



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

March 26, 2024 | 9:30 AM

REORGANIZATION MEETING

I. **SWEARING-IN CEREMONY / Oath of Office**

A. **2024 ELECTED OFFICIALS**

1. Jane Reiser
2. Dawn Miller

PLEDGE OF ALLEGIANCE

II. **REORGANIZATION MEETING / Appointments**

A. **RESOLUTION NO. 2024-12**

PURSUANT TO ARTICLE VIII, SEC. 5 OF THE TOWN CHARTER, A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, **APPOINTING THE MAYOR OF THE TOWN OF HILLSBORO BEACH (2024-2025)**; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

B. **RESOLUTION NO. 2024-13**

PURSUANT TO ARTICLE VIII, SEC. 5 OF THE TOWN CHARTER, A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, **APPOINTING THE VICE MAYOR OF THE TOWN OF HILLSBORO BEACH (2024-2025)**; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

C. **RESOLUTION NO. 2024-14**

PURSUANT TO ARTICLE VIII, SEC. 5 OF THE TOWN CHARTER, A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, **APPOINTING THE TOWN TREASURER OF THE TOWN OF HILLSBORO BEACH (2024-2025)**; PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY, PROVIDING FOR AN EFFECTIVE DATE.

D. **RESOLUTION NO. 2024-15**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, DESIGNATING ALL FIVE (5) COMMISSION MEMBERS AS **SIGNATORIES ON THE TOWN'S BANK ACCOUNTS** AND DESIGNATING THE TOWN TREASURER TO BE THE JOINT SIGNER WITH THE TOWN MANAGER FOR ELECTRONIC SIGNATURE (2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

E. **RESOLUTION NO. 2024-16**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING PRIMARY REPRESENTATIVE, AN ALTERNATE AND SECOND ALTERNATE TO THE **BROWARD LEAGUE OF CITIES BOARD OF DIRECTORS (2024-2025)**; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

F. **RESOLUTION NO. 2024-17**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A TOWN REPRESENTATIVE TO ATTEND THE **FLORIDA LEAGUE OF CITIES ANNUAL BUSINESS MEETING AS A VOTING DELEGATE**, SATURDAY, AUGUST 17, 2024 (HOLLYWOOD, FLORIDA) PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

G. RESOLUTION NO. 2024-18

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A PRIMARY REPRESENTATIVE AND AN ALTERNATE TO THE GOVERNING BOARD OF THE **SOLID WASTE DISPOSAL AND RECYCLABLE MATERIALS PROCESSING AUTHORITY OF BROWARD COUNTY** (2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

H. RESOLUTION NO. 2024-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A BOARD MEMBER FOR **BROWARD METROPOLITAN PLANNING ORGANIZATION** (MPO); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

I. RESOLUTION NO. 2024-20

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A REPRESENTATIVE AND AN ALTERNATE FOR THE **HILLSBORO BEACH CONDO FORUM** ; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

III. TOWN MANAGER COMMENTS

IV. TOWN ATTORNEY COMMENTS

V. TOWN COMMISSION COMMENTS

VI. PUBLIC COMMENTS

VII. ADJOURNMENT

VIII. PLEDGE OF ALLEGIANCE

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, Town Clerk at (954) 427-4011 Town Hall - 1210 Hillsboro Mile, Hillsboro Beach, FL 33062. Shenderson@townofhillsborobeach.com



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: 2024 ELECTED OFFICIALS

1. Jane Reiser
2. Dawn Miller

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

The Hillsboro Beach Municipal Election was Tuesday, March 19, 2024. The polls were open from 7am-7pm. Candidates receiving the highest number of votes shall be declared elected to the Commission seats to be filled. (**Town Charter, Article VIII, Sec. 2-Elections**). Qualified voters elected two (2) Commissioners for the Town and their two (2) year terms will expire March 2026. Voters re-elected **Jane Reiser** to the Commission and elected **Dawn Miller** in the 2024 Municipal Election.

The Town Commission will meet, reorganize and elect a Mayor and Vice Mayor seven (7) days after the Municipal election. Reorganization Meeting - Tuesday, March 26, 2024 at 9:30 am



2024 Presidential Preference Primary Election

(Website last updated at: 03/19/2024 8:56:21 pm) Election Date: 3/19/2024

<p>Registered Voters: 331,575</p> <p>Ballots Counted: 46,379</p> <p>Voter Turnout: 13.99%</p>	<p>Precincts Reporting: 358 / 358</p> <p>Election Day: Completely Reported</p> <p>Early Votes: Completely Reported</p> <p>Vote By Mail: Partially Reported</p>
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Summary Results
Precinct Results
Reports
Favorite Races

Filter Races:

Select a race:

Vote Type View:

A dash (-) represents detailed groups (Election Day, Vote By Mail, Early Votes, Provisional) with between 1 and 29 votes in accordance with Florida Statute 98.0981(2)(a)

Q010 [Show Detailed View](#)

Choice	Election Day	Early Votes	Vote By Mail	Provisional	Total Votes	Percentage
Richard Crusco	-	-	-	-	289	25.04%
Dawn Miller	-	-	-	-	447	38.73%
Jane Reiser	-	-	-	-	418	36.22%



TOWN OF HILLSBORO BEACH

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2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. Section_4. Commission_powers_and_duties. (3-19-2024)
 2. Oath of Office - REISER 2024
 3. Oath of Office - Miller 2024

Town of Hillsboro Beach CHARTER
Article IV: Form of Government
Section 4. – Commission Powers and Duties

Section 4. - Commission powers and duties.

All Legislative powers of the Town shall be exclusively vested in the Commission and shall be exercised by it in the manner and subject to the limitations hereinafter set forth. Laws of the State of Florida affecting matters of local concern but otherwise not inconsistent with the Charter shall have the force and effect of Ordinances of the Town. In addition to exercising its general legislative powers, the Commission may establish certain advisory boards to facilitate the operation of the Town. The Commission shall establish a Code Enforcement Board in accordance with Chapter 162 of the Florida Statutes as amended from time to time. The Town Commission shall further make or confirm appointments, as required by this Charter, adopt the budget, undertake necessary investigations, provide for an independent audit, and take such other actions as it deems necessary and as are consistent with this Charter and the Laws of the State of Florida.

- (1) **Removal from, and Forfeiture of the Office of Commissioner:** Any Commissioner may be removed from office by recall. A Commissioner shall be deemed to have forfeited his office upon any of the following grounds:
 - (a) Failure to meet the qualifications for the office established by this Charter;
 - (b) Failure to take his Oath of Office;
 - (c) Ceasing to be a resident of the Town;
 - (d) Conviction of a felony or any crime involving a violation of his official oath;
 - (e) Reserved.
 - (f) Reserved.
 - (g) Accepting appointment or being elected to a public office other than an office that is incidental to his duties as a Commissioner and on which he serves with the Commission approval.

In addition to the foregoing, the office of Commissioner shall become vacant upon the death or resignation of an incumbent, or upon an adjudication of incompetency. The Commission shall be the sole judge of the qualifications of its members and shall be responsible for removing a Commissioner from office for any of the reasons stipulated in this section.

- (2) **Filling Commission Vacancies:** When a vacancy on the Commission occurs for any reason, the Commission shall, by majority vote, elect a person having the qualifications for the office of Commissioner to fill the vacancy for unexpired term.
- (3) **Mayor:** Each new Commission shall, at the meeting at which it takes office, elect by majority vote one of its members as Mayor of the Town of Hillsboro Beach. The Mayor shall preside at all meetings of the Commission.

- (4) **Vice Mayor:** At the same meeting at which the Mayor is elected, each Commission shall also elect, by majority vote, a Vice Mayor. The Vice Mayor shall preside at meetings of the Commission during any absence or disability of the Mayor, and he shall serve as Acting Mayor during any period in which the Mayor is absent or disabled.
- (5) **Mayor's Powers with Respect to Commission:** The Mayor shall attend Commission meetings and appear before the Commission for the purpose of expressing his/her views on matters pending before the Commission. He/she shall also have the power to present messages, reports and other communications to the Commission and to propose legislation for the Commission's consideration and to vote on all matters brought before the Town Commission. The Mayor shall be recognized as the head of Town government for service of process, ceremonial matters, and the signature or execution of ordinances, contracts, deeds, bonds, and other instruments and documents and for purposes of military law. The Mayor shall also serve, as the ceremonial head of the Town and the Town official designated to represent the Town when dealing with other entities. The Mayor shall have no administrative duties other than those necessary to accomplish these actions, or such other actions as may be authorized by the Town Commission, consistent with general or special law.
- (6) **Commission Meetings—Quorum:** The term of the Commissioners and the Mayor shall begin on the first Tuesday following the General Municipal Election, and they shall meet in the Town Hall on that day to take office. The Commission shall hold no less than one (1) meeting per month with the ability to allow for a one (1) month vacation. Special meetings shall be called by the Town Clerk upon the written or electronic email communication request of the Mayor or any three (3) Commissioners. Such request shall state the subject or subjects to be considered at each such meeting and no other subject shall be considered thereat. Commissioners shall be given at least twelve (12) hours notice of the time and place of such special meetings, except that only two (2) hours notice shall be required when an emergency has been declared. All regular and special meetings of the Commission shall be open to the public, and no Ordinance, rule, resolution, regulation, order or directive shall be adopted except at a meeting open to the public. Three (3) members of the Commission shall constitute a quorum for all purposes.
- (7) **Commission Procedure:** The Commission shall cause the Town Clerk to keep a journal of its proceedings, which shall show every matter considered by it, its disposition, and the yeas and nays on every matter submitted for a vote. No less than a majority of the whole Commission shall be required to make any determination or effect any action. Otherwise, the Commission shall determine and establish its own rules of procedure. The journal shall be open to public inspection.
- (8) **Ordinances:** Every legislative act of the Commission shall be by Ordinance, and other acts, if so required by law, shall also be by Ordinance. Every Ordinance shall be offered in writing and signed by the elected official introducing it. The enacting clause of every Ordinance shall be as follows: "Be it ordained by the

Town Commission of the Town of Hillsboro Beach". No Ordinance shall contain more than one (1) subject and the same shall be clearly expressed in the title. No Ordinance shall be passed earlier than two (2) weeks after its introduction and shall go into effect as of the day of its adoption by the Town Commission. There shall be two (2) readings of every Ordinance which may be by title, at separate meetings and if not read or considered at consecutive meetings, any postponement shall be to a certain date. There shall be opportunity provided for a public hearing at the same time as the second reading unless a different time shall be fixed at the first reading.

(9) **Administration of the Town During Emergencies:**

An Emergency Task Force consisting of qualified administrative officers is hereby created to exercise powers and duties of the Town during emergencies. An "emergency" as used in this section shall refer to an event that threatens the safety, health, property, or the general welfare of the Town or any segment thereof and which shall require immediate action by the Town administrative officers. The following administrative officers are hereby designated as members of the Emergency Task Force:

- a) Mayor
- b) Commissioners
- c) Town Manager
- d) Police Chief
- e) Town Clerk
- f) Department Heads

(a) Emergency Director: The Emergency Director shall preside over the Emergency Task Force and operate as a spokesperson for the Emergency Task Force. The Mayor is hereby designated as the Emergency Director. If the Mayor is temporarily absent or unable to perform as the Emergency Director, the Town Manager shall be designated as the Emergency Director. If the Town Manager is temporarily absent or unable to perform as the Emergency Director, the Police Chief shall be designated as the Emergency Director.

(b) The Emergency Director shall exercise the following administrative powers:

- (1) Proclaim the existence or threatened existence of a local emergency;
- (2) Control and direct the effort of the Emergency Task Force of the Town for the accomplishment of the purpose of this section;
- (3) Represent the Town in all dealings with public or private agencies on matters pertaining to emergencies;

- (4) Take action, make and issue rules and regulations on matters reasonably related to the protection of safety, health, property, and general welfare of the Town as affected by such emergency; provided however, such rules and regulations must be presented to the Town Commission and confirmed by it at the earliest practicable time.
- (5) **Emergency Purchases.** In the event of an emergency that requires an immediate purchase of commodities or services, the purchasing procedures in the Town Code of Ordinances are hereby waived and the Emergency Director is empowered and is authorized to procure any commodities or services, notwithstanding the estimated cost of the commodities or services. The Emergency Director shall make a full report, both of the expenditures and the emergency reasons which made the actions necessary, in writing, and present the report to the Town Commission at the next regular meeting.
- (10) **Franchises:** The Town Commission may, by Ordinance, grant, amend or renew the right to construct, operate, and maintain any public utility in, upon or over the streets and public spaces of this Town.
- (11) **Codification of Ordinances:** The Commission shall arrange for a compilation or codification of all Ordinances of a general, public, or permanent nature, or imposing a fine, penalty, or forfeiture within three years of the effective date of such ordinances. Such compilations or codifications shall be placed on file with the Town Clerk, shall be available for the use of the public and shall be made available for purchase at a reasonable price.
- (12) **Initiative:** Ordinances or amendments to existing Ordinances may be submitted to the Commission by a petition signed by registered electors of the Town equal to at least twenty-five (25) per cent of the vote cast at the last preceding general Town election. Any initiative measure which requires the expenditure of funds must provide therein for the additional revenues which will be required to carry out the Ordinance. Initiative petitions shall be uniform in character, shall contain the proposed Ordinance in full, shall set forth the address of each person signing, shall be in the form prescribed by the Town Clerk and shall be filed with the Town Clerk. The Clerk shall, within twenty (20) days verify the sufficiency of the signatures thereto and if found sufficient, transmit the petition to the Commission, which shall proceed with the proposal in the regular herein provided. The Commission shall either enact the Ordinance without amendment or reject it within thirty (30) days. In the event the Commission shall fail to enact such Ordinance or amendment, the Commission shall, at the next regular election held within the Town, submit the same to a vote of the people. The Town Clerk shall issue a proclamation notifying the electors at least thirty (30) days prior to such election, and shall cause to be published a notice of the election and a copy of the proposed Ordinance in a daily newspaper of general circulation in the Town. Such publication shall not be more than twenty (20) nor less than ten (10) days before the election. All initiated Ordinances shall have a

title which shall state, in a general way, the purpose and intent of such Ordinance. The form of ballot used for such election shall be prepared by the Town attorney and shall contain the title of such Ordinance. In initiative elections the question shall be determined by a majority of the electors voting on the question.

- (13) **Referendum:** If, prior to the date when any Ordinance shall take effect, a petition bearing the signatures of registered electors equal in number to twenty-five (25) per cent of the votes cast in the last preceding general Town election and asking for change, cancellation or repeal shall be filed with the Town Clerk and certified as to sufficiency, such Ordinance shall be suspended from going into operation. The Commission shall reconsider such Ordinance and, if it does not repeal the same within thirty (30) days of the time of filing said petition, it shall submit said Ordinance to the voters at the next election held within the Town. In referendum elections the question shall be determined by a majority of the electors voting on the question.
- (14) **Town Clerk's Office:** There is hereby created a Town Clerk's Office. The Town Manager shall be the official appointing authority of the Town Clerk and all employees in the Town Clerk's Office.
- (15) **Independent Annual Audit:** Prior to the end of each fiscal year, the Commission shall contract with a certified public accountant to make, as of the end of the fiscal year, an independent audit of all Town funds and accounts. Such accountants shall have no personal interest, direct or indirect, in the fiscal affairs of the Town Government, its Commissioners or any of its officers. Three (3) copies of the audit report, when received, shall immediately be filed in the Town Clerk's Office, as a public record.
- (16) The positions of mayor and town commissioner shall be part-time positions, and the individuals serving in such positions shall be permitted to engage in outside/concurrent employment and participate in activities on behalf of charitable not-for-profit organizations consistent with Chapter 112, F.S., as may be amended. Any required disclosures associated with such outside/concurrent employment or the participation in activities associated with charitable non-for-profit organizations, shall be consistent with and limited to the requirements of Chapter 112, F.S., as may be amended.

(Am. Ord. 244, passed 12-2-2008; Am. Ord. 259, passed 11-21-2011; Am. Ord. 2016-288, passed 12-6-2016; Am. Ord. 2016-289, passed 12-6-2016; Am. Ord. 2016-293, passed 12-6-2016)



TOWN OF HILLSBORO BEACH, FLORIDA

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

OATH OF OFFICE

I, **Jane Reiser** do solemnly swear (or affirm) that I will support, protect, and defend the constitution and government of the United States and of the State of Florida and the Charter and Ordinances of the Town of Hillsboro Beach and that I am duly qualified to hold office under the constitution of the State; and that I will well and faithfully perform the duties of Commissioner on which I am now about to enter. So, help me God.

Jane Reiser

Date

Acknowledgement of Oath Being Taken

**STATE OF FLORIDA
COUNTY OF BROWARD**

The foregoing oath was administered before me this **26st day of March 2024**, Jane Reiser, who personally appeared before me, and is personally known to me and is the person described in and who took the Oath of Office as a Commission Member of the Town of Hillsboro Beach, Florida, and acknowledged to and before me that he/she took said Oath for the purposes therein expressed.

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

TERM: 2024-2026



TOWN OF HILLSBORO BEACH, FLORIDA

1210 Hillsboro Mile • Hillsboro Beach, FL 33062

954-427-4011 • TownofHillsboroBeach.com

OATH OF OFFICE

I, **Dawn Miller** do solemnly swear (or affirm) that I will support, protect, and defend the constitution and government of the United States and of the State of Florida and the Charter and Ordinances of the Town of Hillsboro Beach and that I am duly qualified to hold office under the constitution of the State; and that I will well and faithfully perform the duties of Commissioner on which I am now about to enter. So, help me God.

Dawn Miller

Date

Acknowledgement of Oath Being Taken

**STATE OF FLORIDA
COUNTY OF BROWARD**

The foregoing oath was administered before me this **26st day of March 2024**, Dawn Miller, who personally appeared before me, and is personally known to me and is the person described in and who took the Oath of Office as a Commission Member of the Town of Hillsboro Beach, Florida, and acknowledged to and before me that he/she took said Oath for the purposes therein expressed.

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

TERM: 2024-2026



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. 2024-12
PURSUANT TO ARTICLE VIII, SEC. 5 OF THE TOWN CHARTER, A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING THE MAYOR OF THE TOWN OF HILLSBORO BEACH (2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

Section 4. - Commission powers and duties.

All Legislative powers of the Town shall be exclusively vested in the Commission and shall be exercised by it in the manner and subject to the limitations hereinafter set forth. Laws of the State of Florida affecting matters of local concern but otherwise not inconsistent with the Charter shall have the force and effect of Ordinances of the Town. In addition to exercising its general legislative powers, the Commission may establish certain advisory boards to facilitate the operation of the Town. The Commission shall establish a Code Enforcement Board in accordance with Chapter 162 of the Florida Statutes as amended from time to time. The Town Commission shall further make or confirm appointments, as required by this Charter, adopt the budget, undertake necessary investigations, provide for an independent audit, and take such other actions as it deems necessary and as are consistent with this Charter and the Laws of the State of Florida.

Mayor: Each new Commission shall, at the meeting at which it takes office, elect by majority vote one of its members as Mayor of the Town of Hillsboro Beach. The Mayor shall preside at all meetings of the Commission.

Mayor's Powers with Respect to the Commission: The Mayor shall attend Commission meetings and appear before the Commission for the purpose of expressing his/her views on matters pending before the Commission. He/she shall also have the power to present messages, reports and other communications to the Commission and to propose legislation for the Commission's consideration and to vote on all matters brought before the Town Commission. The Mayor shall be recognized as the head of Town government for service of processes, ceremonial matters, and the signature or execution of ordinances, contracts, deeds, bonds, and other instruments and documents and for purposes of military law. The Mayor shall also serve as the ceremonial head of the Town and the Town official designated to represent the Town when dealing with other entities. The Mayor shall have no administrative duties other than those necessary to accomplish these actions, or such other actions as may be authorized by the Town Commission, consistent with general or special law.

2. CURRENT ACTIVITY



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 12 - Appointing Mayor 2024

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RESOLUTION NO. 2024-12

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING _____ AS MAYOR OF THE TOWN OF HILLSBORO BEACH; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with Section 5 of the Town's Charter, the Town Commission of the Town of Hillsboro Beach, Florida, has determined that it is in the best interest of the citizens and residents of the Town of Hillsboro Beach to appoint _____ as Mayor of 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 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 _____ as Mayor of the Town of Hillsboro Beach.

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 _____ 2024.

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TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC



TOWN OF HILLSBORO BEACH

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Hillsboro Beach, FL 33062

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Agenda Item Cover Memo

Agenda Item: RESOLUTION NO. 2024-13
PURSUANT TO ARTICLE VIII, SEC. 5 OF THE TOWN CHARTER, A RESOLUTION OF
THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH,
FLORIDA, APPOINTING THE VICE MAYOR OF THE TOWN OF HILLSBORO BEACH
(2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY;
PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

Vice Mayor: At the same meeting at which the Mayor is elected, each Commission shall also elect, by majority vote, a Vice Mayor. The Vice Mayor shall preside at meetings of the Commission during any absence or disability of the Mayor, and he shall serve as Acting Mayor during any period in which the Mayor is absent or disabled.

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 13 - Appointing Vice Mayor 2024

1 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this
2 ___ day of _____ 2024.

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TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC



TOWN OF HILLSBORO BEACH

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Hillsboro Beach, FL 33062

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Agenda Item: RESOLUTION NO. 2024-14
PURSUANT TO ARTICLE VIII, SEC. 5 OF THE TOWN CHARTER, A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING THE TOWN TREASURER OF THE TOWN OF HILLSBORO BEACH (2024-2025); PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY, PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

ARTICLE V: - FINANCE

Section 1. - Finance department.

There shall be the **Town Treasurer**, who shall be appointed by the Town Commission and be subject to removal by it. The **Town Treasurer** shall be a member of the Town Commission. The Town Manager shall serve as Assistant **Treasurer** and be responsible for the functioning of the Finance Department.

(Am. Ord. 2016-290, passed 12-6-2016)

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 14 - Appointing Town Treasurer 2024



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

1 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this
2 ___ day of _____ 2024.

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TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC



TOWN OF HILLSBORO BEACH

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www.townofhillsborobeach.com

Agenda Item Cover Memo

Agenda Item: RESOLUTION NO. 2024-15

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, DESIGNATING ALL FIVE (5) COMMISSION MEMBERS AS SIGNATORIES ON THE TOWN'S BANK ACCOUNTS AND DESIGNATING THE TOWN TREASURER TO BE THE JOINT SIGNER WITH THE TOWN MANAGER FOR ELECTRONIC SIGNATURE (2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 15 - 2024 Designate Commission Members as Bank Signatories

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RESOLUTION NO. 2024-15

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPROVING AND AUTHORIZING ALL FIVE (5) TOWN COMMISSION MEMBERS AS THE TOWN'S AUTHORIZED SIGNATORIES ON THE TOWN'S BANK ACCOUNTS AND AUTHORIZING THE TOWN TREASURER TO BE THE JOINT SIGNER WITH THE TOWN MANAGER FOR ELECTRONIC CHECK SIGNATURES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission deems it to be in the best interest of the Town to authorize all five (5) Town Commission Members as the Town's authorized signatories for purposes of transferring the fiduciary responsibility of banking and to authorize the Town Treasurer to be the joint signer with the Town Manager for electronic check signatures.

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

SECTION 1. The foregoing "WHEREAS" clauses is true and correct and hereby ratified and confirmed by the Town Commission.

SECTION 2. The Town Commission of the Town of Hillsboro Beach, Florida hereby approves and authorizes the following five (5) Town Commission Members as the Town's authorized signatories on the Town's bank accounts:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

SECTION 3. The Town Commission of the Town of Hillsboro Beach hereby authorizes the Town Treasurer to be the joint signer with the Town Manager for electronic check signatures.

SECTION 4. The appropriate Town officials are authorized and directed to execute the necessary documents to comply with this Resolution.

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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.

ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this ___ day of _____ 2024.

TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC



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. 2024-16

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING PRIMARY REPRESENTATIVE, AN ALTERNATE AND SECOND ALTERNATE TO THE BROWARD LEAGUE OF CITIES BOARD OF DIRECTORS (2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

Broward League of Cities | www.BrowardLeague.org

Term begins May 4, 2024, where members will be sworn in at the 67th Annual Gala at Margaritaville Hollywood Beach Resort. The term will end in May of 2025.

Vice Mayor Barbara Baldassarre has served on this Board since 2017.

Broward League Today

Today, the Broward League of Cities is a non-partisan, non-profit organization comprised of elected officials from Broward County's 31 municipal governments and a representative of the Broward County Commission. The League is a voluntary association that serves over 1.8 million residents and more than 125 associate government, non-profit, and business organizations.

The Broward League's current emphasis is much like the original charter: the organization is dedicated to the identification and resolution of problems that affect the day-to-day operations of local government, including legislation at the county, state, and federal levels.

The League continues to grow and adapt as it constantly explores and vets new ideas, programs, initiatives, and services that will provide an enhanced quality of life to residents, business owners, and key stakeholders in Broward County.

The Big Picture

The Broward League of Cities is a member of the Florida League of Cities, which serves to unify local governments throughout the state of Florida. The Florida League of Cities represents more than 400 cities, towns and municipalities throughout the state. Its elected board of directors helps each county outline its mission, goals and objectives based on the overall benefit to the state's residents.



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

County and regionalized leagues are initiated by city officials to resolve local municipal issues and serve as umbrella organizations which represent those issues at the state and federal level. Local leagues, while independent of the Florida League of Cities, can choose to participate in advocacy issues on a statewide basis.

Mission/History

The Broward League of Cities is a non-partisan, non-profit organization dedicated to raising awareness and resolving issues facing Broward County's 31 cities and municipalities at the local, county and state level. The organization's dedicated committees conduct research and suggest policies for current topics affecting residents, including education, housing, economic concerns and municipal services. The League's mission is as follows:

- Identify and help resolve issues affecting municipalities within Broward County;
- Promote municipal authority and represent the interests of municipalities and their residents;
- Strive to increase public knowledge of municipal services, issues, concerns, accomplishments and responsibilities;
- Provide leadership on issues of local, regional, state and national concern.

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

- ATTACHMENTS:**
1. 16 - Broward League of Cities 2024
 2. 24-25 Board Request Appointment
 3. RES 2023-20 Broward League Cities

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RESOLUTION NO. 2024-16

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING _____, _____ AND _____ AS ITS PRIMARY REPRESENTATIVE AND ALTERNATES TO THE BROWARD LEAGUE OF CITIES BOARD OF DIRECTORS FOR THE TERM OF 2024-2025; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Hillsboro Beach deems it to be in the best interests of the Town to appoint a primary representative and two alternates to the Broward League of Cities;

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 appoints the following representatives to the Broward League of Cities for the 2024-2025 term:

_____ Primary Representative
_____ First Alternate
_____ Second 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.

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ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this ____day
of _____ 2024.

TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC



MEMORANDUM

To: City Clerks
From: Mary Lou Tighe, Executive Director
Date: February 29, 2024
Re: 2024-25 Board of Director Appointments

2023-2024 OFFICERS

President Todd Drosky
Commissioner, Deerfield Beach
1st Vice President Felicia Brunson
Mayor, West Park
2nd Vice President Denise Horland
Councilmember, Plantation
Secretary Joyce Davis
Commissioner, Dania Beach
Treasurer Traci Callari
Commissioner, Hollywood

DIRECTORS

Immediate Past President Bob Mayersohn
Commissioner, Parkland
Past President Greg Ross
Mayor, Cooper City
Past President Susan Starkey
Councilmember, Davie
Past President Joy Cooper
Mayor, Hallandale Beach
Past President Frank Ortis
Mayor, Pembroke Pines
Jim Allbritton
Councilmember, Southwest Ranches
Barbara Baldasarre
Vice Mayor, Hillsboro Beach
Pamela Beasley-Pittman
Vice Mayor, Fort Lauderdale
Marlon Bolton
Commissioner, Tamarac
Samson Borgelin
Mayor, North Lauderdale
Anthony Caggiano
Commissioner, Margate
Joy Carter
Commissioner, Coral Springs
Mark Douglas
Commissioner, Sunrise
Rhonda Eaton
Commissioner, Pompano Beach
Beam Furr
Vice Mayor, Broward County
Jeremy Katzman
Commissioner, Cooper City
Edmund Malkoon
Vice Mayor, Lauderdale-by-the-Sea
Lawrence "Jabbow" Martin
Commissioner, Lauderhill
Karlene Maxwell-Williams
Commissioner, Lauderdale Lakes
Henry Mead
Commissioner, Weston
Wayne Messam
Mayor, Miramar
Ashira Mohammed
Mayor, Pembroke Park
Patty Petrone
Commissioner, Lighthouse Point
Paul Rolli
Commissioner, Wilton Manors
Mitch Rosenwald
Mayor, Oakland Park
Joshua Rydell
Mayor, Coconut Creek
Iris Siple
Vice Mayor, Pembroke Pines
Chad Volkert
Councilmember, Sea Ranch Lakes

Samuel S. Goren, Esquire
Goren Cherof Doody & Ezrol, P.A.
Legal Counsel

Mary Lou Tighe
Executive Director
Sely Cochran
Deputy Executive Director

According to the League By-Laws:

- Each city shall appoint a Director, Alternate, and Second Alternate to attend and vote at any Board of Directors or General Membership meeting held where he/she represents his/her municipality.
- It is the responsibility of each Director to communicate with his/her respective municipal officials, employees, and constituents concerning actions taken or to be taken by the Board of Directors or the general membership. Directors are responsible for bringing issues of collective importance to the attention of the Board of Directors.
- Each member of the Board of Directors shall notify his or her Alternate to attend Board of Director Meetings when that voting member will not attend. The Alternate shall have the right to participate and vote. In the event the Alternate cannot attend, the Alternate shall notify his or her Second Alternate to attend Board of Director meetings when the Alternate cannot attend. The Second Alternate shall have the right to participate and vote.

Please agenda the selection of your Director, Alternate, and Second Alternate for an upcoming commission meeting. See the attached attendance record for the last year. **The deadline for board appointments is April 11, 2024.** The term will begin on May 4, 2024, where members will be sworn in at the 67th Annual Gala at Margaritaville. The term will end in May of 2025.

Please forward the information below to scochrane@browardleague.org.

=====
Municipality: _____

Commissioner/Council Appointments: _____

Director: _____

Alternate: _____

Second Alternate: _____

2023-2024 Board Meeting Attendance

	9/7/2023	10/5/2023	11/2/2023	12/7/2023	1/11/2024	3/7/24	4/4/24	5/2/24
Todd Drosky	X	X	(exc.)	X	X			
Felicia Brunson	X	X	X	X	X			
Traci Callari	X	(exc.)	X	(exc.)	X			
Bob Mayersohn	(alt.)	X	X	X	(alt.)			
Greg Ross	X	X	X	X	(exc.)			
Susan Starkey	X	X	X	X	X			
Joy Cooper								
Frank Ortis		(exc.)		(exc.)				
Jim Allbritton	X	(exc.)	X	X	X			
Barbara Baldasarre	X	X	X	X	X			
Pamela Beasley-Pittman	X	X	X	(exc.)	X			
Marlon Bolton	X	X	(exc.)	X	X			
Samson Borgelin	X	X		X	X			
Anthony Caggiano	X	X	X	X	X			
Joy Carter	X	X	X	X	(alt.)			
Joyce Davis	X	X	X	X	X			
Mark Douglas	X	X	(exc.)	X				
Rhonda Eaton	X	X	X	X	X			
Beam Furr		X		(exc.)	(alt.)			
Denise Horland	X	(exc.)	X	X	X			
Jeremy Katzman	X	X	(exc.)	X	X			
Edmund Malkoon	(exc.)		X	(exc.)	(exc.)			
Ashira Mohammed		X	X	X	X			
Lawrence Martin	X	X	X	(exc.)	(exc.)			
Karlene Maxwell-Williams	X	(alt.)	X	X	X			
Henry Mead	(alt.)	X	X	X	X			
Wayne Messam			X					
Patty Petrone	X	(alt.)	(exc.)	X	X			
Paul Rolli	X	X	X	X	X			
Mitch Rosenwald	X	(exc.)	X	X	X			
Joshua Rydell								
Iris Siple		X						
Chad Volkert								

**State of Florida
Broward County
Town of Hillsboro Beach**

RESOLUTION NO. 2023-20

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A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING BARABARA BALDASARRE, JANE REISER, AND VINNE ANDREANO AS ITS PRIMARY REPRESENTATIVE AND ALTERNATES TO THE BROWARD LEAGUE OF CITIES FOR THE TERM OF 2022-2023; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS the Town Commission of the Town of Hillsboro Beach deems it to be in the best interests of the Town to appoint a primary representative and two alternates to the Broward League of Cities.

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 appoints the following representatives to the Broward League of Cities for the 2023-2024 term:

- BARABARA BALDASARRE Primary Representative
- JANE REISER First Alternate
- VINNE ANDREANO Second 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.

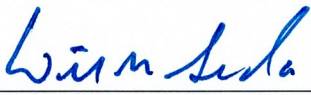
SECTION 6. This Resolution shall become effective immediately upon its passage and adoption.


1 **ADOPTED** by the Town Commission of the Town of Hillsboro Beach, Florida this
2 4th day of April, 2023.

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4 **TOWN OF HILLSBORO BEACH, FLORIDA**

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7 _____
8 Irene Kirdahy, Mayor
9

10 **ATTEST:**

11 
12 _____
13 Sherry D. Henderson, CMC
14 Town Clerk

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17 _____
18 William M. Serda
Town Manager

RESOLUTION NO. 2023-20

RECORD OF TOWN COMMISSION VOTE:

	<u>YES / YEA</u>	<u>NO / NAY</u>
MAYOR IRENE KIRDAHY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VICE MAYOR BARBARA BALDASARRE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMISSIONER JANE REISER	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMISSIONER VINNIE ANDREANO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMISSIONER DAVID A. RAVANESI	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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. 2024-17

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A TOWN REPRESENTATIVE TO ATTEND THE FLORIDA LEAGUE OF CITIES ANNUAL BUSINESS MEETING AS A VOTING DELEGATE, SATURDAY, AUGUST 17, 2024 (HOLLYWOOD, FLORIDA) PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

The Florida League of Cities Annual Conference is an opportunity for municipal officials and senior staff to enhance leadership skills, learn from municipal experts, share ideas with peers, discuss strategies for Florida's future and hear about the latest in products and services for municipal governments.

The 2024 Annual Conference will be held August 15-17, 2024 at the Diplomat Beach Resort - Hollywood.

Vice Mayor Baldasarre attended the Annual Business Meeting as a voting delegate on behalf of the Town.

For more than 100 years, the Florida League of Cities has been the united voice for Florida's municipalities.

The League's mission is to serve the needs of Florida's cities and promote local self-government. We support local voices making local choices to protect and enhance Florida's communities.

When Florida's city officials formed a group of municipal governments for the first time in 1922, they wanted to shape legislation, share the advantages of cooperative action, and exchange ideas and experiences. Growing from a small number of cities and towns, our membership now represents more than 400 cities, towns and villages in the Sunshine State.

The League provides members with tailored advocacy tools and training programs designed specifically for municipal officials. It also serves as administrator for the Florida Municipal Insurance Trust, offers innovative financial solutions to Florida's local governments, and provides contractual support services to several statewide municipal and professional associations.

2. CURRENT ACTIVITY



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 17 -2024 FLORIDA LEAGUE OF CITIES ANNUAL BUSINESS MEETING AS A VOTING DELEGATE

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RESOLUTION NO. 2024-17

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A TOWN REPRESENTATIVE TO ATTEND THE FLORIDA LEAGUE OF CITIES ANNUAL BUSINESS MEETING AS A VOTING DELEGATE, SATURDAY, AUGUST 17, 2024; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town Commission of the Town of Hillsboro Beach deems it to be in the best interests of the Town to appoint a Town Representative to attend the Florida League of Cities Annual Business Meeting as a voting delegate, on Saturday, August 17, 2024 in Hollywood, 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 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 _____ as the Town Representative to attend the Florida League of Cities Annual Business Meeting as a voting delegate, on Saturday, August 17, 2024 in Hollywood, Florida.

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 _____ 2024.

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TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

10 **ATTEST:**

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12 _____
13 Sherry D. Henderson, CMC

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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. 2024-18

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A PRIMARY REPRESENTATIVE AND AN ALTERNATE TO THE GOVERNING BOARD OF THE SOLID WASTE DISPOSAL AND RECYCLABLE MATERIALS PROCESSING AUTHORITY OF BROWARD COUNTY (2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

The Solid Waste Disposal and Recyclable Materials Governing Authority is an independent legal entity established by Interlocal Agreement to serve the county and member municipalities. The purpose is to develop and implement a long term Master Plan for disposal, reduction, recycling, and reuse of waste generated in Broward County.

September 2023 Appointments

* David Ravanese, Commr. Appointed Representative

* Vinnie Andreano, Commr. Alternate

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:

1. 18 - Solid Waste Authority Appointment 2024
2. RES 2023-37 Appt to Governing Board of Solid Waste Disposal (9-12-2023)

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RESOLUTION NO. 2024-18

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A PRIMARY REPRESENTATIVE AND AN 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 primary representative and an 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 for the 2024-2025 term:

_____ Primary
_____ 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.

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ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this __ day of _____ 2024.

TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC

Adopted by the Hillsboro Beach Mayor and Commission on this 12th day of September, 2023.

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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:

- **David Ravanese, Commissioner** **Appointed Representative**
- **Vinne Andreano, Commissioner** **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.



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ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this 13th day of SEP 2023.

TOWN OF HILLSBORO BEACH, FLORIDA

Irene Kirdahy
Irene Kirdahy, Mayor

ATTEST:

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

RESOLUTION NO. 2023-37
RECORD OF TOWN COMMISSION VOTE:

	<u>YES</u>	<u>NO</u>
MAYOR IRENE KIRDAHY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VICE MAYOR BARBARA BALDASARRE	<input checked="" type="checkbox"/>	<input type="checkbox"/> <i>Second</i>
COMMISSIONER JANE REISER	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMISSIONER VINNE ANDREANO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMISSIONER DAVID A. RAVANESI	<input checked="" type="checkbox"/>	<input type="checkbox"/> <i>Motion</i>

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.



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. 2024-19
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A BOARD MEMBER FOR BROWARD METROPOLITAN PLANNING ORGANIZATION (MPO); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

The Broward Metropolitan Planning Organization (MPO) is a transportation policy-making board comprised of 25 voting members including representatives from the South Florida Regional Transportation Authority/Tri-Rail (SFRTA), the School Board of Broward County, and four representatives from the Broward County Board of Commissioners. There are an additional 13 alternate members of the Board, who have voting rights when others are absent. The MPO is responsible for transportation planning and funding allocation in urbanized Broward County. The Broward MPO works with the public, planning organizations, government agencies, elected officials, and community groups to develop transportation plans.

The MPO Board meets on the second Thursday of every month * in the MPO Board Room, located in the Trade Center South Building at 100 West Cypress Creek Road, 6th Floor, Suite 650, Fort Lauderdale, FL 33309 at 9:30 am. These meetings are open to the public and participation is encouraged.

*Typically, there are no MPO Board meetings in August or January. Please check the meeting calendar to verify meeting dates.

AGENDAS can be found here: <https://www.browardmpo.org/index.php/agendas-minutes>

A listing of the other MPO Board Members can be found here: <https://www.browardmpo.org/our-board>

Mayor Irene Kirdahy has served on this Board since 2017.

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

- ATTACHMENTS:**
1. Resolution
 2. Being an MPO Board member
 3. Directions to MPO Office
 4. 2024 MPO Board Meeting Dates
 5. MPO Board Orientation Handbook (July 2022)
 6. Who We Are

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RESOLUTION NO. 2024-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A BOARD MEMBER FOR BROWARD METROPOLITAN PLANNING ORGANIZATION (MPO); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town Commission of the Town of Hillsboro Beach deems it to be in the best interests of the Town to appoint a member of the Town Commission to be the Town’s representative for the Metropolitan Planning Organization;

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 appoints _____ as the Town’s representative for the Broward Metropolitan Planning Organization.

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

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

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

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

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ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this ____day
of _____ 2024.

TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC

From: [Greg Stuart](#)
To:
Cc: [Rebecca N. Schultz](#)
Subject: Being an MPO Board member

To whom it may concern,

Here are of the responsibilities of the Organization and what the appointed member will be voting on as a Member of the Board of Directors:

We ask that members attend the approximately 10 public hearings a year, February through July and September through December. Typically the public hearings are the second Thursday of the Month beginning at 9:30 a.m. and concludes around 11:30 a.m. Depending on the subject and public comments, the meetings could run longer. The appointment is required to serve their entire term in office as as a Board Member, unless they are term limited, removed from office, or does not run for office. Because of the nuances of Federal Law it has historically taken a new Board Member up to two years before clearly understanding the roles and activities of the MPO voting member.

The Organization is responsible for approximately \$6.4 billion in Federal and State transportation expenditures, over a five year period. This capital program is called the Transportation Improvement Program (TIP). We add a new fifth year to the TIP every July. We are also responsible for approving the Florida Department of Transportation District IV capital budget alternating between December and October depending on the starting date of the Florida Legislature. In addition, the State and Federal Government requires us to prepare a Metropolitan Transportation Plan, which is a 25 year funding document for all the planned transportation improvements utilizing State and Federal funds. We also have to adopt the Organizations budget every two years; it is approximately \$13.75 million a year.

We will schedule a separate Board Orientation for the appointed member prior to their first meeting. The member is also required to attend the MPOAC institute in Orlando or Tampa within the first two years and cannot serve on the Executive Committee until the training is complete.

If they have an interest in transportation, land use, and economic development they will find this Organization and our many other meetings interesting as well.

Gregory Stuart
Executive Director



Trade Centre South
100 West Cypress Creek Road,
6th Floor, Suite 650
Fort Lauderdale, FL 33309
(954) 876-0035 Direct
(954) 876-0033 Office
(954) 876-0062 Fax
stuartg@browardmpo.org

For more information on activities and projects of the Broward MPO, please visit: BrowardMPO.org and while you're there, follow us on Social Media.

To subscribe to our e-Blasts, [click here](#).

For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the Americans with Disabilities Act, please contact: Hannah Bourgeois, Public Outreach Officer/Title VI Coordinator at (954) 876-0053 or bourgeois@browardmpo.org
Please Note: Florida has a very broad public records law. Most written communications to or from Broward MPO officials and/or employees regarding Broward MPO business are public records, and are available to the public and media upon request. Your e-mail communications, including your email address, may therefore be subject to public disclosure. This message, together with any attachments, is intended only for the addressee. It may contain information which is legally privileged, confidential and exempt from public disclosure. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, use, or any action or reliance on this communication is strictly prohibited. If you have received this e-mail in error, please notify the Broward MPO immediately by telephone (954) 876-0033 or by return e-mail and delete the message, along with any attachments.

Direction Guide

With Step-by-Step Instructions

Broward MPO Address:

Trade Centre South
100 West Cypress Creek Road,
6th Floor, Suite 650
Fort Lauderdale, Florida
33309-2112

Building Access:

Entrances are located in the front and on both sides.
(Side entrances located in parking garage)

Upon entrance to the building, all visitors must sign in at the front desk.

Parking:

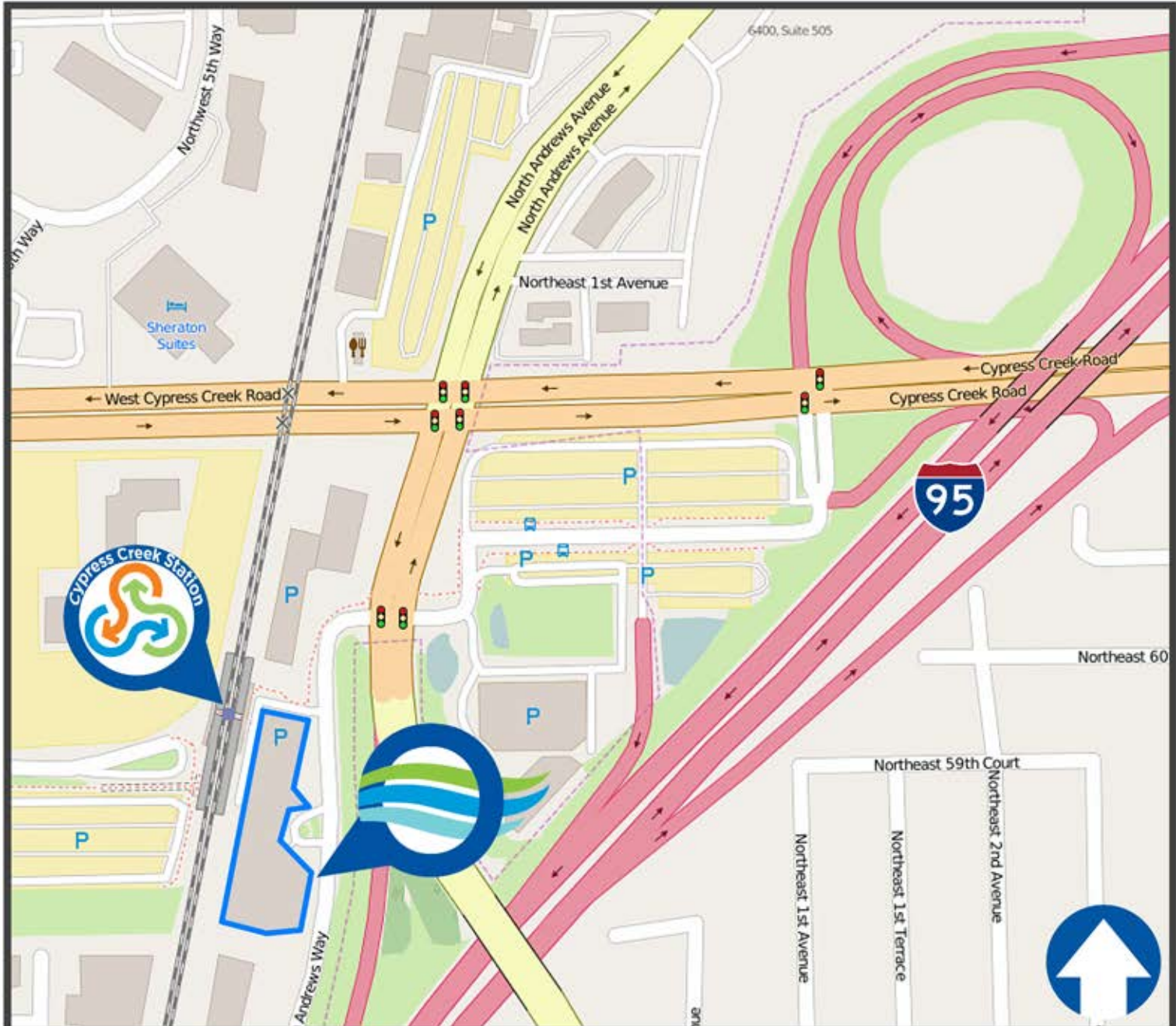
Visitor parking is located at the north side of the building.
(The side closest to Cypress Creek Rd)

Simply follow the visitor parking signs into the first entrance to the garage.

Upon leaving, please stop by the front desk to request the exit code for the garage.

Contact Info:

For any questions, feel free to contact us at:
P: (954) 876-0033
E: info@browardmpo.org



Direction Guide

With Step-by-Step Instructions



Bus

- Route 14 to the intersection of Powerline Road and NW 62 St. Walk east to Andrews Avenue then south to Trade Centre South building
- Route 60 to Andrews Avenue (Cypress Creek Tri-Rail Station). Trade Centre South will be located behind the station.
- Route 62 to Cypress Creek Tri-Rail Park and Ride. Cross Andrews Ave and walk along Andrews Way, Trade Centre South will be located on your right



Tri-Rail

- Take Tri-Rail to Cypress Creek Station
- Exit out the back side of the station (side away from the parking lots)
- Walk through the Trade Centre South parking garage (on your right)
- From here, you can enter the lobby



Bicycle

- Enter through the main parking garage
- Bike towards the center of the building
- Yellow bike racks will be located by the entrances to the lobby



Car

From the North

- Take I95 South to Cypress Creek Road.
- Turn Right on to Cypress Creek Road from the left most, right turn lane.
- At the next light, turn left on to Andrews Ave from the right most, left turn lane.
- At the next light, turn right onto North Andrews Way.
- Visitor parking will be the second turn-in on North Andrews Way, immediately after the crosswalk.

From the South

- Take I95 North to Cypress Creek Road West.
- Continue on Cypress Creek Road and stay left.
- At the next light, turn left on to Andrews Ave from the right most, left turn lane.
- At the next light, turn right onto North Andrews Way.
- Visitor parking will be the second turn-in on North Andrews Way, immediately after the crosswalk.

From the East

- Take Cypress Creek Road westward.
- After I95 but before the rail road crossing, turn left on to Andrews Ave from the right most, left turn lane.
- At the next light, turn right onto North Andrews Way.
- Visitor parking will be the second turn-in on North Andrews Way, immediately after the crosswalk.

From the West

- Take Cypress Creek Road eastward.
- After the rail road crossing turn right on to Andrews Ave.
- At the next light, turn right onto North Andrews Way.
- Visitor parking will be the second turn-in on North Andrews Way,

BrowardMPO.org

For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the American with Disabilities Act, please contact: Carl Ema, Title VI Coordinator at (954) 876-0052 or emac@browardmpo.org



BROWARD METROPOLITAN PLANNING ORGANIZATION
2024 MEETING DATES

No Meeting in January

Thursday, February 8, 2024

Thursday, March 14, 2024

Thursday, April 11, 2024

Thursday, May 9, 2024

Thursday, June 13, 2024

Thursday, July 11, 2024

No Meeting in August

Thursday, September 12, 2024

Thursday, October 10, 2024

Thursday, November 14, 2024

Thursday, December 12, 2024

Meetings will be held at 9:30 a.m. in the MPO Board Room unless otherwise specified.



Board Orientation Handbook

July 2022

Mission Statement

[Why We Exist]

To collaboratively plan, prioritize and fund the delivery of diverse transportation options.

Vision Statement

[What We Strive For]

Our work will have measurable positive impact by ensuring transportation projects are well selected, funded and delivered.

Move People & Goods | Create Jobs | Strengthen Communities

BrowardMPO.org

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LOCAL GOVERNMENTS, AGENCIES AND INSTITUTIONS
BROWARD COUNTY GOVERNMENT DEPARTMENTS
SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FLORIDA DEPARTMENT OF TRANSPORTATION
UNITED STATES DEPARTMENT OF TRANSPORTATION
OTHER FEDERAL AGENCIES

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TECHNICAL ADVISORY COMMITTEE
CITIZENS' ADVISORY COMMITTEE
LOCAL COORDINATING BOARD
COMPLETE STREETS TECHNICAL ADVISORY COMMITTEE
FREIGHT TECHNICAL ADVISORY COMMITTEE

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WHO WE ARE

The Broward Metropolitan Planning Organization (MPO) is you, the Board. Together with your fellow Board members, you are responsible for implementing local transportation policies and guide the best use of federal tax dollars on transportation projects within Broward County (the “planning area”). In order to accomplish this, you will work with MPO staff, multiple support committees and a variety of transportation partners including: municipalities, numerous divisions of Broward County government, South Florida Regional Transportation Authority (SFRTA), Florida Department of Transportation (FDOT) and various federal agencies.



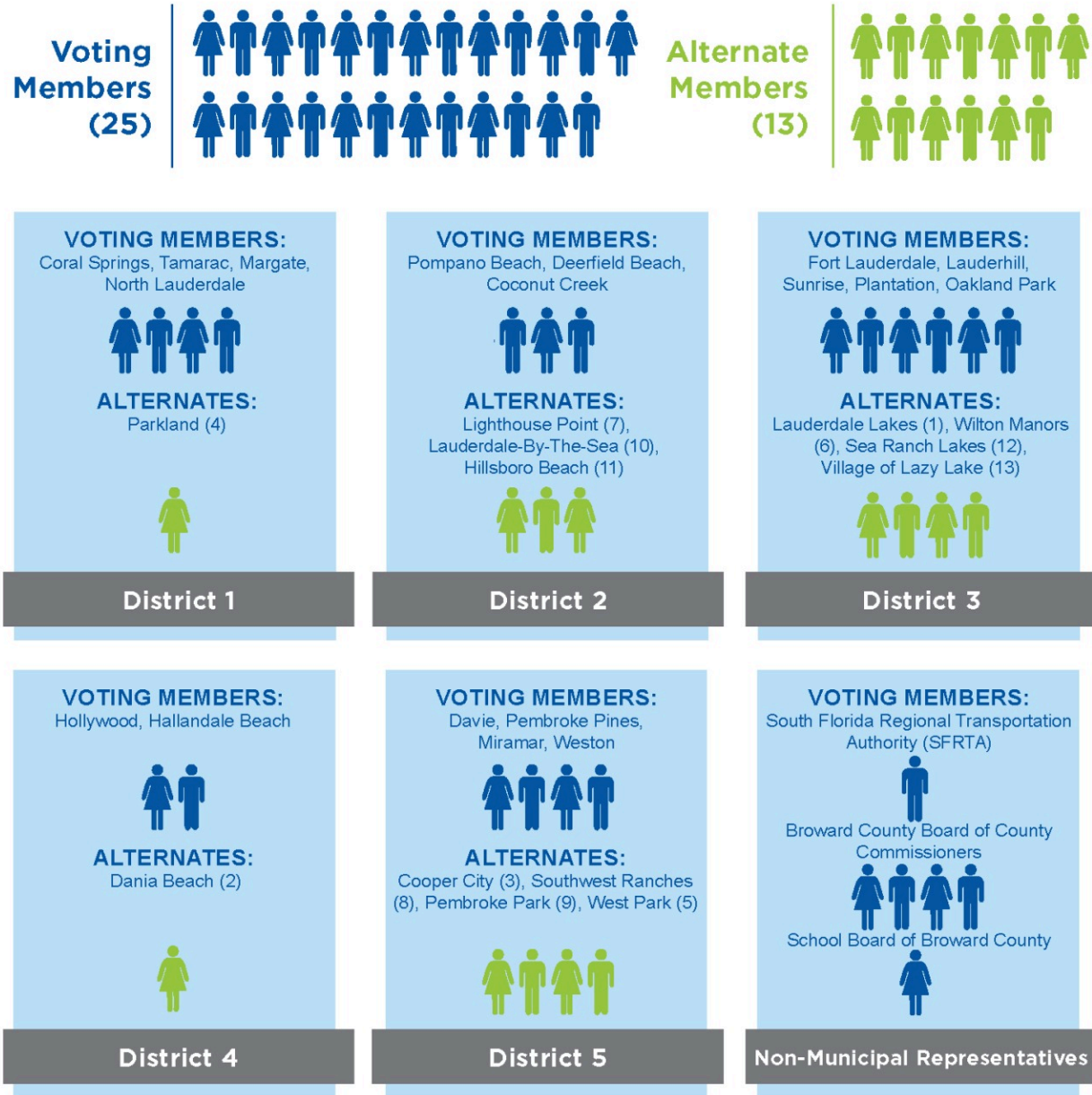
Governmental partnerships makes the MPO strong. Together, the MPO and its partners plan, build, operate and maintain varied transportation systems that meet the mobility needs of all the residents and employers within the southeast Florida region.



The vision of the MPO is for our work to have measurable positive impact by ensuring transportation projects are well selected, funded and delivered.

Your mission is to collaboratively plan, prioritize and fund the delivery of diverse transportation options. Your participation as either a voting or non-voting member fulfills this mission by helping to develop and implement planning products that emphasize the need for reliable transit, bicycle, pedestrian and roadway projects that promote economic strength, environmental conservation and a continuous improvement of quality of life.

Figure 1. Voting Structure



NOTE: Alternates are given voting privileges in the absence of voting members, equalizing up to 25 total votes. Eligibility is based on population, per the 2010 Census, in order of largest to smallest. The rank for each alternate is identified in parenthesis next to the name of the municipality.

WHAT WE DO

The MPO is a federally mandated and federally funded transportation policy-making Board, made up of representatives from local governments, and responsible for developing transportation plans within the planning area. These plans allocate funding to promote the safe, efficient movement of people and goods by providing balanced choices to improve mobility and economic development.

Core Products

Metropolitan Transportation Plan

Metropolitan Transportation Plans (MTPs) are federally required documents that provide strategic transportation investments for a minimum of the next 20 years. These investments center on improving the quality of life, maximizing mobility options, and promoting a sustainable future. MTPs are updated every five (5) years to reflect changes over time, as new transportation needs are identified and as projects are funded and built.

Transportation Improvement Program

The Transportation Improvement Program (TIP) is a five (5) year program that reflects fiscally constrained transportation projects that are consistent with the MTP. Projects envisioned within the MTP “are programmed” into the TIP when funding to design and construct the projects becomes available. These projects are also consistent with FDOT’s *Five-Year Work Program*.

Unified Planning Work Program

The Unified Planning Work Program (UPWP) is simply a statement of work that identifies planning priorities and activities to be carried out within the planning area. Essentially, it describes the work and activities to be carried out by MPO staff as well as the funding to complete the activities. Every two (2) years, the UPWP is updated to reflect changes in planning work and funding sources, including descriptions of: planning work, planning products, responsible parties, work timelines and costs. In addition, the UPWP accounts for Federal, state, and local participation in the transportation planning process.

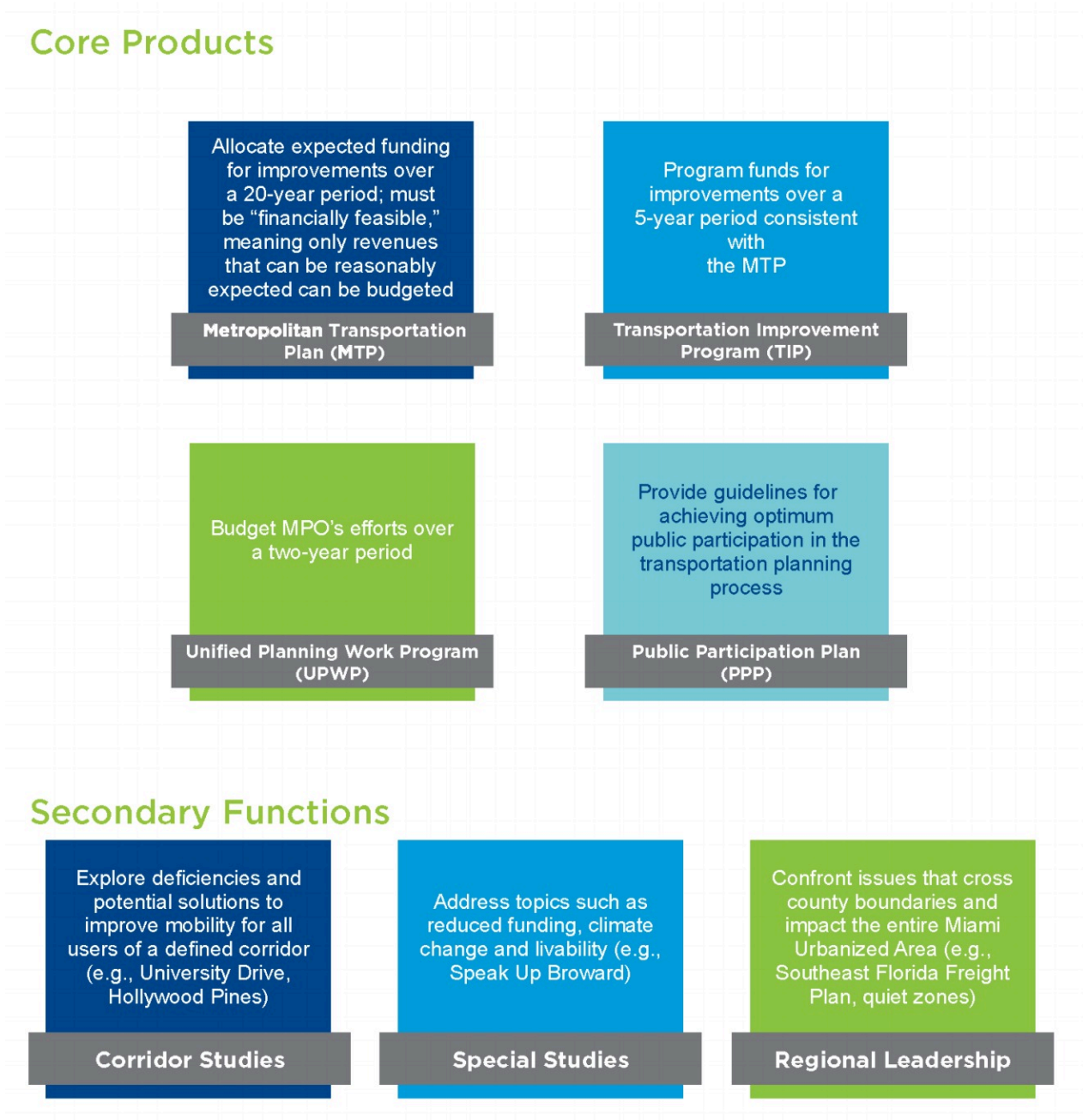
Public Participation Plan

The Public Participation Plan (PPP) provides guidelines for achieving optimum public participation. The goals of this plan are to inform and involve the public in transportation meetings, issues and other relevant events.

Secondary Functions

In addition to these core products, the MPO conducts other various planning studies to develop projects which improve mobility and livability within the planning area. These studies address all modes of transportation, including roadway congestion, transit service and better facilities for bicyclists and pedestrians. Throughout all these efforts, community engagement and your participation is a key priority. Presentations are often provided at Board meetings on these activities.

Figure 2. Products and Services



WHAT ARE YOUR RESPONSIBILITIES?

You will serve a four-year term and, subject to jurisdictional term limits, may be reappointed for one or more four-year terms.

Meeting Attendance

Board Meetings

The Board currently meets (subject to holiday schedules) the second Thursday of each month, generally at 9:30 a.m. in the MPO Board Room. You must provide at least three (3) days advanced notice to the MPO Executive Director if you will be absent. Fourteen (14) members of the Board are required to be present in order to constitute the quorum necessary to transact MPO business. An affirmative vote of a majority of the voting members present is necessary in order to adopt any measures.

Committee Meetings

Committees are designated by the Chair to investigate and report on specific subject areas of interest to the Board. A committee will consist of at least three (3) Board members, and a majority of their members must be present to take formal action.

Committees shall determine their Chair and Vice Chair positions and which member will report to the Board on committee activities. All committees shall make recommendations to the Board regarding proposed Board actions, such as actions to adopt motions and measures or creating procedures, unless state or Federal law or regulation specifically requires a more formal document or procedure.

Officer Elections

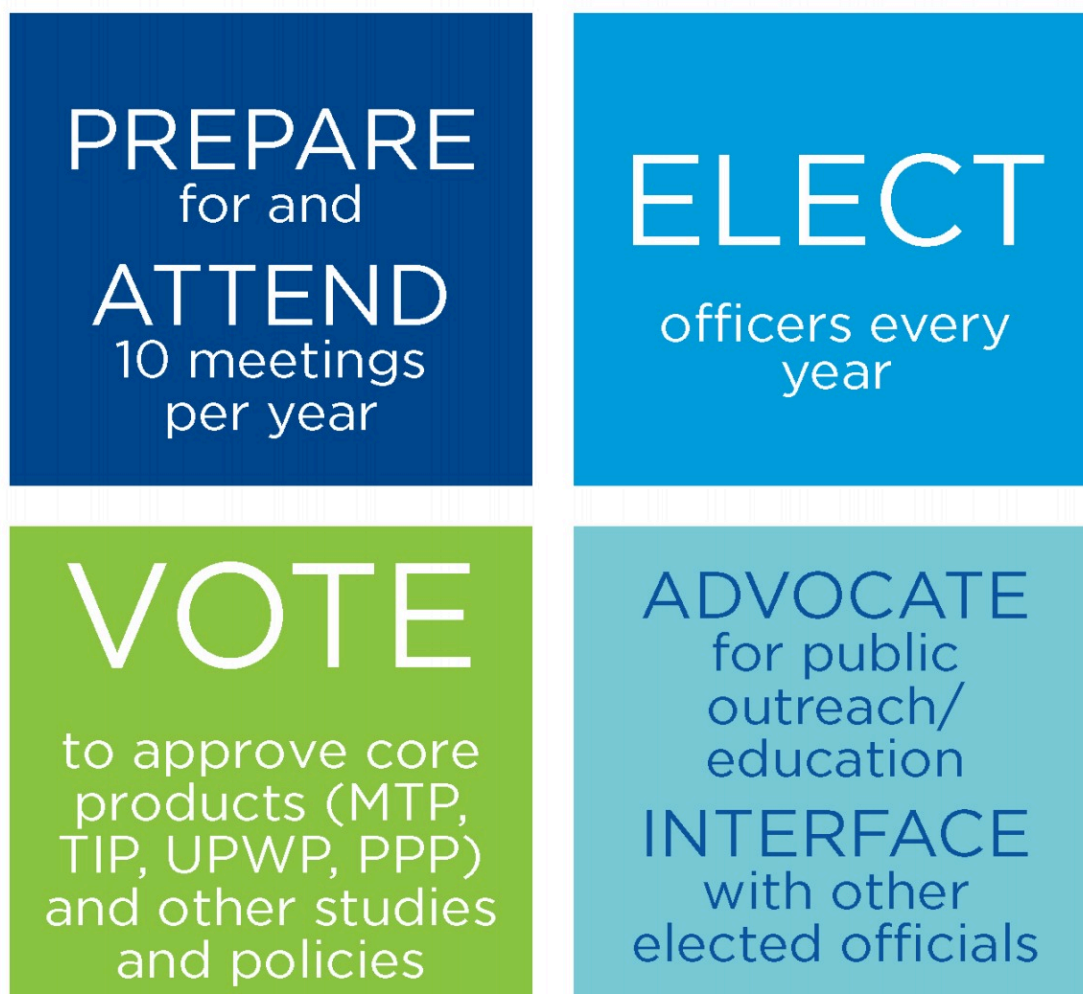
Each June, the Board holds a meeting to elect Board members to the positions of: Chair, Vice Chair, and Deputy Vice-Chair. These positions are elected by a majority of those present and voting. The Chair presides over all meetings, signs official MPO documents and, through official designation or delegation, may authorize the MPO Executive Director to sign or act in place of the Chair.

Other Requirements

Based upon the general policies of the MPO, you shall:

- Proactively support planning and funding initiatives that enhance transportation alternatives such as: transit, pedestrian traffic, and bicycle facilities;
- Promote cost-feasible partnering among Broward cities and adjoining Counties to maximize opportunities for enhancing and maintaining an affordable, efficient transportation system;
- Participate in the Southeast Florida Transportation Council (SEFTC), and support regional transportation connections between adjoining counties;
- Support establishing a dedicated revenue source to fund transportation projects in Broward and its adjoining areas, with an emphasis on transit; and
- Create opportunities for public engagement and education on transportation issues and proposals under Board consideration, particularly for those affected by outcomes or with special needs.

Figure 3. Board Responsibilities



WHO ARE YOUR PLANNING PARTNERS?

Local Governments, Agencies and Institutions

Local governments, agencies and institutions - such as cities, the School Board, the Seminole Tribe of Florida, colleges, universities and trade schools - help plan, design, operate and maintain roadways, buses, bicycle facilities, and sidewalks and other transportation facilities. An important function of these partners is to consider transportation in the development of specific local site plans, and the implementation of long-term comprehensive plans.

Broward County Government Departments

Broward County entities include the Highway Construction and Engineering Department, Broward County Transit (BCT), Port Everglades and Fort Lauderdale - Hollywood International Airport. Each of these entities is responsible for developing, operating and maintaining transportation infrastructure that is vital to the residents of Broward County.

South Florida Regional Transportation Authority/Tri-Rail

South Florida Regional Transportation Authority (SFRTA) is a state-legislatively created transportation policy-making body made up of representatives from county government, FDOT and private citizens. SFRTA was established to provide Tri-Rail commuter rail service in Broward, Palm Beach and Miami-Dade counties. SFRTA's mission is to develop and operate a viable regional rail transportation system in south Florida.

Florida Department of Transportation

Florida Department of Transportation (FDOT) is a multi-modal transportation agency responsible for planning, designing, constructing and maintaining state roadways, Florida's Turnpike, the national highway system and other major transportation infrastructure. FDOT works closely with local agencies, MPOs, transportation providers and special districts that respectively own, operate or maintain different portions of the transportation network. FDOT is responsible for developing the Florida Transportation Plan (FTP), the Strategic Intermodal System (SIS) and the State Transportation Improvement Program (STIP).

United States Department of Transportation and other Federal Agencies

The United State Department of Transportation (USDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Federal Aviation Administration (FAA) all provide policy guidance, technical resources and funding for transportation projects. Other Federal agencies that are important in transportation planning and project development include the Environmental Protection Agency (EPA), the United States Army Corps of Engineers (USACE) and research institutions such as the Transportation Research Board (TRB).

Figure 4. Planning Partners



WHO IS THERE TO HELP YOU?

Technical Advisory Committee

The Technical Advisory Committee (TAC) consists primarily of engineers, planners, and other professionals who represent local governments and transportation agencies. The TAC provides you recommendations on studies, plans, and programs, taking into consideration current scientific information, technical sufficiency, accuracy, and completeness.

The TAC meets on the fourth Wednesday of every month at 2:30 p.m. in the MPO Board Room. These meetings are open to the public and participation is encouraged.

Citizens' Advisory Committee

The Citizens' Advisory Committee (CAC) is comprised of representatives and members of the public who are interested in participating in the transportation planning process. The members of the CAC represent a broad cross section of populations from various municipalities and community organizations. The CAC provides valuable insight into local communities and help form the urban landscape by acting as a voice for public opinion relating to transportation issues. The CAC provides you recommendations on studies, plans, and programs, taking into consideration the impacts of these plans and programs on their local communities.

The CAC meets on the fourth Wednesday of every month in the MPO Board Room at 6:00 p.m. These meetings are open to the public and participation is encouraged.

Local Coordinating Board

The Transportation Disadvantaged (TD) Local Coordinating Board (LCB) is committed

to assisting transportation disadvantaged persons with their transportation needs. The LCB provides you recommendations on studies, plans, and programs, taking into consideration the impacts of these plans and programs on disadvantaged populations.

The LCB meets quarterly in the MPO Board Room at 2:00 p.m. These meetings are open to the public and participation is encouraged.

Complete Streets Advisory Committee

The Complete Streets Advisory Committee (CSAC) was formed to address the bicycle/pedestrian needs of the region. The group is comprised of municipal, partner agency staff, representatives of non-profit groups and advocacy groups. A set of Complete Street Guidelines was created by the members of this committee which is used to assist local governments in the implementation of Complete Streets.

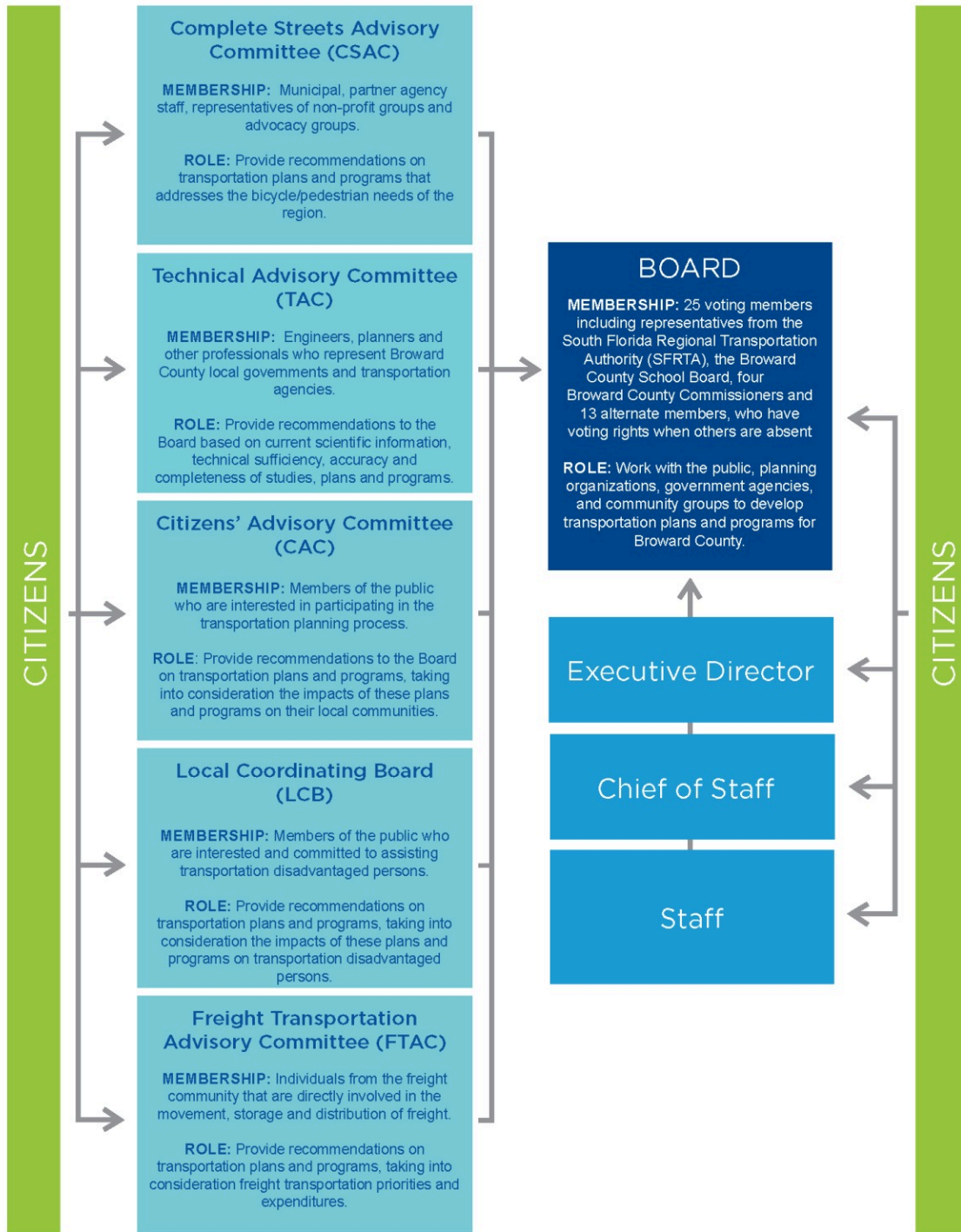
The CSAC meets every other month in the MPO Board Room at 2:00 p.m. These meetings are open to the public and participation is encouraged.

Freight Transportation Advisory Committee

The Freight Transportation Advisory Committee (FTAC) was established to provide much needed industry input to decision makers regarding freight transportation priorities and expenditures. The committee is comprised of members that are directly involved in the movement, storage and distribution of freight.

The FTAC meets quarterly on the third Thursday at 2:00 p.m. These meetings are open to the public and participation is encouraged.

Figure 5. Organizational Chart



LIST OF ACRONYMS

Broward County Transit	BCT
Citizens' Advisory Committee	CAC
Complete Street Advisory Committee	CSAC
Complete Streets and Other Localized Initiatives Program	CSLIP
Disadvantaged Business Enterprise	DBE
Environmental Protection Agency	EPA
Federal Aviation Administration	FAA
Federal Highway Administration	FHWA
Federal Transit Administration	FTA
Florida Department of Transportation	FDOT
Freight Transportation Advisory Committee	FTAC
Florida Transportation Plan	FTP
Metropolitan Planning Organization	MPO
Metropolitan Planning Organization Advisory Council	MPOAC
Metropolitan Transportation Plan	MTP
South Florida Regional Transportation Authority	SFRTA
Southeast Florida Transportation Council	SEFTC
State Transportation Improvement Program	STIP
Strategic Intermodal Systems	SIS
Technical Advisory Committee	TAC
Transportation Disadvantaged Local Coordinating Board	TDLCB
Transportation Improvement Program	TIP
Transportation Research Board	TRB
Unified Planning Work Program	UPWP
United States Army Corps of Engineers	USACE
United States Department of Transportation	USDOT

For more acronyms, please visit www.browardmpo.org/index.php/acronyms.

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QUICK REFERENCES

Useful Links

Rules and Regulations

MAP-21:

<http://www.fhwa.dot.gov/map21/>

FHWA Office of Planning and Environment:

<http://www.fhwa.dot.gov/hep/guidance>

Products and Services

MTP: <https://browardmpo.org/core-products/commitment-2045-mtp>

TIP: <https://browardmpo.org/core-products/transportation-improvement-program-tip>

Interactive TIP:

<http://browarddev.dtstiptool.com/>

UPWP: <https://browardmpo.org/core-products/unified-planning-work-program-upwp-budget>

CSLIP:

<https://browardmpo.org/funding-programs/complete-streets-localized-initiatives-program>

Transportation Disadvantaged Services:

<https://browardmpo.org/major-initiatives/transportation-disadvantaged-services>

Title VI and DBE Programs:

<https://browardmpo.org/major-initiatives/title-vi-dbev>

PPP: <https://browardmpo.org/core-products/public-participation-plan-ppp>

Planning Partners

Broward County:

<http://www.broward.org/>

SFRTA: <http://www.sfrta.fl.gov>

FDOT: <https://www.fdot.gov/>

FHWA: <https://highways.dot.gov/>

FTA: <https://www.transit.dot.gov/>

EPA: <http://www.epa.gov>

SEFTC: <http://www.seftc.org>

MPOAC: <http://www.mpoac.org>

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MPO STAFF

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Executive Director

Bryan Caletka
Director of Transportation & Human
Resources

Chris Bross
Contracts and
Procurement Manager

Derek Brown
Human Resources
Manager

Mark Brown
Senior Transportation
Planner

Charlene A. Burke
Transit
Principal Planner

Paul Calvaresi
Intergovernmental
Manager

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Associate Planner

Jihong Chen
Project Programming
Manager

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Project Manager

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Deputy Executive Director

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Director

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Deputy Executive Director

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Surtax Services Manager

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Transportation Planner

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Procurement Manager



Move People & Goods | Create Jobs | Strengthen Communities

Broward Metropolitan Planning Organization

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For more information on activities and projects of the Broward MPO, please visit:
BrowardMPO.org

For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the Americans with Disabilities Act, please contact Carl Ema, Title VI Coordinator at (954) 876-0052 or emac@browardmpo.org.

Move People | Create Jobs | Strengthen Communities
BrowardMPO.org



Metropolitan Planning Organization

(<https://www.browardmpo.org/>)

Who We Are

[About the MPO \(/about-the-mpo\)](#)

[Rules \(/about-the-mpo/rules\)](#)

[Transportation Policy \(/about-the-mpo/transportation-policy\)](#)

[Our Board \(/our-board\)](#)

[Our Staff \(/our-staff\)](#)

[Our Committees \(/our-committees\)](#)

About the MPO



Welcome to the Broward Metropolitan Planning Organization.

The Broward MPO is a dynamic, federally mandated public agency that serves as a catalyst for change in transportation. With the coordination of 31 local governments and municipalities, more than 1.9 million residents, and over 13 million visitors each year, the Broward MPO enables seamless transportation and redevelopment in Broward County that provides an opportunity for people and communities to grow and thrive.

The Broward MPO is responsible for making policy on local transportation issues and deciding how to collaboratively spend federal money on important transportation projects that deliver solutions, help keep Broward County moving, and improve quality of life for all.

The voting members of the MPO Board are elected officials who represent the Broward County Board of County Commissioners, the 31 Broward municipalities, the South Florida Regional Transportation Authority (SFRTA/Tri-Rail), and the School Board of Broward County. The MPO works with transportation stakeholders who represent all segments of the MPO's planning areas: individual members of the public, civic and community groups, government agencies, and planning organizations at the local, county, state and federal levels.

Metropolitan Planning Organization

(<https://www.browardmpo.org/>)

MPO Mission and Vision

- **Mission:** To collaboratively plan, prioritize and fund the delivery of diverse transportation options.
- **Vision:** Our work will have measurable positive impact by ensuring transportation projects are well selected, funded and delivered.

The voting members of the MPO Board are elected officials who represent the Broward County Board of County Commissioners, the 31 Broward municipalities, the South Florida Regional Transportation Authority (SFRTA/Tri-Rail), and the School Board of Broward County. The MPO works with transportation stakeholders who represent all segments of the MPO's planning areas: individual members of the public, civic and community groups, government agencies, and planning organizations at the local, county, state, and federal levels.

MPO Districts

The MPO Districts were developed to balance the voting powers of the MPO Board. Cities with similar characteristics (such as transportation-related challenges) were grouped together to form these districts. The number of votes each district received derived by general population size, employment population, as well as a variety of other factors. The map in the link below will show the voting structure and boundaries of each MPO district.

[MPO Districts Map 2022 \(/images/AboutTheMPO/MPO_Districts_2022.pdf\)](/images/AboutTheMPO/MPO_Districts_2022.pdf)

Continuity of Operations Planning (COOP)

[Continuity of Operations Plan \(COOP\) \(/images/AboutTheMPO/20230601-coop.pdf\)](/images/AboutTheMPO/20230601-coop.pdf) -- This COOP was prepared by the Broward Metropolitan Planning Organization (MPO) to develop, implement and maintain a viable COOP capability. This COOP complies with applicable internal agency policy, local and state regulations, and supports recommendations provided in the Federal Emergency Management Agency's (FEMA) Federal Preparedness Circular 65. This COOP has been distributed internally within the Broward MPO and with external agencies that may be affected by its implementation.

For More Information

Please contact Carl Ema at (954) 876-0052 or emac@browardmpo.org (<mailto:emac@browardmpo.org>) to learn more about the Broward MPO and what they are working on in your community.





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. 2024-20
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A REPRESENTATIVE AND AN ALTERNATE FOR THE HILLSBORO BEACH CONDO FORUM ; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: Town Clerk, Sherry Henderson, Town Clerk

Agenda Date: March 26, 2024

1. BACKGROUND/HISTORY

The Hillsboro Beach Condo Forum was envisioned and introduced by Vice Mayor Barbara Baladasarre to provide an outlet for the Hillsboro Beach Condo Associations to engage & collaborate (virtually or in-person) to discuss important topics impacting the condominium industry, new regulatory laws and provide updates on town projects.

At the Commission Meeting held May 5, 2020, the Commission appointed Vice Mayor Barbara Baladasarre liaison to the Hillsboro Beach Condo Forum for Condominium Board of Directors and Property Managers.

With the support of the Town Commission, the first Hillsboro Beach Condo Forum was held June 11, 2020, via Zoom due to the pandemic's social distancing restraints. The Condo Forum continues to grow and provides a great opportunity to share valuable insights, network and celebrate Condo Associations collective achievements.

Vice Mayor Barbara Baladasarre has been the appointed commission member since its inception in May 2020.





TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 20 - 2024 REP for HILSBORO BEACH CONDO FORUM

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RESOLUTION NO. 2024-20

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, APPOINTING A REPRESENTATIVE AND AN ALTERNATE FOR THE HILLSBORO BEACH CONDO FORUM (2024-2025); PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town Commission of the Town of Hillsboro Beach deems it to be in the best interests of the Town to appoint a representative and an alternate for the Hillsboro Beach Condo Forum (2024-2025)

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 appoints the following representative and alternate for the Hillsboro Beach Condo Forum (2024-2025):

_____ Primary
_____ 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.

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ADOPTED by the Town Commission of the Town of Hillsboro Beach, Florida this ___day
of _____ 2024.

TOWN OF HILLSBORO BEACH, FLORIDA

_____, Mayor

ATTEST:

Sherry D. Henderson, CMC