



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

LIBRARY COMMUNITY ROOM, 3618 S. OCEAN  
BLVD., HIGHLAND BEACH, FL

Date: December 05, 2023  
Time: 1:30 PM

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### **1. CALL TO ORDER**

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

### **2. ROLL CALL**

Commissioner Judith Goldberg  
Commissioner Donald Peters  
Commissioner Evalyn David  
Vice Mayor David Stern  
Mayor Natasha Moore  
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/Stern - Moved to approve the agenda as presented, which passed unanimously 5 to 0.

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

#### **A. Resolution No. 2023-034**

**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.**

Mayor Moore read the title of Resolution No. 2023-034. Followed by the Town Commission interviewing applicant Eve Rosen concerning her interest in serving on the Planning Board.

Ms. Rosen briefly spoke about her professional background and interest in serving on the Board.

**MOTION:** David/Goldberg - Moved to approve Resolution No. 2023-034. The motion passed unanimously 5 to 0.

B. Resolution No. 2023-035

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 Board of Adjustments and Appeals; and providing for an effective date.

Mayor Moore read the title of Resolution No. 2023-035. Followed by the Town Commission interviewing applicant Harris Rosen concerning his interest in serving on the Board of Adjustment and Appeals Board.

Mr. Rosen briefly spoke about his professional background and interest in serving on the Board.

**MOTION:** David/Goldberg - Moved to approve Resolution No. 2023-035. The motion passed unanimously 5 to 0.

**6. PUBLIC COMMENTS**

Public Comments will be limited to five (5) minutes per speaker.

There were no public comments.

**7. ANNOUNCEMENTS**

Mayor Moore read the announcement as follows:

**Board Vacancies**

Board of Adjustment and Appeals	One (1) vacancy for an unexpired term ending September 21, 2024
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**Meetings and Events**

December 07, 2023	9:30 A.M.	Financial Advisory Board Regular Meeting
December 07, 2023	5:30 P.M.- 7:30 P.M.	Mingle and Jingle Holiday Event at St. Lucy Catholic Church
December 12, 2023	1:00 P.M.	Code Enforcement Board Regular Meeting
December 14, 2023	9:30 A.M.	Planning Board Regular Meeting
December 19, 2023	1:30 P.M.	Town Commission Meeting

**Board Action Report**

None.

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

**A. Proposed Ordinance**

**An Ordinance of the Town Commission of the Town of Highland Beach, Florida adopting administrative amendments to the 8TH Edition (2023) of the Florida Building Code; providing for the repeal of all laws in conflict; providing for severability and providing for an effective date.**

Mayor Moore read the title of the Proposed Ordinance.

Town Manager Labadie explained that the proposed ordinance is the adopt the administrative amendments to the 8th Edition (2023) of the Florida Building Code.

Mayor Moore opened the item for public comments, and after hearing none she closed public comments.

**MOTION:** David/Peters - Moved to approve the Proposed Ordinance as presented, which passed unanimously 5 to 0.

**B. Proposed Ordinance**

**An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Section 30-7 “Official Zoning Map” of the Town Code of Ordinances to update information pertaining to the date of the most recent amendment to the Town's Official Zoning Map as set forth in Ordinance No. 2022-002; providing for repeal of all ordinances in conflict; providing for severability and codification; and providing an effective date.**

Mayor Moore read the title of the Proposed Ordinance.

Town Planner Allen presented this item.

Mayor Moore opened the item for public comments, and after hearing none she closed public comments.

**MOTION:** David/Stern - Moved to accept the Proposed Ordinance to amend Section 30-7 “Official Zoning Map” of the Town Code of Ordinances to update information pertaining to the date of the most recent amendment to the Town's Official Zoning Map as set forth in Ordinance No. 2022-002. The motion passed unanimously 5 to 0.

**C. Proposed Ordinance**

**An Ordinance of the Town Commission of the Town of Highland Beach, Florida, Amending Section 4-8 “Lighting Restrictions for Protection of Sea**

**Turtles” of Chapter 4, “Animals,” and Section 30-85 “Coastal Lighting” of Chapter 30, “Zoning,” of the Town Code of Ordinances to incorporate Lighting Regulations for new and existing coastal structures in order to minimize the effect of artificial light on sea turtle populations; providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing an effective date.**

Mayor Moore read the title of the Proposed Ordinance.

Town Planner Allen presented the proposed amendment to the incorporate sea turtle protection lighting standards in the code of ordinances. There was discussion about using the word “shall” and lighting regulations.

Building Official Remas clarified the Town continuous efforts to be reactive to the complaints concerning the sea turtles during the turtle season and the need for specifications for new construction for the contractors and property owners. Then Town Planner Allen spoke about the State of Florida Sea Turtle Lighting model ordinance. Also, Ms. Stacey Gallagher, Development and Policy Coordinator/Lighting Project Specialist with the Sea Turtle Conservancy also provided comments about sea turtle lighting.

Mayor Moore opened the item for public comments.

Mr. Rich Greenwald commented on the lighting restriction proposed ordinance.

There were conversations about safety concerns regarding lighting on the beach. Ms. Gallagher also spoke about the safety concerns regarding lighting. There were conversations about lighting concerning public safety perspective. Fire Chief Joesph spoke about the public safety and lighting.

Town Clerk Gaskins read an email from Mr. Jeffrey Kleiman regarding the proposed lighting ordinance.

Mayor Moore closed the public comments.

Town Commission discussion continued about modifying the language in Sec. 4-8. (2) of the proposed ordinance as it relates to the existing structures for exterior lights. Town Planner Allen will modify the language and bring the proposed ordinance back as a second reading on January 16, 2024.

**MOTION:** David/Stern - Moved to accept the turtle lighting ordinance subject to revisions that will show up on the second read. The motion passed unanimously 5 to 0.

- 9. 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. Approval of Meeting Minutes**

**November 21, 2023 Town Commission Meeting Minutes**

**MOTION:** David/Goldberg – Moved to adopt the Minutes of the November 21, 2023 Commission Meeting (Consent Agenda), which passed unanimously 5 to 0.

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

**A. Fire Rescue Implementation Update**

Fire Chief Glenn Joseph presented an update on the delivery of the fire engine, display of the fire rescue truck at the Mingle and Jingle Holiday Community Event, recruiting and hiring process of the fire personnel, and interviews are in progress for the firefighter candidates. He also provided an update on the construction phase of the fire rescue building.

Town Manager Labadie talked about the color scheme of the fire rescue building (white with beige trimming) and the consistency of the lettering. He also updated the Town Commission on the State of Florida Joint Legislative Auditing Committee

Town Manager Labadie provided an update on the State of Florida Joint Legislative Auditing Committee (JLAC) regarding the Town's approach to the matter.

He also spoke about the 24/72 staffing model for the new fire rescue personnel. He and Finance Director DiLena are working through the finances.

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

Town Manager Labadie asked the Town Commission to look at their schedule for availability the weeks of March 5<sup>th</sup> through 7<sup>th</sup> or March 12<sup>th</sup> through 14<sup>th</sup> for FDOT construction meeting at 6:00 p.m. The Town Commission is available on Thursday, March 7<sup>th</sup>. He received FDOT's written response regarding a resident's comments concerning the construction along A1A and will forward the responses to the Town Commission. He is also attempting to schedule a field meeting with the FDOT Design Team and waiting for a few dates.

**C. Building Department Recertification Program Update**

Building Official Remas provided an update on the Building Recertification program.

**D. Continued discussion of Milani Park.**

Town Manager Labadie reported he was making good progress with putting together a team and developing an approach to this matter. February 1<sup>st</sup> is the public meeting with Palm Beach County. He encouraged the resident to send their comments regarding the Milani Park to him, the Town Commission or Palm Beach County Commissioner Marci Woodward.

**E. Consideration of Proposed Amendment No. 5 to Tower Siting Lease Agreement between the Town of Highland Beach and Sprint/T-Mobile.**

Mayor Moore read the title of this item. Followed by Town Manager Labadie presenting the item.

**MOTION:** David/Goldberg – Moved to authorize the Mayor to sign the Proposed Amendment No. 5 to the Tower Siting Lease Agreement with Sprint/T-Mobile. Upon roll call: Commissioner David (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); Vice Mayor Stern (Yes); and Mayor Moore (Yes). The motion passed unanimously 5 to 0.

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

**A. Consideration of the Town Commission proposed meeting schedule for the 2024 calendar year.**

Town Manager Labadie presented this item.

**MOTION:** David/Peters - Moved to approve the proposed meeting schedule for 2024 calendar year cancelling the January 2, July 2, and November 5 Town Commission meeting dates. The motion passed unanimously 5 to 0.

**B. Consideration to approve and authorize the Mayor to execute the 2024 Municipal Election(s) Vote Processing Equipment Use and Elections Services Agreement with the Palm Beach County Supervisor of Elections (SOE) Office for the Town's Municipal General Election on Tuesday, March 19, 2024.**

Town Clerk Gaskins presented this item.

**MOTION:** David/Goldberg - Moved to approve the 2024 Municipal Election(s) Vote Processing Equipment Use and Elections Services Agreement with the Palm Beach County Supervisor of Elections, which passed unanimously 5 to 0.

**12. TOWN COMMISSION COMMENTS**

Commissioner Judith M. Goldberg thanked the applicants for applying to participate on Town Boards. She provided comments about Milani Park regarding lighting.

Commissioner Donald Peters also commented on the applicants and Milani Park.

Commissioner Evalyn David encouraged the community to come out to the Mingle and Jingle Community Holiday event on Thursday, December 7<sup>th</sup>.

Vice Mayor David Stern look forward to serving with the Town Commission.

Mayor Natasha Moore had no comments.

**13. TOWN ATTORNEY'S REPORT**

Town Attorney Torcivia congratulated Commissioner Goldberg, Vice Mayor Stern and Mayor Moore on the unopposed candidacy related to the March 19, 2024 Municipal General Election.

**14. TOWN MANAGER'S REPORT**

Town Labadie also congratulated Commissioner Goldberg, Vice Mayor Stern and Mayor Moore on the unopposed candidacy related to the March 19, 2024 Municipal General Election. He announced the Top Out Ceremony tomorrow at 12:30 p.m. and the Mingle and Jingle Holiday Community Event at 5:00 p.m. tomorrow evening.

**15. ADJOURNMENT**

The meeting adjourned at 3:49 P.M.

**APPROVED:** December 19, 2023 Town Commission Meeting.

ATTEST:

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Natasha Moore, Mayor

Transcribed by  
Lanelda Gaskins

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Lanelda Gaskins, MMC  
Town Clerk

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12/19/2023  
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/>.