



## TOWN OF HIGHLAND BEACH TOWN COMMISSION SPECIAL MEETING MINUTES

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

Date: August 04, 2022  
Time: 12:00 PM

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

Mayor Hillman called the meeting to order at 12:00 P.M.

### **2. ROLL CALL**

PRESENT

Commissioner John Shoemaker

Commissioner Evalyn David

Commissioner Peggy Gossett-Seidman (joined at 12:02 P.M.)

Vice Mayor Natasha Moore

Mayor Douglas Hillman

Town Manager Marshall Labadie

Town Attorney Glen Torcivia (virtually)

Town Clerk Lanelda Gaskins

### **3. PLEDGE OF ALLEGIANCE**

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

Mayor Hillman modified the agenda as follows: Item 5, Presentation by Dorothy Jacks, CFA, AAS, Palm Beach County Property Appraiser, was moved before Item 4, Public Comments.

### **4. PRESENTATION (This item was formally Item 5)**

Dorothy Jacks, CFA, AAS, Palm Beach County Property Appraiser

Ms. Jacks provided a PowerPoint presentation highlighting the market value, taxable value, and the parcel count in the Town of Highland Beach.

Mayor Hillman opened this item for public comments.

Mr. Timothy Ruotolo inquired about the taxable and market values and exemptions. Ms. Jacks responded to his question.

Ms. Judith Goldberg asked about the impact of renovation on the assessed value related to condominiums. Ms. Jacks responded to her question.

**5. PUBLIC COMMENTS (formally Item 4)**

Mr. Jack Halpern of 45 South Ocean Boulevard spoke about emails he received concerning the Highland Beach Building Department and the interlocal agreement with the Town of Gulf Stream.

**6. DISCUSSION AND ACCEPTANCE OF THE PROPOSED BUDGETS FOR FISCAL YEAR 2023**

Finance Director DiLena and Town Manager Labadie provided a PowerPoint presentation highlighting the proposed budgets for fiscal year 2022-2023.

**A. General Funds**

**B. Discretionary Sales Surtax Fund**

**C. Building Department Fund**

**D. Water System Fund**

**E. Sewer Fund**

**F. Resolution No. 2022-016**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, amending resolution no. 2021-028, which appropriated funds for the 2021-2022 fiscal year budget, and providing an effective date.**

Mayor Hillman read the title of Resolution No. 2022-016.

Finance Director DiLena presented this item.

**MOTION:** David/Hillman - Moved to accept Resolution No. 2022-016, which passed unanimously 5 to 0.

**G. Resolution No. 2022-017**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, authorizing a one-time economic relief payment to non-union and union employees; and providing an effective date.**

Mayor Hillman explained that the Town Commission could not proceed with the resolution at this time. He and Town Manager Labadie will work together and bring an item back to Town Commission at the next meeting.

**MOTION:** David/Moore - Moved to remove Resolution No. 2022-017 from the agenda, which passed unanimously 5 to 0.

**H. Resolution No. 2022-018**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting a merit increase policy for non-union employees and amending the Town of Highland Beach salary table; and providing an effective date.**

Mayor Hillman read the title of Resolution No. 2022-018.

Town Manager Labadie presented this item. There were discussions about the salary comparison study, the salary table adjustments, the level of the salary range quartile, the merit increase policy, and attracting and retaining quality talented employees.

Town Manager Labadie will add a topic about salary table corrections to the strategic priorities plan.

**MOTION:** David/Moore - Moved to approve Resolution No. 2022-018, which passed unanimously 5 to 0.

**7. INTERLOCAL AGREEMENT (ADDENDUM TO THE AGENDA)**

**A. Approve and authorize the Mayor to execute an Interlocal Agreement between the Town of Highland Beach and the Town of Gulf Stream for Building Department Services.**

Mayor Hillman introduced this item. There were discussions about modifying the language in Section 2(B)(2)(b) - Building Department Plan Review and Inspection Services, to the language that read "Fees charged to the Town of Gulf Stream properties shall be the same as those charged to the Town of Highland Beach properties." Town Manager Labadie then suggested modifying the language that read "on a first-come, first-service basis."

Building Official Remas provided a PowerPoint presentation highlighting the public discussions, the agreement, and the benefits of the contract. In addition, Finance Director DiLena introduced financial analysis related to this matter.

Mr. Jack Halpern provided public comments about this matter.

Mayor Hillman suggested that Town staff include clear responsibilities of the Town of Highland Beach and the Town of Gulf Stream in the interlocal agreement.

It was the consensus of the Town Commission to send the Interlocal Agreement to the Financial Advisory Board for their review and input.

Mr. Jack Halpern continued with public comments.

**8. BUDGET MEETINGS**

Mayor Hillman announced the meetings as follows:

August 23, 2022 Financial Advisory Board Meeting

August 25, 2022 - 12:00 P.M. Town Commission Special Meeting

September 06, 2022 - 5:01 P.M. Town Commission Special First Public Hearing  
Budget Meeting

September 21, 2022 - 5:01 P.M. Town Commission Special Second Public Hearing  
Budget Meeting

**9. TOWN COMMISSION COMMENTS**

Commissioner John Shoemaker had no comments.

Commissioner Evalyn David had no comments.

Commissioner Peggy Gossett-Seidman reminded the Town Commission and staff about putting essential items on the agenda.

Vice Mayor Natasha Moore had no comments.

Mayor Douglas Hillman commented about a unit in his building that went through the building recertification program.

**10. ADJOURNMENT**

The meeting adjourned at 2:53 p.m.

**APPROVED** September 06, 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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September 06, 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/>.

