



HILLSBORO
BEACH *florida*

MINUTES
TOWN OF HILLSBORO BEACH
REGULAR COMMISSION MEETING
JULY 1, 2025

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 Vinnie Andreano
Commissioner Jane Reiser

Vice Mayor David A. Ravanese
Commissioner Heather Berman

Town Staff:

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

I. 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).

II. APPROVAL OF MINUTES

- a. June 3, 2025 Board of Zoning Appeals Minutes**
- b. June 3, 2025 Regular Commission Meeting Minutes**

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

III. PRESENTATIONS

- A. Town Investment Report and Future Outlook**
Presented by John Mousseau, Cumberland Advisors

John Mousseau, representing Cumberland Advisors, provided the Town's Investment Report and future outlook, explaining that the base outlook for the Town's portfolio is that the economy is gradually slowing, as shown by a number of indicators. He advised that the Federal Reserve is likely to lower interest rates within the year. He also noted that while tariffs will be inflationary, the scope of pending tariffs is not yet known. In a weakening economy, the result of tariffs is more likely to be reduced or delayed consumption rather than inflation.

Mr. Mousseau stated that the Town's portfolio is a short-term portfolio. The most important step in managing money is to focus on economics rather than politics. He added that the Town may wish to review its investment policy for potential changes, possibly allowing for slightly longer securities in expectation of lowered interest rates. The portfolio is very conservative, invested mostly in treasuries, U.S. agencies, corporates, and taxable municipal bonds.

One meaningful change made to the Town's portfolio over the past few months is the inclusion of more treasuries. This is due in part to concern with the deficit, as well as the recent downgrade of U.S. debt from AAA to AA+.

Mr. Mousseau provided historical data related to current interest rates, including effects dating back to the COVID-19 pandemic of 2020 as well as historical activity by the Federal Reserve, market reaction to this activity, and their effects on short-, intermediate-, and long-term interest rates.

The consumer price index (CPI) has lowered significantly, which is good for the bond market as well as the Town's bond portfolio. Trailing inflation has decreased from 2.9% to 2.4% since the beginning of 2025. This is due in part to higher rates as well as the slowing of the economy.

Yield curve inversion refers to the fact that short-term rates are currently higher than long-term rates. This is not a common occurrence, and typically precedes a slowdown or recession. The reaction by financial institutions typically includes restricting credit to better customers only, which results in a slowdown. Private equity and private credit also play a role in lengthening the extension before a slowdown.

A question was asked regarding what might happen if the current budget bill is not passed. Mr. Mousseau replied that the tax rate would return to the 2017 rate, which would result in a tax increase. The proposed bill not only extends existing tax cuts but provides higher deductions for state and local taxes, including property taxes.

Mayor Miller requested additional information on yield curve inversions. Mr. Mousseau replied that while the most recent inversion was much greater than previous

occurrences, no recession has resulted thus far. He stated again that this was affected by the increase in the money supply, which remained in the financial system for a longer than usual time.

Mayor Miller asked if the Town should alter the maturity aspect of its investment policy. Mr. Mousseau clarified that he would like to review the policy further to determine if changes should be made, and advocated for minor changes, if any.

Commissioner Berman requested more information regarding milestones for the portfolio's performance. Mr. Mousseau noted that there is a one- to three-year treasury agency index which the portfolio has exceeded through the end of May 2025.

Mr. Mousseau concluded that he would send copies of his PowerPoint presentation to the Commissioners.

IV. RESOLUTIONS & CONTRACTS

A. Resolution 2025-23

Consideration to Approve and Authorize the Appropriate Town Officials to Execute the Third Amendment to and Restatement of the Transportation System Surtax Local Agreement with Broward County.

Town Attorney D.J. Doody read the Resolution by title only.

Mayor Miller noted that this Resolution addresses the 2025 amended and restated Broward County transportation system surtax inter-local agreement, which provides for 1% transportation surtax approved by referendum. The proceeds of this surtax are spent on authorized transportation and transit projects.

Town Manager Mac Serda explained that most of the Town's proceeds from the 1% surtax serve to reimburse the Town for its community shuttle service. Before the passage of the surtax, the Town paid approximately 50% of shuttle costs, which were approximately \$60,000 each year. The shuttle is now fully funded by Broward County. The Town has been interested in changing this service to a point-to-point microtransit system, similar to ride-sharing service, which would allow residents to call the shuttle using a mobile app and request transportation to destinations within the Town.

The new agreement includes a section that addresses on-demand transportation services. While the Town does not qualify for these services at present, they may be able to access them in the future. Considerations for these services include potential designation of microtransit stops for on-demand shuttle pickup. Mr. Serda concluded

that the amendment is good for the Town and its shuttle, and Staff recommends its approval. The amendment will reimburse the Town for the full expense of its shuttle.

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

B. Resolution 2025-24

Consideration to Approve American Underwater Contractors to Inspect the Town's Fourteen (14) Existing Swim Zone Buoys and Authorize the Purchase and Installation of Sixteen (16) New Ocean Regulatory Buoys with American Underwater Contractors for \$18,894.72 to include Installation, Freight, Mobilization, Commercial Dive Boat, Dive Team and All Equipment at Pre-identified Locations along the Perimeter Line in the Atlantic Ocean East of the Town of Hillsboro Beach.

Town Attorney Doody read the Resolution by title only.

Mayor Miller noted that the Town has 30 vessel exclusion/swim zone buoys installed 300 ft. from the shoreline in order to protect that area from vessels. On May 2, 2025, the Town issued a request for proposal to replace missing buoys and inspect the remaining buoys to ensure they are in good condition. Only one company submitted a quote, which is before the Commission at this time.

Mayor Miller continued that American Underwater has previously performed work for the Town and is familiar with its needs. They operate in a specialized field and offer services that not all marine contractors are licensed to perform.

Mr. Serda added that the Town issued a purchase order for the missing buoys in June 2025, which is now before the Commission for after-the-fact approval in order to ensure compliance. He explained that he had not wanted to wait longer with open gaps among the buoys. He has reached out to other marine contractors to solicit quotes, but not all contractors responded or offered reasonable prices. American Underwater offered the only responsive bid.

Mr. Serda continued that overage/underage is built into the contract, as the Town Manager has the authority to exceed the amount by \$5,000. Should the estimate be exceeded by more than this amount, he will return to the Commission to seek permission for the overage.

Mr. Serda further clarified that turbulence in the ocean can result in covering of anchors, weights, or lines with sand, which can make it difficult to locate them. If these components cannot be found, there is an additional \$574 charge to replace them. It is

not included in the contract because the contractor anticipates being able to find the components.

Motion made by Commissioner Andreano, seconded by Vice Mayor Ravanese, to approve Resolution 2025-24. In a roll call vote, the **motion** passed unanimously (5-0).

C. Resolution 2025-25

Consideration of the Hillsboro Beach Town Commission to Accept the Selection/Evaluation Committee Recommendations of Firms for Request for Qualifications RFQ 2025-02-01 Comprehensive Vulnerability Assessment and Authorize the Appropriate Town Officials to Negotiate and Execute Agreement to Complete a Comprehensive Vulnerability Assessment of the Town's Infrastructure and Critical Facilities Resulting in the Development of Mitigation and Adaptation Strategies for Existing Infrastructure.

Mayor Miller explained that this Resolution will address the recommendations and rankings related to the Town's vulnerability assessment, which is funded pursuant to Section 287-055 of Florida Statutes, the Consultants Competitive Negotiations Act (CCNA). The Town has invited all firms to submit statements of their qualifications and how they would complete this assessment. A number of firms responded and were ranked by a Selection Committee.

Mr. Serda further clarified that the Florida Department of Environmental Protection (DEP) awarded the Town \$350,000 for the completion of a vulnerability assessment, which is a precursor for all Florida municipalities so there is a statewide overview of the vulnerability assessment regarding sea level rise, rain intensification, and other climate-related conditions over the past few years. The Town has developed a scope of work and issued a request for qualifications (RFQ).

Mr. Serda continued that the Selection Committee included the Town's Building Official, and the water plant supervisor. The process was overseen by the Town's Procurement Manager. Two firms emerged as the dominant respondents: Kimley-Horn and Associates and Cummins Cederberg. The Committee slightly recommended Kimley-Horn; however, Mr. Serda recommended that both firms be ranked, with Cummins Cederberg ranked first, noting that the CCNA does not allow the Town to use any budget or dollar figure in making their selection. He was not certain that either firm would be able to conduct the assessment within the \$350,000 budget, which was why he felt at least two options should be provided. The Town has approximately one year to complete the assessment.

Town Attorney Doody further clarified that the CCNA procedure is required only for negotiations.

Motion made by Vice Mayor Ravanese, seconded by Commissioner Berman, to approve the ranking recommended by of the Town Manager and authorize negotiations with Cummins Cederberg, ranked first, and also with Kimley-Horn, ranked second.

Commissioner Reiser stated that she agreed with the Town Manager's recommendation, recalling Cummins Cederberg's previous work with the Town. Mayor Miller added that this firm engaged meaningfully with the Town in the past in addressing issues that arose during previous work.

In a roll call vote, the **motion** passed unanimously (5-0).

Town Attorney Doody read the Resolution by title only.

Motion made by Vice Mayor Ravanese, seconded by Commissioner Reiser, accepting the recommendation of the Town Manager. In a roll call vote, the **motion** passed unanimously (5-0).

V. CONSENT

1. CG&A #1971604	May 2025	\$13,809.57
2. GCDE #71952	June 2025	\$120.00 (Labor Matters)
3. GCDE #71954	June 2025	\$7,754.30 (RCrusco & CDoherty ORD 12-269)
4. GCDE #71953	June 2025	\$4,484.90 (General Matters)
5. GCDE #71955	June 2025	\$90.00 (HUD Foreclosure)

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

VI. STAFF UPDATES

A. Finance Department

Fiscal Year 2024-2025 2nd Quarter Report
Stephen Bloom, Finance, Inframark

Finance Director Stephen Bloom reviewed the second quarter of fiscal year (FY) 2025, including the following updates:

- Property taxes: 91% collected, resulting in roughly 86% of the year's total revenue
- Interest income: \$183,000 for the first half of the year, on pace to exceed the total budget
- 48% expenditure rate across the first two quarters

The Town has a number of special revenue funds which include the following:

- Surplus of approximately \$11,000 in the Bus Fund, with expenses under budget
- Enhanced Marine Law Enforcement Grant (EMLEG) is at 53% expenditure; the goal is to spend the full value of this grant, which is fully reimbursed
- Building/Permitting Fund has a surplus of approximately \$340,000
- Planning and Zoning/Code Compliance revenue comes from Planning and Zoning fees as well as Fire fees
- Federal Forfeiture Funds: while this fund is not included in the budget, its cash balance as of March 2025 was roughly \$960,000

The Town's previous beach loan has been paid off using grant funds, which leaves only the most recent loan. Regarding capital projects, there is the major beach project as well as deposits for projects related to Town Hall, parking, the bocce court, and other miscellaneous items. These projects are within budget.

The Water Fund, with debt service removed, is roughly \$359,000, with a surplus of \$211,000 for operations. The debt service runs at a deficit because when the surcharge began, it was collected slightly early, ahead of the principal and interest. Each year, instead of increasing the surcharge, this amount is applied against debt service.

Water service is at 48.2%, or just under budget. Billings are up year-over-year from March 2024 by 7.7%. Spending is at approximately 42%, with most savings coming under operating expenses, which are 38%. Both loan payments were made in March.

Mr. Bloom reviewed the following key performance indicators (KPIs):

- Fuel costs: average price per gallon is \$3.04; both fuel costs and gallons purchased have decreased from the previous year
- Workers compensation: there is roughly \$13,000 in open claims so far in FY 2025; this amount was \$364,000 in FY 2024
- Premiums: the Town is at \$28,000 halfway through the year, which is consistent with the last two to three years; the last significant increase in premiums came in 2016, when they arose to \$126,000 for the year; premiums in FY 2024 were \$50,000

B. Police Department

Rob O'Neill, Chief of Police

Police Chief Rob O'Neill reported that one new cadet is soon expected to become an Officer and is involved in field training programs. A new Communications Resource Officer with 30 years' experience was also added.

Arrests increased slightly in May 2025 due to domestic violence. There was also a significant fraud case, which will be part of the regular discussion by Police at community meetings and Coffee With a Cop events. The Police also assisted the Broward Sheriff's Office (BSO) Internet Crimes Against Children division.

Mayor Miller addressed fraudulent activity and the vulnerability of older residents to this activity, noting that victims are often embarrassed if they need this type of Police assistance. Chief O'Neill emphasized that this is often part of the scam itself. The loss in this case was substantial.

Mayor Miller addressed drones over residential properties, requesting clarification of the appropriate action when this happens. Chief O'Neill stated that residents should call the Police, who will contact the drone operator to ensure they are following appropriate protocols or take action if this is not the case. Individuals are not legally permitted to take action against drones.

C. Building Department

George Folles, Building Official, CG&A

Building Official George Folles reported that reviews and inspections are up-to-date. Most of the work underway in the Town is related to the Rosewood project, with Parcel A located on the Intracoastal Waterway and Parcel B on the ocean. Inspections are up-to-date on both parcels.

Mayor Miller asked if there have been any questions from residents in relation to a new law, including how long residents have to remedy issues. She explained that some residents had reached out to the Town because they were troubled by their condominium boards' handling of inspections, repairs, and other aspects of the new bill. Mr. Folles advised that most of the calls he receives are in relation to concrete restoration permits and replacement of windows/sliding glass doors, as some condominium boards are recommending that these fixtures be replaced with impact-resistant glass; however, Florida Building Code does not require this replacement.

Mr. Folles stated that when a concrete restoration permit is issued, a Special Inspector or engineer performs the inspection and provides the Town with reports so they may follow up. Owners are permitted to reinstall their existing fixtures, as they are grandfathered under previous approval.

D. Code Compliance

Bernard Pita, Code Compliance Supv, CG&A

Mr. Serda referred the Commission members to the listing of Special Magistrate cases in their Agenda packets. He noted one case which addresses the timely filing of building certification reports, as well as new cases involving seawall and home maintenance along A1A.

VII. TOWN MANAGER REPORT

A. FY2026 Proposed Budget Calendar

Budget Workshop – Tue July 31, 2025 at 10:00 am

1st Millage Rate & Tentative Hearing – Wed Sept 3, 2025 at 5:01 pm

2nd Millage Rate & Final Budget Hearing – Mon Sept 15, 2025 at 5:01 pm

Mr. Serda reviewed the Town's upcoming budget meeting calendar dates, clarifying that the July 31, 2025 meeting will be the budget workshop, at which Staff presents the budget to the Commission to ensure that the Commissioners' priorities are addressed, as well as items the Town hopes to accomplish during the next year. The tentative millage rate will also be established at this meeting.

Mr. Serda requested that the Commissioners check their personal schedules to ensure they are able to attend the budget meetings, which must be advertised to the public.

B. Update on Town Hall Interior Paint Project

Mr. Serda continued that the interior of Town Hall has been painted and the window treatments replaced, both with little effect to operations. One window will be replaced. More improvements are planned.

C. Update on Bocce Court Installation

The bocce court has been constructed and amenities and compatibility with the Americans with Disabilities Act (ADA) are underway. Mr. Serda noted that the Commission was provided with two quotes for the installation of pavers, pointing out that the paver area has been reconfigured for expansion and to allow for installation of benches. The proposed cost of the pavers is approximately \$8,000. The Commissioners agreed with the proposal by consensus.

D. Update on Town Hall Parking Lot Redesign

Mr. Serda noted that the engineering phase of this project should be complete in less than 30 days. He recalled that Vice Mayor Ravanese had suggested the inclusion of electric vehicle (EV) charging spaces, and advised that Staff is reviewing the plans to determine whether or not space is available. This proposed inclusion will come before

the Commission for approval. Overall construction costs are expected to be significantly lower than originally estimated.

E. Update on FPL Underground Utility Burial

Mr. Serda stated that Florida Power and Light (FPL) is expected to complete its binding cost estimate within the next two months, which will provide the Town with a range of the areas on which they can proceed with undergrounding of utilities. Once the design and location are determined, the Town will reach out to AT&T and other utility providers to discuss their costs for burying utilities. They will then reach out to individual parcel owners to discuss easements. He estimated that the project will be able to go out for bid by the beginning of 2026.

Mr. Serda also noted that in compliance with recently passed state law, the Town has discontinued the provision of fluoride at its water treatment plant. He concluded that in advance of the July 31 budget workshop, there will be a 9 a.m. special meeting of the Board of Zoning Appeals to hear a variance request.

Mayor Miller asked if updates are available regarding plans for the Broward County Solid Waste Authority. Mr. Serda replied that he attended a meeting for elected officials and municipal staffs, at which the expansion of Monarch Hill and the conversion of waste to energy were discussed. Each participating jurisdiction will be asked to determine what they can do to minimize the amount of tonnage in the waste stream and change public behavior to encourage recycling.

The Commissioners discussed requirements for recycling and solid waste disposal, as well as bulk pickup and discouragement of single-use plastics.

VIII. TOWN ATTORNEY REPORT

A. Discussion on Code Liens for 1205 & 1206 Hillsboro Mile, Hillsboro Beach, FL 33062

Town Attorney Doody stated that title to the property located at 1205 and 1206 Hillsboro Mile has been conveyed to a new owner. He explained that in his experience, when property with a lien is conveyed, the new owner often reaches out to negotiate relief. This has not yet occurred with the subject property.

Town Attorney Doody continued that if the Commission is amenable, he will reach out to the new owner's counsel to determine their position regarding the liens and future development of the property, and will then report back to the Commission.

Mayor Miller noted that Town Staff has had several conversations with the previous property owner, and expressed dissatisfaction that the property was sold without first resolving the liens, which are substantial. She recommended that in addition to clarifying the new owner's intentions, Staff also communicate the Commission's intent to pursue foreclosure if the new owner does not enter into negotiations.

Mr. Serda added that there has been activity on the site from the new purchaser, including steps toward the demolition of the existing property. He asked if the Town is required to allow the new owner to bring the parcel into compliance. Town Attorney Doody confirmed that the first step toward settlement of a lien is bringing the property into compliance.

Town Attorney Doody continued that once the property is brought into compliance, the traditional next step is for the owner to make an offer toward paying or reducing the lien. All of these steps would come before the Commission unless the new owner chooses to bring the property into compliance and then pay the lien in full.

IX. TOWN COMMISSION COMMENTS/REPORTS

Commissioner Reiser provided an update from the June 19, 2025 Condo Forum meeting, at which an overview of new Florida legislation was presented and discussed. Topics included a new requirement for condominium board members to undergo ethics training.

Mayor Miller recalled that the Town has made funding requests of the Florida Legislature, and the Governor has not yet signed the budget into law. She has not received confirmation of all the budget allocations, although there has been indication that the Town's funding was approved. This funding includes two components: replacement of a water pipeline at the bridge from Lighthouse Point, for which \$425,000 was requested, as well as \$900,000 for the water treatment plant. Official confirmation is still forthcoming.

X. PUBLIC COMMENTS

At this time Mayor Miller opened the public hearing, which she closed upon receiving no input.

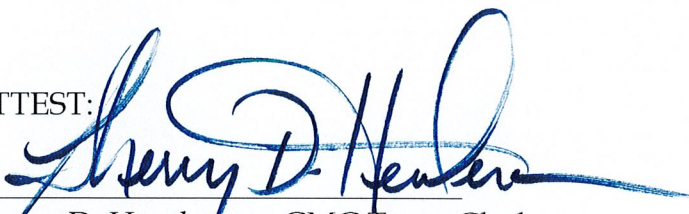
XI. ADJOURNMENT

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

The meeting was adjourned at 10:53 a.m.

ADOPTED THIS 9th DAY OF SEPT, 2025.

By: 
Dawn Miller, Mayor

ATTEST: 
Sherry D. Henderson, CMC Town Clerk

**TOWN OF HILLSBORO BEACH
1210 HILLSBORO MILE
HILLSBORO BEACH, FL 33062**