

DRAFT



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

TOWN HALL COMMISSION CHAMBERS, 3614 S.
OCEAN BLVD., HIGHLAND BEACH, FL

Date: July 15, 2025
Time: 1:30 PM

1. CALL TO ORDER

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

2. ROLL CALL

Commissioner Jason Chudnofsky
Commissioner Judith Goldberg
Commissioner Donald Peters
Vice Mayor David Stern
Mayor Natasha Moore
Town Manager Marshall Labadie
Town Manager Leonard Rubin
Town Clerk Lanelda Gaskins

3. PLEDGE OF ALLEGIANCE

The Town Commission led the Pledge of Allegiance to the United State of America.

4. INVOCATION

Invocation was led by Reverend D. Brian Horgan, of Saint Lucy Catholic Church.

5. APPROVAL OF THE AGENDA

MOTION: Goldberg/Stern - A motion was made and seconded to approve the agenda. The motion passed unanimously, 5 to 0.

6. PRESENTATIONS / PROCLAMATIONS

A. Dorothy Jacks, CFA, AAS - Palm Beach County Property Appraiser Presentation

Dorothy Jacks, Palm Beach County Property Appraiser, presented information about property values in Highland Beach. Ms. Jacks noted that 42% of the town's 4,200 parcels (1,759 properties) are homesteaded and subject to a 3% annual cap on value increases. The remaining 58% are subject to a 10% cap, which does not apply to school board millage.

She shared that 3,700 parcels are condominiums, accounting for \$2.6 billion in taxable value, with an average assessment of over \$1 million. The 367 single-family homes make up \$1.3 billion in value, with an average assessment of \$3.5 million.

Highland Beach has the third lowest millage rate among Palm Beach County's 39 municipalities. Ms. Jacks also addressed condominium valuation challenges due to required structural inspections and assessments but noted that Highland Beach condominiums appear to be well-maintained compared to other areas.

Ms. Jacks clarified that the homestead cap is currently 3%, often lower in the past depending on CPI, and that property values are reset upon sale, allowing for value recapture.

B. State Legislative Updates by State Representative Peggy Gossett-Seidman, District 91

State Representative Peggy Gossett-Seidman, District 91 provided a legislative update, highlighting state initiatives and appropriations impacting Highland Beach. She noted the completion of drainage improvements along A1A and announced funding for a Marine Patrol dock to enhance emergency response efforts.

She discussed state programs including My Safe Florida Home and My Safe Florida Condo programs, which offer funding for storm-hardening improvements. She encouraged the town to inform residents about these opportunities.

C. Resolution No. 2025-017

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 Moore read the title of Resolution No. 2025-017.

The Town Commission interviewed applicant Ms. Kiki Baxter. Ms. Baxter shared her professional background and her interest in serving on the board.

MOTION: Goldberg/Stern - A motion was made and seconded to adopt Resolution No. 2025-17. Upon roll call: Commissioner Goldberg (Yes), Vice Mayor Stern (Yes), Commissioner Chudnofsky (Yes), Commissioner Peters, and Mayor Moore (Yes). The motion passed unanimously, 5 to 0.

- 7. PUBLIC COMMENTS** (Public Comments will be limited to five (5) minutes per speaker.)

There were no public comments.

- 8. CONSENT AGENDA** (These are items that the Commission typically does not need to discuss individually, and which are voted on as a group.) Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.

A. Resolution No. 2025-018

A Resolution of the Town Commission of the Town of Highland Beach, Florida setting the proposed not to exceed millage rate pursuant to Section 200.065(2)(B), Florida Statutes, and setting the date, time and place at which a public hearing will be held to consider the proposed millage rate and tentative budget.

Mayor Moore read the title of Resolution No. 2025-018.

MOTION: Goldberg/Stern - Moved to approve the Consent Agenda which passed unanimously, 5 to 0.

- 9. ORDINANCES** (Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.)

None.

- 10. UNFINISHED BUSINESS** (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. Building Department Recertification Program Update

Katerina Jaddaoui, Administrative Assistant/Permit Technician, presented an update on the Building Department Milestone Recertification program.

B. Florida Department of Transportation (FDOT) RRR Project Update

Assistant Public Works Director Sergio Gonzalez, Assistant Public Works Director reported that the FDOT project has a new completion date of September 17, 2025. All French drains in town have been completed, though the final layer of road surface still needs to be added.

He discussed challenges with driveway pitching. He expressed concern that the contractor had proposed replacing pavers with asphalt in many cases, which he opposed and would address in an upcoming meeting.

Town Commission asked about drainage performance during recent heavy rainfall, pedestrian crossing markers that were damaging vehicles, and bicycle lane completion. Mr. Gonzalez and Town Manager Labadie explained that the

project includes embedded lights for crosswalks, but some temporary markers installed by FDOT were causing problems. They also noted concerns about potential flooding issues with the shared-use pathway once the project is completed.

11. NEW BUSINESS (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. My Highland Beach App announcement.

Skender Coma from the Town Manager's Office presented the new My Highland Beach app, designed to improve communication and community engagement. The app provides a simplified interface for residents to access town services, submit requests, receive notifications and access the town staff directory.

Town Manager Labadie emphasized that the app was designed to be user-friendly and accessible to residents of all technical abilities. Commissioners expressed enthusiasm for the app and suggested hosting presentations for condominium associations and residents to demonstrate its features. They also discussed including the app in the town's communications plan through email blasts and the website.

B. Consideration to designate a Town Commissioner and an alternate to the Multi-Jurisdiction Issues Coordination Forum Executive Committee as a representative of the Town.

Town Manager Labadie explained that this committee represents municipalities in discussions with Palm Beach County regarding transportation planning and funding. He noted this is an important opportunity for Highland Beach to be involved in discussions about future transportation funding that could potentially involve referendums or tax changes.

During Town Commission discussion, there was a motion to designate Commissioner Judith Goldberg as the representative and Commissioner Donald Peters as the alternate to the Multi-Jurisdiction Issues Coordination Forum Executive Committee.

MOTION: Stern/Chudnofsky - A motion was made and seconded to nominate Commissioner Goldberg and Commissioner Peters as an alternate member to the Multi-Jurisdiction Issues Coordination Forum Executive Committee. The motion passed unanimously, 5 to 0.

C. Discussion on permitted landscaping in the public right-of-way.

Town Planner Ingrid Allen provided background on regulations governing improvements in the right-of-way, particularly landscaping. She referenced Ordinance No. 2021-18, which allows certain improvements in the right-of-way, and Resolution No. 2021-41, which requires Town Commission approval for

improvements in the State Road A1A right-of-way until completion of the Florida Department of Transportation (FDOT) RRR project.

She explained that the town had reached out to FDOT for guidance on landscaping permitted in the right-of-way after project completion. FDOT advised that no landscaping except sod would be permitted within 2 feet 8 inches from the edge of pavement. Building Official Jeff Remas, added that nothing with a mature height greater than 18 inches would be allowed within 14.5 feet from the bike lane.

Town Commission discussed the need to educate property owners about these requirements. They agreed that rather than modifying town ordinances, the focus should be on communicating FDOT's requirements to residents through direct mailings, email blasts, and information on the town's new app. Town staff confirmed they would proactively monitor compliance to prevent drainage and visibility issues.

- D. Approve the purchase of two (2) sewer pumps from Xylem Water Solutions USA, Inc., a sole-source provider, for Lift Stations No. 1 and No. 3, in an amount not to exceed \$149,179.00, in accordance with the Town's purchasing policy.**

Town Manager Labadie explained this was a proactive replacement of pumps reaching the end of their life cycle at Lift Stations No. 1 and No. 3. The purchase had been budgeted for in the current fiscal year.

MOTION: Goldberg/Peters - A motion was made and seconded to approve the purchase of two (2) sewer pumps from Xylem Water Solutions USA, Inc. in an amount not to exceed \$14,179.00. The motion passed unanimously, 5 to 0.

- E. Approve and authorize the Mayor to execute a contract with Insituform Technologies LLC for the Sanitary Sewer Rehabilitation Project, in an amount not to exceed \$1,342,141.90, pursuant to OMNIA Partners National Cooperative Contract No. 23-065-PW.**

Town Manager Labadie explained this project would use a trenchless method to rehabilitate the town's sanitary sewer system. The process involves inserting a liner into existing pipes and curing it in place, creating a new pipe with a 50-year lifespan. He noted this approach is less disruptive and significantly less expensive than traditional methods.

MOTION: Goldberg/Peters - A motion was made and seconded to approve and authorize the Mayor to execute a contract with Insituform Technologies, LLC for the Sanitary Sewer Rehabilitation Project, in an amount not to exceed \$1,342,141.90, pursuant to OMNIA Partners National Cooperative Contract No. 23-065-PW. The motion passed unanimously, 5 to 0.

- F. Approve and authorize the Mayor to execute a contract with Contractors Services Unlimited for renovations to the Building Department storage room, in an amount not to exceed \$96,300.00, in accordance with Invitation to Bid No. 25-002.**

Building Official Remas presented this item, noting that this project had been budgeted at \$150,000, but the lowest bid came in at \$96,300. The renovation would add offices and separate the storage room, creating a proper hallway for police access to their workout and training area.

MOTION: Goldberg/Peters - A motion was made and seconded to approve and authorize the Mayor to execute a contract with Contractors Services Unlimited for renovations to the Building Department storage room, in an amount not to exceed \$96,300.00, in accordance with Invitation to Bid No. 25-002.

12. TOWN COMMISSION COMMENTS

Commissioner Jason Chudnofsky expressed appreciation for the presentations from Dorothy Jacks and Representative Gossett-Seidman, noting the valuable information provided. He also commended Skender and Madison for their work on the town app.

Commissioner Judith M. Goldberg extended sympathies to families and communities affected by recent floods and devastation.

Commissioner Donald Peters echoed appreciation for the presentations and information shared.

Vice Mayor David Stern had no comments.

Mayor Natasha Moore had no comments.

13. TOWN ATTORNEY'S REPORT

Town Attorney Rubin provided an update on the recent state legislations affecting municipalities.

14. TOWN MANAGER'S REPORT

Town Manager Labadie reported on a new state initiative called the Florida Office of Government Efficiency (FLOGE), which has requested detailed financial information from municipalities. He noted that Highland Beach was well-positioned to comply with these requirements due to its sound financial practices.

He announced upcoming events: Homecoming on October 23, 2025; Mingle Jingle on December 4, 2025; Board luncheon in February 2026; Officer/Employee of the Year event in March 2026, and Town Commission Spring Fling in April 2026.

Town Commission discussed the possibility of adding an additional community event in January to fill the gap in the schedule.

Town Manager Labadie also mentioned that his contract is in its final year, and he would be requesting an extension in the coming months, with evaluations to be conducted in August.

15. ANNOUNCEMENTS

Mayor Moore read the announcement as follows.

Board Vacancies

Code Enforcement Board One (1) vacancy for a three-year term

Meetings and Events

August 05, 2025 1:30 P.M. Town Commission Meeting

Board Action Report

None.

16. ADJOURNMENT

The meeting adjourned at 4:18 P.M.

APPROVED: August 05, 2025, Town Commission Meeting.

Signed Minutes on file in the
Town Clerk's Office

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

08/05/2025

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 events 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/>.