



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Town Commission

MEETING DATE 08/11/2026

SUBMITTED BY: Lanelda Gaskins, Town Clerk's Office

SUBJECT: Consideration of canceling August 18, 2026, Town Commission Meeting and closing the Town administrative offices

SUMMARY:

At the November 3, 2026 meeting, the Town Commission approved the 2026 Commission meeting schedule, which includes the August 18, 2026 meeting.

August 18, 2026, is the Primary Election. The Highland Beach Library Community Room has been designated at the polling location for voters assigned to Precinct 2801.

To help ensure adequate parking for voters and election personnel, Town staff recommend canceling the August 18, 2026 Town Commission meeting and closing the Town's administrative offices, including Town Hall, Building & Public Works Departments, Fire Rescue, Police, and the library, for the day.

FISCAL IMPACT:

N/A

ATTACHMENTS:

None

RECOMMENDATION:

Recommend approval.