



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING AGENDA

Tuesday, March 04, 2025 AT 1:30 PM

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

Town Commission

**Natasha Moore
David Stern
Evalyn David
Donald Peters
Judith M. Goldberg**

**Mayor
Vice Mayor
Commissioner
Commissioner
Commissioner**

**Marshall Labadie
Lanelda Gaskins
Leonard G. Rubin**

**Town Manager
Town Clerk
Town Attorney**

-
- 1. CALL TO ORDER**
 - 2. ROLL CALL**
 - 3. PLEDGE OF ALLEGIANCE**
 - 4. INVOCATION**
 - 5. APPROVAL OF THE AGENDA**
 - 6. PRESENTATIONS / PROCLAMATIONS**

A. Resolution No. 2025-005

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.

B. Resolution No. 2025-007

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 Planning Board; and providing for an effective date.

- 7. UPDATE ON MILANI PARK**

8. PUBLIC COMMENTS

Public Comments will be limited to five (5) minutes per speaker.

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

A. None.

10. 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

December 17, 2024 Town Commission Meeting Minutes

January 21, 2025 Town Commission Meeting Minutes

February 04, 2025 Town Commission Meeting Minutes

11. 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

B. Florida Department of Transportation (FDOT) RRR Project Update

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

A. Discussion on temporary signage regulations.

B. Resolution No. 2025-006

A Resolution of the Town Commission of the Town of Highland Beach, Florida, in support of House Bill 517 and Senate Bill 840, urging the Florida State Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal elections work or have any part in code enforcement functions of a municipality, providing for distribution; providing for severability; and providing for an effective date.

13. TOWN COMMISSION COMMENTS

Commissioner Judith M. Goldberg

Commissioner Donald Peters

Commissioner Evalyn David

Vice Mayor David Stern

Mayor Natasha Moore

14. TOWN ATTORNEY'S REPORT

15. TOWN MANAGER'S REPORT

16. ANNOUNCEMENTS

Board Vacancies

Code Enforcement Board

One (1) for a three-year term
and One (1) vacancy for an unexpired
ending May 30, 2025

Meetings and Events

March 11, 2025 **Town Closed due to Election Day**

March 13, 2025 9:30 A.M. Planning Board Regular Meeting

March 18, 2025 1:00 P.M. Special Magistrate Hearing

March 25, 2025 1:30 P.M. Town Commission Special Meeting/Swearing-
in Ceremony

March 27, 2025 5:00 - 8:00 P.M. Commissioner's Spring Fling Event

Board Action Report

None.

17. 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. 2025-005

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.



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Commission Meeting
MEETING DATE March 04, 2025
SUBMITTED BY: Jaclyn DeHart, Deputy Town Clerk
THROUGH Lanelda Gaskins, Town Clerk
SUBJECT: Resolution No. 2025-005

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.

SUMMARY:

Consideration of Resolution No. 2025-005 ratifying the selection, appointments, and term of office of a member of the Board of Adjustments and Appeals (BOAA); and providing for an effective date.

On June 15, 2024, one (1) Board Members term ended which created one (1) vacancy for a three-year term ending March 03, 2028

The Town Clerk's Office received one (1) board application for Town Commission consideration. The applicants' name is as follows:

Rajeev Arora (El Dorado Condo)

As set forth in Sec. 2-99, in the Town's code, terms for all boards shall be three (3) years and no board member may serve more than two (2) consecutive terms on the same board without first taking a one-year hiatus from the board. Appointments for partial terms shall not count toward the two-term limit. Additionally, in accordance with Resolution 19-029, the Human Resources Department reported preliminary background checks on all applicants to the Town Clerk's Office. The background check results disclosed there were no objectionable findings. In addition, there were no code violations.

FISCAL IMPACT:

N/A

ATTACHMENTS:

Rajeev Arora application, resume, and vetting form.
Resolution No. 2025-005

RECOMMENDATION:

With the Commission's consideration, Staff recommends the adoption of Resolution No. 2025-005 for one applicant to serve a term as outlined in the resolution.



RESOLUTION NO. 2005-005

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 ADJUSTMENT AND APPEALS BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 20, Article III, Sec. 20-46 of the Town's Code of Ordinances establishes the Board of Adjustment and Appeals Board and governs the membership, qualification, function, and rules of the Board of Adjustment and Appeals Board; and

WHEREAS, these provisions of the Code establish the selection, appointment, and terms of office of members of the Board of Adjustment and Appeals Board; and

WHEREAS, on June 15, 2024, one (1) member's term ended, thereby opening one (1) vacancy on the Board; and

WHEARAS, the Town Clerk's Office received one (1) application for consideration; and

WHEREAS, pursuant to Sec. 2-99(1)(a) of the Town's Code of Ordinances, the chairperson of each board shall interview applicants for the board and provide a recommendation to the Town Commission; and

WHEREAS, the chairperson of the Board of Adjustment and Appeals Board interviewed the new applicant and recommended that the Town Commission appoint one (1) new applicant to the Board; and

WHEREAS, Town residents interested in serving on or continuing to serve on the Board of Adjustment and Appeals Board have submitted a board application for the Town Commission's consideration.

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

Section 1. The foregoing “WHEREAS” clauses are true and correct and hereby ratified and confirmed by the Town Commission.

Section 2. Consistent with the Town’s Code of Ordinances, the Town Commission has selected one (1) member to serve on the Board of Adjustment and Appeal Board for a three-year term ending on March 03, 2028.

Board Member Rajeev Arora

Section 3. This Resolution shall become effective upon adoption.

DONE AND ADOPTED by the Town Commission of the Town of Highland Beach, Florida, this **04th** day of **March 2025**.

ATTEST:

Natasha Moore, Mayor

**REVIEWED FOR LEGAL
SUFFICIENCY**

Lanelda Gaskins, MMC
Town Clerk

Leonard G. Rubin, Town Attorney
Town of Highland Beach

VOTES:

YES NO

Mayor Natasha Moore
Vice Mayor David Stern
Commissioner Evalyn David
Commissioner Donald Peters
Commissioner Judith Goldberg



MEMORANDUM

RECEIVED

TO: Lanelda Gaskins, MMC. Town Clerk

FROM: Fred Rosen

DATE:


JAN 13 2025

Town of Highland Beach, FL
Town Clerk's Office

SUBJECT: Initial Vetting of Applicant:

On Jan 4 2024 (date), I ~~met~~^{spoke} with Rajeev Arora (applicant's name) to discuss his/her community involvement, education, professional experiences and the positive impact he/she could bring to this Board for the betterment of the Highland Beach community.

Detail Explanation:

Very well qualified -
I feel he will bring much expertise to
the BAA -
Strongly Recommend


Based upon my review of the Resume', the Board Application and the Interview today, my recommendation is as follows:

☒ For the Appointment of this Applicant

☐ Against the Appointment of this Applicant



Signature of Board Chairperson



Town of Highland Beach
Town Clerk's Office
3614 S. Ocean Boulevard
Highland Beach, Florida 33487
Phone: (561) 278-4548 Fax: (561) 265-3582

RECEIVED

DEC 10 2024

Town of Highland Beach, FL
Town Clerk's Office

BOARDS AND COMMITTEES APPLICATION

This information is for consideration of appointment to a Town Board. Please complete and return this form to the Town Clerk, along with your *resume and proof of residency such as a government issued identification or voter registration card.*

PLEASE NOTE: Florida Public Records Law is very broad. Documents relevant to town business is public records and is subject to public disclosure upon request. Your information provided within this application may therefore be subject to public disclosure.

NAME: RAJEEV ARORA PHONE: 602-321-2102

HOME ADDRESS: 1109 BEL AIR DR. APT. NO. 4

SUBDIVISION: _____ EMAIL ADDRESS: rajeeva2005@yahoo.com

PLEASE SELECT THE BOARD(S) / COMMITTEE(S) ON WHICH YOU ARE INTERESTED IN SERVING IN NUMERICAL ORDER FROM 1 THROUGH 7, WITH 1 BEING YOUR FIRST CHOICE AND 7 THE LEAST CHOICE. (A description of the responsibilities of each Board is on the back of this application.)

5 Board of Adjustment & Appeals

6 Code Enforcement Board

3 Financial Advisory Board

2 Natural Resources Preservation Board

4 Planning Board

1 Town Commission ***** (If vacancy)**

7 Other Board /Committee

PLEASE MARK YES OR NO FOR EACH OF THE FOLLOWING QUESTIONS:

Are you a resident of Highland Beach? Yes ☒ No ☐

Are you a registered voter in Highland Beach/Palm Beach County, FL? Yes ☒ No ☐

Are you currently serving on a Town Board? Yes ☐ No ☒

Have you ever served on a Town Board/Committee? Yes ☐ No ☒

If Yes, please indicate the Board(s)/Committee(s) and dates of service:

Are you willing to attend monthly board meetings? In (Person / Teleconference) Yes ☒ No ☐

Per Town Code of Ordinance, I understand any member absence from three (3) consecutive meetings will be considered as resignation from the board/committee. Yes ☒ No ☐

Please list any special talent, qualification, education, or professional experience that would contribute to your service on the Board/Committee you have selected?

35 yrs of SOFTWARE, HIGH TECH & EDUCATION TECHNOLOGY
BUSINESS in a VARIETY of CAPABILITIES - DEVELOPMENT,
SALES, MARKETING, CHIEF MARKETING/PRODUCT/OPERATIONS OFFICER.

Please summarize your volunteer experience(s):

- CO-PRESIDENT UNITARIAN FELLOWSHIP OF BECA RADON - 14Y
- BOARD OF TRUSTEES UNITARIAN CONGREGATION OF PHOENIX - 5YRS

Florida Law requires appointed members on the Planning and Board of Adjustment and Appeals Boards to file a Form 1 - Statement of Financial Interests Disclosure form on an annual basis.

Vetting by the Board Chairperson. The Chairperson of each Board shall interview the applicant and submit a memorandum of recommendation to the Town Clerk's Office 14 days prior to the Town Commission Workshop Meeting for final appointment.

Palm Beach County Commission on Ethics requires appointed members to take the Code of Ethics Training every two (2) years.

I hereby certify that the statements and answers provided are true and accurate to the best of my knowledge.


Signature of Applicant

12/10/2024
Date

☐ Resume Attached

PROFESSIONAL PROFILE

With 30+ years of experience in high growth SaaS and enterprise software companies, Rajeev is well versed in the art of product management, marketing and strategy. Having acted as a GM, COO, CPO and CMO, Rajeev is passionate about helping new software projects and companies launch and grow using cloud technologies such as AWS, Microsoft Azure, or Google Cloud.

CAREER HIGHLIGHTS

- Drove hyper growth at Nearpod from \$14M-\$40M ARR building one of the first B2B2C companies combining an engagement technology platform with learning content to help teachers engage every student in classrooms. Renaissance acquired Nearpod for \$650M in 2021.
- Succeeded in diversifying Parchment from a single market (K-12) to a multi-market including Higher Education, Corporate Training and a consumer presence. Resulting SaaS revenues grew from \$2M/yr to \$25M/yr in five years from over 15,000 educational & training organizations, serving over 10M consumers. Parchment was acquired by Instructure for \$835M in 2023.
- Directed product management, product marketing and global demand generation for Blackboard Collaborate – a \$50M SaaS education software business unit.
- Helped launch Elluminate. Grew company to over 160 employees, 1500 customers, numerous awards and multi-million dollar revenues. Successful exit through acquisition by Blackboard.

CAPTURE HIGHER ED 2021 - PRESENT

Capture is the only vertical marketing automation platform for US postsecondary institutions to identify, convert, and enroll the right students using AI predictive models

General Manager, Capture Software & Chief Product Officer

Transitioned Capture from a Managed Services company to a SaaS Technology Platform while delivering the first profitable year in the history of the company. Delivered a modern, data science enriched Marketing Automation Platform geared specifically towards higher education.

- Interviewed 30% of customers within first 90 days.
- Created strategy for transitioning from Services to SaaS and evangelized it internally.
- Created offshore engineering team based in India to build SaaS product. Grew team from 5 engineers and 2 data scientists to a combined team of 17 engineers, data scientists, product managers, DevOps, QA and UX designers.
- Established scalable processes including Cross-functional team, Customer Advisory Board, Annual user conference, Agile Development, bi-weekly sprints and monthly retrospectives.
- Innovated product to provide marketing solutions for Higher Education including Google Search/display/video, Facebook/Instagram, TikTok and Snap.
- Enhanced Technology stack to latest versions of LAMP, Laravel, PHP, Vue, AWS, S3/Athena, Terraform.
- Launched new Predictive Analytics offerings based on Machine Learning models to improve application and enrollment yields.

LINGK 2019 - 2021

Lingk is the most developer-friendly Integration Platform as a Service for institutions of learning. Integrating Salesforce with SIS's (Ellucian, PeopleSoft) and LMS's (Canvas, Blackboard) through modern APIs helps institutions promote online education, student enrollment, success, retention and advancement

Chief Operating Officer

Positioned Lingk to Education institutions as a necessity for digital transformation especially during Covid-19 to drive student enrollment, online learning, and data analytics.

- Refocused Lingk on the Salesforce & Ellucian ecosystems.
- Established Lingk's first Customer Advisory Council.
- Increased bookings by 300% through new offerings including managed integration services and iPaaS.
- Established scalable operations for sales, marketing, HR, professional services and product development.

RAJEEV ARORA

NEARPOD

2018 - 2019

Nearpod, an Insight Venture Partners company headquartered in Miami, FL, is the world's most comprehensive student engagement platform with thousands of lessons and activities to drive 100% student engagement in K-12 classrooms

Chief Marketing Officer

Developed go to market strategy for hyper growth in the K-12 instructional technology and content businesses.

- Grew company from \$14M ARR to \$40M ARR in 18 months.
- Hired and developed a high performance, agile marketing team.
- Created one of the most teacher-beloved brands in education technology. Lead the shift from B2C focused selling to B2B including school and district level sales.
- Acquired Flocabulary and led integration of teams and product strategy. Launched first user conference with ~350 attendees including teachers and senior district administrators.

PARCHMENT INC

2012 - 2018

Parchment, a high growth, venture backed (\$50M) educational technology company headquartered in Scottsdale AZ, is an online service allowing learners, academic institutions, and employers to request, verify, and share credentials in simple and secure ways.

Senior Vice President, Product

Developed strategy and led execution to deliver products and services of Parchment's online platform.

- Worked directly with the CEO to develop and execute the corporate strategy to achieve revenue goals and aggressively grow across multiple markets.
- Integrated two product acquisitions to expand into Higher Education and Consumer markets, enabling year-over-year growth exceeding 25%.
- Partnered closely with the CEO to evangelize Parchment's mission and vision with key education practitioners and policy makers at the White House, Department of Education, Lumina, ACE convenings, as well as at board/investor meetings, industry trade shows and publications.
- Responsible for a team of over 80 professionals in Marketing, Product/ Program Management, Development, Quality Assurance, Hosting, Support, Training and HR.

BLACKBOARD INC

2010 - 2012

Blackboard is a leading provider of education related software and services with over \$600M in revenues headquartered in Washington, DC.

Vice President, Marketing & Strategy, Blackboard Collaborate

Led marketing and product for Blackboard's Collaborate SaaS business.

- Key member of Executive Team responsible for integrating Wimba and Elluminate together into a cohesive division and further into Blackboard as the parent company resulting in 20%+ growth within the first year and 85%+ customer retention.
- Directed all communications, branding, collateral development and media strategies globally for the \$50 million annual subscription revenue business unit.
- Responsible for all product management activities including product roadmap, product advisory council, win/loss analysis, press and analyst relations.

ELLUMINATE

2002 - 2010

Elluminate was a venture backed virtual classroom software provider headquartered in Calgary, Alberta, Canada.

Vice President, Marketing & Strategy

Launched company and product growing to over 160 employees, 1500 customers, numerous awards and multi-million dollar revenues leading to successful exit of sale of company to Blackboard resulting in 10x return for original investors.

- Managed product management, product marketing, customer support, customer success and business development functions.
- Created K12, Higher Education and corporate training lines of business with extensive sales enablement, tradeshow and event marketing, PR and analyst relation programs.
- Extensive experience with venture capital, Board of Directors presentations, M&A due diligence.

RAJEEV ARORA

VIASOFT INC

1997 - 2000

Viasoft was a publicly traded Year 2000 software and services provider headquartered in Phoenix, AZ.

Vice President, Product Marketing

Built a software product and services business from 0-\$75M in 24 months.

- Analyzed the market, identified acquisition and partnership candidates, created brand identity, and did a global launch for OnMark 2000 in 6 months.
- Defined channel sales program to deliver PC Year 2000 solution to Fortune 1000 customers, to mid-size businesses, to SOHO and consumer markets.

BOARD OF DIRECTORS EXPERIENCE

REMOTE LEARNER

2014 - 2018

Remote-Learner has been providing educational technology services since 1982 to its business, educational and governmental clients.

PESC

2015 - 2018

PESC is the North American Educational Data Standards body promoting the definition, implementation and usage of data exchange standards within the Education Domain.

EDUCATION

Masters of Science, Engineering Management

Santa Clara University, Santa Clara, CA

Bachelor of Science, Electrical Engineering

Rensselaer Polytechnic Institute, Troy, NY

AFFILIATION

- iNACOL: Advocacy Committee Member (2008-2010) EDUCAUSE: Member (2005-Present)
- ISTE: Member (2007-Present)
- The Indus Entrepreneurs (TiE) AZ: Chapter President (2001-2002)

File Attachments for Item:

B. Resolution No. 2025-007

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 Planning Board; and providing for an effective date.



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Commission Meeting

MEETING DATE March 04, 2025

SUBMITTED BY: Jaclyn DeHart, Deputy Town Clerk

THROUGH Lanelda Gaskins, Town Clerk

SUBJECT: Resolution No. 2025-007

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 Planning Board; and providing for an effective date.

SUMMARY:

Consideration of Resolution No. 2025-007 ratifying the selection, appointments, and term of office of a member of the Planning Board (PB); and providing for an effective date.

Effective March 11, 2025, one (1) Board Member resigned to run, opening (1) vacancy for an unexpired term ending April 19, 2025. Thereafter, the term will be a full three year term ending April 19, 2028.

The Town Clerk's Office received one (1) board application for Town Commission consideration. The applicants' name is as follows:

Evalyn David (Braemar Isle)

As set forth in Sec. 2-99, in the Town's code, terms for all boards shall be three (3) years and no board member may serve more than two (2) consecutive terms on the same board without first taking a one-year hiatus from the board. Appointments for partial terms shall not count toward the two-term limit. Additionally, in accordance with Resolution 19-029, the Human Resources Department reported preliminary background checks on all applicants to the Town Clerk's Office. The background check results disclosed there were no objectionable findings. In addition, there were no code violations.

FISCAL IMPACT:

N/A

ATTACHMENTS:

Evalyn David application, and vetting form.
Resolution No. 2025-007

RECOMMENDATION:

With the Commission's consideration, Staff recommends the adoption of Resolution No. 2025-007 for one applicant to serve a term as outlined in the resolution.



RESOLUTION NO. 2025-007

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, RATIFYING THE SELECTION, APPOINTMENTS AND TERMS OF OFFICE OF MEMBERS OF THE PLANNING BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 20, Article II, Sec. 20-26 of the Town's Code of Ordinances establishes the Planning Board and governs the membership, qualification, function, and rules of the Planning Board; and

WHEREAS, these provisions of the Code also establish the selection, appointment, and terms of office of members of the Planning Board; and

WHEREAS, effective on March 11, 2025, one (1) member resigned to run for the office of Town Commission, thereby opening one (1) vacancy on the Board; and

WHEREAS, the Town Clerk's Office received one (1) application for consideration; and

WHEREAS, pursuant to Sec. 2-99(1)(a) of the Town's Code of Ordinances, the chairperson of each board shall interview applicants for the board and provide a recommendation to the Town Commission; and

WHEREAS, the chairperson of the Planning Board interviewed the applicants and recommends that the Town Commission appoint one applicant to the Board; and

WHEREAS, Town residents interested in serving on or continuing to serve on the Planning Board have submitted a board application for the Town Commission's consideration.

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

Section 1. The foregoing “WHEREAS” clauses are true and correct and hereby ratified and confirmed by the Town Commission.

Section 2. Consistent with the Town’s Code of Ordinances, one (1) member has been selected by the Town Commission to serve on the Planning Board for an unexpired term expiring April 19, 2025, and a three-year term ending April 19, 2028, as follows:

Board Member	Evalyn David
	<hr/>

Section 3. This Resolution shall become effective on March 27, 2025.

DONE AND ADOPTED by the Town Commission of the Town of Highland Beach, Florida,
this **04th** day of **March** 2025.

ATTEST:

Natasha Moore, Mayor

**REVIEWED FOR LEGAL
SUFFICIENCY**

Lanelda Gaskins, MMC
Town Clerk

Leonard G. Rubin, Town Attorney
Town of Highland Beach

VOTES:

YES NO

Mayor Natasha Moore
Vice Mayor David Stern
Commissioner Evalyn David
Commissioner Donald Peters
Commissioner Judith M. Goldberg



MEMORANDUM

TO: Lanelda Gaskins, MMC, Town Clerk

FROM: ERIC GOLDENBERG

DATE: 2/13/25

SUBJECT: Initial Vetting of Applicant: EVALYN DAVID

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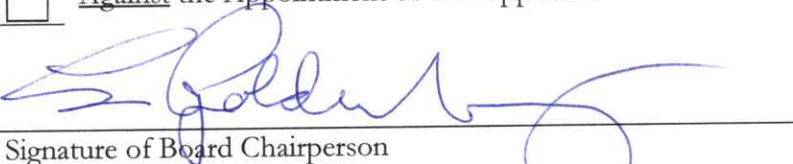
On 2/13/25 (date), I met with EVALYN DAVID (applicant's name) to discuss his/her community involvement, education, professional experiences and the positive impact he/she could bring to this Board for the betterment of the Highland Beach community.

Detail Explanation:

We had a good meeting . Ms. David expertise and service in the community will be an asset to the Planning Board.

Based upon my review of the Resume', the Board Application and the Interview today, my recommendation is as follows:

- ☒ For the Appointment of this Applicant
- ☐ Against the Appointment of this Applicant



Signature of Board Chairperson

RECEIVED



JAN 21 2025

Town of Highland Beach, FL
Town Clerk's Office

Town of Highland Beach

Town Clerk's Office

3614 S. Ocean Boulevard

Highland Beach, Florida 33487

Phone: (561) 278-4548 Fax: (561) 265-3582

BOARDS AND COMMITTEES APPLICATION

This information is for consideration of appointment to a Town Board. Please complete and return this form to the Town Clerk, along with your *resume and proof of residency such as a government issued identification or voter registration card*.

PLEASE NOTE: Florida Public Records Law is very broad. Documents relevant to town business is public records and is subject to public disclosure upon request. Your information provided within this application may therefore be subject to public disclosure.

NAME: EVALYN DAVID PHONE: 917-664-9313

HOME ADDRESS: 4740 S. Ocean Blvd APT. NO. 1401

SUBDIVISION: Breemar Isle EMAIL ADDRESS: evalyn.david@comcast.net

PLEASE SELECT THE BOARD(S) / COMMITTEE(S) ON WHICH YOU ARE INTERESTED IN SERVING IN NUMERICAL ORDER FROM 1 THROUGH 7, WITH 1 BEING YOUR FIRST CHOICE AND 7 THE LEAST CHOICE. (A description of the responsibilities of each Board is on the back of this application.)

_____ Board of Adjustment & Appeals

_____ Code Enforcement Board

_____ Financial Advisory Board

_____ Natural Resources Preservation Board

X Planning Board

_____ Town Commission *****(If vacancy)**

_____ Other Board /Committee

PLEASE MARK YES OR NO FOR EACH OF THE FOLLOWING QUESTIONS:

Are you a resident of Highland Beach? Yes ☒ No ☐

Are you a registered voter in Highland Beach/Palm Beach County, FL? Yes ☒ No ☐

Are you currently serving on a ~~Town Board~~ Town Commission? Yes ☒ No ☐

Have you ever served on a Town Board/Committee? Yes ☒ No ☐

If Yes, please indicate the Board(s)/Committee(s) and dates of service:

Are you willing to attend monthly board meetings? In (Person / Teleconference) Yes ☒ No ☐

Per Town Code of Ordinance, I understand any member absence from three (3) consecutive meetings will be considered as resignation from the board/committee.

Yes ☒ No ☐

Please list any special talent, qualification, education, or professional experience that would contribute to your service on the Board/Committee you have selected?

Served as a Town Commissioner
for 4 years

Please summarize your volunteer experience(s):


Florida Law requires appointed members on the Planning and Board of Adjustment and Appeals Boards to file a Form 1 - Statement of Financial Interests Disclosure form on an annual basis.

Vetting by the Board Chairperson. The Chairperson of each Board shall interview the applicant and submit a memorandum of recommendation to the Town Clerk's Office 14 days prior to the Town Commission Workshop Meeting for final appointment.

Palm Beach County Commission on Ethics requires appointed members to take the Code of Ethics Training every two (2) years.

I hereby certify that the statements and answers provided are true and accurate to the best of my knowledge.


Signature of Applicant


Date

☐ Resume Attached

File Attachments for Item:

A. Approval of Meeting Minutes

December 17, 2024 Town Commission Meeting Minutes

January 21, 2025 Town Commission Meeting Minutes

February 04, 2025 Town Commission Meeting Minutes

DRAFT



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: December 17, 2024
Time: 1:30 PM

1. CALL TO ORDER

Mayor 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
Town Attorney Leonard G. Rubin
Town Clerk Lanelda Gaskins

ABSENT
Commissioner Judith Goldberg

3. PLEDGE OF ALLEGIANCE

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

4. INVOCATION

None.

5. APPROVAL OF THE AGENDA

MOTION: David/Stern – A motion was made to approve the agenda as presented, which passed unanimously, 5 to 0.

6. PRESENTATIONS / PROCLAMATIONS

None.

7. PUBLIC COMMENTS

There were no public comments.

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

A. Ordinance No. 2024-003 (Second Reading/Public Hearing)

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Chapter 1, "General Provisions," of the town code of ordinances by adopting a new Section 1-13, "Electronic Publication of Notices;" providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing for an effective date (First Reading was December 3, 2024).

Mayor Moore read the title of Ordinance No. 2024-003, noting this was the second reading. Town Attorney Rubin mentioned that the ordinance allows legal notices to be published on the County's website instead of in a newspaper, resulting in significant cost savings.

Mayor Moore opened the public hearing. There were no public comments, the public hearing was closed.

MOTION: David/Stern - A motion was made and seconded to approve Ordinance No. 2024-003 on second reading. Upon Roll Call: Commissioner David (Yes); Vice Mayor Stern (Yes); Commissioner Peters (Yes); and Mayor Moore (Yes). The motion passed unanimously on a 4 to 0 vote.

B. Proposed Ordinance / Amending the Town Zoning Code (Chapter 30) relating to Home-based Businesses

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Section 30-67, "Uses Permitted, Special Exception, and Prohibited Uses," and Section 30-131, "Definitions of Terms," of Chapter 30, "Zoning Code," of the town code of ordinances to rename the existing home occupation use to "Home-Based Businesses" and modify the regulations to ensure consistency with state law, providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing for an effective date.

Mayor Moore read the title of the proposed ordinance. Town Planner Ingrid Allen explained that the amendment aligns home-based business regulations with Florida law, following House Bill 403, which prohibits local governments from licensing or otherwise regulating a home-based business. This amendment is part of the Town's Strategic Priorities Plan. The Town Commission reviewed the ordinance on October 15 and agreed to include a cross-reference to the Town Sign Code (Chapter 23). On November 14, 2024, the Planning Board reviewed and recommended approval. The amendment is consistent with the Town's Comprehensive Plan and Zoning Code. The Town Commission had no changes to the proposed ordinance.

Mayor Moore opened public comments.

Mr. Richard Greenwald inquired about license requirements. Town Planner Allen explained the licensure process related to the county application and the Town's review and sign off procedure.

Hearing no further comments, Mayor Moore closed public comments.

MOTION: David/Stern - A motion was made and seconded to approve an Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Section 30-67, "Uses Permitted, Special Exception, and Prohibited Uses," and Section 30-131, "Definitions of Terms." (Proposed Ordinance approved). The motion passed unanimously, 4 to 0.

C. Proposed Ordinance / Amendment to the Accessory Marine Facilities (AMF) and seawall regulations

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Chapter 6, "Buildings and Structures," of the town code of ordinances by amending Section 6-128, "approval required for bulkheads, seawalls, retaining walls; required notification of abutting property owners," to provide a maximum seawall cap and docket width; amending Chapter 30, "Zoning," by amending Section 30-68, "Supplemental District Regulations," to provide a maximum height for boat lifts, a maximum extension for accessory marine facilities into canals and lakes, a maximum seawall cap and dock width, and ladder regulations and amending Section 30-131, "Definition of Terms," to provide definitions that pertain to accessory marine facilities; providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing for an effective.

Mayor Moore read the title of the Proposed Ordinance. Town Planner Allen provided an overview of the public meetings regarding the proposed amendment concepts to the Accessory Marine Facilities (AMF) and seawall regulations. She explained the ladder provisions in Section 30-68(g)(8) and the non-substantive housekeeping changes including the addition of designee where particular Town staff duties are referenced in the proposed ordinance.

The Commission discussed ladder regulations and the floating vessel platform. Town Attorney Rubin clarified that the floating vessel platform will be addressed as a separate item at a future Commission meeting.

Mayor Moore opened public comments.

Mr. Richard Greenwald
Mr. Timothy Ruotolo

Hearing no further comments, Mayor Moore closed the public hearing.

MOTION: David/Peters - A motion was made and seconded to approve an Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Chapter 6, "Buildings and Structures," of the town code of ordinances by amending Section 6-128, "approval required for bulkheads, seawalls, retaining walls; required notification of abutting property owners." The motion passed unanimously, 4 to 0.

9. **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. October 15, 2024 Town Commission Meeting Minutes

November 19, 2024 Town Commission Meeting Minutes

- B. Approve and authorize Odyssey Manufacturing Co. to replace the turnkey acid dosing pump skid and related components in an amount of \$138,167.78 for the Water Treatment Plan utilizing a piggyback of the City of Pompano Beach Agreement No. 1693. This is a planned and approved project for fiscal year 2025.**

MOTION: David/Stern - A motion was made and seconded to approve the Consent Agenda, which passed unanimously, 4 to 0.

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

A. Continued discussion of Fiscal Year (FY) 2024-2025 Strategic Priorities Plan Update and 5-Year Capital Improvement Plan

The Town Manager Labadie provided an update on the Fiscal Year 2024-2025 Strategic Priorities Plan and the Five-Year Capital Improvement Plan (CIP), highlighting accomplishments from Fiscal Year 2023-2024. He reviewed the four operational categories of the Strategic Priorities Plan: Operational Excellence, Public Infrastructure & Resiliency, Community Safety, and Community Enrichment & Sustainability, and Emerging Issues.

Additionally, the Town Manager Labadie noted that Town Attorney Rubin will present a legal opinion on the floating vessel platform at the January 21, 2025, meeting. He recommended adding Floating Vessel Platform as Special Project 8 (SP 8) following the conclusion of the Marina Accessory Structure Ordinance Amendments. He will present the Five-Year CIP to the Financial Advisory Board at their next meeting.

The Town Commission expressed satisfaction with the updates and plans as presented.

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

A. Development Order Application No. PZ-24- 4 / Daniel Edwards

Consider an application by Toly Pappas, Randall Stofft Architects, requesting site plan approval for a new three story, two-unit (5,217 square foot per unit) townhome development with pool and spa for the property located at 4306 South Ocean Boulevard.

Mayor Moore read the title of the item and asked the Board Members if they had any ex parte communications to disclose. The Members had no ex parte communications.

Mayor Moore opened the public hearing and called Town Planner Allen to present the application.

Town Planner Allen presented development order application No. PZ -24-4, followed by Town Commission discussion regarding draining, and the sidewalk.

Applicant Toly Pappas of Randall Stofft Architects provided comments.

Hearing no further comments, Mayor Moore closed the public hearing.

MOTION: David/Stern – A motion was made and seconded to approve Development Order Application No. PZ-24-Z / Daniel Edwards. Based upon roll call: Commissioner David (Yes); Vice Mayor Stern (Yes); Commissioner Peters (Yes) and Mayor Moore (Yes). The motion passed unanimously on a 4 to 0 vote.

B. Consider a request for a Town of Highland Beach Right-of-Way (ROW) permit for the property located at 4306 South Ocean Boulevard.

Mayor Moore read the title of this item.

Town Planner Allen presented this item as well.

MOTION: David/Stern - A motion was made and seconded to approve a request for a Town of Highland Beach Right-of-Way (ROW) permit for the property located at 4306 South Ocean Boulevard. Based upon roll call: Commissioner David (Yes); Vice Mayor Stern (Yes); Commissioner Peters (Yes) and Mayor Moore (Yes). The motion passed unanimously on a 4 to 0 vote.

C. Resolution No. 2024-035

A Resolution of the Town Commission of the Town of Highland Beach, Florida, supporting the procurement and oversight of consultants for the development of a Countywide Transportation Plan; supporting the formation of a Technical Advisory Committee for the same; and providing an effective date.

Mayor Moore read the title of Resolution No. 2024-035.

Town Manager Labadie presented this item.

MOTION: David/Peters – A motion was made and seconded to approve Resolution No. 2024-035. The motion passed unanimously, 4 to 0.

12. TOWN COMMISSION COMMENTS

Commissioner Donald Peters extended holiday wishes to everyone and highlighted the success of the 75th Town's Anniversary Mingle Jingle event.

Commissioner Evalyn David commented on the success of the Town's 75th Town Anniversary Mingle and Jingle event, and wished everyone a Merry Christmas, Happy Hanukkah, and Happy Holidays.

Vice Mayor David Stern also commented on the success of the Town's 75 Anniversary Mingle and Jingle event. He extended warm holiday wishes to everyone. He provided an update on building permits and installation of the electric vehicle charging stations at his condominium building.

Mayor Natasha Moore spoke about the success of the Town's 75 Anniversary Mingle and Jingle event and has received positive feedback about this event.

13. TOWN ATTORNEY'S REPORT

Town Attorney Rubin wished everyone Happy Holidays and a Happy New Year. He informed the Town Commission that the state is introducing new rules which preempt municipal regulations pertaining to charging stations and will send the information to staff.

14. TOWN MANAGER'S REPORT

Town Manager Labadie acknowledged Officers Pitti and Leo for apprehending a suspect who committed a crime. They recovered the stolen items. He also spoke about the success of the Town's 74th Anniversary Mingle and Jingle event and thanked staff, Father Horgan, and everyone. He wished everyone peace, love, and happiness and Happy Holidays.

15. ANNOUNCEMENTS

Mayor Moore read the announcements as follows:

Board Vacancies

Board of Adjustment and Appeals Board

One (1) vacancy for a three-year term

Code Enforcement Board

One (1) for a three-year term
and One (1) vacancy for an unexpired
ending May 30, 2025

Meetings and Events

January 01, 2025 Town Hall closed in observance of New Year's Day
January 14, 2025 1:00 P.M. Special Magistrate Hearing
January 16, 2025 9:30 A.M. Planning Board Regular Meeting
January 20, 2025 Town Hall closed in observance of Martin Luther King Jr. Day
January 21, 2025 1:30 P.M. Town Commission Meeting

Board Action Report

None.

16. ADJOURNMENT

The meeting adjourned at 2:37 P.M.

APPROVED: March 04, 2025, Town Commission Meeting.

Signed minutes on file in the
Town Clerk's Office

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

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

DRAFT



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: January 21, 2025
Time: 1:30 PM

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 Rubin
Town Clerk Lanelda Gaskins

3. PLEDGE OF ALLEGIANCE

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

4. INVOCATION

None.

5. APPROVAL OF THE AGENDA

Mayor Moore moved Item 11.D., Regulation of Floating Vessel Platform and Floating Boat Lifts Legal Opinion by Attorney Rubin before Item 6., Presentations / Proclamations.

MOTION: David/ Goldberg - A motion was made and seconded to approve the agenda as amended, which passed unanimously, 5 to 0.

Regulation of Floating Vessel Platform and Floating Boat Lifts Legal Opinion by Attorney Rubin (formally Item 11.D.).

Town Attorney Rubin explaining the legal opinion related to the regulation of floating vessel platforms and floating boat lifts pursuant to Florida Statutes 408.813(1)(s).

The Town Commission discussed regulation of floating vessel platforms and floating boat lifts, setbacks, and the state law regarding this matter.

Mayor Moore opened public comments.

The following individuals were opposed to regulating floating vessels platform and floating boat lift platform:

Mr. Greg Babij
Mr. Marthin De Beer
Mr. Garrett
Ms. Maureen Garrett
Mr. Ron Reame
Mr. Mark Kabbes of 1001 Bel Air Drive.
Mr. Lee Adams of 1001 Bel Air Drive.
Ms. Barbara Zameri of 4320 So. Ocean Blvd.
Mr. Robert Saphr of 4225 Tranquility Drive.

Mr. James Maxim of 1023 Bel Air Drive was in support of regulating floating vessel platforms and floating boat lifts.

Mr. Richard Greenwald provided comments about reasonable standards for floating vessel platforms and floating boat lifts.

There being no further comments, Mayor Moore closed public comments.

Mayor Mooe explained that there was no clear consensus among the neighborhood on regulating floating vessel platforms and boat lifts, with some residents in favor and many opposed. The legal opinion on the matter remained ambiguous, raising uncertainty about the Town's authority to regulate these structures. Preferring to maintain the status quo, Mayor Moore suggested leaving the issue to the State of Florida. Commissioners David, Goldberg, Peters, and Vice Mayor Stern agreed with her position on the matter.

6. PRESENTATIONS / PROCLAMATIONS

None.

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

The following individuals provided comments:

Mr. Lee Adams

Mr. James Maxim

Mr. Ron Reame

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

A. Ordinance No. 2025-001 / Amending the Town Zoning Code (Chapter 30) relating to Home-based Businesses (Second Reading/Public Hearing)

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Section 30-67, "Uses Permitted, Special Exception, and Prohibited Uses," and Section 30-131, "Definitions of Terms," of Chapter 30, "Zoning Code," of the town code of ordinances to rename the existing home occupation use to "Home-Based Businesses" and modify the regulations to ensure consistency with state law, providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing for an effective date (First Reading was December 17, 2024).

Mayor Moore read the title of Ordinance No. 2025-001. Town Planner Allen presented this item. There was a discussion concerning home-based businesses and state regulations regarding home-based businesses.

Mayor Moore opened the public hearing. Hearing no public comments, she closed the public hearing.

MOTION: David/Goldberg - A motion was made and seconded to adopt Ordinance No. 2025-001. Based upon roll call: Commissioner David (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); Vice Mayor Stern (Yes); and Mayor Moore (Yes). The motion passed unanimously on a 5 to 0 vote.

B. Ordinance No. 2025-002 / Amendment to the Accessory Marine Facilities (AMF) and seawall regulations (Second Reading/Public Hearing)

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Chapter 6, "Buildings and Structures," of the town code of ordinances by amending Section 6-128, "approval required for bulkheads, seawalls, retaining walls; required notification of abutting property owners," to provide a maximum seawall cap and dock width; amending Chapter 30, "Zoning," by amending Section 30-68, "Supplemental District Regulations," to provide a maximum height for boat lifts, a maximum extension for accessory marine facilities into canals and lakes, a maximum seawall cap and dock width, and ladder regulations and amending Section 30-131, "Definition of Terms," to provide definitions that pertain to accessory marine facilities; providing for the repeal of all

ordinances in conflict; providing for severability and codification; and providing for an effective (First Reading was December 17, 2024).

Mayor Moore read the title of Ordinance No. 2025-002. There was discussion regarding ladder regulations.

Mayor Moore opened the public hearing and there were no public comments. The public hearing was closed.

MOTION: David/Stern- A motion was made and seconded to adopt Ordinance No. 2025-002. Based upon roll call: Commissioner David (Yes); Vice Mayor Stern (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); and Mayor Moore (Yes). The motion passed unanimously on a 5 to 0 vote.

9. **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 and authorization for the purchase and installation of VTScada Software by Control System Design, Inc. in an amount not to exceed \$87,695.00 for the Water Treatment Plant – Fiscal Year 2025 Planned and Approved Project.**

B. **Town staff is seeking authorization of a budget amendment in the amount of \$155,871.78 for emergency generator repairs by Pantropic Power.**

MOTION: David/Goldberg - A motion was made and seconded to approve the Consent Agenda as presented, which passed unanimously, 5 to 0.

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

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

Town Manager Labadie provided an update on the Florida Department of Transportation RRR project. The project is expected to be completed in May 2025. Town Manager Labadie will have staff contact FDOT regarding silk fencing.

B. **Sanitary Sewer Lining Rehabilitation Project Update**

Town Manager Labadie provided an update on the Sanitary Sewer Lining Rehabilitation project, noting that the internal group has been actively meeting regarding the state revolving loan. A proposal was received from Woodman, and the internal group is scheduled to meet again tomorrow as they continue to make progress on the project.

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

A. Resolution No. 2025-001

A Resolution of the Town Commission of the Town of Highland Beach, Florida, approving and adopting the 2024 Revised Palm Beach County Local Mitigation Strategy Plan; and providing for an effective date.

Mayor Moore the title of Resolution No. 2025-001. Fire Chief Glenn Joseph presented the item.

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

MOTION: David/Goldberg – A motion was made and seconded to approve Resolution No. 2025-001. The motion passed unanimously, 5 to 0.

B. Resolution No. 2025-002

A Resolution of the Town Commission of the Town of Highland Beach, Florida, providing for the permanent retention of all public records relating to Building Permits and Land Development Applications and Approvals; providing for conflicts; providing for severability; and providing for an effective date.

Mayor Moore the title of Resolution No. 2025-002. Town Manager Labadie presented this item.

Mayor Moore opened public comments. Hearing none, she closed public comments.

MOTION: David/Stern - A motion was made and seconded to approve Resolution No. 2025-002. The motion passed unanimously, 5 to 0.

C. Resolution No. 2025-003

A Resolution of the Town Commission of the Town of Highland Beach, Florida, designing the Palm Beach County Canvassing Board as the Town's Canvassing Board for the March 2025 General Municipal Election; providing for conflicts; and providing for an effective date.

Mayor Moore the title of Resolution No. 2025-003. The Town Commission discussed.

Mayor Moore opened public comments. Hearing none, she closed public comments.

MOTION: David/Peters - A motion was made and seconded to approve Resolution No. 2025-003. The motion passed unanimously, 5 to 0.

- D. Regulation of Floating Vessel Platform and Floating Boat Lifts Legal Opinion by Attorney Rubin **(This item was moved after Section 5, Approval of the Agenda.)**

12. TOWN COMMISSION COMMENTS

Commissioner Judith M. Goldberg congratulated and complemented the Highland Beach Police Marina Unit. Additionally, she thanked and complimented the community for coming to the meeting today to provide feedback.

Commissioner Donald Peters also thanked the community for coming to the meeting today.

Commissioner Evalyn David extended her heartfelt thoughts to those affected by the fires in California. She congratulated Commissioner Goldberg on her engagement.

Vice Mayor David provided an update on the electric vehicle charging stations, sharing that he attended a presentation this morning and noted that the charging station installation at Highland Place is expected to be completed by the end of this week.

Mayor Natasha Moore had nothing to report.

13. TOWN ATTORNEY'S REPORT

Town Attorney Rubin had nothing to report.

14. TOWN MANAGER'S REPORT

Town Manager Labadie reported that the Manager's Monthly Newsletter will be mailed this week. He is preparing a resolution on the local fuel tax for inclusion on the February 4 Town Commission agenda. Additionally, he announced that Deputy Town Clerk DeHart has sent an email regarding the advisory board luncheon, scheduled for February 13 at the Delray Sands.

He also noted that Commissioners interested in attending the Turtle Party should contact Joanne Ryan, Highland Beach Turtle Permit Holder, by January 27.

Lastly, he and Executive Assistant Madison Noonan are working on an event to commemorate the Fire-Rescue Department in honor of the late Mayor Doug Hillman.

There was a discussion about the town entry signs.

15. ANNOUNCEMENTS

Mayor Moore read the announcements as follows:

Board Vacancies

Board of Adjustment and Appeals Board	One (1) vacancy for a three-year term
Code Enforcement Board	One (1) for a three-year term and One (1) vacancy for an unexpired ending May 30, 2025

Meetings and Events

January 29, 2025 Regular Meeting	11:00 A.M.	Natural Resources Preservation Advisory Board
February 04, 2025	1:30 P.M.	Town Commission Meeting
February 05, 2025 Regular Meeting	11:00 A.M.	Natural Resources Preservation Advisory Board

Board Action Report

None.

16. ADJOURNMENT

The meeting adjourned at 3:12 P.M.

APPROVED: March 04, 2025, Town Commission Meeting.

Signed minutes on file in the
Town Clerk's Office

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

Lanelda Gaskins, MMC
Town Clerk

Date

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DRAFT



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: February 04, 2025
Time: 1:30 PM

1. CALL TO ORDER

Vice Mayor Stern called the meeting to order at 1:32 P.M.

2. ROLL CALL

Commissioner Judith Goldberg
Commissioner Donald Peters
Commissioner Evalyn David
Vice Mayor Stern
Town Attorney Leonard Rubin
Town Clerk Lanelda Gaskins

ABSENT

Mayor Natasha Moore
Town Manager Marshall Labadie

Mayor Moore and Town Manager Labadie are away attending Palm Beach County Board of County Commissioner public meeting.

3. PLEDGE OF ALLEGIANCE

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

4. INVOCATION

None.

5. APPROVAL OF THE AGENDA

MOTION: David/Goldberg – A motion was made and seconded to approve the Agenda as presented, which passed unanimously, 4 to 0.

6. PRESENTATIONS / PROCLAMATIONS

None.

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

Ms. Maggie Chappelle provided comments and asked if she could be on the next meeting agenda regarding signage.

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

A. None

9. 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

December 03, 2024 Town Commission Meeting Minutes

B. Approve and authorize the Mayor to execute the 2025 Municipal Election(s) Vote Processing Equipment Use and Elections Service Agreement between the Palm Beach County Supervisor of Election and the Town of Highland Beach for March 11, 2025 Municipal General Election.

C. Approve and authorize the purchase of a new air-conditioning system from Carrier Commercial Services in an amount not to exceed \$102,303.80 for the Library - Fiscal Year 2025 Planned and Approved Project.

MOTION: David/Goldberg – A motion was made and seconded to approve the Consent Agenda as presented, which passed unanimously, 4 to 0.

10. 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

Katerina Jaddaoui, Administrative Assistant/Permit Technician provided an update on the Building Department Milestone Recertification program.

Vice Mayor Stern opened public comments. Hearing none, he closed public comments.

B. Florida Department of Transportation (FDOT) RRR Project Update

Pat Roman, Public Works Director, noted has been communicating with the weekly Florida Department of Transportation about the silk fence, tree protection, maintenance of traffic (MOT), and potholes. They are on target with the project.

There was discussion about the left hand turn onto Linton Boulevard, the bike lanes along A1A, and the sidewalks.

Vice Mayor Stern opened public comments. Hearing none, he closed public comments.

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

A. Resolution No. 2025-004

A Resolution of the Town Commission of the Town of Highland Beach, Florida, approving the Interlocal Agreement with Palm Beach County to redetermine, readopt and ratify the existing distribution formula for the six (6) cent local option fuel tax; and providing an effective date.

Vice Mayor Stern read the title of Resolution No. 2025-004.

Town Attorney Rubin presented this item.

Vice Mayor Stern opened public comments. Hearing none, he closed public comments.

MOTION: David/Goldberg – A motion was made and seconded to approve Resolution No. 2025-004. Based upon roll call: Commissioner David (Yes); Commissioner Goldberg (Yes); Commissioner Peters (Yes); and Vice Mayor Stern (Yes). The motion passed unanimously, 4 to 0.

12. TOWN COMMISSION COMMENTS

Commissioner Judith M. Goldberg commented and acknowledged how grateful she was to have served on the Town Commission with Commissioner David.

Commissioner Donald Peters also commented about serving on the Town Commission with Commissioner David.

Commissioner Evalyn David shared that serving on the Town Commission has been one of the greatest highlights of her life, bringing her immense satisfaction. She expressed appreciation for the Commission's ability to conduct civil meetings and pride in all they have accomplished over the past six years. She concluded by thanking the Commission for their kind words.

Vice Mayor David Stern echoed his colleagues.

13. TOWN ATTORNEY'S REPORT

Town Attorney Rubin praised the Building Department, noting that their level of compliance with milestone inspections is unparalleled.

14. TOWN MANAGER'S REPORT

15. ANNOUNCEMENTS

Vice Mayor Stern read the announcement as follows:

Board Vacancies

Board of Adjustment and Appeals Board	One (1) vacancy for a three-year term
Code Enforcement Board	One (1) for a three-year term and One (1) vacancy for an unexpired ending May 30, 2025

Meetings and Events

February 05, 2025	11:00 A.M.	Natural Resources Preservation Advisory Board Regular Meeting
February 11, 2025	1:00 P.M.	Special Magistrate Hearing
February 24, 2025	11:00 A.M.	Financial Advisory Board Meeting
March 04, 2025	1:30 P.M.	Town Commission Meeting

Board Action Report

None.

16. ADJOURNMENT

The meeting adjourned at 1:50 P.M.

APPROVED: March 04, 2025, Town Commission Meeting.

Signed minutes on file in the Town Clerk's Office

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

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

File Attachments for Item:

A. Discussion on temporary signage regulations.



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Town Commission

MEETING DATE March 4, 2024

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: Discussion on temporary signage regulations

SUMMARY:

Staff was directed by the Town Manager to provide to the Town Commission information on the current temporary signage regulations found in the Town Code of Ordinances ("Town Code"). While Chapter 23 of the Town Code provides for "Signs and Advertising" regulations, Section 23-9 specifically addresses temporary signs (see attached). Section 23-1 provides the following definition of temporary sign:

Temporary sign. *The term "temporary sign" shall mean any sign that is not a permanent sign, and shall include a sign formerly or commonly known as a temporary election sign, a temporary political sign, a temporary free expression sign, a temporary real estate sign, a temporary directional sign, a temporary construction sign, a temporary grand opening sign, or any other temporary sign unless otherwise provided herein. The term "temporary sign" shall not include any substitution of message on an existing lawful sign or sign structure.*

Section 23-9(f) of the Town Code provides a designated time frame for the display of a temporary sign if the sign pertains to an event. Such temporary event signs "...shall be removed within and by no later than three (3) days after the event is concluded." According to Section 23-9(m), a temporary sign does not require a permit from the Town. The following design standards and limitations are applicable to temporary signs.

ZONING DISTRICTS	RE,RS, RML,RMM,RMH
Maximum Number of Signs Per Parcel ¹	4
Maximum Sign Area ²	4 sf.
Sign Height Maximum for a Freestanding Sign ³	5 ft.
Sign Height Maximum for a Wall Sign (inclusive of a Window Sign)	15 ft.
Minimum Spacing from any Other Sign (Temporary Sign or a Permanent Sign ⁴)	10 ft.
Aggregate Maximum of Surface Area Allocated for All Sign Messages ⁵	32 sf.

¹ *The number of temporary commercial signs per parcel shall be no more than two (2).*

² *The square footage limitation is per side for a back-to-back sign. For example, a six (6) square foot limitation means that there is a limit of six (6) square feet of surface area per side of a back-to-back sign, and an aggregate limit of twelve (12) square feet is allowed if the sign is a back-to-back temporary sign.*

³ *Not applicable to signs displayed on flagpoles.*

⁴ *Not applicable to signs displayed on flagpoles.*

⁵ *There is no limit to the number of separate messages that may appear on the allowable surface(s) of any temporary sign. The aggregate maximum of surface area allowed is subject to the other limitations or circumstances that may reduce the aggregate maximum of surface area that can be allocated.*

ATTACHMENTS:

Public comment received by Maggie Chappellear.

Town Code regulations pertaining to Signs and Advertising (Chapter 23).

RECOMMENDATION:

At the discretion of the Town Commission.

Highland Beach, Florida – Code of Ordinances

Chapter 23- Signs & Advertising

Strategic Priority Topic - 2025



INTRODUCTION

I represent a group of residents that would like to ask the Town of Highland Beach to revisit the Ordinance Sec. 23-9-Temporary Signs (b) (c) & (d) that allow for a maximum sign area of **4 Square Feet in size (24" x24")**. Other municipalities similar to Highland Beach (Manalapan, Coral Gables, Palm Beach etc.) have limited their signs to **8" x 5"**, a more discrete and unobtrusive sign size.

Presentation by: Maggie Chappellear



Sec. 23-9. - Temporary signs.



EXAMPLE: Typical realtor temporary sign on the streets of Highland Beach with 24"x24" sign and two added signs with large white post

- (a) *Scope.* Notwithstanding anything to the contrary in the Town's code of ordinances, the provisions of this section shall govern the regulation of temporary signs, and take precedence over any other provisions that pertain to temporary signs unless specifically exempted or excepted herein.
- (b) *Findings of fact.* The town commission finds that the location and maintenance of temporary signs affects the public health, safety, and general welfare of the people of this community, and that in order to preserve and enhance the Town as a desirable community in which to live and do business, a pleasing, visually attractive environment is of foremost importance. The town commission further finds that the regulation of temporary signs within the Town is a highly contributive means by which to achieve this desired end, and that uncontrolled and unlimited temporary signs would degrade the aesthetic attractiveness of the natural and manmade attributes of the community and thereby undermine the economic value of tourism, visitation and permanent economic growth.
- (c) *Purpose and intent.* It is the purpose of this section to promote the public health, safety and general welfare through reasonable, consistent and non-discriminatory standards for temporary signs. The temporary sign regulations in this section are not intended to censor speech or to regulate viewpoints, but instead are intended to regulate the secondary effects of speech, and especially insofar as those secondary effects may adversely affect aesthetics and traffic and pedestrian safety. It is the intent of the town commission that the temporary sign regulations shall provide uniform sign criteria which regulate the size, height, number and placement of signs in a manner that is compatible to the residential, coastal and character of the Town, and which place the fewest possible restrictions on personal liberties, property rights, commerce, and the free exercise of constitutional rights while achieving the Town's goal of creating a healthy, safe and attractive environment that does not contain excessive clutter and visual distraction in rights-of-way and adjacent properties, the surrounding natural coastal environment, historic district and residential neighborhoods. These sign regulations have been prepared with the intent of enhancing the visual environment of the Town and promoting its continued well-being, consistent with the most recent pronouncements by the United States Supreme Court regarding the regulation of temporary signage, and are further intended to:

Sec. 23-9. - Temporary signs.

(c) *Purpose and intent.*

Continued



Two signs by Elysee Homes sat in front of a multi-family unit for 3 years plus. When the Elysee phone was called on the owner said there were no units for sale and it was for marketing. They since removed one of the signs after various complaints were made by neighbors.

- (1) Encourage the effective use of signs as a means of communication in the Town;
 - (2) Maintain and enhance the aesthetic environment and the town's ability to attract sources of economic development and growth;
 - (3) Improve pedestrian and traffic safety;
 - (4) Minimize the possible adverse impact of temporary signs on nearby public and private property;
 - (5) Lessen the visual clutter that may otherwise be caused by the proliferation, improper placement, illumination, animation, excessive height, and excessive size (area) of temporary signs which compete for the attention of pedestrian and vehicular traffic;
 - (6) Allow temporary signs that are compatible with their surroundings, while precluding the placement of temporary signs that contribute to sign clutter or that conceal or obstruct adjacent land uses or signs;
 - (7) Encourage and allow temporary signs that are appropriate to the zoning district in which they are located;
 - (8) Regulate temporary signs in a manner so as to not interfere with, obstruct the vision of or distract motorists, bicyclists or pedestrians;
 - (9) Preserve, conserve, protect, and enhance the aesthetic quality and scenic beauty of all zoning districts of the town;
 - (10) Protect property values by precluding to the maximum extent possible temporary signs that create a nuisance to the occupancy or use of other properties as a result of their size, height, illumination, brightness, or movement; and
 - (11) Enable the fair and consistent enforcement of these temporary sign regulations.
- (d) *Criteria required for temporary signs.* The criteria for temporary signs are set forth in the table below. A temporary sign is unlawful if it does not meet the criteria established for the zoning district in which the sign is located.

- Elysee and other Realtors found a loop hole with our town ordinance to place (2) signs on the multi-family property
- The maximums stated on the ordinance exceed what is allowed in other municipalities like ours **(24" x 24")-Highland Beach vs. (8" x 5")-others**
- Ordinance says there is “no limit” to the number of separate messages that appear on the sign.



Town of Highland Beach Summary of Temporary Signs Code of Ordinances Chapter 23-9 (d)

Temporary Signs Design Standards and Limitations

EXPAND

ZONING DISTRICTS	RE,RS, RML,RMM,RMH
Maximum Number of Signs Per Parcel ¹	4
Maximum Sign Area ²	4 sf.
Sign Height Maximum for a Freestanding Sign ³	5 ft.
Sign Height Maximum for a Wall Sign (inclusive of a Window Sign)	15 ft.
Minimum Spacing from any Other Sign (Temporary Sign or a Permanent Sign ⁴)	10 ft.
Aggregate Maximum of Surface Area Allocated for All Sign Messages ⁵	32 sf.

¹ The number of temporary commercial signs per parcel shall be no more than two (2).

² The square footage limitation is per side for a back-to-back sign. For example, a six (6) square foot limitation means that there is a limit of six (6) square feet of surface area per side of a back-to-back sign, and an aggregate limit of twelve (12) square feet is allowed if the sign is a back-to-back temporary sign.

³ Not applicable to signs displayed on flagpoles.

⁴ Not applicable to signs displayed on flagpoles.

⁵ There is no limit to the number of separate messages that may appear on the allowable surface(s) of any temporary sign. The aggregate maximum of surface area allowed is subject to the other limitations or circumstances that may reduce the aggregate maximum of surface area that can be allocated.

Temporary Sign Code Ordinance (continued) Chapter 23-(e)

FACTS:

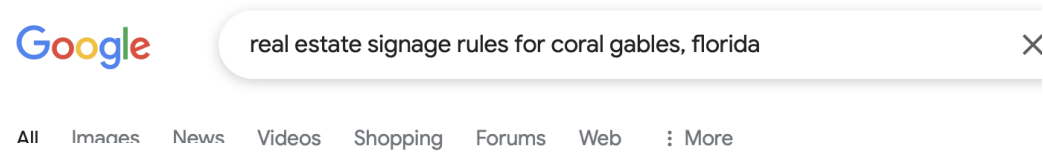
- **Condo-Hi Rises do not allow signage**
- **Side streets/A-1-A are impacted visually by signage**
- **Realtor signs have remained on overpriced units for years – no provision for this**
- **Clutter of signs during slow markets**
- **Coral Gables, Manalapan, Palm Beach use smaller signs (8" x 5") for same results**
- **In multi-family buildings on side streets there can be 4-For Sale signs allowed**



There can be as many as 4 signs in a Quad-multifamily building as this with a 24" x 24" size (I've seen 3 at once)

- (e) *Prohibition of temporary signs on public property.* Other than government signs displaying government speech, temporary signs on public property and public rights of way are prohibited unless otherwise allowed within the code of ordinances.
 - (f) *Duration for display of temporary sign.* If a temporary sign pertains to an event, the temporary sign shall be removed within and by no later than three (3) days after the event is concluded.
 - (g) *Display of temporary sign requires permission of real property owner.* A temporary sign on any parcel shall not be maintained if the placement of the same does not have the permission of the owner of the real property.
 - (h) *A temporary sign may not display any lighting and must remain static.* A temporary sign may not display any lighting or illuminations that flash, move, rotate, scintillate, blink, flicker, or vary in intensity or color.
 - (i) *A temporary sign may not incorporate fluorescent color or exhibit fluorescence.* A temporary sign may not incorporate fluorescent color or exhibit fluorescence.
 - (j) *A temporary sign may not obstruct a permanent sign or the vision between pedestrians and vehicles.* A temporary sign may not obstruct the view of a permanent sign as viewed from any public road, street or highway or any public sidewalk, and may not obstruct the vision between pedestrians and vehicles using
 - (j) *A temporary sign may not obstruct a permanent sign or the vision between pedestrians and vehicles.* A temporary sign may not obstruct the view of a permanent sign as viewed from any public road, street or highway or any public sidewalk, and may not obstruct the vision between pedestrians and vehicles using the public right-of-way, including but not restricted to, those meeting intersection visibility requirements.
 - (l) *A temporary sign may display multiple messages.* A temporary sign may display multiple independent messages on any portion of the sign surface of a temporary sign.
 - (m) *A temporary sign is not subject to permitting.* A temporary sign does not require a permit from the town.
- (Ord. No. 14-006, § 2, 7-1-14; [Ord. No. 16-011, § 2, 11-1-16](#))

Many comparable municipalities in South Florida limit signage maximum to 40 SQ INCHES (8" x 5" as an example) and do not allow massive white poles and add-ons to signs

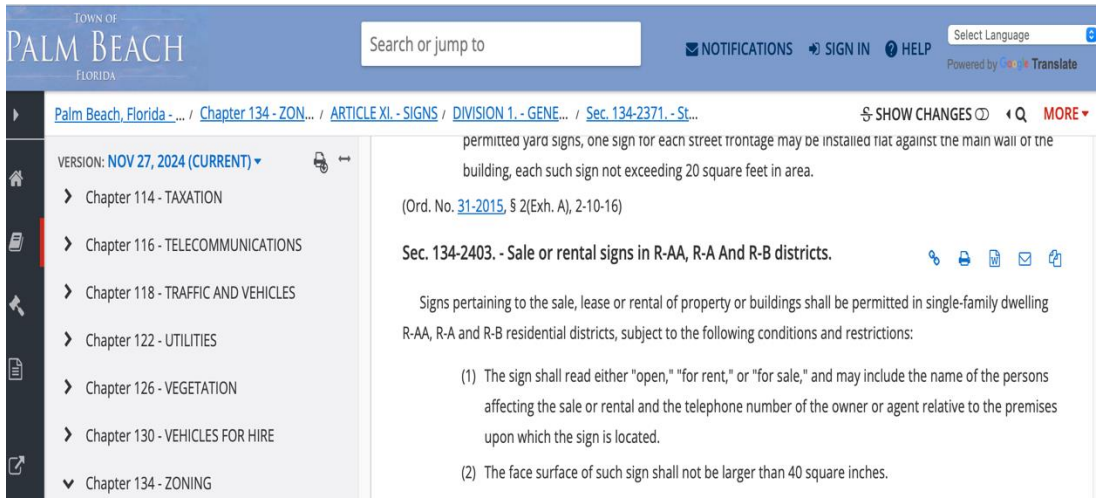


Coral Gables

In Coral Gables, FL, real estate signs must be a maximum of 5 inches by 8 inches. They do not require a permit for installation. They may identify the property, owner or agent, and address and telephone number of the owner or agent regarding the premises where the sign is located.

Mar 17, 2017

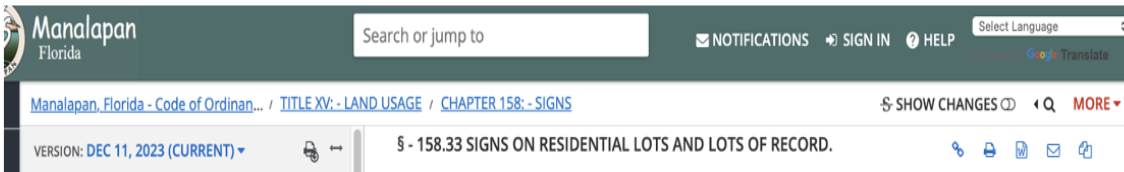
Palm Beach



- (1) The sign shall read either "open," "for rent," or "for sale," and may include the name of the persons affecting the sale or rental and the telephone number of the owner or agent relative to the premises upon which the sign is located.
- (2) The face surface of such sign shall not be larger than 40 square inches.



- Chapter 158-Town of Manalapan “Signs” Ordinance is most similar to Highland Beach with very little commercial property
- Found on *library.municode.com* website section Chapt 158.01-158.99 an excellent framework to refer to when revising our existing Temporary Sign Ordinance.

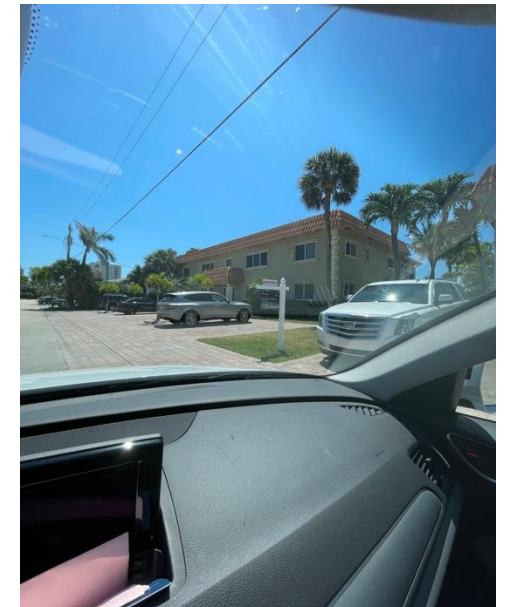


- (1) Temporary commercial signs include residential "for sale" signs, "for rent / lease" signs, "open house" signs and related signs. The face surface area of such sign shall not be larger than forty (40) square inches.
- (2) The face surface area of such sign shall not be larger than forty (40) square inches. The supporting member of such sign shall be of a thickness not exceeding one inch by one inch (1" x 1"), shall be installed into the ground to provide that no portion of the sign or any portion of the sign's frame, support or mount shall exceed four (4) feet above the finished elevation of the surrounding ground, and where such sign is suspended from an arm of the support, the thickness of the arm shall similarly not exceed one inch by one inch (1" x 1") and such arm shall not exceed a length of sixteen (16) inches. The entirety of the sign frame, support or mount shall be painted black and shall not be made of, or adorned with, any reflective material.

RECOMMENDATION TO THE BOARD OF COMMISSIONERS BY THE RESIDENTS AFFECTED BY THE CURRENT TEMPORARY SIGN ORDINANCE

- Review and perhaps adopt the Manalapan, Palm Beach, or Coral Gables Temporary Sign Ordinance to help the town rid itself of the visual pollution caused by temporary signs. (Outlined in our Town's Ordinance)
- Adhere to a smaller size sign (40 SQ INCHES) that are found in the ordinances of these similar municipalities and prohibit the current sign standard of 4 SQ FEET (24" x 24")
- High Rise Condos do not allow Realtor signage and units sell by appointment and market units for sale on the internet and direct mail.
- Single Family and Multi-Family units and townhouses do not need large signage and sell by appointment only as well and also market units for sale on the internet and direct mail.
- Too much attention is drawn to our street with large signs that may signal to the public that many units are empty. (Safety/Crime)

Please help us get rid of this mess and
visual pollution!



Chapter 23 SIGNS AND ADVERTISING¹

Sec. 23-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Area of sign means the square foot area enclosed by the perimeter of the sign structure with each face contributing to the aggregate area.

Banner means a sign applied to cloth, paper or any animated rotating and/or fluttering devices used to attract attention (including colored or plain unadorned devices, i.e., flaps).

Double-faced sign means a sign with two (2) faces, mounted back to back, attached to a support, and/or a single sign with two (2) faces.

Electrical sign means a sign or sign structure in which electrical wiring, connections and/or fixtures are used as part of the sign proper or used in an adjacent or nearby area to illuminate a sign.

Flag means a piece of cloth usually attached at one edge to a staff/pole or cord containing distinctive colors, patterns or symbols, identifying a government or political subdivision.

Intermittent lighting, animation, moving or rotating sign means a sign shall not involve intermittent lighting, animation, motion or rotation of any part of a sign structure or display; except for governmental traffic signals, traffic devices and traffic signs as required by law.

Nonconforming sign means a sign erected prior to June 2, 1987, which does not conform to this chapter.

Obscene sign means a sign exhibiting thereon any lewd, lascivious, or obscene, character, or illustration.

Off-premises sign means a sign that advertises an establishment, merchandise, a service, or entertainment which is sold, produced, manufactured, or furnished at a place other than the premises on which the sign is located, however, non-commercial messages shall never be considered off-premises.

Permanent sign means a sign used to identify or name a residence, apartment or condominium building, motel or hotel.

Premises means the real property (as a unit) which is involved by the sign; includes the land or the land and the building(s).

Real estate sign means a sign advertising the premises for rent, for sale or for lease by an owner or his agent.

Roof sign means a sign erected on the roof, or above the roof line, or on the parapet.

¹Editor's note(s)—Ord. No. 14-006, § 2, adopted July 1, 2014, repealed the former chapter 23, §§ 23-1—23-13, and enacted a new chapter 23 as set out herein. The former chapter 23 pertained to similar subject matter. See Code Comparative Table for complete derivation.

Cross reference(s)—Alcoholic beverages, Ch. 3; buildings and structures, Ch. 6; food and food services, Ch. 10; licenses and license taxes, Ch. 15; motor vehicles and traffic, Ch. 16; planning and development, Ch. 20; streets, sidewalks and bicycle/walkway paths, Ch. 25; subdivisions, Ch. 26; zoning, Ch. 30.

State law reference(s)—Sign ordinances, F.S. §§ 163.3202(2)(f), 166.0425; outdoor advertising, F.S. ch. 479.

Searchlight means a large light used to attract attention by lighting the sky for the purpose of advertising.

Sidewalk or sandwich sign means a movable sign, not secured or attached to the ground.

Sign. The term "sign" shall mean any surface, fabric, device or display which bears lettered, pictorial or sculptured matter, including forms shaped to resemble any human, animal or product designed to convey information to the public and is visible from an abutting property, from a public street, sidewalk or right-of-way, or from a body of water. The term "sign" shall include all structural members. A sign shall be construed to form a single unit. In cases where matter is displayed in a random or unconnected manner without organized relationship of the components, each such component shall be considered a single sign. The term "sign" shall not include: artwork, holiday or seasonal decorations, cemetery markers, or machinery or equipment signs.

Temporary sign. The term "temporary sign" shall mean any sign that is not a permanent sign, and shall include a sign formerly or commonly known as a temporary election sign, a temporary political sign, a temporary free expression sign, a temporary real estate sign, a temporary directional sign, a temporary construction sign, a temporary grand opening sign, or any other temporary sign unless otherwise provided herein. The term "temporary sign" shall not include any substitution of message on an existing lawful sign or sign structure.

Traffic confusion sign means a sign or other advertising matter erected at the intersection of any streets or in any street right-of-way in a manner so as to obstruct free and clear vision; or at any location where, by reason of the position, shape, or color, it may interfere with, obstruct the view of, or be confused with any authorized traffic sign, a traffic signal, or traffic device; or which makes use of the words "stop", "look", "drive-in", "danger", or any other word, phrase, symbol, or character in a manner as to interfere with, mislead, or confuse vehicular traffic.

Vehicular sign means a sign placed on a vehicle or trailer that is parked on a street, public right-of-way or private property for the primary purpose of displaying the sign for advertising a commercial enterprise.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-2. Purpose.

The purpose of this chapter is to govern the number, size, location and character of all signs which may be permitted. No sign shall be erected or permitted in any location except in conformity with this chapter. This chapter is intended to prevent the random and indiscriminate erection of signs and to provide for the protection of the residential aspect of the town.

(Ord. No. 14-006, § 2, 7-1-14)

Sec. 23-3. Permit—Required; application; exemptions; waiver.

- (a) It shall be unlawful for any person to post, display, repair, change or erect a sign in the town without first obtaining a permit or registration, except as provided in subsection (b) of this section or in other provisions of this chapter or unless such permit is specifically waived in this chapter. When repair of an existing sign involves the expenditure of less than fifty (50) percent of its replacement value as determined by the building department, a permit may be waived. All application for sign or sign structure permits required in this section shall be filed by the sign or sign structure owner or his agent in the office of the building department. The application forms shall be supplied by the town. Applications will be reviewed by the building department as to conformance with this chapter.
- (b) The following types of signs are exempt from permitting requirements:
 - (1) Signs of a duly constituted governmental body, including, but not limited to, traffic or similar regulatory devices, legal notices or warnings at railroad crossings.

-
- (2) Flags, within all residential zoning districts, only one flagpole may be erected (the construction of the flagpole may require a permit) containing no more than two (2) flags. The maximum size of any flag is twenty-four (24) square feet. Flags attached to an angled pole attached to a building shall not exceed fifteen (15) square feet. No flags of any commercial nature may be displayed within any residential districts.

Within all parcels containing governmental institutions, including public or private schools, up to three (3) flagpoles may be erected per property owner containing one flag per pole only. If only one flagpole is erected, two (2) flags may be flown. The property owner can substitute the flagpole(s) and attach no more than two flags to the property owner's building. The maximum size of any one flag shall not exceed sixty (60) square feet. Flags attached to an angled pole attached to a building shall not exceed fifteen (15) square.

These restrictions shall not affect the number of American flags displayed at any location for a period of seventy-two (72) hours encompassing any legal holiday, or any other event of a patriotic, memorial or celebratory nature as determined by federal, state, county or municipal policy.

- (3) Memorial signs or tablets erected and authorized, in writing, by the town manager.
- (4) Signs required to be maintained by law, governmental rule, order or regulation.
- (5) Nonelectrical directional signs displayed for the public, including signs which identify restrooms, freight entrances, stairs, walkways, etc., with a total surface area not exceeding three (3) square feet per sign.
- (6) Home number/nameplate signs, restricted to not more than one sign for each principal building or use on a premises and not exceeding three (3) square feet in surface area, and shall show only the numerical address designation on the premises upon which such sign is maintained.
- (7) Nonelectrical instructional signs, with a total surface area not exceeding one square foot per sign, and not more than five (5) signs per commercial or multifamily residential parcel.
- (8) Temporary signs as set forth in section 23-9.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-4. Permit—Issuance.

- (a) Provided the provisions of this chapter have first been complied with, and the signs or advertising structures do not violate any of the terms conditions or provisions of this chapter, or any law or ordinance, the building department, or some other person so designated by the town manager, shall issue a permit for such sign or advertising structure, retaining a copy thereof for the records. Construction of the sign or sign structure shall be completed within ninety (90) days of issuance of the permit or the permit will expire.
- (b) Permits for signs shall be on a form as promulgated by the building department and shall only be required for permanent signs. The application form and associated submission materials shall include the following:
- (1) The type of sign and/or sign structure as set forth in this Code.
- (2) The street address of the premises upon which the sign and/or sign structure is to be located along with identification of where on said premises the sign will be located. If there is no street address, another suitable method of identifying the location shall be provided.
- (3) The area per sign face and the aggregate area of the sign and/or sign structure.
- (4) The name and address of the owner or other person in control or possession of the real property upon which the sign or sign structure is to be located.

-
- (5) Written consent of the owner, or his/her designated agent, granting permission for the construction, operation, maintenance, or displaying of the sign and/or sign structure.
 - (6) Two (2) copies of a blueprint, sketch, blue line print, or similar presentation, drawn to scale and dimensioned, showing elevations of the sign as proposed and its relationship to other existing or proposed signs or sign structures in the area. In the case of a free-standing sign, the representation shall include a sketch site plan showing the location of the sign.
 - (7) Appropriate exhibits showing the proposed location of the sign with respect to nearby structures and vegetation.
 - (8) A sign contractor shall provide a signed certificate stating that the sign and/or sign structure meets wind loading to withstand a pressure of fifty (50) pounds per square foot.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-5. Permitted signs.

- (a) *Generally.* Signs are permitted only along the road frontage unless otherwise indicated.
- (b) *All zoning districts.*
 - (1) In all zoning districts, one entrance (ingress) and one exit (egress) sign is permitted for directing traffic flow. Each sign may be single-faced or double-faced and shall meet Department of Transportation standards, and not exceed three (3) square feet in size. Each sign may be illuminated or non-illuminated as determined by the owner and police department. A permit is required.
- (c) *All zoning districts.*
 - (1) *Temporary signs.* Shall be as set forth in section 23-9.
 - (2) *Permanent signs:*
 - a. One permanent single-faced or double-faced sign not to exceed ten (10) square feet per face may be permitted. Such sign must be illuminated, but not with intermittent or colored lights or animation. The building official shall review the sign application and a permit is then required. A permit fee shall be charged and will be based upon the construction cost of the sign. The sign may be erected on a base not to exceed one foot six (6) inches in height. The base shall not exceed the dimensions of the sign by more than one foot in any direction. Any person seeking to place a sign in the FDOT right-of-way must obtain written FDOT approval prior to permit issuance by the town.
 - b. A street address sign readily visible from the street is required. Installation of this street address sign is a condition for issuing the certificate of occupancy. No permit is required.
 - c. In the case of intracoastal property, one additional permanent sign identifying the development may be allowed. This additional sign may also be single-faced or double-faced, not to exceed ten (10) square feet per face. It may be illuminated, but not with intermittent or colored lights or animation. A permit is required.
 - d. Tow away signs conforming to state statutes are allowed on private property.
 - e. Whenever a sign requires a permit and is allowed within a setback area, easement, or right-of-way, the person erecting the sign shall be required to execute an agreement with the town.
 - f. *Garishness:* The overall effect of the lettering, configuration or color of a sign shall not be garish. "Garish" signs are those that are too bright or gaudy, showy, glaring, and/or cheaply brilliant or

involving excessive ornamentation. Garish signs are not in harmony with and are not compatible with the building or adjacent surroundings.

- g. *Traffic safety*: No sign shall be located in such a manner that it will become a hazard to automotive or pedestrian traffic nor shall any sign or lighting of a sign be so placed as to obstruct the vision of the driver of any motor vehicle where vision is necessary for safety.
- h. *Illumination*: Signs may be illuminated directly or indirectly unless specifically prohibited elsewhere in this chapter. In residential zoning districts, all illumination shall be shielded so that the light is not directed toward adjacent residentially zoned property.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 15-003, § 3, 5-5-15; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-6. Prohibited signs.

All other signs not permitted in section 23-5 are prohibited, with the exception of signs erected by a public authority for public purposes and temporary signs as permitted by section 23-9. The placement of public purpose signs by a public authority on the grounds of town hall may be approved at the discretion of the town manager. Prohibited signs include, but are not limited to the following:

- (a) Banners.
- (b) Wind signs.
- (c) Off-premise signs.
- (d) Roof signs.
- (e) Snipe signs.
- (f) Traffic confusion signs.
- (g) Vehicular signs.
- (h) Commercial signs in public rights-of-way.
- (i) Intermittent lighting, animation, moving or rotating signs.
- (j) Noise-producing signs (a sign producing noise or sounds).
- (k) Obscene signs.
- (l) Smoke or odor-producing signs (a sign producing or emitting smoke, vapor, particles, or odor).

In addition to the foregoing, any sign not provided for, or expressly permitted by this chapter is also prohibited.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-7. Enforcement and penalties.

- (a) A permanent sign erected without obtaining a building permit shall be removed within five (5) working days from the date of a written notice from the building department or other person so designated by the town manager. If the sign is not removed by the end of the fifth day, or if there are any other violations of this ordinance, enforcement proceedings will be initiated pursuant to section 2-100, enforcement procedure, or the code enforcement board, as set forth in article V of chapter 2 of the Code of Ordinances.

-
- (b) For those signs that do not require a permit and are temporary in nature the town finds that, in view of the inexpensive nature of these signs and the administrative burden which would be imposed by elaborate procedural prerequisites prior to removal, any procedure other than summary removal of these signs when unlawfully erected and maintained would defeat the purpose of regulating such signs. The town manager is hereby authorized to remove such signs when unlawfully erected and maintained, subject to the provisions contained below:
- (1) After removal of a sign pursuant to this section, a notice will be sent, either by hand-delivery or by first-class postage, prepaid, to the occupant of the property from which the sign was removed, and if the sign identifies a party other than the occupant of the property, the party so identified. The notice shall advise that the sign has been removed and shall state that the sign may be retrieved within thirty (30) days of the date of the notice, and that, if the sign is not retrieved within thirty (30) days, it will be disposed of by the town.
 - (2) The town shall dispose of all unclaimed signs after the expiration of the thirty-day period.
- (Ord. No. 14-006, § 2, 7-1-14)

Sec. 23-8. Appeals.

If a sign permit application is denied by the building official. The board of adjustment and appeals shall hear and decide appeals where it is alleged there is error in any order, interpretation, requirement, decision, or determination made by the building official in the administration or enforcement of this chapter. A request for appeal must be filed with the town clerk within ten (10) business days of the date of the matter being appealed.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 15-003, § 4, 5-5-15; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-9. Temporary signs.

- (a) *Scope.* Notwithstanding anything to the contrary in the Town's code of ordinances, the provisions of this section shall govern the regulation of temporary signs, and take precedence over any other provisions that pertain to temporary signs unless specifically exempted or excepted herein.
- (b) *Findings of fact.* The town commission finds that the location and maintenance of temporary signs affects the public health, safety, and general welfare of the people of this community, and that in order to preserve and enhance the Town as a desirable community in which to live and do business, a pleasing, visually attractive environment is of foremost importance. The town commission further finds that the regulation of temporary signs within the Town is a highly contributive means by which to achieve this desired end, and that uncontrolled and unlimited temporary signs would degrade the aesthetic attractiveness of the natural and manmade attributes of the community and thereby undermine the economic value of tourism, visitation and permanent economic growth.
- (c) *Purpose and intent.* It is the purpose of this section to promote the public health, safety and general welfare through reasonable, consistent and non-discriminatory standards for temporary signs. The temporary sign regulations in this section are not intended to censor speech or to regulate viewpoints, but instead are intended to regulate the secondary effects of speech, and especially insofar as those secondary effects may adversely affect aesthetics and traffic and pedestrian safety. It is the intent of the town commission that the temporary sign regulations shall provide uniform sign criteria which regulate the size, height, number and placement of signs in a manner that is compatible to the residential, coastal and character of the Town, and which place the fewest possible restrictions on personal liberties, property rights, commerce, and the free exercise of constitutional rights while achieving the Town's goal of creating a healthy, safe and attractive environment that does not contain excessive clutter and visual distraction in rights-of-way and adjacent

properties, the surrounding natural coastal environment, historic district and residential neighborhoods. These sign regulations have been prepared with the intent of enhancing the visual environment of the Town and promoting its continued well-being, consistent with the most recent pronouncements by the United States Supreme Court regarding the regulation of temporary signage, and are further intended to:

- (1) Encourage the effective use of signs as a means of communication in the Town;
 - (2) Maintain and enhance the aesthetic environment and the town's ability to attract sources of economic development and growth;
 - (3) Improve pedestrian and traffic safety;
 - (4) Minimize the possible adverse impact of temporary signs on nearby public and private property;
 - (5) Lessen the visual clutter that may otherwise be caused by the proliferation, improper placement, illumination, animation, excessive height, and excessive size (area) of temporary signs which compete for the attention of pedestrian and vehicular traffic;
 - (6) Allow temporary signs that are compatible with their surroundings, while precluding the placement of temporary signs that contribute to sign clutter or that conceal or obstruct adjacent land uses or signs;
 - (7) Encourage and allow temporary signs that are appropriate to the zoning district in which they are located;
 - (8) Regulate temporary signs in a manner so as to not interfere with, obstruct the vision of or distract motorists, bicyclists or pedestrians;
 - (9) Preserve, conserve, protect, and enhance the aesthetic quality and scenic beauty of all zoning districts of the town;
 - (10) Protect property values by precluding to the maximum extent possible temporary signs that create a nuisance to the occupancy or use of other properties as a result of their size, height, illumination, brightness, or movement; and
 - (11) Enable the fair and consistent enforcement of these temporary sign regulations.
- (d) *Criteria required for temporary signs.* The criteria for temporary signs are set forth in the table below. A temporary sign is unlawful if it does not meet the criteria established for the zoning district in which the sign is located.

Temporary Signs Design Standards and Limitations

ZONING DISTRICTS	RE,RS, RML,RMM,RMH
Maximum Number of Signs Per Parcel ¹	4
Maximum Sign Area ²	4 sf.
Sign Height Maximum for a Freestanding Sign ³	5 ft.
Sign Height Maximum for a Wall Sign (inclusive of a Window Sign)	15 ft.
Minimum Spacing from any Other Sign (Temporary Sign or a Permanent Sign ⁴)	10 ft.
Aggregate Maximum of Surface Area Allocated for All Sign Messages ⁵	32 sf.

¹ The number of temporary commercial signs per parcel shall be no more than two (2).

² The square footage limitation is per side for a back-to-back sign. For example, a six (6) square foot limitation means that there is a limit of six (6) square feet of surface area per side of a back-to-back sign, and an aggregate limit of twelve (12) square feet is allowed if the sign is a back-to-back temporary sign.

³ Not applicable to signs displayed on flagpoles.

⁴Not applicable to signs displayed on flagpoles.

⁵There is no limit to the number of separate messages that may appear on the allowable surface(s) of any temporary sign. The aggregate maximum of surface area allowed is subject to the other limitations or circumstances that may reduce the aggregate maximum of surface area that can be allocated.

- (e) *Prohibition of temporary signs on public property.* Other than government signs displaying government speech, temporary signs on public property and public rights of way are prohibited unless otherwise allowed within the code of ordinances.
 - (f) *Duration for display of temporary sign.* If a temporary sign pertains to an event, the temporary sign shall be removed within and by no later than three (3) days after the event is concluded.
 - (g) *Display of temporary sign requires permission of real property owner.* A temporary sign on any parcel shall not be maintained if the placement of the same does not have the permission of the owner of the real property.
 - (h) *A temporary sign may not display any lighting and must remain static.* A temporary sign may not display any lighting or illuminations that flash, move, rotate, scintillate, blink, flicker, or vary in intensity or color.
 - (i) *A temporary sign may not incorporate fluorescent color or exhibit fluorescence.* A temporary sign may not incorporate fluorescent color or exhibit fluorescence.
 - (j) *A temporary sign may not obstruct a permanent sign or the vision between pedestrians and vehicles.* A temporary sign may not obstruct the view of a permanent sign as viewed from any public road, street or highway or any public sidewalk, and may not obstruct the vision between pedestrians and vehicles using the public right-of-way, including but not restricted to, those meeting intersection visibility requirements.
 - (l) *A temporary sign may display multiple messages.* A temporary sign may display multiple independent messages on any portion of the sign surface of a temporary sign.
 - (m) *A temporary sign is not subject to permitting.* A temporary sign does not require a permit from the town.
- (Ord. No. 14-006, § 2, 7-1-14; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-10. Non-commercial message.

Notwithstanding anything contained in this chapter to the contrary, any sign erected pursuant to the provisions of this chapter may, at the option of the applicant, contain either a non-commercial message unrelated to the business located on the premises where the sign is erected or a commercial message related to the business and located on the business premises. The non-commercial message may occupy the entire sign face or portion thereof. The sign face may be changed from commercial to non-commercial messages as frequently as desired by the owner of the sign, provided that the size and design criteria conform to the applicable portions of this chapter, the sign is allowed by this chapter, the sign conforms to the requirements of the zoning designation and the appropriate permits are obtained. Noncommercial copy may be substituted for commercial copy wherever commercial copy appears. For the purposes of this chapter, non-commercial messages, by their very nature, shall never be deemed off-premises.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 16-011, § 2, 11-1-16)

Sec. 23-11. Severability.

If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word of this chapter is declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, the declaration of such unconstitutionality shall not affect the following sections of this chapter: section 23-5 and section 23-11.

(Ord. No. 14-006, § 2, 7-1-14; Ord. No. 16-011, § 2, 11-1-16)

File Attachments for Item:

B. Resolution No. 2025-006

A Resolution of the Town Commission of the Town of Highland Beach, Florida, in support of House Bill 517 and Senate Bill 840, urging the Florida State Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal elections work or have any part in code enforcement functions of a municipality, providing for distrubtion; providing for severability; and providing for an effective date.



RESOLUTION NO. 2025-006

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, IN SUPPORT OF HOUSE BILL 517 AND SENATE BILL 840, URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A MUNICIPALITY; PROVIDING FOR DISTRIBUTION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, many municipal staff, who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings that could lead to a criminal prosecution or code enforcement actions, are exposed to threats and other acts of violence; and

WHEREAS, municipal clerks often administer elections and some election workers have been targeted for threats and violence due to the nature of materials they are responsible for; and

WHEREAS, municipal clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances and, occasionally, these proceedings have led to retaliation and threats by defendants; and

WHEREAS, currently public records exemptions in Florida include those for local personnel who either investigate, enforce or otherwise provide a service that can result in contentious interactions when action is taken, and municipal clerks and their staff fall within the need for a window for greater protection; and

WHEREAS, the Town of Highland Beach is very concerned for the safety and well-being of municipal clerks and their staff who serve the public on a daily basis and are, oftentimes, the first contact of citizens with municipalities; and

WHEREAS, the Town of Highland Beach has identified public records legislation as a priority in its 2025 State Legislative Agenda; and

WHREAS, during the 2025 Legislative Session, the Florida Legislature will consider the enactment of House Bil 517 and Senate Bill 840 to provide a public records exemption for the personal identifying and location information for municipal clerks, their staff, and spouses and children of municipal clerks and their staff; and

WHEREAS, the Town of Highland Beach urges the Florida State Legislature to enact legislation in support of a public records exemption for municipal clerks and their staff.

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

Section 1: The Town Commission of the Town of Highland Beach, Florida, hereby urges and encourages the Florida State Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal elections work or have any part in code enforcement functions of a municipality.

Section 2: That the Town Clerk is hereby directed to provide a certified copy of this resolution to Governor Ron DeSantis, the Palm Beach County Legislative Delegation, Palm Beach County League of Cities, and the Florida League of Cities, and the Florida Association of City Clerks.

Section 3: That if any clause, section, other part or application of this resolution is held by any court of competent jurisdiction to be unconditional or invalid, in part or in application, it shall not affect the validity of the remaining portion or applications of this resolution.

Section 4: This Resolution shall take effect immediately upon its adoption.

DONE AND ADOPTED by the Town Commission of the Town of Highland Beach,
Florida, on this 4th day of March 2025.

Natasha Moore, Mayor

**REVIEWED FOR LEGAL
SUFFICIENCY:**

ATTEST:

Lanelda Gaskins, MMC
Town Clerk

Leonard G. Rubin, Town Attorney

YES NO

VOTES:

Mayor Natasha Moore
Vice Mayor David Stern
Commissioner Evalyn David
Commissioner Donald Peters
Commissioner Judith Goldberg

1 A bill to be entitled
2 An act relating to public records; amending s.
3 119.071, F.S.; providing a public records exemption
4 for the home addresses, telephone numbers, dates of
5 birth, and photographs of municipal clerks and their
6 staff, the names, home addresses, telephone numbers,
7 dates of birth, and places of employment of the
8 spouses and children of municipal clerks and their
9 staff, and the names and locations of schools and day
10 care facilities attended by the children of municipal
11 clerks and their staff; providing for the future
12 legislative review and repeal of the exemptions;
13 providing for retroactive application of the
14 exemptions; providing a statement of public necessity;
15 providing an effective date.

16
17 Be It Enacted by the Legislature of the State of Florida:
18

19 **Section 1. Paragraph (d) of subsection (4) of section**
20 **119.071, Florida Statutes, is amended to read:**

21 119.071 General exemptions from inspection or copying of
22 public records.—

23 (4) AGENCY PERSONNEL INFORMATION.—

24 (d)1. For purposes of this paragraph, the term:

25 a. "Home addresses" means the dwelling location at which

26 an individual resides and includes the physical address, mailing
27 address, street address, parcel identification number, plot
28 identification number, legal property description, neighborhood
29 name and lot number, GPS coordinates, and any other descriptive
30 property information that may reveal the home address.

31 b. "Judicial assistant" means a court employee assigned to
32 the following class codes: 8140, 8150, 8310, and 8320.

33 c. "Telephone numbers" includes home telephone numbers,
34 personal cellular telephone numbers, personal pager telephone
35 numbers, and telephone numbers associated with personal
36 communications devices.

37 2.a. The home addresses, telephone numbers, dates of
38 birth, and photographs of active or former sworn law enforcement
39 personnel or of active or former civilian personnel employed by
40 a law enforcement agency, including correctional and
41 correctional probation officers, personnel of the Department of
42 Children and Families whose duties include the investigation of
43 abuse, neglect, exploitation, fraud, theft, or other criminal
44 activities, personnel of the Department of Health whose duties
45 are to support the investigation of child abuse or neglect, and
46 personnel of the Department of Revenue or local governments
47 whose responsibilities include revenue collection and
48 enforcement or child support enforcement; the names, home
49 addresses, telephone numbers, photographs, dates of birth, and
50 places of employment of the spouses and children of such

51 personnel; and the names and locations of schools and day care
52 facilities attended by the children of such personnel are exempt
53 from s. 119.07(1) and s. 24(a), Art. I of the State
54 Constitution.

55 b. The home addresses, telephone numbers, dates of birth,
56 and photographs of current or former nonsworn investigative
57 personnel of the Department of Financial Services whose duties
58 include the investigation of fraud, theft, workers' compensation
59 coverage requirements and compliance, other related criminal
60 activities, or state regulatory requirement violations; the
61 names, home addresses, telephone numbers, dates of birth, and
62 places of employment of the spouses and children of such
63 personnel; and the names and locations of schools and day care
64 facilities attended by the children of such personnel are exempt
65 from s. 119.07(1) and s. 24(a), Art. I of the State
66 Constitution.

67 c. The home addresses, telephone numbers, dates of birth,
68 and photographs of current or former nonsworn investigative
69 personnel of the Office of Financial Regulation's Bureau of
70 Financial Investigations whose duties include the investigation
71 of fraud, theft, other related criminal activities, or state
72 regulatory requirement violations; the names, home addresses,
73 telephone numbers, dates of birth, and places of employment of
74 the spouses and children of such personnel; and the names and
75 locations of schools and day care facilities attended by the

76 children of such personnel are exempt from s. 119.07(1) and s.
77 24(a), Art. I of the State Constitution.

78 d. The home addresses, telephone numbers, dates of birth,
79 and photographs of current or former firefighters certified in
80 compliance with s. 633.408; the names, home addresses, telephone
81 numbers, photographs, dates of birth, and places of employment
82 of the spouses and children of such firefighters; and the names
83 and locations of schools and day care facilities attended by the
84 children of such firefighters are exempt from s. 119.07(1) and
85 s. 24(a), Art. I of the State Constitution.

86 e. The home addresses, dates of birth, and telephone
87 numbers of current or former justices of the Supreme Court,
88 district court of appeal judges, circuit court judges, and
89 county court judges and current judicial assistants; the names,
90 home addresses, telephone numbers, dates of birth, and places of
91 employment of the spouses and children of current or former
92 justices and judges and current judicial assistants; and the
93 names and locations of schools and day care facilities attended
94 by the children of current or former justices and judges and
95 current judicial assistants are exempt from s. 119.07(1) and s.
96 24(a), Art. I of the State Constitution. This sub-subparagraph
97 is subject to the Open Government Sunset Review Act in
98 accordance with s. 119.15 and shall stand repealed on October 2,
99 2028, unless reviewed and saved from repeal through reenactment
100 by the Legislature.

101 f. The home addresses, telephone numbers, dates of birth,
102 and photographs of current or former state attorneys, assistant
103 state attorneys, statewide prosecutors, or assistant statewide
104 prosecutors; the names, home addresses, telephone numbers,
105 photographs, dates of birth, and places of employment of the
106 spouses and children of current or former state attorneys,
107 assistant state attorneys, statewide prosecutors, or assistant
108 statewide prosecutors; and the names and locations of schools
109 and day care facilities attended by the children of current or
110 former state attorneys, assistant state attorneys, statewide
111 prosecutors, or assistant statewide prosecutors are exempt from
112 s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

113 g. The home addresses, dates of birth, and telephone
114 numbers of general magistrates, special magistrates, judges of
115 compensation claims, administrative law judges of the Division
116 of Administrative Hearings, and child support enforcement
117 hearing officers; the names, home addresses, telephone numbers,
118 dates of birth, and places of employment of the spouses and
119 children of general magistrates, special magistrates, judges of
120 compensation claims, administrative law judges of the Division
121 of Administrative Hearings, and child support enforcement
122 hearing officers; and the names and locations of schools and day
123 care facilities attended by the children of general magistrates,
124 special magistrates, judges of compensation claims,
125 administrative law judges of the Division of Administrative

126 Hearings, and child support enforcement hearing officers are
127 exempt from s. 119.07(1) and s. 24(a), Art. I of the State
128 Constitution.

129 h. The home addresses, telephone numbers, dates of birth,
130 and photographs of current or former human resource, labor
131 relations, or employee relations directors, assistant directors,
132 managers, or assistant managers of any local government agency
133 or water management district whose duties include hiring and
134 firing employees, labor contract negotiation, administration, or
135 other personnel-related duties; the names, home addresses,
136 telephone numbers, dates of birth, and places of employment of
137 the spouses and children of such personnel; and the names and
138 locations of schools and day care facilities attended by the
139 children of such personnel are exempt from s. 119.07(1) and s.
140 24(a), Art. I of the State Constitution.

141 i. The home addresses, telephone numbers, dates of birth,
142 and photographs of current or former code enforcement officers;
143 the names, home addresses, telephone numbers, dates of birth,
144 and places of employment of the spouses and children of such
145 personnel; and the names and locations of schools and day care
146 facilities attended by the children of such personnel are exempt
147 from s. 119.07(1) and s. 24(a), Art. I of the State
148 Constitution.

149 j. The home addresses, telephone numbers, places of
150 employment, dates of birth, and photographs of current or former

guardians ad litem, as defined in s. 39.01; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant

176 public defenders, criminal conflict and civil regional counsel,
177 and assistant criminal conflict and civil regional counsel; the
178 names, home addresses, telephone numbers, dates of birth, and
179 places of employment of the spouses and children of current or
180 former public defenders, assistant public defenders, criminal
181 conflict and civil regional counsel, and assistant criminal
182 conflict and civil regional counsel; and the names and locations
183 of schools and day care facilities attended by the children of
184 current or former public defenders, assistant public defenders,
185 criminal conflict and civil regional counsel, and assistant
186 criminal conflict and civil regional counsel are exempt from s.
187 119.07(1) and s. 24(a), Art. I of the State Constitution.

188 m. The home addresses, telephone numbers, dates of birth,
189 and photographs of current or former investigators or inspectors
190 of the Department of Business and Professional Regulation; the
191 names, home addresses, telephone numbers, dates of birth, and
192 places of employment of the spouses and children of such current
193 or former investigators and inspectors; and the names and
194 locations of schools and day care facilities attended by the
195 children of such current or former investigators and inspectors
196 are exempt from s. 119.07(1) and s. 24(a), Art. I of the State
197 Constitution.

198 n. The home addresses, telephone numbers, and dates of
199 birth of county tax collectors; the names, home addresses,
200 telephone numbers, dates of birth, and places of employment of

the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees;

226 and the names and locations of schools and day care facilities
227 attended by the children of such consultants or employees are
228 exempt from s. 119.07(1) and s. 24(a), Art. I of the State
229 Constitution.

230 q. The home addresses, telephone numbers, dates of birth,
231 and photographs of current or former emergency medical
232 technicians or paramedics certified under chapter 401; the
233 names, home addresses, telephone numbers, dates of birth, and
234 places of employment of the spouses and children of such
235 emergency medical technicians or paramedics; and the names and
236 locations of schools and day care facilities attended by the
237 children of such emergency medical technicians or paramedics are
238 exempt from s. 119.07(1) and s. 24(a), Art. I of the State
239 Constitution.

240 r. The home addresses, telephone numbers, dates of birth,
241 and photographs of current or former personnel employed in an
242 agency's office of inspector general or internal audit
243 department whose duties include auditing or investigating waste,
244 fraud, abuse, theft, exploitation, or other activities that
245 could lead to criminal prosecution or administrative discipline;
246 the names, home addresses, telephone numbers, dates of birth,
247 and places of employment of spouses and children of such
248 personnel; and the names and locations of schools and day care
249 facilities attended by the children of such personnel are exempt
250 from s. 119.07(1) and s. 24(a), Art. I of the State

251 Constitution.

252 s. The home addresses, telephone numbers, dates of birth,
253 and photographs of current or former directors, managers,
254 supervisors, nurses, and clinical employees of an addiction
255 treatment facility; the home addresses, telephone numbers,
256 photographs, dates of birth, and places of employment of the
257 spouses and children of such personnel; and the names and
258 locations of schools and day care facilities attended by the
259 children of such personnel are exempt from s. 119.07(1) and s.
260 24(a), Art. I of the State Constitution. For purposes of this
261 sub-subparagraph, the term "addiction treatment facility" means
262 a county government, or agency thereof, that is licensed
263 pursuant to s. 397.401 and provides substance abuse prevention,
264 intervention, or clinical treatment, including any licensed
265 service component described in s. 397.311(27).

266 t. The home addresses, telephone numbers, dates of birth,
267 and photographs of current or former directors, managers,
268 supervisors, and clinical employees of a child advocacy center
269 that meets the standards of s. 39.3035(2) and fulfills the
270 screening requirement of s. 39.3035(3), and the members of a
271 Child Protection Team as described in s. 39.303 whose duties
272 include supporting the investigation of child abuse or sexual
273 abuse, child abandonment, child neglect, and child exploitation
274 or to provide services as part of a multidisciplinary case
275 review team; the names, home addresses, telephone numbers,

276 photographs, dates of birth, and places of employment of the
277 spouses and children of such personnel and members; and the
278 names and locations of schools and day care facilities attended
279 by the children of such personnel and members are exempt from s.
280 119.07(1) and s. 24(a), Art. I of the State Constitution.

281 u. The home addresses, telephone numbers, places of
282 employment, dates of birth, and photographs of current or former
283 staff and domestic violence advocates, as defined in s.
284 90.5036(1)(b), of domestic violence centers certified by the
285 Department of Children and Families under chapter 39; the names,
286 home addresses, telephone numbers, places of employment, dates
287 of birth, and photographs of the spouses and children of such
288 personnel; and the names and locations of schools and day care
289 facilities attended by the children of such personnel are exempt
290 from s. 119.07(1) and s. 24(a), Art. I of the State
291 Constitution.

292 v. The home addresses, telephone numbers, dates of birth,
293 and photographs of current or former inspectors or investigators
294 of the Department of Agriculture and Consumer Services; the
295 names, home addresses, telephone numbers, dates of birth, and
296 places of employment of the spouses and children of current or
297 former inspectors or investigators; and the names and locations
298 of schools and day care facilities attended by the children of
299 current or former inspectors or investigators are exempt from s.
300 119.07(1) and s. 24(a), Art. I of the State Constitution. This

sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2028, unless reviewed and saved from repeal through reenactment by the Legislature.

w. The home addresses, telephone numbers, dates of birth, and photographs of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys; and the names and locations of schools and day care facilities attended by the children of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This exemption does not apply to a county attorney, assistant county attorney, deputy county attorney, city attorney, assistant city attorney, or deputy city attorney who qualifies as a candidate for election to public office. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2029, unless reviewed and saved from repeal through reenactment by the Legislature.

326 x. The home addresses, telephone numbers, dates of birth,
327 and photographs of current or former commissioners of the
328 Florida Gaming Control Commission; the names, home addresses,
329 telephone numbers, dates of birth, photographs, and places of
330 employment of the spouses and children of such current or former
331 commissioners; and the names and locations of schools and day
332 care facilities attended by the children of such current or
333 former commissioners are exempt from s. 119.07(1) and s. 24(a),
334 Art. I of the State Constitution. This sub-subparagraph is
335 subject to the Open Government Sunset Review Act in accordance
336 with s. 119.15 and shall stand repealed on October 2, 2029,
337 unless reviewed and saved from repeal through reenactment by the
338 Legislature.

339 y. The home addresses, telephone numbers, dates of birth,
340 and photographs of current clerks of the circuit court, deputy
341 clerks of the circuit court, and clerk of the circuit court
342 personnel; the names, home addresses, telephone numbers, dates
343 of birth, and places of employment of the spouses and children
344 of current clerks of the circuit court, deputy clerks of the
345 circuit court, and clerk of the circuit court personnel; and the
346 names and locations of schools and day care facilities attended
347 by the children of current clerks of the circuit court, deputy
348 clerks of the circuit court, and clerk of the circuit court
349 personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of
350 the State Constitution. This sub-subparagraph is subject to the

351 Open Government Sunset Review Act in accordance with s. 119.15
352 and shall stand repealed on October 2, 2029, unless reviewed and
353 saved from repeal through reenactment by the Legislature.

354 z. The home addresses, telephone numbers, dates of birth,
355 and photographs of current municipal clerks and their staff,
356 including elections filing officers, records management liaison
357 officers, and deputy or assistant municipal clerks; the names,
358 home addresses, telephone numbers, dates of birth, and places of
359 employment of the spouses and children of current municipal
360 clerks and their staff, including elections filing officers,
361 records management liaison officers, and deputy or assistant
362 municipal clerks; and the names and locations of schools and day
363 care facilities attended by the children of current municipal
364 clerks and their staff, including elections filing officers,
365 records management liaison officers, and deputy or assistant
366 municipal clerks are exempt from s. 119.07(1) and s. 24(a), Art.
367 I of the State Constitution. This sub-subparagraph is subject to
368 the Open Government Sunset Review Act in accordance with s.
369 119.15 and shall stand repealed on October 2, 2030, unless
370 reviewed and saved from repeal through reenactment by the
371 Legislature.

372 3. An agency that is the custodian of the information
373 specified in subparagraph 2. and that is not the employer of the
374 officer, employee, justice, judge, or other person specified in
375 subparagraph 2. must maintain the exempt status of that

information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written and notarized request for maintenance of the exemption to the custodial agency. The request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status.

4.a. A county property appraiser, as defined in s. 192.001(3), or a county tax collector, as defined in s. 192.001(4), who receives a written and notarized request for maintenance of the exemption pursuant to subparagraph 3. must comply by removing the name of the individual with exempt status and the instrument number or Official Records book and page number identifying the property with the exempt status from all publicly available records maintained by the property appraiser or tax collector. For written requests received on or before July 1, 2021, a county property appraiser or county tax collector must comply with this sub-subparagraph by October 1, 2021. A county property appraiser or county tax collector may not remove the street address, legal description, or other information identifying real property within the agency's records so long as a name or personal information otherwise exempt from inspection and copying pursuant to this section is not associated with the property or otherwise displayed in the public records of the agency.

401 b. Any information restricted from public display,
402 inspection, or copying under sub-subparagraph a. must be
403 provided to the individual whose information was removed.

404 5. An officer, an employee, a justice, a judge, or other
405 person specified in subparagraph 2. may submit a written request
406 for the release of his or her exempt information to the
407 custodial agency. The written request must be notarized and must
408 specify the information to be released and the party authorized
409 to receive the information. Upon receipt of the written request,
410 the custodial agency must release the specified information to
411 the party authorized to receive such information.

412 6. The exemptions in this paragraph apply to information
413 held by an agency before, on, or after the effective date of the
414 exemption.

415 7. Information made exempt under this paragraph may be
416 disclosed pursuant to s. 28.2221 to a title insurer authorized
417 pursuant to s. 624.401 and its affiliates as defined in s.
418 624.10; a title insurance agent or title insurance agency as
419 defined in s. 626.841(1) or (2), respectively; or an attorney
420 duly admitted to practice law in this state and in good standing
421 with The Florida Bar.

422 8. The exempt status of a home address contained in the
423 Official Records is maintained only during the period when a
424 protected party resides at the dwelling location. Upon
425 conveyance of real property after October 1, 2021, and when such

426 real property no longer constitutes a protected party's home
427 address as defined in sub-subparagraph 1.a., the protected party
428 must submit a written request to release the removed information
429 to the county recorder. The written request to release the
430 removed information must be notarized, must confirm that a
431 protected party's request for release is pursuant to a
432 conveyance of his or her dwelling location, and must specify the
433 Official Records book and page, instrument number, or clerk's
434 file number for each document containing the information to be
435 released.

436 9. Upon the death of a protected party as verified by a
437 certified copy of a death certificate or court order, any party
438 can request the county recorder to release a protected
439 decedent's removed information unless there is a related request
440 on file with the county recorder for continued removal of the
441 decedent's information or unless such removal is otherwise
442 prohibited by statute or by court order. The written request to
443 release the removed information upon the death of a protected
444 party must attach the certified copy of a death certificate or
445 court order and must be notarized, must confirm the request for
446 release is due to the death of a protected party, and must
447 specify the Official Records book and page number, instrument
448 number, or clerk's file number for each document containing the
449 information to be released. A fee may not be charged for the
450 release of any document pursuant to such request.

Section 2. The Legislature finds that it is a public necessity the home addresses, telephone numbers, dates of birth, and photographs of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; and the names and locations of schools and day care facilities attended by the children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks be made exempt from s. 119.07(1), Florida Statutes, and s. 24(a), Art. I of the State Constitution. Municipal clerks and their staff often handle sensitive information and perform critical administrative functions. Many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of special magistrate hearings related to neglect or abuse, or other activities that could lead to a criminal prosecution are exposed to threats and other acts of violence. Protecting their personal information is essential to ensure their safety. The Legislature further finds that the harm that may result from the release of such personal identifying and

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476 location information outweighs any public benefit that may be
477 derived from the disclosure of the information.

478 **Section 3.** This act shall take effect July 1, 2025.

By Senator Rodriguez

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A bill to be entitled
An act relating to public records; amending s.
119.071, F.S.; providing a public records exemption
for personal identifying and location information of
current municipal clerks and their staff and the
personal identifying and location information of the
spouses and children of such municipal clerks and
their staff; providing for future legislative review
and repeal of the exemptions; providing for
retroactive application of the exemptions; providing a
statement of public necessity; providing an effective
date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Paragraph (d) of subsection (4) of section
119.071, Florida Statutes, is amended to read:

119.071 General exemptions from inspection or copying of
public records.—

(4) AGENCY PERSONNEL INFORMATION.—

(d)1. For purposes of this paragraph, the term:

a. "Home addresses" means the dwelling location at which an
individual resides and includes the physical address, mailing
address, street address, parcel identification number, plot
identification number, legal property description, neighborhood
name and lot number, GPS coordinates, and any other descriptive
property information that may reveal the home address.

b. "Judicial assistant" means a court employee assigned to
the following class codes: 8140, 8150, 8310, and 8320.

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30 c. "Telephone numbers" includes home telephone numbers,
31 personal cellular telephone numbers, personal pager telephone
32 numbers, and telephone numbers associated with personal
33 communications devices.

34 2.a. The home addresses, telephone numbers, dates of birth,
35 and photographs of active or former sworn law enforcement
36 personnel or of active or former civilian personnel employed by
37 a law enforcement agency, including correctional and
38 correctional probation officers, personnel of the Department of
39 Children and Families whose duties include the investigation of
40 abuse, neglect, exploitation, fraud, theft, or other criminal
41 activities, personnel of the Department of Health whose duties
42 are to support the investigation of child abuse or neglect, and
43 personnel of the Department of Revenue or local governments
44 whose responsibilities include revenue collection and
45 enforcement or child support enforcement; the names, home
46 addresses, telephone numbers, photographs, dates of birth, and
47 places of employment of the spouses and children of such
48 personnel; and the names and locations of schools and day care
49 facilities attended by the children of such personnel are exempt
50 from s. 119.07(1) and s. 24(a), Art. I of the State
51 Constitution.

52 b. The home addresses, telephone numbers, dates of birth,
53 and photographs of current or former nonsworn investigative
54 personnel of the Department of Financial Services whose duties
55 include the investigation of fraud, theft, workers' compensation
56 coverage requirements and compliance, other related criminal
57 activities, or state regulatory requirement violations; the
58 names, home addresses, telephone numbers, dates of birth, and

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places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

c. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Office of Financial Regulation's Bureau of Financial Investigations whose duties include the investigation of fraud, theft, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

d. The home addresses, telephone numbers, dates of birth, and photographs of current or former firefighters certified in compliance with s. 633.408; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

e. The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges and current judicial assistants; the names, home addresses, telephone numbers, dates of birth, and places of

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88 employment of the spouses and children of current or former
89 justices and judges and current judicial assistants; and the
90 names and locations of schools and day care facilities attended
91 by the children of current or former justices and judges and
92 current judicial assistants are exempt from s. 119.07(1) and s.
93 24(a), Art. I of the State Constitution. This sub-subparagraph
94 is subject to the Open Government Sunset Review Act in
95 accordance with s. 119.15 and shall stand repealed on October 2,
96 2028, unless reviewed and saved from repeal through reenactment
97 by the Legislature.

98 f. The home addresses, telephone numbers, dates of birth,
99 and photographs of current or former state attorneys, assistant
100 state attorneys, statewide prosecutors, or assistant statewide
101 prosecutors; the names, home addresses, telephone numbers,
102 photographs, dates of birth, and places of employment of the
103 spouses and children of current or former state attorneys,
104 assistant state attorneys, statewide prosecutors, or assistant
105 statewide prosecutors; and the names and locations of schools
106 and day care facilities attended by the children of current or
107 former state attorneys, assistant state attorneys, statewide
108 prosecutors, or assistant statewide prosecutors are exempt from
109 s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

110 g. The home addresses, dates of birth, and telephone
111 numbers of general magistrates, special magistrates, judges of
112 compensation claims, administrative law judges of the Division
113 of Administrative Hearings, and child support enforcement
114 hearing officers; the names, home addresses, telephone numbers,
115 dates of birth, and places of employment of the spouses and
116 children of general magistrates, special magistrates, judges of

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117 compensation claims, administrative law judges of the Division
118 of Administrative Hearings, and child support enforcement
119 hearing officers; and the names and locations of schools and day
120 care facilities attended by the children of general magistrates,
121 special magistrates, judges of compensation claims,
122 administrative law judges of the Division of Administrative
123 Hearings, and child support enforcement hearing officers are
124 exempt from s. 119.07(1) and s. 24(a), Art. I of the State
125 Constitution.

126 h. The home addresses, telephone numbers, dates of birth,
127 and photographs of current or former human resource, labor
128 relations, or employee relations directors, assistant directors,
129 managers, or assistant managers of any local government agency
130 or water management district whose duties include hiring and
131 firing employees, labor contract negotiation, administration, or
132 other personnel-related duties; the names, home addresses,
133 telephone numbers, dates of birth, and places of employment of
134 the spouses and children of such personnel; and the names and
135 locations of schools and day care facilities attended by the
136 children of such personnel are exempt from s. 119.07(1) and s.
137 24(a), Art. I of the State Constitution.

138 i. The home addresses, telephone numbers, dates of birth,
139 and photographs of current or former code enforcement officers;
140 the names, home addresses, telephone numbers, dates of birth,
141 and places of employment of the spouses and children of such
142 personnel; and the names and locations of schools and day care
143 facilities attended by the children of such personnel are exempt
144 from s. 119.07(1) and s. 24(a), Art. I of the State
145 Constitution.

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j. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former guardians ad litem, as defined in s. 39.01; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; the

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names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; and the names and locations of schools and day care facilities attended by the children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

m. The home addresses, telephone numbers, dates of birth, and photographs of current or former investigators or inspectors of the Department of Business and Professional Regulation; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such current or former investigators and inspectors; and the names and locations of schools and day care facilities attended by the children of such current or former investigators and inspectors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

n. The home addresses, telephone numbers, and dates of birth of county tax collectors; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department

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of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees; and the names and locations of schools and day care facilities attended by the children of such consultants or employees are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

q. The home addresses, telephone numbers, dates of birth, and photographs of current or former emergency medical technicians or paramedics certified under chapter 401; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such emergency medical technicians or paramedics; and the names and

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locations of schools and day care facilities attended by the children of such emergency medical technicians or paramedics are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

r. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel employed in an agency's office of inspector general or internal audit department whose duties include auditing or investigating waste, fraud, abuse, theft, exploitation, or other activities that could lead to criminal prosecution or administrative discipline; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

s. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, nurses, and clinical employees of an addiction treatment facility; the home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. For purposes of this sub-subparagraph, the term "addiction treatment facility" means a county government, or agency thereof, that is licensed pursuant to s. 397.401 and provides substance abuse prevention, intervention, or clinical treatment, including any licensed

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service component described in s. 397.311(27).

t. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, and clinical employees of a child advocacy center that meets the standards of s. 39.3035(2) and fulfills the screening requirement of s. 39.3035(3), and the members of a Child Protection Team as described in s. 39.303 whose duties include supporting the investigation of child abuse or sexual abuse, child abandonment, child neglect, and child exploitation or to provide services as part of a multidisciplinary case review team; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel and members; and the names and locations of schools and day care facilities attended by the children of such personnel and members are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

u. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former staff and domestic violence advocates, as defined in s. 90.5036(1)(b), of domestic violence centers certified by the Department of Children and Families under chapter 39; the names, home addresses, telephone numbers, places of employment, dates of birth, and photographs of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

v. The home addresses, telephone numbers, dates of birth, and photographs of current or former inspectors or investigators

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of the Department of Agriculture and Consumer Services; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former inspectors or investigators; and the names and locations of schools and day care facilities attended by the children of current or former inspectors or investigators are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2028, unless reviewed and saved from repeal through reenactment by the Legislature.

w. The home addresses, telephone numbers, dates of birth, and photographs of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys; and the names and locations of schools and day care facilities attended by the children of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This exemption does not apply to a county attorney, assistant county attorney, deputy county attorney, city attorney, assistant city attorney, or deputy city attorney who qualifies as a candidate for election to public office. This sub-subparagraph is subject to the Open Government

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Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2029, unless reviewed and saved from repeal through reenactment by the Legislature.

x. The home addresses, telephone numbers, dates of birth, and photographs of current or former commissioners of the Florida Gaming Control Commission; the names, home addresses, telephone numbers, dates of birth, photographs, and places of employment of the spouses and children of such current or former commissioners; and the names and locations of schools and day care facilities attended by the children of such current or former commissioners are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2029, unless reviewed and saved from repeal through reenactment by the Legislature.

y. The home addresses, telephone numbers, dates of birth, and photographs of current clerks of the circuit court, deputy clerks of the circuit court, and clerk of the circuit court personnel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current clerks of the circuit court, deputy clerks of the circuit court, and clerk of the circuit court personnel; and the names and locations of schools and day care facilities attended by the children of current clerks of the circuit court, deputy clerks of the circuit court, and clerk of the circuit court personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15

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and shall stand repealed on October 2, 2029, unless reviewed and saved from repeal through reenactment by the Legislature.

z. The home addresses, telephone numbers, dates of birth, and photographs of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; and the names and locations of schools and day care facilities attended by the children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks, are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2030, unless reviewed and saved from repeal through reenactment by the Legislature.

3. An agency that is the custodian of the information specified in subparagraph 2. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 2. must maintain the exempt status of that information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written and notarized request for maintenance of the exemption to the custodial agency. The request must state under oath the statutory basis for the individual's exemption request and

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confirm the individual's status as a party eligible for exempt status.

4.a. A county property appraiser, as defined in s. 192.001(3), or a county tax collector, as defined in s. 192.001(4), who receives a written and notarized request for maintenance of the exemption pursuant to subparagraph 3. must comply by removing the name of the individual with exempt status and the instrument number or Official Records book and page number identifying the property with the exempt status from all publicly available records maintained by the property appraiser or tax collector. For written requests received on or before July 1, 2021, a county property appraiser or county tax collector must comply with this sub-subparagraph by October 1, 2021. A county property appraiser or county tax collector may not remove the street address, legal description, or other information identifying real property within the agency's records so long as a name or personal information otherwise exempt from inspection and copying pursuant to this section is not associated with the property or otherwise displayed in the public records of the agency.

b. Any information restricted from public display, inspection, or copying under sub-subparagraph a. must be provided to the individual whose information was removed.

5. An officer, an employee, a justice, a judge, or other person specified in subparagraph 2. may submit a written request for the release of his or her exempt information to the custodial agency. The written request must be notarized and must specify the information to be released and the party authorized to receive the information. Upon receipt of the written request,

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the custodial agency must release the specified information to the party authorized to receive such information.

6. The exemptions in this paragraph apply to information held by an agency before, on, or after the effective date of the exemption.

7. Information made exempt under this paragraph may be disclosed pursuant to s. 28.2221 to a title insurer authorized pursuant to s. 624.401 and its affiliates as defined in s. 624.10; a title insurance agent or title insurance agency as defined in s. 626.841(1) or (2), respectively; or an attorney duly admitted to practice law in this state and in good standing with The Florida Bar.

8. The exempt status of a home address contained in the Official Records is maintained only during the period when a protected party resides at the dwelling location. Upon conveyance of real property after October 1, 2021, and when such real property no longer constitutes a protected party's home address as defined in sub-subparagraph 1.a., the protected party must submit a written request to release the removed information to the county recorder. The written request to release the removed information must be notarized, must confirm that a protected party's request for release is pursuant to a conveyance of his or her dwelling location, and must specify the Official Records book and page, instrument number, or clerk's file number for each document containing the information to be released.

9. Upon the death of a protected party as verified by a certified copy of a death certificate or court order, any party can request the county recorder to release a protected

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436 decedent's removed information unless there is a related request
437 on file with the county recorder for continued removal of the
438 decedent's information or unless such removal is otherwise
439 prohibited by statute or by court order. The written request to
440 release the removed information upon the death of a protected
441 party must attach the certified copy of a death certificate or
442 court order and must be notarized, must confirm the request for
443 release is due to the death of a protected party, and must
444 specify the Official Records book and page number, instrument
445 number, or clerk's file number for each document containing the
446 information to be released. A fee may not be charged for the
447 release of any document pursuant to such request.

448 Section 2. The Legislature finds that it is a public
449 necessity that the home addresses, telephone numbers, dates of
450 birth, and photographs of current municipal clerks and their
451 staff, including elections filing officers, records management
452 liaison officers, and deputy or assistant municipal clerks; the
453 names, home addresses, telephone numbers, dates of birth, and
454 places of employment of the spouses and children of current
455 municipal clerks and their staff, including elections filing
456 officers, records management liaison officers, and deputy or
457 assistant municipal clerks; and the names and locations of
458 schools and day care facilities attended by the children of
459 current municipal clerks and their staff, including elections
460 filing officers, records management liaison officers, and deputy
461 or assistant municipal clerks, be made exempt from s. 119.07(1),
462 Florida Statutes, and s. 24(a), Article I of the State
463 Constitution. Municipal clerks and their staff often handle
464 sensitive information and perform critical administrative

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465 functions. Many municipal staff who perform duties that include,
466 or result in, investigations into complaints regarding election
467 fraud, legal enforcement of special magistrate hearings related
468 to neglect or abuse, or other activities that could lead to a
469 criminal prosecution are exposed to threats and other acts of
470 violence. Protecting their personal information is essential to
471 ensure their safety. The Legislature further finds that the harm
472 that may result from the release of such personal identifying
473 and location information outweighs any public benefit that may
474 be derived from the disclosure of the information.

475 Section 3. This act shall take effect July 1, 2025.

RESOLUTION NO. 2025-029

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA, IN SUPPORT OF HOUSE BILL 517 AND SENATE BILL 840, URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY; PROVIDING FOR DISTRIBUTION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, many municipal staff, who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings that could lead to a criminal prosecution or code enforcement actions, are exposed to threats and other acts of violence; and

WHEREAS, municipal clerks often administer elections and some election workers have been targeted for threats and violence due to the nature of materials they are responsible for; and

WHEREAS, municipal clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances and, occasionally, these proceedings have led to retaliation and threats by defendants; and

WHEREAS, currently, public records exemptions in Florida include those for local personnel who either investigate, enforce, or otherwise provide a service that can result in contentious interactions when action is taken, and municipal clerks and their staff fall within the need for a window for greater protection; and

WHEREAS, the City of Coconut Creek is very concerned for the safety and well-being of municipal clerks and their staff who serve the public on a daily basis and are, oftentimes, the first contact of citizens with cities; and

WHEREAS, the City of Coconut Creek has identified public records legislation as a priority in its 2025 State Legislative Agenda; and

WHEREAS, during the 2025 Legislative Session, the Florida Legislature will consider the enactment of House Bill 517 and Senate Bill 840 to provide a public records exemption for the personal identifying and location information for municipal clerks, their staff, and spouses and children of municipal clerks and their staff; and

WHEREAS, the City of Coconut Creek urges the Florida State Legislature to enact legislation in support of a public records exemption for municipal clerks and their staff.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA:

Section 1: That the foregoing “WHEREAS” clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this resolution.

Section 2: That the City Commission of the City of Coconut Creek formally recognizes this initiative as part of its 2025 State Legislative Priorities and supports its inclusion in legislative advocacy efforts, hereby urging and encouraging the Florida State Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal elections work or have any part in code enforcement functions of a municipality.

Section 3: That the City Clerk, or designee, is hereby directed to provide a certified copy of this resolution to Governor Ron DeSantis, the Broward County Legislative Delegation, the Broward League of Cities, the Florida League of Cities, and the Florida Association of City Clerks.

Section 4: That if any clause, section, other part or application of this resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or in application, it shall not affect the validity of the remaining portion or applications of this resolution.

Section 5: That this resolution shall be in full force and effect immediately upon its adoption.

Adopted this _____ day of _____, 2025.

Sandra L. Welch, Mayor

Attest:

Joseph J. Kavanagh, City Clerk

Welch _____

Railey _____

Rydell _____

Brodie _____

Wasserman _____