



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Commission Meeting
MEETING DATE August 11, 2026
SUBMITTED BY: Jaclyn DeHart, Deputy Town Clerk
THROUGH Lanelda Gaskins, Town Clerk
SUBJECT: Resolution No. 2026-010

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 Board; and providing for an effective date.

SUMMARY:

Consideration of Resolution No. 2026-010 ratifying the selection, appointments, and term of office of a member of the Code Enforcement Board; and providing for an effective date.

On May 30, 2025, one (1) Board Members term ended which created one (1) vacancy.

The Town Clerk's Office received one (1) board application for Town Commission consideration. The applicant's name is as follows:

John Chappelear (Casa Del Lago)

As set forth in Sec. 2-99, in the Town' s code, terms for all boards shall be three (3) years and no board member may serve more than two (2) consecutive terms on the same board without first taking a one-year hiatus from the board. Appointments for partial terms shall not count toward the two-term limit. Additionally, in accordance with Resolution 19-029, the Human Resources Department reported preliminary background checks on all applicants to the Town Clerk's Office. The background check results disclosed there were no objectionable findings. In addition, there were no code violations.

FISCAL IMPACT:

N/A

ATTACHMENTS:

John Chappelear Application
Resolution No. 2026-010

RECOMMENDATION:

Due to the lack of a Chairperson or Vice Chairperson it is at the discretion of the Town Commission to vet and appoint the applicant.