



# TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING AGENDA

Tuesday, October 03, 2023 AT 1:30 PM

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

## Town Commission

Natasha Moore  
David Stern  
Evalyn David  
Donald Peters  
Judith M. Goldberg

Mayor  
Vice Mayor  
Commissioner  
Commissioner  
Commissioner

Marshall Labadie  
Lanelda Gaskins  
Glen J. Torcivia

Town Manager  
Town Clerk  
Town Attorney

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1. **CALL TO ORDER**
  2. **ROLL CALL**
  3. **PLEDGE OF ALLEGIANCE**
  4. **APPROVAL OF THE AGENDA**
  5. **PRESENTATIONS / PROCLAMATIONS**

A. Resolution No. 2023-028

A Resolution of the Town Commission of the Town of Highland Beach, Florida, recognizing and commending Father D. Brian Horgan for his 25th Anniversary of priestly ordination.

B. Resolution No. 2023-027

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.

6. **PUBLIC COMMENTS**

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

**7. ANNOUNCEMENTS**

Board Vacancies

Board of Adjustment and Appeals      Two (2) vacancies, for a three-year terms and  
One (1) vacancy for an unexpired term ending  
September 21, 2024

Planning Board                                      One (1) upcoming vacancy for an unexpired  
term ending September 2025

Meetings and Events

October 09, 2023    Town Hall Closed in observance of Columbus Day

October 10, 2023  1:00 P.M.    Code Enforcement Board Regular Meeting

October 12, 2023  9:30 A.M.    Planning Board Regular Meeting

October 17, 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, amending the code of ordinances, at Chapter 33 "Acquisition of Goods and Services, "Section 33-2 "Methods of Acquisition"; Amending Section 33-3 "Town Commission Approval"; and for other purposes; providing for the repeal of all ordinances in conflict, codification, severability, and an effective date.

**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

September 19, 2023 Town Commission Meeting Minutes

September 21, 2023 Town Commission Second Public Hearing Budget Meeting Minutes

- B. Approve and authorize the Town Clerk to execute a Contract for Election Day between the Wendy Sartory Link Palm Beach County Supervisor of Elections and the Town of Highland Beach to use the Highland Beach Library Community Room as a polling location for the Presidential Preference Primary Election, Tuesday, March 19, 2024 and the Municipal Election, the Primary Election, Tuesday, August 20, 2024, and the General Election, Tuesday, November 5, 2024.

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
- B. Florida Department of Transportation (FDOT) RRR Project Update
- C. Building Department Recertification Program Update
- D. Continued discussion on proposed referendum questions for the March 2024 election.

**1. Referendum No. 1:**

**Ballot title.** The ballot title which is the subject of this Referendum shall be captioned as “**Financing and Implementation of Sanitary Sewer Lining Project**”

**Ballot summary.** The ballot summary of the proposed Charter amendment shall be:

SHALL THE TOWN OF HIGHLAND BEACH UNDERTAKE AND FUND A TOWNWIDE SANITARY SEWER LINING PROJECT FOR COST NOT EXCEEDING \$3,500,000 AND ISSUE BONDS NOT EXCEEDING SUCH AMOUNT, IN ONE OR MORE SERIES, BEARING INTEREST NOT EXCEEDING THE MAXIMUM LEGAL RATE, MATURING NOT LATER THAN \_\_\_ YEARS FROM ISSUANCE, PLEDGING THE TOWN’S FULL FAITH AND CREDIT AND AD VALOREM REVENUES COLLECTED TO PAY SUCH BONDS, ALL AS DESCRIBED IN RESOLUTION NUMBER \_\_\_\_\_?

**2. Referendum No. 2:**

**Ballot title.** The ballot title which is the subject of this Referendum, and by which the proposed Charter Amendment is to be commonly referred to or spoken of, shall be captioned as “**Funding Limitation.**”

**Ballot summary.** The ballot summary of the proposed Charter amendment shall be:

SHALL THE FUNDING LIMITATION OF \$350,000, SET FORTH IN THE TOWN OF HIGHLAND BEACH CHARTER AT SECTION 2.01(30), BE ADJUSTED TO \$900,000 TO ACCOUNT FOR THE PAST 32 YEARS OF INFLATION AND BE ADJUSTED ANNUALLY THEREAFTER ON JUNE 1ST (BEGINNING IN 2025) IN ACCORDANCE WITH THE REGIONAL CONSUMER PRICE INDEX (METROPOLITAN STATISTICAL AREA)?

### 3. Referendum No. 3:

**Ballot title.** The ballot title which is the subject of this Referendum, and by which the proposed Charter Amendment is to be commonly referred to or spoken of, shall be captioned as “**Repurposing of Town’s Old Fire Station for Shared Use by Community and Fire Rescue Department.**”

**Ballot summary.** The ballot summary of the proposed Charter amendment shall be:

SHALL THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH BE AUTHORIZED TO FINANCE AND IMPLEMENT THE DEMOLITION AND REPURPOSING OF THE TOWN’S OLD FIRE STATION FOR SHARED USE BY THE COMMUNITY AS A MULTIPURPOSE EVENT SPACE AND BY THE TOWN’S FIRE RESCUE DEPARTMENT FOR A NOT TO EXCEED COST OF \$1 MILLION DOLLARS?

### 4. Referendum No. 4:

**Ballot title.** The ballot title which is the subject of this Referendum, and by which the proposed Charter Amendment is to be commonly referred to or spoken of, shall be captioned as “**Use of Countywide Palm Beach County Canvassing Board .**”

**Ballot summary.** The ballot summary of the proposed Charter amendment shall be:

SHALL THE TOWN OF HIGHLAND BEACH AMEND ITS CHARTER AT SECTIONS 1.06(7) AND 1.06(8) TO DELEGATE CANVASSING DUTIES TO THE COUNTYWIDE CANVASSING BOARD FOR MORE EFFICIENTLY RUN MUNICIPAL ELECTIONS?

### 5. Referendum No. 5:

**Ballot title.** The ballot title which is the subject of this Referendum, and by which the proposed Charter Amendment is to be commonly referred to or spoken of, shall be captioned as “**Adjustment of Salaries for Town Mayor and Commissioners.**”

**Ballot summary.** The ballot summary of the proposed Charter amendment shall be:

SHALL THE TOWN OF HIGHLAND BEACH AMEND ITS CHARTER AT SECTION 3.05 TO PROVIDE THAT, COMMENCING JUNE 1, 2024, THE SALARIES OF THE MAYOR AND COMMISSIONERS SHALL BE ADJUSTED TO ACCOUNT FOR THE PAST 20 YEARS OF INFLATION TO \$2,290 PER MONTH FOR THE MAYOR AND \$1,832 FOR EACH COMMISSIONER, AND, THEREAFTER, BE ADJUSTED ANNUALLY ON JUNE 1ST IN ACCORDANCE WITH THE REGIONAL CONSUMER PRICE INDEX (METROPOLITAN STATISTICAL AREA)?

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

A. Approve and authorize the second draw on the Synovus Bank Loan in the amount of \$4,997,900 as forecasted, planned and budget for fiscal year 2023-2024 to complete the construction phase of the Fire Rescue project, and authorize the Town staff to execute the certificate relevant to the draw.

B. Resolution No. 2023-029

A Resolution of the Town Commission of the Town of Highland Beach, Florida, expressing support for the extension and continuation of the Palm Beach County One-Cent Sales Tax to fund local infrastructure projects through December 31, 2036; providing an effective date; and for other purposes.

**12. TOWN COMMISSION COMMENTS**

Commissioner Judith M. Goldberg

Commissioner Donald Peters

Commissioner Evalyn David

Vice Mayor David Stern

Mayor Natasha Moore

**13. TOWN ATTORNEY'S REPORT****14. TOWN MANAGER'S REPORT**

1. Engagement of a Fiduciary Advisor to evaluate the Town's retirement plan options.

**15. ADJOURNMENT**

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NOTE: Any person, firm or corporation decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record including testimony and evidence upon which the appeal is to be based. (State Law requires the above Notice. Any person desiring a verbatim transcript shall have the responsibility, at his/her own cost, to arrange for the transcript.) The Town neither provides nor prepares such record.

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall 561-278-4548 within a reasonable time prior to this meeting in order to request such assistance.