



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 SECOND PUBLIC HEARING BUDGET MEETING AGENDA

Wednesday, September 21, 2022 AT 5:01 PM

TOWN HALL COMMISSION CHAMBERS

3614 S. OCEAN BOULEVARD
HIGHLAND BEACH, FL 33487

Town Commission

Douglas Hillman	Mayor
Natasha Moore	Vice Mayor
Peggy Gossett-Seidman	Commissioner
Evalyn David	Commissioner
John Shoemaker	Commissioner
Marshall Labadie	Town Manager
Lanelda Gaskins	Town Clerk
Glen J. Torcivia	Town Attorney

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1. **CALL TO ORDER**
 2. **ROLL CALL**
 3. **PLEDGE OF ALLEGIANCE**
 4. **ADDITIONS, DELETIONS, AND APPROVAL OF THE AGENDA**
 5. **PRESENTATIONS**

None.

6. **SECOND READINGS / PUBLIC HEARINGS:**

A. Resolution No. 2022-020

A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting a Final Budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023; determining and fixing the amounts necessary to carry on the government of the Town for the ensuing year; providing for severability, conflicts, and an effective date.

B. Resolution No. 2022-021

A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting a Final Millage Rate of 3.2294 Mils for the Town's General Operating Funds for the fiscal year beginning October 1, 2022, and ending September 30, 2023; providing that the Final Millage Rate of 3.2294 mils is 12.6404 percent greater than the computed rolled back rate of 2.8670 Mils; providing for severability, conflicts, and an effective date.

7. COMMISSION MEETINGS

October 04, 2022 - 1:30 P.M. Town Commission Meeting

8. TOWN MANAGER REPORTS

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

File Attachments for Item:

A. Resolution No. 2022-020

A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting a Final Budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023; determining and fixing the amounts necessary to carry on the government of the Town for the ensuing year; providing for severability, conflicts, and an effective date.



RESOLUTION NO. 2022-020

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, a final budget has been prepared by the Town Manager estimating expenditures and revenues of the Town for the ensuing year, with detailed information, including revenues to be derived from sources other than the ad valorem levy, and the Town Manager has made recommendations as to the amount necessary to be appropriated for the ensuing year; and

WHEREAS, the Town Commission has met and considered the recommendations, the suggested budget, and the proposed millage necessary to be levied to carry on the government of the Town for the ensuing year.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA:

Section 1. That the final budget of the Town of Highland Beach, for the fiscal year beginning October 1, 2022, and ending September 30, 2023, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the Town of Highland Beach, Florida. There is hereby appropriated the sum of \$23,224,265 in new revenue, for the payment of operating expenditures for the Town Government pursuant to the terms of the above budget as summarized in Exhibit A.

Section 2. All delinquent taxes collected during the ensuing fiscal year as proceeds from levies of operating millages of prior years are hereby specifically appropriated for the use of the General Fund.

Section 3. All funds appropriated for the 2021/2022 fiscal year, which are encumbered, but unexpended as of the last day of the fiscal year, shall be deemed re-appropriated for the same purposes for the 2022/2023 fiscal year.

Section 4. If any clause, section, or other parts of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

Section 5. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent to such conflict.

Section 6. This Resolution shall become effective immediately upon its passage.

DONE AND ADOPTED by the Town Commission of the Town of Highland Beach, Florida, this **21st** day of **September 2022**.

ATTEST:

Douglas Hillman, Mayor

**REVIEWED FOR LEGAL
SUFFICIENCY**

Lanelda Gaskins, MMC
Town Clerk

Glen Torcivia, Town Attorney
Town of Highland Beach

VOTES:

YES NO

Mayor Douglas Hillman
Vice Mayor Natasha Moore
Commissioner Peggy Gossett-Seidman
Commissioner Evalyn David
Commissioner John Shoemaker

Exhibit A
Resolution No. 2022-020
FY2023 Final Budget
Summary

DEPARTMENT	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 07/31/22	2022-23 MANAGER REVIEW BUDGET	2022-23 TOWN COMM. REVIEW BUDGET
310.000	REVENUES	13,243,373	12,164,018	14,075,566	14,344,999
511.000	TOWN COMMISSION	197,525	142,901	190,367	198,646
512.000	TOWN MANAGER	642,250	433,202	544,887	563,537
512.100	TOWN CLERK	480,216	308,681	414,457	431,582
513.000	FINANCE	569,333	415,314	600,142	624,754
514.000	LEGAL COUNSEL	185,000	92,524	200,000	200,000
519.000	PUBLIC WORKS	334,913	233,869	376,208	383,438
519.100	POST OFFICE	133,050	92,519	149,186	156,972
519.300	SHARED SUPPORT SERVICES	443,690	355,724	613,668	628,459
521.000	POLICE DEPARTMENT	2,897,992	2,173,527	2,890,131	3,016,529
522.000	FIRE RESCUE	5,425,325	4,504,339	6,138,157	6,163,370
534.000	SOLID WASTE	488,180	373,108	492,235	492,235
571.000	LIBRARY	424,800	328,269	440,609	459,958
581.000	INTERFUND TRANSFERS	1,094,445	912,030	1,000,519	1,000,519
590.000	RESERVE FOR CONTINGENCY	14,000		25,000	25,000
NET OF REVENUES/APPROPRIATIONS - FUND 001		(87,346)	1,798,011		
Fund 103 - DISCRETIONARY SALES TAX FUND					
310.000	REVENUES	525,000	254,972	430,000	430,000
360.000	MISCELLANEOUS		1,062		
574.000	DISCRETIONARY SALES TAX- IST	595,119	219,197	430,000	430,000
NET OF REVENUES/APPROPRIATIONS - FUND 103		(70,119)	36,837		
Fund 106 - Building Department Fund					
310.000	REVENUES	1,241,204	1,374,268	1,788,400	1,823,434
524.000	BUILDING DEPARTMENT	1,256,159	1,047,303	1,788,400	1,823,434
NET OF REVENUES/APPROPRIATIONS - FUND 106		(14,955)	326,965		
Fund 401 - WATER SYSTEM					
	WATER SYSTEM REVENUES	4,757,635	3,377,930	4,784,807	4,843,140
533.000	WATER SYSTEM OPERATIONS	4,926,197	3,450,071	4,784,807	4,843,140
NET OF REVENUES/APPROPRIATIONS - FUND 401		(168,562)	(72,141)		
Fund 402 - SEWER SYSTEM					
	SEWER SYSTEM REVENUES	2,139,675	1,723,783	1,757,374	1,782,692
535.000	SEWER SYSTEM OPERATIONS	2,206,523	1,268,814	1,757,374	1,782,692
NET OF REVENUES/APPROPRIATIONS - FUND 402		(66,848)	454,969		
ESTIMATED REVENUES - ALL FUNDS		21,906,887	18,896,033	22,836,147	23,224,265
APPROPRIATIONS - ALL FUNDS		22,314,717	16,351,392	22,836,147	23,224,265
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(407,830)	2,544,641		

File Attachments for Item:

B. Resolution No. 2022-021

A Resolution of the Town Commission of the Town of Highland Beach, Florida, adopting a Final Millage Rate of 3.2294 Mils for the Town's General Operating Funds for the fiscal year beginning October 1, 2022, and ending September 30, 2023; providing that the Final Millage Rate of 3.2294 mills is 12.6404 percent greater than the computed rolled back rate of 2.8670 Mils; providing for severability, conflicts, and an effective date.



RESOLUTION NO. 2022-021

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, ADOPTING A FINAL MILLAGE RATE OF 3.2294 MILS FOR THE TOWN'S GENERAL OPERATING FUNDS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; PROVIDING THAT THE FINAL MILLAGE RATE OF 3.2294 MILS IS 12.6404 PERCENT GREATER THAN THE COMPUTED ROLLED BACK RATE OF 2.8670 MILS; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, a final budget has been reviewed and considered by the Town Commission of the Town of Highland Beach, Florida, for the ensuing year, with detailed information, including revenues to be derived from sources other than ad valorem levy, and the Town Manager has made recommendations as to the amount necessary to be appropriated for the ensuing year;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA:

Section 1. That the final millage rate necessary to be levied against ad valorem valuation of property subject to taxation in the Town of Highland Beach, Florida, to produce a sufficient sum which together with departmental and other revenues will be sufficient to pay for appropriations made in the budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023, is hereby set at 3.2294 Mils, plus 0.3581 for voted debt service, for a final millage rate of 3.5875.

Section 2. The final millage rate of 3.2294 is 12.6404 percent greater than the computed rolled-back rate of 2.8670.

Section 3. If any clause, section, or other parts of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This Resolution shall become effective immediately upon passage.

DONE AND ADOPTED by the Town Commission of the Town of Highland Beach, Florida, this **21st** day of **September 2022**.

ATTEST:

Douglas Hillman, Mayor

**REVIEWED FOR LEGAL
SUFFICIENCY**

Lanelda Gaskins, MMC
Town Clerk

Glen Torcivia, Town Attorney
Town of Highland Beach

VOTES:

YES NO

Mayor Douglas Hillman
Vice Mayor Natasha Moore
Commissioner Peggy Gossett-Seidman
Commissioner Evalyn David
Commissioner John Shoemaker