



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: March 01, 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  
Vice Mayor Natasha Moore  
Mayor Douglas Hillman  
Town Manager Marshall Labadie  
Town Attorney Glen Torcivia  
Town Clerk Lanelda Gaskins

ABSENT

Commissioner Peggy Gossett-Seidman

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

The Town Commission led the Pledge of Allegiance.

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

Mayor Hillman asked if there were any additions or deletions to the agenda.

Vice Mayor Moore added "Pace Advertising Educational Campaign" as Item 10.B. under Unfinished Business.

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

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

A. None.

**6. PUBLIC COMMENTS**

Mayor Hillman called for public comments.

Matthew H. Scott with Dunay Miskel Backman LLP spoke about a concern that his client has with a redevelopment issue involving the property located at 1023 Russell Drive and the Town's density code.

Town Planner Ingrid Allen mentioned that she spoke with Mr. Scott and Town Manager Labadie concerning this matter.

Discussion followed regarding this matter. It was the consensus of the Town Commission to place the density zoning district on the Town Commission Strategic Priorities Plan as a medium priority.

**7. ANNOUNCEMENTS**

Mayor Hillman read the announcements as follows:

**Board Vacancies**

Natural Resources Preservation Advisory Board - One vacancy for an unexpired term ending April 30, 2024

Planning Board - One vacancy for a three-year term

**Meetings and Events**

March 08, 2022 7:00 A.M. - 7:00 P.M. Election Day

March 09, 2022, 1:00 P.M. Code Enforcement Board Regular Meeting

March 10, 2022 - 9:30 A.M. Planning Board Regular Meeting

March 15, 2022 - 1:30 P.M. Town Commission Meeting

**Board Action Report**

A. None.

**8. ORDINANCES**

**A. Proposed Ordinance**

**An Ordinance of the Town of Highland Beach, Florida, amending the Town Code of Ordinances, Chapter 25, "Streets, Sidewalks, Bicycle/Walkway Path, and Right-of-Way," in order to eliminate obsolete provisions pertaining to newsracks; providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing an effective date.**

Mayor Hillman read the title of the Proposed Ordinance.

Town Planner Allen presented this item. Discussion followed about adding language in the proposed ordinance to ban all news racks.

**MOTION:** David/Moore - Moved to approve Item 8.A. as amended to include a ban on all news racks.

**9. CONSENT AGENDA**

A. None.

**10. UNFINISHED BUSINESS**

**A. Fiscal Year 2022 Strategic Priorities Plan**

Mayor Hillman read the title of Item 10.A.

Town Manager Labadie presented the Fiscal Year 2022 Strategic Priorities Plan updates. It was the recommendation of the Town Commission to add and modify the Strategic Priorities: Ranked Projects & Initiatives List as follows:

Planned

Add "Zoning District Density Review" after No. 4., "Seawall Ordinance Review (Seawall Elevation)" and before No. 5, "Maintain & Refine 5-year Financial Forecast Model"

Organizational Excellence, Projects/Initiatives: Commenced:

Modify No. 8, "Veterans' website," to read as "Veterans' tab on the website"

**B. Pace Advertising Educational Campaign** (This Item was added to the Agenda)

Vice Mayor Moore spoke about a letter that her husband received from the Committee to Save Highland Beach about the referendum ballot questions. She presented this matter to the Town Commission for discussion to determine if any

action should be taken to correct the misinformation about the ballot questions. Discussions followed regarding this matter and the Town's approach to clarify the misinformation and rumors.

**MOTION:** David/Moore - Moved to direct staff to send an email clarifying the misinformation and rumors, which passed unanimously 4 to 0.

## **11. NEW BUSINESS**

### **A. Update on the November 3, 2021, Board recommendations to the Town Commission, and the previous recommendation pertaining to the palms located in the right-of-way along State Road A1A**

Mayor Hillman read the title of Item 11.A.

Town Planner Allen talked about February 2, 2022, Natural Resources Preservation Advisory Board recommendations as follows:

1) Consider employing a professional tree service company like Bartlett Tree Experts to facilitate the management and care of palms situated in the right-of-way along State Road A1A.

2) Approve the implementation of additional bucket trees to all Associations along the beach that have authorized their use.

3) Consider providing a code enforcement officer that routinely (once or twice a week) walks or rides on the beach to facilitate visual observation of any violations to Section 5-9 of the Town Code.

The Town Commission's recommendation was to 1) hire a professional tree service to facilitate the management and care of the palm trees situated in the right-of-way along State Road A1A and 2) commence with the remainder of the bucket trees from the list of the interested condominium.

Mayor Hillman indicated he would like a combined brainstorming meeting with the Natural Resources Preservation Board to discuss a more holistic approach.

### **B. Update on Florida Power & Light and Sea Turtle Lights - Commissioner Gossett Seidman**

Town Manager Labadie stated that he and Public Works Director Pat Roman are scheduled to meet with Florida Power & Light (FP&L) on Thursday about the turtle lighting and keeping the vegetation/debris away from the lighting.

### **C. Approve and authorize the Mayor to execute an agreement with Energy Recovery, Inc. in the amount of \$127,950.00 to purchase replacement membrane turbos for the Water Treatment Plant.**

Chief Water Plant Operator David Richards presented this item.

**MOTION:** David/Moore - Moved to approve Item 11.C., which passed unanimously 4 to 0.

**D. Consideration of an Interlocal Agreement with Palm Beach County governing the use of the County regional opioid settlement funds.**

Mayor Hillman announced this item.

**MOTION:** David/Moore - Moved to approve Item 11.D., which passed unanimously 4 to 0.

**E. Fund Balance Policy Amendment: Assignment of Funds for the Establishment of the Fire-Rescue Department**

**1. Resolution No. 2022-005**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, amending its Fund Balance policy to assign funds for the establishment of the Fire-Rescue Department and increase the assignment amount for Disaster Recovery.**

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

Town Manager Labadie presented this item. Discussion followed regarding the assigned funds for the establishment of the Fire Rescue Department. Mayor Hillman suggested adding language in No. 3.a - Assigned Fund Balance – Public Safety Services, "Establishment of Fire Rescue Department" as follows: and to be the first funds spent for the establishment of the fire rescue department."

**MOTION:** David/Moore - Moved to approve Resolution No. 2022-005 as amended, which passed unanimously 4 to 0.

**12. TOWN COMMISSION COMMENTS**

Commissioner John Shoemaker commented about the heavy traffic on the north end of State Road A1A. He then inquired about installing a vehicle count. Chief of Police Craig Hartmann commented on the matter and indicated that he will meet with FDOT.

Commissioner Shoemaker also commented on Pastor Father Horgan's illness, Highland Beach TV Channel 99 is now working, and the Veterans' tab on the Town's website.

Mayor Hillman asked if the Veterans would like to have a quarterly breakfast hosted by the Town, and Commissioner Shoemaker responded that this was a great suggestion.

Commissioner Shoemaker spoke about the Condo Presidents meeting and the Highland Beach Police Department Marina Patrol Unit ceremony.

Lastly, Commissioner Shoemaker asked for information on the Town's zoning code. Town Manager Labadie will send him background information on the zoning code. He also suggested a one-on-one meeting with Town Planner Allen.

Commissioner Evalyn David extended prayers and well wishes to Pastor Father Horgan. She spoke about the changes in the Town's zoning code related to density. She also commented about the Highland Beach Police Department Marina Patrol Unit ceremony.

Commissioner Peggy Gossett-Seidman

1. Intracoastal Waterway Wake Zone Evaluation Meeting with the Florida Fish and Wildlife Commission and Florida House Representative Michael "Mike" Caruso, District 89.

Vice Mayor Natasha Moore had no comments.

Mayor Douglas Hillman commented on the zoning density and suggested the Town obtain input from the residents. He talked about the misinformation from the Committee to Save Highland Beach, an email from resident Barbara James related to the Highland Beach Forum. Mayor Hillman also commented on the Highland Beach Marina Patrol Unit ceremony. Additionally, he talked about the benefit of the Condo Presidents meeting. Lastly, he spoke about the Town Commission setting up at the polling site on March 08, 2022.

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

Town Attorney Torcivia had nothing to report.

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

Town Manager Labadie reported the following:

The Fire Rescue project was ongoing.

He suggested that the Town Commission read the email on conflict resolution.

Attorney Aleksandr Boksner with Torcivia, Donlon, Goddeau & Rubin, P.A. has been helping staff with the project and working through the forensic accounting information. Also, David Delina, the new Finance Director, has been in contact with Attorney Boksner.

He has the COPCN process/application for the pilot program. Terisha, the EMS Consultant Tom McCarthy, and Consultant Glen Joseph are all working on this matter.

The Fire Prevention Code and the fees related to fire rescue will be presented to the Town Commission soon.

He also reported Sam Ferreri with PGAL, Inc. was working on some items.

The Construction Manager at Risk Request for Qualification is in progress.

Lastly, the Town Commission will start looking at the process to hire a Fire Chief in June or July.

**15. ADJOURNMENT**

Mayor Hillman adjourned the meeting at 3:38 PM.

**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/>.