



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 SPECIAL MEETING AGENDA

Tuesday, November 22, 2022 AT 1:30 PM

TOWN HALL COMMISSION CHAMBERS

3614 S. OCEAN BOULEVARD
HIGHLAND BEACH, FL 33487

Town Commission

**Douglas Hillman
Natasha Moore
Evalyn David
John Shoemaker**

**Mayor
Vice Mayor
Commissioner
Commissioner**

**Marshall Labadie
Lanelda Gaskins
Glen J. Torcivia**

**Town Manager
Town Clerk
Town Attorney**

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

Public Comments will be limited to three (3) minutes per speaker.

5. DESIGNATION OF CANVASSING BOARD MEMBERS

A. Resolution No. 2022-031

A Resolution of the Town Commission of the Town of Highland Beach, Florida, calling a General Election to be held on Tuesday, March 14, 2023, for the purpose of electing a Mayor-Commissioner, one Commissioner, and one Commissioner for an unexpired term; directing the election to be held within the municipal boundaries of the Town between the hours of 7:00 a.m. until 7:00 p.m.; requesting the Palm Beach County Supervisor of Elections to conduct the Town's General Election; designating the members of the Town's Canvassing Board; and providing for severability, conflicts and an effective date.

6. FIRE RESCUE STATION UPDATES

7. COMMISSION INTERVIEW APPLICANTS / RESOLUTION NO. 2022-032 / SWEARING IN AND SEATING OF NEWLY APPOINTED COMMISSIONER

- A. Commission Interview Applicants for the Vacant Commissioner position that is to be filled until the March 14, 2023, General Election, per Section 106(11) of the Town's Charter.

Applicants:

Margarita Chappelear

Joshua Davison

Judith Goldberg

Peter Kosovsky

James B. Murray

Myles Schlam

David Stern

- B. Resolution No. 2022-032

A Resolution of the Town Commission of the Town of Highland Beach, Florida filling a vacancy on the Town Commission created by the resignation of Peggy Gossett-Seidman, said appointment to be effective until the March 14, 2023, General Election.

- C. Swearing In and Seating of the Newly Appointed Commissioner

8. TOWN COMMISSION COMMENTS

Commissioner John Shoemaker

Commissioner Evalyn David

Vice Mayor Natasha Moore

Mayor Douglas Hillman

9. 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