



## TOWN OF HIGHLAND BEACH TOWN COMMISSION SPECIAL MEETING MINUTES

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

Date: February 16, 2022  
Time: 1:30 P.M.

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

Mayor Hillman called the meeting to order at 1:34 P.M.

### **2. ROLL CALL**

Commissioner John Shoemaker  
Commissioner Evalyn David  
Commissioner Peggy Gossett-Seidman (arrived at 1:43 p.m.)  
Vice Mayor Natasha Moore  
Mayor Douglas Hillman  
Town Manager Marshall Labadie  
Town Clerk Lanelda Gaskins

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

The Town Commission led the Pledge of Allegiance.

### **4. APPROVAL OF THE AGENDA**

Mayor Hillman called for a motion to approve the agenda.

**MOTION:** David/Moore - Moved to approve the agenda as presented, which passed unanimously 4 to 0.

### **5. PUBLIC COMMENTS**

Mayor Hillman called for public comments, and there were none.

### **6. 2022 STRATEGIC PLAN REVIEW**

#### **A. Strategic Priorities Plan**

Town Manager Labadie talked about the updates to the Strategic Priorities Plan, such as the ranked projects and initiatives within the operational categories. He explained that the priorities were divided into categories such as Organizational Excellence, Public Infrastructure & Resiliency, Community Safety, Community

Enrichment & Sustainability, and Emerging Issues. He further explained that within the main categories, the ranked projects were placed into each category and displayed the departments that would primarily be responsible for conducting the projects.

The Town Commission discussed missing projects and new projects. It was the recommendation of the Town Commission to add the following projects to the Strategic Priorities Plan:

- Veteran Memorial Statute (incorporated with the Fire-Rescue design)
- Update Beach Erosion Study 2013 and Coastal Erosion Line
- Temporary Signs Ordinance (review and update)
- Police Department Accreditations
- Survey the Town-owned lakes in the Bel Lido Community
- Seawall Heights / Ordinance Review
- Website Content Management Updates
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The Town Commission further discussed and prioritized the ranked projects as well as the planned project as follows:

#### Commenced

1. Fire-Rescue Department Implementation
2. Undertake Sanitary Sewer Collection System Project
3. Fund Balance Guidelines/Policy Revision
4. Develop a Communication Plan
5. Investment Policy Review
6. FY 2020-2025 Water & Sewer Rate Study Update
7. Website Content Management Process
8. Veterans' website
9. Veterans Memorial
10. Maintain 5-year Capital Improvement Projects Program
11. Marine Accessory Structures Ordinance
12. Town Entry Signs-A1A
13. A1A Drainage/Flooding Issues (including the development of an alternative
14. Sea Turtle Lighting Standards/Requirements
15. Collaborate with Palm Beach County on Cam Milani Park Development
16. Police Department Accreditation (including Marine Unit)
17. Strategic Budget Process
18. Engage in FDOT RRR Project Design & Construction
19. Public Record Digitization & Management Project
20. Update Beach Erosion Study/Dune Management (Erosion Control Line)
21. Define Human Resource/Personnel Roles & Responsibilities
22. Property Rights Element – Comprehensive Plan Update

#### Planned

1. PBA Collective Bargaining Agreement FY 2023 - 2026
2. FOP Collective Bargaining/General Employees FY 2023-2026

3. Temporary Sign Ordinance Review/Update
4. Seawall Ordinance Review (Seawall Elevation)
5. Maintain & Refine 5-year Financial Forecast Model
6. Implement 2020 FIRM Flood Maps/Ordinance Revision
7. Survey Waterbodies – Bel Lido Subdivision
8. Home Based Business Ordinance/Updates
9. Improve Recycling and Waste Reduction Rates

Mayor Hillman announced that there would be a President's Forum on March 22, 2022, at 4:00 p.m. with the homeowner association and condominium presidents.

There were discussions about refining the mission and vision statements to support the strategic projects. In addition, there were discussions about the Town's values. Town Manager Labadie suggested that each Commissioner send their ideas regarding the mission and vision statements to him.

Lastly, Town Manager Labadie will present an updated strategic priorities plan to the Town Commission at the March 01, 2022, meeting.

## **7. TOWN COMMISSION COMMENTS**

The Town Commission had no additional comments.

## **8. ADJOURNMENT**

Mayor Hillman adjourned the meeting at 3:06 P.M.

**APPROVED** on April 19, 2022, Town Commission Meeting.

ATTEST:

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Douglas Hillman, Mayor

Transcribed by Ganelle Thompson  
Administrative Support Specialist  
and  
Lanelda Gaskins, Town Clerk

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Lanelda Gaskins, MMC  
Town Clerk

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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/>.