



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

Town Hall / Commission Chambers  
3614 South Ocean Boulevard  
Highland Beach, Florida 33487

Date: December 06, 2022  
Time: 1:30 PM

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### **1. CALL TO ORDER**

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

### **2. ROLL CALL**

Commissioner David Stern  
Commissioner John Shoemaker  
Commissioner Evalyn David (arrived at 1:33 P.M.)  
Vice Mayor Natasha Moore  
Mayor Douglas Hillman  
Town Attorney Glen Torcivia  
Town Manager Marshall Labadie  
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:** Stern/Shoemaker - Moved to approve the agenda as presented, which passed unanimously 4 to 0.

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

#### **A. CivicPlus Website Presentation**

Management Analyst Skender Coma introduced this item. Brian Wheeler and Liz Vista, with CivicPlus, joined the meeting via Zoom. Mr. Wheeler provided a presentation highlighting features of a new website.

### **6. PUBLIC COMMENTS**

There were no public comments.

**7. ANNOUNCEMENTS**

Mayor Hillman read the announcements as follows:

**Board Vacancies**

Board of Adjustment and Appeals:	Two (2) vacancies for three-year terms
Financial Advisory Board:	One (1) vacancy for an unexpired term ending April 30, 2023
	One (1) vacancy for an unexpired term ending April 30, 2024
Natural Resources Preservation Advisory Board:	Two (2) vacancies for unexpired terms ending April 30, 2024

**Meetings and Events**

December 07, 2022 - 6:00 P.M.	Public Meeting Accessory Marine Facility Regulations
December 13, 2022 1:00 P.M.	Code Enforcement Board Regular Meeting
December 13, 2022 - 6:00 P.M.	Public Meeting Accessory Marine Facility Regulations
December 15, 2022 - 5:00 P.M.	Mingle and Jingle Food Truck Event
December 23, and 26, 2022	Town Hall Closed in observance of Christmas Holiday
January 02, 2023	Town Hall Closed in observance of New Year's Holiday
January 04, 2023 - 1:30 P.M.	Town Commission Meeting

**Board Action Report**

A. None.

**8. ORDINANCES**

A. None.

**9. CONSENT AGENDA**

A. None.

**10. UNFINISHED BUSINESS**

**A. Fire Rescue Implementation Update**

Town Manager Labadie provided an update on the Fire Rescue implementation as follows: the status of the fire rescue truck, the team is currently discussing the massing related to the building design, Town Attorney Rubin is working on the CMS At Risk Contract, Building Official Remas is working with Kaufman Lynn Construction on the permit process, and Fire Chief Joseph has been looking at our new EMS rescue. They are still focusing on the design and construction.

**11. NEW BUSINESS**

**A. Consideration of a request for a Town of Highland Beach Right-of-Way permit for the property located at 2474 S. Ocean Blvd.**

Mayor Hillman read the title of Item 11.A. This item was discussed after Item 11.D.

Building Official Remas presented this item. There were discussions about what could be ripped out based on the Florida Department of Transportation RRR project as it relates to drainage.

Mr. Stephen Garchik, the property owner, provided comments about this matter.

**MOTION:** David/Stern – Moved to approve the Right of Way permit for 2474 South Ocean Blvd., which passed unanimously 5 to 0.

**B. Consideration to approve and authorize the Mayor to execute an agreement with Mainguy Landscape Services, Inc. in an amount of \$33,592.60 (per year) to landscaping services for Town-owned properties in accordance with Invitation to Bid No. 22-005.**

Mayor Hillman read the title of Item 11.B.

Management Analyst Coma presented this item.

Mayor Hillman suggested to add an item to the next Town Commission agenda relating to battery operated blowers.

There was discussion about viewing Mainguy Landscaping's work. Assistant Town Manager Eric Marmer mentioned he would speak with Public Works Director Pat Roman about contacting other municipalities regarding this company.

**MOTION:** David/Stern – Moved to approve the agreement with Mainguy Landscape Services Inc. for landscaping services for Town-owned properties, which passed unanimously 5 to 0.

- C. Consideration to approve and authorize the Town Manager to Town Manager to make a best-interest purchase of a 2017 Pierce Ladder Truck in an amount of \$830,000.00 for the Fire Rescue Department in accordance with the Town of Highland Beach purchasing policy.**

Mayor Hillman read the title of Item 11.C.

Fire Chief Joseph presented this item explaining the aesthetics and design of the ladder truck.

Mayor Hillman inquired about the graphics for the fire rescue vehicle and Town Manager Labadie explained. Mr. Labadie will present an item to the Town Commission at a future meeting. Town Manager Labadie provided comments regarding the best interest acquisition process.

**MOTION:** David/Stern – Moved to authorize the Town Manager to make a best-interest purchase of a 2017 Pierce Ladder Truck in an amount of \$830,000.00. Upon roll call: Commissioner David (Yes), Commissioner Stern (Yes), Commissioner Shoemaker (Yes), Vice Mayor Moore (Yes), and Mayor Hillman (Yes), which passed on a 5 to 0 vote.

**D. Resolution No. 2022-033**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, amending Resolution No. 2022-020, which appropriated funds for the 2022-2023 Fiscal Year Budget, and providing for an effective date.**

Finance Director David DiLena presented this item.

**MOTION:** David/Moore - Moved to approve Resolution No. 2022-033. Upon roll call: Commissioner David (Yes), Vice Mayor Moore (Yes), Commissioner Stern (Yes), Commissioner Shoemaker (Yes), and Mayor Hillman (Yes), which passed on a 5 to 0 vote.

**E. Approval of Meeting Minutes**

November 15, 2022 - Commission Meeting Minutes

November 22, 2022 - Commission Meeting Special Minutes

**MOTION:** David/Moore – Moved to approve the November 15, 2022 and November 22, 2022 Commission Meeting Minutes as amended, which passed unanimously 5 to 0.

**F. Discussion of Florida Senate Bill 4-D covering Condominium Reserves.  
Mayor Hillman**

Mayor Hillman presented this item; followed by Town Commission discussions regarding this matter. It was suggested to add this as an item to the next Town Commission meeting agenda.

**12. TOWN COMMISSION COMMENTS**

Commissioner David Stern requested to add an item to the next Town Commission meeting agenda, to discuss and revise the spending limit for the Town Commission. He also requested that the Town Manager and Finance Director provide the dollar limit history and what the number would be in today's dollars from the original \$350,000.00 as a reference point from many years ago.

Vice Mayor Natasha Moore asked to start discussing the Strategic Priorities Plan at the January 03, 2023 Town Commission meeting. Town Manager Labadie will send the plan to the Commission prior to the holidays. She reminded everyone about the Town Entry Sign contest.

Commissioner Evalyn David wished everyone a happy and healthy holiday season.

Commissioner John Shoemaker announced that he was elected as the President of the Clarendon Condominium Association. He provided comments about the December 05, 2022 Public Accessory Marine Facility Regulations Meeting, and upcoming Mingle & Jingle Food Truck event.

Mayor Douglas Hillman wished everyone a happy and healthy holiday.

**13. TOWN ATTORNEY'S REPORT**

Town Attorney Torcivia wished everyone a happy holiday.

**14. TOWN MANAGER'S REPORT**

Town Manager Labadie reported the following:

At the December 15, 2022 Mingle & Jingle Food Truck event there will be updated drawings of the Fire Department Station.

He received an invitation to attend Palm Beach County Day in March 2023.

Town staff is working through a few Delray issues.

He wished everyone a happy holiday season.

**15. ADJOURNMENT**

The meeting adjourned at 3:46 P.M.

**APPROVED** January 03, 2023, Town Commission Meeting.

ATTEST:

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Douglas Hillman, Mayor

Transcribed by  
Lanelda Gaskins and Jaclyn DeHart

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Lanelda Gaskins, MMC  
Town Clerk

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January 03, 2023  
Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the event 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/>.