



**MINUTES  
TOWN OF HILLSBORO BEACH  
REGULAR MEETING OF THE TOWN COMMISSION  
JULY 09, 2013**

**TUESDAY**

**9:00AM**

---

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

The Mayor called the meeting to order at 9:00 AM. The Town Clerk called the roll with the Commission members and staff present as listed below, followed by the Pledge of Allegiance.

**Town Commission:**

Mayor Dan Dodge  
Vice Mayor Claire Schubert  
Commissioner Jim Lambert

Commissioner Javier Garcia  
Commissioner Dick Maggiore

**Town Staff:**

Town Clerk Jean-Marie Mark  
Town Attorney D.J. Doody

Deputy Town Clerk Irene George  
Chief Thomas Nagy

**BOARD OF ZONING & APPEALS MEETING**

**1. ZONING**

**a. 1093 Hillsboro Mile - Site Plan Approval**

Town Attorney Doody swore in all those that would be testifying.

Ms. Natasha Alfonso of Redevelopment Management Associates reported the applicant is requesting site plan approval in order to construct a single family residence on vacant, unimproved land on the east side of 1093 Hillsboro Mile and a dock and seawall on vacant, unimproved land on the west side of 1093 Hillsboro Mile. Additionally, the applicant is requesting approval for a temporary building sign to be located on the property. Ms. Alfonso provided a list of deficiencies initially found followed by the applicant's corrective action. Ms. Alfonso recommended the project be approved.

Commissioner Lambert questioned whether the front wall required the 50% of open area and recalled when he built his home the 50% requirement was only for the walls to the adjacent properties and not the front wall.

Ms. Alfonso read out loud the requirement under Chapter 12 Land Development Code, Division 5, Article 13, Section 12-263 (A) (3) *all walls (excluding those between adjoining neighbors) must be constructed with a minimum of 50% open area.* Ms. Alfonso had requested the client to redesign the front wall to provide 50% open area.

Mayor Dodge stated that is not how it's been practiced or intended and most of the homes all have solid front walls.

After a brief discussion, Town Attorney Doody stated he will work with Natasha on modifying this ordinance.

Mr. Benjamin Schreier of Affiniti Architects 6100 Broken Sound Parkway in Boca Raton, Florida inquired if the wall can be a continuous 6 feet instead of broken down into 3 feet sections. After a brief discussion it was determined the wall could not be greater than 6 feet in height.

*Commissioner Garcia made a motion to approve the 1093 Hillsboro Mile Site Plan Approval subject to the conditions. Commissioner Maggiore seconded the motion which passed unanimously.*

*Vice Mayor Schubert made a motion to approve the construction sign subject to the conditions required. Commissioner Maggiore seconded the motion which passed unanimously.*

- b. 1007 Hillsboro Mile – Site Plan Amendment  
Town Attorney Doody swore in all those that would be testifying.

Ms. Natasha Alfonso of Redevelopment Management Associates provided the background on this project stating the Site Plan for the development was approved in 1994. The Final Site Plan included a 3 story single family dwelling with a four car garage and pool on the east side of SR A1A. On the west side of SR A1A, the final site plan included a wooden dock. The owner of the property is requesting a Site Plan Amendment for the eastern portion of the development. The proposed plan is to remodel the interior of the existing single family residence, add a sand-set paver deck with a fire pit on the lot, construct an enclosed porch/lanai with roof deck and add a balcony. Additionally, the applicant is proposing to remove the existing pavers along A1A and replace it with asphalt to accommodate a bike lane. Ms. Alfonso recommended the site plan amendment be approved.

*Commissioner Maggiore made a motion to approve the 1007 Hillsboro Mile Site Plan Amendment as presented. Vice Mayor Schubert seconded the motion, which passed unanimously.*

*Commissioner Maggiore made a motion to approve the construction sign subject to the conditions required. Vice Mayor Schubert seconded the motion, which passed unanimously.*

## **REGULAR TOWN COMMISSION MEETING**

Mayor Dodge opened the Regular Town Commission Meeting at 9:18 AM.

1. **APPROVAL OF MINUTES**
  - a. Minutes of the June 04, 2013 Regular Commission Meeting
  - b. Minutes of the June 04, 2013 Ethics Training Workshop
  - c. Minutes of the June 27, 2013 Special Meeting

Mayor Dodge asked if there were any additions or deletions to the minutes presented.

*Vice Mayor Schubert made a motion to approve the June 4, 2013 Regular Commission Meeting Minutes, June 4, 2013 Ethics Training Workshop Minutes and the June 27, 2013 Special Meeting Minutes as presented. Commissioner Maggiore seconded the motion, which passed unanimously.*

2. **BUILDING DEPARTMENT**

Mr. Ralph Gonzales reported he was filling in for Julio Briceno while he is on vacation. Mr. Gonzales reported on the following:

- 1189 Hillsboro Mile – Dock construction is an eye sore
- 939 & 949 Hillsboro Mile – Excessive trimming of mangroves. Area has been inspected and found it to be in compliance

3. **CODE ENFORCEMENT**

See above

4. **FIRE SERVICES**

Chief Chad Brocato was not present at the meeting

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

Mayor Dodge opened the meeting for public comments at 9:32 AM

Mr. Harry Ambrose of 1169 Hillsboro Mile provided comments on the concepts of the Kennelly project and understands Mr. Kennelly has not formally made application to the Commission. Mr. Ambrose stated the year-round property owners are not in favor of this very large project and the additional traffic is their main concern.

With no one else stepping forward Mayor Dodge closed the public comments at 9:38 AM.

6. **CONSENT AGENDA**

*Vice Mayor Schubert made a motion to approve the Consent Agenda as presented. Commissioner Maggiore seconded the motion, which passed unanimously.*

7. **BEACH**

a. Beach Renourishment Progress Update

Vice Mayor Schubert stated there was nothing to report, will have more at the September meeting and the beach is covered with turtle nests.

Commissioner Garcia stated he would like to see some type of turtle nesting reports be placed on the website.

Mayor Dodge announced the next item will be:

11. **ADMINISTRATION**

d. Proclamation – Lou Fisher

Town Attorney Doody read into record the Proclamation honoring Louis Fisher.

*Vice Mayor Schubert made a motion to approve the Proclamation Honoring Louis E. Fisher Jr. Commissioner Maggiore seconded the motion, which passed unanimously.*

Mayor Dodge asked Mr. Fisher to step forward and spoke of the work accomplished over the years as well as his dedication. Mayor Dodge presented the proclamation to Mr. Fisher.

8. **WATER**

Mr. Jim Rabideau of CH2MHill reported the punch list is being compiled and anticipates 30-45 days for final completion.

Commissioner Garcia inquired about the hurricane preparedness plan.

Mr. Rabideau stated he will be reviewing with the Water Treatment Plant staff on the new items, whereas everything else is hardened and designed to withstand 140 mph winds. Compiling

the drawings and writing of the manual will take approximately 60 days.

Commissioner Lambert stated the original spiractor which was built in the 1960's was not removed and will need to be reconditioned and cleaned.

Mr. Rabideau stated several bids are being considered from local painting contractors. The cost will depend upon the condition of the metal

## 9. FINANCE

### a. Severn Trent - Update

Mr. Stephen Bloom of Severn Trent provided a brief overview of the May financials

- Water Fund - Revenue is at 68%, usage is down 1.5-2% and expenditures through May is at 59%
- General Fund - Revenue is at 84%. Expenditures are at 70%, slightly inflated due to the bridge conveyance. Without the bridge conveyance the expenditure would be at 67%
- Total Expenditure is below 65% - overall all departments are doing very well.

Commissioner Maggiore inquired if Mr. Bloom was aware of the fire contract will be increased.

Mr. Bloom stated he was aware of the pending increase and also stated effective July 1<sup>st</sup>, the FRS contribution will be going up.

### b. Final Audit Report

Mr. Bloom reported everything had been submitted to the state and the audit process is complete and both funds did well. The General Fund did well mainly because of the FEMA reimbursement.

### c. Millage Rate - Establish the Preliminary Millage Rate:

Town Clerk reported her conversation with Mr. Bloom and that an approved copy of the preliminary budget was not received by her. Deputy Town Clerk made copies and distributed to the Commission.

Mr. Bloom referenced Page 4, stated the top level items affecting the budget changes from one year to another.

Mayor Dodge reported the savings on the beach of \$225,000, the new trash contract at \$105,000 and police at \$35,000; a favorable impact of just over \$135,000.

Commissioner Lambert inquired about setting the proposed millage rate. Mr. Bloom also pointed out the budget notes had been included for each section. After a brief discussion, a motion was made.

*Commissioner Garcia made a motion to approve and establish the preliminary Millage Rate to be at 3.8%. Vice Mayor Schubert seconded the motion, which passed unanimously.*

**10. POLICE DEPARTMENT**

Chief Nagy reported the department is in the process of the mock accreditation and introduced to the Commission the following individuals:

- Mr. Tim Elder of the Florida Department of Law Enforcement (FDLE) Orlando, Florida
- Ms. Tammy Farnham of City of Stuart Police Department
- Mr. Nick Haupt, City of Boca Raton Police Department

**11. ADMINISTRATION**

a. Status of Codification of Ordinances

Town Clerk reported the first supplement of the Code of Ordinances had been received and distributed. The American Legal Printing provided the cost breakdown to have the Town's Code of Ordinances be made available through the internet with a link from the Town's website.

After a brief discussion on whether it would be useful to have the Code of Ordinances on-line, Mayor Dodge requested the Town Clerk provide at the next meeting the total cost.

b. Records Room

Town Clerk reported the shelving unit had been built by Julio Briceno, the room overall is more organized and during the 4<sup>th</sup> quarter she will begin the process of purging documents which can be destroyed based on the Florida Records Management Guidelines. Mayor Dodge thanked the Town Clerk for her report.

c. Town's 75<sup>th</sup> Anniversary

Mayor Dodge provided a brief overview of some ideas and plans he has been considering for the 75<sup>th</sup> Anniversary and would like to see various events take place throughout the year.

- Hillsboro Lighthouse Preservation Society will be hosting a tour in October and has agreed to tie into the 75<sup>th</sup> Anniversary.
- Bocci Ball Tournament
- N.E. Focal Pointe held their last Cuisine of the Region event at the Hillsboro Club with 420 attendees. Mayor Dodge believes another 300 in attendance would not work.
- Town Day - Host a cookout in April or November at the Hillsboro Club

Mayor Dodge asked if there were any additional ideas and who would be interested in taking charge of which event. Mayor Dodge stated he would like to see the Commission review this event at every meeting. Some of the suggestions received included the following:

- Creating another journal, similar to the 60<sup>th</sup> Anniversary
- Beach Clean Up / Earth Day
- Seasonal holiday display
- Dinner at the Hillsboro Club

Vice Mayor Schubert indicated she would be interested in working on a beach clean-up and suggested doing a cookout with it and Commissioner Garcia expressed interest in the dinner at the Hillsboro Club.

Mayor Dodge requested the Town Clerk to find out what was the overall cost of the 60<sup>th</sup> Anniversary celebration.

**12. SANITATION/RECYCLING**

a. Sanitation / Recycling - Update

Commissioner Maggiore reported only two complaints were received during the month of

June and thanked Mr. Dave Eberlin for doing an outstanding job.

**13. TRANSPORTATION**

a. Community Bus – Update

Commissioner Garcia reported the ridership is up and the Saturday service is being utilized.

b. Metropolitan Planning Organization (MPO)

Commissioner Garcia suggested the Commission may want to consider putting aside some money during the budget process to cover the cost of the sidewalk study.

**14. CONSERVATION/ENERGY**

a. FPL Energy Evaluation – Town Hall

b. FPL Energy Evaluation – Police Department and Beach Pump

c-e. FPL Energy Evaluation – Water Treatment Plant

Ms. Isabel Hebert of External Affairs and Ms. Jocelyn Wright Accounts Manager both from FPL were here to answer questions regarding the Energy Evaluations conducted.

Ms. Wright reported Town Hall would be the area that would receive the greatest savings. Ms. Wright stated she had found a varying degree in temperature throughout the building and suggested various ways the building could be more energy efficient. Some of the examples included were solar shades or films for the windows and changing the type of lighting being used. The average monthly electric bill for Town Hall runs approximately \$485.00. Ms. Wright reported LED lighting is expensive to purchase and the Town would not see a return for at least 2-3 years but the LED lighting only releases a minimal amount of heat. Ms. Wright also recommended a ventilating system be installed for the plans rooms, which will also impact on the cooling cost. Ms. Wright also briefly spoke about a reflective roof and stated FPL has a rebate program with certified contractors offering a rebate of .45 cents per square foot, PVC panels will give a return in about 5 years. Ms. Wright stated the PVC Solar Program rebate opens twice a year and the money goes quickly.

Commissioner Garcia thanked the Town Clerk for coordinating the energy evaluations.

**15. LEGAL**

Town Attorney Doody reported there is a pending lawsuit brought by a number of municipalities on the legal issues on the distribution of assets with the Resource Recovery Board. Town Attorney Doody stated he did not see any benefit for the Commission to get involved.

**COMMISSIONER’S COMMUNICATION – NON AGENDA ITEMS ONLY**

Vice Mayor Schubert stated there seems to be a great deal of agitation surrounding the Kennelly project.

Town Attorney Doody advised the Commission not to engage in speculation or to discuss as this matter could still come before them for consideration.

Commissioner Maggiore stated he has signed off on several invoices involving the surveillance cameras for the Police Department and the Water Treatment Plant and inquired what the total cost will be.


Commissioner Lambert reported the cost of the replacement and adding the additional cameras to the new Water Treatment Plant was already included.

Mayor Dodge stated if the cost was not originally included he recommended Commissioner Lambert have CH2MHill submit a change order to include the costs of the cameras.

Having no further business, the meeting adjourned at 11:47 PM

ADOPTED THIS 10<sup>th</sup> DAY OF September 2013.

By:

  
\_\_\_\_\_  
Dan Dodge, Mayor

ATTEST:

  
\_\_\_\_\_  
Jean-Marie Mark, Town Clerk