



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: May 03, 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 John Shoemaker  
Commissioner Evalyn David  
Commissioner Peggy Gossett-Seidman  
Vice Mayor Natasha Moore  
Mayor Douglas Hillman  
Town Manager Marshall Labadie  
Town Attorney Glen Torcivia  
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:** David/Moore - Moved to approve the agenda as presented, which passed unanimously 5 to 0.

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

- A. Building Safety Month Proclamation**
- B. Drinking Water Week Proclamation**
- C. Professional Municipal Clerk Week**

Mayor Hillman read the proclamations and presented them to the Building Department, Public Works, and Town Clerk's Office staff.

**6. PUBLIC COMMENTS**

Mayor Hillman called for public comments.

Mr. Jack Halpern of 45 Ocean thanked Town Manager Labadie. He commented on the recent Managers Minutes, a potential lawsuit filed by a resident related to beach raking, the referendum election, and signage.

**7. ANNOUNCEMENTS**

Mayor Hillman read the announcements as follows. He also announced that there would be a Town Commission Special Meeting on May 24, 2022, at 11:30 A.M.

**Board Vacancies**

Natural Resources Preservation Advisory Board - One vacancy for an unexpired term ending April 30, 2024, and one vacancy for a three-year term

**Meetings and Events**

May 09, 2022 - 11:30 A.M. Financial Advisory Board Regular Meeting  
May 10, 2022 - 1:00 P.M. Code Enforcement Regular Board Meeting  
May 12, 2022 - 9:30 A.M. Planning Board Regular Meeting  
May 17, 2022 - 1:30 P.M. Town Commission Meeting

**Board Action Report**

A. None.

**8. ORDINANCES**

**A. Proposed Ordinance**

**An Ordinance of the Town Commission of the Town of Highland Beach; authorizing the issuance of the Town's Non-Ad Valorem Revenue Note, Series 2022, in the principal amount not to exceed \$5,100,000, to provide for the construction and equipping of a new Fire Station and costs related thereto; covenanting to budget and appropriate funds, from legally available non-ad valorem revenues, to repay such note; authorizing the Town to award said Note to a Lender by Resolution and to enter into a Loan Agreement with such Lender setting forth the terms of such Note and related matters; providing for the repeal of all ordinances in conflict; providing for severability; and providing an effective date.**

Town Manager Labadie presented this item.

**MOTION:** David/Moore - Moved to accept an ordinance of the Town Commission of the Town of Highland Beach authorizing the issuance of the Town's Non-Ad Valorem Revenue Note, Series 2022, in the principal amount not to exceed \$5,100,000, to provide for the construction and equipping of a new fire station and costs related thereto. The motion passed unanimously 5 to 0.

**9. CONSENT AGENDA**

A. None.

**10. UNFINISHED BUSINESS**

**A. Fire Rescue Implementation Update**

Town Manager Labadie provided an update on the Fire Rescue Implementation.

**B. Update on the Mission and Vision Statements for Strategic Plan - Vice Mayor Moore**

Vice Mayor Moore presented this item and a PowerPoint presentation illustrating the proposed mission and vision statements for Highland Beach.

The Town Commission discussed the vision, mission, and motto statements and decided the statements are to read as follows:

Vision: The Town of Highland Beach is a beautiful, safe harbor in paradise whose residents never leave.

Mission: To provide exceptional governance and municipal services, in partnership with our residents, in a fiscally responsible manner with an emphasis on planning for the future.

Motto: 3 miles of paradise.

**C. Continued discussion on Town Entry Signage Design Concepts**

Vice Mayor Moore presented this item and a PowerPoint presentation illustrating the proposal to engage the residents in the design of the Town entry signs along State Road A1A.

Vice Mayor Moore will work on a more specific communication plan. Mayor Hillman will work with Town Manager Labadie concerning the sign dimensions.

## **11. NEW BUSINESS**

- A. Approve and authorize the Town Manager to execute a Pre-Construction Agreement between the Town of Highland Beach and Kaufman Lynn Construction for the Construction Manager at Risk.**

Mayor Hillman announced this item.

Town Manager Labadie presented this item. He explained that there are multiple phases of the Construction Manager at Risk (CMAR). The first phase in the Town's process would be to execute the pre-construction agreement with Kaufman Lynn Construction. Additionally, Mr. Ryan Rider, Director of Government Relations with Kaufman Lynn Construction, commented on this item.

**MOTION:** David/Gossett-Seidman - Moved that we accept the professional services agreement for pre-construction services from the Construction Manager at Risk (RFQ No. 22-001), which passed unanimously 5 to 0.

## **12. TOWN COMMISSION COMMENTS**

Commissioner John Shoemaker provided comments about the beach, including observing women marking the sea turtle nesting areas, sargassum on the beach, and beach raking. He would like to see the Town do something for the women involved in the sea turtle site nesting. He inquired about Senate Bill (SB) 518, which restricts property rights on cutting trees or shrubs. Commissioner Gossett-Seidman that the legislation has called a special session to be held the last week in May to address the property insurance rates. She also spoke about SB 518 related to the trees and shrubs. Town Manager Labadie also commented on SB 518. Lastly, he commented on the commitment to cooperate with the residents.

Commissioner Evalyn David had no comments.

Commissioner Peggy Gossett-Seidman spoke about the three State appropriations, of which two appropriations are expected to pass. She also commented about several residents writing the Governor of Florida.

Vice Mayor Natasha Moore had no comments.

Mayor Hillman asked the Chief of Police Hartmann to provide the Town Commission with a matrix on the Marine Patrol Unit for the next six months via email.

Commissioner Gossett-Seidman spoke about the positive feedback she has heard from residents concerning the management of the Intracoastal waterway.

**13. TOWN ATTORNEY'S REPORT**

Town Attorney Torcivia had nothing to report.

**14. TOWN MANAGER'S REPORT**

Town Manager Labadie reported the following:

The departments are actively working to align their operations plan with the Strategic Priorities Plan.

Chief of Police Hartmann will discuss the hurricane preparedness plan at the next Town Commission meeting.

Mayor Hillman commented on the increase in the condominium insurance rates and the building recertification.

**15. ADJOURNMENT**

The meeting adjourned at 3:27 P.M.

**APPROVED** on June 07, 2022, Town Commission Meeting.

ATTEST:

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Douglas Hillman, Mayor

Transcribed by  
Lanelda Gaskins

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Lanelda Gaskins, MMC  
Town Clerk

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June 07, 2022  
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/>.