



**MINUTES  
TOWN OF HILLSBORO BEACH  
REGULAR MEETING OF THE TOWN COMMISSION  
JANUARY 5, 2016**

**TUESDAY**

**9:00AM**

**CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

The Mayor called the meeting to order at 9:06 AM. The Interim Town Clerk called the roll with the Commission members and staff present as listed below, followed by the Pledge of Allegiance.

**Town Commission:**

Mayor Richard Maggiore  
Vice Mayor Deb Tarrant  
Commissioner Vicky Feaman

Commissioner Troy Link  
Commissioner Carmen McGarry

**Town Staff:**

Town Manager Robert Kellogg  
Chief Thomas Nagy  
Interim Town Clerk Sandra Demarco

Town Attorney D.J. Doody  
Elliot Garay, Water Plant Superintendent

1. **PUBLIC HEARING TO CONSIDER ADDING SURCHARGE TO RESIDENTIAL WATER BILLS FOR THE PURPOSE OF CONSTRUCTING A NEW WATER MAIN ON HILLSBORO MILE**
  - a. Presentation on Surcharge – Stephen Bloom  
Town Manager Kellogg reported the public hearing was noticed as required.

Mr. Stephen Bloom addressed the Board and the audience with a presentation of the water line project. The project is estimated to cost \$5.7 Million. The annual surcharge of \$11.03 per multi-family unit and \$17.65 per single family unit will provide the \$347,000 a year needed to pay the debt service on the 20 year loan anticipated to be made to the Town by the Florida State Revolving Water Loan.

Mayor Maggiore opened the public hearing.

Several residents questioned the methodology used to determine the surcharge. The Mayor suggested they bring proposed alternative surcharges to the next meeting for the Commission to review.

- b. Review of Plans for Water Line Project – Peter Moore  
Peter Moore provided an overview of the project and timeframe. As of today approximately 40% of the project has been designed. Total project cost is estimated to be approximately \$5.3 Million. Final design expected to be ready for approval at the March 1, 2016 meeting. Location of

the water lines will be on the west side of the road.

Concerns were raised about the cost of restoration to A1A and whether coordination with Broward County could minimize the financial impact to the Town. Mr. Peter Moore indicated he discussed with Broward County Sanitary Department and it is not possible to coordinate projects at this time. He also spoke with FDOT and improvements to A1A are not in their five year plan.

The public hearing was closed

Mr. Stephen Bloom reviewed the proposed increase in water and sewer rates, which will cover other annual maintenance projects for the Water Department. A public hearing is scheduled for February 2, 2016.

**7. LEGAL**

a. First Reading of Ordinance 279: Authorizing Surcharge

Town Attorney Doody read Ordinance 279 by title only.

*Commissioner McGarry made a motion to approved Ordinance 279 and Commissioner Feaman seconded the motion, which passed unanimously.*

b. First Reading of Ordinance 280: Authorizing Increase in Water Rates

Town Attorney Doody read Ordinance 280 by title only.

*Commissioner McGarry made a motion to approved Ordinance 280 and Commissioner Link seconded the motion, which passed unanimously.*

**12. POLICE**

**MAYOR MAGGIORE**

a. Department - Update

Chief Nagy provided an update on his training schedule for the year. He also indicated Coffee with a Cop is scheduled for January 6, 2016 at Town Hall. He was recognized by the Commission for being appointed Vice President of the Broward County Police Chiefs Association.

**10. BEACH**

**VICE MAYOR TARRANT**

a. Update on Efforts to Work with Deerfield Beach - Ken Oertel

b. Consideration of Resolution 2016-831, Initiating Florida Statute 164 with Regard to the Deerfield Beach Groins and Revetment (Action Item)\*

Vice Mayor Tarrant provided an overview of the issues causing erosion problems on beach and introduced Mr. Ken Oertel, the Town Environmental Attorney.

Mr. Ken Oertel provided a detailed review of Florida Statute 164 and the permits issued by the Army Corps of Engineers as well as the Internal Land Management Trust Fund to Deerfield Beach for the groins. The permits clearly state if the groins have an adverse impact on Hillsboro

Beach, it is Deerfield Beach's responsibility to take corrective action. Deerfield Beach must provide free passage (public access) if restricted by the rock revetment. Mr. Ken Oertel went on to say he submitted a letter to DEP regarding permit conditions not being met. Generally said, there was a lack of interest from Deerfield Beach to attempt to resolve the issue. He anticipates the 164 action will take two to three months to complete as the statute dictates a detailed schedule.

Several residents inquired as to the process, timeframe and cost that may be incurred with this effort.

Town Attorney Doody read Resolution 2016-831 by title only.

*Vice Mayor Tarrant made a motion to adopt Resolution 2016-831 and Commissioner Feaman seconded the motion, which passed unanimously.*

Mr. Rene Males complimented Vice Mayor Tarrant for getting this done

**2. APPROVAL OF MINUTES**

a. Minutes of the December 1, 2015 Commission Meeting

*Commissioner McGarry made a motion to approve the minutes of the December 1, 2015 meeting as presented and Commissioner Feaman seconded the motion, which passed unanimously.*

**3. BUILDING SERVICES**

**COMMISSIONER LINK**

a. Code Enforcement - Update (Julio Briceno)

Mr. Julio Bricen distributed and reviewed an updated report.

**4. FIRE SERVICES**

**COMMISSIONER LINK**

a. Monthly Update

The monthly report was previously distributed to the Commission.

**5. PRESENTATIONS**

a. Multi-Modal Transportation Vision - Barbara Blake Boy

Ms. Barbara Blake Boy of the Broward County Planning Council addressed the Board and distributed a presentation on Broward Next. The purpose of Broward Next is to highlight regional issues common to the area, including: multi modal transportation, attainable housing, targeted redevelopment, renewed partnership/intergovernmental coordination, climate resiliency, state of the art environmental protection, disaster prevention and post disaster planning.

Vice Mayor Tarrant stated the Town has a unique situation with having one road for all its residents. Safety is an issue and while the Town is willing to work with the County, it has to be relevant to the Town's needs.

b. FPL Update on Design of Underground Electric Project  
Mr. Tim Hogans of FPL provided an update on the underground electric project.

**6. CITIZEN COMMENTS – NON AGENDA ITEMS ONLY / ALLOTMENT OF 3 MINUTES PER PERSON**

Ms. Irene Kirdahy addressed the need for additional parking at Town Hall and the possibility of extending the chambers room to allow for more occupancy.

Ms. Gabriel stated the Town needs to plan to use bus for transportation more because of traffic and upcoming construction.

Mr. Al Shore stated the problem with parking is only two to three times a year.

Rhea Weiss wants to educate residents on how important it is to vote yes on the ballot for a Town Manager.

**8. WATER** **COMMISSIONER MCGARRY**  
a. Water Treatment Plant – Update

Mr. Elliot Garay reviewed his update and provided an overview of the waterline installation on 1200 Hillsboro Mile. The cost incurred by the developer was \$22,000, which will become an asset of the Town. He also reported the front automatic gate has been installed and is functioning.

b. Discussion and Removal of Invasive Plantings at the Water Treatment Plant – Resolution 2016-830 Determining All Florida Tree & Landscape, Inc. is the Most Responsive and Responsible Bidder Relative to RFP 2015-10-4

Town Manager Kellogg reported two bids were submitted and All Florida Tree & Landscaping was the lowest bidder. This bid is higher than the initial proposal, but the initial proposal did not include a one year warranty and irrigation. He recommended approval.

Town Attorney Doody read Resolution 2016-830 by title only.

*Commissioner Link made a motion to adopt Resolution 2016-830 and Commissioner Feaman seconded the motion, which passed unanimously.*

- 9. CONSENT AGENDA**
- a. Goren, Cherof, Doody & Ezrol – Invoice \$4,769.65
  - b. CB&I – Invoices \$536.25
  - c. Oertel, Fernandez, Bryant & Atkinson, P.A. – Invoices \$26,026.23
  - d. Severn Trent Services – Invoices \$16,961.72

- e. Broward County Building Department Report
- f. Financial Report
- g. Fire Report
- h. Police Department Report
- i. Transportation Report
- j. Water Department Report

*Vice Mayor Tarrant made a motion to approve the consent agenda as presented and Commissioner McGarry seconded the motion, which passed unanimously.*

**10. BEACH**

**VICE MAYOR TARRANT**

c. Property Owners Symposium – February 24, 2016

The symposium is tentatively scheduled for February 24, 2016 at Opal Towers from 9:00 a.m. to 11:00 a.m. The purpose is to provide private owners with information on ways to protect their properties should they be in imminent danger of damage. Representatives from DEP and two other entities are tentatively scheduled to attend. Further details will be provided at the February meeting.

d. MAC Update - René Malès

Mr. Malès provided an update.

- There will be a joint meeting of city and county marine advisory boards and committees on January 12, 2016. It is important to establish a relationship with them even though they deal more with marine related issues rather than beach issues.
- The next MAC meeting is scheduled for January 14, 2016.
- They are currently focusing on the development of an emergency response plan and the symposium.

**11. FINANCE**

**COMMISSIONER MCGARRY**

a. Severn Trent Financial Report Update

Stephen reviewed the November financials.

- Under 17% budget for the first two months.
- Water fund:
  - Total revenue above 19.3 % due to water usage being higher than last year.
  - Expenses are under 14%. Some variances such as overtime and annual one-time costs.
  - Overall doing well for first two months.
- General fund:
  - Total revenue 13% of annual budget.
  - First \$600,000 received in assessments.
  - Overall revenue show good numbers for first couple of months.
  - Expenditures on budget.

b. Investment Update

A total of \$3 million were invested by Cumberland Advisors and they anticipate investing another \$1 Million. A copy of the current schedule was included in the financial report. Total available liquidity is \$6.4 Million.

**12. POLICE**

**MAYOR MAGGIORE**

b. Department – Update

**13. ADMINISTRATION**

**MAYOR MAGGIORE**

a. Town Manager Report

b. Discussion of Window Bids – Resolution 2016-832, Approving and Authorizing the Execution of a Contract with East Coast & Doors, Inc.

Town Manager Kellogg recommended approval.

There was discussion as to whether the Commission should consider a long-term plan for renovating Town Hall before spending funds to replace the windows. Several items such as the roof and lack of space need to be addressed.

*Commissioner Link made a motion to table Resolution 2016-832 and direct Town Manager Kellogg to work on a task force to come up with long-term options for Town Hall and Vice Mayor Tarrant seconded the motion, which passed unanimously.*

c. Discussion of Document Scanning Bids – Resolution 2016-833, Approving and Authorizing the Execution of a Contract with The DRS Group to Piggyback Off the City of Parkland Contract

Town Manager Kellogg stated three bids were submitted and reviewed. He recommends piggybacking off of the City of Parkland. He was impressed with DRS Group’s sequence of scanning based on addresses, unit numbers, parcel numbers and permit numbers. He also stated numerous duplications were found in the records room, which can be disposed of and save thousands of dollars.

Town Attorney Doody stated you cannot piggyback without rejecting the bids.

*Commissioner Feaman made a motion to reject the document scanning bids and Commissioner McGarry seconded the Motion, which passed unanimously.*

Town Attorney Doody read Resolution 2016-833 by title only.

*Commissioner Feaman made a motion to adopt Resolution 2016-833 and Vice Mayor Tarrant seconded the Motion. After brief discussion the motion passed unanimously.*

Brief discussion then vote.

d. Proclamation Declaring March as Problem Gambling Awareness Month

*Commissioner McGarry made a motion to publish the proclamation declaring March as Problem Gambling Awareness Month and Commissioner Link seconded the motion, which passed unanimously.*

e. Resolution 2016-834, Appointing Mayor Maggiore as the Town representative to the Broward MPO

*Commissioner Link made a motion to adopt Resolution 2016-834 and Commissioner McGarry seconded the motion, which passed unanimously.*

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|---|----------------------------|
| <b>14. SANITATION/RECYCLING</b><br>a. Sanitation/Recycling – Update<br>There being none, the next item followed.      | <b>COMMISSIONER FEAMAN</b> |
| <b>15. TRANSPORTATION</b><br>a. Community Bus – Update<br>There being none, the next item followed.                   | <b>COMMISSIONER FEAMAN</b> |
| <b>16. METROPOLITAN PLANNING ORGANIZATION (MPO)</b><br>a. General Update<br>There being none, the next item followed. | <b>MAYOR MAGGIORE</b>      |
| <b>17. CONSERVATION/ENERGY</b><br>a. General Update<br>There being none, the next item followed.                      | <b>COMMISSIONER FEAMAN</b> |
| <b>18. COMMISSIONER’S COMMUNICATION – NON AGENDA ITEMS ONLY</b><br>There being none, the next item followed.          |                            |

**ADJOURNMENT**

*Commissioner Link made a motion to adjourn the meeting at 11:46 a.m. and Commissioner Feaman seconded the motion, which passed unanimously.*

**ADOPTED THIS 5<sup>th</sup> DAY OF JANUARY, 2016**

By:

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Richard Maggiore, Mayor

ATTEST:

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Sandra H. Demarco, Interim Town Clerk