

# DRAFT



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: October 15, 2024  
Time: 1:30 PM

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### **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 G. 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**

Town Clerk Gaskins added "Building Department Recertification Program Update" to the agenda as Item 8.A. under Unfinished Business. The other agenda items will follow in alphabetical order.

### **5. PRESENTATIONS / PROCLAMATIONS**

#### **A. Resolution No. 2024-031**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, ratifying the selection, appointments, and term of office of members of the Code Enforcement Date; and providing for an effective date.**

Mayor Moore acknowledged Resolution No. 2024-031.

Applicant Debbie Muller was present and interviewed by the Town Commission.

**MOTION:** David/Peters – A motion was made and seconded to approve Resolution No. 2024-031 appointing Debbie Muller and Diane Matthewman to the Code Enforcement Board. Upon roll call: Commissioner Peters (Yes); Commissioner David (Yes); Commissioner Peters (Yes); Vice Mayor Stern (Yes); and Mayor Moore (Yes). The motion passed unanimously on a 5-0 vote.

**B. Resolution No. 2024-033**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, ratifying the selection, appointments, and term of office of members of the Board of Adjustments and Appeals; and providing for an effective date.**

Mayor Moore read the title of Resolution No. 2024-033.

Applicant Jane Perlow was present and interviewed by the Town Commission.

**MOTION:** David/Moore – A motion was made and seconded to approve Resolution No. 2024-033. Upon Roll Call: Commissioner David (Yes); Mayor Moore (Yes); Commissioner Goldberg (Yes); Commissioner Peters (No); and Vice Mayor Stern (Yes). The motion passed on a 4 to 1 vote with Commissioner Peters dissenting.

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

The below individuals spoke during public comments.

Mr. Howard Stoll

Ms. Lucy Stoll

Mr. Douglas Karpf

Ms. Meryl Markowitz

Ms. Maureen Garrett

Mr. David Neuman

Ms. Diane Sapura

Mr. Mario Techara

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

None.

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**

**September 17, 2024 Town Commission Meeting Minutes**

**September 18, 2024 Town Commission Second Public Hearing Budget Meeting**

**MOTION:** David/Goldberg – A motion was made and seconded to approve the Consent Agenda as presented. The motion 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 (This Item was Added to the Agenda)**

Building Official Jeff Remas provided an update on the Recertification Program, noting the progress of the milestone inspections.

**B. Florida Department of Transportation (FDOT) RRR Project Update**

Town Manager Labadie provided an update, noting that FDOT is repairing the silt fence (orange construction tree protection fencing) and conducting shoulder work on the north end of town near Linton Boulevard. The target completion date remains late May to early June 2025.

**C. Sanitary Sewer Lining Rehabilitation Project Update**

Town Manager Labadie noted that staff had been directed to begin the process of engaging with the state for the State Revolving Fund (SRF) and to prepare for the bidding process. The discussion included the project timeline, the steps involved in the SRF process, and its benefits, such as favorable pricing. Town staff will proceed with the project using the traditional method.

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

**A. Approve and authorize the Mayor to execute a professional services agreement with C.A.P. Government for supplemental building inspections and plan review services.**

Mayor Moore read the title followed by Building Official Remas presenting the item.

**MOTION:** David/Stern – A motion was made and seconded to approve the Mayor executing an agreement with C.A.P. Government for supplemental building inspections and plan review services. Upon roll call: Commissioner David (Yes); Vice Mayor Stern (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); and Mayor Moore (Yes). The motion passed on a 5 to 0 vote.

**B. Introduction to a proposed ordinance amending the Town's Zoning Code, Chapter 30 relating to home-based businesses.**

Mayor Moore read the title followed by Town Planner Allen introduced the proposed ordinance amending the Town's Zoning Code, Chapter 30, relating to home-based businesses.

There were comprehensive discussions concerning the proposed ordinance related to home-based businesses followed by a motion to send the ordinance to the Planning Board for review and recommendation.

**MOTION:** David/Goldberg – A motion was made and seconded to send the permitted uses, special exception, and prohibited uses ordinance to the Planning Board for a recommendation. Upon roll call: Commissioner David (Yes); Vice Mayor Stern (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); and Mayor Moore (Yes). The motion passed on a 5 to 0 vote.

**11. TOWN COMMISSION COMMENTS**

Commissioner Judith M. Goldberg extended warm wishes for a happy and healthy new year to those in community of the Jewish faith.

Commissioner Donald Peters thanked the residents for raising their concerns about the marina accessory facilities, storage issues in their condominium building, and safety matters. He also announced the upcoming 75<sup>th</sup> Town Anniversary/Mingle and Jingle community event.

Commissioner Evalyn David talked about concerns related to marine accessory facilities.

Vice Mayor David Stern commented on fire inspection reports noting that the identified issues could be addressed and emphasizing the necessity of compliance. He also discussed the electric vehicle rules recently adopted by his condominium association, explaining the rules in detail, which were in three parts.

Mayor Natasha Moore had no comments.

**12. TOWN ATTORNEY'S REPORT**

Town Attorney Rubin responded to Ms. Garrett, noting that the Town Commission had clearly expressed its desire to regulate floating vessel platforms to the extent legally permissible. The Town is currently researching and analyzing the matter and will seek input from the board and town commission in the future.

**13. TOWN MANAGER'S REPORT**

Town Manager Labadie reported that the crosswalk lights at Regency Highlands were not working. Efforts are underway to repair the lights. Additionally, he will review the analysis for the storage room. The 75<sup>th</sup> Anniversary Committee meeting was rescheduled due to the hurricane. Planning for the 75<sup>th</sup> Anniversary and Mingle & Jingle community event is progressing very well. It will be a more formal event featuring four trolleys running consistently, food trucks, vendors, a live band and more.

There was a brief discussion about the entry signs at the north and south end of the town.

**14. ANNOUNCEMENTS**

Mayor Moore read the following announcements.

**Board Vacancies**

Code Enforcement Board

One (1) vacancy for an unexpired term ending December 7, 2024, and One (1) vacancy for an unexpired term ending May 30, 2025

**Meetings and Events**

November 05, 2024    Town Hall closed due to Election Day

November 06, 2024    11:00 A.M.    Natural Resources Preservation Advisory Board Regular Meeting

November 11, 2024    Town Hall closed in Observance of Veteran's Day

November 12, 2024    1:00 P.M.    Special Magistrate Hearing

November 12, 2024    6:00 P.M. Resident Outreach Beachfront Property Owners Public Meeting presented by the Natural Resources Preservation Board in the Highland Beach Library.

November 14, 2024 9:30 A.M. Planning Board Regular Meeting

November 19, 2024 1:30 P.M. Town Commission Meeting

**Board Action Report**

None.

**15. ADJOURNMENT**

The meeting was adjourned at 2:54 P.M.

**APPROVED:** December 17, 2024 Town Commission Meeting.

ATTEST:

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Natasha Moore, Mayor

Transcribed by  
Lanelda Gaskins

12/17/2024

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Lanelda Gaskins, MMC  
Town Clerk

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/>.