



**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
APRIL 9, 2024**

9:00 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Dawn Miller called the meeting to order at 9:00 a.m. Roll was called with the Commission members and staff present as listed below.

Town Commission:

Mayor Dawn Miller

Commissioner Jane Reiser

Commissioner David A. Ravanese

Vice Mayor Barbara Baldassarre

Commissioner Vinnie Andreano

Town Staff:

Town Manager William "Mac" Serda, ICMA-CM

Donald J. Doody, Town Attorney, Esq.

Town Clerk Sherry D. Henderson, CMC

Police Chief Jay Szesnat

APPROVAL OF AGENDA

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

I. APPROVAL OF MINUTES

A. March 5, 2024 Regular Commission Meeting

Motion made by Commissioner Reiser, seconded by Commissioner Andreano, to approve the minutes of the March 5, 2024, Regular Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

B. March 26, 2024 Reorganization Meeting

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to approve the minutes of the March 26, 2024, Reorganization Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

II. DISCUSSION & POSSIBLE ACTION

A. Community Event: Beach Clean-Up

Mayor Miller shared that over the past few months, residents have brought up the idea of a community beach clean-up event. Town Manager Mac Serda shared images of trash and debris on the beach on monitor. The Hillsboro Beach Cleanup Day is Saturday, May 18, 2024, from 9am to noon. Volunteers are encouraged to register by May 15th.

Commissioner Andreano stated he did not think this was an issue of residents leaving trash on the beach, but of it washing up on the shore. He suggested everyone look behind their homes before the beach raker comes.

Commissioner Ravanese noted that a future beach access point would allow a truck to get to the beach to collect litter bags.

Mayor Miller opened public comment on the item.

Irene Kirdahy, 1035 Hillsboro Mile, pointed out that in the past, people collected bags of trash and left them on private property. She suggested the Town designate a specific drop-off location.

Mayor Miller closed public comment on the item.

Town Attorney DJ Doody advised that the Town would be requiring an agreement with private property owners giving consent for clean-up.

Commissioner Reiser suggested having the beach raker come the day before the clean-up event. Mr. Serda advised they will coordinate with the beach raker. Discussion as to the involvement of the beach raker continued. Vice Mayor Baldassarre pointed out that the beach raker is currently contracted by individual owners, not the Town.

B. Community Event: Music on the Green

Mayor Miller stated there is interest in a “Music on the Green” event. She noted the show had tentatively been set for May 8, with music beginning at 7 p.m. She suggested the music duo of Jozay and Patti (www.jozayandpatti.com).

Commissioner Ravanese commented that he thought it was a good idea to bring people together and give them something to celebrate.

Mr. Serda highlighted the budgetary consideration, noting it would be approximately \$2,000 from the General Fund.

Commissioner Reiser pointed out that parking needed to be considered, as it is limited. Discussion ensued briefly. Mayor Miller suggested people could be asked to walk to Town Hall as much as possible.

Mayor Miller noted the event would be held the following day in the event of rain.

III. RESOLUTIONS & CONTRACTS

A. Resolution No. 2024-21

CONSIDERATION OF THE TOWN COMMISSION AUTHORIZING THE USE OF \$22,964.90 IN FEDERAL FORFEITURE FUNDS TO PURCHASE A RED DOT PISTOL TRANSITION COURSE TO OPERATE THE GLOCK 45MMS AND 9MM PISTOL PACKAGE.

Mr. Doody read the Resolution by title only.

Police Chief Jay Szesnat advised that the Police Department was transitioning to 9MM weapons, and this resolution would fund the training, including ammunition.

Mayor Miller commented that the purchase would be funded by Forfeiture Funds, not from the Town budget.

Motion made by Commissioner Andreano, seconded by Commissioner Ravanese, to adopt Resolution 2024-21. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Resolution No. 2024-22

CONSIDERATION OF THE TOWN COMMISSION TO APPROVE AND AUTHORIZE THE APPROPRIATE TOWN OFFICIALS TO ISSUE LETTER OF NOTICE TO THE FLORIDA DEPARTMENT OF COMMERCE OF THE TOWN COMMISSION'S INTENTION TO AMEND THE TOWN'S COMPREHENSIVE PLAN.

Mr. Doody read the Resolution by title only.

Mr. Serda stated this was not changes to the Comprehensive Plan but notice to the State of the intent to begin the process of review.

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adopt Resolution 2024-22. In a roll call vote, the **motion** passed unanimously. (5-0)

VI. CONSENT AGENDA

	Vendor	Invoice Number	Date	Amount	Description
1.	CG&A	297549	Feb 2024	\$48,776.22	
2.	CG&A	321372	March 2024	\$30,605.70	
3.	Inframark	111408		\$8,398.29	
4.	LSF	24-0229-26		\$5,510.94	
5.	GCDE	58881		\$4,106.30	General
6.	GCDE	58882		\$150	Development
7.	GCDE	58883		\$330	Adv. R Crusco & C Doherty (Ord 12-269)

8. Proclamation – National Boating Week, May 18-24, 2024

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

VII. BEACH REPORT

Mr. Serda shared that the Town had received an extension for use of the FEMA funds related to Hurricane Dorian. He advised the funds would be utilized for a beach renourishment by truck of just over 60,000 cubic yards within the next year. He noted the project was not yet designed or permitted and would be coming before the Commission once details are in place. Mr. Serda stated the location of the terminal groin is being reviewed, and an associated presentation is being prepared for the Hillsboro Inlet District. He discussed future nourishments, noting that expansion of the area and changes to the process are being reviewed as part of that process.

Commissioner Ravanese asked whether there would be FEMA funds available for the future nourishment. Mr. Serda advised that at this time, there is not a declaration that would allow for that. He noted FEMA had expressed that the Town needed to show they can manage the beach with their own funds.

Commissioner Ravanese inquired about the access point. Mr. Serda stated it was likely that the Deerfield Beach entry point would be utilized, but at this time, it would not be a cooperative project. He commented that he would be speaking with Deerfield Beach over the next week to keep them informed.

Mayor Miller asked when the next nourishment pursuant to the settlement agreement with Deerfield Beach would take place. Mr. Serda explained it would be at least every five (5) years.

Commissioner Andreano pointed out the beach access in Hillsboro Beach would be important for the Town for several reasons, including reduction in cost of future nourishments. Mr. Serda pointed out the agreement with Deerfield Beach was only for 30 years and five (5) years had already passed.

VIII. STAFF UPDATES

A. Police Department

Police Chief Szesnat shared his report. He highlighted an alligator which had been seen in the Intracoastal and discussed trespassing arrests in February. He noted it was a busy month, with increased traffic and active work of the safety patrol on the beach.

Mayor Miller thanked the Police Department for a wonderful job.

Vice Mayor Baldasarre asked if there needed to be a discussion regarding children digging holes on the beach following an unfortunate incident in Lauderdale-by-the-Sea. Mr. Doody pointed out they could provide reminders, but there were issues with jurisdiction for enforcement. He advised that from a liability standpoint, anyone using the beach does so at their own risk. Discussion continued regarding safety on the beach.

B. Building Department

George Folles, Building Official, CG&A, introduced himself and provided a brief overview of his background, most recently with the City of Tamarac. Mr. Serda noted there was a letter in the Commission packet from Steven Mitchell. He highlighted Mr. Folles' demeanor and expertise and stated he would be a welcome addition to the team.

C. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He stated the top violation had been work without permits and reviewed open cases. He explained the fire inspector had provided an extension to May and would be following up with an update at that time.

Commissioner Reiser asked the most common issues with property maintenance. Mr. Pita noted keeping landscaping on property rather than in the road is a common concern.

Vice Mayor Baldasarre inquired as to whether the fire inspection issues stemmed from a single issue. Mr. Pita stated it was a variety of items, typically a punch list of

noncompliant things to address. He advised that the fire inspector is proactive in responding to the concerns.

IX. TOWN MANAGER REPORT

A. Florida Department of Environmental Protection (DEP) Water Utility Audit

Mr. Serda stated the Town had undergone a Sanitary Survey, or Water Utility Audit, with the Florida Department of Environmental Protection (DEP). He commented that the audit had gone well, with a gasket identified for repair or replacement. He noted that while the tank was drained to replace the gasket, it had been cleaned and sanitized. He stated the system had passed all water quality and other tests with no concerns.

B. Community Event: Shredding and Recycling

Mr. Serda highlighted the free shredding, electronic recycling, household hazardous waste drop-off, prescription drug takeback, and blood drive scheduled for Saturday, April 27, from 9 a.m. to noon.

Commissioner Reiser pointed out Opal Towers' maintenance team had collected paint and then rented a trailer to bring it to a previous event. She stated she wished more condominiums were doing this. Mayor Miller suggested this be added to the agenda at the Condo Board meeting.

X. TOWN ATTORNEY REPORT

Mr. Doody had no report.

XI. TOWN COMMISSION COMMENTS/REPORTS

A. Commissioner Jane Reiser

Commissioner Reiser stated the Condo Forum was scheduled for Thursday, April 11 and the guest speaker would be Broward County Property Appraiser Marty Kiar. She noted he is a wealth of information and never fails to entertain. She encouraged all Condo Association Presidents and Property Managers to log-on to the zoom call.

B. Vice Mayor Barbara Baldassarre

Vice Mayor Baldassarre provided an update on the recent Broward League of Cities meeting in Pembroke Pines. She stated some of the discussion was related to the School Resource Officers, but they had also discussed an update to cyber security laws. She explained a workshop was being scheduled.

Mr. Serda outlined the legislation related to cyber security and ransomware, including the response to an attack and ongoing training. He stated the Town is on track for compliance by the deadline of January 2025.

Vice Mayor Baldasarre explained the League of Cities had also discussed the fact that Broward County has a website for public notices, but participation is low, with only five (5) municipalities utilizing the site. Mr. Serda advised that it was an additional effort to assist with reaching people via public notice, but there were issues including costs and efficiencies, especially for small municipalities such as Hillsboro Beach.

Mr. Doody highlighted the potentially adverse impacts, noting utilizing the newspaper provides a higher level of protection to the Town. Discussion continued.

Vice Mayor Baldasarre shared that Broward League of Cities was hosting a four (4) hour ethics training workshop on April 19.

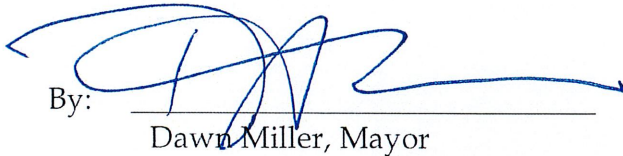
XII. PUBLIC PARTICIPATION

None.

XIII. ADJOURNMENT

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adjourn the meeting at 9:58 a.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS 7th DAY OF MAY, 2024

By: 
Dawn Miller, Mayor

ATTEST:


Sherry D. Henderson, CMC
Town Clerk 5/7/2024

