



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: May 17, 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 Aleksandr Boksner  
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**

Mayor Hillman moved Item 11.C., Discussion on the recommendation from the Financial Advisory Board (FAB) for the Request for Proposals (RFP) related to the Bank Loan for the Fire Rescue Department, to Item 7.A. under Announcements.

**MOTION:** David/Moore – Moved to approve the agenda as amended, which passed unanimously 5 to 0.

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

#### **A. National Safe Boating Week Proclamation**

Mayor Hillman read the National Safe Boating Week Proclamation. Mr. Rafael Baez, Immediate Past Flotilla Commander - Flotilla 36 with the United States Guard Auxiliary, District 7, Division 3, was present to accept the proclamation.

**B. National Public Works Week Proclamation**

**C. National Police Week Proclamation**

Mayor Hillman read the above-referenced proclamations and presented them to the Public Works and Police Departments.

**D. Resolution No. 2022-012**

**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 Natural Resources Preservation Advisory Board; and providing for an effective date.**

Mayor Hillman announced this item.

Town Commission interviewed applicant Mr. Joshua Davison (joined virtually).

**MOTION:** David/Gossett-Seidman - Moved to accept Resolution No. 2022-012, which passed 5 to 0 unanimously.

**6. PUBLIC COMMENTS**

There were no public comments.

**7. ANNOUNCEMENTS**

Mayor Hillman read the announcements as follows:

**Board Vacancies**

Board of Adjustment and Appeals - One vacancy for a three-year term

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 24, 2022 - 1:30 P.M. Town Commission Special Meeting

May 30, 2022 - Town Hall Closed in Observance of Memorial Day

June 07, 2022 - Town Commission Meeting

**Board Action Report**

None.

**A. Discussion on the recommendation from the Financial Advisory Board (FAB) for the Request for Proposals (RFP) related to the Bank Loan for the Fire Rescue Department (Formally Item 11.C.).**

Town Manager Labadie introduced this item.

Mr. Johnathan Ford of Ford & Associates, Inc. (Financial Advisors), presented a summary of proposals & advisor recommendations related to the bank loan for the Fire Rescue Department. He discussed the comparison of loan structures with PNC Bank, N.A. Webster Bank and Synovus Bank. Mr. Skip Miller, of Greenspoon Marder LLP (Bond Counsel), joined the meeting virtually. The Town Commission asked Mr. Ford to contact the above-referenced banks concerning the interest rates and the draw structure. Therefore, a motion was made as follows:

**MOTION:** David/Gossett-Seidman - Moved to TABLE this until John comes back with answers from the banks, which passed unanimously 5 to 0.

The Town Commission continued with this item at 3:13 P.M. Mr. Ford explained that at the request of the Town Commission, he contacted PNC Bank, N.A., Synovus Bank, and Webster Bank. He asked them for their best and final offers related to the prepayment provisions, pricing, and the drawdown period on loan. In addition, he discussed the results of PNC Bank, N.A., Synovus Bank, and Webster Bank.

**MOTION:** David/Moore – Moved to accept the loan deal from Synovus Bank. Upon roll call, Commissioner David (Yes), Vice Mayor Moore (Yes), Commissioners Shoemaker (Yes), Gossett-Seidman (Yes), and Mayor Hillman (Yes). Motion passed unanimously 5 to 0.

The Town Commission agreed to cancel the May 24, 2022, Town Commission Special Meeting.

**8. ORDINANCES**

**A. Ordinance No. 2022-004 (Second Reading/Public Hearing)**

**An Ordinance of the Town of Commission of the Town of Highland Beach, Florida, adopting the current edition of the Florida Fire Prevention Code and providing for local amendments; providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing for an effective date (First Reading was April 19, 2022).**

Mayor Hillman read the title of Ordinance No. 2022-004.

There were no comments from the public.

**MOTION:** David/Shoemaker - Moved to accept Ordinance No. 2022-004 on second reading. Upon roll call, Commissioners David (Yes), Shoemaker (Yes), Gossett-Seidman (Yes), Vice Mayor Moore (Yes), and Mayor Hillman (Yes). Motion passed unanimously 5 to 0.

**B. Ordinance No. 2022-005 (Second Reading/Public Hearing)**

**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 (First Reading was May 03, 2022).**

Mayor Hillman read the title of Ordinance No. 2022-005.

**MOTION:** David/Shoemaker - Moved to approve Ordinance No. 2022-005 on second reading. Upon roll call, Commissioners David (Yes), Shoemaker (Yes), Gossett-Seidman (Yes), Vice Mayor Moore (Yes), and Mayor Hillman (Yes). Motion passed unanimously 5 to 0.

**9. CONSENT AGENDA**

**A. Resolution No. 2022-009**

**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 Planning Board; and providing for an effective date.**

**B. Resolution No. 2022-010**

**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.**

**MOTION:** Moore/David - Moved to accept Items 9.A. and 9.B., which passed unanimously 5 to 0.

**10. UNFINISHED BUSINESS**

**A. Fire Rescue Implementation Update**

Mayor Hillman announced this item.

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

## **11. NEW BUSINESS**

### **A. Police Department Updates**

Chief of Police Craig Hartmann presented a PowerPoint Presentation updating the Town Commission on the Marine Patrol Unit and Hurricane Season Preparedness. Furthermore, he spoke about the traffic conjunction and bicyclist commuting on State Road A1A and State of Florida bicycle regulations.

### **B. Resolution No. 2022-011**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting a schedule of fees for the Fire Rescue Department; providing for conflicts; providing for severability; and providing for an effective date.**

Mayor Hillman announced this item.

**MOTION:** David/Hillman - Moved to approve Resolution No. 2022-011 as amended, which passed unanimously 5 to 0.

### **C. Discussion on the recommendation from the Financial Advisory Board (FAB) for the Request for Proposals (RFP) related to the Bank Loan for the Fire Rescue Department (*This item was moved to 7.A.*)**

### **D. Discussion of potential East Palmetto Road Re-Design - City of Boca Raton**

Mayor Hillman explained that the City of Boca Raton City Council had approved the funds to conduct a traffic study for the East Palmetto Park Road Re-Design. This would change the roadway along East Palmetto Park Road, which could cause a significant impact on the traffic flow along Spanish River Boulevard and State Road A1A. Mayor Hillman will get the details on the traffic study. Commissioner Gossett-Seidman will provide Town Manager Labadie with the facts, background information, and statistics concerning the traffic/bridges.

### **E. Approval of the Commission Meeting Minutes**

March 15, 2022, Commission Meeting Minutes  
April 05, 2022, Commission Meeting Minutes

**MOTION:** David/Gossett-Seidman - Moved to accept the Minutes from March 15, 2022, and April 05, 2022, as corrected, which passed unanimously 5 to 0.

## **12. TOWN COMMISSION COMMENTS**

Commissioner John Shoemaker provided comments about the Florida Department of Transportation (FDOT) installing signs in Delray Beach (on the east side of State Road A1A), dogs on the beach, shelters during hurricane season, a webinar he attended concerning electronic vehicles, the Veteran's tab on the Town's webpage and an article he is writing about veteran resident Doctor Richard Greenwald.

Commissioner Evalyn David had no comments.

Commissioner Peggy Gossett-Seidman had no comments.

Vice Mayor Natasha Moore inquired about the protocol for presenting the quarterly financial reports to the Town Commission. Town Manager Labadie replied that a monthly variance report would be provided at the second Town Commission meeting each month. Finance Director David DiLena commented on generating monthly financial reports.

Commissioner Gossett-Seidman asked the Town Attorney Boksner to weigh in on the legal ramification and any baring the town may have since a part of the road belongs to the county and the other portion belongs to the city. Town Attorney Boksner explained that he could work with the Town Commission to establish something that the town could legally do. He could also work with Town Manager Labadie concerning this matter.

Mayor Douglas Hillman asked Town Manager Labadie to contact FDOT about the overgrown vegetation on the county property on the east side of State Road A1A next to the second house near the Boca Highland's north entry area. He also encouraged the Town Commission to consider developing a Fire Rescue Foundation before May 2024. The Town Commission agreed that the Mayor would sponsor this assignment and work with Town Manager Labadie.

## **13. TOWN ATTORNEY'S REPORT**

Town Attorney Aleksandr Boksner commented that it is a pleasure being here.

## **14. TOWN MANAGER'S REPORT**

Town Manager Labadie reported the following:

He is working close to tying down some staffing.

He is also working through the Human Resources function in preparation to onboard Fire Rescue personnel.

He will provide the Town Commission with a proposed drawing on EMS graphics today.

**15. ADJOURNMENT**

The meeting adjourned at 4:07 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/>.