



## TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

TOWN HALL COMMISSION CHAMBERS, 3614 S.  
OCEAN BLVD., HIGHLAND BEACH, FL

Date: June 04, 2024  
Time: 1:30 PM

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

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

### **2. ROLL CALL**

Commissioner Donald Peters  
Commissioner Evalyn David  
Vice Mayor David Stern  
Mayor Natasha Moore  
Town Manager Marshall Labadie  
Deputy Town Clerk Jaclyn DeHart

### **ABSENT**

Commissioner Judith Goldberg

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

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

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

Mayor Moore made the proposed changes to Section 5:

Moved Item 5.E., Resolution No. 2024-014 as the first item followed by Item 5.B., Palm Beach County Commission on Ethics Presentation by Rhonda Giger, General Counsel as the second item.

**MOTION:** David/ Stern - Moved to approve the agenda as amended unanimously 4 to 0.

**5. PRESENTATIONS / PROCLAMATIONS**

**A. Resolution No. 2024-014 (Formally Item 5.E.)**

**A Resolution of the Town Commission of the Town of Highland Beach, Florida, ratifying the selection, appointments, and term of office of members of the Board of Adjustments and Appeals; and providing for an effective date.**

Mayor Moore read the title of Resolution No. 2024-014.

Applicant Jeffrey Gordon was present and interviewed by the Town Commission. Mr. Gordon provided background information about his professional experiences.

**MOTION:** David/Stern - Moved to accept Resolution No. 2024-014 appointing Jeffrey Gordon to the Board of Adjustments and Appeals (as outlined in the resolution). The motion passed unanimously on a 4 to 0 vote.

**B. Palm Beach County Commission on Ethics Presentation by Rhonda Giger, General Counsel**

Ms. Rhonda Giger, General Counsel with the Palm Beach County Commission on Ethics, provided a brief presentation on ethics and mentioned that they like to be proactive not reactive.

**C. Red Cross Services Presentation by Johan Reyes, Representative (Formally item 5.B.)**

Ms. Johan Reyes, Disaster Program Manager with the Red Cross for Palm Beach and Treasure Coast Red Cross, introduced herself and spoke about the services that the Red Cross provides to the community.

**D. Hurricane Preparedness by Fire Chief Glenn Joseph (Formally item 5.C.)**

Glenn Joseph, Fire Chief, gave a presentation on hurricane preparedness and mentioned that the 2024 Town of Highland Beach Hurricane Preparation Manual is published and available.

**E. Preferred TIPS Check Presentation by Christopher Kittleson, Director with Public Risk Underwriters of Florida, Inc. (Formally item 5.D.)**

Christopher Kittleson, Director of Loss Control Technical Services, presented Fire Chief Glenn Joseph with a TIPS grant check for \$ 5,000. He explained that the TIPS program provides reimbursement for Safety or Risk Management initiatives.

**6. PUBLIC COMMENTS ON NON-AGENDA ITEMS** (Public Comments will be limited to five (5) minutes per speaker.)

Mayor Moore opened Public Comments.

Mr. Fred Rosen provided 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. Approval of Meeting Minutes**

April 02, 2024 Town Commission Meeting Minutes

April 16, 2024 Town Commission Meeting Minutes

**MOTION:** David/Stern - Moved to accept the Consent Agenda as presented, which passed unanimously 4 to 0.

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

**A. Building Department Recertification Program Update**

Building Official Jeff Remas provided updates regarding the Building Recertification Program as follows: Five buildings are in full compliance and have received their framed certificates, twelve building are in review, twenty-two buildings have submitted documents but are incomplete, four buildings missed the deadline, and they will move to code compliance. Of those four buildings, one has not submitted any paperwork. Seven buildings have paperwork not due till the end of the year.

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

A. None.

**11. TOWN COMMISSION COMMENTS**

Commissioner Donald Peters wished everyone a happy summer and thanked residents for coming to the county meeting.

Commissioner Evalyn David wished everyone a good summer and to stay safe.

Vice Mayor David Stern wished everyone a good summer and to stay safe.

Mayor Natasha Moore had no comments.

**12. TOWN ATTORNEY'S REPORT**

Town Attorney Len Rubin was not present.

**13. TOWN MANAGER'S REPORT**

Town Manager Labadie talked about the Annual Comprehensive Financial Report that was completed two months early. The budget for next year is being worked on and there will be a preliminary presentation at the next meeting. Capital projects are being updated and the Town is still waiting to hear about two State appropriation requests. There will be forthcoming information about a special magistrate for Code Enforcement.

David Delina, Finance Director, spoke briefly about the upcoming budget presentation and the replacement of water meters.

**14. ANNOUNCEMENTS**

**Board Vacancies**

Board of Adjustment and Appeals Board	One (1) vacancy for an unexpired term ending September 21, 2024
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Natural Resources Preservation Advisory Board	One (1) vacancy for a three-year term
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**Meetings and Events**

June 11, 2024	1:00 P.M.	Code Enforcement Board Regular Meeting
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June 14, 2024	9:30 A.M.	Planning Board Regular Meeting
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June 18, 2024	1:30 PM	Town Commission Meeting
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**Board Action Report**

None.

**15. ADJOURNMENT**

The meeting was adjourned at 2:18 P.M.

**APPROVED:** June 18, 2024 Town Commission Meeting.

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

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ATTEST:

Natasha Moore, Mayor

Transcribed by  
Jaclyn DeHart

06/18/2024

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Jaclyn DeHart  
Deputy 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 Town's Media Archives & Minutes webpage: <https://highlandbeach-fl.municodemeetings.com/>.