



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: January 18, 2022
Time: 1:30 P.M.

1. CALL TO ORDER

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

2. ROLL CALL

Commissioner John Shoemaker
Commissioner Evalyn David (joined virtually at 1:33 P.M.)
Commissioner Peggy Gossett-Seidman
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.

4. APPROVAL OF THE AGENDA

Commissioner Gossett-Seidman added "Tallahassee Report" as Item 11.F. under New Business.

MOTION: Moore/Shoemaker - Moved to approve the agenda as amended, which passed unanimously 5 to 0.

5. PRESENTATIONS / PROCLAMATIONS

A. Resolution No. 2022-002

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.

Mayor Hillman introduced the item referring to Resolution No. 2022-002.

The Town Commission interviewed applicants David Axelrod and Paul Resnick. Mr. Resnick resigned from the Planning Board on March 19, 2021 and was not eligible to be appointed because he had not taken a one-year hiatus from the Board.

MOTION: Gossett-Seidman/Hillman - Moved to approve Resolution No. 2022-002 appointing Mr. David Axelrod to the Planning Board, which passed unanimously 5 to 0.

B. Resolution No. 2022-003

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 Financial Advisory Board; and providing for an effective date.

Mayor Hillman introduced this item referring to Resolution No. 2022-003.

The Town Commission interviewed applicant Edward Kornfeld.

MOTION: Gossett-Seidman/Hillman - Moved to approve Resolution No. 2022-002 appointing Mr. Edward Kornfeld and extending the term to April 30, 2025, which passed unanimously 5 to 0.

6. PUBLIC COMMENTS

Mr. Barry Donaldson provided comments about the design of the Fire Rescue Department.

7. ANNOUNCEMENTS

Mayor Hillman read the announcements as follows:

Board Vacancies

Planning Board - One vacancy for a three-year term.

Meetings and Events

January 27, 2022 - Financial Advisory Board Regular Meeting 2:00 P.M.

February 01, 2022 - Town Commission Meeting 1:30 P.M.

February 08, 2022 - Code Enforcement Board Meeting 1:00 P.M.

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

Board Action Report

January (Informational Only)

1. January 2022 Board Action Reports (For Information Only)

8. ORDINANCES

A. Ordinance No. 2022-001 / Future Land Use Map Amendment

An Ordinance of the Town Commission of the Town of Highland Beach, Florida adopting a small-scale amendment to the Town Comprehensive Plan to amend the Future Land Use Designation a 0.8315 acre parcel of land located in the Boca Cove Development along South Ocean Boulevard approximately 300 feet south of Russell Drive, as more particularly described herein, from No Future Land Use Classification to Multi Family Low Density to correct a scrivener's error; providing for severability; providing for conflicts; and providing an effective date.

Mayor Hillman read the title of Ordinance No. 2022-001 and opened the public hearing.

Town Planner Allen presented this item. She explained the scrivener's error concerning the three parcels in the Boca Cove development that had no zoning district designation which only one of the parcels did not have a corresponding Future Land Use designation. Therefore, a small-scale amendment to the Town's comprehensive plan is required to correct the scrivener's error.

At the December 09, 2021, Planning Board meeting, the Board recommended approval of the small-scale amendment to the Town Comprehensive Plan which corrects the scrivener's error to the Future Land Use designation of parcel number 24-43-47-04-01-000-1128 from no designation to Multi Family Low Density.

There were no comments from the public. Mayor Hillman closed the public hearing.

MOTION: Moore/Shoemaker - Moved to adopt Ordinance No. 2022-001 as presented. Ordinance No. 2022-001 passed unanimously on a 5 to 0 vote.

B. Ordinance No. 2022-002 (Second Reading/Public Hearing)

An Ordinance of the Town of the Town Commission of the Town of Highland Beach, Florida, rezoning three (3) parcels of real property totaling approximately 1.03 acres located in the Boca Cove Development along South Ocean Boulevard approximately 300 feet south of Russell Drive, as more particularly described herein, from No Zoning Designation to the Residential Multiple-Family Low Density (RML) Zoning District to correct a scrivener's error; providing for severability; providing for conflicts; and providing an effective date. (First Reading was January 04, 2022)

Mayor Hillman read the title of Ordinance No. 2022-002.

Town Planner Allen presented this item.

The public hearing was opened. Mayor Hillman closed the public hearing.

MOTION: Moore/Shoemaker - Moved to adopt Ordinance No. 2022-002 as presented. Ordinance No. 2022-002 passed unanimously on a 5 to 0 vote based upon roll call.

9. CONSENT AGENDA

A. None.

10. UNFINISHED BUSINESS

A. Continuation of the Update on Highland Beach Fire Rescue Department

Mayor Hillman read the title of item 10.A. into the record.

Town Manager Labadie introduced this item and referred the thing to Mr. Sam Ferreri with PGAL.

Mr. Ferreri presented a PowerPoint presentation of the Town of Highland Beach Fire Station's Preliminary Program and Concept Drawings depicting Conceptual Approach Options: Option One, Phased Rebuilding with Temporary Station in Parking Lot, Option Two, Temporary Station, and Total Building New Three-Story on Existing Site, Option Three, Temporary Station and Total Build New Two-Story on Existing Site (No Admin or E.O.C.) and Option Four, Split Bay Station Temporary Station and Total and Building New Two-Story on Existing Site (No Admin or E.O.C.). He suggested the Town consider Option One. He indicated that Option One had the most negligible impact on the current facility.

Consultant Glenn Joseph with GC Joseph & Associates LLC spoke about the challenges of construction to an existing building, the square footage, the future direction of the emergency medical services (EMS), such as creating a hybrid

response team with more medical flexibility upstream and downstream interventions.

There were conversations about each option's estimated costs and structural components. The Town Commission suggested looking into Option Four and would like to know the negative aspects of Option Four. In addition, there were discussions about the use of poles at neighboring fire departments.

Mr. Ferreri indicated that he would bring back more information related to the negative aspects of Option Four, an example of Option One with four bays sub-option, and more research expanding on Option Four for the next Town Commission meeting (February 1, 2022). He reiterated that the floor could not be raised in Option Four, and the structure on the southside could not be hardened within the timeframe or the budget because the structure would not meet category five. Mr. Ferreri indicated that he would speak with the Building Officials about the code.

B. Continued discussion on Building Permit Pricing

Mayor Hillman read the title of Item 10.B.

Town Manager Labadie presented this item. He spoke about the budget and revenue expense report, a budget document containing information about fiscal years 2019-2022, the amended budget for 2021-2022, and the Fund Balance. There was a brief discussion on continuing the proposed discount through the end of the fiscal year.

Mayor Hillman proposed that the Town show the reduction in fees as a temporary discount. In addition, there were discussions about offering a temporary discount. In addition, there were discussions about the Fund Balance policy.

Town staff will prepare and resolution for the next Town Commission meeting.

11. NEW BUSINESS

A. Approve and authorize the Mayor to execute an agreement between the Town of Highland Beach and Terry B. Cohen, M.D., P.A. for Medical Director Services.

Mayor Hillman announced this item and suggested one motion for Items 11.A. and 11. B.

MOTION: Moore/Shoemaker - Moved to approve Items 11.A. and 11.B, which passed unanimously 5 to 0.

- B. Approve and authorize the Mayor to execute an agreement between the Town of Highland Beach and Jeniel Parmer, M.D., P.A. for Assistant Medical Director Services.**
- C. Approve and authorize the Mayor the execute an agreement between the Town of Highland Beach and Pace Branding & Marketing for ongoing marketing services.**

Mayor Hillman announced this item.

There were discussions about the inclusion of marketing communications skillsets in open job descriptions, Town Commission retaining more editorial control on future assignments, and adding stronger language to the Pace agreement under the task order. Additionally, there were discussions about the letters written by each Town Commissioners.

Town Manager Labadie provided additional comments related to the level of control in the change order provisions, the purchasing policy, and task order control.

MOTION: Moore/Shoemaker - Moved to approve Item 11.C., which passed 4 to 1 vote with Commissioner Gossett-Seidman dissenting.

D. Beach Sand Depletion. Commissioner Gossett-Seidman

Commissioner Gossett-Seidman spoke about an article in the Palm Beach Post titled "Surfside condominium basement faced underground sea-rise assault." Besides, she spoke about three municipalities in the which has a severe problem with beach sand and the issues contributing to sand depletion in Highland Beach.

E. Approval of Commission Meeting Minutes

December 21, 2021, Commission Meeting Minutes

Mayor Hillman read the title of Item 11. E.

MOTION: Moore/Gossett-Seidman - Moved to approve December 21, 2021, Commission Meeting Minutes as amended, which passed 5 to 0.

F. Tallahassee Report. Commissioner Gossett-Seidman

Commissioner Gossett-Seidman provided a report on the Legislative Session follows:

The three bills such as Fire and Rescue, swales, and crosswalks were combined in one presentation and were on the Legislative Session Subcommittees agenda today.

Last week Town Manager Labadie met several individuals.

She met and thanked County Administrator Verdenia Baker for her support on the Fire Rescue Department.

Senator Jennifer Bradley of St. Augustine sponsored the Fire and Rescue bill. Senator Tina Polsky, District 29, sponsored the two appropriations for the swales and the crosswalk lighting.

She spoke about the handwritten letters that she drafted and hand-delivered them to several chairpersons hearing the bills today along with a copied of Florida House of Representative Michael Caruso's, District 89 typed letters. She and Terisha Cuebas are tracking the appropriations.

Lastly, she spoke about a bill sponsored by Florida House of Representatives Michael Caruso's, District 89, concerning Airbnb boat rentals.

12. TOWN COMMISSION COMMENTS

Commissioner John Shoemaker asked about the report from the Forensic Auditor. Town Manager Labadie explained he has a meeting with the Forensic Auditor tomorrow. He and Town Attorney Torcivia are meeting with the City of Delray Beach Legal Team about the contract. He also mentioned that Bob is still looking at the numbers.

Commissioner Shoemaker commented about the traffic on State Road A1A and the Coffee with the Mayor event. In addition, he commented about problems with the referendum questions. Lastly, he spoke about the boating accidents and the timely decision to implement the Highland Beach Police Department Marine Division.

Commissioner Evalyn David understood Commissioner Shoemaker's concern about the traffic.

Commissioner Peggy Gossett-Seidman had no comments.

Vice Mayor Natasha Moore thanked Mayor Hillman for the additional time commitments in making the Coffee with the Mayor.

Mayor Douglas Hillman spoke about setting the strategic priorities. Town Manager Labadie will schedule a special meeting to discuss the strategic priorities list. Mayor Hillman also suggested adding Seawall Height to the strategic priorities list as well as beaches and dunes. Then he suggested inviting the Natural Resources Preservation Advisory Board members back and an educational program. He also mentioned that the Commission is overdue to bring Greg Babij back.

13. TOWN ATTORNEY'S REPORT

Town Attorney Torcivia had nothing to report.

14. TOWN MANAGER'S REPORT

Town Manager Labadie provided a report on the following:

A Special Meeting for Strategic Planning.

He commended Commissioner Gossett-Seidman's for her hard work in Tallahassee.

He spoke about Senate Bill 280 infringing on municipalities adopting local ordinances. He suggested that the Town Commission might consider drafting letters.

He mentioned that the community needs to know the Town Commission's good work.

Mayor Hillman spoke about the accomplishments he presented at the last Town Commission meeting and how to disseminate that information to the residents. There were conversations about communicating with the residents and a strategic session regarding communication.

The Fire Rescue project was progressing along.

15. ADJOURNMENT

The meeting adjourned at 5:47 P.M.

APPROVED on March 15, 2022, Town Commission Meeting.

ATTEST:

Douglas Hillman, Mayor

Transcribed by Ganelle Thompson
Administrative Support Specialist

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 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/>.