



Town of Highland Beach

Notice of Public Meeting Protocol

The Town of Highland Beach is committed to serving the needs of the public while also working to ensure the safety and health of the town's staff, the community, and visitors alike.

The following information is guidance for preregistration for Zoom or telephone participation, and for viewing and providing public comments at the meeting:

ZOOM PARTICIPATION:

Online or Telephone Access – Access to the meeting will begin on the date and time of the meeting.

- To Join Meeting: All interested persons **must preregister** to participate by contacting Town Clerk Lanelda Gaskins at publiccomments@highlandbeach.us or by calling (561) 278-4548 no later than one (1) business day prior to the meeting date (**e.g. by 4:30 P.M. on a Monday if the meeting is scheduled for that Tuesday; and by 4:30 P.M.**).
- Meeting access information and instructions will be provided to those persons two hours prior to the meeting.
- The video camera display feature will only be enabled for Public Hearing Quasi-Judicial matters and during public comments only. The video camera display feature will be disabled for public use.

For additional information on using Zoom, please visit Zoom Support by click on the following link: <https://support.zoom.us/hc/en-us>.

Viewing Only - To view the meeting, preregistration is not required. The public can view the meeting on the following:

- Highland Beach TV Channel 99 online streaming on the Town's website and via Highland Beach YouTube at <https://www.youtube.com/channel/UCTAGr8WCa44Y3Q2Bb6UN2mw>.

PROVIDING PUBLIC COMMENT:

Persons desiring to provide public comments must do so by one of the methods listed below. Public comments will be limited to five minutes (three minutes for special Commission meeting items only) per person during the designated section of the agenda. If an interested person desires to provide written public comment, all comments must be directed to Lanelda Gaskins, Town Clerk as follows:

TO SEND COMMENTS IN ADVANCE VIA EMAIL:

- To submit public comments, click on the link <https://mmportal6.teamunicode.com//> to go to the Agendas and Meeting webpage. At the top of the page click on "Public Comments" to submit your comments, or
- Submit your comments to publiccomments@highlandbeach.us.
- The Town will receive such public comments no later than two (2) hours prior to the meeting. If timely received, Town staff will read the public comment at the meeting.

- Live Zoom Video Participation - If attending via Zoom online, please follow Zoom instructions above. Once the meeting gets to the applicable public comment period, the host of the meeting will allow public participants (audio only) into the meeting from the waiting room, to provide live public comment.
- Live Zoom Telephone Participation - If attending via Zoom by telephone, please follow the instructions above. Once the meeting gets to the appropriate public comment period, the host of the meeting will allow public participants into the meeting from the waiting room, to provide live public comment.

Should you have any questions, please feel free to contact the Town Clerk's Office at (561) 278-4548.



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING AGENDA

Tuesday, September 06, 2022 AT 1:30 PM

TOWN HALL COMMISSION CHAMBERS

3614 S. OCEAN BOULEVARD
HIGHLAND BEACH, FL 33487

Town Commission

Douglas Hillman	Mayor
Natasha Moore	Vice Mayor
Peggy Gossett-Seidman	Commissioner
Evalyn David	Commissioner
John Shoemaker	Commissioner
Marshall Labadie	Town Manager
Lanelda Gaskins	Town Clerk
Glen J. Torcivia	Town Attorney

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

None.

6. **PUBLIC COMMENTS**

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

7. **ANNOUNCEMENTS**

Board Vacancies

Board of Adjustment and Appeals - One vacancy for a three-year term

Meetings and Events

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

September 13, 2022 - 1:00 P.M. Code Enforcement Board Regular Meeting

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

Board Action Report

None.

8. ORDINANCES

A. Ordinance No. 2022-006 (Second Reading/Public Hearing)

An Ordinance of the Town Commission of the Town of Highland Beach, Florida amending the Town's Comprehensive Plan by adding a New Property Rights Element; providing for severability; providing for conflicts; and providing effective date (First Reading was June 07, 2022).

B. Ordinance No. 2022-007 (Public Hearing)

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, readopting a small-scale amendment to the Town Comprehensive Plan to amend the Future Land Use designation of a 0.8315 acre parcel of land located in the Boca Raton Cove Development along South Ocean Boulevard approximately 300 feet south of Russell Drive, as more particularly described herein, from no Future Land Use Classification to Multi Family Low Density to correct a scrivener's error; providing for severability; providing for conflicts; and providing an effective date.

C. Ordinance No. 2022-008 (Second Reading/Public Hearing)

An Ordinance of the Town Commission of the Town of Highland Beach; amending the administrative amendments to the 7th (2020) Edition of the Florida Building Code to update the requirements for reinspection and recertification of existing threshold buildings and other buildings owned by a condominium or cooperative association to conform with state law; providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing for an effective date (First Reading was August 02, 2022).

9. CONSENT AGENDA

- A. Consideration to approve and authorize the Mayor to execute the revised Interlocal Agreement between the Town of Highland Beach and the Town of Gulf Stream for Building Department Services.

10. UNFINISHED BUSINESS

- A. Fire Rescue Implementation Update

11. NEW BUSINESS

- A. Consideration of a request for a Town of Highland Beach Right-of-Way permit for the property located at 4005 South Ocean Boulevard.

- B. Resolution No. 2022-019

A Resolution of the Town Commission of the Town of Highland Beach, Florida, authorizing the Mayor to execute Amendment Number five (5) to the State of Florida Department of Transportation (FDOT) District Four (4) Landscape Inclusive Memorandum of Agreement on behalf of the Town of Highland Beach, Florida and providing for an effective date.

- C. Resolution No. 2022-023

A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting the Fiscal Year 2022-2023 Schedule of Fees which establishes reasonable fees for Town services and other charges; providing for conflicts; and providing an effective date.

- D. Resolution No. 2022-024

A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting the Fiscal Year 2022-2023 Schedule of Fees which establishes reasonable fees for Building and Land Development Services, providing for conflicts; and providing an effective date.

- E. Consideration to cancel the September 20, 2022 Town Commission Meeting.

- F. Consideration of the proposed Town Commission Meeting Schedule.

- G. Approval of Meeting Minutes

August 04, 2022 - Commission Meeting Special Minutes

August 16, 2022 - Commission Meeting Minutes

August 25, 2022 - Commission Meeting Special Minutes

12. TOWN COMMISSION COMMENTS

Commissioner John Shoemaker

Commissioner Evalyn David

Commissioner Peggy Gossett-Seidman

Vice Mayor Natasha Moore

Mayor Douglas Hillman

13. TOWN ATTORNEY'S REPORT**14. TOWN MANAGER'S REPORT****15. ADJOURNMENT**

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