AGENDA

Town of Hillsboro Beach Commission Meeting

June 4, 2024
9:00 AM

MAYOR
Honorable Dawn Miller

VICE MAYOR
Honorable Barbara Baldasarre

COMMISSIONERS
Honorable Jane Reiser
Honorable David A. Ravanesi
Honorable Vinnie Andreano

TOWN MANAGER
Mac Serda, ICMA-CM

TOWN ATTORNEY
Donald J. Doody

TOWN CLERK
Sherry D. Henderson, CMC

HILLSBORO BEACH TOWN HALL
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
954-427-4011

www.TownofHillsboroBeach.com

Established 1939

TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

June 4, 2024 | 9:00 AM

REGULAR TOWN COMMISSION MEETING AGENDA

MAYOR DAWN MILLER
VICE MAYOR BARBARA BALDASARRE
COMMISSIONER JANE REISER
COMMISSIONER DAVID RAVANESI
COMMISSIONER VINNIE ANDREANO

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

Refer to the end of the Agenda for the Commission Meeting RULES OF DECORUM (Resolution No. 2023-36), adopted 9/12/2023
NEW - Commission Meetings are streamed LIVE and recorded on the town's website

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

I. APPROVAL OF MINUTES

A. May 7, 2024 Commission Meeting

II. ORDINANCES

A. Ordinance No. 2024-03 Updates for Date of the Flood Insurance Study, Flood Insurance Rate Maps and Revised Definition of Market Value. **(FIRST READ)**
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA AMENDING SECTIONS 4-98 AND 4-144 OF THE TOWN'S LAND DEVELOPMENT CODE TO UPDATE THE DATE OF THE FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAPS; PROVIDING FOR A REVISED DEFINITION OF MARKET VALUE; PROVIDING FOR CONFLICTS; SEVERABILITY; AND AN EFFECTIVE DATE.

B. Ordinance No. 2024-04 Deletion of Sec. 3-25 of Chapter 3 Entitled "Dogs & Cats". **(FIRST READ)**
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 3 ENTITLED "DOGS AND CATS", BY SPECIFICALLY DELETING IN ITS ENTIRETY SECTION 3-25 ENTITLED "BITCHES IN HEAT"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

III. CONSENT

A.

1. LSF	Invoice #24-0430-26	Apr 2024	$5,977.87	
2. CG&A	Invoice #402073	Apr 2024	$68,060.23	
3. GCDE	Invoice #59672	May 2024	$5,417.60	(General Matters)
4. GCDE	Invoice #59673	May 2024	$270.00	(Development Related)
5. GCDE	Invoice #59674	May 2024	$961.05	(RCrusco/CDoherty ORD 12-269)

IV. BEACH REPORT

A. Mayor Miller's Update from May 20, 2024, Hillsboro Inlet District Commission Meeting

V. STAFF UPDATES

A. **Police Department,** Chief Szesnat

B. **Finance Department** FY2024 2nd Quarter Report, Stephen Bloom, Inframark

C. **Building Department,** George Folles, Building Official, CG&A

D. **Code Compliance,** Bernard Pita, Code Compliance Supervisor, CG&A

VI. TOWN MANAGER REPORT

A. **FY2025 Proposed Budget Calendar**
- Budget Workshop - Tue, July 23, 2024 at 10:00 am
- 1st Budget & Millage Rate Hearing - Wed, Sept 4, 2024 at 5:01 pm
- 2nd & Final Budget Hearing - Mon, Sept 16, 2024 at 5:01 pm

B. **Cybersecurity Training in Compliance with new Local Government Cybersecurity Act**

C. **New and More Active Social Media Presence Launching in June (Town Hall & Police Dept)**

D. **May 18, 2024 Beach Cleanup Recap**

E. **Planning Room Update**

F. **New Information Guide Now Available in Print at Town Hall**

VII. TOWN ATTORNEY REPORT

VIII. PUBLIC COMMENTS

IX. ADJOURNMENT

RULES OF DECORUM

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

Resolution No. 2023-36, adopted 9-12-2023

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

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MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING

TUESDAY **MAY 7, 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. Ravanesi
Vice Mayor Barbara Baldasarre
Commissioner Vinnie Andreano

Town Staff:
Town Manager William "Mac" Serda, ICMA-CM
Donald J. Doody, Town Attorney, Esq.
Town Clerk Sherry D. Henderson, CMC
Jay Szesnat, Police Chief

APPROVAL OF AGENDA

Mr. Serda requested three (3) changes to the agenda, including:

- Delay item II.A. until Senator Jason Pizzo arrives from another meeting.
- Add a presentation from the authorized agent for 987 Hillsboro Mile.
- Move pressure equalization module discussion to the Beach Report.

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

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

I. APPROVAL OF MINUTES

A. April 9, 2024 Commission Meeting

Motion made by Commissioner Reiser, seconded by Commissioner Ravanesi, to approve the minutes of the April 9, 2024, Regular Meeting as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

Item II was heard following Item VIII.A.

II. DISCUSSION & POSSIBLE ACTION

A. Legislative Update, Senator Jason Pizzo

State Senator Jason Pizzo provided a brief overview of the recent legislative session. He discussed condominium legislation, noting he is the only member of the Senate that lives in a condo and 98 people died in his district following the Surfside tragedy (Champlain Towers South Condominium collapse), so this issue is important to him. He advised that deferred maintenance and lack of transparency with boards and associations had artificially suppressed association fees for years.

Senator Pizzo stated he had recorded a video to address concerns related to the recent changes to the financial disclosure for elected officials, Form 6, and would send a link to staff to disseminate to the Commission. Continuing, he touched on special licensing, vacation rentals, and the Live Local Act. He highlighted a series of town halls to bring Tallahassee to Broward County, continued efforts to push back against preemptions, and discussed the need to improve and repair waste water systems.

Commissioner Ravanesi asked about requirements to fully fund condominium reserves. Senator Pizzo provided additional clarification regarding scheduling full reserves versus fully funding them up front. He reiterated that associations had artificially suppressed condominium fees for generations.

Mayor Miller asked if there are things that residents can do to protect and advocate for themselves. Senator Pizzo encouraged people to call the capable staff in his office.

Commissioner Andreano asked about inspections required under the condo bill. Senator Pizzo stated Broward County was one (1) of two (2) counties in the state of Florida that had a 40-year inspection process in place prior to Surfside. He discussed the Structural Reserve Study as a tool to assist associations in budgeting and planning their reserves.

Vice Mayor Baldasarre asserted Tallahassee had been unfriendly to Home Rule. Senator Pizzo shared that in the past six (6) years, he had killed dozens of worse bills. Discussion continued regarding getting Broward County officials to Tallahassee to advocate for the issues important to them.

III. ORDINANCES

IV. SITE PLAN REVIEW

A. PUBLIC HEARING – Authorized Agent for Property Owner is seeking Site Plan review for property located at 987 Hillsboro Mile, Hillsboro, FL 33062

Mr. Doody swore in those wishing to provide testimony.

Graham Long, Planning Consultant, Calvin, Giordano, & Associates, presented the staff report. He advised the Site Plan for 987 Hillsboro Mile first came before the Commission on November 1, 2022. He noted a series of revisions have been submitted since that time, and following an extensive back and forth, it was determined the initial Site Plan needed to be amended due to changes to the driveway entrance and location, changes to the front, back, and side yards, and changes to the main structure. He stated the applicant would provide a description of the changes in their presentation. He noted staff had worked with the applicant over the course of the last several months to ensure the amended Site Plan was compliant.

Mr. Doody inquired as to whether there were recommended conditions of approval. Mr. Long stated there were no staff conditions.

Andrew Dunlap, project architect, stated he had come on board beginning in 2023 and had identified compliance and flow issues. He advised the main change along the front of the property was the addition of a second driveway to improve circulation on the site. He noted the only change to the pool was to bring the easterly building line into compliance. Mr. Dunlap shared a comparison of the original and revised architectural plans, as well as images of existing conditions and proposed elevations.

Mr. Long explained the pool was included in the plans submitted at the request of staff, but they would be reviewed under a separate permit.

Mayor Miller opened the public hearing, however there being none to speak, she closed the public hearing.

Motion made by Commissioner Andreano, seconded by Commissioner Ravanesi, to approve the Site Plan amendments as presented (without conditions). In a roll call vote, the **motion** passed unanimously. (5-0)

B. PUBLIC HEARING – Authorized Agent for Property Owner is seeking Construction Site Management Plan review for property located at 951 Hillsboro Mile, Hillsboro, FL 33062

Mr. Doody swore in those wishing to provide testimony.

Mr. Long presented the staff report. He stated the application was for a Construction Site Management Plan related to demolition of a single-family home at 951 Hillsboro Mile. He explained at this time, the plan was to temporarily leave the site vacant following demolition, so the typical process to include reconstruction criteria was not applicable. He highlighted the criteria for maintaining the site following demolition, including soil and erosion mitigation strategy and fencing.

Mr. Long stated staff recommended approval with the condition that all sand and soil be contained on premises through the submitted soil and erosion control plan, which is in compliance with the Town Code, and that the plan should remain in effect for the duration of time the property is vacant.

Mr. Doody inquired as to the conditions for fencing and sodding. Mr. Long explained fencing was included in the Construction Site Management Plan, and fencing was required under the soil and erosion control plan. He noted sodding was not a requirement.

Mr. Serda advised that the condition indicates that any sentiment deposits on the road must be promptly removed.

Mayor Miller asked for clarification on the intent for the property. Mr. Long confirmed it would be demolished and sold as a vacant lot.

Commissioner Reiser asked the standard height for the fencing around a construction site. Mr. Long stated it was a six (6) foot fence. He advised that the Town does not require a fence around the entire perimeter, but the applicant was also requesting a temporary construction fence along the street side of the property to control access.

Vice Mayor Baldasarre asked if the berm in front of the property would remain, as it would assist with erosion. Mr. Long stated the berm would be untouched.

Commissioner Reiser asked if the lack of fencing on the north and south sides would impact the neighbors. She noted concerns related to dust and debris from the demolition. Mr. Long advised it would depend what the neighbors have on their property. He stated no one had inquired about it, and noted the plan covered the time following the demolition process.

Mayor Miller noted the plan submitted included provides for maintenance of the property while vacant.

Mr. Long stated a future owner proposing construction would also need to put in place a Construction Site Management Plan, at which time this document would be replaced.

Commissioner Ravanesi asked if it would be a problem to request additional fencing in the event of complaints from the neighbors. Mr. Long stated that would not be an issue, especially if it was associated with a problem.

Maureen Rotella, Compass Florida, spoke on behalf of the applicant. She stated the listing agents are finding that current buyers don't want the existing structure. She advised the fence would not be a problem and noted barriers have been put in place to keep people from walking the property on their own.

Commissioner Reiser asked if the property was currently vacant. Ms. Rotella confirmed that it was. She stated she did not have a plan to submit for a proposed home at this time, as potential buyers were watching for the outcome of this application and demolition permits.

Mr. Long stated staff would work with the applicant regarding fencing and fencing material. Mr. Serda noted the fence is an issue because chain link fencing is not typical along A1A, but they do want to maintain the debris and erosion on site. Discussion continued on fencing.

Mayor Miller opened the public hearing.

Deb Tarrant, Hillsboro Mile, stated this situation happens rarely, but requiring sodding for demolition projects going forward would make sense both in terms of erosion and aesthetics.

Mayor Miller closed the public hearing.

Motion made by Commissioner Ravanesi, seconded by Commissioner Andreano, to approve the Construction Site Management Plan with staff conditions as presented. In a roll call vote, the **motion** passed unanimously. (5-0)

III. DISCUSSION AND POSSIBLE ACTION

IV. RESOLUTIONS & CONTRACTS

A. Resolution No. 2024-23

CONSIDERATION TO APPROVE AND AMEND THE TOWN'S MUTUAL BENEFIT AND USE AGREEMENT FOR EMERGENCY DEBRIS REMOVAL SERVICES WITH ASHBRITT, INC., PER TERMS AND CONDITIONS OF THE CITY OF DEERFIELD BEACH RFP #2016-17/26, AUTHORIZING THE JUNE 5, 2024, EXPIRATION DATE TO BE EXTENDED FOR NINETY (90) DAYS TO COINCIDE WITH THE NEW EXPIRATION OF SEPTEMBER 3, 2024.

Mr. Doody read the Resolution by title only.

Motion made by Commissioner Andreano, seconded by Commissioner Ravanesi, to adopt Resolution 2024-23. In a roll call vote, the **motion** passed unanimously. (5-0)

VI. CONSENT AGENDA

	Vendor	Invoice Number	Date	Amount	Description
1.	LSF	24-0331-26		**$5,871.87**	
2.	Inframark	122042		**$8,398.29**	
3.	GCDE	59363		**$8,635.06**	General Matters
4.	GCDE	59364		**$120**	Development – Related
5.	GCDE	59365		**$120**	R Crusco & C Doherty (Ord 12-269)
6.	GCDE	59366		**$480**	US HUD, Foreclosure

7. Proclamation – Professional Municipal Clerks Week, May 5-11, 2024

Mayor Miller read the proclamation and presented it to City Clerk Sherry D. Henderson, along with flowers in appreciation of her work for the Town.

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

VII. BEACH REPORT

A. FEMA-4468-DR-FL Grant Extended (Hurricane Dorian 2019)

Mr. Serda shared that formal notification had been received that the Town was granted extension to use the FEMA emergency replenishment funding related to damage from Hurricane Dorian through April 30, 2025. He stated a new beach nourishment of approximately 60,000 yards utilizing those funds is in progress. He stated the engineers are developing a scope of work and budget, as well as working on a design which will be presented to the Department of Environmental Protection (DEP) for permit approval. Mr. Serda explained the Town would go to the market to procure for truck hauling sand from the center part of the State to place on the beach. He noted the approximately $5 million project would be reimbursed at 87.5 percent, with 75 percent coming from FEMA and 12.5 percent from the State. He stated financing options would need to be discussed as this is a reimbursement grant and reviewed the next steps briefly.

Mayor Miller asked for clarification on the reimbursement process through FEMA. Mr. Serda explained briefly.

Commissioner Andreano asked if beach access for the trucks would be through the Rosewood property. Mr. Serda stated that was not yet determined as it would depend on the construction schedule at the Rosewood property. He noted access through Deerfield Beach was the secondary option through the settlement agreement.

B. Pressure Equalization Module (PEM)

Mr. Serda stated he had exchanged several emails and phone calls with the representative from the distributor for the Pressure Equalization Modules (PEM). He advised that the distributor recommended they do the entire beach, and the costs were not what had been expected. He reviewed the installation, planning, and ongoing costs and explained he had asked about the maintenance required after installation but was told maintenance should not be an issue except in the case of a major storm. He pointed out this information was based solely on conversations, not on a request for proposals.

Mayor Miller stated she also had conversations regarding the PEM, as she was interested in the option as an alternative but had been troubled by the cost structure. She noted the supplier had also indicated the annual expense was a form of licensing to allow the Town to continue use. She explained that in response to her concerns, another cost structure had been proposed, but she felt the amount was staggeringly high.

Commissioner Reiser asked if this was the only provider available. Mayor Miller and Mr. Serda advised this was the only company they are aware of.

Mayor Miller noted there were no locations comparable to the Town where the PEM had been installed, and the Department of Environmental Protection considers the option experimental. Discussion continued.

Commissioner Reiser commented that the ongoing maintenance cost quoted was astronomical. She asked if it was possible to speak directly with the people in Long Island who had installed the system there.

Mr. Serda advised the Long Island project was funded by a collection of private homeowners. He stated he had spoken with the engineer overseeing the results of the project. Mayor Miller added that she had received photos from one (1) of the property owners and was planning to speak with him.

Commissioner Ravanesi stated the issue has been going on for a long time and something has to be done, but he does not want to waste millions of dollars on something unproven.

Mayor Miller explained other options had been recommended, including the potential for a jetty or other structure on the south side of Town. She stated there are other technologies and noted the thing they know works is to place sand on the beach.

Mr. Doody commented that this technology was not new, the Town had installed this system in 2008 and he had negotiated the removal in 2010.

Commissioner Andreano commented that other barrier islands survive with natural reefs, and what happens to the reef dictates what happens to the island. He noted efforts in Miami to create a reef and stated he agreed that at this point, adding sand is the option the Town has available at this time. Discussion continued.

Mayor Miller stated the Commission and staff continue to look and be curious in seeking options to address the issue.

VIII. STAFF UPDATES

A. Police Department

Police Chief Jay Szesnat introduced new hire Brandon Zeeb. He noted he holds a master's degree in business administration and had excellent character references. He noted Mr. Zeeb is set to go to the Police Academy soon.

Police Chief Szesnat provided his report. He highlighted the effort of the Beach Unit and the dogs on the beach initiative. He discussed notable events, including work with the Coast Guard and Border Patrol, as well as a hit-and-run accident.

Mayor Miller recognized the remarkable work done by the Police Department following a hit-and-run accident with a bicycle.

Police Chief Szesnat commented on Hurricane Preparedness Week and discussed the work going on behind the scenes to prepare for hurricane season. Mayor Miller noted Safer Watch would be updated to keep residents informed at the time of an emergency. She encouraged everyone to download the app.

Mr. Serda thanked the Police Department for the level of commitment to cover shifts while the Town is down two (2) officers on a very small force.

Item II was heard following Item VIII.A.

B. Financial Report – FY2024 2nd Quarter

Stephen Bloom, Inframark, shared a brief overview of the financial report. He stated taxes are 91 percent collected, and the General Fund is doing well, with interest income performing better than projections. He noted the Special Revenue Funds are on track and pointed out water usage continues to trend low as expected.

C. Building Department

George Folles, Building Official, CG&A, provided his report. He advised the Building Department completed reviews for the Related Group parcel B project and had met with the developer to discuss outstanding items, including zoning and structural items, and they expect building permits to be in place so construction can start in the next weeks. He explained parcel A is being reviewed and waiting for corrections to be submitted. He advised site work for parcel A is expected to begin soon, primarily earth moving followed by the installation of test pylons.

Mayor Miller asked Mr. Folles to identify parcel A and parcel B. Mr. Folles advised parcel B is the 10-story building on the beach.

Mr. Folles stated department activity has been steady with minimal issues and inspections of both single-family construction and condominium remodeling. He noted 1079 Hillsboro Mile had its first review and staff are waiting for the contractor's submittal. He advised the department to continue the process of reviewing 20-year and 40-year inspection reports.

Mr. Folles noted that before the construction of parcel B begins, early start times for concrete pours and other items requiring an early start should be discussed. Discussion ensued regarding traffic, logistics of pouring concrete, and impacts of extended hours.

Mr. Serda stated there are finite times for construction laid out in the Town Code, with the opportunity for the Commission to waive that in specific instances. He noted construction is typically single-family homes, and a one (1) day early start is required for cement pours, but in this case it would be intermittent.

Commissioner Reiser asked if the Town would be able to provide neighbors with sufficient notice. Mr. Serda advised there will be email and text communication.

Commissioner Reiser asked about the procedure for 1200 Hillsboro Mile, the most recent building in Town. Mr. Folles advised he did not know specifically and shared his experience of similar situations in other municipalities. Discussion continued.

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Mayor Miller suggested it would make a lot of sense to start initially and then if things are not moving smoothly or there are a lot of complaints about noise or traffic, it can be addressed at that time. Mr. Serda advised that approval would be on a case-by-case basis. Mr. Folles stated he would report back to the Town Manager with details once the pre-construction meeting is held.

D. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He reviewed open cases, noting many fire inspection cases are still open, as inspections and updates from the Fire Inspector are expected in May. He stated the rest of the cases are building without a permit and a nuisance case, which was abated with the assistance of the Police Department and Town Manager. He advised there would be a hearing the following week and the Town would be asking for cost recovery. He discussed the case action report and the Code compliance summary briefly.

IX. TOWN MANAGER REPORT

A. Community Rating System Recertification

Mr. Serda stated the Town's participation in the Community Rating System was included in the meeting packet, noting the Town is up for reevaluation and renewal from FEMA. He advised the result is a premium discount for residents with flood insurance.

B. Community Events

Mr. Serda highlighted the success of the shredding, electronic recycling, household hazardous waste drop-off, prescription drug takeback, and blood drive held on Saturday, April 27. He reviewed the materials collected and stated 10 people had donated blood.

Mr. Serda shared details of the upcoming Music on the Green scheduled for Wednesday, May 8 at 7 p.m. He stated the event would be free and open to the public. He highlighted the beach cleanup scheduled for Saturday, May 18, beginning at 9 a.m.

X. TOWN ATTORNEY REPORT

Mr. Doody had no report.

XI. TOWN COMMISSION COMMENTS/REPORTS

A. Vice Mayor Barbara Baldasarre

Vice Mayor Baldasarre provided an update on the recent Broward League of Cities meeting in Deerfield Beach. She noted municipalities are very concerned regarding plans for school closures in Broward County, and a new manager had been hired for the Solid Waste Authority.

B. Commissioner Jane Reiser

Commissioner Reiser stated the Condo Forum was scheduled for Thursday, with Police Chief Szesnat speaking on hurricane preparedness. She reported on the April forum briefly, noting Broward County Property Appraiser Marty Kiar had spoken regarding fraud and encouraged residents to register for the Owner Alert program which provides notification of deed changes.

Commissioner Reiser highlighted the support from Waste Pro at the community recycling event. The Mayor and Commission thanked staff for their hard work to make the event a success.

Vice Mayor Baldasarre stated flags would be put out for Memorial Day and noted the interest in involving more single-family homes. Senator Pizzo shared that there had been a bill which had been submitted to preempt municipalities from displaying flags.

Mayor Miller asked if there was a specific recognized supplier. Vice Mayor Baldasarre advised the flags were 12 inches by 18 inches but did not have to come from a specific supplier. Discussion continued.

XII. PUBLIC PARTICIPATION

Deb Tarrant, 1083 Hillsboro Mile, thanked Ms. Henderson for her exemplary service as Town Clerk. She commented on the ongoing situation with a dilapidated structure at 1205 Hillsboro Mile and stated she wondered what would be required to mandate demolition and sodding of that lot and future properties deteriorating and accumulating Code violations. She advised maintenance on the PEM should be charged as a flat fee for a boat and diver to determine which PEM requires maintenance and then a set charge per PEM. She suggested the annual licensing fees be waived to establish viability of the technology on a coastline like Hillsboro Beach and for the distributor to have some skin in the game. She noted Boca Raton has a single groin, also called the terminal groin, 1500 feet north of the inlet which was approved as temporary but is still in place decades later, so it must be doing something right.

Mayor Miller stated she thought it was a good point that there should be sodding in the event of a demolition and that there be a mechanism by which the Town can make sure it does not have a dilapidated building for safety and aesthetic reasons. She commented

that she also could not agree more with respect to the PEM, and if this is technology the company believes in and they are looking to rehabilitate their image after the PEM previously placed in Hillsboro Beach, they should partner with the Town to come to a cost-effective solution.

Mr. Serda clarified that 1205 Hillsboro Mile had not been deemed an unsafe structure. He stated if it were, the Town would step in to demolish and secure the site.

Marc R. Ginsberg, 1221 Hillsboro Mile, commented on the Building Department report related to the Related project. He stated there is a case pending which challenges the ordinance under which the project is moving forward. He stated he objects to allowing any construction to proceed. He asserted the original height variance had been quashed by the Circuit Court and the site plan is not legal. He asked if the Town has evaluated its potential financial exposure if it authorizes construction or obtained a release of liability from the developer in the event, they are required to demolish the construction.

Mayor Miller stated the Town is aware of the opposition and of the legal proceedings, and advised the Commission will not comment on ongoing litigation.

XIII. ADJOURNMENT

Motion made by Commissioner Ravanesi, seconded by Commissioner Andreano, to adjourn the meeting at 10:49 a.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS _____ DAY OF _____, 2024.

By: _____
Dawn Miller, Mayor

ATTEST:

_____
Sherry D. Henderson, Town Clerk

Hand-outs Provided or Presented at Meeting - Entered into the Record and/or Written Comments emailed to Town Clerk, Entered into the Record.

MAY 7, 2024

Regular Commission Meeting

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

Gmail

Sherry D. Henderson <shenderson@townofhillsborobeach.com>

Fwd: The Related Project-Rosewood-Building Department Agenda Item May 7, 2024

Donald J. Doody <DDoody@gorencherof.com> Tue, May 7, 2024 at 10:01 AM
To: "Sherry D. Henderson" <shenderson@townofhillsborobeach.com>
Cc: William Serda <mserda@townofhillsborobeach.com>, Melissa Augustin <MAugustin@gorencherof.com>

Please note for the record
Sent from my iPhone

Donald J. Doody

GOREN CHEROF
DOODY & EZROL P.A.
ATTORNEYS AT LAW

3099 East Commercial Boulevard, Suite 200
Fort Lauderdale, Florida 33308
Telephone: (954) 771-4500 x 5027 | (561) 276-9400 x 5027 | Fax: (954) 771-4923
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Begin forwarded message:

From: Marc Ginsberg <marcginsberg@mg-trialattorneys.com>
Date: May 7, 2024 at 9:57:20 AM EDT
To: mserda@townofhillsborobeach.com, "Donald J. Doody" <DDoody@gorencherof.com>, "Donald J. Doody" <DDoody@gorencherof.com>
Subject: The Related Project-Rosewood-Building Department Agenda Item May 7, 2024
Reply-To: Marc Ginsberg <marcginsberg@mg-trialattorneys.com>

Messrs. Serda & Doody:

As you know I am an owner at 1221 Hillsboro Mile, Villa 3. I am unable to attend today's meeting in person but have it streamed. I write for inclusion in the record of today's meeting my public comments regarding the Building Department's status report on the Rosewood permits as follows:

I OBJECT to allowing any construction to proceed pursuant to the ordinance that is being challenged because the Ordinance is invalid based on the Town's failure to follow the statutory notice procedure and the height variance site plan was quashed by the courts ab initio and is not a legal site plan that can be approved by the Ordinance.

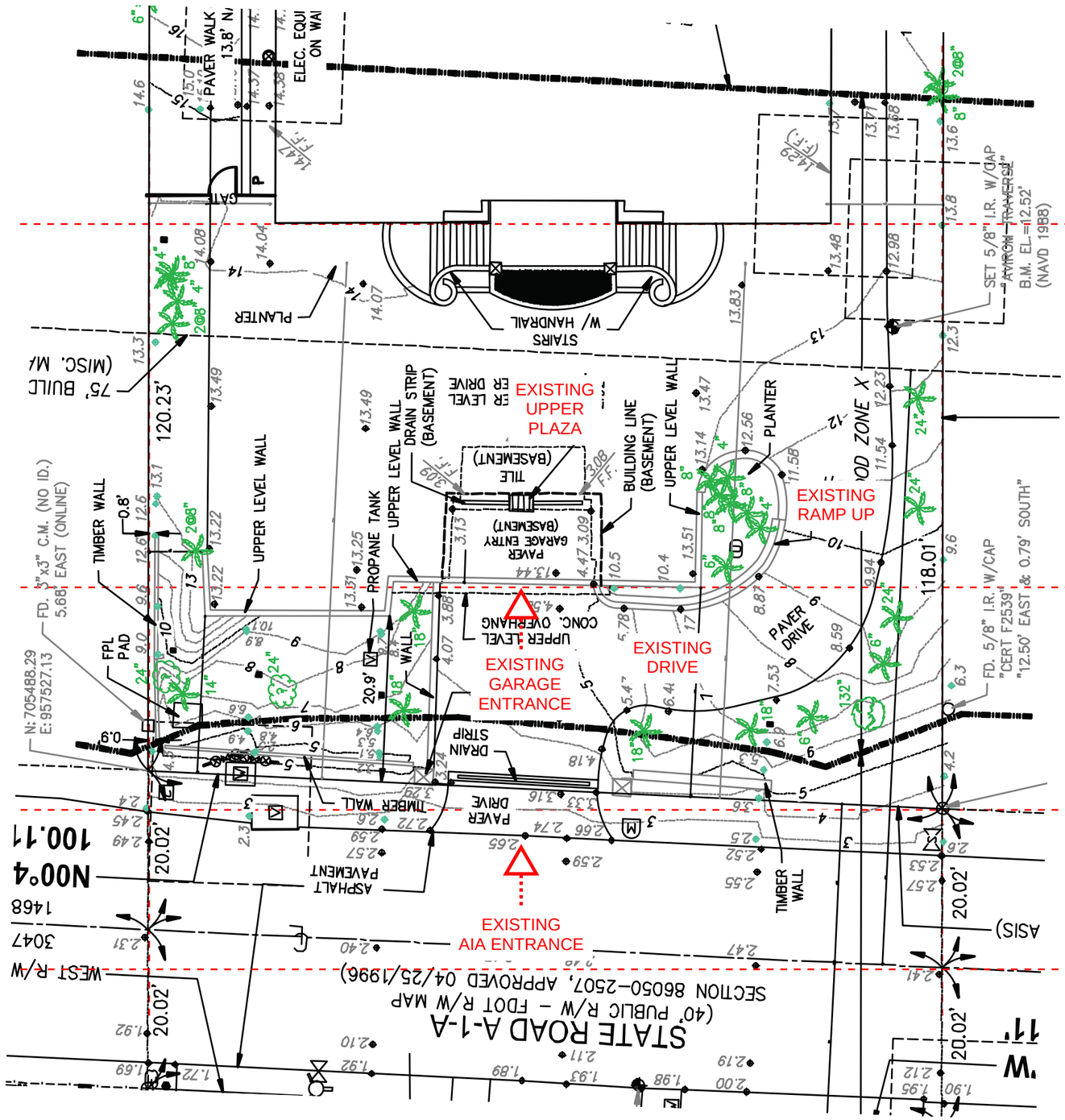
In addition, I ask:
Has the Town evaluated its potential financial exposure to the developer if it authorizes construction to proceed pursuant to the ordinance that is being challenged and the Court rules later this year or early next year that the Ordinance is invalid based on the Town's failure to follow the statutory notice procedure?
Has the Town obtained a release of all liability from the developer in the event the developer is required to demolish its construction it conducted pursuajt to Town authorization?

Thank you

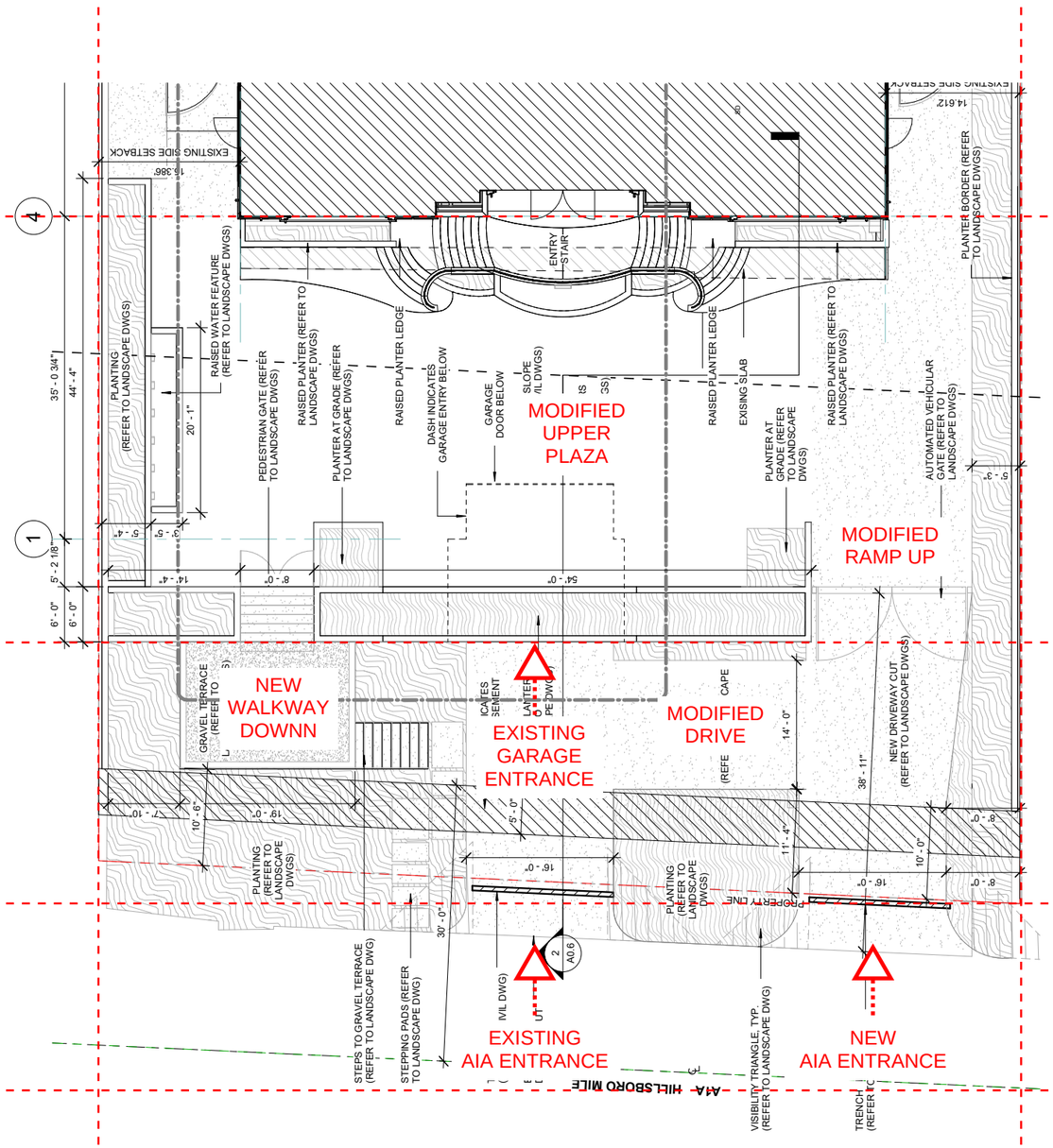
Marc R. Ginsberg, Esq.
marcginsberg@mg-trialattorneys.com
Mandina & Ginsberg, PLLC
15500 New Barn Road, Suite 107
Miami Lakes, FL. 33014
tel: 305-358-1181 x 104
fax: 305-231-7900
cell: 305-725-5993

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

987 Hillsboro Mile
Commission Meeting
May 7th, 2024



Approved SU-1.0
10-10-2022



Current Architecture

Hillsboro Mile

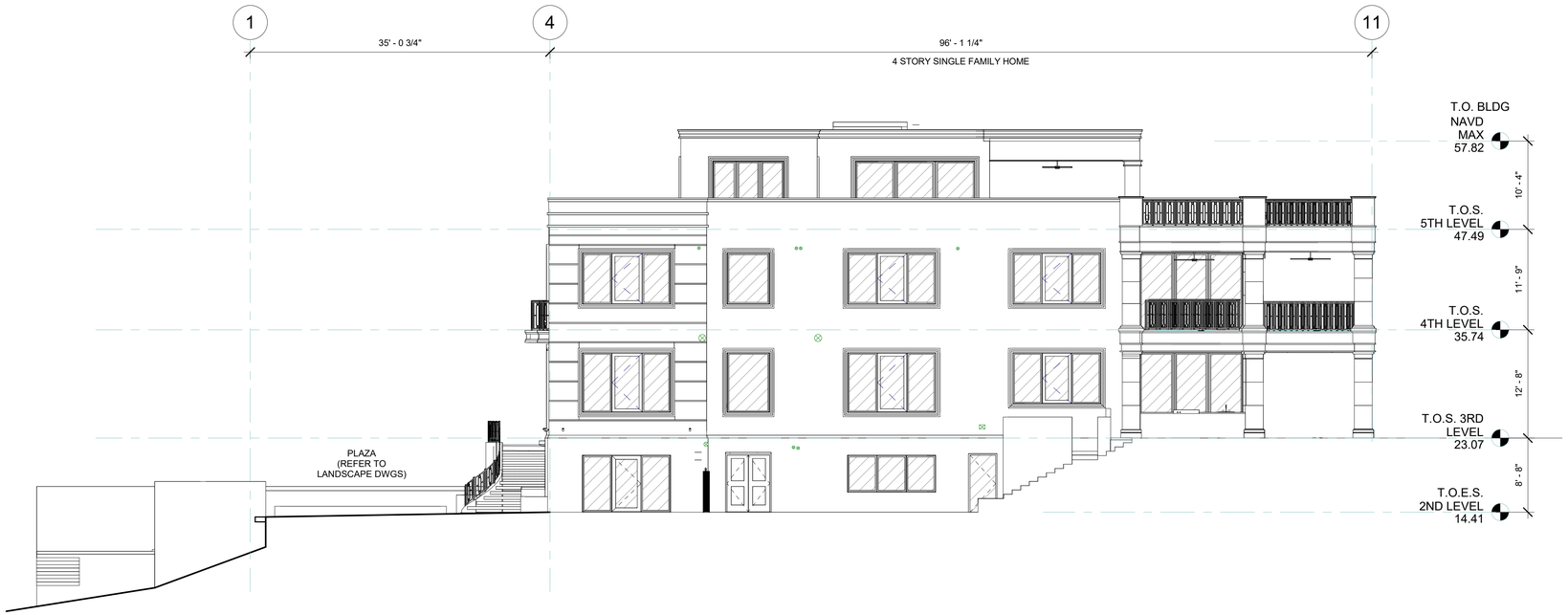
Hillsboro Mile

Hillsboro Mile

© 2024 Google

DOUBLE P
CUSTOM BUILDERS

DOUBBLE
CUSTOM BUILDERS
© 2024 Google



2 SITE ELEVATION OVERALL

1/8" = 1'-0"

PROJECT DATA

PROJECT TITLE:

BERCH RESIDENCE REMODEL

PROJECT ADDRESS:

987 HILLSBORO MILE, HILLSBORO BEACH, FL 33062

SCOPE OF WORK:

A RECONSTRUCTED FOUR (4) STORY SINGLE FAMILY RESIDENCE OVER A PARTIAL EXISTING FOUNDATION SHALL INCLUDE A NEW DRIVEWAY WITH GATE, SITE AND PLANTER WALLS, WATER FEATURES, AND A POOL (BY OTHERS) LEVEL III ALTERATION 5

CODE REFERENCE:

CITY	HILLSBORO BEACH, FL. MUNICODE
BUILDING:	FBC 7TH EDITION 2020
ELECTRICAL:	NEC 2017

ZONING:

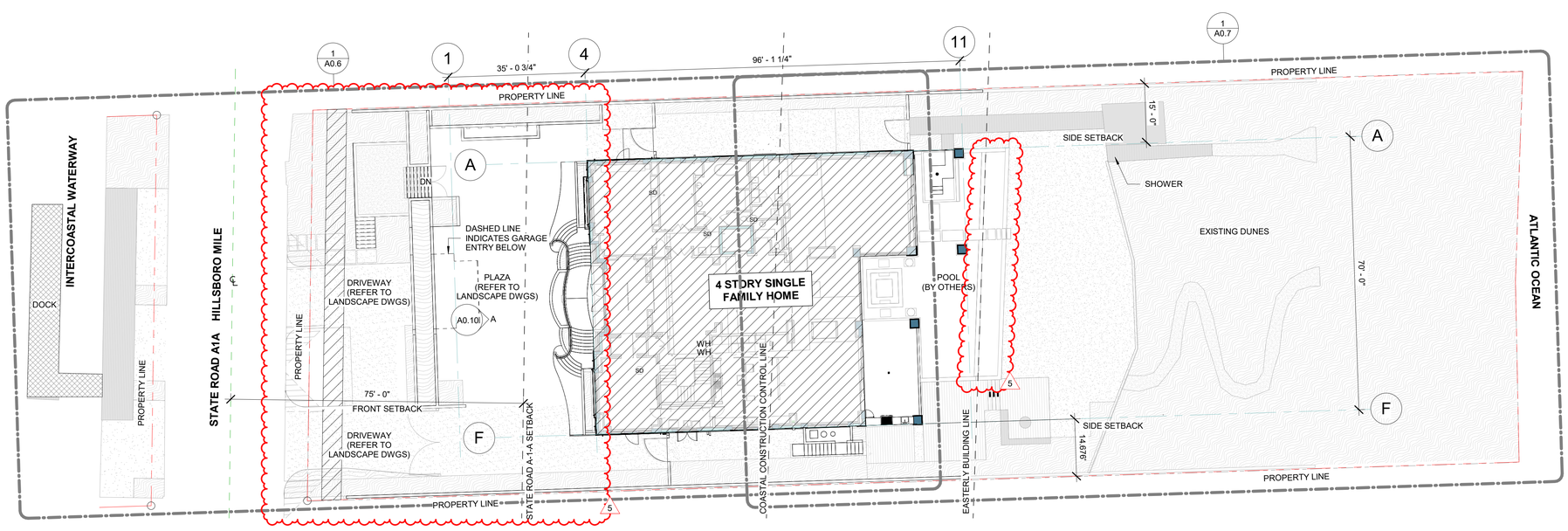
PARCEL ID:	484320000130
PROPERTY OWNER:	BERCH, MARK BERCH, TIFFANY
JURISDICTION:	TOWN OF HILLSBORO
DISTRICT ZONE:	RS-2
LEGAL DESCRIPTION:	20-48-43 N 100 OF S 3632 OF THAT PART OF GOV LOT 1 LYING E OF INTRA- COASTAL WATERWAY
FLOOD ZONE:	VE (EL9) AND AE(EL5) SPECIAL FLOOD HAZARD AREA
FEMA PANEL:	12011C0189H
FUTURE BASE ELEVATION	+9' + 1' FB = 10' F/N FLOOR MIN.

BASE FLOOD ELEVATION OR DEPTH: N/A NAVD 1988

LEVEL ALTERATION (NAVD)

LEVELS	PERMIT SET 06.22.2022	REV. 3 08.18.2023
T.O. GARDEN LEVEL T.O.E.S 2ND LEVEL	14.00	 14.41
T.O. EXIST. FIST FLOOR SLAB T.O. SLAB 3RD LEVEL	22.91	22.91 23.07
T.O. NEW SECOND FLOOR SLAB T.O.S. 4TH LEVEL	35.91	 35.74
T.O. NEW ROOF DECK T.O. SLAB 5TH LEVEL	47.91	 47.49
T.O. NEW ROOF TRUSS T.O.SLAB 6TH LEVEL (ROOF)	58.16	 57.82

5



1 SITE PLAN OVERALL

1/16" = 1'-0"

DUNLAP D3

Andrew Dunlap

ANDREW@D3FLORIDA.COM

754.207.2002

Architectural Design

PERMIT SET

11.06.2023

REVISIONS

#	DESCRIPTION	DATE
3	COORDINATION	8.18.2023
4	COORDINATION	12.15.2023
5	PERMIT COMMENT	03.12.2024

PROJECT NAME:

BERCH RESIDENCE REMODEL

PROJECT ADDRESS:

987 HILLSBORO MILE
HILLSBORO BEACH, FL 33062

D3 PROJECT NUMBER:

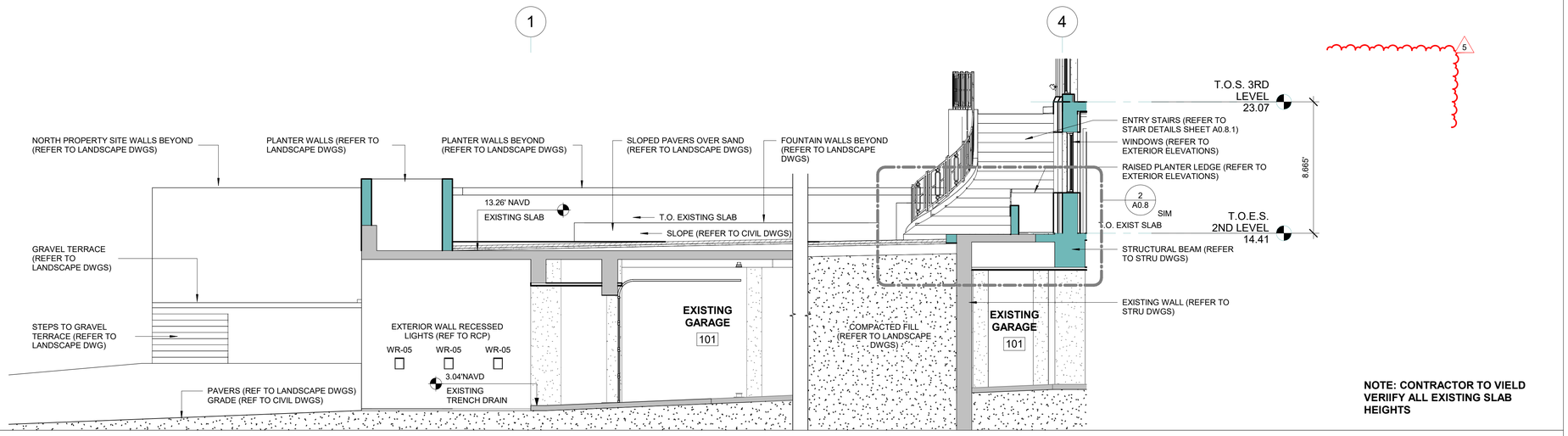
23008

SHEET NAME

SITE PLAN

SHEET NO.

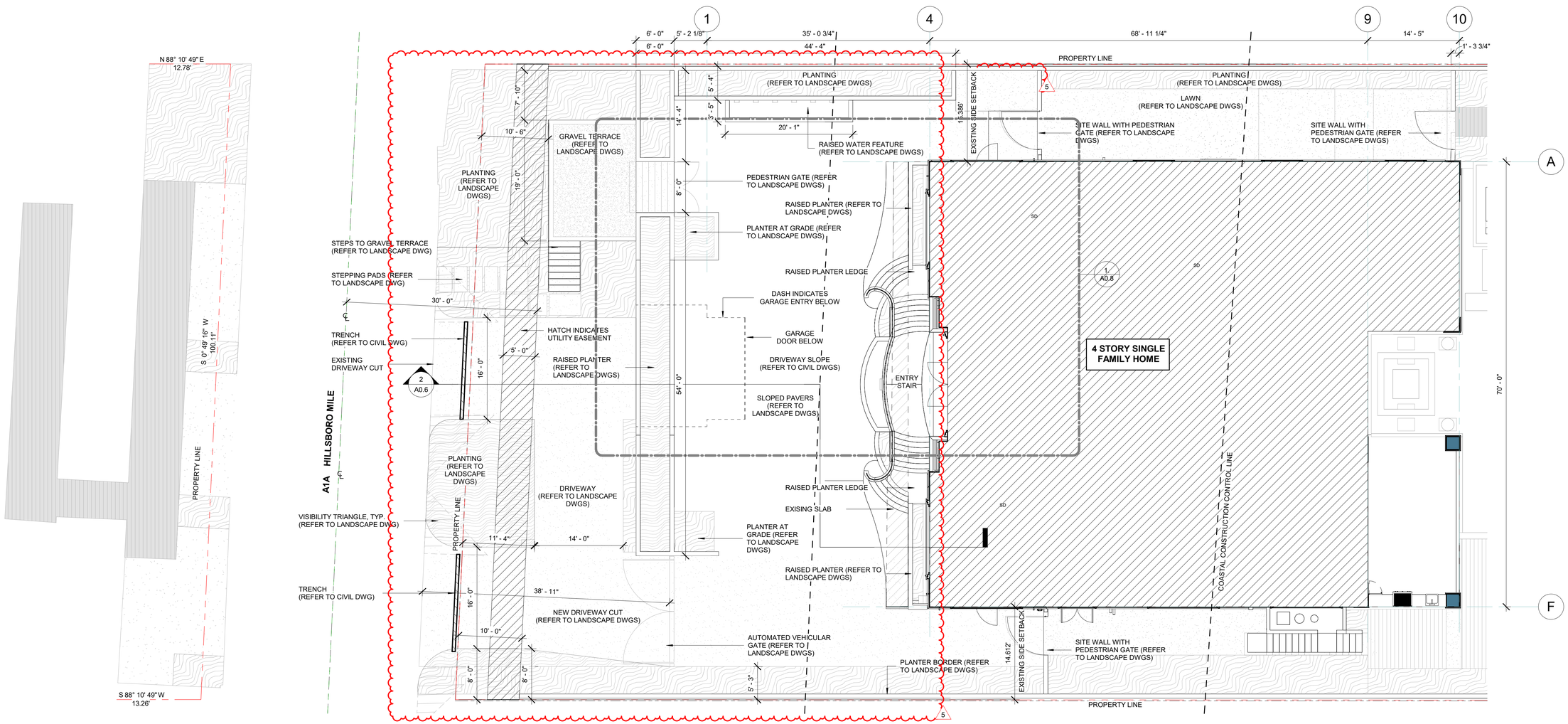
A0.5



NOTE: CONTRACTOR TO VIELD VERIIFY ALL EXISTING SLAB HEIGHTS

2 WEST SITE SECTION

1/4" = 1'-0"



1 SITE PLAN WEST PARTIAL

1/8" = 1'-0"

File Location:Autodesk Docs://23008 - BRR/23008 - BRR.rvt

Saved on:4/24/2024 6:34:42 PM

Andrew Dunlap
ANDREW@D3FLORIDA.COM
754.207.2002
Architectural Design

PERMIT SET

11.06.2023

REVISIONS

#	DESCRIPTION	DATE
3	COORDINATION	8.18.2023
4	COORDINATION	12.15.2023
5	PERMIT COMMENT	03.12.2024

PROJECT NAME:

BERCH RESIDENCE REMODEL

PROJECT ADDRESS:

987 HILLSBORO MILE
HILLSBORO BEACH, FL 33062

D3 PROJECT NUMBER:

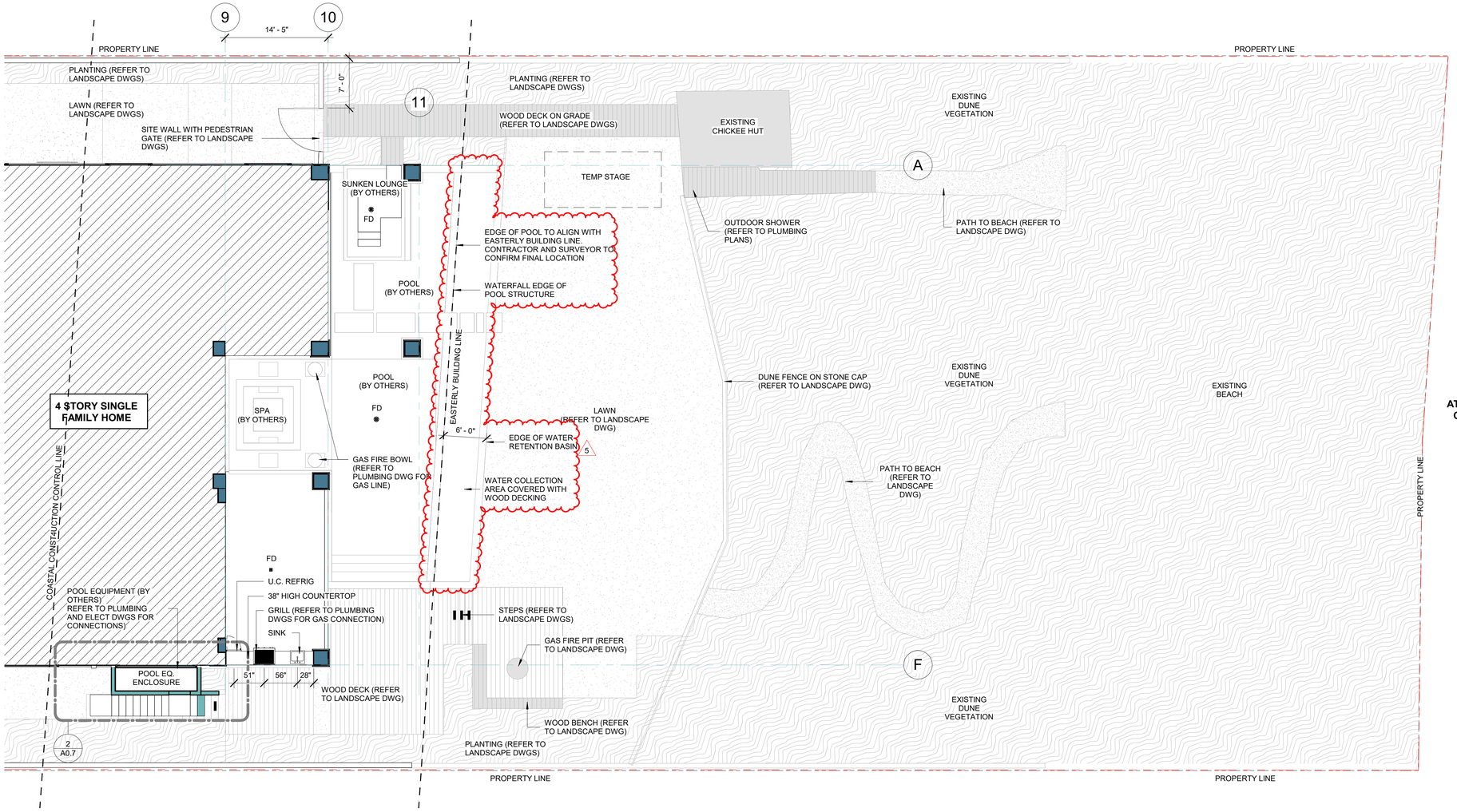
23008

SHEET NAME

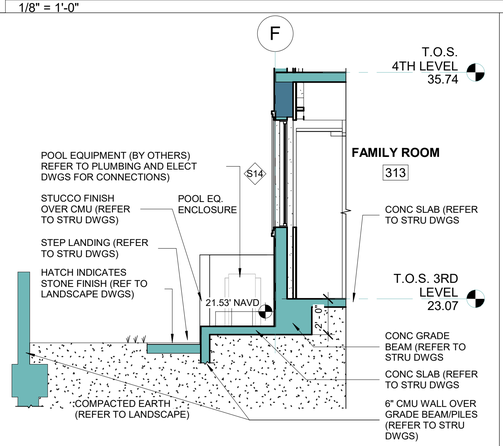
SITE PARTIAL PLAN - WEST

SHEET NO.

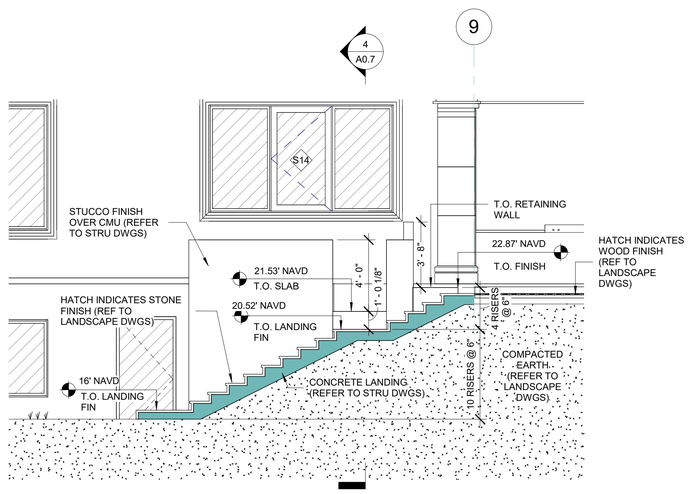
A0.6



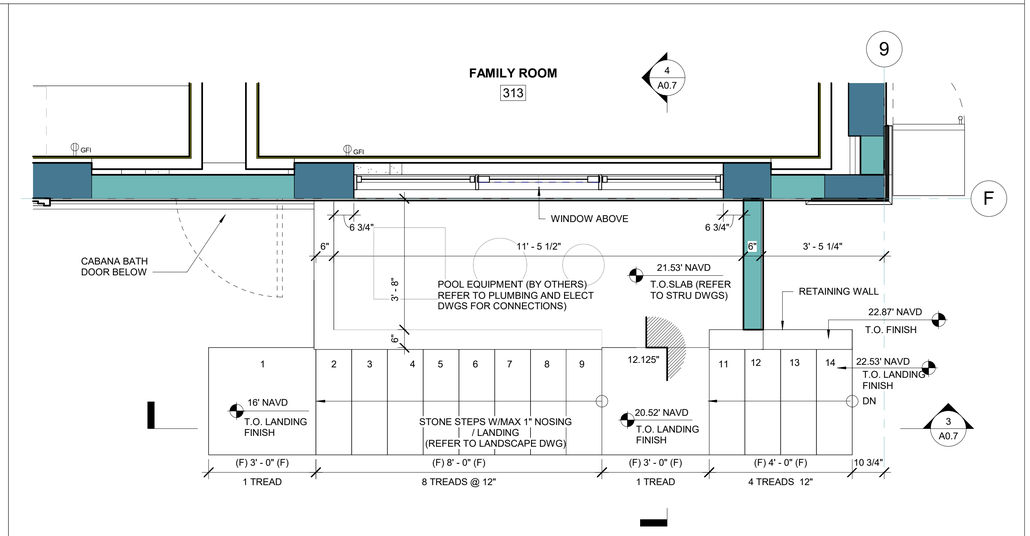
1 SITE PLAN EAST PARTIAL
1/8" = 1'-0"



4 POOL EQ SECTION 2
1/4" = 1'-0"



3 POOL EQ SECTION
1/4" = 1'-0"



2 LEVEL 2 - POOL EQ PLAN
1/2" = 1'-0"

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Andrew Dunlap
ANDREW@D3FLORIDA.COM
754.207.2002
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PERMIT SET
11.06.2023

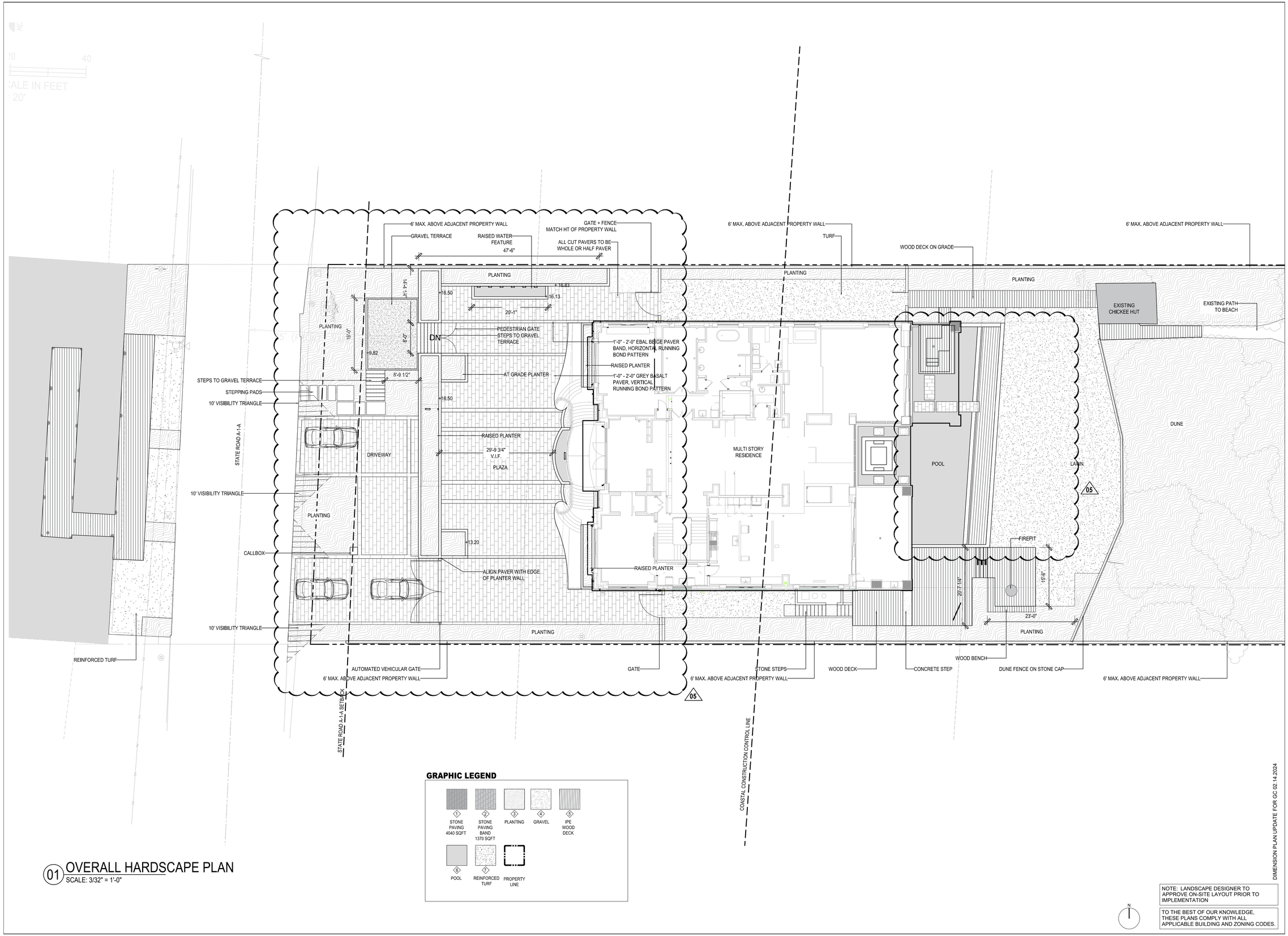
REVISIONS

#	DESCRIPTION	DATE
3	COORDINATION	8.18.2023
4	COORDINATION	12.15.2023
5	PERMIT COMMENT	03.12.2024

PROJECT NAME:
BERCH RESIDENCE REMODEL
PROJECT ADDRESS:
987 HILLSBORO MILE
HILLSBORO BEACH, FL 33062
D3 PROJECT NUMBER:
23008

SHEET NAME
SITE PARTIAL PLAN - EAST

SHEET NO.
A0.7



01 OVERALL HARDSCAPE PLAN
SCALE: 3/32" = 1'-0"

DIMENSION PLAN UPDATE FOR GC 02.14.2024

NOTE: LANDSCAPE DESIGNER TO APPROVE ON-SITE LAYOUT PRIOR TO IMPLEMENTATION

TO THE BEST OF OUR KNOWLEDGE, THESE PLANS COMPLY WITH ALL APPLICABLE BUILDING AND ZONING CODES.

DUNLAP D3

Andrew Dunlap
ANDREW@D3FLORIDA.COM
754.207.2002
Architectural Design

NATURALFICIAL
LANDSCAPE ARCHITECTURE + DESIGN
6915 Red Road, Suite 224
Coral Gables, FL 33143
O: 786.717.6564 / M: 305.321.2341
www.naturalficial.com
FIRM REG. NO. LC26000548

REGISTERED LANDSCAPE ARCHITECT LUIS ABENCIBIA LA6#67454 STATE OF FLORIDA

Project Status
Project Issue Date

REVISIONS		
#	DESCRIPTION	DATE
3	REVISION	08.25.23
4	REVISION	12.18.23
5	REVISION	04.12.24

PROJECT NAME:
Berch Residence

PROJECT ADDRESS:
987 HILLSBORO MILE
HILLSBORO BEACH ,FL

D3 PROJECT NUMBER:

SHEET NAME
OVERALL HARDSCAPE PLAN
SHEET NO.
L-1.00

THE LOCATION AND SIZE OF ALL EXISTING UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE AND ARE BASED ON THE BEST AVAILABLE INFORMATION. ADDITIONAL UTILITIES MAY EXIST WHICH ARE NOT SHOWN ON THE PLANS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITIES, BY ELECTRONIC METHODS AND BY HAND EXCAVATION IN COORDINATION WITH ALL UTILITY COMPANIES, PRIOR TO BEGINNING ANY CONSTRUCTION OPERATIONS. CONTRACTOR SHALL NOTIFY THE ENGINEER IN WRITING OF DISCREPANCIES PRIOR TO BEGINNING WORK. ANY AND ALL CONFLICTS OF EXISTING UTILITIES WITH PROPOSED IMPROVEMENTS SHALL BE RESOLVED BY THE ENGINEER AND THE UTILITY OWNER PRIOR TO BEGINNING ANY CONSTRUCTION OPERATIONS. THIS WORK BY THE CONTRACTOR SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT AND NO ADDITIONAL COMPENSATION SHALL BE ALLOWED.

GENERAL NOTES

1. ELEVATIONS ARE REFERENCED TO NAVD 1988.
2. LOCATION OF DRAINAGE PIPES AND SRUCTURES TO BE COORDINATED WITH LANDSCAPING AND UTILITIES. CONTRACTOR TO CONTACT ENGINEER SHOULD A SIGNIFICANT ADJUSTMENT BE REQUIRED.
3. CONTRACTOR TO LOCATE AND PROTECT EXISTING UTILITIES AND REPLACE/REPAIR ALL UTILITIES DAMAGED DURING CONSTRUCTION
4. CONTRACTOR TO ADJUST ALL UTILITY BOXES AND COVERS LOCATED WITHIN THE CONSTRUCTION AREA TO BE LEVEL WITH THE NEW GRADES.
5. CONTRACTOR RESPONSIBLE FOR REMOVING AND RELOCATING EXISTING ITEMS IN CONFLICT WITH NEW CONSTRUCTION.
6. CONTRACTOR TO VERIFY EXISTING GRADES PRIOR TO CONSTRUCTION. CONTRACTOR TO CONTACT ENGINEER SHOULD A SIGNIFICANT ADJUSTMENT BE REQUIRED.
7. MAXIMUM CROSS-SLOPE ON WALKWAYS TO BE 2% (50:1).
8. REFER TO HARDSCAPE PLANS FOR SITE LAYOUT AND DIMENSIONS.
9. REFER TO HARDSCAPE PLANS FOR PAVER MATERIALS, SITE FINISHES, PAVER INSTALLATION DETAILS AND STEP DETAILS.
10. REFER TO HARDSCAPE PLANS FOR DETAILS ON GATES.

FLOOD INFORMATION:

(a) THE PROPERTY DESCRIBED HEREON IS SUBJECT TO FLOOD ZONE AE (EL 5), ZONE X, ZONE VE (EL 8), ZONE VE (EL 9) AND ZONE VE (EL 12) AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP, MAP NUMBER 12011C0189H, COMMUNITY NO. 120040, DATED 08/18/2014.
(b) FLOOD ZONE LINES SHOWN HEREON WERE SCALED FROM THE ABOVE 1" = 500' FEMA FLOOD INSURANCE RATE MAP.
10. (A) THE TIDAL WATER SURVEY DEPICTED HEREON COMPLIES WITH CHAPTER 177, PART II FLORIDA STATUTES AND IS RECORDED IN THE PUBLIC REPOSITORY OF THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, BUREAU OF SURVEYING AND MAPPING AS MEAN HIGH WATER SURVEY FILE NUMBER 8244.
(b) ATLANTIC OCEAN MEAN HIGH WATER ELEVATION IS 0.44 FEET, NAVD 1988 AS LOCATED ON 07/26/2021.
(c) INTRACOASTAL WATERWAY MEAN HIGH WATER ELEVATION IS 0.30 FEET, NAVD 1988 AS LOCATED ON 07/26/2021.
(d) MEAN HIGH WATER ELEVATIONS INDICATED HEREON ARE BASED ON ESTABLISHED DATA PROVIDED BY THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

LEGAL DESCRIPTION:

THE NORTH 100 FEET OF S 3,632 OF THAT PART OF GOV LOT 1 LYING E OF INTRA- COASTAL WATERWAY
THE NORTH 100 FEET OF THE SOUTH 3,632 FEET OF GOVERNMENT LOT 1, BROWARD COUNTY, FLORIDA.

SAID LANDS SITUATE IN BROWARD COUNTY, FLORIDA AND CONTAINING 30,978 SQUARE FEET (0.711 ACRES) MORE OR LESS.

NOTE:

ALL FILL MATERIAL PLACE SEAWARD OF THE CCCL SHALL MEET THE REQUIREMENTS OF 62B-33.005(7)F.A.C.

LEGEND

- PROPOSED PAVERS
- PROPOSED STABILIZED SOD
- PROPOSED ASPHALT
- PROPOSED 4" THICK CONCRETE
- PROPOSED 6" THICK CONCRETE
- PROPOSED REINFORCED TURF
- 3.44 PROPOSED GRADE ELEVATION
- PROPOSED FIRE HYDRANT
- WM PROPOSED WATER METER
- PROPOSED VALVE
- PROPOSED FIRE DEPARTMENT CONNECTION
- PROPOSED CATCH BASIN
- PROPOSED YARD DRAIN
- PROPOSED SIGN (AS INDICATED)
- PROPOSED CLEANOUT
- PROPOSED RPZ BACKFLOW PREVENTER
- PROPOSED PIPING
- PROPOSED SURFACE FLOW
- EXISTING PAVERS TO REMAIN
- EXISTING PIPING AND APPURTENANCES
- EXISTING BACKFLOW PREVENTOR
- EXISTING CATCH BASIN
- CO EXISTING CLEANOUT
- 55.0 EXISTING ELEVATION
- GM EXISTING GAS METER
- MH EXISTING MANHOLE (AS DESIGNATED)
- MW EXISTING MONITORING WELL
- SIGN EXISTING SIGN (AS INDICATED)
- VB EXISTING VALVE BOX
- WM EXISTING WATER METER
- EXISTING CONCRETE POLE
- x EXISTING FENCE

CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SITE CONDITIONS BEFORE PROCEEDING WITH WORK. IF ANY DISCREPANCIES, ERRORS OR OMISSIONS SHOULD BE ENCOUNTERED ON PLANS, CONTRACTOR SHALL NOTIFY ARCHITECT BEFORE ANY PART OF THE WORK IS STARTED, SO THAT PROPER CORRECTIONS BE MADE. IF ARCHITECT IS NOT NOTIFIED PRIOR TO COMMENCING OF THE WORK, THE CONTRACTOR SHALL BEAR FULL RESPONSIBILITY FOR ANY DISCREPANCIES, ERRORS OR OMISSIONS.

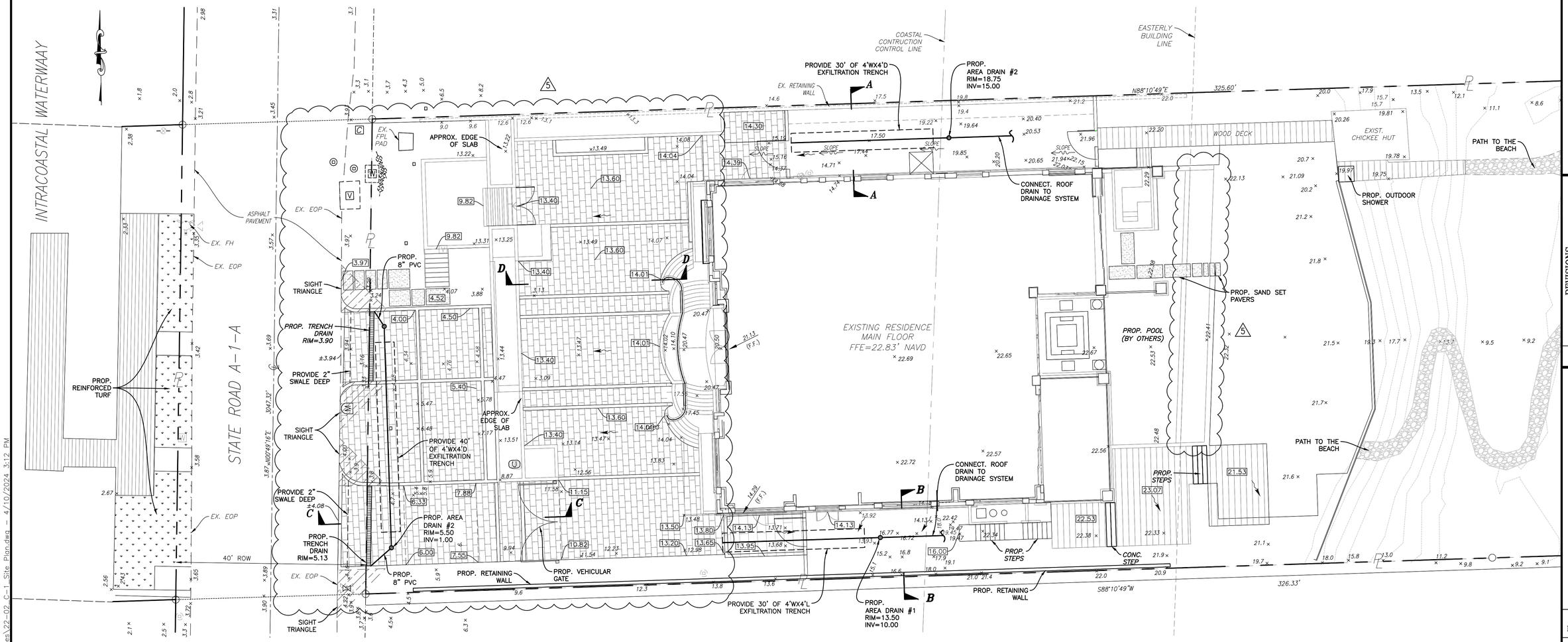
LOCATION MAP

N.T.S.

SEC 20, TWSP 48S, RNG 43E

NOTE:

ALL ELEVATIONS ARE REFERENCED TO N.A.V.D. 1988



PAVING, GRADING & DRAINAGE PLAN

SCALE: 1"=10'

Sunshine811
Call 811 or visit sunshine811.com two full business days before digging to have buried facilities located and marked.
Check positive response codes before you dig!

FINAL APPROVAL

DRAWN BY: HS	DESIGNED BY: SCH	SCALE: 1"=10'	
	CHECKED BY: SCH	DATE: 08/18/23	FIELD BOOK: N/A

HOLLAND ENGINEERING
CIVIL ENGINEERING SOLUTIONS
301 SW 7th Street
Fort Lauderdale, Florida 33315
Phone: 954.367.0371
Certificate of Authorization 7325
SUSAN C. HOLLAND
STATE OF FLORIDA PROFESSIONAL ENGINEER
LICENSE No. 41831

REVISIONS

NO.	DATE	BY	CHK'D	DESCRIPTION
1	8/3/22	HS	SCH	CITY COMMENTS
2	10/18/22	A.A.	SCH	FDEP COMMENTS
3	8/23/23	HS	SCH	COORDINATION
4	12/15/23	HS	SCH	COORDINATION
5	3/12/24	HS	SCH	PERMIT COMMENT

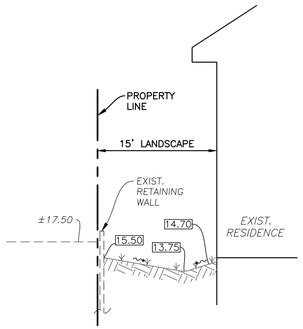
MARK BERCH & TIFFANY BERCH
RESIDENCE
987 HILLSBORO MILE
HILLSBORO, FLORIDA 33062

NO. OF SHEETS: 2

SHEET NO.: C-1

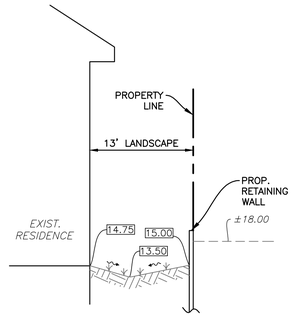
CAD FILE NO. 22-02

J:\CAD\22-02\CAD Files\22-02 C-1 Site Plan.dwg - 4/10/2024 3:12 PM



SECTION A–A

N.T.S.



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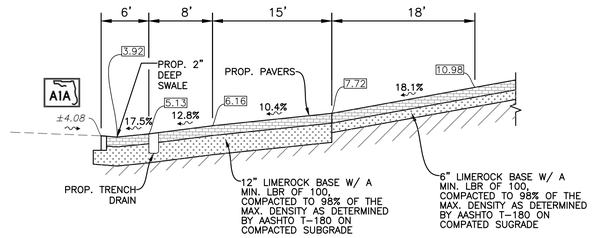

SECTION C–C

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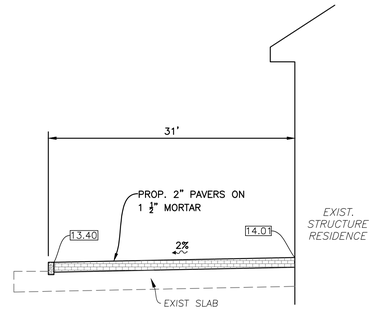

SECTION D–D

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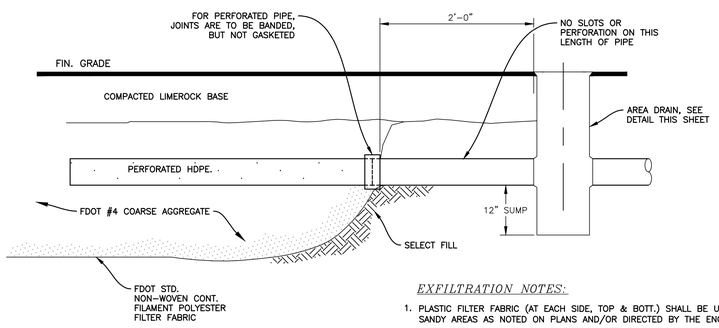
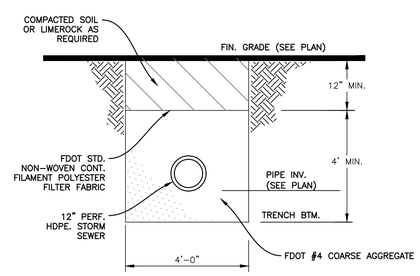


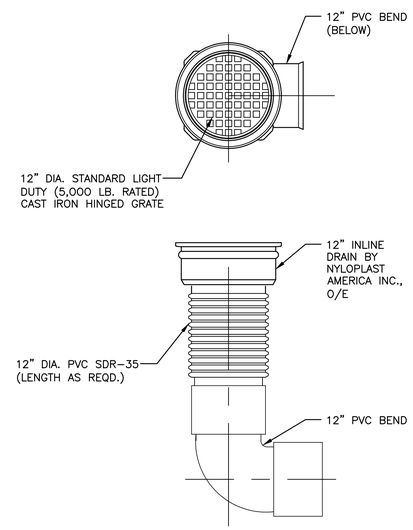
EXFILTRATION NOTES:

1. PLASTIC FILTER FABRIC (AT EACH SIDE, TOP & BOTT.) SHALL BE USED IN SANDY AREAS AS NOTED ON PLANS AND/OR DIRECTED BY THE ENGINEER.
2. AFTER THE BALLAST ROCK HAS BEEN PLACED TO THE PROPER ELEVATION IT SHALL BE CAREFULLY WASHED DOWN WITH CLEAN WATER IN ORDER TO ALLOW FOR INITIAL SETTLEMENT THAT MAY OCCUR. (BALLAST ROCK – 3/4" or #57)

EXFILTRATION TRENCH (AREA DRAIN)

N.T.S.





12" AREA DRAIN

N.T.S.

3

ENTIRE SHEET REVISED

DETAILS & SECTIONS

SCALE: N.T.S.

Sunshine811

Call 811 or visit sunshine811.com two full business days before digging to have buried facilities located and marked.

Check positive response codes before you dig!

FINAL APPROVAL

SCALE:	DATE:	FIELD BOOK:
N.T.S.	08/18/23	N/A

DRAWN BY:	DESIGNED BY:	CHECKED BY:
HS	SCH	SCH

HOLLAND ENGINEERING
CIVIL ENGINEERING SOLUTIONS
301 SW 7th Street
Fort Lauderdale, Florida 33315
Phone: 954.367.0371
Certificate of Authorization 7325

SUSAN C. HOLLAND
STATE OF FLORIDA PROFESSIONAL ENGINEER
LICENSE No. 41831

REVISIONS

NO.	DATE	BY	CHK'D	DESCRIPTION
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3	8/23/23	HS	SCH	COORDINATION

MARK BERCH & TIFFANY BERCH
RESIDENCE
987 HILLSBORO MILE
HILLSBORO, FLORIDA 33062

NO. OF SHEETS: 2

SHEET NO.: C-2

CAD FILE NO. 22-02

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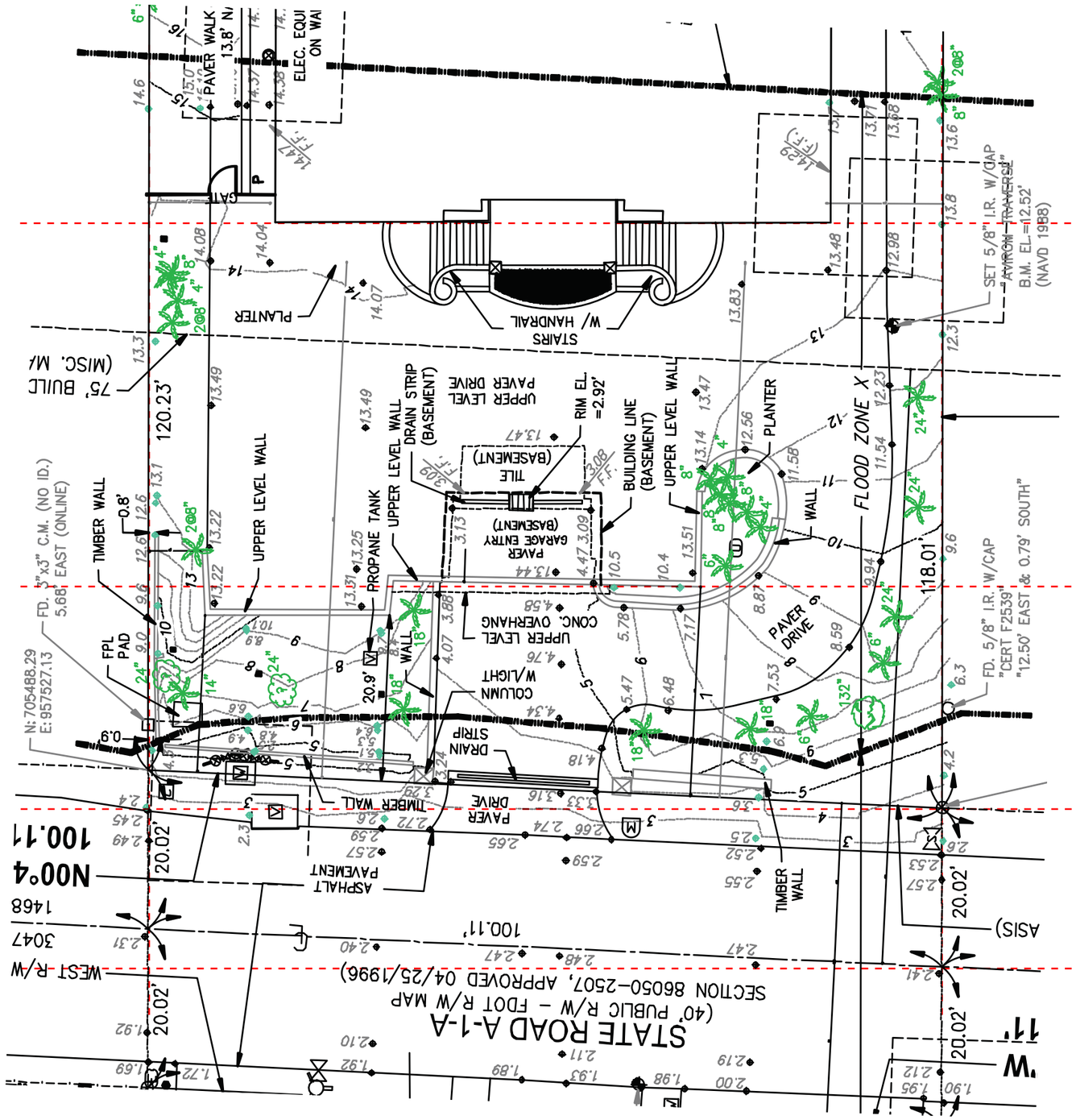
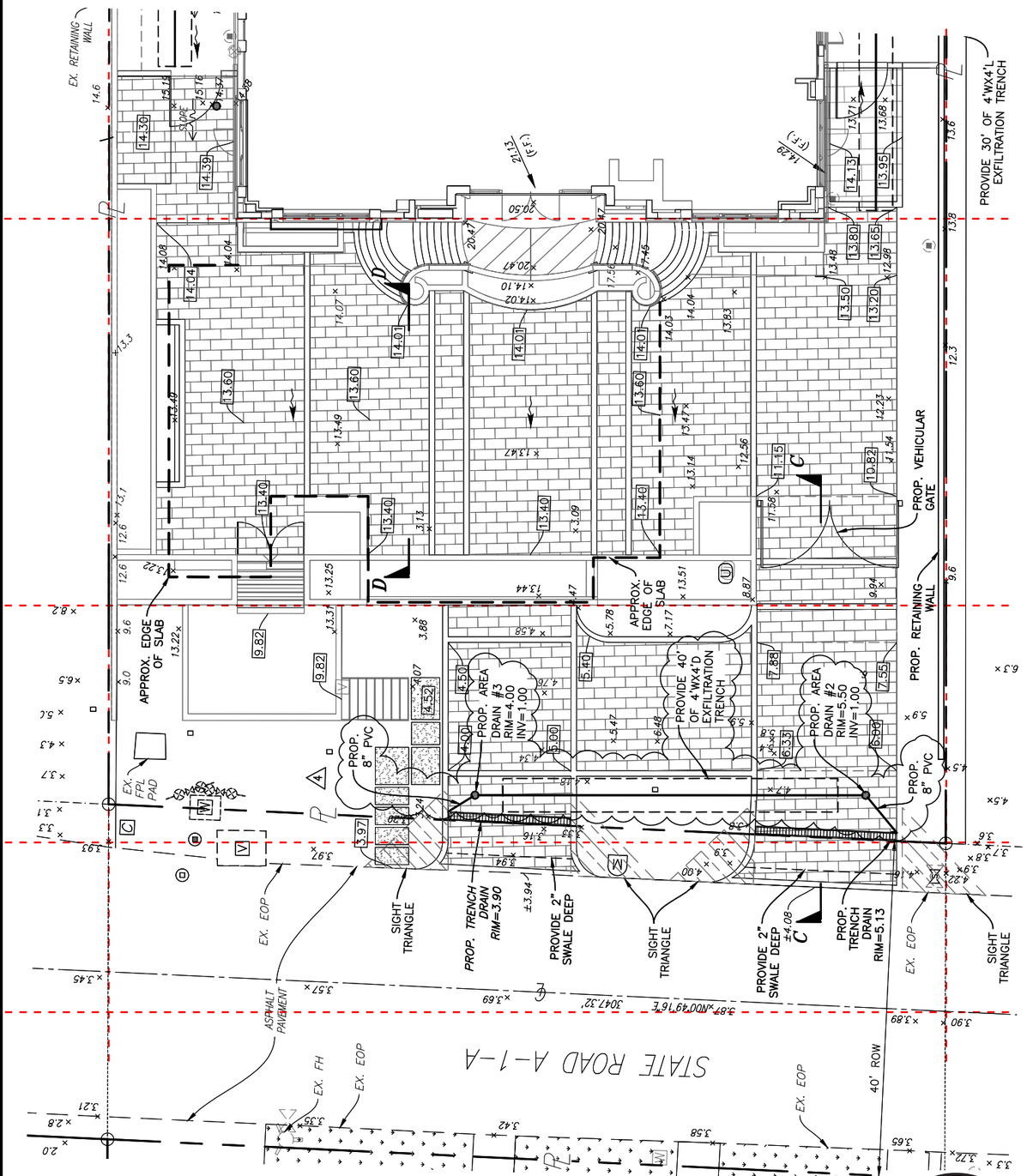
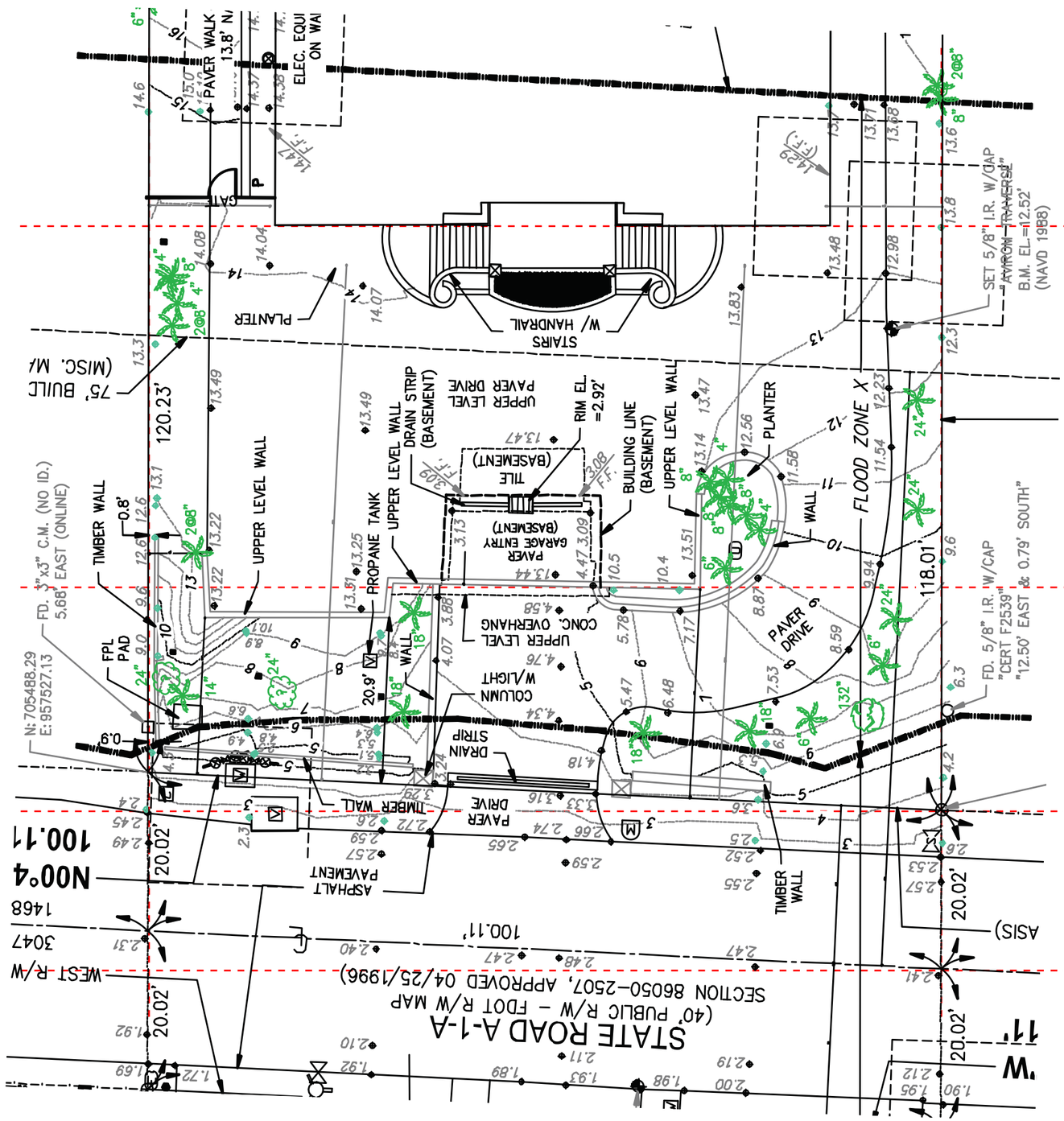


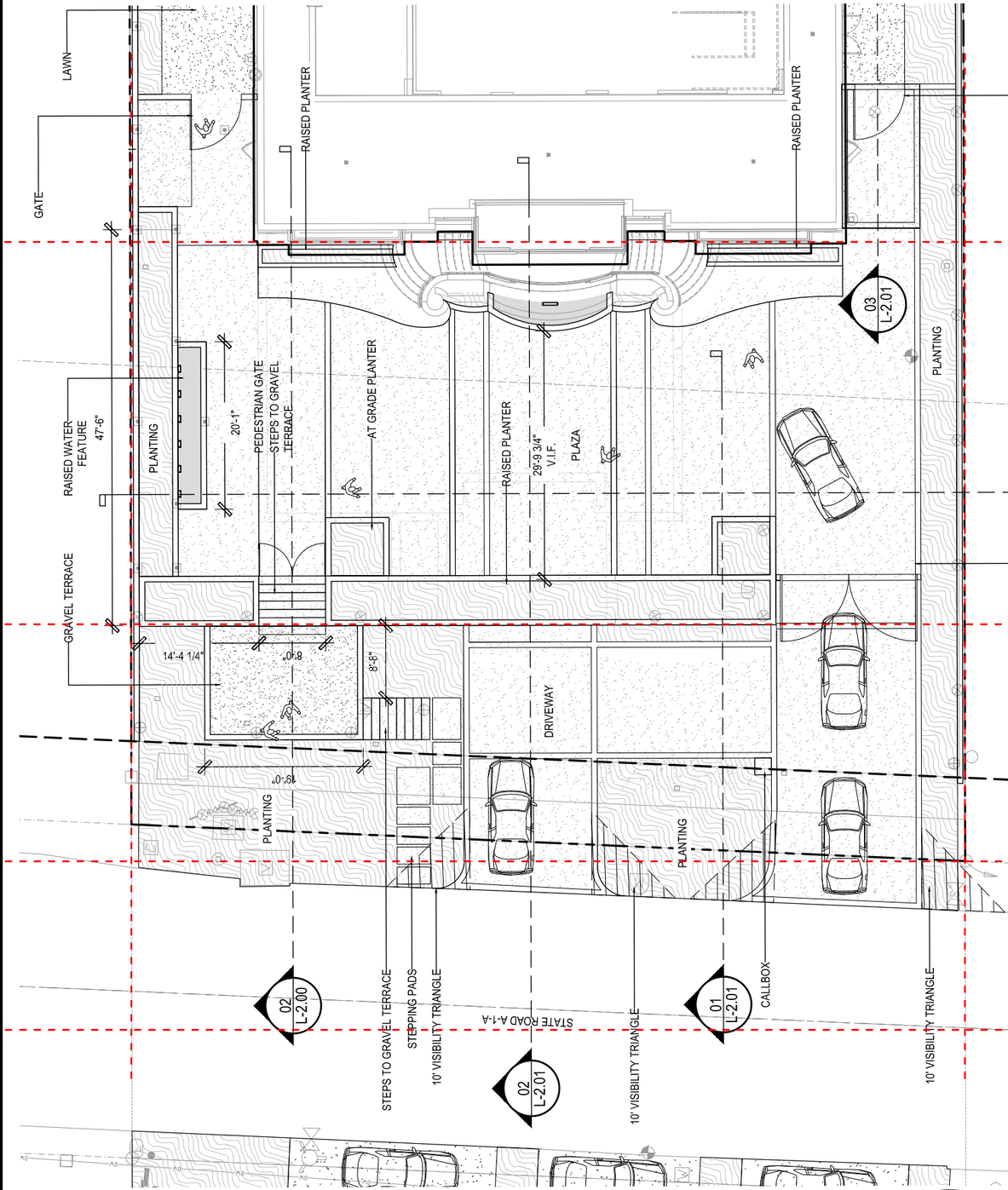
Approved SU-1.0
10-10-2022



Current Civil



Approved SU-1.0
10-10-2022



Current Landscape

TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: **Floodplain Ordinance and Updated FIRM Maps**
Submitting Dept: **Planning & Zoning, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

The current FEMA Flood Insurance Rate Maps (FIRM) for the Town became official on August 18, 2014. The Town adopted Ordinance 266 which provides for Floodplain Management in Chapter 4 of the Town Code. Ordinance 266 was adopted on June 3, 2014.

2. CURRENT ACTIVITY

Updates to the FEMA FIRM Maps were initially proposed on December 31, 2019. After several years of review the new FEMA FIRM Maps become official on July 31, 2024. The new maps become the basis for the Based Flood Elevations and for Flood Insurance in the Town. In order to maintain Flood Insurance and Federal Flood Assistance, the Town needs to modify the Flood Ordinance to be consistent with the new Maps and floodplain management requirements.

A comparison of the current and proposed Flood Maps is attached. There are 2 Flood Maps for the Town: 12011CO187; and 12011CO189. The northern map is 187 and the southern map is 189. The current (2014) maps are H and the proposed (2024) are J. The attachment (page 1) begins at the north Town boundary and extends to the south boundary and the inlet (page 4). The legend for the maps are on page 5.

Generally, the new maps indicate more of the Town is outside of the Special Flood Zone areas although the Velocity Zones along the shoreline reach higher elevations.

The Town Attorney prepared a draft ordinance which has been reviewed and commented on by the State Office of Floodplain Management.

3. FINANCIAL IMPACT

No direct financial impact to the Town, however participation in FEMA's Community Rating System (CRS), which provides flood insurance discounts to residents, requires the code amendments.

4. RECOMMENDATION

It is recommended the Town adopted the Flood Zone Ordinance on 1st reading.

ATTACHMENTS: 1. Comparison of Current and Proposed Flood Zone Maps (5 pages)

ORDINANCE NO. 2024 -03

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA AMENDING SECTIONS 4-98 AND 4-144 OF THE TOWN'S LAND DEVELOPMENT CODE TO UPDATE THE DATE OF THE FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAPS; PROVIDING FOR A REVISED DEFFINITION OF MARKET VALUE; PROVIDING FOR CONFLICTS; SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of Florida has, in Chapter 166, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Town of Hillsboro Beach participates in the National Flood Insurance Program and the Town Commission of the Town of Hillsboro Beach desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60, necessary for such participation; and

WHEREAS, the Federal Emergency Management Agency has revised and reissued the Flood Insurance Study for Broward County, Florida and Incorporated Areas, with an effective date of July 31, 2024; and

WHEREAS, the Town Commission of the Town of Hillsboro Beach, Florida hereby finds and declares that the adoption of this ordinance is appropriate, and in the public interest of this community to identify the effective date of the revised Flood Insurance Study and Flood Insurance Rate Maps.

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

Section 1. Each "WHEREAS" clause set forth above is true and correct and herein incorporated by this reference.

Section 2. The Town Commission of the Town of Hillsboro Beach, Florida hereby amends Section 4-98 of the Town's Land Development Code as follows:

(c) *Basis For Establishing Flood Hazard Areas.* The Flood Insurance Study for Broward County, Florida and Incorporated Areas dated July 31, 2024 ~~August 18, 2014,~~ and all subsequent amendments and revisions, and the accompanying Flood Insurance Rate Maps (FIRM), and all subsequent amendments and revisions to such maps, are adopted by reference as a part of this section and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file at the Office of the Building Official.

Section 3. The Town Commission of the Town of Hillsboro Beach, Florida hereby amends Section 4-144 of the Town's Land Development Code as follows:

Appeal. A request for a review of the Floodplain Administrator's interpretation of any provision of this article ~~or a request for a variance~~.

***

Market value. ~~The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in this section, the term refers to the market~~ The value of buildings and structures, excluding the land and other improvements on the parcel. Market value ~~may be established by a qualified independent appraiser~~, is the Actual Cash Value (in-kind replacement cost depreciated for age, wear and tear, neglect, and quality of construction) determined by a qualified independent appraiser, or tax assessment value adjusted to approximate market value by a factor provided by the Broward County Property Appraiser.

Section 4. If any clause, section or other part of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be construed as eliminated and shall in no way affect the validity of the remaining portions of this Ordinance.

Section 5. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. Codification of this Ordinance is hereby directed and authorized.

PASSED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON THE FIRST READING, THIS ____ DAY OF _____, 2024.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON THE SECOND AND FINAL READING, THIS ____ DAY OF _____, 2024.

TOWN OF HILLSBORO BEACH, FLORIDA

_____
Dawn Miller, Mayor

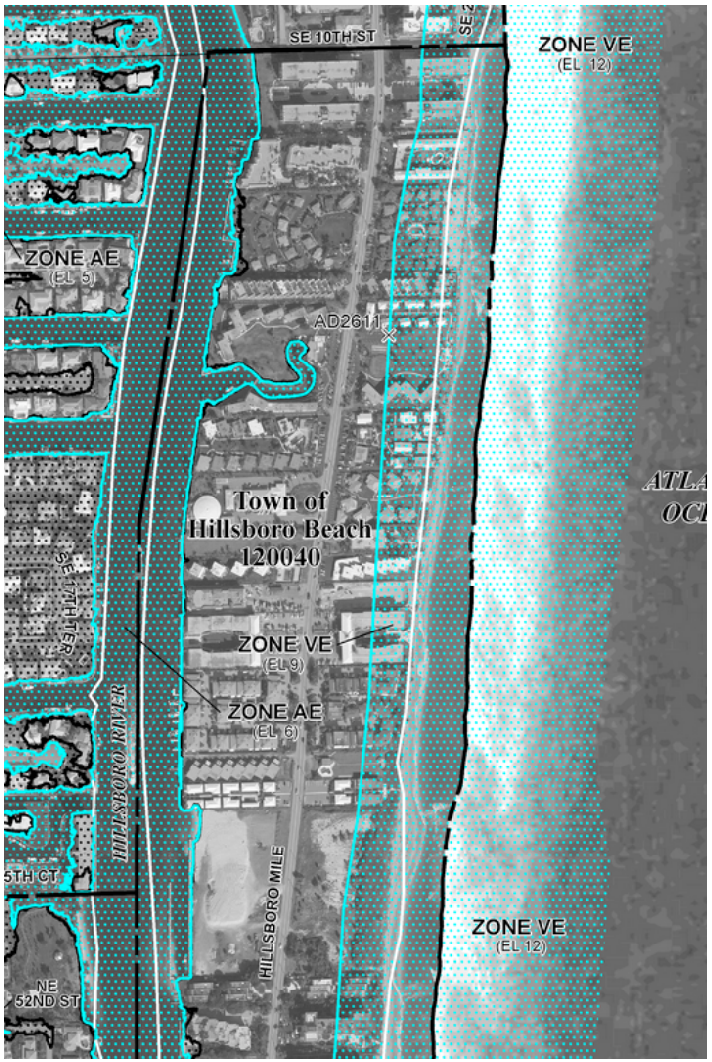
ATTEST:

By: _____
Sherry D. Henderson, CMC
Town Clerk

APPROVED AS TO FORM:

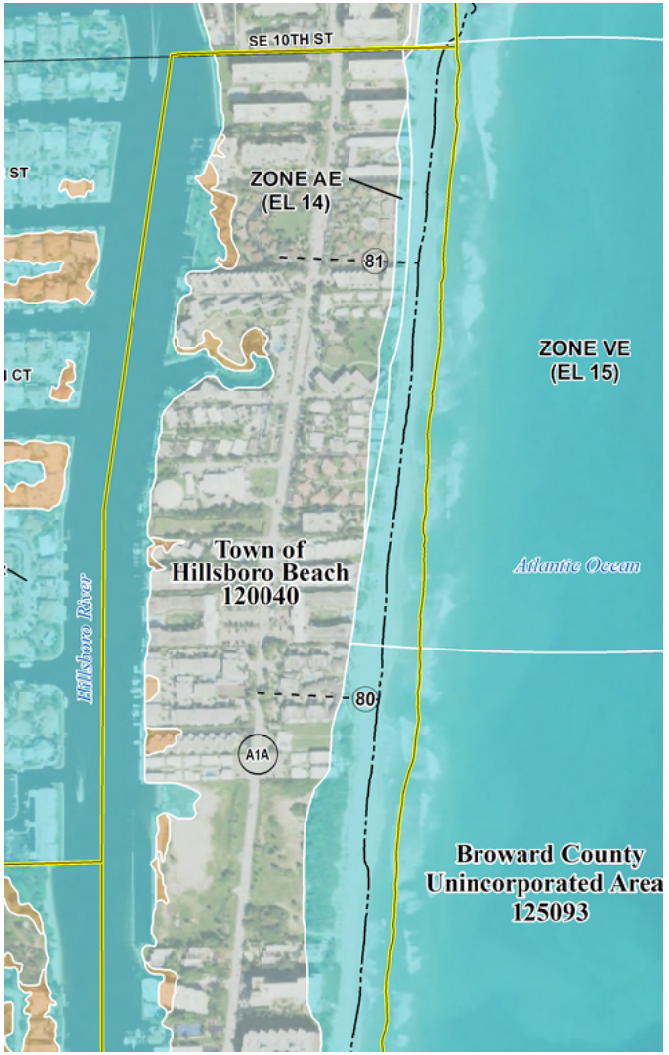
_____
Donald J. Doody, Town Attorney

2014 and 2024 Flood Zone Map Comparison



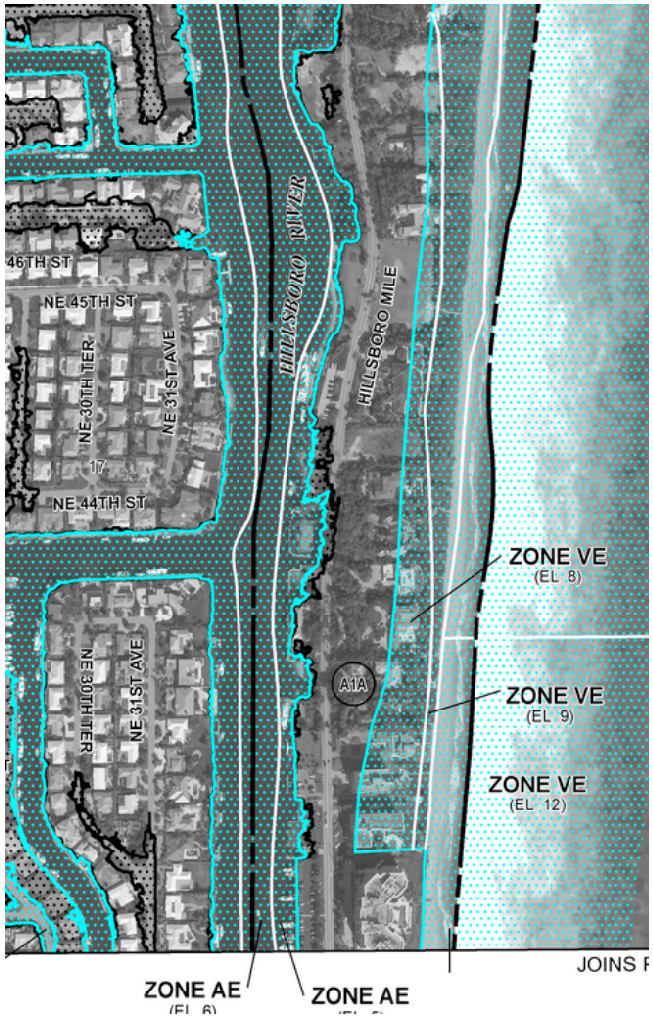
Town of Hillsboro Beach, Florida
Portion of 2014 Flood Panel 12011 CO187H
North Portion of Town
See Legends Page 5

N
NTS



Town of Hillsboro Beach, Florida
Portion of 2024 Flood Panel 12011 CO187J
North Portion of Town
See Legends Page 5

2014 and 2024 Flood Zone Map Comparison

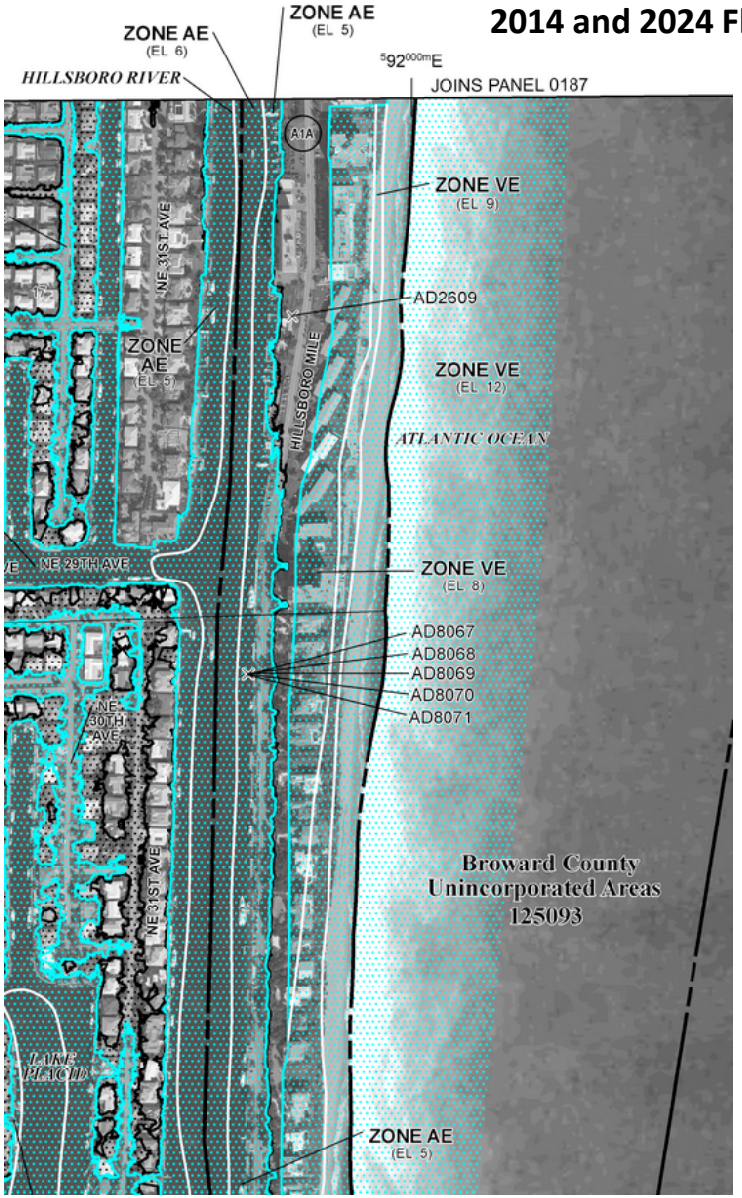


Town of Hillsboro Beach, Florida
Portion of 2014 Flood Panel 12011 CO187H
North Central Portion of Town
See Legends Page 5

N
NTS

Town of Hillsboro Beach, Florida
Portion of 2024 Flood Panel 12011 CO187J
North Central Portion of Town
See Legends Page 5

2014 and 2024 Flood Zone Map Comparison



Town of Hillsboro Beach, Florida
Portion of 2014 Flood Panel 12011 CO189H
North Central Portion of Town
See Legends Page 5

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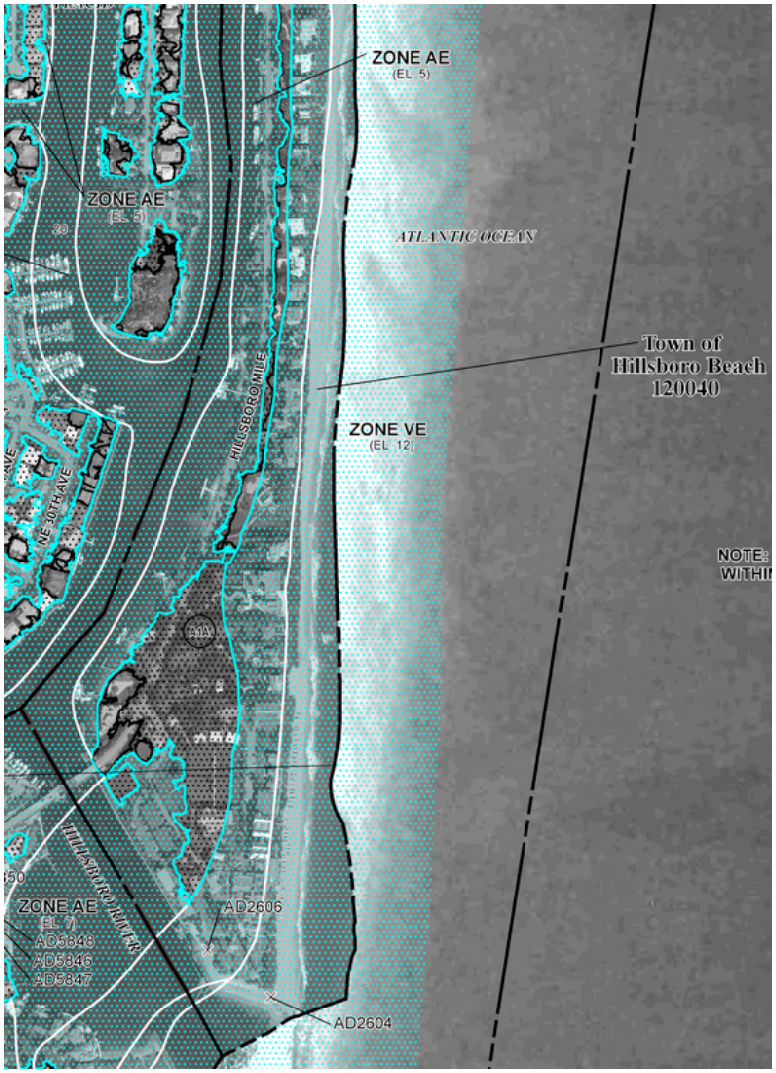
NTS

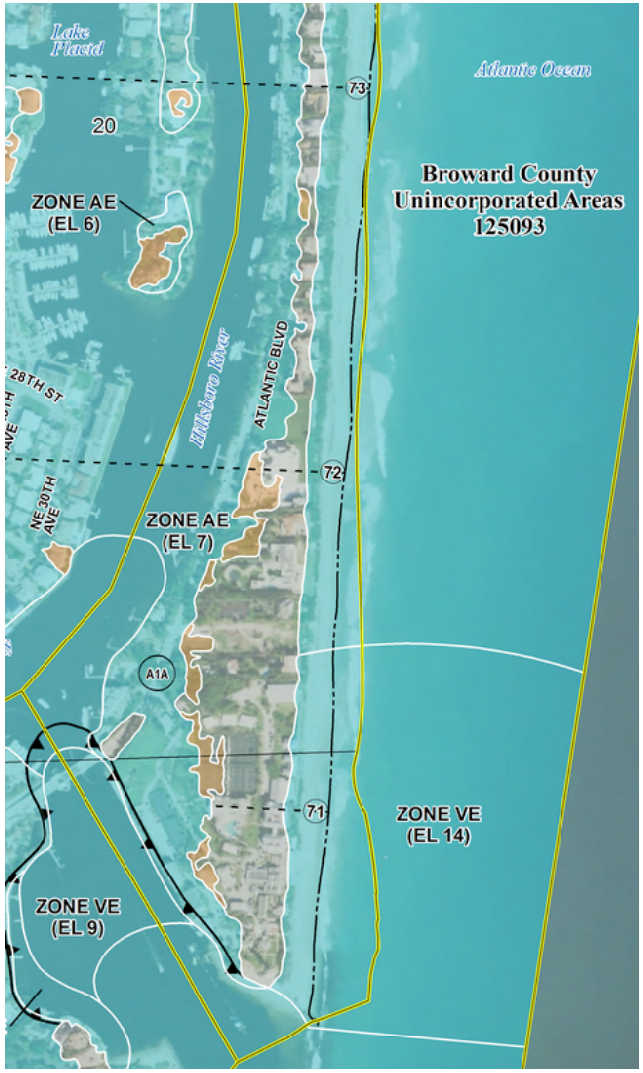
Town of Hillsboro Beach, Florida
Portion of 2024 Flood Panel 12011 CO189J
North Central Portion of Town
See Legends Page 5

2014 and 2024 Flood Zone Map Comparison



Town of Hillsboro Beach, Florida
Portion of 2014 Flood Panel 12011 CO189H
South Portion of Town
See Legends Page 5

N
NTS



Town of Hillsboro Beach, Florida
Portion of 2024 Flood Panel 12011 CO189J
South Portion of Town
See Legends Page 5

2014 and 2024 Flood Zone Map Comparison

LEGEND

SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD

The 1% annual chance flood (100-year flood), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AR, A99, V, and VE. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.

ZONE A	No Base Flood Elevations determined.
ZONE AE	Base Flood Elevations determined.
ZONE AH	Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.
ZONE AO	Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined.
ZONE AR	Special Flood Hazard Area formerly protected from the 1% annual chance flood by a flood control system that was subsequently decertified. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.
ZONE A99	Areas to be protected from 1% annual chance flood event by a Federal flood protection system under construction; no Base Flood Elevations determined.
ZONE V	Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
ZONE VE	Coastal flood zone with velocity hazard (wave action); Base Flood Elevations determined.

FLOODWAY AREAS IN ZONE AE

The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.

OTHER FLOOD AREAS

ZONE X	Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.

OTHER AREAS

ZONE X	Areas determined to be outside the 0.2% annual chance floodplain.

Legend for
2014 Flood Panels

FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT

HTTPS://MSC.FEMA.GOV

SPECIAL FLOOD HAZARD AREAS	Without Base Flood Elevation (BFE) *Zone A,V, A99*
	With BFE or Depth *Zone AE, AO, AH, VE, AR*
	Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD	0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
	Future Conditions 1% Annual Chance Flood Hazard *Zone X*
	Area with Reduced Flood Risk due to Levee See Notes. *Zone X*
	Area with Flood Risk due to Levee *Zone D*
OTHER AREAS	NO SCREEN Area of Minimal Flood Hazard *Zone X*
	Area of Undetermined Flood Hazard *Zone D*
GENERAL STRUCTURES	Channel, Culvert, or Storm Sewer
	Levee, Dike, or Floodwall
OTHER FEATURES	E 18.2 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
	8 Coastal Transect
	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
	513 Base Flood Elevation Line (BFE)
	Limit of Study
	Jurisdiction Boundary

Legend for
2024 Flood Panels

From: **Jillian Kraynak** Jillian.Kraynak@em.myflorida.com
Subject: Broward County - LFD Deadline for Communities
Date: February 12, 2024 at 3:45 PM
To:

Good afternoon,

On January 31, 2024, FEMA issued the Letter of Final Determination for the revised Flood Insurance Study and FIRMs for Broward County. That letter establishes **July 31, 2024**, as the deadline to demonstrate the city's floodplain management ordinance complies with the NFIP requirements.

Your community has three options. **As soon as possible, please consider these options and reply to this email to indicate your preferred option or give me a call if you want to discuss them.** Please also see the guidance at the links below.

1. Your community may want to modify the ordinance to show the new FIS effective date. Attached is our instruction and a template to make that change, and a change to the definition of "Market Value" that has been adopted by nearly 200 communities in recent years. Please tailor the template to your community and return it to me for review.
2. Your community may want to revise the FIS date and adoption other amendments. If this is your choice, we will work with you to prepare the draft.
3. Your community may elect to rely on "auto-adopt," which refers to the phrase "and all subsequent amendments and revisions" found in your ordinance section titled "Basis for establishing flood hazard areas.

The FDEM Office of Floodplain Management posts guidance on several matters of interest. Visit https://www.floridadisaster.org/dem/mitigation/floodplain/ (Community Resources, then FBC Resources and Guidance, Ordinance Amendments, and Sample Forms) for the following.

Florida Building Code Resources

8th Edition (2023) Florida Building Code

- Flood provisions of the 8th Edition Florida Building Code
- Highlights of ASCE 24-14 *Flood Resistant Design and Construction* (FEMA)

Guidance, Ordinance Amendments, Florida Building Code Amendments, and Sample Forms

The Office of Floodplain Management (OFM) must review draft amendments at least 30 days before presenting the amendments to planning boards or elected officials. Instructions explain how to send it to the OFM.

Guidance

4. Approximate Zone A Guidance (1/2024)
5. Attached Garages and Enclosure Floors/Slabs and Flood Openings (1/2024)
6. Accessory Structures: Non-elevated, wet floodproofed (1/2024)
7. Coastal High Hazard Area: Floodplain Management vs Comprehensive Planning (1/2024)
8. Comparison of CCCL Sec. 3109 and Flood Requirements in FBC (1/2024)
9. Flood Study and Map Revision Guidance
    - Use of Preliminary FIS and FIRMs (1/2024)
    - LFDs and How the OFM Helps Communities (1/2024)
10. Market Value: Adjustment Factors Applied to Tax Assessment Values (1/2024)
11. Swimming Pools, Spas, and Similar Water Features in SFHAs (1/2024)

11. Swimming Pools, Spas, and Similar Water Features in SFHAs (1/2024)

Floodplain Management Ordinance Amendments

- Agricultural structures: variance for wet floodproofing (1/2024)
- Amend Market Value: Actual Cash Value (1/2024)
- Manufactured homes
  - Location limitations (1/2024)
  - Remove 36-inch option (CRS Class 8 prerequisite) (1/2024)
  - Not permitted in SFHA/Community (1/2024)
- Contact OFM for assistance to prepare other ordinance amendments, including:
  - Adopt local flood hazard area maps in addition to FIS and FIRMs
  - Critical facilities
  - Compensatory storage
  - Certified Floodplain Manager: Floodplain Administrator
  - Limit the use of fill for purposes other than to elevate buildings
  - Zone X (elevation relative to highest adjacent grade or crown of road)
  - Subdivision (building footprints outside of SFHA)
  - Hazardous materials limitations
  - Setbacks: small streams without SFHA; streams without BFE; streams with BFE, without Floodway

Florida Building Code Amendments for Higher Standards

Sec. 553.75(4), Florida Statutes, allows communities to adopt local amendments to the FBC. **Sec. 553.73(5), F.S., specifically permits higher standards for floodplain management that, if properly adopted, do not sunset every three years.**

- Guidance for "Plain Language" Local Amendments to the FBC (2024) includes guidance for:
  - Additional Height: Freeboard
  - Treat CAZ exactly like Zone V
  - Cumulative Substantial Improvement
  - Lower SI & SD Percentages
  - Enclosures: No partitions and/or limited access
  - Enclosures: Limit size
  - Enclosures: Not permitted
  - Dwellings: Foundations in Zone A/AE designed by RDP
  - Dwellings: Open foundations in Zone A/AE (limit the use of fill)
  - Repetitive Flood Damage as part of Substantial Damage

Sample Forms

- SI/SD Sample Notice (from FEMA P-758)-(2010)
- Zone V Design Certificate-(2015)
- Declaration of Land Restriction (Non-conversion Agreement)-(2016)

Jillian Kraynak
Bureau of Mitigation | Deputy State Floodplain Manager
Florida Division of Emergency Management
2555 Shumard Oak Blvd
Tallahassee, FL 32399
Office: (850) 815-4560
Cell: (850) 296-4100
Jillian.Kraynak@em.myflorida.com

Under Florida law, correspondence with the Florida Division of Emergency Management concerning agency business that is neither confidential nor exempt pursuant to Florida Statutes is a public record and will be made available to the public upon request.

Template Ord to Adopt FIS date-MV after LFD_1-28-24.docx

TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: **Ordinance No. 2024-04 Deletion of Sec. 3-25 of Chapter 3 Entitled "Dogs & Cats".** **(FIRST READ)**
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 3 ENTITLED "DOGS AND CATS", BY SPECIFICALLY DELETING IN ITS ENTIRETY SECTION 3-25 ENTITLED "BITCHES IN HEAT"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**

Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. 04 - Amend Dogs & Cats Ord, Delete Sec. 3-25

FIRST READ 6/4/2024
ORD 2024- 04
Dogs & Cats, Delete Sec. 3-25

ORDINANCE NO. 2024-04

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 3 ENTITLED "DOGS AND CATS", BY SPECIFICALLY DELETING IN ITS ENTIRETY SECTION 3-25 ENTITLED "BITCHES IN HEAT"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission hereby finds it is in the best interest of the Town to amend the Town Code of Ordinances, by amending Chapter 3 entitled "Dogs and Cats"; and

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

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

Section 2. Chapter 3 entitled "Dogs and Cats" of the Code of Ordinances is hereby amended by specifically deleting in its entirety Section 3-25 entitled "Bitches in heat." as follow:

~~Sec. 3-25. - Bitches in heat.~~

~~It shall be unlawful to permit any bitch in heat to be out-of-doors except:~~

~~(A)Within adequately fenced property of the person owning the bitch in heat or being responsible for her custody and control; or~~

~~(B)On a leash, chain, rope or lead not to exceed 8 feet in length, and under the physical restraint of the person in possession of the bitch.~~

~~(Ord. 86, § XIV, passed 7-16-1973)~~

* * *

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

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

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

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

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON FIRST READING, THIS __DAY OF _____ 2024.

ASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ON SECOND AND FINAL READING, THIS ____DAY OF _____, 2024.

TOWN OF HILLSBORO BEACH, FLORIDA

_____

Dawn Miller, Mayor

ATTEST:

By: _____

Sherry D. Henderson, CMC

Town Clerk

APPROVED AS TO FORM:

_____

Donald J. Doody, Town Attorney

LSF SHUTTLE
A TRANSPORTATION AMERICA COMPANY

Invoice Date:	30/4/2024
Date Invoice Submitted:	05/02/2024
Invoice #:	24-0430-26
Account:	32-TOWNH

TO: TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
Mac Serda

INVOICE

Transportation Services Provided
For the month of
Apr-2024

SHUTTLE BUS		3 days a week 9:00am to 5:50pm	
	112.79	Service Hrs @ $53.00/Hr.	$ 5,977.87
Mon - Wed - Fri	13	Svc Days @ 8.83 Svc Hrs/Day	

Total Amount due this Invoice **$ 5,977.87**

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

Remittance Instructions:

Limousines of South Florida, Inc.
PO Box 14661
Miami, FL 33101-4661

Thank you for the Opportunity to Service your Transportation Needs

Hillsboro Beach

MUNICIPAL TROLLEY OPERATIONS SERVICES

LSF SHUTTLE

A TRANSPORTATION AMERICA COMPANY

Service Disruption Log

For the Month of April, 2024

HILLSBORO BEACH Trolley Routes								
No.	TYPE OF SERVICE DISRUPTION Collision Accident CA; Roadcall RC; Passenger Injury PI; Driver not Available DNA; Vehicle Not Available VNA; Other Incident OI Details of Service Interruption	BUS #	DAY	DATE	TIME OUT	TIME IN	TOTAL TIME LOST (in minutes)	TOTAL TIME LOST (in decimal hours)
1	Running Behind Schedule / REPLACED 2017	2017	Monday	04/15/24	9:00 AM	10:00 AM	1:00	1.00
2	Running Behind Schedule / REPLACED 1701	1701	Monday	04/29/24	9:00 AM	10:00 AM	1:00	1.00
						Total Time Lost	2:00	2.00

Calvin, Giordano & Associates, Inc.
A SAFEbuilt COMPANY

Invoice

Invoice Number: 402073
Invoice Date: 4/30/2024
Terms: Net 30 Days
Due Date: 5/30/2024
Customer #: AJ-0005085
Customer PO #:

Hillsboro Beach, FL, Town of
Attn: Bloom, Stephen
1210 Hillsboro Mile
Hillsboro, FL 33062
Stephen.Bloom@inframark / terri.lusk@inframark
/Sh

Fixed Fee Main Contract - Building Code Services

Summary

Description	Current Amount
Building Insp %Fee	$68,060.23
Invoice Total	**$68,060.23**

Supporting Detail

Building Insp %Fee

Date	Units	Rate	Amount	Description
4/30/2024	1.00	$68,060.23	$68,060.23	Building Permit Services % of Fee
Subtotal	**1.00**		**$68,060.23**	

Please remit to:
1800 Eller Drive, Suite 600
Fort Lauderdale, FL 33316

Net Invoice:	$68,060.23
Freight:	$0.00
Sales Tax:	$0.00
Invoice Total:	**$68,060.23**

Town of Hillsboro Beach
Building Department
Finance Report

Start Date: 4/1/2024
End Date: 5/1/2024

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	$79,747.33	$11,962.10	$900.00	$750.00	$275.00	$67,785.23	$1,379.96	$713.95	$1,053.47
YTD	**$1,806,483.24**	**$270,972.49**	**$6,450.00**	**$8,850.00**	**$2,450.00**	**1,535,510.75**	**$6,530.32**	**$3,720.75**	**$5,387.46**

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

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

05/28/2024
ACCOUNT NO: 1182-0606490
STATEMENT NO: 59672

Attn: Mac Serda, Town Manager

General Matters

			HOURS
05/01/2024	DJD	Address Agenda Items; address potential RFQ regarding Beach.	1.20
	SMS	Discussion and correspondence related to Consulting Agreement; Call to discuss Beach Nourishment Contract and related correspondence.	0.70
05/03/2024	SMS	Draft Flood Plain Ordinance and review of Code.	1.50
05/06/2024	DJD	Address home business issue; prepare for Town Commission meeting.	0.80
05/07/2024	MDC	review materials, prepare presentation for 5-9 24 meeting	0.70
	DJD	Attend Town Commission Meeting.	2.60
05/08/2024	DJD	Prepare Development Orders; post commission follow up.	0.50
	SMS	Correspondence and review related to flood ordinance.	0.30
05/09/2024	MDC	review materials,,prepare for and conduct ethics training for elected officials	1.20
	JGH	Prepare for and attend Commission Ethics Training.	1.20
05/14/2024	SMS	Draft Memo and review of letters from FDEM regarding the Flood Plain Ordinance.	1.00
	DJD	Review Flood Plain Ordinance; revisions, review email from Graham Long regarding Site Plan.	0.80
05/15/2024	DJD	Review Land Development Regulation re- site plan approval.	0.30
05/16/2024	DJD	Review Code; telephone conference with Town Manager and Town Planner; draft ordinance; review revisions to Flood Insurance Rate Map Ordinance.	1.30
	SMS	Revisions to Ordinance.	0.60
05/17/2024	DJD	Revise proposed amendment to code; review emails.	1.10
	SMS	Correspondence and review related to flood ordinance.	0.30
05/20/2024	DJD	Address inquiry from Town Commission.	0.30
05/22/2024	DJD	Review emails from Town Manager.	0.20
05/23/2024	DJD	Review emails; review Agenda.	0.50
05/24/2024	DJD	Review ordinance amending standard for variance; review agenda items.	0.80

TOWN OF HILLSBORO BEACH

05/28/2024

ACCOUNT NO: 1182-0606490

STATEMENT NO: 59672

General Matters

	HOURS	
FOR CURRENT SERVICES RENDERED	17.90	5,370.00

RECAPITULATION

TIMEKEEPER	HOURS	HOURLY RATE	TOTAL
D.J. Doody	10.40	$300.00	$3,120.00
Michael D. Cirullo	1.90	300.00	570.00
Sean M. Swartz	4.40	300.00	1,320.00
Jacob G. Horowitz	1.20	300.00	360.00

Photocopies	47.60
TOTAL OUT-OF-POCKET EXPENSES THROUGH 05/26/2024	47.60
TOTAL CURRENT WORK	5,417.60
BALANCE DUE	$5,417.60

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

05/28/2024

TOWN OF HILLSBORO BEACH
1210 Hillsboro Mile
Hillsboro Beach FL 33062

ACCOUNT NO: 1182-1200993
STATEMENT NO: 59673

Attn: Mac Serda, Town Manager

Development (Related)

			HOURS	
05/02/2024	DJD	Review revisions to Accessory Use Covenant; exchange of emails.	0.50	
05/21/2024	DJD	Address Restrictive Covenant revisions.	0.40	
		FOR CURRENT SERVICES RENDERED	0.90	270.00

RECAPITULATION

TIMEKEEPER	HOURS	HOURLY RATE	TOTAL
D.J. Doody	0.90	$300.00	$270.00

TOTAL CURRENT WORK	270.00
BALANCE DUE	$270.00

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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

05/28/2024

TOWN OF HILLSBORO BEACH
Town Clerk
Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach FL 33062
E: Sherry D. Henderson, CMC TOWN CLERK

ACCOUNT NO: 1182-1201004
STATEMENT NO: 59674

Attn: Mac Serda, Town Manager

adv. Richard Crusco & Charles Doherty (re: ORD12-269)

			HOURS	
05/23/2024	DJD	Review amended complaint; telephone conference with Jeff Bass; review code for potential amendment.	1.20	
05/24/2024	DJD	Review of correct amended Complaint.	1.00	
05/26/2024	DJD	Review response to Motion to Dismiss and Corrected Motion to Amend Complaint with Correct Amended Complaint	1.00	
		FOR CURRENT SERVICES RENDERED	3.20	960.00

RECAPITULATION

TIMEKEEPER	HOURS	HOURLY RATE	TOTAL
D.J. Doody	3.20	$300.00	$960.00

Photocopies	1.05
TOTAL OUT-OF-POCKET EXPENSES THROUGH 05/26/2024	1.05
TOTAL CURRENT WORK	961.05
BALANCE DUE	$961.05

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: **Police Department, Chief Szesnat**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Chief Monthly Apr-24.rmo

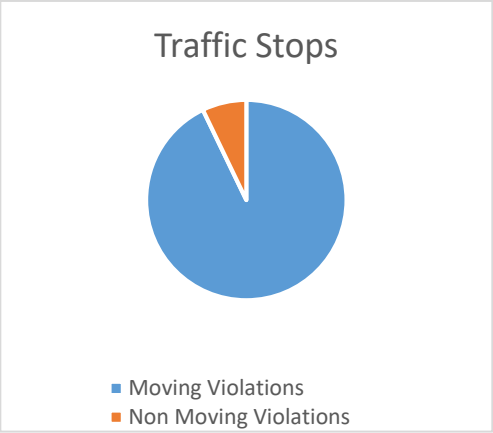
Hillsboro Beach Police Monthly Report

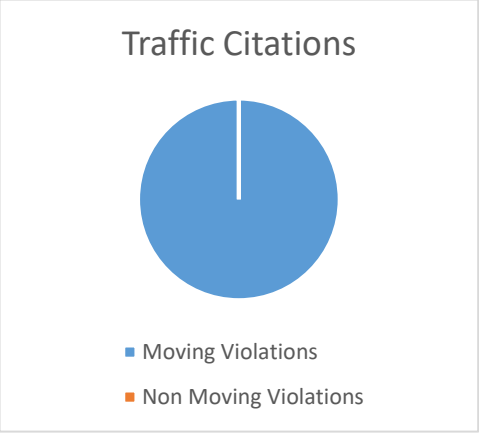
To: Town Manager, Mac Serda
From: Police Chief, Jay Szesnat
Subject: April 2024 Monthly Report

Patrol Snapshot:

Activity	Current Month	Mar 2024	April 2023
Contacts			
Motor Vehicle	179	252	144
Crosswalk	133	121	83
Marine Unit	138	156	138
Beach Unit	48	54	145
Cyclists	197	230	72
Arrests	1	2	1
Service			
Alarms	12	17	18
Assist Other Agency	5	5	4
Dogs on Beach/Animal	9	13	8
Vessel	5	9	6
Noise	5	1	4
Open Doors	2	0	7
Police Assists	129	115	147
Domestic/Disturbances	4	5	1
Sick/Injured	17	22	27
Crash	3	3	2
Trespassing	0	2	4
Security Checks	6757	6473	6439
Total Calls	308	312	273

Traffic:





April Notable Events:

On April 3rd HBPD received a 911/CAD alert regarding a possible ocean drowning in the 1200 block of Hillsboro Mile. The initial reports indicated bystanders were pulling a W/M from the ocean. Our Officers responded along with units of Broward Sheriff's Office Fire Rescue and Broward Ocean Rescue Lifeguards. Upon arrival our units determined it was not a drowning, an older gentleman was knock over by a wave, his daughter and son in law were assisting him from the water. BSO Fire Rescue evaluated the subject and they determined he was stable, no transport required. Additional rescue units that had been dispatched were cancelled in route. Assistance rendered.

On April 4th at HBPD we received a complaint from a resident regarding a possible mail theft resulting in check fraud. Our initial investigation of the complaint indicated that the check had been mailed at the Deerfield Post Office. We made contact with the Postal Investigative Service and the Inspector General's Office. Both agencies were provided the information we obtained from the victim for their investigation. Assistance rendered.

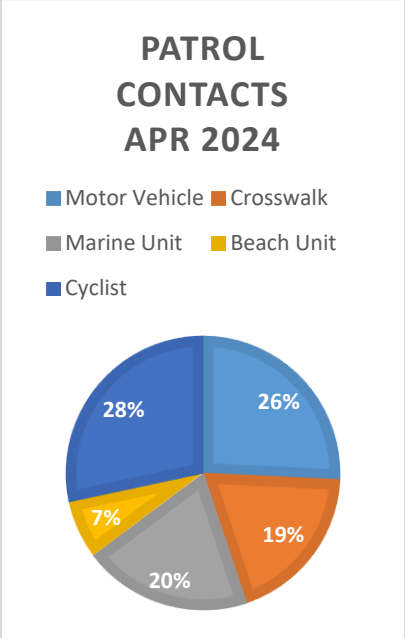
On April 15th an HBPD Officer on patrol in the 1000 block of Hillsboro Mile, was flagged down by a resident advising her neighbor may be experiencing a medical emergency. Our Officers along with Broward Sheriff's Office Fire Rescue gained entry and found the victim, a known diabetic, had passed out. BSO Fire Rescue provided the victim initial treatment and subsequently transported the victim to Boca Regional Hospital. Assistance rendered.

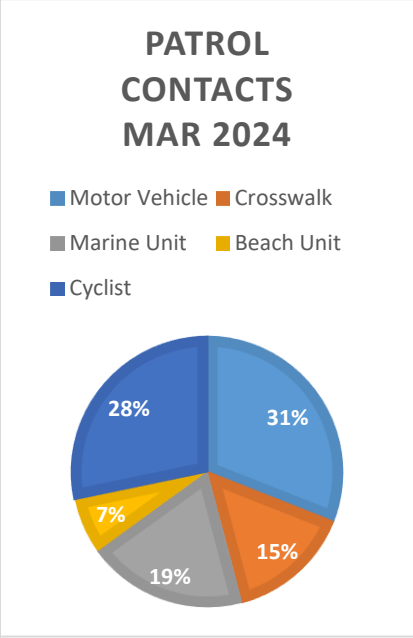
On April 16th HBPD received a 911/CAD alert regarding a vehicle vs. bicyclist crash with injuries in the 1100 block of Hillsboro Mile. Upon arrival our Officers found the cyclist was unresponsive and bleeding from the ear. Broward Sheriff's Office Fire Rescue Paramedics arrived and transported the cyclist who had sustained non-life threatening injuries. Officers then initiated an investigation into contributing causes of the traffic crash. Assistance rendered.

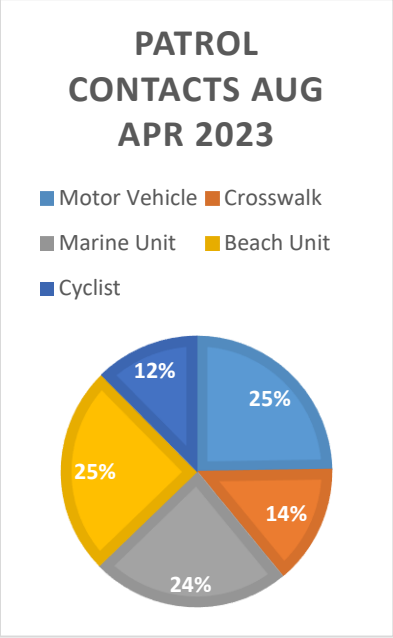
On April 20th HBPD received a call from a resident advising that a woman was in her vehicle in the 1100 block of Hillsboro Mile, and she was angrily screaming. Our HBPD Officers responded to the reported location, the woman and vehicle were gone. We did locate a male subject on foot who had been an occupant of the vehicle and involved in an argument with the woman. No evidence of criminal activity, assistance rendered.

On April 30th HBPD received a 911/CAD alert regarding a wire/cable falling from a building in the 1000 block of Hillsboro Mile. The wire/cable had struck a vehicle and may have injured a worker. Upon arrival our Officers located the damaged vehicle and the worker. Broward Sheriff's Office Fire Rescue checked the worker for injuries and it was determined no transport was required. Assistance rendered.

Patrol Services:



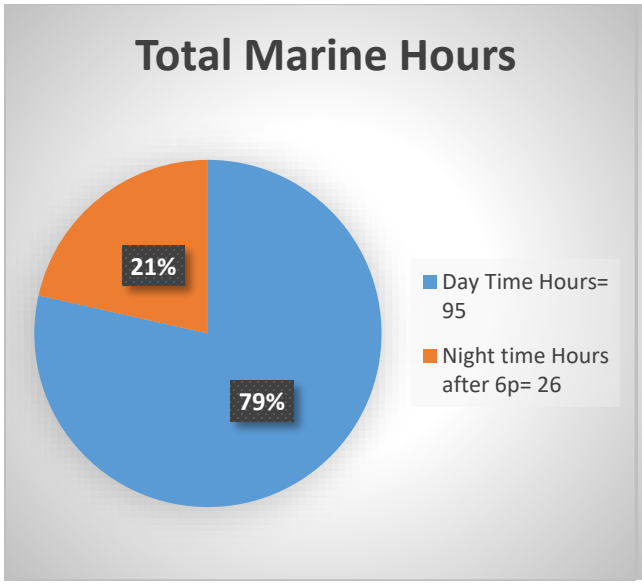


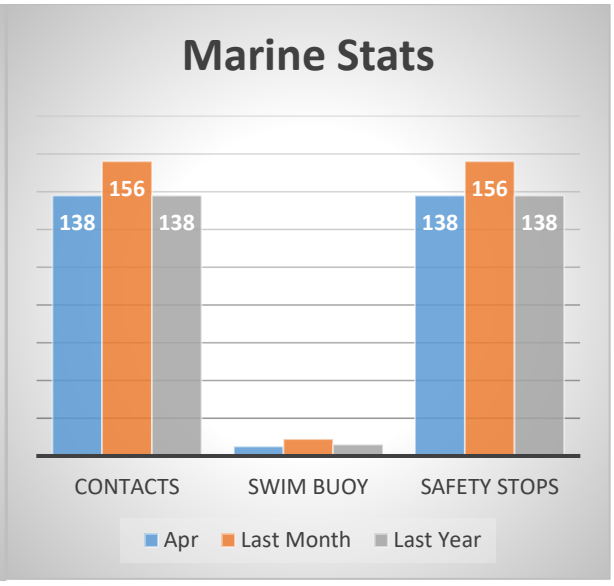


Investigations Snapshot:

April 2024 (new)	Actively Working	Inactivated/Cleared
	Fraud (#240162)	Elderly Exploit (#231504)
	Fraud (#233113)	
	Death Investigation(232738)	
	Fraud (#232634)	
	Identity Theft (#240278)	
	Forgery (#240326)	
	Fraud (#240498)	
	Theft (#240728)	
	Fraud (#232634)	
	Burg Conv./Theft (#240150)	

Marine/Beach Patrol:





Training:

Police Law Institute (Online): Lineup Composition and Protocols

Power DMS Topics: Unusual Occurrences / ICS Review

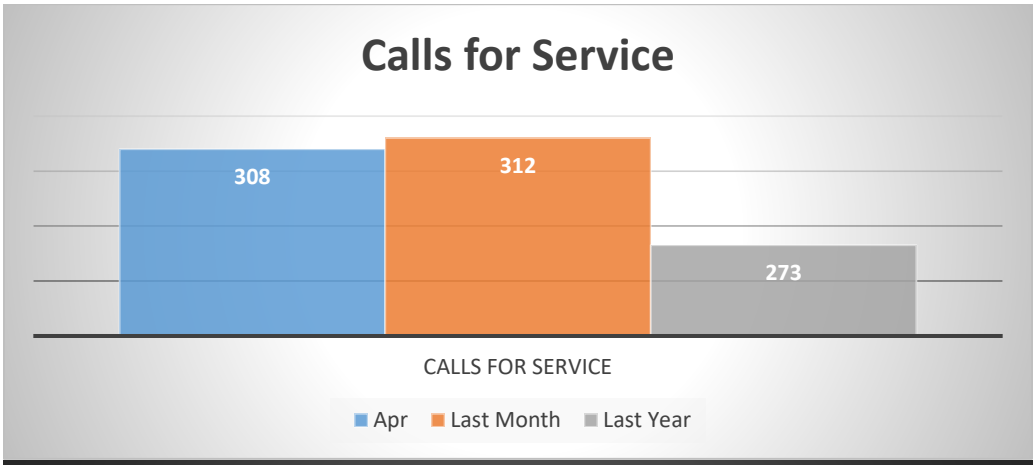
Hillsboro Beach PD: Dogs on the Beach Initiative

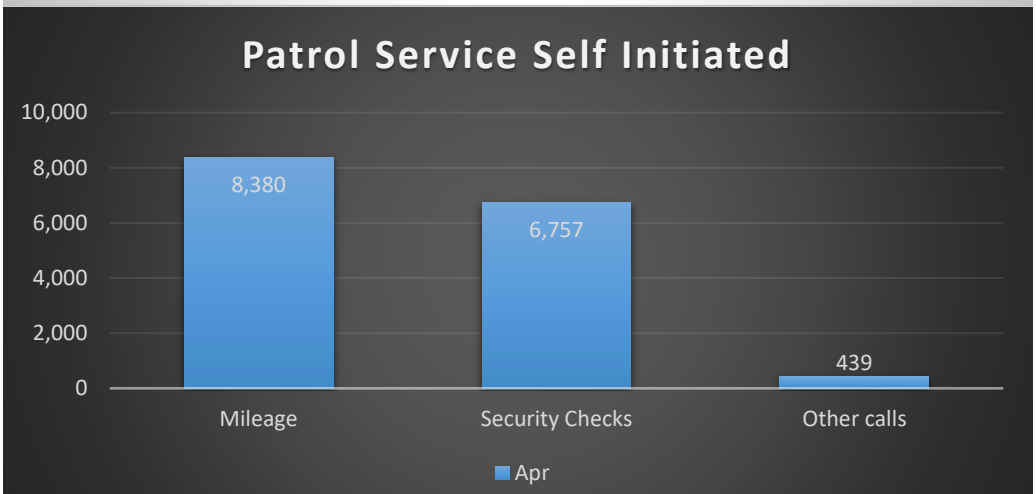
Personnel News:

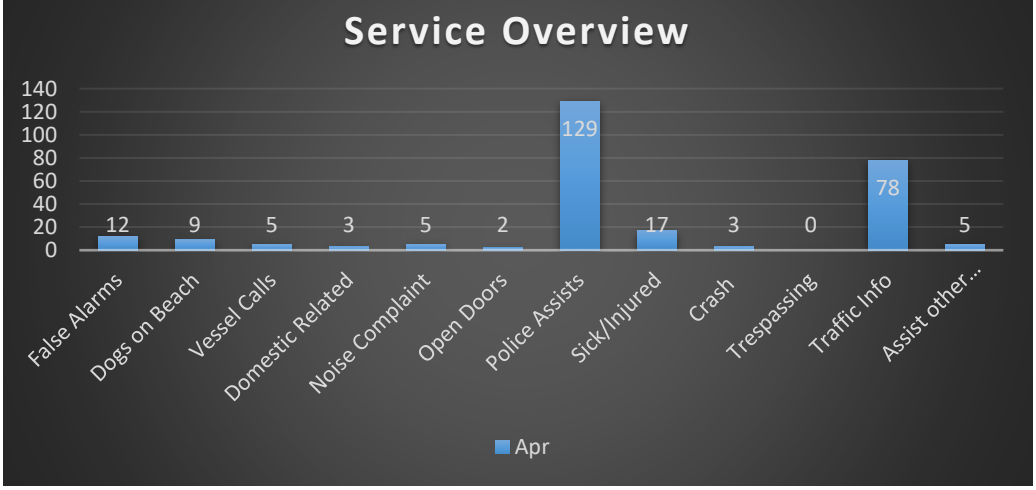
Cadet/Recruit Brandon Zeeb has successfully completed the application process and will be added to the roster here at HBPD very soon…

Letters:

Overall Calls for Service:







TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: **Finance Department FY2024 2nd Quarter Report, Stephen Bloom, Inframark**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:
1. Town of Hillsboro Beach March 24 Financials
2. Town of Hillsboro Beach March 24 Presentation Slides

INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

MEMORANDUM

TO: Mayor Dawn Miller and Commissioners
FROM: Stephen Bloom, Finance Director
CC: Commissioner David Ravanesi, Treasurer
DATE: May 1, 2024
SUBJECT: March 2024 Financial Report

Please find below the quarterly update from the Finance Department. At this point in the fiscal year (through March), the revenues and expenditures should be at approximately 50% of the adopted budget. To further assist with your review, an overview of each of the Town's funds is provided below.

General Fund

- Total funding through March was at 82.2% of the annual budget.
  - Ad valorem taxes are 91.2% collected through March.
- Total expenditures through March were at 46.2% of the annual budget.

Special Revenue Funds

Community Bus

- Total funding through March were at 41.9% of the annual budget.
- Total expenditures through March were at 34.4% of the annual budget.

Marine Law Enforcement Grant

- Total funding through March were at 70% of the annual budget.

Building Permits

- Total funding and expenditures through March were at 55.5% of the annual budget.
- Total expenditures through March were at 47.9% of the annual budget.

P&Z and Code Compliance

- Total funding and expenditures through March were at 33.7% of the annual budget.

Federal Forfeitures / Asset Sharing

- Total funds available through March: $811,036.

Debt Service Fund – (2023 Beach Loan)

- The principal and interest payment was made in April.

Capital Projects Fund – (General Fund Improvements)

- Total funding and expenditures through March were at 92.5% of the annual budget.

MEMORANDUM

Town of Hillsboro Beach
Subject: March Financial Report
Page 2

Water Fund – (Operations)

- Total funding through March was at 49.7% of the annual budget.
- The water usage billing through March (YTD) is down by 14.2% compared to last year at the same time.
- The chart below compares the usage for March by category (Single Family, Multi Family, Irrigation) with last month and with the prior year - March 2023. The "Change in usage" and "% change" compares the current month with the prior month.
  - Total gallons used for the month of March was up by 2.9% or (495) thousand gallons compared to last month.

Usage Comparison in thousands)

				Month-to-Month Change	
Service Type	**(Prior Yr) Mar-23**	**Feb-24**	**Mar-24**	**Change in Usage**	**% Change**
Irrigation	12,990	7,942	8,273	331	4.2%
Single Family	3,154	1,493	1,665	172	11.5%
Multi Family	8,613	7,896	7,888	-8	-0.1%
Total	**24,757**	**17,331**	**17,826**	**495**	**2.9%**

- Total expenses through March were at 46.6% of the annual budget.

Debt Service – (State Revolving Loans)

- Total funding through March was 45.7% of the annual budget.
- The loan payment for the water plant was made on March 15, 2024.
- The next loan payment for the water main project will be made on May 15, 2024.

Capital Projects Fund – (Water Fund Improvements)

- Total expenditures through March were at 11% of the annual budget.

Town of Hillsboro Beach

Financial Report

March 31, 2024

Prepared by

Town of Hillsboro Beach

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Town of Hillsboro Beach

Financial Statements

(Unaudited)

March 31, 2024

Balance Sheet
March 31, 2024

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
ASSETS					
Current Assets					
Equity in Pooled Cash	$ 5,990,755	$ 677,193	$ 15,000	$ 3,517,976	$10,200,924
Accounts Receivable	108,753	-	-	182,210	290,963
Lease Receivable	-	-	-	230,728	230,728
Allow -Doubtful Accounts	(26,072)	-	-	(57,027)	(83,099)
Due From Other Gov'tl Units	57,357	34,404	227,517	49,660	368,938
Deferred Outflow of Resources	-	-	-	46,151	46,151
Fuel	9,298	-	-	-	9,298
Money Market Account	-	811,036	-	-	811,036
Prepaid Items	90,761	68,622	-	-	159,383
Deposits	-	-	-	174,238	174,238
Total Current Assets	6,230,852	1,591,255	242,517	4,143,936	12,208,560
Noncurrent Assets					
Fixed Assets					
Buildings	-	-	-	2,038,779	2,038,779
Accum Depr - Buildings	-	-	-	(1,100,231)	(1,100,231)
Distribution System	-	-	-	11,743,713	11,743,713
Plant Improvements	-	-	-	608,583	608,583
Infrastructure	-	-	-	102,068	102,068
Accum Depr - Infrastructure	-	-	-	(3,452,882)	(3,452,882)
Equipment	-	-	-	144,706	144,706
Meters	-	-	-	412,136	412,136
Vehicles	-	-	-	104,552	104,552
Accum Depr - Equip/Furniture	-	-	-	(638,100)	(638,100)
Total Noncurrent Assets	-	-	-	9,963,324	9,963,324
TOTAL ASSETS	**$ 6,230,852**	**$ 1,591,255**	**$ 242,517**	**$14,107,260**	**$22,171,884**
LIABILITIES					
Current Liabilities					
Accounts Payable	$ 52,077	$ 82,295	$ 15,000	$ 24,593	$ 173,965
Accrued Expenses	56,530	5,872	-	3,529	65,931
DBPR/DCA/BRA Surcharges	-	4,708	-	-	4,708
Notes/Loans Payable - Current	-	-	-	574,831	574,831
Compensated Absences-Current	26,673	-	-	-	26,673
Accrued Interest Payable	-	-	-	25,668	25,668
Accrued Wages Payable	43,756	-	-	8,026	51,782
Accrued Taxes Payable	3,403	-	-	626	4,029
Police Benevolent Association	26	-	-	-	26
ICMA-Retirement Health Savings	1,325	-	-	-	1,325
Flexible Spending Account	1,014	-	-	1,553	2,567
Deposits	8,125	(55,501)	-	-	(47,376)
Deferred Revenue	-	-	227,517	-	227,517
Total Current Liabilities	192,929	37,374	242,517	638,826	1,111,646

Balance Sheet
March 31, 2024

ACCOUNT DESCRIPTION	GENERAL FUNDS	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	WATER FUNDS	TOTAL
Long-Term Liabilities					
Note/Loan Payable - LT (Water Plant)	-	-	-	2,323,726	2,323,726
Note/Loan Payable - LT (Water Main)	-	-	-	4,915,899	4,915,899
Compensated Absences-Long-Term	-	-	-	99,876	99,876
OPEB Liability	-	-	-	5,928	5,928
Deferred Inflow of Resources	-	-	-	7,471	7,471
Net Pension Liability	-	-	-	294,906	294,906
Deferred inflows - Leases	-	-	-	222,164	222,164
Total Long-Term Liabilities	-	-	-	7,869,970	7,869,970
TOTAL LIABILITIES	**192,929**	**37,374**	**242,517**	**8,508,796**	**8,981,616**
FUND BALANCES / NET ASSETS					
Fund Balances					
Nonspendable:					
Prepaid Items	90,761	68,622	-	-	159,383
Restricted for:					
Special Revenue	-	1,485,259	-	-	1,485,259
Assigned to:					
Reserves - Beach Assessment	8,207	-	-	-	8,207
Unassigned:	5,938,955	-	-	-	5,938,955
Net Assets					
Invested in capital assets,					
net of related debt	-	-	-	2,148,868	2,148,868
Unrestricted/Unreserved	-	-	-	3,449,596	3,449,596
TOTAL FUND BALANCES / NET ASSETS	**$ 6,037,923**	**$ 1,553,881**	**$ -**	**$ 5,598,464**	**$13,190,268**
TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	**$ 6,230,852**	**$ 1,591,255**	**$ 242,517**	**$14,107,260**	**$22,171,884**

Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Property Taxes	$ 6,086,954	$ 5,538,765	$ 548,189	91.0%	$ 5,182,152	$ 356,613
Other Local Taxes	317,000	161,547	155,453	51.0%	183,009	(21,462)
Intergovernmental Revenues	223,593	111,109	112,484	49.7%	111,433	(324)
Fines & Forfeitures	2,050	1,383	667	67.5%	801	582
Miscellaneous Revenues	125,000	48,893	76,107	39.1%	73,173	(24,280)
Interest Income	35,100	180,733	(145,633)	514.9%	34,595	146,138
Total Revenues	**6,789,697**	**6,042,429**	**747,268**	**89.0%**	**5,585,163**	**457,266**
Other Sources						
Transfer In	50,000	25,000	25,000	50.0%	25,000	-
Use / (Add't) Fund Balance	537,456	-	-	0.0%	-	-
Total Other Sources	**587,456**	**25,000**	**25,000**	**4.3%**	**25,000**	**-**
TOTAL FUNDING	**7,377,153**	**6,067,429**	**772,268**	**82.2%**	**5,610,163**	**457,266**
EXPENDITURES						
Town Commission	62,210	22,567	39,643	36.3%	24,799	2,232
Town Manager	434,198	193,446	240,752	44.6%	176,634	(16,812)
Town Clerk	315,294	140,590	174,704	44.6%	118,618	(21,972)
Police	3,813,290	1,876,968	1,936,322	49.2%	1,718,976	(157,992)
Facility Services	275,000	125,536	149,464	45.6%	120,023	(5,513)
Finance	136,939	55,152	81,787	40.3%	57,520	2,368
Fire Rescue	1,003,009	514,689	488,320	51.3%	493,704	(20,985)
Solid Waste	452,982	205,931	247,051	45.5%	196,949	(8,983)
Beaches	72,000	-	72,000	0.0%	3,057	3,057
Charitable Donations	7,108	1,100	6,008	15.5%	3,981	2,881
Contingency	112,670	-	112,670	0.0%	-	-
TOTAL EXPENSES	**6,684,700**	**3,135,979**	**$ 3,548,721**	**46.9%**	**2,914,261**	**(221,718)**
Interfund Transfer - Out	692,453	272,512	419,941	39.4%	182,299	(90,213)
TOTAL EXPENDITURES	**7,377,153**	**3,408,491**	**$ 3,968,662**	**46.2%**	**3,096,560**	**(311,931)**
Total Funding over (under) Expenditures	$ -	2,658,937			$ 2,513,602	$ 145,335
Fund Balance - Beginning		3,378,985				
Fund Balance - Ending		**$ 6,037,923**				

General Fund - Revenue

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Property Tax						
Ad Valorem Taxes	$ 6,314,431	$ 5,758,932	$ 555,499	91.2%	$ 5,400,782	$ 358,149
Ad Valorem Taxes - Prior Years	3,000	1,507	1,493	50.2%	(10,790)	12,296
Ad Valorem Taxes - Discounts	(230,477)	(221,674)	(8,803)	96.2%	(207,841)	(13,833)
Total - Property Tax	**6,086,954**	**5,538,765**	**548,189**	**91.0%**	**5,182,152**	**356,613**
Other Local Taxes						
FPL Franchise	290,000	147,187	142,813	50.8%	166,317	(19,130)
Local Communications Tax	27,000	14,359	12,641	53.2%	16,692	(2,332)
Total - Other Local Taxes	**317,000**	**161,547**	**155,453**	**51.0%**	**183,009**	**(21,462)**
Intergovernmental Revenues						
Occupational Licenses	1,900	399	1,501	21.0%	1,217	(818)
FDLE - JAG grant	-	563	(563)	n/a	561	1
State Revenue Sharing	61,146	29,962	31,184	49.0%	26,800	3,163
Alcoholic Beverage License	636	-	636	0.0%	-	-
Half-Cent Sales Tax	159,911	80,185	79,726	50.1%	82,855	(2,670)
Total - Intergov. Revenues	**223,593**	**111,109**	**112,484**	**49.7%**	**111,433**	**(324)**
Fines & Forfeitures						
Judgments and Fines	2,000	1,383	617	69.1%	801	582
Other Fines and/or Forfeits	50	-	50	0.0%	-	-
Total - Fines & Forfeitures	**2,050**	**1,383**	**667**	**67.5%**	**801**	**582**
Miscellaneous Revenue						
Miscellaneous	10,000	1,412	8,588	14.1%	3,906	(2,494)
Police Reimbursement	85,000	41,681	43,319	49.0%	39,581	2,100
Insurance Reimbursements	-	-	-	n/a	10,611	(10,611)
Lien Search Fee	15,000	5,800	9,200	38.7%	6,500	(700)
Sale of Surplus Equipment	15,000	-	15,000	0.0%	12,575	(12,575)
Total - Misc. Revenue	**125,000**	**48,893**	**76,107**	**39.1%**	**73,173**	**(24,280)**

General Fund - Revenue

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Interest Income						
Interest - Investments	40,000	141,999	(101,999)	355.0%	31,671	110,328
Interest - Tax Collector	100	3,701	(3,601)	3701.1%	2,924	777
Net Incr (Decr) In FMV-Invest	(5,000)	35,033	(40,033)	-700.7%	-	35,033
Total - Interest Income	**35,100**	**180,733**	**(145,633)**	**514.9%**	**34,595**	**146,138**
Total Revenue	**6,789,697**	**6,042,429**	**747,268**	**89.0%**	**5,585,163**	**457,266**
Transfer In						
Water Fund	50,000	25,000	25,000	50.0%	25,000	-
Total - Transfer In	**50,000**	**25,000**	**25,000**	**50.0%**	**25,000**	**-**
Use / (Add't) Fund Balance	**537,456**	**-**	**537,456**	**0.0%**	**-**	**-**
TOTAL FUNDING	**7,377,153**	**6,067,429**	**1,309,724**	**82.2%**	**5,610,163**	**457,266**

General Fund - Town Commission

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Personal Services						
Mayor/Commission Stipend	$ 40,000	$ 19,866	$ 20,134	49.7%	$ 21,458	$ 1,593
FICA	3,060	1,520	1,540	49.7%	1,642	122
Total Personal Services	**43,060**	**21,386**	**21,674**	**49.7%**	**23,100**	**1,714**
Operating Expenses						
Election Fees	4,900	225	4,675	4.6%	300	75
Annual Conf. - League of Cities	4,750	-	4,750	0.0%	-	-
Conferences/Seminars	6,000	-	6,000	0.0%	150	150
Mayor/Commission Expense	3,500	956	2,544	27.3%	1,249	293
Total Operating Expenses	**19,150**	**1,181**	**17,969**	**6.2%**	**1,699**	**518**
TOTAL COMMISSION	**$ 62,210**	**$ 22,567**	**$ 39,643**	**36.3%**	**$ 24,799**	**$ 2,232**

General Fund - Town Manager

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Personal Services						
Salaries	$ 158,429	$ 79,214	$ 79,215	50.0%	$ 71,930	$ (7,283)
Car Allowance	4,200	2,100	2,100	50.0%	2,100	-
FICA	12,441	6,267	6,174	50.4%	5,573	(694)
Florida Retirement System	54,690	27,295	27,395	49.9%	22,683	(4,612)
Health and Life Insurance	28,615	11,219	17,396	39.2%	10,852	(367)
Workers' Comp Insurance	323	92	231	28.6%	106	14
Total Personal Services	**258,698**	**126,187**	**132,511**	**48.8%**	**113,244**	**(12,943)**
Operating Expenses						
Town Attorney	90,000	25,376	64,624	28.2%	36,409	11,033
Prof. Services - IT Services	20,000	10,313	9,687	51.6%	9,557	(757)
Prof. Services - Lobbyist	60,000	30,511	29,489	50.9%	17,367	(13,143)
Miscellaneous	1,000	969	31	96.9%	57	(912)
Computer Expense / Supplies	1,000	90	910	9.0%	-	(90)
Training Expenses	3,500	-	3,500	0.0%	-	-
Total Operating Expenses	**175,500**	**67,259**	**108,241**	**38.3%**	**63,390**	**(3,869)**
TOTAL TOWN MANAGER	**$ 434,198**	**$ 193,446**	**$ 240,752**	**44.6%**	**$ 176,634**	**$ (16,812)**

General Fund - Town Clerk

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Personal Services						
Salaries	$ 144,102	$ 59,488	$ 84,614	41.3%	$ 44,551	$ (14,936)
FICA	11,024	4,535	6,489	41.1%	3,392	(1,143)
Florida Retirement System	19,555	7,102	12,453	36.3%	5,290	(1,812)
Health and Life Insurance	30,271	8,760	21,511	28.9%	8,350	(410)
Workers' Comp Insurance	293	84	209	28.6%	95	12
Unemployment Compensation	250	-	250	0.0%	-	-
Total Personal Services	**205,495**	**79,968**	**125,527**	**38.9%**	**61,679**	**(18,289)**
Operating Services						
Coding Ordinance	3,000	1,435	1,565	47.8%	597	(837)
Prof. Services- Digitize records	15,000	1,419	13,581	9.5%	1,216	(203)
Contracts - Minutes Preparation	4,250	919	3,331	21.6%	1,744	825
Temporary Labor	6,500	23,771	(17,271)	365.7%	17,139	(6,632)
Contracts - Other Services	7,500	2,061	5,439	27.5%	2,132	71
Software Maintenance/Support	22,475	8,757	13,718	39.0%	7,950	(806)
Postage and Freight	2,500	695	1,805	27.8%	1,660	965
Copier	5,000	1,629	3,371	32.6%	1,413	(216)
Advertising	10,000	2,487	7,513	24.9%	3,195	709
Office Supplies	5,900	2,022	3,878	34.3%	5,329	3,307
Website Support	6,783	8,297	(1,514)	122.3%	1,654	(6,643)
Subscriptions and Memberships	5,891	2,429	3,462	41.2%	2,100	(329)
Office Equipment	1,000	-	1,000	0.0%	-	-
Training Expenses	4,000	75	3,925	1.9%	1,544	1,469
Resident Mailings	10,000	4,628	5,372	46.3%	9,266	4,638
Total Operating Services	**109,799**	**60,622**	**49,177**	**55.2%**	**56,939**	**(3,683)**
TOTAL TOWN CLERK	**$ 315,294**	**$ 140,590**	**$ 174,704**	**44.6%**	**$ 118,618**	**$ (21,972)**

General Fund - Police

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Personal Services						
Salaries	$ 1,851,925	$ 917,950	$ 933,975	49.6%	$ 880,115	$ (37,835)
Paid Holidays	53,873	35,238	18,635	65.4%	32,246	(2,992)
Payroll-Other	6,600	7,500	(900)	113.6%	7,500	-
Car Allowance	39,000	18,463	20,538	47.3%	15,000	(3,463)
Longevity Pay	9,000	9,000	-	100.0%	7,000	(2,000)
Overtime	28,000	24,601	3,399	87.9%	10,321	(14,279)
Overtime - Task Force	35,000	24,663	10,337	70.5%	23,719	(944)
Overtime - Special Duty	25,000	12,428	12,572	49.7%	17,227	4,799
Sick Leave Cash Out	31,000	66,686	(35,686)	215.1%	23,444	(43,242)
Incentive	18,330	8,616	9,714	47.0%	9,960	1,344
FICA	160,476	86,724	73,752	54.0%	78,481	(8,243)
Florida Retirement System	600,526	302,556	297,970	50.4%	244,043	(58,513)
Health and Life Insurance	509,672	223,488	286,184	43.8%	217,669	(5,819)
Workers' Comp Insurance	67,167	19,200	47,967	28.6%	22,460	3,259
Tuition Reimbursement	2,250	-	2,250	0.0%	-	-
AD&D Insurance	859	374	486	43.5%	374	-
Unemployment Compensation	1,000	-	1,000	0.0%	-	-
Total Personal Services	**3,439,678**	**1,757,486**	**1,682,192**	**51.1%**	**1,589,558**	**(167,928)**
Operating Expenses						
Contracts - Other Services	25,000	9,433	15,567	37.7%	14,064	4,631
Town Attorney	10,000	-	10,000	0.0%	-	-
Prof. Services - IT Services	12,500	3,451	9,049	27.6%	5,411	1,960
Telephone Services	4,100	1,921	2,179	46.9%	1,655	(266)
Mobile Phones	6,340	2,979	3,361	47.0%	1,890	(1,088)
Postage	1,000	33	967	3.3%	-	(33)
Electricity	15,071	6,803	8,268	45.1%	6,522	(281)
Liability and Property Insurance	46,031	21,546	24,485	46.8%	11,227	(10,319)
Building Repairs & Maintenance	10,000	2,539	7,461	25.4%	8,348	5,809
Radio Maintenance	5,300	270	5,030	5.1%	-	(270)
Auto Repairs and Maintenance	25,000	7,357	17,643	29.4%	7,379	23
Boat Repairs and Maintenance	50,000	4,523	45,477	9.0%	10,147	5,624
ATV Repairs and Maintenance	1,500	-	1,500	0.0%	-	-
Rental - Vehicles	15,000	4,590	10,410	30.6%	4,590	-
Vehicles - GPS	1,770	516	1,254	29.2%	389	(128)
Copier	4,000	1,355	2,645	33.9%	1,402	47
Miscellaneous Services	5,000	-	5,000	0.0%	20	20
Internet Service	8,000	4,763	3,237	59.5%	3,369	(1,394)

General Fund - Police

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Physical Examinations	2,500	570	1,930	22.8%	231	(339)
Office Supplies	3,000	715	2,285	23.8%	493	(223)
Operating Supplies	10,000	3,494	6,506	34.9%	4,890	1,396
Fuel & Oil	60,000	21,526	38,474	35.9%	23,521	1,994
Uniforms Supplies	15,000	2,494	12,506	16.6%	7,475	4,981
Investigation Division	7,500	421	7,079	5.6%	3,970	3,549
Subscriptions and Memberships	5,000	5,190	(190)	103.8%	3,679	(1,511)
Protective PPE	2,500	840	1,661	33.6%	240	(600)
Protective PPE (Facilities)	2,500	-	2,500	0.0%	-	-
Education / Training	20,000	12,152	7,848	60.8%	8,505	(3,647)
Total Operating Expenses	**373,612**	**119,482**	**254,130**	**32.0%**	**129,418**	**9,936**
TOTAL POLICE	**$ 3,813,290**	**$ 1,876,968**	**$ 1,936,322**	**49.2%**	**$ 1,718,976**	**$ (157,992)**

General Fund - Facility Services

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Personal Services						
Salaries	$ 55,432	$ 28,686	$ 26,747	51.7%	$ 26,833	$ (1,852)
Vacation Leave Cash Out	4,061	-	4,061	0.0%	-	-
Sick Leave Cash Out	2,162	2,273	(111)	105.1%	1,624	(648)
FICA	4,717	2,339	2,378	49.6%	2,154	(185)
Florida Retirement System	13,028	6,530	6,498	50.1%	5,284	(1,246)
Health and Life Insurance	25,301	11,342	13,959	44.8%	10,765	(578)
Workers' Comp Insurance	2,540	726	1,814	28.6%	868	142
Total Personal Services	**107,241**	**51,896**	**55,345**	**48.4%**	**47,528**	**(4,368)**
Operating Expenses						
Telephone Service	4,500	1,921	2,579	42.7%	1,655	(266)
Utility - Water	7,000	2,893	4,107	41.3%	3,414	521
Electricity	7,500	2,476	5,024	33.0%	2,584	108
Utility - Sewer	900	367	533	40.7%	367	0
Internet Service	6,500	3,487	3,013	53.7%	2,850	(638)
Liability and Property Insurance	44,879	21,619	23,260	48.2%	10,946	(10,673)
Pest Control - Building/Grounds	1,280	630	650	49.2%	637	7
R&M - Equipment	10,000	3,365	6,635	33.6%	5,315	1,951
R&M - Grounds	10,000	573	9,427	5.7%	4,730	4,157
Landscape Maintenance	10,000	2,820	7,180	28.2%	2,522	(298)
Town Hall Maint. / Repairs	20,000	8,111	11,889	40.6%	7,050	(1,062)
Generator Maint. Contract	5,200	348	4,852	6.7%	2,058	1,710
R&M - Bocce Court	7,500	4,560	2,940	60.8%	5,893	1,333
Operating Supplies - General	3,500	822	2,678	23.5%	568	(254)
Town Events	25,000	19,648	5,352	78.6%	21,907	2,259
A/C Maintenance Contract	4,000	-	4,000	0.0%	-	-
Total Operating Expenses	**167,759**	**73,640**	**94,119**	**43.9%**	**72,496**	**(1,145)**
TOTAL FACILITY SERVICES	**$ 275,000**	**$ 125,536**	**$ 149,464**	**45.6%**	**$ 120,023**	**$ (5,513)**

General Fund - Other Departments

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Finance						
Auditing Services	$ 20,000	$ -	$ 20,000	0.0%	$ 2,644	$ 2,644
Accounting/Financial Services	105,439	50,323	55,116	47.7%	50,209	(114)
Investment Services	11,500	4,829	6,671	42.0%	4,667	(162)
Total Finance Expense	**136,939**	**55,152**	**81,787**	**40.3%**	**57,520**	**2,368**
Fire Rescue						
Fire Service Agreement	961,891	473,571	488,320	49.2%	452,586	(20,985)
Fire Service Agreement - Capital	41,118	41,118	-	100.0%	41,118	-
Total Fire Rescue Expense	**1,003,009**	**514,689**	**488,320**	**51.3%**	**493,704**	**(20,985)**
Solid Waste						
Contracts Services	452,982	203,519	249,463	44.9%	196,949	(6,570)
County Contribution	-	2,412	(2,412)	n/a	-	(2,412)
Total Solid Waste Expense	**452,982**	**205,931**	**247,051**	**45.5%**	**196,949**	**(8,983)**
Beach Management						
Engineering – Deerfield Joint Project	55,000	-	55,000	0.0%	1,057	1,057
Engineering – Legal Matters	10,000	-	10,000	0.0%	-	-
Beach Salvage (Boat removal)	2,000	-	2,000	0.0%	2,000	2,000
Buoys	5,000	-	5,000	0.0%	-	-
Total Beach Management Expense	**72,000**	**-**	**72,000**	**0.0%**	**3,057**	**3,057**
Charitable Donations						
Lighthouse Preservation Contrib.	2,500	1,100	1,400	44.0%	-	(1,100)
Area Council on Aging Contrib.	4,608	-	4,608	0.0%	3,981	3,981
Total Charitable Donations	**7,108**	**1,100**	**6,008**	**15.5%**	**3,981**	**2,881**
Contingency	**112,670**	**-**	**112,670**	**0.0%**	**-**	**-**
Total Expense before Transfer Out	**1,784,708**	**776,872**	**1,007,836**		**755,211**	**(21,661)**
Transfer Out						
To P&Z and Code Enf. Fund	35,000	16,217	18,783	46.3%	37,268	21,051
To Debt Service Fund	537,453	59,722	477,731	11.1%	-	(59,722)
To General Fund CIP	120,000	196,573	(76,573)	163.8%	145,031	(51,542)
Total Transfer Out	**692,453**	**272,512**	**419,941**	**39.4%**	**182,299**	**(90,213)**
TOTAL OTHER DEPARTMENTS	**$ 2,477,161**	**$ 1,049,384**	**$ 1,427,777**	**42.4%**	**$ 937,510**	**$ (111,874)**
TOTAL GENERAL FUND EXPENDITURES	**$ 7,377,153**	**$ 3,408,491**	**$ 3,968,662**	**46.2%**	**$ 3,096,560**	**$ (311,931)**

Notes to the Financial Statements - General Fund
March 31, 2024

The notes below are intended to provide additional information helpful when reviewing the financial statements. Per the Adopted Budget, the revenues and expenditures should be at 50% through March. Below is an analysis of revenues and expenditures that have significant variances compared to the budget.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Revenues				
Interest - Investments	40,000	141,999	355.0%	Money market and investment accounts.
Ad Valorem Taxes	6,314,431	5,758,932	91.2%	Collections were at 92.3% at this time last year.
Interest-Tax Collector	100	3,701	3701.1%	Quarterly interest on assessments collected.
Expenditures				
Town Manager				
ProfServ-IT Services	20,000	10,313	51.6%	Includes monthly server maintenance, endpoint mgmt, Office 365, archive emails, diagnose issues with Surface, email issues Town Hall door & key FOBS, update website.
ProfServ-Lobbyist	60,000	30,511	50.9%	Lobbyist fees.
Miscellaneous Services	1,000	969	96.9%	Commission & Staff gifts, lunch for tree trimmers, work through lunch meal, Yeti Ramblers for Water Dept.
Town Clerk				
Temporary Labor	6,500	23,771	365.7%	Staffing company help.
Website Support	6,783	8,297	122.3%	Website support and redesign of Town's website and PD's header.
Police				
Paid Holidays	53,873	35,238	65.4%	Paid for holidays.
Payroll-Other	6,600	7,500	113.6%	Detective & Dispatcher incentive payout per PBA contract.
Longevity Pay	9,000	9,000	100.0%	Longevity pay per PBA contract.
Overtime	28,000	24,601	87.9%	Staffing during vacations, sick time, meetings and special duty.
Overtime - Task Force	35,000	24,663	70.5%	DEA overtime.
Sick Leave Cash Out	31,000	66,686	215.1%	Paid out annually in December plus includes large payout for 1 retiring officer.
Internet Service	8,000	4,763	59.5%	Monthly internet service with Comcast and Google.
Subscriptions and Memberships	5,000	5,190	103.8%	Annual memberships for BCCPA, FPCA, FL MLUR, IACP, NIGPSEFL, FBINAA, Adobe, Webroot antivirus annual subscription.
Education / Training	20,000	12,152	60.8%	FLA-PAC conference, CFA conference, CJIS training, gun range training supplies, FBINA training, self defense supplies, pizza for BSO help, CPR training, 911 Certification, IAPE training, LEO Tactictal Lab.

Notes to the Financial Statements - General Fund
March 31, 2024

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures (continued)				
Facility Services				
Sick Leave Cash Out	2,162	2,273	105.1%	Paid out annually in December.
Internet Service	6,500	3,487	53.7%	Monthly internet charges from Comcast, Google and HXC Hosting.
R&M - Bocce Court	7,500	4,560	60.8%	Re-thatch tiki huts at bocce courts.
Town Events	25,000	19,648	78.6%	Community shredding event, holiday lights, decorations & donation gifts, Mayor's event gift bags, Commissioner Baldasarre's event gifts, promotional pens, newly elected Commission photos.
Fire Rescue				
Fire Service Agreemnt-Capital	41,118	41,118	100.0%	FY 2024 annual amount paid in full.
Solid Waste				
County Contribution	-	2,412	N/A	Year 1 of pro-rata share of solid waste disposal and recyclable materials processing authority of Broward County. New this year.
Charitable Donations				
Lighthouse Preservation Contrib.	2,500	1,100	44.0%	Paid partial year.

Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Transportation (Community Bus)

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Local Option Gas Tax	34,289	16,747	17,542	48.8%	16,884	(138)
County Transportation Grant	81,900	31,911	49,989	39.0%	31,875	35
Total Revenues	**116,189**	**48,657**	**67,532**	**41.9%**	**48,760**	**(102)**
TOTAL FUNDING	**116,189**	**48,657**	**67,532**	**41.9%**	**48,760**	**(102)**
EXPENDITURES						
Contractual Services	81,900	30,950	50,950	37.8%	31,964	1,014
Roadways - R&M	10,000	9,000	1,000	90.0%	-	(9,000)
Reserves - Future Use	24,289	-	24,289	0.0%	-	-
TOTAL EXPENDITURES	**116,189**	**39,950**	**$ 76,239**	**34.4%**	**31,964**	**(7,986)**
Total Funding over (under) Expenditures	$ -	8,708			$ 16,795	$ (8,088)
Fund Balance - Beginning		120,270				
Fund Balance - Ending		**$ 128,978**				

Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Marine Law Enforcement Grant

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Marine Law Enforcement Grant	37,280	26,112	11,168	70.0%	22,447	3,666
Total Revenues	**37,280**	**26,112**	**11,168**	**70.0%**	**22,447**	**3,666**
TOTAL FUNDING	**37,280**	**26,112**	**11,168**	**70.0%**	**22,447**	**3,666**
EXPENDITURES						
Police Wages	37,280	26,112	11,168	70.0%	22,447	(3,666)
TOTAL EXPENDITURES	**37,280**	**26,112**	**$ 11,168**	**70.0%**	**22,447**	**(3,666)**
Total Funding over (under) Expenditures	$ -	-			$ -	$ -
Fund Balance - Beginning		-				
Fund Balance - Ending		**$ -**				

Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Building Permits
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Building Permit Fees	3,500,000	1,714,033	1,785,967	49.0%	408,913	1,305,120
Building Admin Fees	50,000	1,975	48,025	4.0%	4,640	(2,665)
Total Revenues	**3,550,000**	**1,716,008**	**1,833,992**	**48.3%**	**413,553**	**1,302,455**
Other Sources						
Use / (Add't) Fund Balance	(458,000)	-	(458,000)	0.0%	-	-
Total Other Sources	**(458,000)**	**-**	**(458,000)**	**0.0%**	**-**	**-**
TOTAL FUNDING	**3,092,000**	**1,716,008**	**1,375,992**	**55.5%**	**413,553**	**1,302,455**
EXPENDITURES						
Building Permits						
ProfServ-Building Permits - CGA	2,975,000	1,469,901	1,505,099	49.4%	346,392	(1,123,508)
ProfServ-Digitize Records	30,000	-	30,000	0.0%	-	-
Code Compliance	1,000	1,110	(110)	111.0%	780	(330)
Temporary Labor	6,000	-	6,000	0.0%	-	-
Credit Card Processing Fees	30,000	9,854	20,146	32.8%	10,623	769
Building Room	50,000	-	50,000	0.0%	-	-
Total Building Permits	**3,092,000**	**1,480,864**	**1,611,136**	**47.9%**	**357,795**	**(1,123,069)**
TOTAL EXPENDITURES	**3,092,000**	**1,480,864**	**$ 1,611,136**	**47.9%**	**357,795**	**(1,123,069)**
Total Funding over (under) Expenditures	$ -	235,144			$ 55,758	$ 179,386
Fund Balance - Beginning		312,406				
Fund Balance - Ending		**$ 547,550**				

Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - P&Z and Code Compliance

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Planning & Zoning Fees	35,000	6,900	28,100	19.7%	9,750	(2,850)
Fire Fees	15,000	5,550	9,450	37.0%	5,850	(300)
Total Revenues	**50,000**	**12,450**	**37,550**	**24.9%**	**15,600**	**(3,150)**
Other Sources						
Transfer In	35,000	16,217	18,783	46.3%	37,268	(21,051)
Total Other Sources	**35,000**	**16,217**	**18,783**	**46.3%**	**37,268**	**(21,051)**
TOTAL FUNDING	**85,000**	**28,667**	**56,333**	**33.7%**	**52,868**	**(24,201)**
EXPENDITURES						
P&Z and Code Compliance						
ProfServ-Site Planning - CGA	50,000	21,815	28,185	43.6%	43,909	22,093
ProfServ-General Admin - CGA	5,000	-	5,000	0.0%	-	-
Flood Insurance Program (CRS)	5,000	-	5,000	0.0%	-	-
Code Compliance	25,000	6,851	18,149	27.4%	8,959	2,108
Total P&Z, and Code Compliance	**85,000**	**28,667**	**56,333**	**33.7%**	**52,868**	**24,201**
TOTAL EXPENDITURES	**85,000**	**28,667**	**$ 56,333**	**33.7%**	**52,868**	**24,201**
Total Funding over (under) Expenditures	$ -	-			$ -	$ -
Fund Balance - Beginning		-				
Fund Balance - Ending		**$ -**				

Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund - Federal Forfeitures / Asset Sharing

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Federal Forfeitures	-	221,739	(221,739)	n/a	86,810	134,929
Interest Income	-	18,644	(18,644)	n/a	2,378	16,266
Total Revenues	**-**	**240,383**	**(240,383)**	**n/a**	**89,188**	**151,195**
TOTAL FUNDING	**-**	**240,383**	**(240,383)**	**n/a**	**89,188**	**151,195**
EXPENDITURES						
Personal Services						
Overtime - Special Duty	-	9,428	(9,428)	n/a	-	(9,428)
Total Personal Services	**-**	**9,428**	**(9,428)**	**n/a**	**-**	**(9,428)**
Capital Outlay/ Other						
Education / Training	-	-	-	n/a	8,800	8,800
Operating Supplies	-	735	(735)	n/a	-	(735)
Subscriptions and Memberships	-	5,000	(5,000)	n/a	-	(5,000)
Police Vehicles	-	-	-	n/a	80,797	80,797
Building Improvements	-	37,022	(37,022)	n/a	46,400	9,378
Boat Motor	-	-	-	n/a	-	-
Police Equipment	-	53,774	(53,774)	n/a	35,909	(17,865)
Total Capital Outlay / Other	**-**	**96,531**	**(96,531)**	**n/a**	**171,906**	**75,376**
TOTAL EXPENDITURES	**-**	**105,958**	**$ (105,958)**	**n/a**	**171,906**	**65,948**
Total Funding over (under) Expenditures	$ -	134,425			$ (82,718)	$ 217,143
Fund Balance - Beginning		742,927				
Fund Balance - Ending		**$ 877,352**				

*Current available cash balance is $811,036.

Statement of Revenues, Expenditures and Changes in Fund Balances
Debt Service Fund - (2023 Beach Loan)

For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Other Sources						
Transfer In	537,453	59,722	477,731	11.1%	-	59,722
Total Other Sources	**537,453**	**59,722**	**477,731**	**11.1%**	**-**	**59,722**
TOTAL FUNDING	**537,453**	**59,722**	**477,731**	**11.1%**	**-**	**59,722**
EXPENDITURES						
Debt Service Expenses						
Principal Debt Retirement	358,976	-	358,976	0.0%	-	-
Interest Expense	178,477	59,722	118,755	33.5%	-	(59,722)
Total Debt Service Expense	**537,453**	**59,722**	**477,731**	**11.1%**	**-**	**(59,722)**
TOTAL EXPENDITURES	**537,453**	**59,722**	**$ 477,731**	**11.1%**	**-**	**(59,722)**
Total Funding over (under) Expenditures	$ -	-			$ -	$ -
Fund Balance - Beginning		-				
Fund Balance - Ending		**$ -**				

Statement of Revenues, Expenditures and Changes in Fund Balances
Capital Projects Fund - (General Fund Improvements)
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
FEMA reimbursement	$ 92,470	$ -	$ 92,470	0.0%	$ 10,406	$ (10,406)
Total Revenues	**92,470**	**-**	**92,470**	**0.0%**	**10,406**	**(10,406)**
Other Sources						
Transfer From General Fund	120,000	196,573	(76,573)	163.8%	145,031	51,542
Total Other Sources	**120,000**	**196,573**	**(76,573)**	**163.8%**	**145,031**	**51,542**
TOTAL FUNDING	**212,470**	**196,573**	**15,897**	**92.5%**	**155,437**	**41,136**
EXPENDITURES						
Beach Projects						
Engineering – Monitoring	75,000	-	75,000	0.0%	42,433	42,433
Engineering – FY23 Project	-	24,365	(24,365)	n/a	65,585	41,220
Engineering – Qtrly Monitoring	12,000	-	12,000	0.0%	-	-
Construction – FY23 Project	-	56,747	(56,747)	n/a	16,999	(39,748)
Total Beach Project Expense	**87,000**	**81,112**	**5,888**	**93.2%**	**125,017**	**43,905**
Miscellaneous						
Beach Tilling / Scarp Removal	5,470	8,396	(2,926)	153.5%	-	(8,396)
Underground Utility Project	-	-	-	n/a	8,250	8,250
Police Cars / Equipment	70,000	79,265	(9,265)	113.2%	-	(79,265)
Comm. Chambers Upgrade	50,000	27,800	22,200	55.6%	22,170	(5,630)
Total Misc. Expense	**125,470**	**115,461**	**10,009**	**92.0%**	**30,420**	**(85,041)**
TOTAL EXPENDITURES	**212,470**	**196,573**	**15,897**	**92.5%**	**155,437**	**(41,136)**
Total Funding over (under) Expenditures	$ -	-			$ -	$ 82,272
Fund Balance - Beginning		-				
Fund Balance - Ending		**$ -**				

Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Summary)
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenue						
Water Service Revenue	$ 1,380,246	$ 634,381	$ 745,865	46.0%	$ 697,068	$ (62,687)
Water Surcharge	347,148	173,710	173,438	50.0%	173,569	141
Grant Revenue	875,000	-	875,000	0.0%	67,146	(67,146)
Other Miscellanous Revenue	70,744	86,091	(15,347)	121.7%	24,008	62,083
Total Revenue	**2,673,138**	**894,182**	**1,778,956**	**33.5%**	**961,792**	**(67,609)**
Other Sources						
Transfer In	290,168	145,084	145,084	50.0%	145,084	-
Use (Add to) Net Assets	60,302	-	60,302	0.0%	-	-
Total Other Sources	**350,470**	**145,084**	**205,386**	**41.4%**	**145,084**	**-**
TOTAL FUNDING	**3,023,608**	**1,039,266**	**1,984,342**	**34.4%**	**1,106,876**	**(67,609)**
EXPENSES						
Personal Services	661,830	336,871	324,959	50.9%	309,853	(27,018)
Operating Expenses	448,992	168,868	280,124	37.6%	143,852	(25,015)
Debt Service Expenses	697,618	348,809	348,809	50.0%	348,809	0
Capital Projects	810,000	11,037	798,964	1.4%	450	(10,587)
Repair & Renewal	65,000	84,865	(19,865)	130.6%	72,507	(12,358)
Transfer Out	340,168	170,084	170,084	50.0%	170,084	-
TOTAL EXPENSES	**3,023,608**	**1,120,533**	**1,903,075**	**37.1%**	**1,045,556**	**(74,978)**
Total Funding over (under) Expenses	$ -	$ (81,267)			$ 61,320	$ 7,368
Net Assets - Beginning		5,679,730				
Net Assets - Ending		**$ 5,598,463**				

Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenue						
Water Service						
Water-Base Rate	$ 472,300	$ 239,053	$ 233,247	50.6%	$ 236,130	$ 2,923
Water-Usage	907,946	395,329	512,617	43.5%	460,938	(65,609)
Total Water Service Revenue	**1,380,246**	**634,381**	**745,865**	**46.0%**	**697,068**	**(62,687)**
Other Revenue						
Miscellaneous Revenues	7,500	2,838	4,662	37.8%	3,769	(931)
T-Mobile Cell Tower	37,244	15,501	21,743	41.6%	17,885	(2,385)
Hillsboro Inlet	6,000	2,500	3,500	41.7%	3,000	(500)
Interest	25,000	43,383	(18,383)	173.5%	(646)	44,028
Net Incr (Decr) In FMV-Invest	(5,000)	21,870	(26,870)	-437.4%	-	21,870
Total Other Revenue	**70,744**	**86,091**	**(15,347)**	**121.7%**	**24,008**	**62,083**
TOTAL FUNDING	**1,450,990**	**720,472**	**730,518**	**49.7%**	**721,077**	**(604)**
EXPENSES						
Personal Services						
Salaries	402,534	203,164	199,370	50.5%	188,475	(14,689)
Overtime	30,000	17,192	12,808	57.3%	14,205	(2,986)
Vacation Leave Cash Out	16,119	15,929	190	98.8%	13,931	(1,998)
Sick Leave Cash Out	13,069	12,561	508	96.1%	13,320	759
Longevity Pay	1,556	-	1,556	0.0%	-	-
FICA	35,441	18,729	16,712	52.8%	17,299	(1,429)
Florida Retirement System	71,749	33,629	38,120	46.9%	27,385	(6,243)
Health and Life Insurance	73,880	30,814	43,067	41.7%	29,625	(1,188)
Workers' Comp Insurance	16,982	4,854	12,128	28.6%	5,611	757
Unemployment Compensation	500	-	500	0.0%	-	-
Total Personal Services	**661,830**	**336,871**	**324,959**	**50.9%**	**309,853**	**(27,018)**
Operating Expenses						
Auditing Services	16,500	-	16,500	0.0%	1,356	1,356
Contracts - Other Services	750	-	750	0.0%	-	-
Postage and Freight	1,000	-	1,000	0.0%	-	-
Telephone Service	8,500	4,064	4,436	47.8%	4,175	111
Electricity	74,663	32,024	42,639	42.9%	29,169	(2,855)
Liability and Property Insurance	98,419	46,567	51,852	47.3%	24,005	(22,563)

Statement of Revenues, Expenses and Changes in Net Assets
Water Fund (Operations)
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
Maint - Distribution System	7,500	2,393	5,107	31.9%	2,338	(56)
Maint - Bldgs / Grounds	15,000	9,449	5,551	63.0%	9,469	19
Maint - SCADA System	10,000	-	10,000	0.0%	-	-
Repair & Maint - Equipment	32,000	11,283	20,717	35.3%	15,848	4,565
Tools and Equipment	1,000	47	954	4.7%	28	(18)
Advertising	1,000	-	1,000	0.0%	-	-
Licenses & Permits	5,400	-	5,400	0.0%	495	495
Office Supplies	1,500	248	1,252	16.5%	105	(143)
Computer Expense	6,500	6,080	420	93.5%	3,794	(2,285)
Uniform Supplies	7,100	130	6,970	1.8%	3,227	3,097
Fuel and Oil	6,500	2,697	3,803	41.5%	2,193	(504)
Sand Change	13,000	7,192	5,808	55.3%	6,308	(884)
Chemicals - Water Treatment	116,000	41,657	74,343	35.9%	38,688	(2,970)
Lab Test Analysis & Supplies	11,800	5,034	6,766	42.7%	2,528	(2,506)
Subscriptions and Memberships	2,645	-	2,645	0.0%	126	126
Contingency	12,215	-	12,215	0.0%	-	-
Total Operating Expenses	**448,992**	**168,868**	**280,124**	**37.6%**	**143,852**	**(25,015)**
Total Exp. Before Transfer Out	**1,110,822**	**505,739**	**605,083**	**45.5%**	**453,705**	**(52,034)**
Transfer Out						
General Fund	50,000	25,000	25,000	50.0%	25,000	-
Water Debt Service Fund	290,168	145,084	145,084	50.0%	145,084	-
Total Transfer Out	**340,168**	**170,084**	**170,084**	**50.0%**	**170,084**	**-**
TOTAL EXPENSES	**1,450,990**	**675,823**	**775,167**	**46.6%**	**623,789**	**(52,034)**
Total Funding over (under) Expenses	$ -	44,649			$ 97,287	$ (52,638)
Net Assets - Beginning		2,797,347				
Net Assets - Ending		**$ 2,841,997**				

Notes to the Financial Statements - Water Fund
March 31, 2024

The notes below are intended to provide additional information helpful when reviewing the financial statements. Per the Adopted Budget, the revenues and expenses should be at 50% through March. Below is an analysis of revenues and expenses that have significant variances compared to the budget.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Operations Fund				
Revenues				
Water-Base Rate	472,300	239,053	50.6%	Monthly charges for Water Base
Water-Usage	907,946	395,329	43.5%	The water usage billings are down by 14.2% over this time last year.
Miscellaneous Revenues	7,500	2,838	37.8%	Monthly revenue from late charges.
Expenses				
Personal Services				
Payroll - Overtime	30,000	17,192	57.3%	Overtime due to sand change, water main breaks and covering vacations.
Vacation Leave Cash Out	16,119	15,929	98.8%	Paid out annually in December.
Sick Leave Cash Out	13,069	12,561	96.1%	Paid out annually in December.
Operating Expenses				
Maint - Bldgs / Grounds	15,000	9,449	63.0%	Monthly landscaping & pest control, repair AC evaporator coil, supplies, bulbs, asphalt, new air compressor, flex hose,
Computer Expense	6,500	6,080	93.5%	Monthly Google expense, annual Quikwaters charge, annual Sensus autoread software support.
Sand Change	13,000	7,192	55.3%	Sand, shrink film and forklift rental - done twice a year.

Statement of Revenues, Expenses and Changes in Net Assets
Water Debt Service Fund - (State Revolving Loans)
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Water Surcharge	$ 347,148	$ 173,710	$ 173,438	50.0%	$ 173,569	$ 141
Total Revenues	**347,148**	**173,710**	**173,438**	**50.0%**	**173,569**	**141**
Other Sources						
Operating Transfers-In	290,168	145,084	145,084	50.0%	145,084	-
Use of Fund Balance	60,302	-	60,302	0.0%	-	-
Total Other Sources	**350,470**	**145,084**	**205,386**	**41.4%**	**145,084**	**-**
TOTAL FUNDING	**697,618**	**318,794**	**378,824**	**45.7%**	**318,653**	**141**
EXPENSES						
Debt Service Expenses						
State Revolving Loan - Water Plant						
Principal Debt Retirement	229,510	114,065	115,445	49.7%	111,354	(2,711)
Interest Expense	60,658	31,019	29,639	51.1%	33,730	2,711
State Revolving Loan - Water Main Project						
Principal Debt Retirement	345,321	190,628	154,693	55.2%	178,425	(12,203)
Interest Expense	62,129	13,097	49,032	21.1%	25,300	12,203
Total Debt Services Expenses	**697,618**	**348,809**	**348,809**	**50.0%**	**348,809**	**-**
TOTAL EXPENSES	**697,618**	**348,809**	**348,809**	**50.0%**	**348,809**	**-**
Total Funding over (under) Expenses	$ -	(30,015)			$ (30,156)	$ 141
Net Assets - Beginning		1,865,745				
Net Assets - Ending		**$ 1,835,730**				

Statement of Revenues, Expenses and Changes in Net Assets
Capital Projects Fund - (Water Fund Improvements)
For the Period Ending March 31, 2024

(50% Yr Complete)

Description	Annual Budget	Year to Date Actual	Amount Remaining	% of Annual Budget	PRIOR YEAR Year to Date Mar-23	PRIOR YEAR Variance Fav (unfav)
FUNDING						
Revenues						
Grant Revenue	875,000	-	875,000	0.0%	67,146	(67,146)
Total Revenues	**875,000**	**-**	**875,000**	**0.0%**	**67,146**	**(67,146)**
TOTAL FUNDING	**875,000**	**-**	**875,000**	**0.0%**	**67,146**	**(67,146)**
EXPENSES						
Distribution Project (Water Main)						
Water Main Relocation	50,000	-	50,000	0.0%	-	-
Total Distribution Project	**50,000**	**-**	**50,000**	**0.0%**	**-**	**-**
Plant Project						
Well Rehabilitation	300,000	-	300,000	0.0%	-	-
Storage Tank	350,000	11,037	338,964	3.2%	-	(11,037)
Total Plant Project	**650,000**	**11,037**	**638,964**	**1.7%**	**-**	**(11,037)**
Other Expenses						
Repair & Renewal	65,000	84,865	(19,865)	130.6%	72,507	(12,358)
Truck	80,000	-	80,000	0.0%	-	-
A1A Design / Relocation	-	-	-	n/a	225	225
Perimeter Fence	30,000	-	30,000	0.0%	-	-
Total Other Expenses	**175,000**	**84,865**	**90,135**	**48.5%**	**72,732**	**(12,133)**
TOTAL EXPENSES	**875,000**	**95,902**	**779,098**	**11.0%**	**72,732**	**(23,169)**
Total Funding over (under) Expenses	$ -	(95,902)			$ (5,586)	$ (90,316)
Net Assets - Beginning		1,016,637				
Net Assets - Ending		**$ 920,736**				

Town of Hillsboro Beach

Supporting Schedules

March 31, 2024

Cash and Investment Balances
March 31, 2024

ACCOUNT NAME	BANK NAME	YIELD	BALANCE		NOTES
Checking Account	BankUnited	0.00%	$390,890		Earns a credit allowance of 0.40%. Yield is 0 since fees are netted against credit allowance. Operating account for AP invoices and payroll.
Money Market Account	BankUnited	5.25%	$4,415,667		Excess cash from General & Water Funds.
Money Market Account	BankUnited	5.25%	$870,748	(1)	Reserve for both SRL Loans.
Money Market Account	BankUnited	5.25%	$811,036	(2)	Federal Forfeitures/Asset sharing.
State Board Account	Florida Prime	5.52%	$469,299		Excess cash from the General Fund.
Investment Account	Truist	2.81%	$3,566,956		See Investment Report for further details.
		TOTAL	**$10,524,595**		

Footnotes:

(1) Restricted funds for State Revolving Loans.

(2) Restricted funds for Federal Forfeiture/Asset sharing.

Investment Portfolio
Trades Settled as of 03/31/24

CUSIP #	Description	Rating	Maturity Date	Par Value	Tax Cost Basis	Premium / Discount	Market Value	Accrued Interest	Annual Income	Yield at Market
SA0000560	TRUIST BK TRUST DEPOSIT ACCT-RIS			4,431	4,431	-	4,431	-	231	5.21%
			Subtotal	**4,431**	**4,431**	**-**	**4,431**	**-**	**231**	**5.21%**
023135CE4	AMAZON.COM INC 3.000% 4/13/25	A1	04/13/25	50,000	48,658	(1,342)	48,959	622	1,500	3.06%
037833BY5	APPLE INC 3.250% 2/23/26	AAA	02/23/26	60,000	58,741	(1,259)	58,319	163	1,950	3.34%
084670BS6	BERKSHIRE HATHAWAY 3.125% 3/15/26	AA2	03/15/26	50,000	48,247	(1,753)	48,411		1,563	3.23%
30231GBD3	EXXON MOBIL CORP 2.275% 8/16/26	AA2	08/16/26	50,000	46,821	(3,179)	47,339		1,138	2.40%
3130ANE48	FHLB 1.000% 8/17/26	AAA	08/17/26	200,000	200,000	-	183,386	-	2,000	1.09%
3130ATG35	FHLB 5.000% 10/17/25	AAA	10/17/25	200,000	200,000	-	199,872	239	10,000	5.00%
3130AXZQ4	FHLB 5.400% 12/13/28	AAA	12/13/28	90,000	89,955	(45)	90,027	-	4,860	5.40%
3133EL3P7	FFCB 0.530% 8/12/25	AAA	08/12/25	250,000	249,750	(250)	235,760	55	1,325	0.56%
3133EPTV7	FFCB 5.710% 8/22/28	AAA	08/22/28	100,000	100,000	-	100,126	-	5,710	5.70%
3134GVYP7	FHLMC MTN 0.500% 5/27/25	AAA	05/27/25	210,000	209,003	(998)	199,454	79	1,050	0.53%
3134GX7G3	FHLMC MTN 5.750% 11/26/27	AAA	11/26/27	200,000	200,000	-	199,452	-	11,500	5.77%
3136G45H2	FNMA 0.500% 10/29/25	AAA	10/29/25	55,000	54,945	(55)	51,320	-	275	0.54%
341271AD6	FLORIDA ST BRD 1.258% 7/01/25	AA3	07/01/25	185,000	185,000	-	176,373	228	2,327	1.32%
341271AD6	FLORIDA ST BRD 1.258% 7/01/25	AA3	07/01/25	40,000	40,019	19	38,135	-	503	1.32%
341271AE4	FLORIDA ST BRD 1.705% 7/01/27	AA3	07/01/27	125,000	113,825	(11,175)	113,326	485	2,131	1.88%
392274M60	GTR ORLANDO FL AVIA 2.722% 10/01/27	AA3	07/01/25	200,000	186,865	(13,135)	187,518	2,601	5,444	2.90%
43232VVH1	HILLSBOROUGH CNTY FL 1.915% 7/01/25	A2	07/01/25	200,000	200,000	-	191,920	-	3,830	2.00%
478160BY9	JOHNSON & JOHNSON 2.450% 3/01/26	AAA	03/01/26	50,000	47,641	(2,359)	47,908		1,225	2.56%
54289SBG1	LONGBOAT KEY FL SPL 4.000% 8/01/24	AA+	08/01/24	30,000	29,747	(253)	29,886	-	1,200	4.01%
59334PJC2	MIAMI-DADE CNTY FL 1.250% 7/01/27	AA	07/01/27	75,000	67,481	(7,519)	67,380	315	938	1.39%
593561BE2	MIAMI GARDENS FL 1.339% 7/01/25	AA3	07/01/25	125,000	125,000	-	119,249	-	1,674	1.40%
661046BV3	NORTH MIAMI BEACH FL 2.021% 8/01/24	A+	08/01/24	160,000	160,000	-	158,210	-	3,234	2.04%
740189AM7	PRECISION CASTPARTS 3.250% 6/15/25	AA2	06/15/25	50,000	50,682	682	48,902	343	1,625	3.32%
758449RV6	REEDY CREEK FL IMPT 1.669% 6/01/24	AA3	06/01/24	150,000	150,000	-	149,034	-	2,504	1.68%
91282CJW2	U.S. TREASURY NOTES 4.000% 1/31/29		01/31/29	170,000	169,230	(770)	168,247	168	6,800	4.04%
91282CJX0	U.S. TREASURY NOTES 4.000% 1/31/31		01/31/31	170,000	168,566	(1,434)	167,770	168	6,800	4.05%
91282CKC4	U.S. TREASURY NOTES 4.250% 2/28/31	AAA	02/28/31	315,000	313,437	(1,563)	315,542	-	13,388	4.24%
931142ED1	WALMART INC 3.550% 6/26/25	AA2	06/26/25	50,000	48,913	(1,087)	49,165	256	1,775	3.61%
			Subtotal	**3,610,000**	**3,562,526**	**(47,474)**	**3,490,989**	**5,723**	**98,267**	**2.81%**
			Total	**3,614,431**	**3,566,956**	**(47,474)**	**3,495,419**	**5,723**	**98,498**	**2.81%**

Ridership Summary

March 31, 2024

Daily Passengers:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				36	
36		34		36	
36		37		37	
36		38		36	
12		37		38	

Total Monthly Passengers: **449**

Daily Revenue Miles:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				98.00	
97.00		86.00		92.00	
97.00		97.00		97.00	
98.00		97.00		98.00	
64.00		97.00		96.00	

Total Monthly Revenue Miles: **1214.0**

Total Scheduled Revenue Miles **1414.9**

Total Vehicle Hours **121.7**
Total Revenue Hours **110.8**

Service Days 13

Missed Service in Minutes **240**

Passengers per revenue hour **4.1**

Total Monthly Vehicle Miles: **1,519.5**

	AM - 1st day this month	PM - Last day this month
Veh 2017	54,487	56,151

TOWN OF HILLSBORO BEACH

FINANCIAL REPORT
FY2024 2ND QUARTER – MARCH 2024

Meeting Date: May 7, 2024

1

GENERAL FUND

(50% Year Complete)

Overview

- Surplus of $2.7 million through March. (Total funding over/under Expenditures)

Revenue / Other Sources

- Total Funding through March was 82.2% of the annual budget.
  - Total Property tax collections were 91% of the annual budget through March.

Description	Budget	Actual	% of Budget
Property Taxes	$ 6,086,954	$ 5,538,765	91.0%
Other Local Taxes	317,000	161,547	51.0%
Intergovernmental Revenues	223,593	111,109	49.7%
Fines & Forfeitures	2,050	1,383	67.5%
Miscellaneous Revenues	125,000	48,893	39.1%
Interest Income	35,100	180,733	514.9%
Transfer In	50,000	25,000	50.0%
Total Funding	**$ 6,839,697**	**$ 6,067,429**	**88.7%**

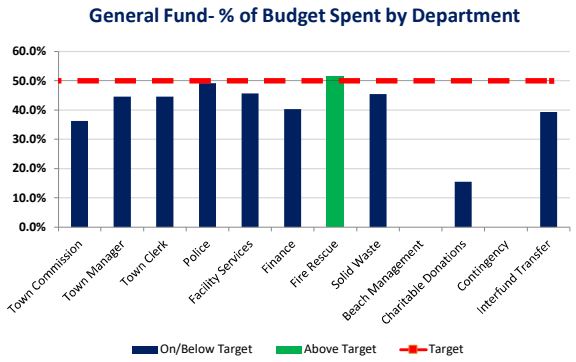
2

GENERAL FUND

(50% Year Complete)

Expenditures

- Total expenditures through March were 46.2% of the annual budget or $3.4 million.
- The Interfund Transfer amount includes $196.5 thousand for Capital improvements; 59.2 thousand for Debt Service; $16.2 thousand for P&Z expenditures.



3

SPECIAL REVENUE FUNDS

Fund Highlights

(50% Year Complete)

- Community Bus Fund – Surplus of $8.7 thousand.
  - Revenue collected from Transportation Grant and Local Option Gas Tax was 41.9% of annual budget or $48.6 thousand.
  - Expenses are 34.4% of annual budget or $39.6 thousand.
- Marine Law Enforcement Fund – 70% of annual budget or $26.1 thousand.
  - Revenue received from County Marine Grant.
- Building Permits Fund - Surplus of $235 thousand.
  - The revenue collected from Permitting Fees was 49% of the annual budget or $1.71 million.
  - Expenditures 47.9% of annual budget or $1.4 million.
- P&Z, Code Compliance Fund –Total funding and expenditures through March 33.7% of annual budget.
  - The revenue was collected from Planning & Zoning fees as well as Fire fees .
- Federal Forfeitures / Asset Sharing Fund - Current Cash Balance as of March was $811 thousand.
  - Expenses include panic buttons, glass walls in briefing room, Saferwatch alert system, traffic safety truck equipment, guns and shotguns.

4

OTHER FUNDS

(50% Year Complete)

Debt Service Fund – (2023 Beach Loan)

- The first interest payment was made on the 2023 Beach Loan in November for $59.7 thousand.

Capital Projects Fund – (General Fund Improvements)

- The total expenditures through March were $196.5 thousand or 92.5% of the annual budget.
  - $81.1 thousand for Beach projects.
  - $79.2 thousand for 2 Police vehicles and equipment.
  - $27.8 thousand for Commission Chambers upgrades.

WATER FUND

(50% Year Complete)

Overview

- Overall, the Water fund had a deficit of $81.3 thousand.
- Operations had a surplus of $44.6 thousand.
- Debt Service had a deficit of $30 thousand.

Revenue/Other Sources

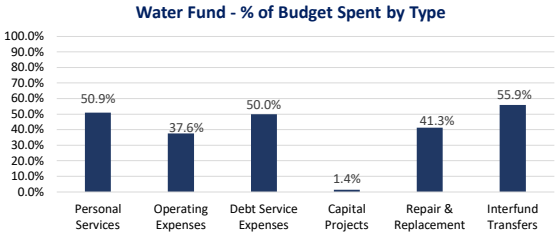
- Total funding for the water fund (operations) is 49.7% of the annual budget or $720.5 thousand.
- Total water service revenue is 46% of the annual budget or $634.4 thousand.
- The water usage billings through March is **down** by 14.2% compared to last year at this same time.

WATER FUND

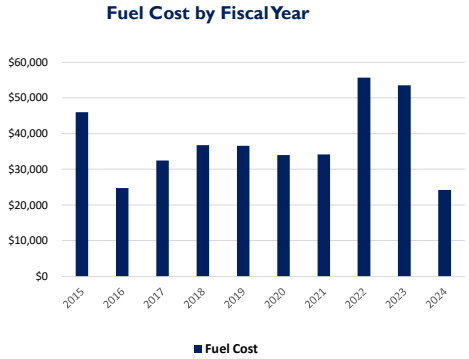
(50% Year Complete)

Expenses

- Total expenses through March were at 45.5% of the annual budget or $505.7 thousand.
  - Debt Service Expenses:
    - Loan payment for Water Plant project was made on March 15, 2024.
    - Loan payment for Water Main project was made on April 15, 2024.



FUEL COSTS ANALYSIS



Fuel Comparison by Fiscal Year (Full year)

Fiscal Year	Fuel Cost	Gallons Purchased	Avg Price / Gallon
2011	$56,162		
2012	$58,320		
2013	$57,515		
2014	$54,888		
2015	$46,030		
2016	$24,771	11,858	$2.09
2017	$32,433	13,405	$2.42
2018	$36,733	12,320	$2.98
2019	$36,586	13,666	$2.68
2020	$33,942	15,133	$2.24
2021	$34,170	14,480	$3.45
2022	$55,678	15,464	$3.60
2023	$53,497	15,665	$3.42
2024	$24,224	$7,569	$3.20

Fuel Comparison by Fiscal Year (through 2nd Quarter Only)

Through March

Fiscal Year	Fuel Cost	Gallons Used	Avg Price / Gallon
2020	$23,844	7,104	$3.36
2021	$13,231	6,537	$2.02
2022	$23,030	7,533	$3.06
2023	$25,714	7,715	$3.33
2024	$24,224	7,569	$3.20

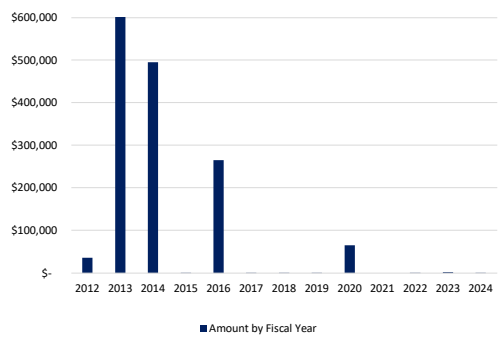
WORKERS' COMPENSATION INSURANCE - ANALYSIS OF CLAIMS

Amount & Status of Claims by Fiscal Year

Fiscal Year	Amount by Fiscal Year	Claim Status
2012	$ 35,536	Closed
2013	$ 609,507	Open Claim
2014	$ 494,929	Open Claim
2015	$ 404	Closed
2016	$ 264,562	Closed
2017	$ 102	Closed
2018	$ 608	Closed
2019	$ 368	Closed
2020	$ 65,072	Open Claim
2021	$ -	Closed
2022	$ 320	Closed
2023	$ 1,692	Open Claim
2024	$ 105	Open Claim

** Updated through February 29, 2024

Total Claims by Fiscal Year



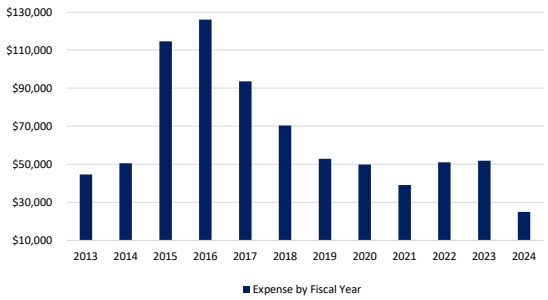
WORKERS' COMPENSATION INSURANCE – PREMIUM COST

Cost by Fiscal Year & Department

Fiscal Year	Admin	Police	Water	Total
2013	$ 1,324	$ 34,957	$ 8,418	$ 44,699
2014	$ 1,653	$ 39,343	$ 9,560	$ 50,556
2015	$ 5,350	$ 81,530	$ 27,726	$ 114,606
2016	$ 5,897	$ 89,829	$ 30,361	$ 126,086
2017	$ 4,180	$ 65,618	$ 23,855	$ 93,653
2018	$ 3,313	$ 49,202	$ 17,897	$ 70,412
2019	$ 2,648	$ 35,306	$ 14,940	$ 52,894
2020	$ 2,577	$ 32,766	$ 14,552	$ 49,894
2021	$ 1,488	$ 29,819	$ 7,863	$ 39,170
2022	$ 1,930	$ 39,039	$ 10,030	$ 50,999
2023	$ 1,893	$ 39,959	$ 9,949	$ 51,802
2024	$ 902	$ 19,200	$ 4,854	$ 24,957
TOTAL	**$ 33,154**	**$ 556,567**	**$ 180,007**	**$ 769,728**

** Updated through March 31, 2024

Total Cost by Fiscal Year



TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: **Building Department, George Folles, Building Official, CG&A**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:
1. APRIL 2024 MEMO
2. April 2024 Commission Report

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

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

TO: Mayor Dawn Miller and Commission

FROM: George Folles Building Official

DATE: June 4, 2024

SUBJECT: Building Department Report

- We are still waiting for The Related Group Parcel B project to submit required paperwork for Structural & Zoning Approval. We have informed the Developer that they need to present the Town a plan from an Engineer to address possible vibration due to construction activity for both parcels and a contact person to address neighboring communities' complaints.

- There are many deferred submittals for Parcel B that will require review once they have been submitted.

- Parcel A is being reviewed and awaiting corrections to be submitted. It is expected that site work for Parcel B will begin soon. As stated earlier, the initial work will be primarily earth-moving, followed by the installation of test pilings.

- Permit activity has been steady with minimal issues and inspections in both single-family construction and condominium remodeling. Plan review for the most recently applied new SFR, 1079 Hillsboro Mile, has had its first review and we are still awaiting corrections to be submitted by the contractor.

- We are in the process of continuing our review of 25 Year & 40 Year required building inspection reports. Certified letters were sent out to all properties requiring their 25/40/50- year inspections.

Respectfully Submitted,

George Folles Building Official
Building Code Services | Town of Hillsboro Beach

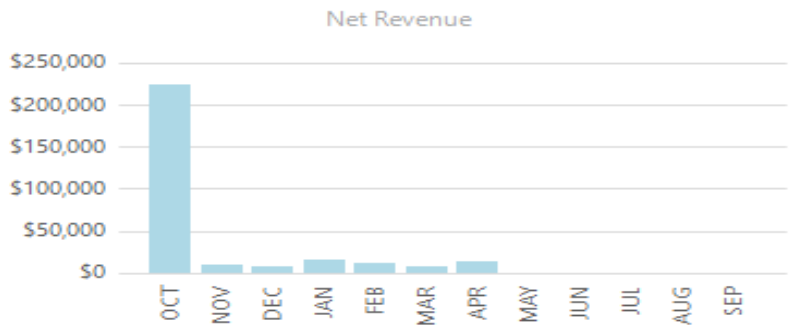
Calvin, Giordano & Associates, Inc.
1210 Hillsboro Mile |Hillsboro Beach FL 33062
Office: 954.427.4011 |Fax: 954.427.4834 |Cell: 954.592.5057
Fort Lauderdale | Miami-Dade | West Palm Beach | Clearwater/Tampa | Estero | Port St. Lucie

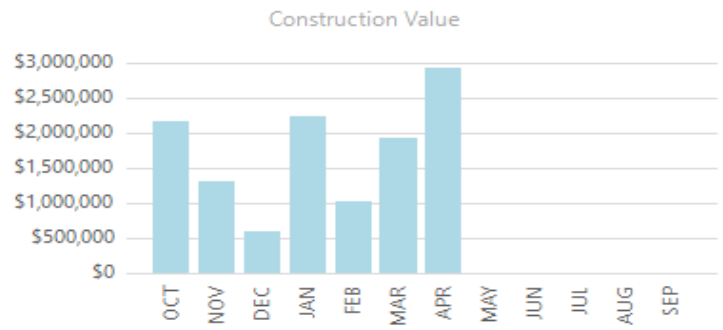
Town of Hillsboro Beach
Building Department
Summary Report

Start Date: 4/1/2024
End Date: 5/1/2024

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Construction Value	$2,161,896	$1,298,865	$592,139	$2,248,535	$1,016,469	$1,917,738	$2,937,070	$0	$0	$0
Building Permit Fees	$1,480,093	$47,873	$37,117	$68,881	$57,001	$35,771	$79,747	$0	$0	$0
Fire & Zoning Fees	$3,000	$1,950	$900	$4,200	$2,250	$1,350	$1,650	$0	$0	$0
Total Revenue	$1,483,093	$49,823	$38,017	$73,081	$59,251	$37,121	$81,397	$0	$0	$0
CGA Expense	$1,258,079	$40,692	$31,549	$58,549	$48,451	$30,406	$67,785	$0	$0	$0
Town Revenue	$225,014	$9,131	$6,467	$14,532	$10,800	$6,716	$13,612	$0	$0	$0

Aug	Sep	YTD
$0	$0	$12,172,713
$0	$0	$1,806,483
$0	$0	$15,300
$0	$0	$1,821,783
$0	$0	$1,535,511
$0	$0	$286,272





Town of Hillsboro Beach
Building Department
Finance Report

Start Date: 4/1/2024
End Date: 5/1/2024

	Permit Fees	Town Revenue	Fire Fees	Zoning Fees	Admin Fees	CGA Revenue	BORA	DBPR	DCA
MTD	$79,747.33	$11,962.10	$900.00	$750.00	$275.00	$67,785.23	$1,379.96	$713.95	$1,053.47
YTD	**$1,806,483.24**	**$270,972.49**	**$6,450.00**	**$8,850.00**	**$2,450.00**	**1,535,510.75**	**$6,530.32**	**$3,720.75**	**$5,387.46**

Town of Hillsboro Beach
Building Department
Permit Report

Start Date: 4/1/2024
End Date: 5/1/2024

Permit Type	# Issued	Building Permit Fees
COMMERCIAL ALTERATION	1	380.00
COMMERCIAL CONCRETE RESTORATION	1	95.00
COMMERCIAL FIRE SPRINKLERS	1	190.00
COMMERCIAL LOW VOLTAGE	1	211.92
COMMERCIAL PLUMBING MISCELLANEOUS	1	8,360.40
COMMERCIAL RE-ROOF	3	5,259.16
COMMERCIAL SERVICE CHANGE/REPAIR	5	25,348.00
COMMERCIAL WINDOWS/DOORS	1	638.05
RESIDENTIAL 30 DAY TEMP FOR TEST	1	125.00
RESIDENTIAL A/C CHANGE OUT	12	2,287.97
RESIDENTIAL ALTERATION	10	10,050.27
RESIDENTIAL DOCK	1	95.00
RESIDENTIAL LOW VOLTAGE	1	6,572.00
RESIDENTIAL NEW ROOF	1	3,281.27
RESIDENTIAL RE-ROOF	4	1,698.98
RESIDENTIAL SEAWALL	2	7,184.63
RESIDENTIAL SERVICE CHANGE/REPAIR	1	220.00
RESIDENTIAL WALKWAY/PATIO	1	1,156.99
RESIDENTIAL WATER HEATER	3	375.00
RESIDENTIAL WINDOWS/DOORS/SHUTTERS	15	6,217.69
	66	***$79,747.33***

Town of Hillsboro Beach
Building Department
Activity Report

Start Date: 4/1/2024
End Date: 5/1/2024

Discipline	Total # of Inspections	Plan Review	Permits Applied
Building	109	40	25
Electrical	49	25	15
Plumbing	42	24	13
Mechanical	20	29	22
Fire	5	6	4
Zoning	0	6	3
Totals	**225**	**131**	**82**

Town of Hillsboro Beach
Building Department
Issued Permits Report

Start Date: 4/1/2024
End Date: 5/1/2024

	Folio #	Permit #	Date Issued	Job Address	Job Sub Division	Construction Value
RESIDENTIAL ALTERATION						
	484317AH0510	24365110-0	4/15/2024	1063 HILLSBORO MILE, UNIT 605	OCEAN GRANDE BEACH & MARINA CONDO	$281,940.00
	484317AH0140	24365112-0	4/15/2024	1063 HILLSBORO MILE, #210	OCEAN GRANDE BEACH & MARINA CONDO	$16,750.00
	484317AB1060	24365204-0	4/17/2024	1050 HILLSBORO MILE, UNIT 305W, INTERIOR REMODEL	HILLSBORO LE BARON CONDO APTS	$10,675.00
					Grand Total	**$309,365.00**

Town of Hillsboro Beach
Building Department
Plan Review Times Report

Start Date: 4/1/2024
End Date: 5/1/2024

	Number of Reviews	Average Days In Review	Most Days In Review
Completed Reviews	134	6.16	52.16

TOWN OF HILLSBORO BEACH

1210 Hillsboro Mile
Hillsboro Beach, FL 33062

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

Agenda Item Cover Memo

Agenda Item: **Code Compliance, Bernard Pita, Code Compliance Supervisor, CG&A**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS:
1. April 2024 CodeComplianceSummary
2. April 2024 Code CaseActionSummary
3. All Open Cases Code Report April 2024

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

Code Compliance Summary Report

From 4/1/2024 **To** 4/30/2024 **Corridor** (All Corridors)

Case Totals for Period

Cases Open at Start of Period	46
Cases Opened During Period	1
Cases Opened as result of Complaint	1
Cases Closed During Period	0
Cases Closed due to compliance	0
Cases Open at End of Period	47

Inspections	1
Reinspections	7
Total	**8**

Special Magistrate Cases During Period 0

Case Summary by Officer

Officer	Open at Start	Opened During Period	Opened as result of Complaint	Closed During Period	Closed due to compliance	Open at End of Period
B. Pita/N/A	43	1	1	0	0	44
V. Padilla	3	0	0	0	0	3
Total	**46**	**1**	**1**	**0**	**0**	**47**

Town of Hillsboro Beach
1210 Hillsboro Mile
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Code Compliance Summary Report

From 4/1/2024 **To** 4/30/2024 **Corridor** (All Corridors)

Inspections by Officer

Officer	Inspections	Reinspections	Total
B. Pita/N/A	1	6	7
V. Padilla	0	1	1
Total	**1**	**7**	**8**

Summary of Cases Opened by Incident Type

Incident Type	Number
Boat Docking and Useage	1
Total	**1**

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	$1,535,625.00	$46,500.00	$1,582,125.00
Total Payments	$0.00	$0.00	$0.00
Balance	**$1,535,625.00**		**$1,582,125.00**

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

Case Action Report*

From 4/1/2024 **To** 4/30/2024 **Corridor** (All Corridors)

Date Issue	Incident Type	Site Address	Status	Documents Issued		
3/7/2024	Nuisance	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101	Closed	Date Issue	Type	Officer Assigned
				3/10/2024	Complaint	B. Pita
				4/11/2024	Affidavit of Alleged Repeat Violation	B. Pita
				4/22/2024	Notification of Repeat Violation/Penalty Hearing	B. Pita
				5/14/2024	Affidavit of Compliance	
				5/14/2024	Final Order and IOF	

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

All Open Code Cases as of May 23, 2024

Incident Type	Owner	Site Address
Artificial Lighting Regulations (Turtles)	HILLSBORO CLUB INC	901 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	CHRIS D PEYERK LIV TR PEYERK,CHRIS D TRSTEE	923 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	MIRCHANDANI,KISHORE H/E MIRCHANDANI,ANJALI	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	MEDZ LLC	997 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	1007 HILLSBORO LAND TR GRAYER,EVAN TRSTEE	1007 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1021 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1043 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1045 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1063 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1069 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1073 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	TARRANT,RICHARD HILLSBORO REV TR	1083 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	THIEL,JUDITH M	1087 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	LOOF,ASA	1091 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	CAMPBELL,JAMES DANIEL CAMPBELL,JO-ANNE	1093 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	ROCKSTONE HILL TR GEFEN,GREGORY S TRSTEE	1107 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	DENNIS J ALTER TR GISELA ALTER 2000 PERS RES TR	1111 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	115 HILLSBORO MILE TR LAMBERT,JAMES R TRSTEE	1115 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	BLAIR & BRENDA MCARTHUR OCEAN DRIVE TR	1131 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	KATZ,HAROLD & PEGGY	1141 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1149 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1149 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1153 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1155 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	1159 HILLSBORO MILE LLC BNH IV HM TRI LLC	1159 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1187 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1200 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Artificial Lighting Regulations (Turtles)	COMMON AREA	1237 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Other	1159 HILLSBORO MILE LLC BNH IV HM TRI LLC	1159 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Property Maintenance	DONOHO,TIM & DEBORAH	1075 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Building Permit Requirement	GELFAND, SCOTT & GINA	1073 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 6-N
Construction Site Violation	BAYLESS,BENJAMIN W BAYLESS,RACHEL A	1009 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Construction Site Violation	SEAGRAPE REV TR PRATT,DAVID TRSTEE	963 HILLSBORO MILE, HILLSBORO BEACH, FL 33062

Construction Site Violation	CELENTANO,MARY VINCENT & MARY CELENTANO 2012 TR	987 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Construction Site Violation	DONOHO,TIM & DEBORAH	1075 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Building Permit Requirement	SHAPIRO,JOEL L	1230 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 207
Building Permit Requirement	ROBERTAZZI,DONALD & ROBERTAZZI,ANNA MARIE	1189 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 9
Fire Inspection Violation	1159 HILLSBORO MILE LLC BNH IV HM TRI LLC	1159 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	WOODWORTH,ELIZABETH D & E WOODWORTH REV LIV TR	1170 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 302
Fire Inspection Violation	HILLSBORO CLUB INC	901 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1045 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1045 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1063 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1051 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1051 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1212 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1202 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1221 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1169 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1169 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	1223 HILLSBORO MILE, HILLSBORO BEACH, FL 33062	1223 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1161 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1167 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1155 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1237 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1199 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1228 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1166 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1200 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Fire Inspection Violation	COMMON AREA	1225 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Construction Site Violation	MIRCHANDANI,KISHORE H/E MIRCHANDANI,ANJALI	995 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Property Maintenance	COMMON AREA / RAINBOW OCEAN SHORES APTS CO-OP	1231 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 #Property Manager
Landscape Maintenance Violation	WINTER SUN INVESTMENTS LLC	1206 HILLSBORO MILE, HILLSBORO BEACH, FL 33062
Property Maintenance	WINTER SUN INVESTMENTS LLC	1205 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 101
Nuisance	MILLIONAIRE PORTFOLIO GROUP LLC	1150 HILLSBORO MILE, HILLSBORO BEACH, FL 33062 812

TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: **FY2025 Proposed Budget Calendar**
- Budget Workshop - Tue, July 23, 2024 at 10:00 am
- 1st Budget & Millage Rate Hearing - Wed, Sept 4, 2024 at 5:01 pm
- 2nd & Final Budget Hearing - Mon, Sept 16, 2024 at 5:01 pm

Submitting Dept: **Finance, Sherry Henderson, Town Clerk**

Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. FY2025 Budget Calendar

FY 2025 Tentative Budget Calendar

Key Date	Activity / Task
May 11	Budget worksheets provided to Department Heads.
May 17	Department Heads meet with Town Manager to discuss FY2024 accomplishments and FY2025 Goals.
May 24	Department Heads submit completed templates to Finance.
May 31	Receipt of Estimated Assessable Property Values.
June 4 – 9:00 AM	Town Commission preliminary discussion on budget priorities.
June 12	Preliminary budget submitted to Town Manager. Review Budget worksheets with Town Manager and Department Heads.
July 1	Property Appraiser certifies the taxable values.
July 23 – 10:00 AM	Town of Hillsboro Beach Budget Workshop – Discussion on preliminary budget and proposed Millage Rate.
July 30	County School Board Budget Hearing #1.
August 2	Deadline for submitting DR 420 to Property Appraiser & Tax Collector a) Include Proposed Millage Rate b) the current rollback rate c) The date, time, and meeting place of the Tentative Budget Hearing
September 4 - 5:01 PM	Town of Hillsboro Beach 1st Budget & Millage Rate Hearing.
September 5	County Budget Hearing #1
September 10	County School Board Budget Hearing #2
September 13	Publish Budget Summary in Local Newspaper
September 15	Certify non-ad valorem assessment roll to tax collector
September 16 – 5:01 PM	Town of Hillsboro Beach 2nd and Final Budget Hearing.
September 17	County Budget Hearing #2
September 19	Remit Adopted Millage Rate to Property Appraiser & Tax Collector
October 1	Submit all Tax Documents to Florida Department of Revenue

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

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

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Agenda Item Cover Memo

Agenda Item: **Cybersecurity Training in Compliance with new Local Government Cybersecurity Act**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. FS 282.3185 Local Government Cybersecurity

282.3185 Local government cybersecurity. —

(1) SHORT TITLE. —This section may be cited as the "Local Government Cybersecurity Act."

(2) DEFINITION. —As used in this section, the term "local government" means any county or municipality.

(3) CYBERSECURITY TRAINING. —

(a) The Florida Digital Service shall:

1. Develop a basic cybersecurity training curriculum for local government employees. All local government employees with access to the local government's network must complete the basic cybersecurity training within 30 days after commencing employment and annually thereafter.

2. Develop an advanced cybersecurity training curriculum for local governments which is consistent with the cybersecurity training required under s. 282.318(3)(g). All local government technology professionals and employees with access to highly sensitive information must complete the advanced cybersecurity training within 30 days after commencing employment and annually thereafter.

(b) The Florida Digital Service may provide the cybersecurity training required by this subsection in collaboration with the Cybercrime Office of the Department of Law Enforcement, a private sector entity, or an institution of the State University System.

(4) CYBERSECURITY STANDARDS. —

(a) Each local government shall adopt cybersecurity standards that safeguard its data, information technology, and information technology resources to ensure availability, confidentiality, and integrity. Cybersecurity standards must be consistent with generally accepted best practices for cybersecurity, including the National Institute of Standards and Technology Cybersecurity Framework.

(b) Each county with a population of 75,000 or more must adopt the cybersecurity standards required by this subsection by January 1, 2024. Each county with a population of less than 75,000 must adopt the cybersecurity standards required by this subsection by January 1, 2025.

(c) Each municipality with a population of 25,000 or more must adopt the cybersecurity standards required by this subsection by January 1, 2024. Each municipality with a population of less than 25,000 must adopt the cybersecurity standards required by this subsection by January 1, 2025.

(d) Each local government shall notify the Florida Digital Service of its compliance with this subsection as soon as possible.

(5) INCIDENT NOTIFICATION. —

(a) A local government shall provide notification of a cybersecurity incident or ransomware incident to the Cybersecurity Operations Center, Cybercrime Office of the Department of Law Enforcement, and sheriff who has jurisdiction over the local government in accordance with paragraph (b). The notification must include, at a minimum, the following information:

1. A summary of the facts surrounding the cybersecurity incident or ransomware incident.

2. The date on which the local government most recently backed up its data; the physical location of the backup, if the backup was affected; and if the backup was created using cloud computing.

3. The types of data compromised by the cybersecurity incident or ransomware incident.

4. The estimated fiscal impact of the cybersecurity incident or ransomware incident.

5. In the case of a ransomware incident, the details of the ransom demanded.

6. A statement requesting or declining assistance from the Cybersecurity Operations Center, the Cybercrime Office of the Department of Law Enforcement, or the sheriff who has jurisdiction over the local government.

(b)1. A local government shall report all ransomware incidents and any cybersecurity incident determined by the local government to be of severity level 3, 4, or 5 as provided in s. 282.318(3)(c) to the Cybersecurity Operations Center, the Cybercrime Office of the Department of Law Enforcement, and the sheriff who has jurisdiction over the local government as soon as possible but no later than 48 hours after discovery of the cybersecurity incident and no later than 12 hours after discovery of the ransomware incident. The report must contain the information required in paragraph (a).

2. The Cybersecurity Operations Center shall notify the President of the Senate and the Speaker of the House of Representatives of any severity level 3, 4, or 5 incident as soon as possible but no later than 12 hours after receiving a local government's incident report. The notification must include a high-level description of the incident and the likely effects.

(c) A local government may report a cybersecurity incident determined by the local government to be of severity level 1 or 2 as provided in s. 282.318(3)(c) to the Cybersecurity Operations Center, the Cybercrime Office of the Department of Law Enforcement, and the sheriff who has jurisdiction over the local government. The report shall contain the information required in paragraph (a).

(d) The Cybersecurity Operations Center shall provide a consolidated incident report on a quarterly basis to the President of the Senate, the Speaker of the House of Representatives, and the Florida Cybersecurity Advisory Council. The report provided to the Florida Cybersecurity Advisory Council may not contain the name of any local government, network information, or system identifying information but must contain sufficient relevant information to allow the Florida Cybersecurity Advisory Council to fulfill its responsibilities as required in s. 282.319(9).

(6) AFTER-ACTION REPORT. —A local government must submit to the Florida Digital Service, within 1 week after the remediation of a cybersecurity incident or ransomware incident, an after-action report that summarizes the incident, the incident's resolution, and any insights gained as a result of the incident. By December 1, 2022, the Florida Digital Service shall establish guidelines and processes for submitting an after-action report.

History. —s. 3, ch. 2022-220.

TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: **New and More Active Social Media Presence Launching in June (Town Hall & Police Dept)**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None

TOWN OF HILLSBORO BEACH

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Agenda Item Cover Memo

Agenda Item: **May 18, 2024 Beach Cleanup Recap**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: 1. Beach Cleanup Recap

Town of Hillsboro Beach
Beach Cleanup
Sat, May 18, 2024, 9am-12pm

A Heartfelt Thank You for Joining the Town's Beach Cleanup Event!

A massive thank you to all the good folks who participated in Saturday's May 18th Beach Cleanup! Your time and hard work truly made a difference. Over 60 lbs. of trash and debris was collected, making a significant impact on the cleanliness of the beach. Your dedication to our community is commendable, and we look forward to more opportunities to make a difference together!

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Agenda Item Cover Memo

Agenda Item: **Planning Room Update**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None

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Agenda Item Cover Memo

Agenda Item: **New Information Guide Now Available in Print at Town Hall**
Submitting Dept: **Town Clerk, Sherry Henderson, Town Clerk**
Agenda Date: **June 4, 2024**

1. BACKGROUND/HISTORY

2. CURRENT ACTIVITY

2. FINANCIAL IMPACT

3. RECOMMENDATION

ATTACHMENTS: None