

# AGENDA

## FINANCIAL ADVISORY BOARD REGULAR MEETING



**Wednesday, March 04, 2026 AT 10:00 AM**

**TOWN OF HIGHLAND BEACH, FLORIDA**  
3614 S. OCEAN BOULEVARD  
HIGHLAND BEACH, FL 33487  
Telephone: (561) 278-4548

Website: [www.highlandbeach.us](http://www.highlandbeach.us)

### **Town Hall Commission Chambers**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF THE AGENDA**
5. **PUBLIC COMMENT** *(limited to three (3) minutes per speaker)*
6. **APPROVAL OF MINUTES**
  - A. June 24, 2025
7. **UNFINISHED BUSINESS**

None.
8. **NEW BUSINESS**
  - A. Nomination of a Chairperson and Vice Chairperson to serve one-year terms ending March 19, 2027.
  - B. Financial Overview: Fiscal Year 2026 covering the period of October 1, 2025 - January 31, 2026
  - C. Fiscal Year 2025-2026 Strategic Priorities Plan.
9. **BOARD MEMBERS REPORT**
10. **ANNOUNCEMENTS**

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March 12, 2026	9:30 A.M.	Planning Board Regular Meeting
March 24, 2026	1:30 P.M.	Town Commission Special Meeting/Swearing-in Ceremony
April 07, 2026	1:30 P.M.	Town Commission Meeting

**11. ADJOURNMENT**

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**NOTICE:** *If a person decides to appeal any decision made by the Financial Advisory Board with respect to any matter considered at this meeting, you will need a record of the proceedings, and you may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (The above notice is required by State Law. Anyone desiring a verbatim transcript shall have the responsibility, at his own cost, to arrange for the transcript). There may be one or more Town Commissioners attending the meeting.*

*Pursuant to the provision of the Americans with Disabilities Act, any person requesting special accommodations to participate in these meetings, because of a disability or physical impairment, should contact the Town at 561-278-4548 at least five calendar days prior to the Hearing.*

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**File Attachments for Item:**

A. June 24, 2025

# DRAFT



## TOWN OF HIGHLAND BEACH TOWN FINANCIAL ADVISORY BOARD REGULAR MEETING MINUTES

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

Date: June 24, 2025  
Time: 11:00 AM

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### 1. CALL TO ORDER

Chairperson Reame called the meeting to order at 11:02 A.M.

### 2. ROLL CALL

Board Member Margarita Chappellear  
Board Member John Verdile  
Board Member Edward Kornfeld  
Vice Chairperson Richard Greenwald  
Chairperson Ronald Reame  
Town Clerk Lanelda Gaskins

#### ABSENT

Board Member Mark Zarrilli  
Board Member Harold Siegel

#### ADDITIONAL STAFF

Finance Director David DiLena  
Assistant Finance Director Suzie Matthews

### 3. PLEDGE OF ALLEGIANCE

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

### 4. APPROVAL OF THE AGENDA

**MOTION:** Greenwald/Chappellear - A motion was made and seconded to approve the Agenda. The motion passed, 5 to 0.

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

There were no public comments.

**6. APPROVAL OF MINUTES**

**A. February 24, 2025**

Chairperson Reame asked if there were any additions or deletions to the minutes. Hearing none, he called for a motion.

**MOTION:** Chappellear/Greenwald - A motion was made and seconded to approve the minutes. The motion passed, 5 to 0.

**7. UNFINISHED BUSINESS**

None.

**8. NEW BUSINESS**

**A. Preliminary Fiscal Year 2026 Operating Budget Presentation**

Finance Director DiLena presented a comprehensive overview of the Preliminary Fiscal Year 2026 Operating Budget including the goal of maintaining the millage rate at 3.5875 mills; 2024/2025 accomplishments; 2025/2026 strategic projects initiatives; the tax rate; taxable assessed value; the general fund; the discretionary sales surtax fund; the Building Department fund; water and sewer funds; and the budget summary and timeline.

A lengthy discussion ensued regarding the Interlocal Agreement with the Town of Gulfstream, which was identified as the principal driver of the building fund's surplus position.

Board members discussed potential strategies for reducing the building fund's excess reserves more constructively than simply cutting rates. One member suggested that if expenditures qualifying under the building fund's statutory scope could be identified—such as technology improvements to streamline the permitting process, digital platforms, or enhanced resident and contractor interface tools—those investments might both spend down reserves and add genuine community value. Finance Director DiLena agreed and committed to engaging Building Official Jeff to explore what further qualifying expenditures might be available, including whether technology improvements could reduce permit turnaround times and improve service quality for smaller contractors and individual residents.

Another board member suggested a comprehensive energy efficiency upgrade project across all Town buildings, including HVAC systems with higher SEER ratings and water efficiency measures—funded through the building fund, as a means of responsibly deploying excess reserves on building-related capital improvements.

A board member requested that, in the future, a presentation be made regarding long-term capital financing policy—specifically, guidance on when it makes sense to seek

low-interest financing for long-lived assets versus paying out of reserves. Finance Director DiLena agreed to bring the matter to management and the commission.

There was a question about road disruption regarding the sewer lining project, and Mr. DiLena indicated the trenchless nature of the lining process is designed to minimize surface disturbance, with work proceeding between manholes on smaller side streets while the main A1A road work is ongoing.

A board member noted, with the apparent concurrence of the group, that no major concerns were raised at the Financial Advisory Board level with respect to the proposed FY 2026 budget. Finance Director DiLena was asked to convey this to the commission.

One board member requested a future presentation providing a detailed accounting of the marine patrol division's operating costs, including personnel, boat maintenance, and related capital expenses, to establish benchmarks for evaluating the program. The board member expressed personal support for the program but noted the value of having a formal cost carve-out for transparency.

Lastly, Finance Director DiLena described Highland Beach's financial condition favorably, noting that the Town may move up in the rankings of lowest millage rates among Florida coastal communities, potentially reaching first or second, given the service nature of its offerings.

## **B. Revenue and Expenditure Report through May 31, 2025**

Finance Director DiLena presented the Revenue and Expenditure Report through May 31, 2025, covering eight months of the fiscal year (October through May). Key highlights were as follows:

Across all funds, revenues were approximately 19 percent above the straight-line budget benchmark through May, aided significantly by the front-loaded collection of property tax revenues in the November–January period. Miscellaneous revenues also continued to exceed budget projections. On the expenditure side, the Town was approximately 12 percent under the straight-line budget benchmark, reflecting normal expenditure timing patterns. He noted that the straight-line methodology does not perfectly reflect the Town's seasonal revenue pattern but serves as a useful reference point.

A breakdown by fund was provided, showing that approximately 46 percent of total expenditures are attributable to public safety, with capital outlay comprising approximately 14 percent. Inter-fund transfers between the various funds were also detailed, including the building funds transfer to the general fund and the water funds transfer to the sewer fund.

Finance Director DiLena concluded that the Town remains on track to contribute additional funds to reserves by fiscal year end, providing a stronger capital base heading into FY 2026.

**9. BOARD MEMBERS REPORT**

The board members had nothing to report.

**10. ANNOUNCEMENTS**

Chairperson Reame mentioned the following announcements:

July 04, 2025      **Town Hall Closed in observance of Independence Day**

July 08, 2025      1:00 P.M.      Special Magistrate Hearing

July 10, 2025      9:30 A.M.      Planning Board Regular Meeting

July 15, 2025      1:30 P.M.      Town Commission Meeting

**11. ADJOURNMENT**

The meeting adjourned at 12:41 P.M.

**APPROVED** on March 4, 2026, Financial Advisory Board Regular Meeting.

\_\_\_\_\_  
Ronald Reame, Chairperson

**ATTEST:**

\_\_\_\_\_  
Lanelda Gaskins, MMC  
Town Clerk

\_\_\_\_\_  
Date

**File Attachments for Item:**

A. Nomination of a Chairperson and Vice Chairperson to serve one-year terms ending March 19, 2027.



# TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

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**MEETING TYPE:** Financial Advisory Board Regular Meeting

**MEETING DATE** *03/04/2026*

**SUBMITTED BY:** Lanelda Gaskins, Town Clerk

**SUBJECT:** Nomination of a Chairperson and Vice Chairperson to serve one-year terms ending March 19, 2027.

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**SUMMARY:**

As we approach the completion of Mr. Ron Reame and Mr. Richard Greenwald's one-year terms as Chairperson and Vice Chairperson on March 20, 2026, the Board is now tasked with discussing and nominating the Chairperson and Vice Chairperson. The selected individuals will serve a one-year term, concluding on March 19, 2027.

In accordance with **Resolution No. 19-029 R**, which outlines the Advisory Board and Committees Appointment Process Policy, Section 9, it is standard practice that a member must have served on the advisory board for at least one year before being eligible for the chairperson or vice chairperson role, unless no existing member is willing to serve.

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**FISCAL IMPACT:**

None.

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**ATTACHMENTS:**

Board Members List

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**RECOMMENDATION:**

Staff recommend that the Board proceed with nominations for Chairperson and Vice Chairperson to serve a one-year term, concluding on March 19, 2027.

**File Attachments for Item:**

B. Financial Overview: Fiscal Year 2026 covering the period of October 1, 2025 - January 31, 2026



# Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

## Financial Overview: FY 2026 (Oct 1<sup>st</sup> 25 – Jan 31<sup>st</sup>, 2026)

The Town's Finance Department has prepared this report to provide a summary of unaudited revenues and expenses as of January 31, 2026. The figures show that both income and spending are in line with the Town's budget goals for this period. So far, the Town's financial activity highlights its dedication to strong fiscal management and ongoing efforts toward its financial planning objectives.

### General Fund

The Town's General Fund remains strong. As of January 31, 2026, revenues reached \$13.5 million (73% of the yearly estimate), mainly from Ad Valorem taxes (84% received). Expenditure was \$5.9 million, or 30% of the budget, consistent with typical spending except for capital projects.

### Discretionary Sales Tax

Discretionary Sales Tax revenues from the Palm Beach County Infrastructure Surtax concluded as of December 31, 2025. The final receipts were collected in December and remitted to the Town in January 2026. Collections exceeded the budgeted amount by \$20,000, representing an increase of 18%.

### Building Fund

The Building Department financial performance remains strong, generating \$1.24 million in revenue (49% of the annual projection) with expenditures at \$790,000 (29% of the budget), reflecting ongoing fiscal stability. Several capital projects are also underway.

### Water Fund

After two out of six billing cycles, Water Department revenue sits at 34% of the annual budget, which aligns with projections for its bi-monthly billing. Expenses have reached 26%. Some capital projects included in the budget are still pending.

### Sewer Fund

Sewer Fund revenues reached \$729,000 (30% of annual projections), with billing just below the expected 33%. Expenditures were \$941,000 (21% of budget), mainly for capital projects like sewer relining.



**BUDGET TO ACTUALS**  
**TOWN OF HIGHLAND BEACH BUDGET vs REVENUE & EXPEND**

DESCRIPTION	2025-26 BUDGET	ACTUALS TO	FULL YR BUDGET vs ACTUALS	
		01/31/2026	\$ VAR	% VAR
<b>REVENUES</b>				
PROPERTY TAXES	14,150,000.00	11,834,471.02	2,315,528.98	84%
FRANCHISE FEES	577,990.00	202,979.02	375,010.98	35%
SALES AND USE TAX	499,844.00	169,114.43	330,729.57	34%
INTER-GOVERNMENTAL	691,936.00	201,781.64	490,154.36	29%
<b>TOTAL TAX REVENUES</b>	<b>15,919,770.00</b>	<b>12,408,346.11</b>	<b>3,511,423.89</b>	<b>78%</b>
CHARGES FOR SERVICES	1,418,500.00	482,530.49	935,969.51	34%
FINES AND FORFEITURES	30,361.00	5,926.68	24,434.32	20%
MISCELLANEOUS REVENUES	10,000.00	1,018.03	8,981.97	10%
INVESTMENT EARNINGS	510,000.00	153,633.64	356,366.36	30%
RENTS AND LEASES	58,000.00	21,280.15	36,719.85	37%
	2,026,861.00	664,388.99	1,362,472.01	33%
GRANTS	22,292.00	25,000.00	(2,708.00)	112%
INTRA-GOVERNMENTAL	1,250,000.00	416,666.66	833,333.34	33%
	1,272,292.00	441,666.66	830,625.34	35%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>19,218,923.00</b>	<b>13,514,401.76</b>	<b>5,704,521.24</b>	<b>70%</b>
DISC SALES TAX FUND	137,000.00	134,376.89	2,623.11	98%
BUILDING FUND	2,510,350.00	1,239,136.20	1,271,213.80	49%
WATER FUND	4,273,064.00	1,452,699.80	2,820,364.20	34%
SEWER FUND	2,418,000.00	728,566.42	1,689,433.58	30%
APPROPRIATION FROM RESERVE	3,684,065.00	0.00	3,684,065.00	0%
PRIOR YR POs C/F	828,461.98	0.00	828,461.98	0%
<b>OTHER FUNDS REVENUE-TOTAL</b>	<b>13,850,940.98</b>	<b>3,554,779.31</b>	<b>10,296,161.67</b>	<b>26%</b>
<b>TOTAL REVENUES</b>	<b>33,069,863.98</b>	<b>17,069,181.07</b>	<b>16,000,682.91</b>	<b>52%</b>
<b>EXPENDITURES</b>				
<b>GENERAL FUND EXPENDITURES</b>				
TOWN COMMISSION				
PERSONNEL SERVICES	100,000.00	32,216.76	67,783.24	32%
OPERATING EXPENSES	279,200.00	129,334.59	149,865.41	46%
	379,200.00	161,551.35	217,648.65	43%
TOWN MANAGER				
PERSONNEL SERVICES	536,211.00	178,115.77	358,095.23	33%
OPERATING EXPENSES	271,230.00	38,259.32	232,970.68	14%
	807,441.00	216,375.09	591,065.91	27%
TOWN CLERK				
PERSONNEL SERVICES	337,000.00	114,613.62	222,386.38	34%
OPERATING EXPENSES	117,191.00	26,468.23	90,722.77	23%
CAPITAL OUTLAY	4,200.00	0.00	4,200.00	0%
	458,391.00	141,081.85	317,309.15	31%
FINANCE				
PERSONNEL SERVICES	185,500.00	61,135.68	124,364.32	33%
OPERATING EXPENSES	252,250.00	64,067.14	188,182.86	25%
	437,750.00	125,202.82	312,547.18	29%
PUBLIC WORKS				
PERSONNEL SERVICES	95,000.00	9,636.61	85,363.39	10%
OPERATING EXPENSES	456,700.00	95,720.54	360,979.46	21%
CAPITAL OUTLAY	267,061.25	114,605.00	152,456.25	43%
	818,761.25	219,962.15	598,799.10	27%



**BUDGET TO ACTUALS**  
**TOWN OF HIGHLAND BEACH BUDGET vs REVENUE & EXPEND**

<b>DESCRIPTION</b>	<b>2025-26 BUDGET</b>	<b>ACTUALS TO</b>	<b>FULL YR BUDGET vs ACTUALS</b>	
		<b>01/31/2026</b>	<b>\$ VAR</b>	<b>% VAR</b>
<b>SHARED SUPPORT</b>				
PERSONNEL SERVICES	310,750.00	105,553.80	205,196.20	34%
OPERATING EXPENSES	382,000.00	140,312.29	241,687.71	37%
CAPITAL OUTLAY	184,000.00	78,363.96	105,636.04	43%
	<u>876,750.00</u>	<u>324,230.05</u>	<u>552,519.95</u>	<u>37%</u>
<b>POLICE DEPARTMENT</b>				
PERSONNEL SERVICES	4,582,000.00	1,393,825.91	3,188,174.09	30%
OPERATING EXPENSES	618,717.03	273,571.22	345,145.81	44%
CAPITAL OUTLAY	776,518.58	171,961.22	604,557.36	22%
	<u>5,977,235.61</u>	<u>1,839,358.35</u>	<u>4,137,877.26</u>	<u>31%</u>
<b>FIRE RESCUE</b>				
PERSONNEL SERVICES	5,522,000.00	1,895,443.16	3,626,556.84	34%
OPERATING EXPENSES	821,703.24	173,088.79	648,614.45	21%
CAPITAL OUTLAY	84,500.00	0.00	84,500.00	0%
	<u>6,428,203.24</u>	<u>2,068,531.95</u>	<u>4,359,671.29</u>	<u>32%</u>
<b>SOLID WASTE</b>				
	<u>1,150,625.00</u>	<u>394,977.48</u>	<u>755,647.52</u>	<u>34%</u>
<b>LIBRARY</b>				
PERSONNEL SERVICES	429,000.00	152,098.60	276,901.40	35%
OPERATING EXPENSES	84,350.00	23,087.11	61,262.89	27%
CAPITAL OUTLAY	16,000.00	0.00	16,000.00	0%
	<u>529,350.00</u>	<u>175,185.71</u>	<u>354,164.29</u>	<u>33%</u>
<b>INTERFUND TRANSFERS</b>				
DEBT SERVICE	55,000.00	18,333.00	36,667.00	33%
RESERVE FOR CONTINGENCY	677,961.00	225,986.96	451,974.04	33%
	<u>972,946.00</u>	<u>0.00</u>	<u>972,946.00</u>	<u>0%</u>
<b>TOTAL GEN FUND EXPENDITURES</b>	<b>19,569,614.10</b>	<b>5,910,776.76</b>	<b>13,658,837.34</b>	<b>30%</b>
<b>DISC SALES TAX EXPENDITURES</b>				
Net CAPITAL OUTLAY	557,081.30	55,056.67	502,024.63	10%
OPERATING EXPENSES	54,095.62	1,834.10	52,261.52	3%
	<u>611,176.92</u>	<u>56,890.77</u>	<u>554,286.15</u>	<u>9%</u>
<b>BUILDING DEPT EXPENDITURES</b>				
PERSONNEL SERVICES	999,500.00	312,409.96	687,090.04	31%
OPERATING EXPENSES	724,210.00	192,342.38	531,867.62	27%
CAPITAL OUTLAY	706,500.00	51,420.64	655,079.36	7%
TRANSFERS	700,000.00	233,333.33	466,666.67	33%
	<u>3,130,210.00</u>	<u>789,506.31</u>	<u>2,340,703.69</u>	<u>25%</u>
<b>WATER DEPT EXPENDITURES</b>				
PERSONNEL SERVICES	1,545,000.00	519,343.49	1,025,656.51	34%
OPERATING EXPENSES	1,613,000.00	386,415.87	1,226,584.13	24%
CAPITAL OUTLAY	727,670.29	11,736.47	715,933.82	2%
DEBT SERVICE	810,769.00	270,266.68	540,502.32	33%
TRANSFERS	550,000.00	183,333.32	366,666.68	33%
OTHER USES	46,000.00	0.00	46,000.00	0%
	<u>5,292,439.29</u>	<u>1,371,095.83</u>	<u>3,921,343.46</u>	<u>26%</u>
<b>SEWER DEPT EXPENDITURES</b>				
OPERATING EXPENSES	1,947,244.67	409,824.38	1,537,420.29	21%
CAPITAL OUTLAY	2,299,179.00	457,965.20	1,841,213.80	20%
TRANSFERS	220,000.00	73,333.32	146,666.68	33%
	<u>4,466,423.67</u>	<u>941,122.90</u>	<u>3,525,300.77</u>	<u>21%</u>
<b>OTHER FUNDS EXPENDITURE-TOTAL</b>	<b>13,500,249.88</b>	<b>3,158,615.81</b>	<b>10,341,634.07</b>	<b>23%</b>
<b>TOTAL EXPENDITURES</b>	<b>33,069,863.98</b>	<b>9,069,392.57</b>	<b>24,000,471.41</b>	<b>27%</b>
<b>TOWN OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>	<b>7,999,788.50</b>	<b>(7,999,788.50)</b>	

## BUDGET REPORT

### NOTES

Most Ad-Valorem Tax Rec'd Q1

Police Donation  
Lower int rate 2026vs2025  
T-Mobile Tower lease

Police Grant  
Fund Transfers

Last distr 12/31/25.

\$1.738 Mil App from Reserve

Mutiple Funds: Disc \$380K,Bldg  
\$620K,Water \$947K, \$1.74M

incr for Community events

Incl Legal Exp

Employee on leave

Old Fire House restoration

## BUDGET REPORT

### NOTES

IT Equip+Software upgrade

PD Marine Doc Construction

Transfer to Bldg Dept  
Fire Station Loan  
Appropriation to Reserve

Axon , Sewer lining Proj

Bldg Dept renovations incl new  
roof.  
Admin fees to Gen Fund

\$1.2MII for Sewer treatment  
Sewer Relining Project

**File Attachments for Item:**

C. Fiscal Year 2025-2026 Strategic Priorities Plan.



**TOWN OF HIGHLAND BEACH  
FY 2026 STRATEGIC PRIORITIES PLAN  
MARCH 3, 2026**

**OUR VISION:**

The Town of Highland Beach is a beautiful safe harbor in paradise whose residents never leave.

**OUR MISSION:**

To provide exceptional governance and municipal services, in partnership with our residents, in a fiscally responsible manner with an emphasis on planning for the future.

**OUR MOTTO:**

“3 Miles of Paradise”

**OUR VALUES:**

**H**elp citizens live a better life by providing a safe and secure community.

**I**nclusiveness – we respect people, value diversity and are committed to equality.

**G**ive exceptional citizen service.

**H**onor public trust through ethical behavior, transparency and servant leadership.

**L**ead with integrity at every level.

**A**ssure fiscal responsibility and accountability.

**N**urture and respect our natural environment.

**D**eliver services through collaborated efforts and coordinated actions.

## STRATEGIC PRIORITIES

This strategic priority plan identifies ranked community projects and initiatives within four (4) operational categories. These projects and initiatives are classified as “Commenced” and “Planned” based on their implementation status and/or schedule. The strategic priority plan is a dynamic and simple document that serves as a decision-making tool to be updated on a quarterly basis via reports to the Town Commission. The strategic priorities are worked on concurrently by the assigned departments and staff with the ranking driving resource allocation. The plan is intrinsically linked to the annual operating budget which commits funds to complete the projects and initiatives identified. Completing a project and/or initiative leads to attaining the operational category goal for each and leads to fulfilling the mission and vision of the Town.

### Organizational Excellence

Strengthen the Town’s ability to strategically, and effectively, deliver municipal services in a fiscally responsible, collaborative, inclusive and innovative manner.

#### Projects/Initiatives:

##### **SP 4: Communication & Community Engagement**

Description: Actively communicate with the public through multiple mediums and platforms to ensure the community receives timely value-added communications regarding town business and affairs. Town Manager’s Office is in the process of developing “My Highland Beach” app to improve interactive communication with residents. Also, plan community events.

Progress: Ongoing. “My Highland Beach” app initial rollout complete. FY 2026 focus is adding timely, value-added content, increase the number of users and integrate with other communication platforms.

##### **SP 8: State Appropriations**

Description: Requests for state financial assistance for capital improvement and planning projects. Annually evaluate town operations and capital improvement plan for opportunities for appropriation requests and/or grants.

Progress: FY 2026 Highland Beach Pedestrian Safety Project - In-road crosswalk lighting and repaving pathway.

##### **SP 14: Financial Management Systems**

Description: The Finance Department in partnership with the Manager’s Office is updating the town’s investment policy and the 5-year Financial Forecast Model.

Progress: Ongoing. Revised model to be developed for May 2026 incorporating legislative and economic changes (e.g. property taxes.)

##### **SP 16: Preferred Employer Program**

Description: The Town Manager’s Office, in collaboration with the Town Commission, will design and implement a comprehensive compensation, workplace, and benefits program. This initiative aims to attract and retain high-quality employees who excel in teamwork and are committed to delivering exceptional municipal services and public safety.

Progress: Ongoing with annual budget. Year 2 of the multi-year process complete and will be evaluated annually with 5-Year Financial Forecast and budget process.

**Departments:**

Town Manager’s Office  
Highland Beach Fire Rescue Department  
Finance Department  
Clerks’ Office  
IT Consultant

**Advisory Board(s):**

Financial Advisory Board

**Public Infrastructure & Resiliency**

Ensure that Town managed and maintained facilities, infrastructure and public places are afforded appropriate attention, maintenance, repairs, and upgrades.

**Projects/Initiatives:**

**SP 2: Sanitary Sewer Lining Project**

Description: The sanitary sewer system has begun to show signs of deterioration and needs complete rehabilitation via a comprehensive lining project. The selected method of rehabilitation is the least disruptive and most cost effective. The residents in March of 2024 authorized the project at a not to exceed cost of \$3.5 million. Secured a contract with Institutorm via OMINIA for \$1.5 million.

Progress: Project commenced and side streets complete. A1A with completion targeted for March 2026.

**SP 13: GIS Inventory of Built Assets**

Description: Expand the use of the Town’s existing Geographic Information System (GIS) software (ESRI) and Global Positioning System (GPS) tools to establish a comprehensive inventory of all built assets, enabling improved maintenance, enhanced operational planning, and more proactive lifecycle management. This initiative will support data-driven decision-making, streamline field operations, and ensure accurate, real-time information is available to staff responsible for infrastructure, utilities, public safety, and facilities management.

Progress: None.

**SP 21: Zoning District Evaluation (*Density*)**

Description: The Town Commission has directed to the Planning Board to commence a public review process of the permitted zoning densities of each zoning district within the town to see if it is appropriate to revise to preserve town character, accommodate redevelopment and protect property values.

Progress: The Planning Board has commenced its discussion of the public engagement process. The Commission has suspended further review pending Milani Park Project and “Live Local” legislative modifications. No other progress.

**Departments:**

Highland Beach Fire Rescue Department  
Public Works Department  
Town Planner

Town Manager's Office  
Finance Department

**Advisory Board(s):**

Financial Advisory Board  
Planning Board

**Community Safety**

Proactively plan for and responsively maintain a safe and resilient community focused on visibility, awareness and care for residents and visitors.

**Projects/Initiatives:**

**SP 3: Police Department Real-Time Operations Center (*Old Post Office*)**

Description: Explore the rehabilitation of the old Post Office into a real-time operations center and public entrance to the Police Department. Project will evaluate physical connection of the old Post Office to the existing Police Station and create a real-time operations center focused on crime prevention. Project also incorporates landscape architecture, site paving and ADA improvements.

Progress: Design and cost estimation 50% complete.

**SP 5: Police Marine Docking/Access Facility**

Description: The project involves the design and construction of a marine docking facility to support the Police Department's patrol and rescue vessel. The facility will be situated at the western end of the Town Hall complex, behind the library. To offset project costs, the Town will actively seek grants and appropriations.

Progress: State appropriation for the project secured and joint public safety referendum passed; however, engineering and permit delays have resulted in a one-year delay in the project to allow for securing annual FIND Grant.

**SP 6: Fire Station Annex**

Description: Consider the rehabilitation of the Old Fire Station to not only store reserve apparatus and equipment for the Fire Rescue department but also create useful and beautiful multi-purpose space for community functions.

Progress: Joint public safety referendum passed and design engineering 50% complete.

**SP 7: E-Bikes, Scooters and Motorcycles**

Description: The increasing presence of electric bikes, scooters, motorcycles, and similar motorized devices on our pathways and streets has created growing safety concerns. As these devices become more common, so too have conflicts among users—particularly between motorized riders and pedestrians who share the same limited spaces. In response, local municipalities and the State are evaluating reasonable regulations aimed at promoting safe, responsible use and ensuring the protection of pedestrians and residents alike.

Progress: None

**SP 9: Reasonable Accommodations Procedure (Certified Recovery Facilities)**

Description: The state legislature approved SB 954 that requires all municipalities to codify a reasonable accommodations procedure for recovery facilities pursuant to the Fair Housing Act and American with Disabilities Act.

Progress: Town Commission reviewed initial drafted developed by the Town Attorney and forwarded to the Planning Board for review and recommendations.

**SP 10: Crime Prevention & Community Policing Technology Initiative**

Description: This initiative advances the Town’s commitment to proactive public safety by directing the Police Department’s leadership team to evaluate and systematically deploy crime-prevention and community-policing programs supported by cost-effective, modern technologies. Using a structured, data-driven approach, all programs and technologies will undergo operational and cost-benefit evaluation to ensure fiscal responsibility and measurable public safety outcomes.

Progress: Ongoing. Town Commission authorized 10-year technology contract with Axon.

**SP 12: Sign Ordinance Review**

Description: The Town Commission and concerned residents have requested staff to evaluate the ordinance provisions related to temporary signs with a focus on political signs and real estate signs as well as permanent signs with a focus on size.

Progress: The temporary signs component has been suspended due to limitations imposed by SB 180. Consideration can resume in 2027. The permanent signage size component was heard by the Town Commission who then directed the Planning Board to review community request for larger permanent signs and develop recommendations for consideration.

**SP 15: Electric Vehicle Protocols (Fire Safety)**

Description: In response to the increasing use of electric vehicles and other battery-powered modes of transport, the Town Commission has tasked the Fire Department, in collaboration with Condominium Associations, with developing fire safety guidelines for vehicle charging and rechargeable battery storage. These guidelines will aim to ensure safe practices and reduce fire risks within the community. The guidelines will be accompanied by a public outreach campaign.

Progress: Guidelines developed by Highlands Place Condominium and Vice Mayor Stern and will be used as template for other groups. Outreach pending.

**SP 18: Waterfront Seawall/Dock Clarification**

Description: Review the existing Town Code provisions governing hardscape/impervious walkways installed adjacent to seawalls, docks, or the Intracoastal shoreline. Recent applications have identified potential unintended limitations within current language—specifically the phrase “whichever is further landward”—which may restrict the ability of property owners to construct safe, continuous walkways to the true edge of their waterfront land. This may affect not only properties with traditional seawalls but also direct Intracoastal lots with natural shoreline conditions.

Progress: None.

**SP 22: Evaluate Ordinance Development Process**

Description: Consider reviewing the current ordinance development procedure to ensure it is the most efficient and effective means of addressing community problems and challenges and engages the residents.

Progress: Town Commission discussed and directed review by all advisory boards on November 4, 2025. Advisory Board reviews to be scheduled through 2<sup>nd</sup> and 3<sup>rd</sup> Quarter FY 2026.

**Departments:**

Police Department  
Building Department/Code Enforcement  
Town Planner  
Highland Beach Fire Rescue Department  
Town Manager’s Office

**Advisory Board(s)/Community Support Group(s):**

Planning Board  
Board of Appeals and Adjustments  
Code Enforcement Board  
Highland Beach Police Foundation

**Community Enrichment & Sustainability**

Recognize the vital role Highland Beach’s natural resources play in a healthy community and implement projects and policies that sustain them. Support residents’ desire for community services and programs that enhance personal growth, knowledge and quality of life.

**Projects/Initiatives:**

**SP 1: Milani Park**

Description: Continue to work with Palm Beach County Administration and Parks and Recreation Department along with County Commissioner(s) on the future development of Milani Park. Milani Park is governed by a settlement agreement that stipulates design of the park and the timing of construction. The county has one more 5-year extension.

Progress: County moving forward with project construction and has agreed to phase in parking with Phase I consisting of 38 general parking spaces. Construction planned for Summer 2026.

**SP 11: Comprehensive Plan Update**

Description: Pursuant to state law, local governments are required to periodically update their Comprehensive Plan. The Town’s comprehensive plan functions as a roadmap for a community’s future growth and development, encompassing principles, guidelines, standards, and strategies to ensure orderly economic, social, physical, environmental, and fiscal growth. It captures the community’s commitment to implementing sustainable, balanced development initiatives through detailed sections, which often include goals, objectives, and policies. These sections outline how the local government’s programs, activities, and land development regulations will align with and promote the plan in a cohesive and consistent manner

Progress: Comprehensive Plan modifications reviewed by Planning Board and Town Commission and sent to State for review. State issued “null and void” letter stating many goals and objectives were more restrictive and burdensome and thus non-complaint with SB 180.

**SP 17: A1A Right-of-Way Beautification Project**

Description: The Town Commission has expressed interest in evaluating the landscape conditions of the A1A Right-of-Way following the completion of the reconstruction and resurfacing of the State Road. This evaluation aims to assess whether landscaping applications are necessary or beneficial to enhance the aesthetics and functionality of the greenspace within the right-of-way.

Progress: No progress.

**SP 19: Dune Restoration & Management**

Description: The Town Commission assigned the Natural Resource Preservation Advisory Board (NRPAB) to work with staff to educate the public on the importance of dune restoration and management.

Progress: The updated the 2013 Beach Feasibility Study completed. Natural Resource Advisory Board educating the public on the results. Successful public engagement at town events and breakfast event.

**SP 20: Intracoastal Waterway (Speed Control)**

Description: Community concerns exist regarding the safety of the intracoastal waterway, and the town needs to take an active role in its management.

Progress: Ongoing. The Marine Unit of the Police Department started in March of 2022 to improve boater safety by enforcing existing speeds, educating boaters, and heightening intracoastal presence. The police department will collect data and information that can be utilized by all stakeholders in the future to lower speeds and wakes in the intracoastal. The town will continue to meet with our neighboring communities and stakeholders to form partnerships to manage this critical resource.

**SP 23: Gas-Powered Leaf Blower Regulations**

Description: Community concern has surfaced over the continued use of gas-powered leaf blowers within the community based on noise, pollution, and personal health.

Progress: No progress.

**Departments:**

- Town Planner
- Highland Beach Library
- Town Manager’s Office

**Advisory Board(s)/Community Support Groups:**

- Natural Resources Preservation Advisory Board
- Planning Board
- Friends of the Library
- Library Volunteers

## **Emerging Issues**

The following emerging issues may require action by the community in the short-term planning horizon resulting in the creation of a new project/initiative or require re-prioritization of existing projects/initiatives.

The emerging issues include:

- **Reduction/Elimination of Property Tax Revenue**
- Aging/Underbuilt Infrastructure, Facilities & Structures
- A1A Drainage/Flooding Issues
- Climate Change/Sea Level Rise effect upon Intracoastal Waterways
- American Disabilities Act (ADA) Requirements
- Inflation/Recessionary Concerns
- Property Insurance
- Affordability/Cost of Living

## **Capital Improvement Plan:**

Attached to the Strategic Priorities Plan is the Town of Highland Beach Capital Improvement Plan (CIP) for Fiscal Years 2024-2030 Outlook. The full CIP is prepared annually by Town Administration. The CIP is a strategic and dynamic guide that outlines the Town of Highland Beach's plan for significant, long-term projects aimed at improving and maintaining the town's infrastructure. These projects range from public works improvements, fire, and life safety upgrades, and maintaining and upgrading existing facilities. The CIP not only provides a detailed projection of the town's capital needs but also a layout of funding sources and timelines for each project. This plan is crucial for the town's sustainable growth and development, ensuring that all projects are systematically planned and executed with the town's best interest in mind.

The benefits of the CIP are as follows:

- Ensure timely and systematic repair and replacement of aging infrastructure.
- To forecast the capital needs for the near- and long-term future to serve as a guide in making budgetary decisions.
- Identify the most economical and efficient means of timing and financing (if needed) capital projects.
- Provide an opportunity for public input in the budget and finance process.
- Help to eliminate unanticipated, poorly planned, or unnecessary capital expenditure.

As with many five-year plans, there are also projects that have not been funded. Several are dependent upon other projects occurring first, while others are at a funding level that may need alternate funding sources for our infrastructure needs to maximize the value of our public dollars.

## **Action Planning:**

The successful implementation of the projects and initiatives defined in the strategic priorities plan is contingent upon the development of an action plan. The action plan must provide clear directions with the ordered tasks/steps needed with target completion dates along with resources needed to complete the project. The plan shall identify those responsible for completing the steps and tasks and monitoring the progress of the project.

As a project or initiative identified in the Strategic Priorities Plan moves from the “Planned” stage to “Commenced” stage, an action plan will be created by the assigned department. The action plan shall include:

- A well-defined description of the project/initiative to be completed; and,
- Tasks/steps that need to be carried out to complete the project/initiative; and,
- Department/Employee who will be in charge of carrying out each task; and,
- When will these tasks be completed (deadlines and milestones); and,
- Resources needed to complete the tasks; and,
- Measures to evaluate progress.

The assigned department shall forward its action plan to the Town Manager for review and approval. Once approved, the action plan will be posted on the Town website and will be updated monthly. It is important to note that some projects may require a more complex action plan based on the scope of the project/initiative. The *Action Plan Template* is attached for reference.

## Strategic Priorities: Completed Projects & Initiatives List

### Fiscal Year 2020

1. PBA Collective Bargaining Agreement 2020 - 2023
2. FOP Collective Bargaining/General Employees 2020-2023
3. Sanitary Sewer Collection System Evaluation -- CCTV
4. FY 2020-2025 Water & Sewer Rate Study
5. Crosswalk Enhancement Project – Pedestrian Activated Signs/Flashers
6. Install ERP IT System: BS&A Modules Permitting, GL, Fixed Assets, Cash Receipting, AP/AR, PO, Utility Billing
7. Define Purchasing/AP/AR Process, Roles & Responsibilities
8. Update Building Administrative Code Section -- 7th Edition of Florida Building Code:
9. Complete Salary Table & Job Description Update
10. Implement Geographic Information System (GIS) & Expand Capacity
11. Southeast Palm Beach County Coastal Resiliency Partnership & Climate Vulnerability Assessment
12. Bucket Tree Pilot Program

### Fiscal Year 2021

1. Charter Review Process
2. Study Alternate Fire Rescue Service Models
3. Building Recertification Ordinance/Program
4. Crosswalk Enhancement Project – Overhead Lighting
5. Police Department – Marine Unit Formation
6. As-built drawing for Municipal Complex project
7. Right-of-Way (ROW) Disruption Ordinance
8. Town Hall Building Improvements
9. Fire Rescue Services Implementation  
*PR Campaign, Retain Fire Rescue Services Consultants; Retain Medical Director and Assistant Medical Director; Election; Retain architect for fire station design; Commenced fire station design process; Development of Medical Protocols; EMS vehicle selection; Execution of fire services dispatch agreement; Preparation of COCPN and State EMS application documents.*
10. FY 2020-2025 Water & Sewer Rate Study Update

### Fiscal Year 2022

1. Veterans' tab on Town's website
2. Police Department Accreditation (incl. Marine Unit)
3. Fund Balance Guidelines/Policy Revision
4. Property Rights Element – Comprehensive Plan Update
5. Building Permit Discount

### Fiscal Year 2023

1. PBA Collective Bargaining Agreement FY 2023 – 2026
2. FOP Collective Bargaining (General Employees) FY 2023-2026
3. FY 2023 Appropriation Received: \$250,000 for Lift Station No. 2 Rehabilitation
4. 5-year financial forecast model completed (Updated Annually)
5. Purchasing Policy Update
6. Interactive Budget Posted on Website (Updated Annually)

7. Solid Waste Contract: FY 2023 -FY 2028 (w/ 2 one-year renewals)
8. Sprint/T-Mobile Cellular Lease Renewal (25-year Agreement based on a 5-year renewal periods)
9. Adopted Sea Turtle Lighting Ordinance
10. Updated Building Recertification Program (compliant with state statute)

**Fiscal Year 2024**

1. FY 2024 Appropriation Received: \$250,000 for Lift Station No. 3 Rehabilitation.
2. March 2024 Ballot Questions Approved: (1) Financing a Sanitary Sewer Lining Rehabilitation Project, (2) Raising the Current Funding Limitation, and (3) Ability to Designate Election Canvassing Duties to Palm Beach County.
3. Fire Station Construction
4. Fire Rescue Department Implementation
5. Mutual Aid Agreement with the City of Boca Raton
6. Code Enforcement Process Modified to Incorporate Special Magistrate
7. TOHB Beach Restoration Feasibility Study January 2024.

**Fiscal Year 2025**

1. Marine Accessory Structures Ordinance
2. Home Based Occupation Ordinance
3. Police Assigned Vehicle Program
4. Town Entry Signs
5. A1A Highway RRR Project
6. Public Record Digitization/ Management Project
7. FY 2025 Appropriation – Marine Docking Facility \$275,000
8. My Highland Beach App

**Capital Improvement Plan: Completed Projects List**

**Fiscal Year 2024**

Budget: \$1,218,000

Actual: \$ 685,000

Project List:

- WS 24-001 Muffler Replacement for Generator
- WS 24-002 Media Replacement - Scrubbers & Degassifier
- PW/DST 24-003 Fence Replacement
- SW 24-006 Pipe Well Coating (3) LS
- SW 24-007 Library Sewer Rehabilitation
- SW 24-014 Upgrade Electrical Panel Lift Station 1
- WS 24-017 Vehicle Purchase 5
- PW/DST 24-019 Gas Dispenser & Pump
- PD/DST 24-002 Axon 2024-2028
- PD 25-002 Marine Unit Trailer 2 Purchase
- PD/DST 24-003 Flock Safety 2 License Plate Reader and Surveillance
- PD/DST 24-004 Motorola Radio Replacement
- PD/DST 24-005 New Carpet for Police Department
- FD/GF 24-001 Rescue Holmatro Equipment

**Fiscal Year 2025**

Budget: \$1,990,000

Actual: \$1,814,435

Project List:

WS 25-002 Pump Skid Replacement

WS 25-001 Replace Membrane Side Ports & Seal Rings

WS25-005 Garage Door Replacement

WS 25-004 Rehabilitate Support Degassifier

PW/DST 25-011 Replace PLC Switch Gear

PW 25-012 Replace AC Town Hall & Library

WS 25-013 New VT Scada Software

SW 25-014 Pumps for Lift Station No. 1

PW/DST 25-015 Gator Utility Vehicle Replacement

PW/DST 25-016 Replacement of Town Hall Entrance Doors

BD 25-001 Construct of 3 New Offices

PD/DST 25-001 Purchase Assigned Police Vehicles (13)

PD/DST 25-004 Beach Response Utility Vehicle Replacement

**2025 Actual Expenditure + CIP Future Outlook**

Dept	Project #	Projects	Description	Budget	Actual	Variance	Status
WS	25-002	Pump Skid Replacement	Replacement of acid pump skid as old pumps were not functioning correctly	\$ 150,000	\$ 138,168	\$ 11,832	Replace Acid Pumps and skid plus ventilation system
WS	25-001	Replace Membrane Side Ports & Seal Rings	Membrane housing are reaching EOL replacements needed to assure continued operation	\$ 80,000	\$ 61,363	\$ 18,637	Project completed
WS	25-005	Garage Door Replacement	Garage doors are reached end of life and need replacement	\$ 75,000	\$ 24,123	\$ 50,877	Project completed
WS	25-004	Rehabilitate Support Degassifier	Current support is rusting and will reach EOL	\$ 50,000	\$ 13,500	\$ 36,500	Instituform Vendor to coat and line against rust and wether protection 5 year warranty This project is in progress and has been approved by the commission
PW/DST	25-011	Replace PLC Switch Gear	Replacement of switch gear for PLC	\$ 100,000	\$ 79,955	\$ 20,045	
PW	25-012	Replace AC Town Hall & Library	Replace AC units in Town Hall & Library	\$ 100,000	\$ 102,000	\$ (2,000)	Project is completed still awaiting final billing of 42K
WS	25-013	New VT Scada Software	New version of software upgrade infra and SaaS	\$ 100,000	\$ 89,000	\$ 11,000	Awaiting HB IT to finsih setup on computers
SW	25-014	Pumps for LS 1	New pumps for Lift Station needed assets have reached EOL	\$ 150,000	\$ 149,179	\$ 821	Project Completed
PW/DST	25-015	Gator Vehicle	New beach utility vehicle John Deere is not suited for beach use and needs replacement	\$ 25,000	\$ 22,491	\$ 2,509	Purchased and Delivered A-Christian Glass also added the back door replacement that increased price over budget; work to begin in late April
PW/DST	25-016	Town Hall Public Entrance Doors Replacement	Modernize appearance of Town Hall	\$ 30,000	\$ 35,907	\$ (5,907)	
BD	25-001	New Office Build	Build of new offices (3) for employees	\$ 150,000	\$ 135,000	\$ 15,000	Project Completed Vehicle purchases and management have been approved by the
PD/DST	25-001	(13) Fleet Vehicle Purchase	Assigned vehicles PD (13 Units)	\$ 950,000	\$ 932,250	\$ 17,750	Town Comission -- Enterprise Fleet Management
PD/DST	25-004	Beach Utility Vehicle	Beach Utility Vehicle	\$ 30,000	\$ 31,500	\$ (1,500)	Vehicle purchased October 2024
<b>TOTAL 2025 Budget Year</b>				<b>\$ 1,990,000</b>	<b>\$ 1,814,435</b>	<b>\$ 175,565</b>	
WS/BD	26-001	Water Plant Roof Replacement	Ensures continued safe and efficient operation of the water plant by providing a durable and weather resistant roof	\$ 350,000			Building Department
PW/DST	25-009	Police Marine Unit Docking (Grants)	Building of docks for Police Marine Units (w/o Seawall) w Seawall +20K	\$ 175,000	\$ -	\$ 175,000	Project postponed until 2026; Carryover from 2025 This will begin in 2026; Southern Bridge was selected Vendor.
PW/DST	25-017	Repair Bridge	Repair and replace end cap on bridge along with structural rigidity enhancements	\$ 625,000	\$ -	\$ 625,000	Kickoff meeting February 2; Carryover from 2025
PD	25-003	PD Real Time Operations Center/New Entrance	Reconstruct the Old Post Office into a Real Time Operations Center with new public entrance and expanded locker room	\$ 750,000	\$ -	\$ 750,000	Move to 2026 increase to full build; Carryover from 2025 275K Appropriation Approval; ~ 75K for engineering finalizing ; engineering almost 50% completed
SW	25-001	Raise Lift Station 2 Construction	Assure flooding protection and operational efficiency	\$ 275,000			Kicking off project in February 2026
WS	25-002	Acid Bulk & Day Tank Replacement	Replacement of aging tanks that are showing ware and have visual leakage	\$ 205,000			Project anticipated to start in June
BD	26-003	Chiller Replacement HVAC	Ensure cooling to crucial compnents in the water plant	\$ 90,000			Waiting on final quote for the 3 quotes to begin project
WS	26-011	Store Front Upgrade Public Works + Windows	New windows or coverings on lower level of PW building along with new storefront entrance	\$ 250,000			Study to minimize TDS and water quality; engaging Hazen & Sawyer
WS	26-012	Well No. 8 Study	Study for Well No. 8 viabilty and enhancements	\$ 150,000			Up from 150K
WS	26-006	Mezzanine Walk Install	Install structure to access tall equipment in wtaer plant	\$ 200,000			Project to start in March 2026 -- Appropriation Request made for 2026
PW	26-010	Crosswalk path embedded lighting	Additon of lighting on pedestrian crosswalk path	\$ 300,000			Fiberglass beams for support corrosion resistant; begin procurmeent in March
WS	28-004	Steel Beam Replacement for Membranes	Existing steel beans showing corrosion and structural fatigue	\$ 150,000			Construction
PW	25-008	Old Firestation demo/re-store Construction	Teardown and repurpose of old firestation	\$ 1,200,000			This roof will need replacement before WTP; Bid docs are being worked on and will be out by end of January 2026
PW	27-002	Library Roof Replacement	Roof will reach end of life; replacement will ensure continued safe operation of the library	\$ 250,000			A1A Component to commence Janaury 2026; Side Streets Complete
SW	26-007	Sewer Lining Replacement	Updating the lining of the sewers to extend useful life and efficiency	\$ 1,366,526			This is for the Delray Unit/ <b>Budgeted in 2025 not funded</b>
FD	26-002	Rescue Holmatro Equipment	Purchase of Holmatro Cutter, Spreader, Ram, and associated battery packs	\$ 60,000			L120 & L220/ <b>Budgeted in 2025 not funded</b>
FD	26-003	Rescue Jacks	Vehicle Stabilization Struts x \$4,000	\$ 18,000			Complete advance life support Equipment for L220
FD	26-004	Lucas 3 Chest Compression Device	Powered CPR Machine to assist in the management of victims of cardiac arrest	\$ 24,000			
PD	26-003	Construction Marine Docking Facility (PD)	Construction costs of marine dock; working on 50% grant cost coverage	\$ 1,000,000			
<b>TOTAL 2026 Budget Year</b>				<b>\$ 7,438,526</b>			

**2025 Actual Expenditure + CIP Future Outlook**

Dept	Project #	Projects	Description	Budget	Actual	Variance	Status
PW	27-007	Lateral Relining A1A	Laterals to be relined in A1A	\$ 100,000			
PW	27-005	Electrical Upgrade Town Hall	Electrical box and wiring to be reviewed and upgraded as needed; possible HV upgrade	\$ 100,000			
PW	27-006	Window Upgrade for Town Hall	Upgrade to storm impact windows for Town Hall	\$ 75,000			
PW	28-010	UPS Back up purchase	UPS backup for Fire Rescue, Building Department, and PW computer services	\$ 150,000			
PW	27-004	Replacement of Portable Generator	Portable Generator to reach end of life	\$ 85,000			LS3 & LS4 generators
BD	25-007	Resurfacing and Repaving of Town Complex	After Firestation is completed repaving of town complex	\$ 500,000			Moved to 2026
FD	27-001	Fleet Vehicle Purchase	Replacement of aging fire vehicles inclusive of emergency operation equipment	\$ 60,000			
PD	27-001	Fleet Vehicle Purchase	Replacement of aging police vehicles inclusive of emergency operation equipment	\$ 225,000			
PD	27-003	Outboard Marine Engines (2)	Current engines will reach 5000 hours replacement needed; working on available grants for 50% cost coverage	\$ 130,000			Moved from 2026
PD	27-002	Emergency Message Board	Purchase of an Emergency Message Board	\$ 25,000			
<b>TOTAL 2027 Budget Year</b>				<b>\$ 1,450,000</b>			
PW	28-003	Resurfacing Walk Path	Walkpath will show signs of wear and tear in an estimated 5 years	\$ 350,000			
PW	28-005	Resurfacing of Town Roads	Resurfacing expected in 5 years from wear and tear on the roads	\$ 500,000			
WS	28-008	Clear Well Transfer Pumps	Purchase pumps for clear well as current pumps will be reaching EOL	\$ 350,000			
			Existing system has been operational for several years and has reached the end of its useful life; replacement				
WS	28-006	Replace Cartridge Filter Vessels	ensures clean and safe drinking water to the town	\$ 100,000			
WS	28-007	Vehicle Purchase	Water plant vehicle purchase as current vehicle will be 10+ years old	\$ 40,000			
BD	28-001	Vehicle Purchase - Sr. Building Inspector	New Vehicle	\$ 40,000			
BD	28-002	Vehicle Purchase - Building Official	New Vehicle	\$ 50,000			
PW	28-009	Vehicle Purchase - PW	New Vehicle	\$ 50,000			
PD	28-001	Inflatable Collar for Marine Patrol Vessel	Purchase of inflatable collar for police marine unit	\$ 20,000			
PD	28-002	Laptop Purchase PD	Purchase of new rugged laptops for PD	\$ 50,000			
PD	28-003	Fleet Vehicle Purchase	Replacement of aging police vehicles inclusive of emergency operation equipment	\$ 150,000			
FD	28-001	Fleet Vehicle Purchase	Replacement of aging fire vehicles inclusive of emergency operation equipment	\$ 60,000			
<b>TOTAL 2028 Budget Year</b>				<b>\$ 1,760,000</b>			
PW	29-001	Beach Vehicle Purchase	Current beach vehicle will reach EOL	\$ 30,000			
PW	26-004	Replacement of Portable Generator	Portable Generator to reach end of life	\$ 80,000			moved from 2026 as current generators have very little hours
PW	29-002	Vehicle Purchase	Replacement Vehicle DPW	\$ 45,000			
WS	29-003	Membranes WTP	New Membranes for water treatment plant as old ones will be 12+ years old	\$ 1,000,000			
WS	29-004	High Service Pumps (2)	Replace aging high service as current will be EOL	\$ 300,000			
PW	29-007	Upgrade air exhaust system	Upgrade WTP building circulation	\$ 75,000			
SW	29-008	Raise LS 4	LS 4 will be reaching EOL	\$ 250,000			200 Construction; 50 Engineering
PW	29-009	New Ford F150	New vehicle	\$ 55,000			
PD	29-001	Fleet Vehicle Purchase	Replacement of aging police vehicles inclusive of emergency operation equipment	\$ 75,000			
FD	29-002	Bunker Gear	31 sets of bunker gear	\$ 160,000			
FD	29-001	New Truck Purchase	Current vehicle will be reaching EOL	\$ 80,000			
<b>TOTAL 2029 Budget Year</b>				<b>\$ 2,150,000</b>			
WS	29-010	Train Motor Replacement	(2) Motor Replacement	\$ 175,000			
WS	28-002	New CO2 Tank	Existing tank's useful life will be expired by 2027-2028	\$ 350,000			
PW	30-001	New HVAC for FS-120	Because of environment the HVACs are forecasted to last about 5 years	\$ 250,000			
FD	30-001	Fleet Vehicle Purchase	Replacement of aging fire vehicles inclusive of emergency operation equipment	\$ 750,000			
FD	30-002	Cardiac Monitors/Defib	About 5 yrs useful life reaching EOL	\$ 200,000			
FD	30-005	Hazmat Technical Equipment	About 5 yrs useful life reaching EOL	\$ 20,000			
PD	30-001	Marine Patrol Vessel Replacement	18-24 month delivery	\$ 400,000			

2025 Actual Expenditure + CIP Future Outlook

Dept	Project #	Projects	Description	Budget	Actual	Variance	Status
			TOTAL 2030 Budget Year	\$ 2,145,000			
			TOTAL 5 Year CIP Budget	\$ 16,933,526			