



**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
JUNE 4, 2024**

TUESDAY

9:00 A.M.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

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

Town Commission:

Mayor Dawn Miller

Commissioner Jane Reiser

Commissioner David A. Ravanese

Vice Mayor Barbara Baldassarre

Commissioner Vinnie Andreano

Town Staff:

Town Manager William "Mac" Serda, ICMA-CM

Donald J. Doody, Town Attorney, Esq.

Town Clerk Sherry D. Henderson, CMC

Police Chief, Jay Szesnt

APPROVAL OF AGENDA

Mr. Serda requested an amendment to the agenda to add an addendum to the Rio-Bak Corporation contract, to be placed on the agenda following Ordinances.

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

I. APPROVAL OF MINUTES

A. May 7, 2024 Commission Meeting

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

III. 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 Reading)

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.

Mr. Doody read the Ordinance by title only.

Mayor Miller reviewed the staff report briefly. Mr. Serda advised the adoption of the new FEMA flood maps to allow the Town to participate in the Community Rating System (CRS) for resident premium discounts on flood insurance and is required by the Florida Building Code.

Mr. Doody stated every municipality in Broward County would be considering adoption of a similar ordinance.

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adopt Ordinance No. 2024-03 on first read. In a roll call vote, the **motion** passed unanimously. (5-0)

B. Ordinance No. 2024-04

Deletion of Sec. 3-25 of Chapter 3 Entitled "Dogs & Cats". (First Reading)

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 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.

Mr. Doody read the Ordinance by title only.

Motion made by Commissioner Ravanese, seconded by Commissioner Reiser, to adopt Ordinance No. 2024-03 on first read. In a roll call vote, the **motion** passed unanimously. (5-0)

III. RESOLUTIONS & CONTRACTS

A. Resolution No. 2024-23

SECOND ADDENDUM TO AGREEMENT BETWEEN THE TOWN OF HILLSBORO BEACH, FLORIDA AND RIO-BAK CORPORATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Serda stated that in 2021 the Town completed a truck haul renourishment with Rio-Bak Corporation, funded at 87 percent FEMA and State Department of Emergency Management, and the same agreement would be used for upcoming project. He advised most of the funding for the beach nourishment had been received, but the Department of Emergency Management highlighted that the existing contract with Rio-Bak was noncompliant with FEMA requirements. He explained counsel had updated the language for review by the Commission

Mr. Doody clarified this was an administrative matter at the request of a state agency which would also be addressed in contracts moving forward.

Mr. Doody read the Resolution by title only.

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

VI. CONSENT AGENDA

	Vendor	Invoice Number	Date	Amount	Description
1.	LSF	24-0430-26	April 2024	\$5,871.87	
2.	CG&A	402073	April 2024	\$68,060.23	
3.	GCDE	59672	May 2024	\$5,417.60	General Matters
4.	GCDE	59673	May 2024	\$270	Development - Related
5.	GCDE	59674	May 2024	\$961.05	R Crusco & C Doherty (Ord 12-269)

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

VII. BEACH REPORT

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

Mayor Miller advised that she had attended a meeting of the Hillsboro Inlet District Commission on May 20. She stated the company that does dredging had made an informative presentation and she had spoken briefly. She commented that the Commission was open to discussion regarding transfer of sand to the Town at the Coast Guard station and the Hillsboro Club.

Mayor Miller shared an article in the Sun Sentinel Newspaper discussing the Town's efforts to keep the beach at the best possible level of health.

VIII. STAFF UPDATES

A. Police Department

Police Chief Jay Szesnat shared his report. He stated the Police Department is doing great, and the men and women are all-stars. He highlighted his pride in the way they had come together and worked while down two (2) officers over the past six (6) months.

Mr. Serda noted the Department's leadership has been working long days and commented on the overtime budget.

Mayor Miller asked when will the two (2) new hires complete the Police Academy. Police Chief Szesnat stated one (1) would start on June 11 and finish in September, and the second would attend in January through June 2025. Mr. Serda added additional details on the training process.

Police Chief Szesnat continued his report. He highlighted notable events including an ocean drowning, possible mail theft, bicycle accident, and a medical emergency. He noted his appreciation for neighbors looking out for neighbors and pointed out the wide breadth of issues the Police Department must be prepared to respond to.

Mayor Miller expressed her appreciation for Police Chief Szesnat's leadership and the culture he has created.

Commissioner Ravanese discussed an issue a tenant had reported to him and thanked the Police Department for their quick response. Mayor Miller agreed one (1) of the things that makes the Town safe is the presence of the Police up and down Hillsboro Mile.

Police Chief Szesnat shared that the Police Department had completed weapon training over the past two (2) weekends utilizing the upgraded weapons the Town had previously approved. He noted the benefits of the new equipment and the training. Mr. Serda reminded the Commission this initiative had been fully funded by forfeiture dollars without the use of taxpayer funds.

Commissioner Reiser asked if the pressure on the Police Department had increased with the increase to the population in South Florida. Police Chief Szesnat stated the call volume fluctuates but is largely unchanged.

Commissioner Reiser noted full boats and inquired as to whether the Marine Unit checks for life jackets. Police Chief Szesnat responded affirmatively and advised that safety checks are a requirement of the grant that funds the unit.

Commissioner Andreano asked about the potential for added signage to inform people of their location on the beach in case of an emergency.

Mr. Serda stated Vice Mayor Baldassarre had previously brought up the idea of requiring addresses on the beach side of properties. He noted a Code change was required, and staff would investigate. Discussion continued.

B. Financial Report – FY2024 2nd Quarter

Stephen Bloom, Inframark, provided the FY2024 2nd Quarter report. He advised that property tax collection is at 91 percent of the annual budget through March, and noted interest income was well above budget. He reviewed General Fund expenditures, noting all areas are at or under budget and spending is positive. Mr. Bloom discussed the Special Revenue Funds, noting the status of each. He stated the Marine Law Enforcement Fund, which is funded by the County Marine Grant, is at 70 percent of annual budget and the Federal Forfeiture Fund has a balance of \$811,000. He briefly reviewed the Debt Service Fund, Capital Projects Fund, and Water Fund, noting highlights of each. He commented that water usage billing is down by 14.2 percent compared to 2023 at this time, but operating is positive due to management of spending.

Mayor Miller asked for clarification on the Water Fund and the expected deficit. Mr. Bloom explained briefly.

C. Building Department

George Folles, Building Official, CG&A, provided his report. He stated issues were pending with the Related Group, including a plan to address vibrations due to construction activity. He advised that Parcel A is being reviewed and provided a brief update on initial work on each parcel. He stated permit activity has been steady with minimal issues. He commented that the single-family construction project at 1079 Hillsboro Mile had been reviewed and staff was waiting on corrections, and staff continues to follow up on 25-, 40-, and 50-year inspection reports, having sent certified letters and emails.

D. Code Compliance

Bernard Pita, Code Enforcement, CG&A, presented his report. He reviewed open cases, noting he had recently received a report from NOVA regarding turtle compliance and had sent courtesy notices. He stated he is mindful of security. He advised that fire violations remain open pending the Fire Inspector. Mr. Serda provided a brief explanation of the administrative role of Code Enforcement in fire inspections.

Vice Mayor Baldassarre asked about the impact of recently changed requirements related to sprinklers on the open fire cases. Mr. Pita stated he would research the issue and follow up with staff. Discussion continued.

IX. TOWN MANAGER REPORT

A. FY2025 Proposed Budget Calendar

- Budget Workshop – Tuesday, July 23 at 10 a.m.
- First Budget and Millage Rate Hearing – Wednesday, September 4 at 5:01 p.m.
- Second and Final Budget Hearing – Monday, September 16 at 5:01 p.m.

Mr. Serda reviewed the proposed budget dates and outlined the budget process.

B. Cybersecurity Training in Compliance with New Local Government Cybersecurity Act

Mr. Serda discussed the new training requirements for cybersecurity training at the local government level and stated training videos would be emailed every two (2) weeks. He advised the Town has applied for a competitive grant to assist with the cost and is waiting to learn if it was awarded.

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

Mr. Serda stated Mayor Miller had suggested a more robust social media presence, and staff is working on pages as well as a social media policy.

D. Beach Cleanup Recap

Mr. Serda stated the beach cleanup had been a great success. He shared a photo from the event, noting more than 50 people had participated.

E. Planning Room Update

Mr. Serda advised of a change order he had approved for the planning room project.

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

Mr. Serda shared that the new Information Guide was now available in print at Town Hall. She stated the condo forum had been added and asked the Commissioners to let him know of any suggestions. He highlighted the addition of a new framed picture of the Commission outside the Chambers.

Commissioner Reiser stated she appreciates the cybersecurity lessons but felt the addition of social media was in opposition. She commented that steps were needed to be careful. Mayor Miller noted the opportunity to provide reliable information and noted the comments were well taken.

X. TOWN ATTORNEY REPORT

Mr. Doody stated there had been a hearing the previous week regarding the lawsuit filed by a pair of residents to invalidate a specific section of Town Code. He advised there had been a hearing the previous week and the judge had granted a motion to dismiss. He noted counsel for the plaintiffs would file an amended complaint, and pointed out it is early in the process. He asked that Commissioners reach out directly with any questions.

XI. TOWN COMMISSION COMMENTS/REPORTS

A. Mayor Dawn Miller

Mayor Miller noted the impending hurricane season and encouraged residents to sign up for the Town's Safer Watch app. She highlighted two (2) sales tax holidays (June 1 - June 14, 2024 and Aug 24- Sept 6, 2024) to allow the public to purchase disaster preparedness items tax free. Mayor Miller discussed a microgrant pilot program available for small businesses through Broward County. She stated each district gets 11 grants and encouraged interested residents to apply.

Mayor Miller shared that the ICC Men's T20 World Cup would be hosted at Broward County Stadium is hosting World Cup from June 11-16. She stated she had attended the South Florida Regional Planning Council annual conference, which focused on supporting mental health through a continuum of housing and supportive services.

Mr. Serda stated the microgrant application is linked on the Town website under News & Announcements.

B. Commissioner Jane Reiser

Commissioner Reiser stated the Condo Forum in May featured Police Chief Szesnat discussing hurricane preparedness. Police Chief Szesnat commented on the creation of a list of vulnerable populations that may need additional assistance with evacuation from condo buildings in the event of an emergency or hurricane.

Vice Mayor Baldassarre asked about the availability of a list of designated shelters. Police Chief Szesnat advised that a list is disseminated for each hurricane. Mr. Serda noted there

are changes in availability based on the storm and other factors, such as whether school is in session.

Commissioner Reiser thanked Vice Mayor Baldassarre for starting the USA flags on A1A initiative, noting she had enjoyed the flags displayed over Memorial Day weekend. She asked the Commission to consider creation of a long-lasting record of houses demolished, possibly to include photos preserved at Town Hall. She pointed out there is a lot of history in this Town, including recognizable landmarks, and it could be lost through demolition. She noted she had spoken with Mr. Serda and suggested photos of the façade be required with demolition permit applications. Discussion continued regarding preservation of a record of the Town as changes happen and whether it should be a requirement.

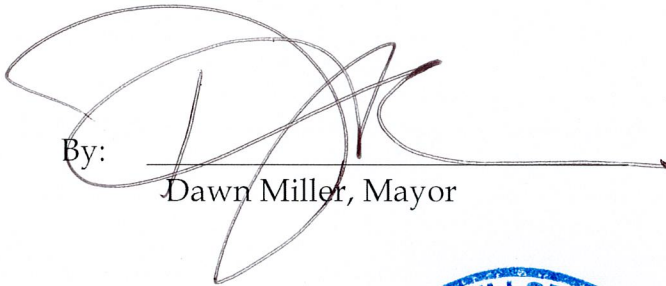
XII. PUBLIC PARTICIPATION

None.

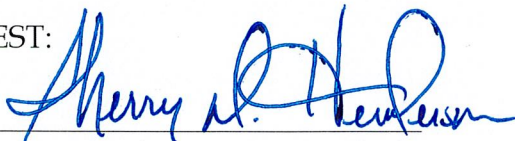
XIII. ADJOURNMENT

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adjourn the meeting at 10:20 a.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS 9th DAY OF July, 2024

By: 
Dawn Miller, Mayor

ATTEST:


Sherry D. Henderson, Town Clerk
Town Clerk

