



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: April 02, 2024  
Time: 1:30 PM

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

Mayor Moore called the meeting to order at 1:30 P.M.

### **2. ROLL CALL**

Commissioner Judith Goldberg  
Commissioner Donald Peters  
Commissioner Evalyn David  
Vice Mayor David Stern  
Mayor Natasha Moore  
Town Manager Marshall Labadie  
Town Attorney Leonard G. Rubin  
Town Clerk Lanelda Gaskins

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

The Town Commission led the Pledge of Allegiance to the United State of America.

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

**MOTION:** David/Stern – To accept the agenda as presented, which passed  
unanimously 5 to 0.

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

#### **A. Swearing In of Fire Rescue Personnel**

Town Clerk Gaskins administered the Oath of Office and swore in the Fire  
Rescue Personnel.

#### **B. Resolution No. 2024-007**

**A Resolution of the Town Commission of the Town of Highland Beach,  
Florida, approving a Declaration of Unity of Title submitted by Highland  
Beach Holdings LP for the properties location north of the intersection of  
Grand Court and State Road A1A, specifically parcel control numbers 24-**

**43-47-09-00-001-0030 and 24-43-47-09-00-001-0210; and providing an effective date.**

Mayor Moore read the title of Resolution No. 2024-007 followed by Town Planner Ingrid Allen presentation regarding Declaration of Unity of Title submitted by Highland Beach Holdings LP.

Mayor Moore opened the item for public comments. Hearing none, she closed the public comments.

**MOTION:** David/Goldberg - Moved to accept Resolution No. 2024- 007. Upon roll call: Commissioner David (Yes), Commissioner Goldberg (Yes), Commissioner Peters (Yes), Vice Mayor Stern (Yes), and Mayor Natasha Moore (Yes). The motion passed unanimously on a 5 to 0 vote.

### **C. Water Conservation Month Proclamation**

Mayor Moore acknowledged April as Water Conservation Month.

**6. PUBLIC COMMENTS** (Public Comments will be limited to five (5) minutes per speaker.)

There were no public comments.

**7. ORDINANCES** (Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.)

A. None.

**8. 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. Approve and authorize the Mayor to execute a contract with Control Systems Design, Inc. for SCADA System Programming Services for the Water Treatment Plant for a term of two years with two one-year renewal options.**

**MOTION:** David/Stern - Moved to approve the Consent Agenda as presented, which passed unanimously 5 to 0.

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

**A. Discussion on the proposed amendment concepts pertaining to the Accessory Marine Facility (AMF) and seawall regulations of the Town Code**

Town Manager Labadie explained this matter is to discuss the proposed amendment concepts, determine which parts of the concepts that Town Commission would like to commence or modify as we move forward with the development of the ordinance language.

Town Planner Allen presented this item followed by Town Commission discussion of the proposed amendment concepts.

It was the recommendation of the Town Commission for Town Planner Allen to draft an ordinance and proceed with the below concepts:

1. Maximum height for AMFs: BFE plus 8 feet.
2. Exempt personal watercraft (PWC) lifts from the requirement that “in no case shall the lift be higher than the superstructure of the boat when lifted.”
3. Maximum seawall cap plus dock width at eight (8) feet.

Mayor Moore opened the item for public comments related to Concept No. 3.

Mr. Rick Greenwald of Tranquility Drive provided comments.

4. Encroachment into water for AMFs at 25 feet or 25 percent of the waterway width, whichever is less, (excludes AMFs along the Intracoastal Waterway) to be measured from wet face of seawall or bulkhead.

The Town Commission also recommended the “no action” option for Concept No. 5. - 10 foot side setback for all zoning districts. For lots < 100 feet in width, setback is 10% of width; however, setback cannot be less than 5 feet.

Mayor Moore opened the item for public comments related to Concept No. 5.

Mr. Rick Greenwald of Tranquility Drive was opposed to changing the setback in single residential areas.

Additionally, the Town Commission discussed Proposed Amendment Concept No. 6, Require a ladder for every 50 feet of dock. The Town Commission suggested to draft alternative options to include “mandatory,” “encouraged,” and “exempt single family homes directly on the Intracoastal and make it recommended for them.”

Lastly, the Town Commission discussed Proposed Amendment Concept No. 7, Maximum seawall height (additional concept, not included in initial proposal. The Town Commission was in favor of leaving this concept off and suggested the “no action” option for Concept No. 7.

## **B. Fire Rescue Implementation Update**

Fire Chief Glenn Joseph provided updates on the Fire Rescue Department's progress, including elevator inspection, landscaping, kitchen appliances,

medication dispenser, furniture delivery, delay of some equipment, testing of the fire apparatus equipment, personnel staffing, and the Fire Rescue Department Ribbing Cutting Event on April 19. As for community activities, three CPR classes were held at Toscano. He spoke about the meeting he had with Delray Beach Fire Department concerning the transition process.

Parking for the ribbon cutting event will be at the Saint Lucy Catholic Church.

**C. Florida Department of Transportation (FDOT) RRR Project Update**

Town Manager Labadie mentioned that there was a condominium meeting yesterday. FDOT has committed to start the drainage work on the north end. Mayor Stern suggested that town staff follow up with FDOT on the things they have committed to.

**D. Continued discussion of 2023-2024 Strategic Priorities Plan Update and Review**

Town Manager Labadie presented the update to the 2023-2024 Strategic Priorities Plan which includes the five year Capital Improvement Plan (CIP). He suggested that the Town Commission look at the 2023-2028 Capital Improvement Plan.

Mayor Moore suggested posting on the website.

Vice Mayor Stern spoke about the concern with parking at Town Hall and suggested looking at the old fire station for future parking.

**E. Continued discussion of Milani Park.**

Mayor Moore provided an update on Milani Park matter as it relates to meetings and monitoring the Board of County Commissioners agendas.

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

**A. Resolution No. 2024-005**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, declaring the results of the Municipal Referendum Election held on March 19, 2024; providing for an effective date; and for other purposes.**

Mayor Moore read the title of Resolution No. 2024-005.

**MOTION:** David/Goldberg - Moved to accept Resolution No. 2024-005. Upon roll call: Commissioner David (Yes), Commissioner Goldberg (Yes), Commissioner Peters (Yes), Vice Mayor Stern (Yes), and Mayor Moore (Yes). The motion passed on a 5 to 0 vote.

**B. Consideration of a Proposed Resolution of the Town Commission of the Town of Highland Beach, Florida, naming the Highland Beach Fire Rescue Building, Station No. 120 in honor of former Mayor Douglas Hillman for having served with distinction as the Mayor of the Town of Highland Beach from March of 2020 through March of 2023.**

Mayor Moore read the title of the Proposed Resolution.

Town Manager Labadie presented this item followed by Town Commission discussion concerning this matter.

It was the consensus of the Town Commission for staff to modify the proposed resolution and present a resolution at the next meeting.

Mayor Moore opened the item for public comments.

Mr. Rick Greenwald provided comments.

Hearing no further comments, Mayor Moore closed public comments.

**11. TOWN COMMISSION COMMENTS**

Commissioner Judith M. Goldberg thanked the residents for their participation in the referendum election.

Commissioner Donald Peters acknowledged the Fire Rescue personnel and is looking forward to the Fire Rescue Department ribbon cutting event.

Commissioner Evalyn David talked about the residents voicing their opinions and Highland Beach being a wonderful place to live.

Vice Mayor David Stern commented that the Town has good advisory boards. He thanked the board members.

Mayor Natasha Moore thanked Saint Lucy Catholic Church and Father Horgan for allowing the town to use the parking lot.

**12. ANNOUNCEMENTS**

**Board Vacancies**

Board of Adjustment and Appeals Board    One (1) vacancy for an unexpired term  
ending September 21, 2024

**Meetings and Events**

April 02, 2024    1:30 P.M.    Town Commission Meeting

April 09, 2024 1:00 P.M. Code Enforcement Board Regular Meeting

April 11, 2024 9:30 A.M. Planning Board Regular Meeting

**Board Action Report**

None.

**13. TOWN ATTORNEY'S REPORT**

Town Attorney Rubin is reviewing the recent legislation. He will prepare a summary and present it at a future meeting.

**14. TOWN MANAGER'S REPORT**

Town Manager Labadie announced the April 19 Fire Rescue Department Ribbon Cutting event.

**15. ADJOURNMENT**

The meeting was adjourned at 3:41 P.M.

**APPROVED:** June 04, 2024, Town Commission Meeting.

Signed Minutes on file in the  
Town Clerk's Office

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ATTEST:

Natasha Moore, Mayor

Transcribed by  
Lanelda Gaskins

06/04/2024

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Lanelda Gaskins, MMC  
Town Clerk

Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the events of this meeting. Verbatim audio/video recordings are permanent records and are available on the T