



TOWN OF HIGHLAND BEACH NATURAL RESOURCES PRESERVATION ADVISORY BOARD SPECIAL MEETING MINUTES

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

Date: October 06, 2022
Time: 9:30 AM

1. CALL TO ORDER

Chairperson Stansfield called the meeting to order at 9:30 A.M.

2. ROLL CALL

Member Diane Matthewman
Member Nicole Stansfield
Member Joshua Davison
Member Barbara Nestle
Administrative Support Specialist Ganelle Thompson

ABSENT

Member Margarita Chappelear
Member Virginia Eastwood-Egan
Member Leonard Brenner

ADDITIONAL STAFF PRESENT

Town Planner Ingrid Allen

3. PLEDGE OF ALLEGIANCE

The Board led the Pledge of Allegiance to the United States of America.

4. APPROVAL OF THE AGENDA

MOTION: Matthewman/Davison – Moved to approve the agenda as presented, which passed unanimously 4 to 0.

5. PUBLIC COMMENT

There were no preregistered public comments.

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6. PRESENTATIONS

None.

7. APPROVAL OF MINUTES

A. August 10, 2022

MOTION: Matthewman/Nestle - Moved to approve the minutes of August 10, 2022, as presented.

8. UNFINISHED BUSINESS

A. Discussion of the Dune Outreach Management Campaign

Chairperson Stansfield read the title of item 8.A. and referred the item to Member Nestle.

Member Nestle discussed the dune outreach campaign and referenced the action plan. The board members discussed the draft outreach letter about dune management and discussed the timeline of when they wanted the residents to receive the letter. The Board mentioned that they wanted the letter to be finalized and sent out to the residents prior to the food truck event.

Town Planner Allen mentioned the time constraints with trying to send the outreach letters prior to the Food Truck Event. She did mention that the letter could be emailed. There was further discussion about sending letters to owners of properties east of State Road A1A. The letters that would be sent to residents would be sent out via email, in the manager's minutes, and mailed to the residents.

Member Davison mentioned that regarding the letter he thought that rephrasing climate change to beach erosion and changing the second paragraph to bullet points would highlight the main ideas and should be considered changes.

The Board discussed their table at the Food truck event. Assistant Town Manager Terisha Cuebas mentioned that the Town can accommodate the Board with their needs for the Food Truck event and that any future food truck event bulletins can be updated to include a note that the Natural Resources Preservation Advisory Board will have a table at the food truck event. The Board members discussed having a laptop and monitor on the table and having the dune presentation displayed in a loop. They will also have a QR code that will direct residents to the Board's webpage.

MOTION: Davison/Stansfield- Moved to change the Natural Resources Board website link to the Town link forward slash N, R, P, A, B which is an acronym for Natural Resources Preservation Advisory Board.

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The Town Managers' Office will clean up the Boards webpage so that it will be ready by the October 27, 2022 food truck event.

The Board mentioned obtaining premade magnets. Town Planner Allen mentioned that it would require the Town Manager's and possibly Town Commission's approval. The Board also discussed having a clipboard that will give the residents the opportunity to provide comments at the food truck event in regard to dune management and they also inquired about the process of booking the library for a dune management event as the Board may be interested in piggybacking off existing events.

The Board made some changes to the proposed outreach letter provided by member Nestle. Chairperson Stansfield took notes of the changes during the meeting and agreed to clean up the letter and send the final draft to Town Planner Allen for distribution to the Board Members.

9. NEW BUSINESS

None.

10. ANNOUNCEMENTS

Chairperson Stansfield read the announcements into the record.

October 10, 2022 - Town Hall Closed in Observance of Columbus Day

October 11, 2022 - 1:00 P.M. Code Enforcement Board Regular Meeting

October 13, 2022 - 9:30 A.M. Planning Board Regular Meeting

October 27, 2022 - 11:30 A.M. Financial Advisory Board Regular Meeting

Chairperson Stansfield read the announcements as follows:

Ms. Thompson canvassed the Board for their next regularly scheduled Board Meeting on November 02, 2022.

Town Planner Allen advised Chairperson Stansfield that the Town Commission would like her to attend the next Town Commission Meeting to discuss the dune management outreach campaign.

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11. ADJOURNMENT

The meeting was adjourned at 11:08 A.M.

APPROVED at the November 02, 2022 meeting.

ATTEST:

Chairperson Nicole Stansfield

Transcribed by Ganelle Thompson
and Latonda Gillion

Ganelle Thompson,
Administrative Support Specialist

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/>