



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Board of Adjustment of Appeals Board Regular Meeting

MEETING DATE 10/23/2025

SUBMITTED BY: Lanelda Gaskins, Town Clerk

SUBJECT: Nomination of Chairperson, Vice Chairperson and Secretary

SUMMARY:

On January 31, 2024, Mr. Fred Rosen, Mr. Michael Thorson, and Mr. Harris Rosen were nominated as the Chairperson, Vice Chairperson, and Secretary of the Board of Adjustment and Appeals Board; all have served in the positions for the allotted one-year terms. Therefore, this matter is being brought before the Board for discussion and nomination to fill each position for a one-year term ending October 23, 2026. Please note, Former Chairperson Fred Rosen has served two consecutive three year terms and is not eligible for reappointment nor eligible to be nominated as the Chairperson. Additionally, he resigned from the Board in September of 2025.

According to Resolution No. 19-029 R, - Advisory Board and Committees Appointment Process Policy, Section 9, it should be common practice that no member shall serve as chair until he or she has served for one full year on the advisory board unless no existing member is willing to serve as chairperson, vice chairperson or secretary.

FISCAL IMPACT:

None.

ATTACHMENTS:

Resolution No. 19-029 R

RECOMMENDATION:

Staff recommend nomination of a Chairperson, a Vice Chairperson and a Secretary to serve for one year, ending October 23, 2026.