

DRAFT



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

TOWN HALL COMMISSION CHAMBERS
3614 S. OCEAN BLVD., HIGHLAND BEACH, FL

Date: July 23, 2024
Time: 1:30 PM

1. CALL TO ORDER

Mayor Moore called the meeting to order at 1:30 P.M.

2. ROLL CALL

Commissioner Judith Goldberg
Commissioner Donald Peters
Commissioner Evalyn David
Vice Mayor David Stern
Mayor Natasha Moore
Town Manager Marshall Labadie
Town Attorney Leonard Rubin
Town Clerk Lanelda Gaskins

3. PLEDGE OF ALLEGIANCE

The Town Commission led the Pledge of Allegiance to the United States of America.

4. APPROVAL OF THE AGENDA

MOTION: David/Stern - Moved to approve the agenda as presented, which passed unanimously 5 to 0.

5. PRESENTATIONS / PROCLAMATIONS

None.

6. PUBLIC COMMENTS (Public Comments will be limited to five (5) minutes per) speaker.

Assistant Fire Chief Tom McCarthy spoke about the implementation of Highland Beach Community Connect, a new program which enable a resident to register and share their information with the Fire Rescue-Department for the purpose of better serving the resident during an emergency situation. Town Staff will distribute the Highland Beach Community Connect flyer through various media such as the town's website, display at town hall, etcetera.

Town Clerk Gaskins mentioned that the Palm Beach County Supervisor of Elections Office was looking for Poll Workers for the upcoming August Primary Election.

7. **ORDINANCES** (Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.)

None.

A. Proposed Ordinance

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Article VI, "Floodplain Management," of Chapter 20, "Planning and Development of the Town Code of Ordinances to update the date of the Flood Insurance Study and Flood Insurance Maps, adopt a requirement for the accumulation of the cost of improvements over a three-year period, and provide for general updates for the Town's continued participation in the National Flood Insurance Program; providing for a fiscal impact statement; providing for applicability; providing for severability; providing for conflicts; providing for codification; and providing for an effective date.

Mayor Moore read the title of the Proposed Ordinance.

Building Official Jeffrey Remas introduced this item. The ordinances would update Highland Beach's floodplain management regulations to comply with FEMA requirements and continue participation in the National Flood Insurance Program. It also incorporates the revised Flood Insurance Study and Maps effective December 20, 2024, and introduces a three-year accumulation of improvement costs to prevent avoidance of FEMA compliance. The Town Commission recommended a five year look back instead of a three year look back.

MOTION: David/Goldberg - Moved to accept the Proposed Ordinance to the Town of Highland Beach, to amend Article VI, "Floodplain Management," of Chapter 20, with the change of a five-year look back instead of a three-year look back. Upon Roll Call: Commissioner David (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); Vice Mayor Stern (Yes); and Mayor Moore (Yes). The motion passed on a 5 to 0 vote.

8. **CONSENT AGENDA** (These are items that the Commission typically does not need to discuss individually, and which are voted on as a group.) Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.

A. Approval of Meeting Minutes

June 18, 2024 Town Commission Meeting Minutes

- B. Approve and authorize the Mayor to execute Proposal No. 20-0030-23 with the Hinterland Group, Inc. in the amount of \$78,625.00 for the rehabilitation and upgrading of Lift Station No. 1 piping project.**

Mayor Moore opened public comments for the Consent Agenda. Hearing none, she closed public comments followed by a motion.

MOTION: David/Goldberg - Moved to accept the Consent Agenda as presented, which passed unanimously 5 to 0.

- 9. UNFINISHED BUSINESS** (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. Building Department Recertification Program Update

Building Official Jeff Remas reported the following: there are eight condominium buildings actively certified (Braemar Isle, Dalton Place, Delray Sands, Highland Towers, Highland's Place, Villa Magna, Villa Nova, and Wiltshire House); five buildings are currently under review; 15 buildings need to provide additional information; 17 buildings are currently undergoing restoration; there are no buildings outside of the code of ordinance deadline at this time; letters were sent to four buildings (Sanctuary, Toscana Beach Club, Toscana North, and Villa Mare) but they are not due until December; and there are four which are not due for years (3200 So Ocean, Toscana South, Toscana West and the Villas at Highland Beach).

- 10. NEW BUSINESS** (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. Resolution No. 2024-017

A Resolution of the Town Commission of the Town of Highland Beach, Florida, setting the proposed not to exceed millage rate pursuant to Section 200.065(2)(B), Florida Statutes, and setting the date, time, and place at which a public hearing will be held to consider the proposed millage rate and tentative budget.

Mayor Moore read the title of Resolution No. 2024-017.

Town Manager Labadie and Finance Director David DiLena provided a PowerPoint presentation summarizing the Preliminary Budget for fiscal year 2025.

Mayor Moore opened the item for public comments.

Mr. Richard Greenwald provided comments.

Hearing no further comments, Mayor Moore closed public comments.

Town Manager Labadie explained staff were exploring alternative options for the project.

Town Clerk Gaskins will place the Sewer Lining Rehabilitation Project as a standing item on future Town Commission agendas.

Mayor Moore suggested coming up with a project plan with milestone deliverable dates, so it is clear that the project is a high priority.

MOTION: David/Goldberg - Moved to approve Resolution No. 2024-017 setting a not to exceed Millage Rate of 3.5875 and a hearing date of September 03, 2024. Upon Roll Call: Commissioner David (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); Vice Mayor Stern (Yes); and Mayor Moore (Yes). The motion passed unanimously on a 5 to 0 vote.

B. Approve and authorize the Mayor to execute the Interlocal Agreement for Emergency Medical and Fire assistance between the Town of Highland Beach and the City of Boca Raton which enables the Town fire-rescue services assistance when needed.

Mayor Moore read the title of this item.

Fire Chief Glenn Joseph presented this item and explained the purpose of the interlocal agreement for emergency medical and fire assistance between the City of Boca Raton and the Town. Town Commission and staff discussions ensued regarding emergency medical and fire assistance services followed by a motion.

MOTION: David/Peters - Moved to accept the Interlocal Agreement for Emergency Medical and Fire Assistance with Boca Raton. Upon Roll Call: Commissioner David (Yes); Commissioner Peter (Yes); Commissioner Goldberg (Yes); Vice Mayor Stern (Yes); and Mayor Moore (Yes). The motion passed unanimously on a 5 to 0 vote.

C. Designation of a Voting Delegate for the Florida League of Cities 2024 Annual Conference – Required Business Meetings

Mayor Moore read the title of this item.

Commissioner Goldberg offered to be the voting delegate for the Florida League of Cities Annual Conference.

MOTION: David/Stern - Moved to appoint Commissioner Judith Goldberg to the voting committee (as the voting delegate) to the Florida League of Cities. The motion passed unanimously 5 to 0.

D. Discussion of integrating the use of a Special Magistrate into the Code Enforcement Process.

Mayor Moore read the title of this item.

Town Manager Labadie presented this item. He presented three options for Town Commission consideration as follows: 1) No Action Alternative, 2) Violator Selection Option, and 3) Case Distribution by Violation Cases. Town Commission discussions ensued regarding the three options, formalized training for the Code Enforcement Board members, Town Attorney Rubin preparing a resolution to include option no. three with formal education for the board members.

It was the recommendation of the Town Commission for Town Attorney Rubin to prepare a resolution with Option No. 3 - Case Distribution by Violation Class, include language regarding educational training for board members, and background or experience of a board members. Also, when there is a triggering event to go from the Special Magistrate to the Code Enforcement Board or from the Code Enforcement Board to the Special Magistrate if one or the other is not available. Town Attorney Rubin will prepare and present the resolution at the next Town Commission meeting.

E. Discussion of 75th Town Anniversary.

Mayor Moore read the title of this item.

Town Manager Labadie presented this item and suggested a 75th Anniversary Ad Hoc Committee for this event. He explained that the committee members consist of Rev. D. Brian Horgan of St. Lucy Catholic Church, Commissioner Peters, several members of the Police Foundation and other members from the public. The 75th Town Anniversary would tie into to the Mingle & Jingle holiday event timeframe in December. He also mentioned a Firemen's Ball as a fundraiser and other events. Town Manager Labadie is looking to kick off the Ad Hoc Committee in late August and will coordinate several meetings. Town staff will assist the committee.

There was a discussion about the old Fire Rescue building department. Town Manager Labadie also mentioned a green market type of event in the near future.

11. TOWN COMMISSION COMMENTS

Commissioner Judith M. Goldberg commented on the upcoming Florida League of Cities Annual Conference in August. She will continue her participation on the Policy Committee.

Commissioner Donald Peters thanked the City of Boca Raton for the interlocal agreement as well as Fire Chief Glenn Joseph. He encouraged the residents to get involved with the 75th Town Anniversary event.

Commissioner Evalyn David thanked the City of Boca Raton and Fire Chief Joseph.

Vice Mayor David Stern thanked the Fire Chief Joseph and Fire Rescue Department. He commented on the fire inspections and the lithium ion battery powered devices. He inquired about a gas leak that may have been caused by the Florida Department of Transportation contractors. Fire Chief Joseph explained what caused the gas leak. The Fire Department will purchase some tools to address/locate leaks immediately. FDOT is also exploring other options on how to address gas leaks as well as to have Florida Public Utilities onsite in the event of a leak.

Mayor Natasha Moore spoke about an informal conversation with the City of Delray Beach Mayor.

12. TOWN ATTORNEY'S REPORT

Town Attorney Rubin had no comments.

13. TOWN MANAGER'S REPORT

Town Manager Labadie thanked the Fire Rescue Department and thanked George Brown, City Manager with the City of Boca Raton,

He announced that the salary resolution for the non-union employees will be on the next Town Commission agenda. He and Chief of Police Hartmann are working on another recruiting option for police officers and will present this information to the Town Commission at a future meeting.

14. ANNOUNCEMENTS

Board Vacancies

Board of Adjustment and Appeals Board	One (1) vacancy for a three-year term
---------------------------------------	---------------------------------------

Natural Resources Preservation Advisory Board	One (1) vacancy for a three-year term
---	---------------------------------------

Meetings and Events

July 29, 2024	10:00 A.M.	Board of Adjustment and Appeals Regular Meeting
---------------	------------	---

August 06, 2024	1:30 P.M.	Town Commission Meeting
-----------------	-----------	-------------------------

August 08, 2024	9:30 P.M.	Planning Board Regular Meeting
-----------------	-----------	--------------------------------

August 13, 2024	1:00 P.M.	Code Enforcement Board Regular Meeting
-----------------	-----------	--

August 20, 2024	Town Hall Closed due to Primary Election Day	
-----------------	--	--

July 27, 2024 10:00 A.M. Financial Advisory Board Regular Meeting

Board Action Report

None.

15. ADJOURNMENT

The meeting was adjourned at 3:53 P.M.

APPROVED: August 06, 2024 Town Commission Meeting.

Signed Minutes on file in the Town
Clerk's Office.

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

Lanelda Gaskins, MMC
Town Clerk

008/06/2024

Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the events of this meeting. Verbatim audio/video recordings are permanent records and are available on the Town's Media Archives & Minutes webpage: <https://highlandbeach-fl.municodemeetings.com/>.