



**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
APRIL 1, 2025**

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
Vice Mayor David A. Ravanese
Commissioner Vinnie Andreano
Commissioner Jane Reiser
Commissioner Heather Berman

Town Staff:

Town Manager William "Mac" Serda, ICMA-CM
Donald J. Doody, Town Attorney, Esq.
Town Clerk Sherry D. Henderson, CMC
Interim Police Chief Rob O'Neill

APPROVAL OF AGENDA

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

Vice Mayor Ravanese thanked Mayor Miller, his fellow Commissioners, and Town Staff for their consideration during his recent illness.

I. APPROVAL OF MINUTES

- a. March 4, 2025 Board of Zoning Appeals Hearing**
- b. March 4, 2025 Regular Commission Meeting**
- c. March 18, 2025 Reorganization Meeting**

Motion made by Vice Mayor Ravanese, seconded by Commissioner Reiser, to approve a, b, and c collectively. In a roll call vote, the **motion** passed unanimously (5-0).

II. PRESENTATIONS

A. Proclamation Recognizing Child Abuse Prevention Month (April 2025)

Motion made by Vice Mayor Ravenesi, seconded by Commissioner Berman, to table this Item until later in the meeting. In a roll call vote, the **motion** passed unanimously (5-0).

III. CONSENT AGENDA

A. Invoices for Approval

a. CG&A	#1519636	Feb	\$530,620.73
b. Inframark	#144910	Feb	\$8,398.29
c. GCDE	#70409	Feb/Mar	\$3,977.60 (General Matters)
d. GCDE	#70413	Feb/Mar	\$6,170.40 (RCrusco Rezone)

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

Motion made by Vice Mayor Ravenesi, seconded by Commissioner Andreano, to hear Item II (Presentations) at this time. In a roll call vote, the **motion** passed unanimously (5-0).

II. PRESENTATIONS

A. Proclamation Recognizing Child Abuse Prevention Month (April 2025)

Mayor Miller read a Proclamation recognizing April 2025 as Child Abuse Prevention Month in Hillsboro Beach. The Proclamation was accepted to Nicholas Hessing, Government Affairs Manager for the Children's Services Council of Broward County.

IV. STAFF UPDATES

A. Finance Department – Fiscal Year Quarterly Report

Stephen Bloom, Inframark

Finance Director Stephen Bloom gave a PowerPoint presentation on the first quarter of fiscal year (FY) 2024-2025, which ran from October through December 2024. Property

taxes were received in December, providing the General Fund with a surplus of \$3.56 million. These funds will be used throughout the fiscal year.

Additional revenues received within the first quarter include:

- Local taxes
- Intergovernmental revenue
- Fines and forfeitures

Mr. Bloom advised that a presentation on the second quarter will be given at the next Town Commission meeting and will reflect the receipt of roughly 50% of the Town's funds for the year.

In terms of spending, some expenses are slightly above the quarter mark. This is primarily a timing issue, as the Town's annual debt service payment is due in the first quarter. All other normally operating Departments are either at or below budget currently.

Mr. Bloom noted that the first quarter report shows a transfer from the General Fund to cover the beach loan, which will serve as a bridge loan until funding is received. The funds have since been received from the state and the loan was paid back with this grant money.

The Town's special revenue funds are funded with money from specific sources, such as grant funds or fees. These include the Community Bus fund, Marine Law Enforcement, building permits, Planning and Zoning/Code Compliance, and the federal forfeiture fund, which funds non-operational Police Department expenses.

The Water Fund is in a favorable position by \$157,000, which is very strong for the first quarter. This reflects a surplus of roughly \$89,000 in operations as well as a deficit in debt service. The latter occurs every year because one of the Town's two loans is funded through surcharges on water bills. The second loan is funded with normal water billings.

Revenue from the Water Fund constitutes approximately 23% of the annual budget in the first quarter. Billings are up by 2.6% for the year. Mr. Bloom recalled that water rate increases were implemented in March 2024; however, actual consumption was down for the first two months of the fiscal year before rebounding in December. The Water Fund spending was just under 22%.

Fuel costs were less than \$3/gallon in the first quarter after having ended FY 2024 at \$3.21/gallon. A workers' compensation claim from 2024 remains open with costs of roughly \$365,000. Insurance related to these claims decreased from \$126,000 in 2016 to

only \$50,000 in 2024. Costs thus far in FY 2025 have been \$14,000. Because workers' compensation is a function of both payroll dollars and claims, these costs will rise as payroll costs increase.

B. Police Department

Interim Police Chief Rob O'Neill

Interim Police Chief Rob O'Neill reported that new Police Cadets continue to make progress through and towards the Police Academy. One full-time Officer is progressing through the Field Training Officer (FTO) program as well.

Chief O'Neill continued that the March 2025 Coffee with a Cop event was attended by 30 participants, who saw a presentation on active assailant awareness.

C. Building Department

George Folles, Building Official, CG&A

Building Official George Folles reported that the Related Group has committed all piles on Parcel B. Over 600 piles were installed according to Code. Preliminary footing and concrete inspections have also been made by both the Town and the group's Special Inspector.

On Parcel A, which is adjacent to the Intracoastal Waterway, work is expected to be completed on press piles later today, and some machinery will be moved offsite. Vibration monitors are located on both parcels of the project. One of these monitors was struck, and Mr. Folles advised that he had informed the developer that he was to be notified whenever this occurs. The Town Engineer is still awaiting a meeting with the Related Group's engineer to address some items.

Permitting reviews has increased over the past month.

D. Code Compliance

Bernard Pita, Code Compliance Supervisor, CG&A

Code Compliance Supervisor Bernard Pita advised that there has been an increase in inquiries related to the Town's new address Ordinance. Mayor Miller noted that while the Town cannot officially recommend a vendor for new signs, Code Compliance can suggest where residents can secure the necessary signage.

The Town's compliance with sea turtle nesting season regulations is at 100%, with no complaints from any of the nonprofit entities who perform beach monitoring during this time.

Two Code cases related to the screening of trash receptacles are scheduled to go before the Special Magistrate, as well as one case from a multi-family development.

Two new inspections and 140 re-inspections were performed in February. The most common complaint was about work without a permit, which appears to be increasing. Mr. Pita continued that he is also monitoring construction sites to ensure they are properly maintained.

V. TOWN MANAGER REPORT

A. Music on the Green “Elvis Tribute”

7:00 pm Wed, April 23, 2025

Town Manager Mac Serda reminded all present that the Broward League of Cities Annual Gala is scheduled for June 7, 2025. The Town is a premium sponsor of this event.

On April 26, 2025, the Town will provide household hazardous waste pickup and document shredding services from 9 a.m. until 12 p.m. The Blood Drive is scheduled from 8 a.m. to 1 p.m.

The Town’s contractor for the undergrounding of utilities continues to work with Florida Power and Light (FPL) as well as other carriers with utilities located on poles. The intent is to get a sense of where this project would start and end. The Town is waiting for that report, as well as the costs associated with other utilities. He anticipated that this would be a six-month process.

Mr. Serda continued that Commissioner Andreano located a vendor who would be able to perform the root pruning necessary for the installation of a new bocce court. The vendor has performed a site visit. The service will remain out for bid until April 11, 2025. The goal is to have the new court completed by summer, with additional improvements to follow.

Before work can be done on the new parking lot, a survey of the parcel and its slope must be done. Once this is done, the design process on the parking lot and its drainage can begin. The survey will take approximately six weeks.

VI. TOWN ATTORNEY REPORT

None.

VII. TOWN COMMISSION COMMENTS/REPORTS

Mayor Miller encouraged all residents to attend the upcoming Music on the Green event scheduled for Wednesday, April 23, 2025, at 6:30 p.m.

Mayor Miller continued that she was in Tallahassee the previous week with other representatives with the Florida League of Mayors for Florida Legislative Days. The greatest concern at present is proposed legislation that would cut property taxes. These taxes comprise roughly 85% of the Town's budget. She encouraged residents to keep abreast of this issue and speak to elected officials if they have the opportunity.

Another item of interest was the Live Local Act, which is a state law intended to increase affordable housing. While there are several positive aspects of this legislation, it also takes away municipal control of affordable housing units and how they are built. Mayor Miller emphasized the importance of Home Rule. She concluded that she has also spoken with the Town's state legislators as well as the Town's lobbyist. She characterized her time in Tallahassee as very productive and informative.

Mr. Serda added that CG&A follows state legislation as well, noting that another provision of the Live Local Act would require municipalities to adopt an Ordinance to allow for the addition of accessory dwelling units but with no ability to regulate them. He cautioned that there are several potentially preemptory bills in the State Legislature during this session.

The Commissioners and Town Manager further discussed some of the potential legislation, as well as any actions a municipality or residents can take to affect this legislation.

Commissioner Reiser stated that an in-person Condo Forum is scheduled for April 17, 2025 @ 10:30 a.m. It will include a visit to the Rosewood Residences sales office.

Commissioner Reiser added that in July 2024, she was contacted by the editor and producer of online content at PBS, who was interested in a story on the Barefoot Mailman. She put the editor in touch with local historians (Former Mayor Carmen R. McGarry) who could provide information. She concluded that the content is almost complete, and she will apprise the Commission of when it is available online so the public can be notified.

VIII. PUBLIC COMMENTS

At this time Mayor Miller opened the public hearing.

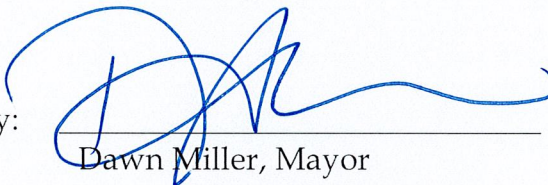
With no other individuals wishing to speak at this time, Mayor Miller closed the public hearing.

IX. ADJOURNMENT

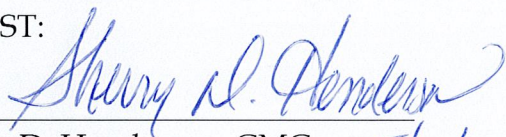
Motion made by Vice Mayor Ravenesi, seconded by Commissioner Andreano, to adjourn. In a roll call vote, the **motion** passed unanimously (5-0).

With no further business to come before the board, the meeting was adjourned at 9:52 a.m.

ADOPTED THIS 6th DAY OF MAY, 2025.

By: 
Dawn Miller, Mayor

ATTEST:


Sherry D. Henderson, CMC
Town Clerk 5/6/2025

