



**MINUTES
TOWN OF HILLSBORO BEACH
SPECIAL COMMISSION MEETING
JULY 23, 2024**

TUESDAY

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Dawn Miller called the meeting to order at 10:00 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

I. FISCAL YEAR 2024 BUDGET WORKSHOP

A. Budget Presentation

B. Commission Budget Discussion

Mr. Serda explained staff was presenting a balanced budget based on the priorities shared by the Commissioners and addressing beach nourishment and other needs with that did not contemplate a rise in taxes.

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

Stephen Bloom, Finance Director, provided a *PowerPoint* presentation outlining the draft budget. He reviewed goals for the meeting and the budget book briefly. He stated the budget was based on a preliminary Millage Rate of 3.5 mills, which had remained flat since 2016.

Mr. Bloom reviewed the budget schedule, as follows:

- July 23, 2024 – Budget presentation and discussion (starts at 10 a.m.)

- September 4, 2024 – First Public Hearing, Adopt Tentative Millage Rate and Tentative Annual Budget (starts at 5:01 p.m.)
- September 16, 2024 – Second and Final Public Hearing, Adopt Final Millage Rate and Final Annual Budget (starts at 5:01 p.m.)

Mr. Bloom provided a brief overview of the fund structure, budget assumptions, and procedure for creating the budget. He noted there was not a water rate increase contemplated, but an increase would need to be contemplated in the future.

Mr. Serda advised the water rate meets the current demand of the Water Fund but continuing high Consumer Price Index (CPI) rates were eroding the cushion in the fund and a CPI adjustment would be reviewed due to debt service needs. Mr. Bloom noted interest funds and American Rescue Plan Act (ARPA) funds had been positives for the fund, but \$26,000 was contemplated as a fund transfer and loans were required in the amount of \$700,977 to fund the new beach project and \$650,000 to fund Water Fund capital projects. He reviewed the analysis of that proposed Millage Rate. He explained that rate was 6.23 percent higher than the roll back rate of 3.2947 mills.

Mr. Bloom discussed the tax base analysis, growth in the tax base, and property tax analysis. Mr. Serda highlighted the reliance on Ad Valorem taxes, lack of diversity in the income base and new construction, and ongoing downward pressure on the appreciable value of property in the Town.

Mr. Bloom discussed the General Fund and Special Fund revenue and expenditures, noting changes year-over-year to payroll, insurance, Commission benefits, event funds, and beach projects. He highlighted grant revenue contemplated. He reviewed the Capital Improvement Program (CIP) five (5) year plan, including beach renourishment, a bocce court, a police car and truck, terminal jetty, Commission Chamber improvements, and other items.

Vice Mayor Baldassarre asked about the reduction in projected revenue for the Building Fund between 2024 and 2025. Mr. Serda advised there had been an increase in 2024 due to the Related Group project. Mr. Bloom added that there is a lack of certainty in building permit revenue. Discussion continued.

Vice Mayor Baldassarre asked for clarification on moving a water main for a bridge project. Mr. Serda and Mr. Bloom explained. Discussion continued.

Commissioner Andreano inquired as to the timing of undergrounding utilities. Mr. Serda advised of restrictions on funding. He advised that letters of support were in place, but the legal work surrounding securing easements had not yet been completed.

Commissioner Andreano asked about beach nourishment expenses. Mr. Serda advised of the efforts put into funding beach nourishments in the past and difficulty in securing reimbursements. He noted the limitations related to having a private beach and increasing costs. He stated a significant increase in taxes, or an assessment would be needed to fund nourishments internally.

Commissioner Reiser noted she would be strongly in favor of purchasing the property next to Town Hall (1206 Hillsboro Mile), but she understood the financial restrictions. She pointed out there was a bocce ball court in the budget, but that had not yet been discussed by the Commission. Mr. Serda advised the consensus had been to get an estimate. However, nothing is definitive currently. Mr. Serda noted the recommendations would come before the Commission once the concept was outlined.

Commissioner Reiser commented on the expense, liability, and impact on limited parking at Town Hall. She noted there were maybe 30 people who play bocce, and two (2) courts are already in place. She suggested a dog park or additional parking may be a better use of the funds and asked that the Commission maintain an open mind. Commissioner Ravanese asserted he disagreed due to the lack of recreational facilities in the Town. Discussion continued.

Mr. Serda recognized Mr. Bloom, staff, and the Town's consultants for their effort toward creation of the Fiscal Year 2025 Budget.

Vice Mayor Baldassarre shared her pride in the participation of staff in professional organizations on the County and State level. Mr. Serda highlighted leadership roles held by members of staff.

II. RESOLUTIONS & CONTRACTS

A. Resolution No. 2024-30

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING A PRELIMINARY MILLAGE RATE FOR THE TOWN'S GENERAL OPERATING BUDGET PURPOSES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025, AND PROVIDING FOR THE ESTABLISHMENT OF AND SETTING FORTH THE DATE AND TIME OF PUBLIC HEARINGS TO FORMALLY ADOPT THE FY 2024-2025 TENTATIVE MILLAGE RATE.

Motion made by Commissioner Ravanese, seconded by Commissioner Andreano, to adopt a Tentative Millage Rate of 3.50. In a roll call vote, the **motion** passed unanimously. (5-0)

Mr. Doody read the Resolution by title only. He stated the rate of 3.50 was 6.23 percent higher than the roll back rate of 3.2947 mils.

Motion made by Vice Mayor Baldassarre, seconded by Commissioner Reiser, to adopt Resolution 2023-30. In a roll call vote, the **motion** passed unanimously. (5-0)

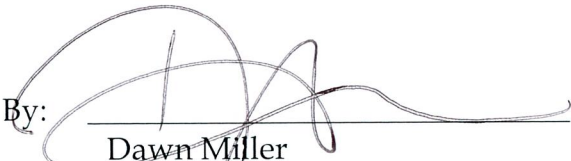
III. PUBLIC COMMENTS

None.

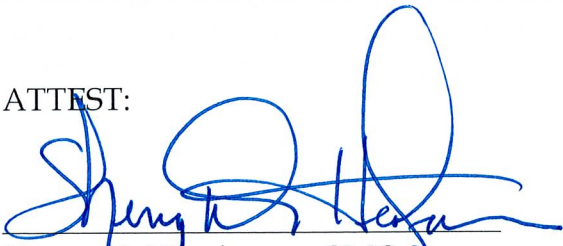
IV. ADJOURNMENT

Motion made by Vice Mayor Baldassarre, seconded by Commissioner Ravanesi, to adjourn the meeting at 11:09 a.m. In a roll call vote, the **motion** passed unanimously. (5-0)

ADOPTED THIS 10th DAY OF September, 2024

By: 
Dawn Miller
Mayor

ATTEST:


Sherry D. Henderson, CMC
Town Clerk
9/10/2024