



TOWN OF HIGHLAND BEACH TOWN FINANCIAL ADVISORY BOARD REGULAR MEETING MINUTES

**Library Community Room
3614 South Ocean Boulevard
Highland Beach, Florida 33487**

**Date: March 21, 2024
Time: 10:00 AM**

1. CALL TO ORDER

Vice Chairperson Reame called the meeting to order at 10:00 A.M.

2. ROLL CALL

Board Member Harold Siegel
Board Member John Verdile
Board Member Mark Zarrilli
Board Member Edward Kornfeld
Board Member Richard Greenwald
Vice Chairperson Ronald Reame
Finance Director David DiLena
Town Clerk Lanelda Gaskins

ABSENT:

Board Member Mitchell Pakler

ADDITIONAL STAFF:

Town Manager Marshall Labadie

3. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF THE AGENDA

Welcome Board Member Harold Siegal

The Board Members welcomed Mr. Harold Siegel to the Financial Advisory Board.

MOTION: Greenwald/Zarrilli - Moved to approve the agenda as presented, which passed unanimously 6 to 0.

5. PUBLIC COMMENT *(limited to three (3) minutes per speaker)*

6. APPROVAL OF MINUTES

A. October 27, 2022

January 26, 2023

July 27, 2023

December 07, 2023

MOTION: Greenwald moved to approve the October 27, 2022, January 26, 2023, and July 27, 2023, Meeting Minutes, which passed unanimously 6 to 0.

7. UNFINISHED BUSINESS

A. Consideration and approval of the 2024 proposed Financial Advisory Board Meeting Schedule.

The Board discussed the 2024 proposed Financial Advisory Board meeting schedule, and their availability to attend future board meetings in June and August. They also discussed the option to participate in the meetings using electronic media technology (the Zoom platform). The Board members agreed to eliminate the May 02, 2024, Organizational meeting, and the October 24, 2024, meeting. They kept the June 27, 2024, and the August 27, 2024, meeting dates for future meetings.

Town Clerk Gaskins explained that Florida Law requires the physical quorum to be present for all public meetings. Additionally, four (4) board members constitute a physical quorum. The Board discussed members participating in future meetings using electronic media technology in a workshop meeting format when a physical quorum was not available or present. The Town Clerk will speak with the Town Manager about the option for board members to participate in public meetings via the zoom platform.

The 2024 Financial Advisory Board meetings are slated for June 27, 2024, and August 27, 2024.

MOTION: Kornfeld/Siegel - Moved to approve the 2024 Financial Advisory Board Meeting Schedule as amended, which passed unanimously 6 to 0.

B. Nomination Chairperson and Vice Chairperson, term ending March 21, 2025.

The Board Members discussed the nomination of Chairperson and Vice Chairperson followed by motions.

MOTION: Greenwald/Siegel - Moved to nominate Mr. Ronald Reame as the Chairperson to serve, ending March 21, 2025, which passed unanimously 6 to 0.

MOTION: Reame moved to nominate Mr. Richard Greenwald as the Vice Chairperson to serve, ending March 21, 2025, which passed unanimously 6 to 0.

8. NEW BUSINESS

A. October through January 2024 Budget to Actuals Report - David DiLena, Financial Director

Finance Director DiLena presented the October 2023 through January 2024 Budget and Actuals followed by a comprehensive discussion of the budget to actuals and actuals by fund. It was suggested that the Finance Director break out the capital and operational expenditures.

B. Town Manager Updates

None.

9. BOARD MEMBERS REPORT

None.

10. ANNOUNCEMENTS

March 26, 2024 1:30 P.M. Town Commission Special Meeting / Swearing In Ceremony

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

11. ADJOURNMENT

The meeting was adjourned at 11:13 A.M.

APPROVED at the June 27, 2024, Financial Advisory Board Regular Meeting.

Signed Minutes on file in the
Town Clerk's Office.

Ronald Reame, Vice-Chairperson

ATTEST:

Transcribed by: Lanelda Gaskins

June 27, 2024

Lanelda Gaskins, MMC
Town Clerk

Date