Services	43,060	33,865	9,195	78.6%	23,253	(10,612)
Operating Expenses						
Election Fees	3,900	463	3,437	11.9%	162	(301)
Annual Conf. - League of Cities	4,750	5,000	(250)	105.3%	-	(5,000)
Conferences/Seminars	6,000	600	5,400	10.0%	99	(501)
Mayor/Commission Expense	3,500	5,514	(2,014)	157.5%	1,962	(3,551)
Total Operating Expenses	18,150	11,576	6,574	63.8%	2,223	(9,353)
TOTAL COMMISSION	\$ 61,210	\$ 45,441	\$ 15,769	74.2%	\$ 25,476	\$ (19,965)



General Fund - Town Manager
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Personal Services						
Salaries	\$ 143,699	\$ 107,855	\$ 35,844	75.1%	\$ 107,773	\$ (82)
Car Allowance	4,200	3,150	1,050	75.0%	3,150	-
FICA	11,315	8,438	2,877	74.6%	8,389	(48)
Florida Retirement System	45,366	33,152	12,214	73.1%	30,501	(2,651)
Health and Life Insurance	27,893	16,311	11,582	58.5%	16,049	(263)
Workers' Comp Insurance	231	146	85	63.4%	151	5
Total Personal Services	232,704	169,052	63,652	72.6%	166,013	(3,039)
Operating Expenses						
Town Attorney	83,325	47,060	36,265	56.5%	50,128	3,068
Prof. Services - IT Services	9,100	14,583	(5,483)	160.3%	3,304	(11,279)
Prof. Services - Lobbyist	-	32,367	(32,367)	n/a	-	(32,367)
Miscellaneous	1,000	309	691	30.9%	-	(309)
Computer Expense / Supplies	1,000	25	975	2.5%	331	306
Training Expenses	3,500	1,860	1,640	53.2%	2,474	614
Total Operating Expenses	97,925	96,204	1,721	98.2%	56,237	(39,968)
TOTAL TOWN MANAGER	\$ 330,629	\$ 265,256	\$ 65,373	80.2%	\$ 222,250	\$ (43,007)



General Fund - Town Clerk
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Personal Services						
Salaries	\$ 133,609	\$ 69,835	\$ 63,774	52.3%	\$ 60,340	\$ (9,496)
Payroll - Vacation	-	-	-	n/a	810	810
FICA	10,222	5,318	4,904	52.0%	4,654	(665)
Florida Retirement System	15,913	8,101	7,812	50.9%	6,364	(1,737)
Health and Life Insurance	29,272	12,598	16,674	43.0%	12,100	(498)
Workers' Comp Insurance	215	133	82	61.8%	121	(12)
Unemployment Compensation	250	-	250	0.0%	-	-
Total Personal Services	189,481	95,985	93,496	50.7%	84,387	(11,598)
Operating Services						
Coding Ordinance	3,000	2,196	804	73.2%	2,428	232
Prof. Services- Digitize records	15,000	1,824	13,176	12.2%	1,944	120
Contracts - Minutes Preparation	4,250	2,156	2,094	50.7%	3,000	844
Temporary Labor	6,500	31,355	(24,855)	482.4%	39,455	8,101
Contracts - Other Services	7,000	3,058	3,942	43.7%	5,471	2,413
Software Maintenance/Support	25,313	10,907	14,406	43.1%	3,527	(7,380)
Postage and Freight	2,500	2,012	488	80.5%	718	(1,294)
Copier	6,100	2,540	3,560	41.6%	3,845	1,304
Advertising	10,000	3,195	6,805	32.0%	5,080	1,885
Office Supplies	5,900	6,278	(378)	106.4%	5,408	(870)
Website Support	4,967	3,399	1,568	68.4%	2,083	(1,316)
Subscriptions and Memberships	5,700	3,331	2,369	58.4%	2,923	(408)
Office Equipment	1,000	-	1,000	0.0%	-	-
Training Expenses	3,500	5,304	(1,804)	151.5%	965	(4,339)
Resident Mailings	10,000	12,097	(2,097)	121.0%	4,012	(8,085)
Total Operating Services	110,730	89,652	21,078	81.0%	80,858	(8,793)
TOTAL TOWN CLERK	\$ 300,211	\$ 185,637	\$ 114,574	61.8%	\$ 165,246	\$ (20,391)



General Fund - Police
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Personal Services						
Salaries	\$ 1,735,806	\$ 1,333,352	\$ 402,454	76.8%	\$ 1,231,450	\$ (101,902)
Paid Holidays	53,992	37,788	16,204	70.0%	35,680	(2,108)
Payroll-Other	-	7,500	(7,500)	n/a	-	(7,500)
Car Allowance	-	22,800	(22,800)	n/a	-	(22,800)
Longevity Pay	-	7,000	(7,000)	n/a	-	(7,000)
Overtime	20,000	31,188	(11,188)	155.9%	34,702	3,514
Overtime - Task Force	35,000	23,719	11,281	67.8%	22,370	(1,349)
Overtime - Oper. Stone Garden	-	17,227	(17,227)	n/a	-	(17,227)
Sick Leave Cash Out	31,000	23,444	7,556	75.6%	44,607	21,163
Incentive	17,680	14,543	3,138	82.3%	12,742	(1,801)
FICA	144,851	115,982	28,869	80.1%	108,303	(7,678)
Florida Retirement System	479,233	346,511	132,722	72.3%	305,392	(41,119)
Health and Life Insurance	484,931	329,031	155,900	67.9%	304,587	(24,444)
Workers' Comp Insurance	50,075	31,210	18,865	62.3%	29,583	(1,626)
Tuition Reimbursement	2,250	734	1,516	32.6%	-	(734)
AD&D Insurance	776	560	216	72.2%	529	(32)
Unemployment Compensation	1,000	-	1,000	0.0%	-	-
Total Personal Services	3,056,594	2,342,588	714,006	76.6%	2,129,946	(212,643)
Operating Expenses						
Contracts - Other Services	27,870	20,040	7,830	71.9%	17,494	(2,546)
Town Attorney	10,000	75	9,925	0.8%	-	(75)
Prof. Services - IT Services	7,000	7,281	(281)	104.0%	4,124	(3,158)
Telephone Services	4,100	2,537	1,563	61.9%	2,384	(153)
Mobile Phones	4,140	3,811	329	92.1%	2,613	(1,198)
Postage	1,000	-	1,000	0.0%	109	109
Electricity	11,500	10,235	1,265	89.0%	8,345	(1,890)
Liability and Property Insurance	24,511	16,841	7,670	68.7%	14,990	(1,851)
Building Repairs & Maintenance	10,000	9,812	188	98.1%	206	(9,606)
Radio Maintenance	2,100	35	2,065	1.7%	627	592
Auto Repairs and Maintenance	25,000	10,138	14,862	40.6%	14,501	4,363
Boat Repairs and Maintenance	50,000	17,904	32,096	35.8%	11,733	(6,170)
ATV Repairs and Maintenance	1,500	1,046	454	69.7%	-	(1,046)
Rental - Vehicles	15,000	6,885	8,115	45.9%	6,072	(813)
Vehicles - GPS	1,364	608	756	44.5%	583	(25)
Copier	4,000	2,073	1,927	51.8%	1,962	(111)
Miscellaneous Services	5,000	2,302	2,698	46.0%	2,918	616
Internet Service	6,550	5,898	652	90.0%	5,186	(711)



General Fund - Police
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Physical Examinations	2,500	231	2,269	9.3%	1,090	859
Office Supplies	3,000	728	2,272	24.3%	1,203	475
Operating Supplies	10,000	7,432	2,568	74.3%	7,801	369
Fuel & Oil	50,000	27,471	22,529	54.9%	34,009	6,538
Uniforms Supplies	15,000	13,920	1,080	92.8%	14,256	336
Investigation Division	5,000	5,032	(32)	100.6%	391	(4,641)
Subscriptions and Memberships	3,000	5,355	(2,355)	178.5%	3,215	(2,140)
Protective PPE	2,500	240	2,260	9.6%	-	(240)
Protective PPE (Facilities)	2,500	-	2,500	0.0%	2,500	2,500
Education / Training	20,000	10,359	9,641	51.8%	6,902	(3,457)
Total Operating Expenses	324,135	188,288	135,847	58.1%	165,214	(23,074)
TOTAL POLICE	\$ 3,380,729	\$ 2,530,876	\$ 849,853	74.9%	\$ 2,295,160	\$ (235,716)



General Fund - Facility Services

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Personal Services						
Salaries	\$ 52,790	\$ 40,221	\$ 12,569	76.2%	\$ 37,887	\$ (2,334)
Vacation Leave Cash Out	3,755	-	3,755	0.0%	-	-
Sick Leave Cash Out	2,000	1,624	376	81.2%	1,934	309
FICA	4,480	3,164	1,316	70.6%	3,024	(139)
Florida Retirement System	10,889	7,585	3,304	69.7%	6,735	(851)
Health and Life Insurance	24,414	16,265	8,149	66.6%	15,658	(607)
Workers' Comp Insurance	1,912	1,202	710	62.9%	1,190	(12)
Total Personal Services	100,240	70,061	30,179	69.9%	66,427	(3,634)
Operating Expenses						
Telephone Service	4,500	2,537	1,963	56.4%	2,384	(153)
Utility - Water	7,050	5,057	1,993	71.7%	4,076	(981)
Electricity	5,000	4,299	701	86.0%	3,684	(615)
Utility - Sewer	900	568	332	63.1%	581	13
Internet Service	5,500	4,647	853	84.5%	3,913	(733)
Liability and Property Insurance	22,363	16,389	5,974	73.3%	14,707	(1,682)
Pest Control - Building/Grounds	1,200	952	248	79.4%	909	(43)
R&M - Equipment	10,000	5,765	4,235	57.7%	507	(5,258)
R&M - Grounds	5,000	4,868	132	97.4%	2,358	(2,510)
Landscape Maintenance	10,000	3,697	6,303	37.0%	788	(2,909)
Town Hall Maint. / Repairs	20,000	9,787	10,213	48.9%	13,289	3,502
Generator Maint. Contract	5,200	5,196	4	99.9%	2,838	(2,359)
R&M - Bocce Court	7,500	8,893	(1,393)	118.6%	64	(8,830)
Operating Supplies - General	3,500	1,676	1,824	47.9%	2,491	815
Town Events	25,000	23,445	1,555	93.8%	15,193	(8,252)
A/C Maintenance Contract	4,000	-	4,000	0.0%	2,613	2,613
Total Operating Expenses	136,713	97,776	38,937	71.5%	70,394	(27,382)



General Fund - Other Departments

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Finance						
Auditing Services	\$ 20,000	\$ 16,892	\$ 3,109	84.5%	\$ 18,292	\$ 1,401
Accounting/Financial Services	100,418	75,314	25,104	75.0%	68,467	(6,847)
Investment Services	10,340	6,981	3,359	67.5%	7,026	44
Total Finance Expense	130,758	99,186	31,572	75.9%	93,785	(5,402)
Fire Rescue						
Fire Service Agreement	936,333	678,880	257,453	72.5%	638,409	(40,471)
Fire Service Agreement - Capital	41,118	41,118	-	100.0%	41,118	-
Total Fire Rescue Expense	977,451	719,998	257,453	73.7%	679,527	(40,471)
Solid Waste						
Contracts Services	356,597	295,423	61,174	82.8%	256,061	(39,362)
Total Solid Waste Expense	356,597	295,423	61,174	82.8%	256,061	(39,362)
Beach Management						
Engineering – Deerfield Joint Project	55,000	1,057	53,943	1.9%	-	(1,057)
Engineering – Legal Matters	10,000	-	10,000	0.0%	-	-
Beach Salvage (Boat removal)	1,000	2,000	(1,000)	200.0%	500	(1,500)
Buoys	5,000	11,660	(6,660)	233.2%	-	(11,660)
Total Beach Management Expense	71,000	16,067	54,933	22.6%	1,220	(14,847)
Charitable Donations						
Lighthouse Preservation Contrib.	2,500	-	2,500	0.0%	2,500	2,500
Area Council on Aging Contrib.	3,981	3,981	-	100.0%	3,844	(137)
Total Charitable Donations	6,481	3,981	2,500	61.4%	6,344	2,363
Contingency	116,070	-	116,070	0.0%	5,119	5,119
Total Expense before Transfer Out	1,658,357	1,134,655	523,702		1,042,056	(92,599)
Transfer Out						
To P&Z and Code Enf. Fund	35,000	46,932	(11,932)	134.1%	55,098	8,166
To General Fund CIP	250,000	333,651	(83,651)	133.5%	5,652	(327,999)
Total Transfer Out	285,000	380,583	(95,583)	133.5%	60,750	(319,833)
TOTAL OTHER DEPARTMENTS	\$ 1,943,357	\$ 1,515,238	\$ 428,119	78.0%	\$ 1,102,806	\$ (412,432)
TOTAL GENERAL FUND EXPENDITURES	\$ 6,253,089	\$ 4,710,286	\$ 1,542,803	75.3%	\$ 3,947,758	\$ (762,527)



Notes to the Financial Statements - General Fund June 30, 2023

The notes below are intended to provide additional information helpful when reviewing the financial statements. Per the Adopted Budget, the revenues and expenditures should be at 75% through June. Below is an analysis of revenues and expenditures that have significant variances compared to the budget.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Revenues				
Other Miscellaneous Revenues	3,000	4,482	149.4%	Copies of records, records requests, security detail, FL State Class Action Suit against autoparts vendors (\$1,645), misc funds from US Treasury (\$6,346) qualifying fees, no trespassing signs, Commissioner iPad purchase.
Expenditures				
<u>Commission</u>				
Annual Conf. - League of Cities	4,750	5,000	105.3%	BLOC 66th Annual Gala sponsorship
Mayor/Commission Expense	3,500	5,514	157.5%	Annual dues for FL League of Mayors, Condo forum luncheon, plaques for outgoing Commissioners, badges & cards for new Commissioners, Logo shirts & hats, laptops
<u>Town Manager</u>				
ProfServ-IT Services	9,100	14,583	160.3%	Includes monthly server maintenance, endpoint mgmt, Office 365, replace ubiquiti switch, Kofax install, website update with new Commissioners and Mayor.
ProfServ-Lobbyist	-	32,367	N/A	Lobbyist fees.
<u>Town Clerk</u>				
Temporary Labor	6,500	31,355	482.4%	Staffing company help.
Postage and Freight	2,500	2,012	80.5%	Monthly postage for mailing checks, sign variance mailing.
Office Supplies	5,900	6,278	106.4%	Paper, cleaning supplies, batteries, water, onsite shred services, new welcome packets, food for Commission meetings, logo mugs.
Resident Mailings	10,000	12,097	121.0%	Mayor's newsletter, resident guides, information guides.
<u>Police</u>				
Payroll-Other	-	7,500	N/A	Detective & Dispatcher incentive payout per PBA contract.
Car Allowance	-	22,800	N/A	Officer's car allowance- new this year per PBA contract.
Longevity Pay	-	7,000	N/A	Longevity pay per PBA contract.
Overtime	20,000	31,188	155.9%	Staffing during vacations, sick time and special duty.
Overtime - Oper Stone Garden	-	17,227	N/A	Overtime for Operation Stone Garden project with Broward County Sheriff's Office.
Sick Leave Cash Out	31,000	23,444	75.6%	Paid out annually in December.
Prof. Services - IT Services	7,000	7,281	104.0%	Office 365 apps, repair network connectivity, config laptops for accreditation, replace dispatch workstation, Webroot antivirus, update firewall whitelist, diagnose/repair screens, CAD system & USA software, battery backup, software repair, replace Axon devices, upgrade NetMotion Mobile.
Mobile Phones	4,140	3,811	92.1%	Added new service to the mobile phones
Electricity	11,500	10,235	89.0%	Monthly electric charges from FPL.
Building Repairs & Maintenance	10,000	9,812	98.1%	Repair bathroom, repair outside lighting time clock & AC belt, new PD sign.
Internet Service	6,550	5,898	90.0%	Monthly internet service with Comcast and Google.
Uniforms Supplies	15,000	13,920	92.8%	Rain coats, jackets, pants, shorts, belts, boots, training shirts, BP vests (7).
Investigation Division	5,000	5,032	100.6%	Laptop for detective, PowerPlus investigative system svc, drug disposal, promo tool.
Subscriptions and Memberships	3,000	5,355	178.5%	Annual memberships for BCCPA, FPCA, FL MLUR, IACP, FBINAA, NIGPSEFL, Adobe.



**Notes to the Financial Statements - General Fund
June 30, 2023**

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures (continued)				
<u>Facility Services</u>				
Sick Leave Cash Out	2,000	1,624	81.2%	Paid out annually in December.
Electricity	5,000	4,299	86.0%	Monthly electric charges from FPL.
Internet Service	5,500	4,647	84.5%	Monthly internet charges from Comcast, Google and HXC Hosting.
Pest Control - Bldg/Grounds	1,200	952	79.4%	Monthly pest control service from Orkin for Town Hall and Police Dept.
R&M - Grounds	5,000	4,868	97.4%	Repair handicap push button on door, lettering on signage, chain saw for hurricanes, disconnect sign light, new flagpoles.
Generator Maint. Contract	5,200	5,196	99.9%	Qtrly maintenance, replaced generator voltage regulator, NFPA load bank test, replace/program new voltage regulator.
R&M - Bocce Court	7,500	8,893	118.6%	Resurface bocce courts.
Town Events	25,000	23,445	93.8%	Community shredding event, holiday lights, decorations & donation gifts, Mayor's event gift bags, Commissioner Baldassarre's event gifts, promotional pens, newly elected Commission photos.
<u>Fire Rescue</u>				
Fire Service Agreemnt - Capital	41,118	41,118	100.0%	FY 2023 annual amount paid in full.
<u>Solid Waste</u>				
Contract Services	356,597	295,423	82.8%	Price increased more than anticipated.
<u>Beach Management</u>				
Beach Salvage (Boat Removal)	1,000	2,000	200.0%	Remove and dispose of washed up boat 10/13/22.
Buoys	5,000	11,660	233.2%	New buoys, shackles, line, chain and rope.
<u>Charitable Donations</u>				
Area Council on Aging Contrib.	3,981	3,981	100.0%	Paid in full for year.



**Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Transportation (Community Bus)**

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
FUNDING						
Revenues						
Local Option Gas Tax	34,289	25,996	8,293	75.8%	25,044	951
County Transportation Grant	81,900	50,323	31,577	61.4%	53,703	(3,380)
Total Revenues	116,189	76,319	39,870	65.7%	78,747	(2,429)
TOTAL FUNDING	116,189	76,319	39,870	65.7%	78,747	(2,429)

EXPENDITURES						
Contractual Services	81,900	49,792	32,108	60.8%	53,705	3,913
Roadways - R&M	10,000	-	10,000	0.0%	11,250	11,250
Reserves - Future Use	24,289	-	24,289	0.0%	-	-
TOTAL EXPENDITURES	116,189	49,792	\$ 66,397	42.9%	64,955	15,163

Total Funding over (under)

Expenditures

\$ - 26,527

\$ 13,792 \$ 12,735

Fund Balance - Beginning

84,548

Fund Balance - Ending

\$ 111,075



**Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Marine Law Enforcement Grant**

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Marine Law Enforcement Grant	37,280	22,447	14,834	60.2%	31,210	(8,763)
Total Revenues	37,280	22,447	14,834	60.2%	31,210	(8,763)
TOTAL FUNDING	37,280	22,447	14,834	60.2%	31,210	(8,763)
<u>EXPENDITURES</u>						
Police Wages	37,280	22,447	14,834	60.2%	31,210	8,763
TOTAL EXPENDITURES	37,280	22,447	\$ 14,834	60.2%	31,210	8,763
Total Funding over (under)						
Expenditures	<u>\$ -</u>	<u>-</u>			<u>\$ -</u>	<u>\$ -</u>
Fund Balance - Beginning			-			
Fund Balance - Ending		<u>\$ -</u>				



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Building Permits

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Building Permit Fees	600,000	822,690	(222,690)	137.1%	673,652	149,037
Building Admin Fees	5,000	5,090	(90)	101.8%	2,225	2,865
Total Revenues	605,000	827,780	(222,780)	136.8%	675,877	151,903
<u>Other Sources</u>						
Use / (Add't) Fund Balance	50,000	-	50,000	0.0%	-	-
Total Other Sources	50,000	-	50,000	0.0%	-	-
TOTAL FUNDING						
	655,000	827,780	(172,780)	126.4%	675,877	151,903
<u>EXPENDITURES</u>						
Building Permits						
ProfServ-Building Permits - CGA	565,000	699,952	(134,952)	123.9%	637,565	(62,387)
ProfServ-Digitize Records	15,000	-	15,000	0.0%	1,741	1,741
Code Compliance	-	960	(960)	n/a	-	(960)
Temporary Labor	6,000	-	6,000	0.0%	-	-
Credit Card Processing Fees	19,000	18,767	233	98.8%	13,832	(4,935)
Building Room	50,000	-	50,000	0.0%	-	-
Total Building Permits	655,000	719,679	(64,679)	109.9%	653,138	(66,541)
TOTAL EXPENDITURES						
	655,000	719,679	\$ (64,679)	109.9%	653,138	(66,541)
Total Funding over (under)						
Expenditures	\$ -	108,101			\$ 22,740	\$ 85,362
Fund Balance - Beginning		163,132				
Fund Balance - Ending		\$ 271,234				



**Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - P&Z and Code Compliance**

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Planning & Zoning Fees	35,000	12,900	22,100	36.9%	11,400	1,500
Fire Fees	15,000	6,750	8,250	45.0%	4,950	1,800
Total Revenues	50,000	19,650	30,350	39.3%	16,350	3,300
<u>Other Sources</u>						
Transfer In	35,000	46,932	(11,932)	134.1%	55,098	(8,166)
Total Other Sources	35,000	46,932	(11,932)	134.1%	55,098	(8,166)
TOTAL FUNDING	85,000	66,582	18,418	78.3%	71,448	(4,866)
<u>EXPENDITURES</u>						
P&Z and Code Compliance						
ProfServ-Site Planning - CGA	30,000	52,204	(22,204)	174.0%	33,139	(19,065)
ProfServ-General Admin - CGA	25,000	-	25,000	0.0%	20,125	20,125
Flood Insurance Program (CRS)	5,000	3,500	1,500	70.0%	-	(3,500)
Code Compliance	25,000	10,878	14,122	43.5%	18,184	7,306
Total P&Z, and Code Compliance	85,000	66,582	18,418	78.3%	71,448	4,866
TOTAL EXPENDITURES	85,000	66,582	\$ 18,418	78.3%	71,448	4,866
Total Funding over (under)						
Expenditures	\$ -	-			\$ -	\$ -
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ -	-			



Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Federal Forfeitures / Asset Sharing

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Federal Forfeitures	-	144,032	(144,032)	n/a	486,028	(341,997)
Interest Income	-	7,720	(7,720)	n/a	150	7,570
Total Revenues	-	151,752	(151,752)	n/a	486,178	(334,427)
TOTAL FUNDING						
	-	151,752	(151,752)	n/a	486,178	(334,427)
<u>EXPENDITURES</u>						
Capital Outlay/ Other						
Education / Training	-	8,800	(8,800)	n/a	14,845	6,045
Police Vehicles	-	80,797	(80,797)	n/a	-	(80,797)
Building Improvements	-	45,727	(45,727)	n/a	6,199	(39,528)
Police Equipment	-	75,688	(75,688)	n/a	64,146	(11,542)
Total Capital Outlay / Other	-	211,013	(211,013)	n/a	85,190	(125,823)
TOTAL EXPENDITURES	-	211,013	\$ (211,013)	n/a	85,190	(125,823)
Total Funding over (under)						
Expenditures	\$	-	(59,261)		\$	400,989 \$ (460,250)
Fund Balance - Beginning		597,631				
Fund Balance - Ending		\$ 538,370				

*Current available cash balance is \$486,347.



Statement of Revenues, Expenditures and Changes in Fund Balances
Capital Projects Fund - (General Fund Improvements)
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
FEMA reimbursement	\$ 4,049,845	\$ 10,406	\$ 4,039,439	0.3%	\$ 290,609	\$ (280,203)
Total Revenues	4,049,845	10,406	4,039,439	0.3%	290,609	(280,203)
Other Sources						
Transfer From General Fund	250,000	333,651	(83,651)	133.5%	5,652	327,999
Loan Proceeds	565,625	3,926,088	(3,360,463)	694.1%	-	3,926,088
Total Other Sources	815,625	4,259,739	(3,444,114)	522.3%	5,652	4,254,087
TOTAL FUNDING	4,865,470	4,270,145	595,325	87.8%	296,261	3,973,884
<u>EXPENDITURES</u>						
Beach Projects						
Engineering – FY20 Project	75,000	42,433	32,568	56.6%	57,000	14,568
Engineering – FY22 Project	225,000	125,767	99,233	55.9%	116,040	(9,728)
Engineering – Qtrly Monitoring	10,000	-	10,000	0.0%	-	-
Construction – FY22 Project	4,300,000	4,065,175	234,825	94.5%	-	(4,065,175)
Total Beach Project Expense	4,610,000	4,233,375	376,625	91.8%	173,040	(4,060,335)
Miscellaneous						
Beach Tilling / Scarp Removal	5,470	-	5,470	0.0%	5,500	5,500
Underground Utility Project	50,000	8,250	41,750	16.5%	-	(8,250)
Police Cars / Equipment	100,000	-	100,000	0.0%	51,382	51,382
Comm. Chambers Upgrade	50,000	28,520	21,480	57.0%	66,339	37,819
Boat Engines	50,000	-	50,000	0.0%	-	-
Total Misc. Expense	255,470	36,770	218,700	14.4%	123,221	86,451
TOTAL EXPENDITURES	4,865,470	4,270,145	595,325	87.8%	296,261	(3,973,884)
Total Funding over (under)						
Expenditures	\$ -	-			\$ -	\$ 7,947,768
Fund Balance - Beginning			-			
Fund Balance - Ending		\$ -	-			



**Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Summary)**

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
FUNDING						
Revenue						
Water Service Revenue	\$ 1,320,690	\$ 1,026,059	\$ 294,631	77.7%	\$ 926,503	\$ 99,557
Water Surcharge	346,700	260,371	86,329	75.1%	260,194	177
Grant Revenue	425,000	54,229	370,771	12.8%	503,859	(449,630)
Other Miscellaneous Revenue	64,312	72,407	(76,922)	112.6%	60,608	11,799
Total Revenue	2,156,702	1,413,066	674,809	65.5%	1,751,164	(338,098)
Other Sources						
Transfer In	290,168	145,084	145,084	50.0%	330,508	(185,424)
Use (Add to) Net Assets	60,750	-	60,750	0.0%	-	-
Total Other Sources	350,918	145,084	205,834	41.3%	330,508	(185,424)
TOTAL FUNDING	2,507,620	1,558,150	880,643	62.1%	2,081,672	(523,522)
EXPENSES						
Personal Services	578,312	444,853	133,459	76.9%	404,838	(40,015)
Operating Expenses	466,522	261,597	204,925	56.1%	254,503	(7,094)
Debt Service Expenses	697,618	552,534	145,084	79.2%	609,448	56,914
Capital Projects	360,000	4,070	355,930	1.1%	9,868	5,798
Repair & Renewal	65,000	50,159	14,841	77.2%	25,747	(24,412)
Transfer Out	340,168	182,584	170,502	53.7%	368,008	185,424
TOTAL EXPENSES	2,507,620	1,495,796	1,024,741	59.7%	1,672,411	176,615
Total Funding over (under)						
Expenses	\$ -	\$ 62,353			\$ 409,261	\$ (700,137)
Net Assets - Beginning		5,246,469				
Net Assets - Ending		\$ 5,308,822				



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
FUNDING						
Revenue						
Water Service						
Water-Base Rate	\$ 472,000	\$ 354,219	\$ 117,781	75.0%	\$ 353,835	\$ 384
Water-Usage	848,690	671,840	176,850	79.2%	572,668	99,173
Total Water Service Revenue	1,320,690	1,026,059	294,631	77.7%	926,503	99,557
Other Revenue						
Miscellaneous Revenues	7,500	6,409	1,091	85.5%	8,041	(1,632)
T-Mobile Cell Tower	35,812	27,090	8,722	75.6%	26,048	1,042
Hillsboro Inlet	6,000	4,000	2,000	66.7%	4,500	(500)
Interest	20,000	2,464	17,536	12.3%	8,344	(5,880)
Net Incr (Decr) In FMV-Invest	(5,000)	32,443	(37,443)	-648.9%	-	32,443
Total Other Revenue	64,312	72,407	(8,095)	112.6%	60,608	11,799
TOTAL FUNDING	1,385,002	1,098,466	286,536	79.3%	987,111	111,356

EXPENSES

Personal Services

Salaries	372,190	282,594	89,596	75.9%	262,996	(19,597)
Overtime	25,000	18,717	6,283	74.9%	18,655	(62)
Vacation Leave Cash Out	17,235	13,931	3,304	80.8%	16,813	2,882
Sick Leave Cash Out	5,745	13,320	(7,575)	231.9%	5,736	(7,584)
FICA	30,824	24,675	6,149	80.1%	22,923	(1,752)
Florida Retirement System	50,042	38,293	11,749	76.5%	29,709	(8,584)
Health and Life Insurance	64,363	45,543	18,820	70.8%	40,402	(5,140)
Workers' Comp Insurance	12,413	7,780	4,633	62.7%	7,603	(177)
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	578,312	444,853	133,459	76.9%	404,838	(40,015)

Operating Expenses

Auditing Services	16,500	13,109	3,392	79.4%	8,708	(4,401)
Contracts - Other Services	750	-	750	0.0%	-	-
Postage and Freight	1,000	479	521	47.9%	-	(479)
Telephone Service	7,800	6,189	1,611	79.3%	5,866	(322)
Electricity	58,750	49,864	8,886	84.9%	45,110	(4,754)
Liability and Property Insurance	51,329	36,007	15,322	70.1%	32,121	(3,887)



Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)

For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
Maint - Distribution System	7,500	8,706	(1,206)	116.1%	2,780	(5,926)
Maint - Bldgs / Grounds	15,000	12,844	2,156	85.6%	6,068	(6,776)
Maint - SCADA System	10,000	-	10,000	0.0%	55	55
Repair & Maint - Equipment	32,000	29,889	2,111	93.4%	8,070	(21,818)
Tools and Equipment	1,000	28	972	2.8%	1,067	1,039
Advertising	1,000	-	1,000	0.0%	-	-
Licenses & Permits	5,400	645	4,755	11.9%	742	97
Office Supplies	1,500	264	1,236	17.6%	1,156	891
Computer Expense	6,500	4,264	2,236	65.6%	4,715	450
Uniform Supplies	6,000	5,808	192	96.8%	5,073	(735)
Fuel and Oil	6,500	3,378	3,122	52.0%	4,060	682
Sand Change	10,000	7,473	2,527	74.7%	995	(6,479)
Filter Sand Excavation	17,500	-	17,500	0.0%	17,500	17,500
Chemicals - Water Treatment	85,000	76,011	8,989	89.4%	77,148	1,138
Lab Test Analysis & Supplies	9,000	4,161	4,839	46.2%	6,152	1,991
Subscriptions and Memberships	2,645	2,477	168	93.7%	2,320	(157)
Contingency	113,848	-	113,848	0.0%	24,797	24,797
Total Operating Expenses	466,522	261,597	204,925	56.1%	254,503	(7,094)
Total Exp. Before Transfer Out	1,044,834	706,450	338,384	67.6%	659,341	(47,109)
Transfer Out						
General Fund	50,000	37,500	12,500	75.0%	37,500	-
Water Debt Service Fund	290,168	145,084	145,084	50.0%	302,997	157,913
Water CIP Fund	-	-	-	n/a	27,511	27,511
Total Transfer Out	340,168	182,584	157,584	53.7%	368,008	185,424
TOTAL EXPENSES	1,385,002	889,034	495,968	64.2%	1,027,349	138,315
Total Funding over (under)						
Expenses	\$ -	209,433			\$ (40,238)	\$ 249,671
Net Assets - Beginning		2,904,235				
Net Assets - Ending		\$ 3,113,667				



Notes to the Financial Statements - Water Fund June 30, 2023

The notes below are intended to provide additional information helpful when reviewing the financial statements. Per the Adopted Budget, the revenues and expenses should be at 75% through June. Below is an analysis of revenues and expenses that have significant variances compared to the budget.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Operations Fund				
Revenues				
Miscellaneous Revenues	7,500	6,409	85.5%	Monthly revenue from late charges, new meters and change of ownership fees.
Expenses				
<u>Personal Services</u>				
Vacation Leave Cash Out	17,235	13,931	80.8%	Paid out annually in December.
Sick Leave Cash Out	5,745	13,320	231.9%	Paid out annually in December.
<u>Operating Expenses</u>				
Auditing Services	16,500	13,109	79.4%	Audit is complete
Telephone Service	7,800	6,189	79.3%	Phone, internet, SCADA, modem and cell phone service with Comcast and Verizon.
Electricity	58,750	49,864	84.9%	Monthly electric charges from FPL.
Maint - Distribution System	7,500	8,706	116.1%	Locate service/annual assessment billing and marking paint.
Maint - Bldgs / Grounds	15,000	12,844	85.6%	Monthly landscaping, fire extinguishers certification, limestone for road to sand pit for dump trucks, repair irrigation control panel & multiple electric valves.
Repair & Maint - Equipment	32,000	29,889	93.4%	Miscellaneous supplies/repair parts, check valve rebuild kits for plant high service pumps, replace filter dust bags, replace spacer that mounts the motor with gearbox, ss valve for additional lime slurry injection kit, forklift rental for spiractor sand unload, replace blower #2 filters, red tracers & adapters, truck maintenance/tires, butterfly valve for filter blowers, gear box assembly for mixer.
Uniform Supplies	6,000	5,808	96.8%	Monthly uniform services, work boots, safety equipment, new shirts.
Chemicals - Water Treatment	85,000	76,011	89.4%	Chemicals for water treatment and beach pump station for disinfection, phosphate & fluoride and lime for softening.
Subscriptions and Memberships	2,645	2,477	93.7%	FL Rural Water membership, Sensus autoread software support, Microsoft and Costco annual subscriptions.



Statement of Revenues, Expenses and Changes in Net Assets
Water Debt Service Fund - (State Revolving Loans)
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
FUNDING						
Revenues						
Water Surcharge	\$ 346,700	\$ 260,371	\$ 86,329	75.1%	\$ 260,194	\$ 177
Total Revenues	346,700	260,371	86,329	75.1%	260,194	177
Other Sources						
Operating Transfers-In	290,168	145,084	145,084	50.0%	302,997	(157,913)
Use of Fund Balance	60,750	-	60,750	0.0%	-	-
Total Other Sources	350,918	145,084	205,834	41.3%	302,997	(157,913)
TOTAL FUNDING	697,618	405,455	292,163	58.1%	563,191	(157,737)
EXPENSES						
Debt Service Expenses						
<i>State Revolving Loan - Water Plant</i>						
Principal Debt Retirement	224,055	111,354	112,701	49.7%	164,940	53,587
Interest Expense	66,113	33,730	32,383	51.0%	37,058	3,327
<i>State Revolving Loan - Water Main Project</i>						
Principal Debt Retirement	341,294	350,862	(9,568)	102.8%	344,015	(6,848)
Interest Expense	66,156	56,588	9,568	85.5%	63,435	6,848
Total Debt Services Expenses	697,618	552,534	145,084	79.2%	609,448	56,914
TOTAL EXPENSES	697,618	552,534	145,084	79.2%	609,448	56,914
Total Funding over (under)						
Expenses	\$ -	(147,079)			\$ (46,257)	\$ (100,823)
Net Assets - Beginning						
		1,499,835				
Net Assets - Ending						
		\$ 1,352,756				



Statement of Revenues, Expenses and Changes in Net Assets
Capital Projects Fund - (Water Fund Improvements)
For the Period Ending June 30, 2023

(75% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR	
					Year to Date Jun-22	Variance Fav (unfav)
<u>FUNDING</u>						
Revenues						
Grant Revenue	425,000	54,229	370,771	12.8%	503,859	(449,630)
Total Revenues	425,000	54,229	370,771	12.8%	503,859	(449,630)
Other Sources						
Interfund Transfer - In	-	-	-	n/a	27,511	(27,511)
Total Other Sources	-	-	-	n/a	27,511	(27,511)
TOTAL FUNDING	425,000	54,229	370,771	12.8%	531,370	(477,142)
<u>EXPENSES</u>						
Plant Project						
Well Rehabilitation	180,000	-	180,000	0.0%	-	-
Storage Tank	150,000	-	150,000	0.0%	-	-
Total Plant Project	330,000	-	330,000	0.0%	-	-
Other Expenses						
Repair & Renewal	65,000	50,159	14,841	77.2%	25,747	(24,412)
A1A Design / Relocation	-	4,070	(4,070)	n/a	9,868	5,798
Perimeter Fence	30,000	-	30,000	0.0%	-	-
Total Other Expenses	95,000	54,229	40,771	57.1%	35,614	(18,614)
TOTAL EXPENSES	425,000	54,229	370,771	12.8%	35,614	(18,614)
Total Funding over (under)						
Expenses	\$ -	-			\$ 495,756	\$ (495,756)
Net Assets - Beginning		842,399				
Net Assets - Ending		\$ 842,399				

Town of Hillsboro Beach

Supporting Schedules

June 30, 2023



**Cash and Investment Balances
June 30, 2023**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>	<u>NOTES</u>
Checking Account	BankUnited	0.00%	\$520,368	Earns a credit allowance of 0.40%. Yield is 0 since fees are netted against credit allowance. Operating account for AP invoices and payroll.
Money Market Account	BankUnited	5.15%	\$4,035,677	Excess cash from General & Water Funds.
Money Market Account	BankUnited	5.15%	\$837,554	(1) Reserve for both SRL Loans.
Money Market Account	BankUnited	5.15%	\$486,347	(2) Federal Forfeitures/Asset sharing.
State Board Account	Florida Prime	5.33%	\$450,090	Excess cash from the General Fund.
Investment Account	Truist	3.05%	\$3,483,217	See Investment Report for further details.
			TOTAL	
			<u><u>\$9,813,253</u></u>	

Footnotes:

- (1) Restricted funds for State Revolving Loans.
(2) Restricted funds for Federal Forfeiture/Asset sharing.



Investment Portfolio

Trades Settled as of 06/30/23

Posting Date	CUSIP #	Description	Rating	Maturity Date	Par Value	Tax Cost Basis	Premium / Discount	Market Value	Accrued Interest	Annual Income	Yield at Market
	SA0000560	DEPOSIT ACCT-RIS			189,178	189,178	-	189,178	137	9,550	5.04%
		Subtotal			189,178	189,178	-	189,178	137	9,550	5.04%
03/21/23	037833BY5	APPLE INC	AAA	02/23/26	60,000	58,202	(1,798)	57,782	163	1,950	3.38%
08/17/21	3130ANE48	FHLB	AAA	08/17/26	200,000	200,000	-	178,904	-	2,000	1.12%
10/17/22	3130ATG35	FHLB	AAA	10/17/25	200,000	200,000	-	197,676	239	10,000	5.06%
12/28/22	3130ATZA8	FHLB	AAA	12/22/27	150,000	150,000	-	149,064	-	8,700	5.84%
08/26/20	3133EL3P7	FFCB	AAA	08/12/25	250,000	249,750	(250)	227,950	55	1,325	0.58%
12/30/22	3134GVYP7	FHLMC MTN	AAA	05/27/25	210,000	209,003	(998)	192,728	79	1,050	0.54%
11/30/22	3134GX7G3	FHLMC MTN	AAA	11/26/27	200,000	200,000	-	198,020	-	11,500	5.81%
12/30/22	3134GY5Z1	FHLMC MTN V-A	AAA	12/29/27	150,000	150,000	-	150,027	-	7,500	5.00%
10/28/20	3136G45H2	FNMA	AAA	10/29/25	55,000	54,945	(55)	49,880	-	275	0.55%
09/16/20	341271AD6	FLORIDA ST BRD	AA3	07/01/25	185,000	185,000	-	170,803	228	2,327	1.36%
09/16/20	341271AD6	FLORIDA ST BRD	AA3	07/01/25	40,000	40,031	31	36,930	-	503	1.36%
03/21/23	341271AE4	FLORIDA ST BRD	AA3	07/01/27	125,000	111,588	(13,413)	110,650	485	2,131	1.93%
03/21/23	392274M60	GTR ORLANDO FL AVIA	AA3	07/01/25	200,000	184,511	(15,489)	183,418	2,601	5,444	2.97%
05/21/20	43232VVH1	HILLSBOROUGH CNTY FL	A2	07/01/25	200,000	200,000	-	186,634	-	3,830	2.05%
12/31/18	54289SBG1	LONGBOAT KEY FL SPL	AA+	08/01/24	55,000	54,537	(463)	54,526	-	2,200	4.03%
05/02/23	59334PJC2	MIAMI-DADE CNTY FL	AA	07/01/27	75,000	66,180	(8,820)	65,316	315	938	1.43%
08/05/20	593561BE2	MIAMI GARDENS FL	AA3	07/01/25	125,000	125,000	-	115,308	-	1,674	1.45%
01/17/20	661046BV3	NORTH MIAMI BEACH FL	A+	08/01/24	160,000	160,000	-	153,938	-	3,234	2.10%
03/01/22	740189AM7	PRECISION CASTPARTS	AA2	06/15/25	50,000	50,949	949	48,298	343	1,625	3.36%
02/27/20	758449RV6	REEDY CREEK FL IMPT	AA3	06/01/24	150,000	150,000	-	144,383	-	2,504	1.73%
08/11/22	912796XY0	U.S. TREASURY BILLS		08/10/23	200,000	193,819	(6,181)	193,819	-	6,539	3.37%
02/03/22	91282CDE8	U.S. TREASURY NT	AAA	10/31/23	300,000	300,525	525	300,084	4	15,645	5.21%
		Subtotal			3,340,000	3,294,039	(45,961)	3,166,136	4,512	92,893	2.93%
		Total			3,529,178	3,483,217	(45,961)	3,355,313	4,650	102,443	3.05%



Ridership Summary

June 30, 2023

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				37	
37		37		40	
33		38		38	
38		36		11	
38		38		39	

Total Monthly Passengers: 460

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				100.00	
102.00		94.00		100.00	
90.00		97.00		101.00	
100.00		98.00		98.00	
95.00		97.00		97.00	

Total Monthly Revenue Miles: 1269.0

Total Scheduled Revenue Miles 1414.9

Total Vehicle Hours 124.7

Total Revenue Hours 113.8

Service Days 13

Missed Service in Minutes 60

Passengers per revenue hour 4.0

Total Monthly Vehicle Miles: 1,574.5

	AM - 1st day this month	PM - Last day this month
Veh 2017	45,321	47,051
Alt Veh		



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: Community Event - Saturday, October 28, 2023 (9am-12pm)
Household Hazardous Waste Drop-off, Prescription Drug Take Back, Electronics
Recycling, FREE Shredding

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: September 12, 2023

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Shred, HHW, Electronic Recycle Event (Oct 2023)



Town of Hillsboro Beach

FREE EVENT

**Shredding, Electronic Recycling,
Household Hazardous Waste Drop-off,
Prescription Drug Take-Back**

Saturday, October 28, 2023

9:00 am - 12:00 pm



FREE
**HOUSEHOLD HAZARDOUS
WASTE DROP-OFF EVENT**





NOTICE OF FY 2023-2024 BUDGET HEARINGS

Notice is Hereby Given, that the Mayor and Commission of the Town of Hillsboro Beach, Florida will hold Public Budget Hearings for Fiscal Year 2023-2024.

- The **FIRST** Budget Hearing for Fiscal Year 2023-2024 to adopt a Tentative Millage Rate and Tentative Budget will be held **Wednesday, Sept 06, 2023, at 5:01 P.M.**
- The **SECOND** and **FINAL** Budget Hearing for the Final Millage Rate and Final Budget for Fiscal Year 2023-2024 will be held **Monday, Sept 18, 2023, at 5:01 P.M.**

REGULAR COMMISSION MEETING

Notice is Further Given, the Town Commission will meet for a Regular Commission Meeting **Tuesday, Sept 12, 2023, at 9:00 A.M.**

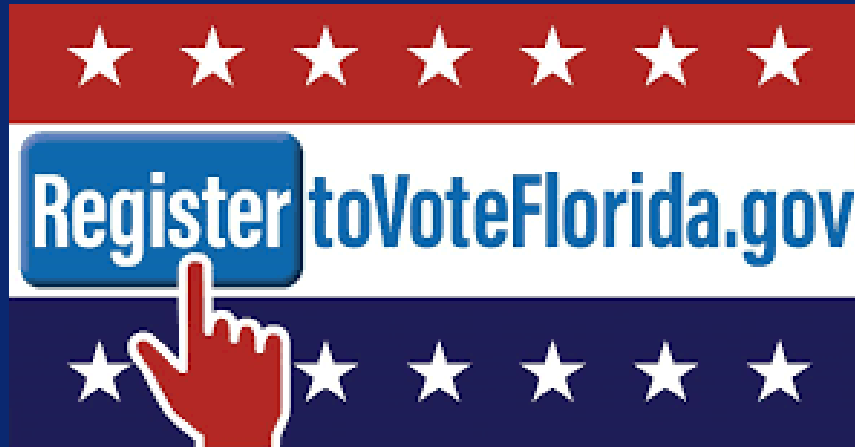
Hillsboro Beach Town Hall
Commission Chambers
1210 Hillsboro Mile, Hillsboro Beach, FL 33062

The Budget Hearings & Commission Meetings are **OPEN MEETINGS**.
The **PUBLIC** is encouraged to **ATTEND**.

July 28, 2023

National Voter Registration Day

September 19, 2023



**Presidential Preference Primary
and Town Municipal Election**
March 19, 2024

Primary Election
August 20, 2024

General Election
November 5, 2024



FOR MORE INFORMATION, VISIT
WWW.BROWARDVOTES.GOV

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile, Hillsboro Beach, FL 33062
Phone: 954-427-4011
SHenderson@TownofHillsborbeach.com
TownofHillsboroBeach.com

FREEDOM
isn't free



HONOR FLIGHT SOUTH FLORIDA IS RECRUITING VETERANS WITH REVISED ELIGIBILITY!

**Effective January 2023, eligible Service Periods
include veterans who served a minimum of 6
months in our U.S. Military and were honorably
discharged. Periods of service include:
WWII, the Korean War, the Vietnam War
and now recognizing service between
12/7/41 and 5/7/75 (including Early Cold War)**

**REGISTER A VETERAN TODAY FOR THE
EXPERIENCE OF A LIFETIME!**

www.VetsFlyFree.com