



TOWN OF HIGHLAND BEACH NATURAL RESOURCES PRESERVATION ADVISORY BOARD REGULAR MEETING MINUTES

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

**Date: November 02, 2022
Time: 12:30 PM**

1. CALL TO ORDER

Chairperson Stansfield called the meeting to order at 9:30 A.M.

2. ROLL CALL

Member Diane Matthewman
Member Nicole Stansfield
Member Joshua Davison
Member Barbara Nestle
Member Margarita Chappellear
Administrative Support Specialist Ganelle Thompson

ABSENT

Member Virginia Eastwood-Egan
Member Leonard Brenner

ADDITIONAL STAFF PRESENT

Town Planner Ingrid Allen

3. PLEDGE OF ALLEGIANCE

The Board led the Pledge of Allegiance to the United States of America.

4. APPROVAL OF THE AGENDA

MOTION: Chappellear/Matthewman – Moved to approve the agenda as presented, which passed unanimously 5 to 0.

5. PUBLIC COMMENT

There were no public comments.

6. PRESENTATIONS

None.

7. APPROVAL OF MINUTES

A. October 06, 2022

MOTION: Davison/Chappelear - Moved to approve the minutes of October 06, 2022, as presented which passed 5 to 0.

8. UNFINISHED BUSINESS

A. Updates from Town Planner Allen

Town Planner Allen provided updates as follows:

She mentioned an email sent to the Board Members prior to the food truck event that discussed the board's dune outreach campaign.

The Board's web address was updated.

The Board webpage was updated including a heading for dune restoration with additional links.

The educational outreach letter was sent out last week.

She also discussed the maintenance of dune erosion with the Florida Department of Environmental Protection.

She mentioned that an introduction of a sea turtle lighting ordinance will be coming to the Board at their next meeting.

9. NEW BUSINESS

A. Approval of Natural Resources Preservation Advisory Board Proposed 2023 Calendar Year Meeting Dates

MOTION: Davison/Matthewman - Moved to change the meeting times to 10:00 A.M. keeping the dates set forth in the agenda which passed 5 to 0.

B. Follow up on the October 27, 2022 Town of Highland Beach Food Truck Event

Chairperson Stansfield read the title into the record and provided feedback in relation to the Board's Attendance. She mentioned that there was positive feedback from residents during the event about the Board. She also stated that

many people worked hard to get the Board website and QR code up and running. She wanted it noted that the Board appreciated the Town Commissioners for giving them the ability to have a table at the event.

Member Davison asked about the ability to monitor website traffic. Ms. Thompson mentioned that she would follow up with the Town manager's Office about the traffic on the Board's webpage on the Town's website.

There was a discussion about having a table at future food truck events to interact with residents.

C. Board Member Updates on Assigned Projects

1. Member Barbara Nestle

Member Nestle provided a summary of each member's to-do list and mentioned she would like to know the outcome of the beach raking issues.

Chairperson Stansfield mentioned that the issue was previously discussed and that they spent extensive time on the issue last year.

Town Planner Allen spoke and explained that the private property owners hire beach raker companies.

Chairperson Stansfield asked that Town Planner Allen resend the prior information so they can discuss the issue at February's meeting.

2. Member Joshua Davison

Member Davison had no updates.

3. Member Virginia Eastwood-Egan

Member Eastwood-Egan was not present.

4. Member Leonard Brenner

Member Brenner was not present.

5. Member Diane Matthewman

Member Matthewman provided information on the maintenance of dune restoration.

6. Vice Chairperson Margarita Chappelear

Vice Chairperson Chappelear provided information on her PowerPoint presentation which is available on the Town's webpage that provides information on how to maintain the dunes.

7. Chairperson Nicole Stansfield

Chairperson Stansfield provided the Board with an update on the Town Commission Meeting she attended. She presented the PowerPoint to the Board. She also asked for an update on if she can move forward with reserving the library. Town Planner Allen said she would sit down with the Town Manager and discuss how to proceed.

There was discussion about updating and revising the PowerPoint monthly and posting it on the Board's webpage so that the residents can follow along with the Board's progress. The PowerPoint will be disseminated to the Board members through Town Planner Allen so all Board members could contribute.

There was a discussion about obtaining more bucket trees for the beaches. Town Planner Allen said that she would discuss how to proceed with the Town Manager.

Chairperson Stansfield spoke about the beach restoration feasibility study, done by Coastal Planning and Engineering Inc., which was discussed at the Town Commission meeting. She mentioned that the new study would be done in tangent with a dune study.

The Board discussed agencies that would help with the issues with the dunes. Chairperson Stansfield asked what Board members would like to continue to do research on agencies that would contribute to or support the issue.

Chairperson Stansfield volunteered to reach out to Palm Beach County

Member Matthewman volunteered to contact the Florida Department of Environmental Protection.

Vice Chairperson Chappelear volunteered to reach out to the Florida Fish and Wildlife Conservation Commission.

10. ANNOUNCEMENTS

Chairperson Stansfield read the announcements as follows:

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|-------------------|-----------|--|
| November 09, 2022 | 1:00 P.M. | Code Enforcement Board Regular Meeting |
| November 09, 2022 | 6:00 P.M. | Public Meeting Accessory Marine Facility Regulations |
| November 10, 2022 | 9:30 A.M. | Planning Board Regular Meeting |
| November 10, 2022 | 6:00 P.M. | Public Meeting Accessory Marine Facility Regulations |
| December 07, 2022 | 6:00 P.M. | Public Meeting Accessory Marine Facility Regulations |

11. ADJOURNMENT

The meeting adjourned at 1:40 P.M.

APPROVED at the February 01, 2023, Natural Resources Preservation Advisory Board Regular Meeting.

ATTEST:



A handwritten signature in black ink, appearing to read "N. Stansfield", written over a horizontal line.

Chairperson Nicole Stansfield

Transcribed by: Ganelle Thompson

A handwritten signature in blue ink, appearing to read "Ganelle Thompson", written over a horizontal line.

Ganelle Thompson,
Administrative Support Specialist

A handwritten date "2/1/23" in blue ink, written over a horizontal line.

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/>