



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING AGENDA

Tuesday, April 04, 2023 AT 1:30 PM

TOWN HALL COMMISSION CHAMBERS

3614 S. OCEAN BOULEVARD
HIGHLAND BEACH, FL 33487

Town Commission

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

**Mayor
Vice Mayor
Commissioner
Commissioner
Commissioner**

**Marshall Labadie
Lanelda Gaskins
Glen J. Torcivia**

**Town Manager
Town Clerk
Town Attorney**

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

[A.](#) Water Conservation Month Proclamation

B. Presentation by Staff of Town Sign Entry Signage Finalist

- 6. PUBLIC COMMENTS**

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

- 7. ANNOUNCEMENTS**

Board Vacancies

Board of Adjustment and Appeals

Two (2) vacancies, all for three-year terms

One (1) vacancy for an unexpired term ending September 21, 2024

Natural Resources Preservation
Advisory Board

Three (3) vacancies for unexpired terms ending April 30, 2024

Meetings and Events

April 11, 2023 1:00 P.M.

Code Enforcement Board Regular Meeting

April 13, 2023 9:30 A.M.

Planning Board Regular Meeting

April 18, 2023 1:30 PM

Town Commission Special Meeting

Board Action Report

None.

8. **ORDINANCES** (Public Comments will be limited to three (3) minutes per speaker.)

A. Proposed Ordinance

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Section 4-8 "Lighting Restrictions for Protection of Sea Turtles" and Section 30-85 "Coastal Lighting" of the Town Code of Ordinances to incorporate lighting regulations for new and existing coastal structures in order to minimize the effect of artificial light on sea turtle populations; providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing an effective date.

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.

A. Approval of Meeting Minutes

March 07, 2023 - Commission Meeting Minutes

March 21, 2023 - Commission Special Meeting Minutes

March 24, 2023 - Commissioner Special Meeting Minutes

March 28, 2028, 2023 – Commission Special Meeting Minute

10. UNFINISHED BUSINESS (Public Comments will be limited to three (3) minutes per speaker.)

A. Fire Rescue Implementation Update

1. Parking

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

1. Discussion on public forum. Vice Mayor Stern
2. Additional Information. Mayor Moore

11. NEW BUSINESS (Public Comments will be limited to three (3) minutes per speaker.)

A. Designation of the Town's Voting Delegates to Palm Beach County League of Cities for 2023/2024

B. Authorize staff to initiate negotiations with the top ranked firm, Waste Management Inc. of Florida, in accordance with the Request for Proposals (RFP) No. 23-001 for Solid Waste and Recycling Collection Services.

C. Approve and authorize the Mayor to execute a Guaranteed Maximum Price Amendment to the Construction Manager at Risk agreement between the Town of Highland Beach and Kaufman Lynn Construction.

12. PUBLIC COMMENTS

Public Comments will be limited to three (3) minutes per speaker.

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. 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. Water Conservation Month Proclamation

The Town of Highland Beach, Florida

Proclamation

WHEREAS, water is a basic and essential need of every living creature; and

WHEREAS, the State of Florida, Water Management Districts and the Town of Highland Beach are working together to increase awareness about the importance of water conservation; and

WHEREAS, the Town of Highland Beach and the State of Florida has designated April, typically a dry month when water demands are most acute, Florida's Water Conservation Month, to educate citizens about how they can help save Florida's precious water resources; and

WHEREAS, The Town of Highland Beach has always encouraged and supported water conservation, through various educational programs and special events; and

WHEREAS, every business, industry, school, and citizen can make a difference when it comes to conserving water; and

WHEREAS, every business, industry, school, and citizen can help by saving water and thus promote a healthy economy and community; and

NOW, THEREFORE, I, NATASHA MOORE, MAYOR of the Town of Highland Beach, Florida, on behalf of Town Commission, do hereby proclaim the month of April as

Water Conservation Month

The Town of Highland Beach, calls upon each citizen and business to help protect our precious resource by practicing water saving measures and becoming more aware of the need to save water.

IN WITNESS WHEREFORE, I have hereunto set my hand and caused the official seal of the Town of Highland Beach, Florida to be affixed this 4th day of April 2023.

NATASHA MOORE
MAYOR



File Attachments for Item:

A. Proposed Ordinance

An Ordinance of the Town Commission of the Town of Highland Beach, Florida, amending Section 4-8 "Lighting Restrictions for Protection of Sea Turtles" and Section 30-85 "Coastal Lighting" of the Town Code of Ordinances to incorporate lighting regulations for new and existing coastal structures in order to minimize the affect of artificial light on sea turtle populations; providing for the repeal of all ordinances in conflict; providing for severability and codification; and providing an effective date.



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission

MEETING DATE April 4, 2023

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: Proposed amendment to the Town Code of Ordinances to incorporate sea turtle protection lighting standards.

SUMMARY:

On October 18, 2022, the Town Commission considered an introduction to a proposed amendment to the Town Code of Ordinances that would incorporate more comprehensive standards for sea turtle protection lighting (see attached Commission memorandum). A motion was made to send the proposed Ordinance to the NRPAB for review and to ask Gumbo Limbo, Florida Fish and Wildlife Conservation Commission (FWC), and the Town's marine turtle permit holder to give their expert advice (motion carried 5-0). Note that the attached October 18, 2022 Commission memorandum provides an assessment of the current sea turtle lighting regulations found in the Town Code as well as Town Comprehensive Plan policies that are specific to the protection of sea turtles. In addition, the memorandum provides sea turtle data from FWC.

A summary of the comments provided by FWC and Gumbo Limbo are provided below (see Attachment No. 1, 2 and 3 for complete comments including those from the Town's marine turtle permit holder):

FWC:

- Add "footcandle" definition consistent with the State of Florida Model Lighting Ordinance for Sea Turtle Protection (*added to proposed Ordinance via **added to proposed Ordinance via bolded double underline***).
 - Provide a light transmittance of 15% to 30%.
 - For temporary construction lighting, add the following two (2) additional regulations under Section 4-8(k)(4):
 - c. Turned off during nighttime in sea turtle nesting season, or if authorized during sea turtle nesting season, shall only be allowed from 6:00AM to 9:00PM, must be restricted to the minimal amount necessary, and shall incorporate the standards in this section, and
 - d. Restricted to the minimal number of foot-candles necessary to conform to the applicable construction safety regulations.
-

Gumbo Limbo:

- Revise definition of “beach” to reflect the “toe of the dune” rather than “permanent” vegetation.
- Provide in Certified Wildlife Lighting definition where choices can be found.
- For temporary lighting, include cell phone screens (*added to proposed Ordinance via bolded double underline*).
- Provide a light transmittance of 15% or 15% for all windows within 100 feet of the toe of the dune and 45% for 100 feet beyond dune.
- For proposed Existing Exterior and Interior Lighting (Sec. 4.8(j)(2)b.) include the removal of televisions away from windows (*added to proposed Ordinance via bolded double underline*).

At the October 18, 2022 Town Commission meeting, the Commission’s discussion on the proposed Ordinance included adding examples of colors that pertain to the definition of “long wavelength.” The proposed Ordinance has been revised, via bolded double underline, to include such examples.

In addition, the draft ordinance that was provided to the Town Commission on October 18th, 2022, did not specifically require compliance with the “Existing Exterior and Interior Lighting” regulations proposed in Section 4-8(j). The provision read “Reduce or eliminate the negative effects of existing exterior artificial lighting through the following measures.” The proposed Ordinance has been revised to require compliance with such measures (note the addition of the word “shall”) given all the other proposed sea turtle lighting regulations are required. It was noted by the Town Attorney in review of the Ordinance for required public hearings that the measures be either clearly required or suggested remedial measures.

Light Transmittance:

According to the State of Florida Model Lighting Ordinance for Sea Turtle Protection (dated December 17, 2020) and the proposed Town ordinance, all glass windows, walls, railing and doors on the seaward side of any new construction shall use tinted glass with an inside to outside Light Transmittance Value (LTV) of 45 percent or less. As noted above, FWC suggests a LTV of 15 to 30% and Gumbo Limbo suggests a minimum LTV of 15 percent with some exceptions. Attachment No. 4 provides a chart to illustrate the various light transmittance percentages. The following table provides the current LTV adopted by those municipalities in Palm Beach County that have sea turtle lighting regulations (according to FWC):

| MUNICIPALITY | LIGHT TRANSMITTANCE |
|---------------------|----------------------------|
| Boca Raton | <i>45% or less</i> |
| Palm Beach County | <i>45% or less</i> |
| Delray Beach* | <i>45% or less</i> |
| Juno Beach* | <i>45% or less</i> |
| Ocean Ridge* | <i>45% or less</i> |

* Municipalities that have adopted Palm Beach County’s Sea Turtle Protection Ordinance.

Also attached to this memorandum is a 2021 lighting survey that was conducted in Highland Beach for a research project with Palm Beach County (Attachment No. 5). While the survey was considered informal, it did record those properties with non-compliant lighting based on the County Code.

Natural Resources Preservation Advisory Board recommendation

At the February 1, 2023 Natural Resources Preservation Advisory Board meeting, a motion to approve the proposed Ordinance with the following changes carried 4-0:

Remove the word 'televisions' from Section 4-8(j)(2)b. and add the following text to Section 4-8(j)(2)c.

Use opaque shades or room darkening window treatments (e.g., blinds, curtains, screens) to shield interior lights, **light emitting screens including televisions and computers** from the beach.

Planning Board recommendation

At the March 9, 2023 Planning Board meeting, the Board made a motion to approve the Ordinance (motion carried 4-0).

FISCAL IMPACT:

N/A

ATTACHMENTS:

Town Commission Memorandum – October 18, 2022.

Proposed Ordinance.

Attachment No. 1 - FWC comments on proposed Ordinance.

Attachment No. 2 - Gumbo Limbo comments on proposed Ordinance.

Attachment No. 3 - Highland Beach marine turtle Permit Holder comments.

Attachment No. 4 – Light transmittance percentages chart.

Attachment No. 5 - Lighting Survey for Highland Beach (2021) prepared by Palm Beach County, Department of Environmental Resources Management.

RECOMMENDATION:

At the discretion of the Commission.



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE October 18, 2022

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: Introduction of proposed amendment to the Town Code of Ordinances to incorporate sea turtle protection lighting standards.

SUMMARY:

Section 30-85 of the Town Code of Ordinances ("Town Code") requires that "[a]ll lighting of all structures east of SR A1A shall comply with the "sea turtle protection" lighting standards as adopted by the town." Such lighting standards are currently found in Section 4-8, and are limited to the following provision:

(c) *Lighting restrictions along beach.* No artificial light shall illuminate any area of the beach which may be used for turtle nesting and hatching during the period from March 1 to October 31 of each year, from dusk to dawn.

Section 4-8 does not address the different types of artificial lighting sources (e.g. residential dwellings, parking areas, walking paths, fountains, pool areas, etc.) that may be visible from the beach including from structures west of State Road A1A nor does it provide specific types of lighting fixtures and sources that protect sea turtle populations.

The Coastal Management/Conservation Element of the Town's Comprehensive Plan provides the following policies specific to the protection of sea turtles:

Objective 1.4 The Town will actively support protection and conservation of coastal natural resources including manatees, sea turtles, seagrass beds, and mangrove stands. The Town will have met this objective through the provision of education materials regarding the protection of the coastal natural resources within the community.

Policy 1.4.1 The Town will coordinate with the appropriate agencies in order to ensure the protection of its coastal natural resources, including manatees, sea turtles, seagrass beds, and mangrove stands.

Policy 1.4.2 The Town shall maintain and enforce provisions to protect its coastal natural resources, including manatees, sea turtles, seagrass beds, and mangrove stands, in its Code of Ordinances.

Policy 3.3.3 The Town will include within its land development regulations provisions to require limitations on outside lighting so as to not attract sea turtle hatchlings away from the water during hatching season.

In addition, the Town’s 2022 Strategic Priorities Plan includes a Sea Turtle Lighting Standards initiative as part of the “Ranked Projects & Initiatives List.” Therefore, in compliance with the Town Code, the Town Comprehensive Plan, and the Town’s 2022 Strategic Priorities Plan, staff is proposing an amendment to the Town Code to incorporate more comprehensive sea turtle protection lighting standards. The proposed Ordinance is based on the State of Florida Model Lighting Ordinance for Sea Turtle Protection (dated December 17, 2020) and includes the following provisions:

- Purpose and intent
- Definitions
- Applicability
- Lighting restrictions along beach
- Standards for exterior and interior lighting affixed to new structures, new construction and improvements to existing structures.
- Outdoor areas
- Parking areas and roadways
- Pool areas
- Beach access points and dune walkovers
- Existing exterior and interior lighting
- Special events, motor vehicles and temporary lighting
- Enforcement, penalty

According to the Florida Fish and Wildlife Conservation Commission (FWC), within the last five (5) years, the Town has had more documented sea turtle nests than the Cities of Boca Raton and Delray Beach (see Attached Table 1). The following table provides the annual sea turtle nests totals for the Town from 2017-2022:

| Year | County | Beach | Loggerhead Nest | Green Turtle Nest | Leatherback Nest | % of County nests (all species combined) |
|--|------------|----------------|-----------------|-------------------|---------------------------|--|
| 2017 | Palm Beach | Highland Beach | 1,182 | 644 | 3 | 4.61 |
| 2018 | Palm Beach | Highland Beach | 902 | 46 | 7 | 3.61 |
| 2019 | Palm Beach | Highland Beach | 904 | 447 | 6 | 3.25 |
| 2020 | Palm Beach | Highland Beach | 1,002 | 281 | 11 | 3.58 |
| 2021 | Palm Beach | Highland Beach | 814 | 284 | 6 | 3.33 |
| Survey Boundary Description 649m South of Del Harbor Drive (26.43212, -80.06168) to 8 km North of Palm Beach/Broward County Line (26.39106, -80.06613) | | | | | Length (km) 4.8 | |

Data Source: FWC/FWRI Statewide Nesting Beach Survey Program Database as of March 22, 2022

According to the FWC, both the Leatherback and Green sea turtles are endangered while the Loggerhead is threatened. Threats to each of these three (3) sea turtle species includes coastal development which "...increases artificial lighting which can be detrimental to hatchlings causing them to migrate towards the light instead of the ocean."¹

As part of the Commission's introductory review of this item, it is worthwhile to note that pursuant to Section 2-140(c) of the Town Code, the Natural Resources Preservation Advisory Board ("Board") has the power and duty to "[r]eview existing and proposed town ordinances which affect the environment, and advise the town commission regarding the need for modifications or changes to such ordinances." Therefore, staff recommends that if the Commission should desire to move forward with the proposed Ordinance, that it be reviewed by the Board.

FISCAL IMPACT:

N/A

ATTACHMENTS:

Proposed Ordinance

Table 1 – Sea Turtle Data provided by FWC

Ordinance Process Flowchart

RECOMMENDATION:

At the discretion of the Town Commission.

¹ <https://myfwc.com/wildlifehabitats/profiles/>

TABLE 1

Data Source: FWC/FWRI Statewide Nesting Beach Survey Program Database as of 22 March 2022

| Year | County | Beach | Survey Length (km) | Loggerhead Nest | Loggerhead False Crawl | Green Turtle Nest | Green Turtle False Crawl | Leatherback Nest | Leatherback False Crawl | Annual Number of Nests (all species combined) | % of County Nests (all species combined) | Nest Density (#Nests/Km) (all species combined) |
|------|------------|----------------|--------------------|-----------------|------------------------|-------------------|--------------------------|------------------|-------------------------|---|--|---|
| 2017 | Palm Beach | Highland Beach | 4.8 | 1,182 | 1,470 | 644 | 422 | 3 | 0 | 1,829 | 4.61 | 381 |
| 2018 | Palm Beach | Highland Beach | 4.8 | 902 | 840 | 46 | 26 | 7 | 0 | 955 | 3.61 | 199 |
| 2019 | Palm Beach | Highland Beach | 4.8 | 904 | 797 | 447 | 202 | 6 | 0 | 1,357 | 3.25 | 283 |
| 2020 | Palm Beach | Highland Beach | 4.8 | 1,002 | 844 | 281 | 115 | 11 | 0 | 1,294 | 3.58 | 270 |
| 2021 | Palm Beach | Highland Beach | 4.8 | 814 | 844 | 284 | 193 | 6 | 2 | 1,104 | 3.33 | 230 |
| 2017 | Palm Beach | Boca Raton | 8.0 | 767 | 1,513 | 299 | 458 | 5 | 1 | 1,071 | 2.70 | 134 |
| 2018 | Palm Beach | Boca Raton | 8.0 | 686 | 1,158 | 19 | 23 | 18 | 0 | 723 | 2.73 | 90 |
| 2019 | Palm Beach | Boca Raton | 8.0 | 913 | 1,181 | 393 | 535 | 18 | 2 | 1,324 | 3.17 | 166 |
| 2020 | Palm Beach | Boca Raton | 8.0 | 756 | 1,217 | 132 | 193 | 13 | 3 | 901 | 2.49 | 113 |
| 2021 | Palm Beach | Boca Raton | 8.0 | 660 | 991 | 192 | 317 | 21 | 0 | 873 | 2.63 | 109 |
| 2017 | Palm Beach | Delray Beach | 4.5 | 252 | 900 | 46 | 120 | 6 | 2 | 304 | 0.77 | 68 |
| 2018 | Palm Beach | Delray Beach | 4.5 | 271 | 677 | 2 | 11 | 5 | 1 | 278 | 1.05 | 62 |
| 2019 | Palm Beach | Delray Beach | 4.5 | 290 | 655 | 58 | 85 | 15 | 1 | 363 | 0.87 | 81 |
| 2020 | Palm Beach | Delray Beach | 4.5 | 285 | 536 | 42 | 78 | 21 | 1 | 348 | 0.96 | 77 |
| 2021 | Palm Beach | Delray Beach | 4.5 | 356 | 589 | 28 | 43 | 15 | 3 | 399 | 1.20 | 89 |
| 2017 | Palm Beach | Juno Beach | 9.7 | 5,149 | 8,896 | 4,343 | 7,282 | 64 | 8 | 9,556 | 24.06 | 985 |
| 2018 | Palm Beach | Juno Beach | 9.7 | 5,552 | 7,512 | 353 | 404 | 111 | 24 | 6,016 | 22.74 | 620 |
| 2019 | Palm Beach | Juno Beach | 9.7 | 6,452 | 10,738 | 4,258 | 6,541 | 123 | 12 | 10,833 | 25.92 | 1117 |
| 2020 | Palm Beach | Juno Beach | 9.7 | 7,129 | 10,892 | 2,249 | 2,500 | 216 | 32 | 9,594 | 26.54 | 989 |
| 2021 | Palm Beach | Juno Beach | 9.7 | 5,458 | 9,343 | 2,373 | 3,531 | 157 | 45 | 7,988 | 24.10 | 824 |

Cc = Loggerhead; Cm = Green Turtle; Dc = Leatherback

| Year | County | County Totals (Cc) | County Totals (Cm) | County Totals (Dc) | Annual Number of Nests in Palm Beach County (all species combined) |
|------|------------|--------------------|--------------------|--------------------|--|
| 2017 | Palm Beach | 26,245 | 13,263 | 207 | 39,715 |
| 2018 | Palm Beach | 24,876 | 1,277 | 305 | 26,458 |
| 2019 | Palm Beach | 28,790 | 12,612 | 397 | 41,799 |
| 2020 | Palm Beach | 29,465 | 6,125 | 565 | 36,155 |
| 2021 | Palm Beach | 25,880 | 6,788 | 484 | 33,152 |

ORDINANCE INITIATION

The initiation of a new ordinance may originate from several different sources:

- Commissioner/Staff initiative
- Citizen concerns expressed through public comments
- Response to state and federal actions
- Advisory Board Initiative

INTRODUCTION TOWN COMMISSION

A proposal for a new ordinance is presented to the commission for consideration. If approved in concept, the commission directs Town Manager and Town Attorney to research the subject matter and create a draft ordinance. Draft ordinance forwarded to the appropriate Advisory Board for recommendation.

Staff/Legal Team
Research & Draft
Ordinance

ADVISORY BOARD(S)

The appropriate advisory board review and proposes any edits draft ordinance. This process may involve multiple meetings for review and to solicit public comments. Once a draft is settled upon, the advisory board provides a recommendation with the final draft to the commission for consideration for a First reading.

TOWN COMMISSION -- 1st READING

Commission discusses the public merits of the ordinance along with the recommendations of the assigned advisory board(s). Public input provided. Commission may move forward to 2nd Reading/Public Hearing or may send back to advisory board and/or staff for modifications or additional research.

TOWN COMMISSION -- 2nd READING/PUBLIC HEARING

After public hearing and final discussion, the commission votes to approve and enact ordinance. The Commission may request additional modifications.

TOWN STAFF -- ADOPTION & IMPLEMENTATION



TOWN OF HIGHLAND BEACH PROPOSED ORDINANCE

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, AMENDING SECTION 4-8 “LIGHTING RESTRICTIONS FOR PROTECTION OF SEA TURTLES” AND SECTION 30-85 “COASTAL LIGHTING” OF THE TOWN CODE OF ORDINANCES TO INCORPORATE LIGHTING REGULATIONS FOR NEW AND EXISTING COASTAL STRUCTURES IN ORDER TO MINIMIZE THE AFFECT OF ARTIFICIAL LIGHT ON SEA TURTLE POPULATIONS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY AND CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Highland Beach, Florida, is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town of Highland Beach recognizes that light pollution of beaches is a serious threat to sea turtles inhabiting its beaches; and

WHEREAS, the Town of Highland Beach recognizes that nesting adult and hatchling sea turtles are negatively affected by light pollution created by artificial light visible from any portion of the beach; and

WHEREAS, the Town of Highland Beach recognizes that sea turtles are protected by federal and state law; and

WHEREAS, the Town of Highland Beach recognizes that the quality of life of its residents are enriched by a healthy sea turtle population; and

WHEREAS, the Town of Highland Beach desires to minimize the detrimental effect on nesting sea turtle populations by implementing regulations that reduces the amount of artificial light, intentionally or unintentionally visible from beaches, emanating from new or existing residences;

WHEREAS, the Town Commission has determined that the amendment to the Code of Ordinances is in the best interest of the Town of Highland Beach.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, AS FOLLOWS:

Proposed Ordinance

Section 1. The foregoing facts and recitations contained in the preamble to this Ordinance are hereby adopted and incorporated by reference as if fully set forth herein.

Section 2. The Town of Highland Beach Code of Ordinances is hereby amended by amending Chapter 4 “Animals” to read as follows (deleting is ~~stricken through~~ and adding is underlined):

Sec. 4-8. – Lighting restrictions for protection of sea turtles.

(a) *Purpose and intent.* The purpose of this section is to protect the threatened and endangered sea turtles which nest along the beaches of the town from light sources that disrupt their nesting and hatching. The intent is for the appropriate design and implementation of coastal lighting to ensure that light pollution does not interfere with sea turtle nesting and hatching events while at the same time protecting public safety.

(b) *Definitions.*

Artificial light means the light emanating from any human-made device.

The "~~B~~beach" means the zone of unconsolidated material that extends landward from the mean low water line to the place where there is a marked change in material or physiographic form, or to the line of permanent vegetation.

Certified wildlife lighting means lighting fixtures and bulbs reviewed and approved with conditions of use through the Florida Fish and Wildlife Conservation Commission's Wildlife Lighting Certification Process.

Cumulatively visible means light from numerous artificial light sources that as a group can be seen by an observer standing anywhere on the beach.

Directly visible means when glowing element(s), lamp(s), globe(s), or reflector(s) of an artificial light source can be seen by an observer standing anywhere on the beach.

Foot-Candle means the English unit for measuring illuminance; the uniform illumination of a surface one foot away from a point source of one candela; one lumen per square foot; equal to 10.76 lux.

Frontal dune means the first natural or man-made mound or bluff of sand which is located landward of the beach and which has sufficient vegetation, height, continuity, and configuration to offer protective value.

Full cutoff means a lighting fixture constructed in such a manner that no light emitted by the fixture, either directly from the lamp or a diffusing element or indirectly by reflection or

Proposed Ordinance

refraction from any part of the luminaire, is projected at or above 90 degrees as determined by photometric test or certified by the fixture manufacturer.

Fully shielded means a lighting fixture constructed in such a manner that the glowing elements, lamps, globes, or reflectors of the fixture are completely covered by an opaque material to prevent them from being directly visible from the beach. Any structural part of the light fixture providing this shielding must be permanently affixed.

Indirectly visible means light reflected from glowing element(s), lamp(s), globe(s), or reflector(s) of an artificial light source that can be seen by an observer standing anywhere on the beach without the light source being directly visible.

Long wavelength means a lamp or light source **(which is amber, orange, or red)** emitting light wavelengths of 560 nanometers or greater and absent wavelengths below 560 nanometers.

New construction means all new construction of or additions and alterations to buildings, pools, pavement, other structures, landscape areas or lighting systems. The most protective lighting standards apply to new construction visible from the beach.

Non-egress Lighting means exterior lighting that is not being used to light a distinct route or meet minimum requirements for emergency access to or from a building, including but not limited to decorative lights (e.g. strobe lights, string lights, etc.), balcony lights, landscape lights, and uplights.

Outdoor Area means any portion of a property that could have an artificial light source not attached to a permanent structure, including but not limited to pathway lighting, landscape lighting, pool lighting.

Sea Turtle means any turtle, including all life stages from egg to adult, of these species: Green (*Chelonia mydas*), Leatherback (*Dermochelys coriacea*), Loggerhead (*Caretta caretta*), Hawksbill (*Eretmochelys imbricata*), and Kemp's ridley (*Lepidochelys kempii*). For the purposes of this ordinance, the term sea turtle is synonymous with marine turtle.

Sea Turtle Nesting Habitat means all sandy beach and unvegetated or sparsely vegetated dunes immediately adjacent to the sandy beach and accessible to nesting female turtles.

Temporary lighting means any non-permanent light source that may be hand-held or portable including but not limited to tiki torches, lanterns, flashlights (including cell phone flashlights **and screens**), candles, flash photography, etc.

Proposed Ordinance

Tinted glass means any glass treated to achieve an industry-approved, inside-to-outside light transmittance value of 45 percent or less. Such transmittance is limited to the visible spectrum (400 to 700 nanometers) and is measured as the percentage of light that is transmitted through the glass.

- (c) Applicability. This section shall apply to all properties within the Town that may produce artificial light directly, indirectly, or cumulatively visible from any portion of the beach, regardless of whether those properties are beachfront properties. The provisions of this section are not intended to prevent the use of any design, materials or method of installation or operation not specifically prescribed herein, provided any such alternate has been approved. The Building Official may approve any such proposed alternate provided it:
- (1) Provides at least approximate equivalence to the applicable specific requirements of this section, and;
 - (2) Is otherwise satisfactory or complies with the intent of this section, and;
 - (3) Has been designed or approved by a registered lighting or electrical engineer and is supported by calculations showing that the design submitted meets that intent of the section, and;
 - (4) Has been determined to meet requirements for Certified Wildlife Lighting and/or lights that meet FWC's Wildlife Lighting Guidelines, including long wavelength light sources (without the use of filters), full cut-off, and fully shielded fixtures.
- (de) Lighting restrictions along beach. No artificial light shall illuminate any area of the beach which may be used for turtle nesting and hatching during the period from March 1 to October 31 of each year, from dusk to dawn.
- (e) Standards for exterior and interior lighting affixed to new structures, new construction and improvements to existing structures.
- (1) All lighting affixed to the exterior of new permanent structures, construction or additions shall be long wavelength, downward directed, full cutoff, fully shielded and mounted as close to the ground or finished floor surface as possible.
 - (2) As an exception to (e)(1) above, non-egress lighting may be affixed to the landward exterior of permanent structures provided that the fixtures are fitted with a long wavelength source and are not directly, indirectly, or cumulatively visible from any portion of the beach.

Proposed Ordinance

- (3) Lighting at egress points shall be limited to the minimum number of fixtures and foot-candles necessary to meet federal, state, and local safety requirements.
 - (4) Locations including but not limited to stairwells, elevators, parking garages, or courtyards shall not produce light that is directly, indirectly, or cumulatively visible from any portion of the beach. Light screens, shades or curtains shall be used to block visibility of interior lights from the beach. Light screens shall be used on open or enclosed staircases on the seaward or shore-perpendicular side of a building or for parking garages to limit visibility of lights from the nesting beach.
 - (5) All glass windows, walls, railings and doors on the seaward and shore-perpendicular sides of any new construction shall use tinted glass with an inside to outside light transmittance value of 45 percent or less.
 - (6) Emergency lights are not subject to the above standards if on a separate circuit and activated only during power outages or other situations in which emergency lighting is necessary for public safety.
- (f) Outdoor areas.
- (1) All lighting of outdoor areas shall be long wavelength, downward directed, full cutoff, fully shielded and mounted as close to the ground or finished floor surface as possible.
 - (2) Lighting of paths, walks and routes of building access shall use low level fixtures such as step, paver, path, recessed wall or bollard lights. Bollard lights are not to exceed 42 inches in height and other low level fixtures are to meet the height requirements of FWC's Wildlife Lighting Guidelines. Fixtures shall be downward directed and utilize long wavelength lamps and beachside shields.
 - (3) As an exception to (f)(1) above, non-egress outdoor lighting may be installed landward of buildings or other opaque structures provided that they are fitted with long wavelength light sources and are not directly, indirectly, or cumulatively visible from any portion of the beach.
 - (4) Internally or externally lighted signs shall not be located on the seaward and shore-perpendicular sides of any structures, and shall not produce light that is directly, indirectly, or cumulatively visible from any portion of the beach.
 - (5) Ponds and fountains on the seaward and shore-perpendicular sides of any structures

Proposed Ordinance

shall not produce light that is directly, indirectly, or cumulatively visible from any portion of the beach.

(6) Fire pits located on the seaward and shore-perpendicular sides of any structure shall be shielded with an opaque structure or partition, and positioned such that the flame is not directly, indirectly, or cumulatively visible from any portion of the beach. Bonfires and bonfire pits are prohibited within seaturtle nesting habitat during sea turtle nesting season.

(7) Televisions or other illuminated screens shall be located landward of the dune and shall be shielded or positioned such that they are not directly, indirectly, or cumulatively visible from the beach.

(g) Parking areas and roadways

(1) All lighting of parking areas and roadways shall be long wavelength, downward directed, full cutoff, fully shielded, and mounted to the minimum level required to maintain compliance with federal, state and local law.

(2) Parking area and roadway lighting shall be shielded from the beach via vegetation, natural features, or artificial structures rising from the ground. These shall prevent artificial light sources, including but not limited to vehicular headlights, from producing light that is directly, indirectly, or cumulatively visible from any portion of the beach.

(3) Lighting of roadways and parking areas shall produce no more lighting than the minimum requirement as outlined by federal, state and local law.

(4) Lighting of parking areas and roadways shall consist of:

a. Ground-level downward-directed fixtures, equipped with interior dark-colored, non-reflective baffles or louvers, mounted either with a wall mount, on walls or piles, facing away from the beach, or

b. Bollard-type fixtures, which do not extend more than 42 inches above the adjacent floor or deck, measured from the bottom of fixture, equipped with downward-directed louvers that completely hide the light source, and externally shielded on the side facing the beach, or

c. Pole-mounted lights which shall only be used in parking areas and roadways when mounting the lights at lower elevations cannot practicably comply with minimum light

Proposed Ordinance

levels set forth in applicable federal and state laws designed to protect public safety. If required, pole-mounted lights shall be:

1. Located on the landward sides of buildings and shall not produce light that is directly, indirectly, or cumulatively visible from any portion of the beach,
2. Mounted at the minimum height required to meet the minimum light level requirement, and
3. Downward-directed onto non-reflective surfaces.

(5) Equipment/storage areas, and temporary security lights shall also adhere to the lighting restrictions contained in this section.

(h) Pool Areas.

- (1) Lighting of pool decks, pool facilities, swimming pools, and spas shall be long wavelength and fully shielded.
- (2) Lighting of the pool water surfaces and the pool wet deck surfaces shall comply with the minimum light levels set forth in applicable federal and state laws designed to protect public safety.
- (3) Above-water lighting of pool decks, pool facilities, swimming pools, and spas shall otherwise adhere to the applicable requirements for acceptable light fixtures contained in subsection (h)(1) and (2) above.
- (4) Underwater lighting of pools or spa light shall:
 - a. Be mounted horizontally in the wall, and
 - b. Not produce light that is directly, indirectly, or cumulatively visible from any portion of the beach, and
 - c. Shall comply with minimum light levels set forth in applicable federal and state laws designed to protect public safety.

(i) Beach Access Points and Dune Walkovers.

- (1) Lighting of beach access points shall be located and configured to only illuminate areas landward of the beach and frontal dune. All lighting of beach access points shall be long wavelength, downward directed, full cutoff and fully shielded and shall not be directly, indirectly, or cumulatively visible from the beach.
- (2) Lights are allowable on dune walkovers or elevated boardwalks only as required for building code purposes and may only be installed landward of the frontal dune.

Proposed Ordinance

Walkover lighting shall not be directly, indirectly or cumulatively visible from the beach.

(j) Existing Exterior and Interior Lighting. All existing exterior and interior lighting shall be subject to the following regulations:

(1) Reduce or eliminate the negative effects of existing exterior artificial lighting through the following measures:

- a. Reposition, modify or remove existing lighting fixtures so that the point source of light or any reflective surface of the light fixture is no longer directly, indirectly or cumulatively visible from the beach;
- b. Replace fixtures having an exposed light source with fully shielded fixtures;
- c. Replace any light source, light bulb or lamp that is not long wavelength (e.g. incandescent, fluorescent, or high intensity lighting) with the lowest wattage long wavelength (e.g. LED or low pressure sodium) light source or lamp available for the specific application;
- d. Replace non-directional fixtures with directional fixtures that point down and away from the beach;
- e. Provide shields for fixtures visible from the beach when it is not practical to immediately replace them. Beachside shields are to cover 270 degrees and extend below the bottom edge of the fixture on the seaward side so that the light source or any reflective surface of the light fixture is not visible from the beach;
- f. Replace pole lamps with low-profile, low-level luminaries so that the light source or any reflective surface of the light fixture is not visible from the beach;
- g. Plant or improve vegetation buffers between the light source and the beach to screen light from the beach;
- h. Construct a ground level barrier landward of the beach and frontal dune to shield light sources from the beach. Ground-level barriers are to be considered a last resort when no other remediation of the light source is feasible. Ground level barriers may be subject to state coastal construction control line regulations under section 161.053, Florida Statutes, and must not interfere with sea turtle nesting or hatchling emergence, or cause short- or long- term damage to the beach and dune system;

Proposed Ordinance

- i. Permanently remove or permanently disable any fixture which cannot be brought into compliance with the provisions of these standards.
- (2) Take one or more of the following measures to minimize interior light emanating from doors and windows within line-of-sight of the beach:
 - a. Apply window tint or film that meets the light transmittance standards for tinted glass;
 - b. Rearrange lamps, **televisions**, and other moveable fixtures away from windows;
 - c. Use opaque shades or room darkening window treatments (e.g., blinds, curtains, screens) to shield interior lights from the beach.
- (k) *Special Events, Motor Vehicles, and Temporary Lighting.*
 - (1) Lighting associated with a special event that may directly, indirectly, or cumulatively be visible from any portion of the beach shall not be authorized at nighttime during sea turtle nesting season.
 - (2) The operation of all motorized vehicles as provided in section 5-4, shall be prohibited on the beach at nighttime during sea turtle nesting season.
 - (3) Within sea turtle nesting season, temporary work zone lighting for roadway construction and during declared emergencies shall be directed away from the beach to avoid illumination of or direct visibility from the beach. Work zone luminaires shall be shielded to avoid lighting areas outside of the immediate construction area.
 - (4) All other temporary construction lighting shall be:
 - a. Inclusive of all the standards of this section, including using fixtures that are long wavelength, downward directed, full cutoff, and fully shielded so light is not directly or indirectly visible from the beach, and
 - b. Mounted less than eight feet above the adjacent floor or deck, measured from the bottom of fixture, and
 - (5) Handheld and other portable temporary lighting shall not be directed toward or used in a manner that disturbs sea turtles.
- (l) *Enforcement, penalty.* Anyone violating any provisions of this section shall be punished in accordance with all provisions of this Code including but not limited to reference of the violation to the code enforcement board.

Proposed Ordinance

Section 3. The Town of Highland Beach Code of Ordinances, is hereby amended by amending Chapter 30 “Zoning,” Article V “Natural Resources,” Section 30-85 “Coastal lighting” to read as follows (deleting is ~~stricken through~~ and adding is underlined):

Sec. 30-85. – Coastal Lighting

All lighting of all properties within the Town that may produce artificial light directly, indirectly, or cumulatively visible from any portion of the beach, regardless of whether those properties are beachfront properties ~~structures east of SR A1A~~ shall comply with the "sea turtle protection" lighting standards as provided in section 4-8 ~~adopted by the town.~~

Section 4. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Repeal of Laws in Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. Codification. Section 2 and Section 3 of the Ordinance may be made a part of the Town Code of Ordinances and may be re-numbered or re-lettered to accomplish such, and the word “ordinance” may be changed to “section,” “division,” or any other appropriate word.

Section 7. Effective Date. This Ordinance shall be effective immediately upon adoption at second reading.

The foregoing Ordinance was moved by _____, seconded by _____ and upon being put to the vote, the vote was as follows:

VOTES:

YES NO

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

PASSED on first reading at the Regular Commission meeting held on this _____ day of _____, 2023.

Proposed Ordinance

The foregoing Ordinance was moved by _____, seconded by _____ and upon being put to the vote, the vote was as follows:

VOTES:

YES NO

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

PASSED AND ADOPTED on second and final reading at the Regular Commission meeting held on this _____ day of _____, 2023.

ATTEST:

Natasha Moore, Mayor

**REVIEWED FOR LEGAL
SUFFICIENCY**

Lanelda Gaskins, MMC
Town Clerk

Glen Torcivia, Town Attorney
Town of Highland Beach

ATTACHMENT NO. 1

From: [SeaTurtleLighting](#)
To: [Ingrid Allen](#); [SeaTurtleLighting](#)
Cc: [Seckinger, Eric](#); [Trindell, Robbin](#); [Mongiovi, Beth](#); [Valvo, Jennifer](#)
Subject: RE: proposed sea turtle lighting ordinance - Town of Highland Beach
Date: Tuesday, December 13, 2022 9:37:41 AM
Attachments: [image001.png](#)

Dear Ingrid,

Thank you for the opportunity to provide you with comments on the proposed Sea Turtle Ordinance for the Town of Highland Beach, FL. We have a few suggested additions. They are shown as underlined text below:

Section 4.8(b) *Definitions*.

Foot-candle the English unit for measuring illuminance; the uniform illumination of a surface one foot away from a point source of one candela; one lumen per square foot; equal to 10.76 lux.

-

Nesting Season for Palm Beach County is March 1 to October 31.

Section 4.8(e)(5) All glass windows, walls, railings and doors on the seaward and shore-perpendicular sides of any new construction shall use tinted glass with an inside to outside light transmittance value of 45 percent or less. However, a light transmittance of 15% to 30% is recommended by the Florida Fish and Wildlife Conservation Commission.

Section 4.8(k)(4)

- a. Inclusive of...
- b. Mounted less than...
- c. Turned off during nighttime in sea turtle nesting season, or if authorized during sea turtle nesting season, shall only be allowed from 6:00AM to 9:00PM, must be restricted to the minimal amount necessary, and shall incorporate the standards in this section, and
- d. restricted to the minimal number of foot-candles necessary to conform to the applicable construction safety regulations.

We hope you find the comments useful and appreciated that you reached out for comments from the staff at the Florida Fish and Wildlife Conservation Commission.

Sincerely,

Jennifer

Jennifer J. Valvo, Ph.D.

Fisheries & Wildlife Biologist III

Imperiled Species Management Section
Florida Fish and Wildlife Conservation Commission

Email: Jennifer.Valvo@MyFWC.com

Phone: (850)922-4330

1875 Orange Avenue East

Tallahassee, FL 32311

From: Ingrid Allen <iallen@highlandbeach.us>

Sent: Monday, November 21, 2022 10:31 AM

To: SeaTurtleLighting <SeaTurtleLighting@MyFWC.com>

Cc: Seckinger, Eric <Eric.Seckinger@MyFWC.com>; Trindell, Robbin <robbin.trindell@MyFWC.com>;
Mongiovi, Beth <Mary.Mongiovi@MyFWC.com>

Subject: RE: proposed sea turtle lighting ordinance - Town of Highland Beach

[EXTERNAL SENDER] Use Caution opening links or attachments

Jennifer:

Thank you for your email. If you would kindly provide comments no later than **December 13th**. As I indicated below, the Town's proposed Ordinance is based on the State Model Ordinance dated 12-17-20.



Sincerely,
Ingrid Allen
Town Planner

*Town of Highland Beach
3614 S. Ocean Boulevard
Highland Beach FL 33487
(561) 278-4540 Office (option 3)
(561) 278-2606 Fax
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From: SeaTurtleLighting <SeaTurtleLighting@MyFWC.com>

Sent: Friday, November 18, 2022 4:03 PM

To: Ingrid Allen <iallen@highlandbeach.us>

Cc: SeaTurtleLighting <SeaTurtleLighting@MyFWC.com>; Seckinger, Eric <Eric.Seckinger@MyFWC.com>; Trindell, Robbin <robbin.trindell@MyFWC.com>; Mongiovi, Beth <Mary.Mongiovi@MyFWC.com>

Subject: RE: proposed sea turtle lighting ordinance - Town of Highland Beach

Dear Ms. Allen,

Thank you for reaching out to the Florida Fish and Wildlife Commission (FWC) for comments on the proposed Sea Turtle Ordinance for the Town of Highland Beach, FL. FWC staff appreciate the opportunity to review and provide comments on the ordinance. Please let me know if there is an impending or designated deadline that must be met.

Sincerely,

Jennifer

Jennifer J. Valvo, Ph.D.

Fisheries & Wildlife Biologist III
Imperiled Species Management Section
Florida Fish and Wildlife Conservation Commission

Email: Jennifer.Valvo@MyFWC.com

Phone: (850)922-4330

1875 Orange Avenue East

Tallahassee, FL 32311

From: Mongiovi, Beth <Mary.Mongiovi@MyFWC.com>

Sent: Monday, October 24, 2022 10:46 AM

To: Ingrid Allen <iallen@highlandbeach.us>

Cc: SeaTurtleLighting <SeaTurtleLighting@MyFWC.com>

Subject: proposed sea turtle lighting ordinance - Town of Highland Beach

Good morning Ingrid.

This request should go to our lighting staff who I have included in my response.

Thanks.

Beth Mongiovi (Brost)

Assistant Research Scientist
Marine Turtle Research
Fish and Wildlife Research Institute
100 8th Avenue SE
St. Petersburg, FL 33701

(727) 502-4738 (Office), (727) 410-2499 (Cell)
<http://myfwc.com/research/wildlife/sea-turtles/>

“...in Wildness is the Preservation of the World.” – Henry David Thoreau

From: Ingrid Allen <iallen@highlandbeach.us>
Sent: Monday, October 24, 2022 10:18 AM
To: Mongiovi, Beth <Mary.Mongiovi@MyFWC.com>
Subject: proposed sea turtle lighting ordinance - Town of Highland Beach

Hi Beth:

The Town is proposing a sea turtle lighting ordinance that is based on the State Model Ordinance Lighting Ordinance for sea turtle protection (dated 12-17-20). The ordinance was introduced to the Town Commission on 10/6/22 and the Commission asked that it be reviewed by the Town's Natural Resources Preservation Advisory Board, Gumbo Limbo and FWC. That said, I have attached the proposed ordinance and would appreciate any comments and/or support at your earliest convenience.

Thank you.



Sincerely,
Ingrid Allen
Town Planner

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Highland Beach FL 33487
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www.highlandbeach.us*

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ATTACHMENT NO. 2

From: [Anderson, David](#)
To: [Ingrid Allen](#)
Subject: RE: TOWN: Sea Turtle Lighting Ordinance Updating
Date: Tuesday, October 25, 2022 10:46:49 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)

Hi Ingrid,
Overall a very nice job with the ordinance! I consulted with Dr. Kirt Rusenko and below are some comments. Let me know if you have any questions.
Thank you,
David

Page 2

Sec. 4-8.

(b) Definitions.

“Beach”

Comment: There is really no “permanent” vegetation on the dune. Suggest changing “the line of permanent vegetation” to “the toe of the dune” which has been defined for ordinances. The “permanent vegetation line” is way farther west than the toe of the dune. This might be something that can be used to restrict lighting further inland from the beach.

“Certified wildlife lighting”

Comment: Maybe this part includes the FWC website or at least provide where these lighting choices can be found?

Page 3

“Temporary lighting”

Comment: Include cell phone screens?

“Tinted glass”

Comment: Try for higher tinting, e.g., 15% transmittance, which would also save residents on air conditioning bills. Or maybe 15% transmittance for all windows within 100 feet of the toe of the dune and 45% transmittance for 100 feet beyond of the dune. (Inverse Square Law of Light – light decreases with distance).

Page 4

(d) Lighting restrictions along beach.

Comment: Might this section include skyglow as a source of lighting that illuminates the beach?

(e) Standards for exterior and interior lighting . . .

(1)

Comment: This is great!

Page 5

(3)

Comment: Longer wavelength lighting requires fewer foot-candles at night to adequately light an area. So, after the Illuminating Engineering Society determines proper definitions for scotopic/photopic ratios the required foot-candles may be reduced in the future for beachfront lighting.

(5)

Comment: Similar to comment above, go for 15% transmittance.

Page 8

(j) Existing Exterior and Interior Lighting

(1)

Comment: Nice section! More of a carrot than a stick.

Page 9

(2)

b.

Comment: "Rearrange lamps, TVs, and other . . ."

David Anderson | Sea Turtle Conservation Coordinator

City of Boca Raton, Recreation Services - Gumbo Limbo Nature Center

1801 N. Ocean Blvd., Boca Raton, FL 33432

P 561-544-8614 | manderson@myboca.us

Stay Connected



From: Ingrid Allen <iallen@highlandbeach.us>
Sent: Thursday, October 20, 2022 1:56 PM
To: Anderson, David <MAnderson@ci.boca-raton.fl.us>
Subject: [EXTERNAL] RE: TOWN: Sea Turtle Lighting Ordinance Updating

David:

I appreciate your quick response. Thank you for offering to review the Ordinance. Again, kindly provide any comments and/or support of the Ordinance at your earliest convenience. I will be emailing all interested parties early next week on whether the Ordinance will make the 11-2-22 NRPAB meeting agenda or a future date.



Sincerely,
Ingrid Allen
Town Planner

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From: Anderson, David <MAnderson@ci.boca-raton.fl.us>
Sent: Thursday, October 20, 2022 1:24 PM
To: Ingrid Allen <iallen@highlandbeach.us>
Subject: RE: TOWN: Sea Turtle Lighting Ordinance Updating

Hi Ingrid,

I will be glad to look over the ordinance and provide comments. Unfortunately, I have a meeting at the day and time of the NRPAB meeting. Meanwhile, I will be happy to provide any more info upon request – photos, examples, data, etc. I will reply to the other e-mail as well.

Thank you for reaching out to me.

David

David Anderson | Sea Turtle Conservation Coordinator

City of Boca Raton, Recreation Services - Gumbo Limbo Nature Center

1801 N. Ocean Blvd., Boca Raton, FL 33432

P 561-544-8614 | manderson@myboca.us

Stay Connected



From: Ingrid Allen <iallen@highlandbeach.us>

Sent: Thursday, October 20, 2022 12:15 PM

To: Anderson, David <MAnderson@ci.boca-raton.fl.us>

Subject: [EXTERNAL] FW: TOWN: Sea Turtle Lighting Ordinance Updating

Mr. Anderson:

Just wanted to follow up on Joanne's email below. Note that the Town's proposed Sea Turtle Ordinance (see attached) is based on the State of Florida Model Lighting Ordinance for Sea Turtle Protection (dated December 17, 2020). As I indicated below, in my initial email to Joanne, the Ordinance was introduced to the Town Commission on 10-18-22. Upon the Commission's review, their direction was to have the Ordinance reviewed by the Town's Natural Resources Preservation Advisory Board (NRPAB) as well as Gumbo Limbo. That said, in addition to your attendance at the NRPAB meeting (tentatively on 11/2/22 at 1:00pm), would you be able to review the Ordinance and kindly provide any comments and/or general support at your earliest convenience? Kindly advise.

Thank you.



Sincerely,
Ingrid Allen
Town Planner

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ATTACHMENT NO. 3

From: [Barbara Blaid James](#)
To: [Ingrid Allen](#); ryansarewe@bellsouth.net
Cc: [David Anderson](#); [Jeff Remas](#); [Marshall Labadie](#)
Subject: HIGHLAND BEACH Sea Turtle Lighting Ordinance U-TUBE
Date: Thursday, October 20, 2022 12:27:55 PM

Dear Joanne Ryan (FWC Permit #22-100) and others - In my 21+ years as a resident of Highland Beach and most of those years as a Sea Turtle Program volunteer and/or Permit Holder, this is the very first time I have seen such attention to detail from true professionals that we finally have in our Village Government. The Sea Turtle Lighting Ordinance which was formerly two sentences (if that) is finally, in 2022-23, being upgraded beyond expectations. The eleven page potential Ordinance can be found on the Town website. The Town has taken the ball and run very fast and furious with it. I will attempt to watch/listen to the 11/2 Commission meeting on my cell phone, as I am not available to attend.

Following is a link to the **U-Tube portion of the Town Commission's October 18th, 2022 meeting. (78) 10/018/2022 Town Commission Meeting - YouTube** (click on the link at bottom **The Turtle Lighting Topic discussion appears starting at 1:36:58 and ending at 2:00:32.**

This replacement Ordinance will be "approved" at a future meeting. OUR CURRENT TOWN GOVERNMENT WANTS THIS ORDINANCE. *Celebration indeed.* Thanks to those involved in making this happen - **Barbara James**

PS - if you attempt to find this meeting another way, please note that U-Tube description has a typo - is shows 10/**0**18/2022 instead of 10/18/2022.



On Thursday, October 20, 2022 at 06:01:17 AM EDT, ryansarewe@bellsouth.net <ryansarewe@bellsouth.net> wrote:

Good morning, Ingrid,

Thank you for the invitation to the NRPAB meeting regarding the sea turtle lighting ordinance. I would be happy to attend the meeting on Nov 2nd and I am including in this email the representatives that I think would be interested in attending for Palm Beach County, FWC and Gumbo Limbo.

I will reach out to our "turtle team" and see who can be available to attend as well.

Also, I want to thank Barbara for keeping the ball rolling on this issue. As she mentioned in her emails, the code compliance staff has been excellent in resolving lighting issues over this past summer.

Thank you for all your efforts.

See you in November.

Joanne Ryan
Highland Beach MT Permit #100
561-441-4375

On Wednesday, October 19, 2022 at 11:35:42 AM EDT, Ingrid Allen <iallen@highlandbeach.us> wrote:

Joanne:

Good afternoon. The introduction of the sea turtle lighting Ordinance went before the Town Commission yesterday. The Commission made a motion to have the Town's Natural Resources Preservation Advisory Board (NRPAB) review the Ordinance and have yourself, as the current Marine Turtle Permit Holder (and any volunteers) as well as representatives from Gumbo Limbo and FWC attend such NRPAB meeting. That said, the NRPAB meets quarterly, and their next meeting is November 2, 2022 at 1:00pm (Town Hall Chambers). Would you be available to attend on November 2nd? Also, can you provide me with any contacts you may have over at Gumbo Limbo and any local contact at FWC (I have been in contact with Beth Mongiovi of FWC but she is based in St. Petersburg.). Kindly advise at your earliest convenience.

Thank you.

Sincerely,

Ingrid Allen

Town Planner

From: bocablanid <bocablanid@yahoo.com>
Sent: Thursday, October 13, 2022 8:11 PM
To: Ingrid Allen <iallen@highlandbeach.us>; bocablanid@yahoo.com
Cc: Jeff Remas <bco@highlandbeach.us>; Joanne Ryan <ryansarewe@bellsouth.net>
Subject: RE: TOWN: Sea Turtle Lighting Ordinance Updating

Ingrid (and Jeff) this is, indeed, great news. I am forwarding to the current Marine Turtle Permit Holder - Joanne Ryan. (I am behind the scenes attempting to back away as she builds the Program under her fresh vision).

As a "civilian", I must admit, reading legalize has always been a challenge for me ! I gave it a shot and with a few eyeball rolls as I was feeling somewhat inadequate, it appears to cover many bases and I am quite impressed.

Thank you again for taking the lead and getting this "on the books --- finally". You continue to show you're valuable assets to our Town.

Best to you both ... Barbara

PS .. Glad to report that Jeff and his Ordinance Official(s) were a great help with those violations we reported this year. They now will have the "paper to stand on" in future nesting seasons. BRAVO

----- Original message -----

From: Ingrid Allen <iallen@highlandbeach.us>

Date: 10/13/22 3:25 PM (GMT-05:00)

To: Barbara Blamid James <bocablanid@yahoo.com>

Cc: Jeff Remas <bco@highlandbeach.us>

Subject: RE: TOWN: Sea Turtle Lighting Ordinance Updating

Barbara:

FYI, at the 10-18-22 Town Commission meeting, the Commission will be considering the Introduction of a proposed sea turtle ordinance (see attached). The ordinance is based on the State of Florida's model lighting ordinance for sea turtle protection. The staff memorandum that will accompany the ordinance will be available on the Town's website the Friday before the meeting at the following link:

<https://highlandbeach-fl.municodemeetings.com/?>

Sincerely,

Ingrid Allen

Town Planner

From: Barbara Blamid James <bocablanid@yahoo.com>

Sent: Wednesday, August 17, 2022 11:49 AM

To: Marshall Labadie <mlabadie@highlandbeach.us>

Cc: Terisha Cuebas <tcuebas@highlandbeach.us>; Douglas Hillman <dhillman@highlandbeach.us>; Natasha Moore <nmoore@highlandbeach.us>; Peggy Gossett-Seidman <pseidman@highlandbeach.us>; Evalyn David <edavid@highlandbeach.us>; John Shoemaker <jshoemaker@highlandbeach.us>; Jeff Remas <bco@highlandbeach.us>; Ingrid Allen <iallen@highlandbeach.us>; JOANNE RYAN <ryansarewe@bellsouth.net>; Craig Hartmann <chartmann@highlandbeach.us>

Subject: TOWN: Sea Turtle Lighting Ordinance Updating

TO: Marshall Labadie - Town Manager

TO: Assistant Town Manager - Terisha Cuebas

CC's TO: Our Town Commissioners

CC: Craig Hartmann - Chief HBPD

CC: Joanne Ryan - FWC Marine Turtle Permit Holder 22-100

CC: Jeff Remas - HB Building Official

CC: Ingrid Allen - HB Town Planner

FROM: Barbara James - Former Sea Turtle Permit Holder

RE: UPDATING SEA TURTLE LIGHTING ORDINANCE

Dear Marshall - (and Ladies and Gentlemen) -

As I am not sure exactly whom to address this request, you are all *the lucky recipients* of this e-mail. Okay - Down to business:

The Town has a two sentence Ordinance about Beach-Front Lighting during Sea Turtle Nesting Season. It was written in the early 1980's (or close enough to that time). For years it has been a struggle to actually clarify to those "in violation" that they are indeed "in violation". Many Towns, Counties and Cities here in Florida and all the way up to the Carolinas have "clearer, newer" Ordinances for these exact issues. Scratching my head, a dozen or so years ago, I inquired of the Town to look into this. Got a pat on the head and said "certainly, we will look into it".

During the pandemic, after having reported one of the "Lights on the Beach" violations, I recall that Jeff Remas and Ingrid Allen told me that they had started the process of "LOOKING INTO THE NECESSARY ORDINANCE UPDATING" - - and one of them (?) had mentioned to me that they had reached out and gotten clear, concise, enforceable material from extremely appropriate sources, enabling them to write the Up-Date that I had been looking for so long. We all got lost during the pandemic freeze-in-place era, so I didn't push, ask or even think about it.

BUT - after having attended the Town Commission meeting yesterday, I saw Jeff coming down the hallway. I put out my foot to trip him; it caused him to stop abruptly and in 25 words or less (hard to believe from me), he said YES, they had indeed completed the necessary rewrite and it just had to be brought up on a future agenda. I won't bother you with the numerous emails to Code Enforcement / Building Department his season with violations of lighting ordinances, and the fast and efficient investigation and completion of those events. **We now have a SUPERIOR TEAM in our CODE/BUILDING Department.** Better than we have had since I have owned here since 1998. Let's take full advantage of their commitment, their fire, their efficiency and their drive. **They have the "product". Ready. Now.**

As mentioned, I had 25 words with Jeff. I do not know whom to ask to put this Completed Project on an Agenda for approval, or discussion, or whatever is deemed necessary. The work is done (thanks in part to Covid quiet time). Those of us working in our "Sea Turtle Nesting Sanctuary" (aka Highland Beaches three-mile maternity ward) could use the support when violations are affecting the nesting.

I admit having made this letter less than Business/Professional - but that was to hope you would read

through it.

Closing on a serious note, please consider adding the Sea Turtle Lighting Ordinance Update to a not-to-distant future Commission Meeting for discussion, recommendation and approval.

Grateful for your continued support,

Barbara James

FWC Q.I. / former Permit Holder

Window Tint Visible Light Transmittance



Source: Lighting Guide, Marine Turtle Protection Ordinance, Sarasota County, FL

ATTACHMENT NO. 5

From: [Teal Kawana](#)
To: [Adam Osowsky](#); [Ingrid Allen](#)
Subject: Highland Beach Lighting Survey
Date: Tuesday, October 25, 2022 12:05:35 PM
Attachments: [image001.png](#)
[Highland Photosheet 090221.docx.pdf](#)

Good Afternoon,

As requested, the Highland Beach photosheet from our 2021 lighting survey is attached. This was an informal survey that was conducted for a research project with the County and we recorded properties with non-compliant lighting based off of the conditions in our County ordinance. Please let me know if you have any questions. Thank you.



Teal Kawana

Environmental Analyst

[Palm Beach County](#)

[Dept. of Environmental Resources Mgmt.](#)

[2300 North Jog Road, 4th Floor](#)

[West Palm Beach, FL 33411](#)

[Email:TKawana@pbcgov.org](mailto:TKawana@pbcgov.org)

[Office: \(561\)-681-3852](tel:(561)681-3852)

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September 02, 2021
2359 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | 2+ rooms | East |

September 02, 2021
2363 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|-----------|
| 1 | Up lighting on vegetation | Unknown | Southeast |
| 2 | Indirect illumination | Unknown | Southeast |

September 02, 2021
2365 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|----------------------|
| 1 | Up lighting on vegetation | Unknown | Southeast, Northeast |
| 2 | Indirect illumination | Unknown | East |

September 02, 2021
2367 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|-------------------|
| 1 | Path lights | ~3 | East beach access |

September 02, 2021
2375 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|-------------------------|
| 1 | Up lighting on vegetation | Unknown | East |
| 2 | Pole mounts | Unknown | Northeast, beach access |

September 02, 2021
2395 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------------------|----------|------------------|
| 1 | Wall mounts | 3-4 | North along wall |
| 2 | Bollards | ~5 | Southeast |
| 3 | Green indirect illumination from pool | Unknown | East |
| 4 | Interior | 3+ rooms | East |

September 02, 2021
2435 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---|-----------|----------------|
| 1 | Purple indirect illumination from pool lighting | Unknown | East |
| 2 | Interior | 1-2 Rooms | East |
| 3 | Path lights | 12 | East, to beach |

September 02, 2021
2445 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Wall mount | 1 | East |

September 02, 2021
2455 S Ocean Blvd

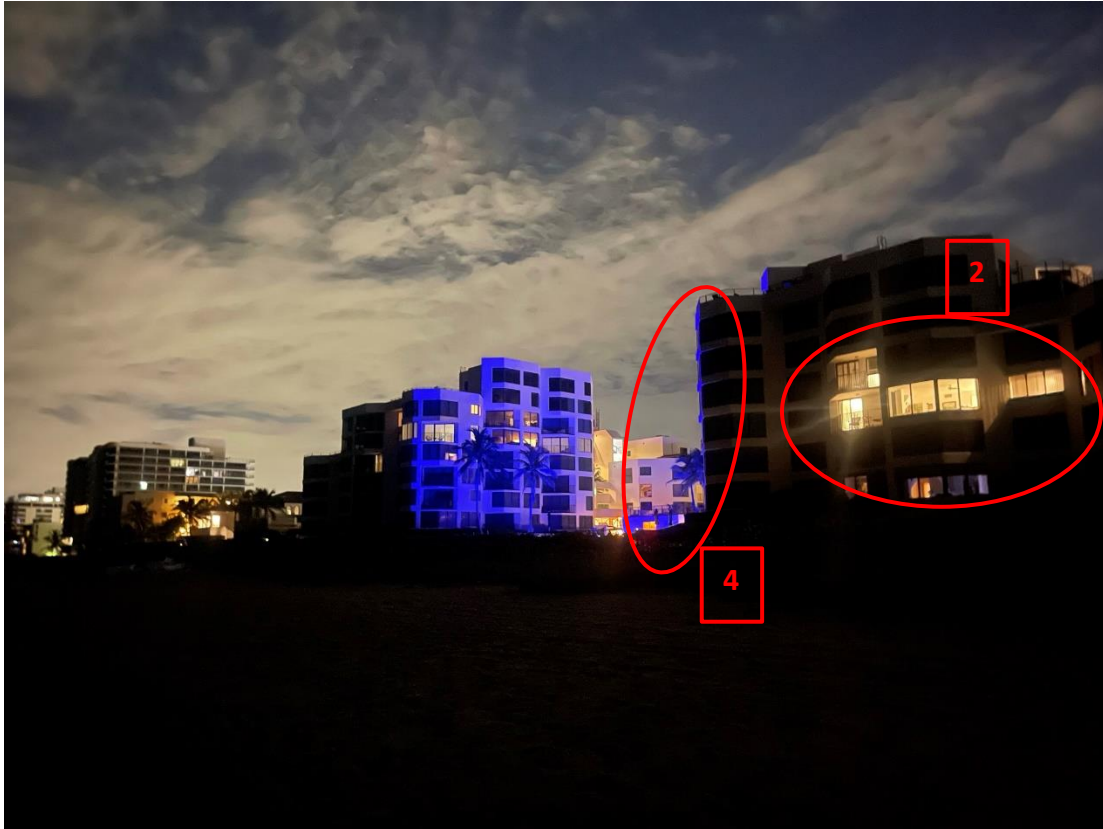


| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Up light | 1 | East |

Townhouse of Highland Beach
September 02, 2021
2565 S Ocean Blvd



Townhouse of Highland Beach
September 02, 2021
2565 S Ocean Blvd



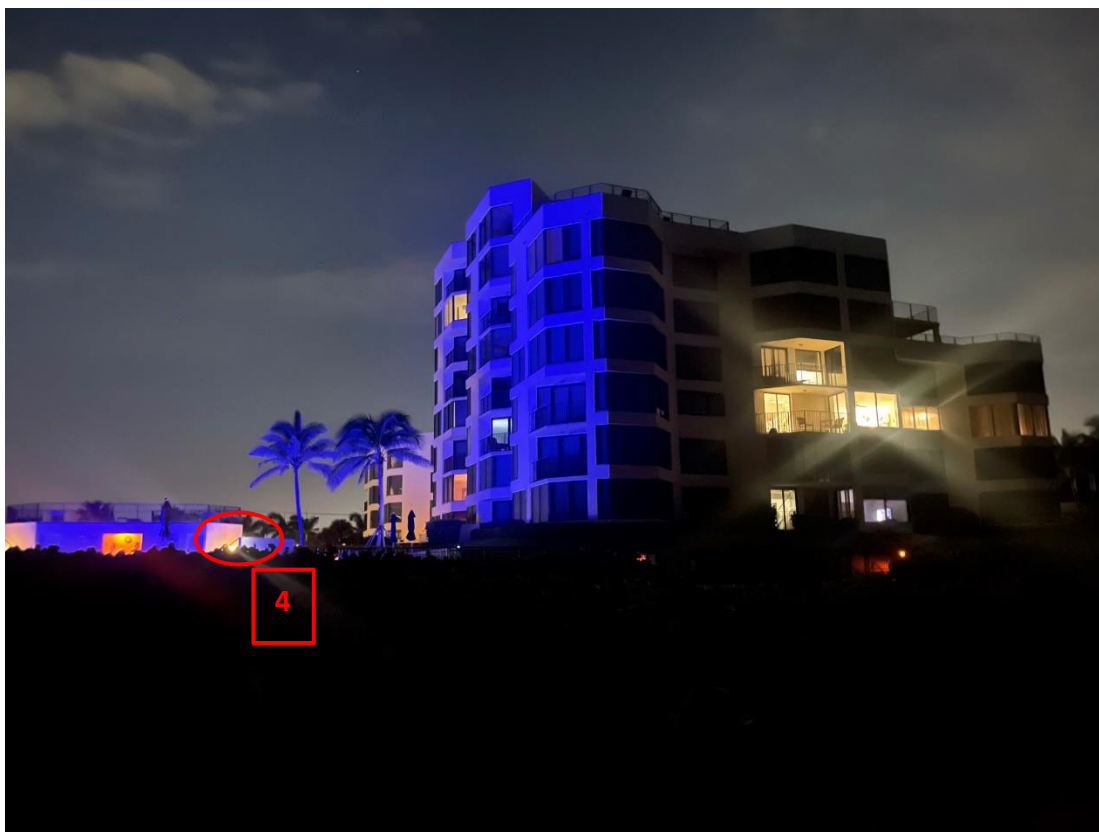
Townhouse of Highland Beach
September 02, 2021
2565 S Ocean Blvd

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|------------------------------------|------------|-------------------------------|
| 1 | Ceiling mounted | 1 | North |
| 2 | Interior | 8-10 units | Northeast, Northwest, East |
| 3 | Indirect illumination, white | Unknown | Northeast |
| 4 | Indirect illumination, blue/purple | Unknown | East, Southeast |

Townhouse of Highland Beach

September 02, 2021

2575 S Ocean Blvd



Townhouse of Highland Beach
September 02, 2021
2575 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------------------------|-----------|-----------------|
| 1 | Ceiling mounted | ~5 | North, East |
| 2 | Purple indirect | Unknown | East, Northeast |
| 3 | Street light/parking lot light | 1 | West |
| 4 | White wall mounted | ~5-10 | East |
| 5 | White indirect on building | Unknown | South |
| 6 | Interior | ~ 5 units | East, Southeast |

September 02, 2021
2635 S Ocean Blvd



September 02, 2021
2635 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---|----------|-----------------|
| 1 | Indirect illumination caused by unknown fixture on gate | 1 | East/ Southeast |
| 2 | Ceiling mounted | 1 | East, in cupola |

September 02, 2021
2633 S Ocean Blvd



September 02, 2021
2633 S Ocean Blvd

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---|-----------------|-----------------|
| 1 | Indirect illumination caused by unknown fixture | Unknown | East, Northeast |
| 2 | Interior | 1 room | East |

September 02, 2021
2701 S Ocean Blvd

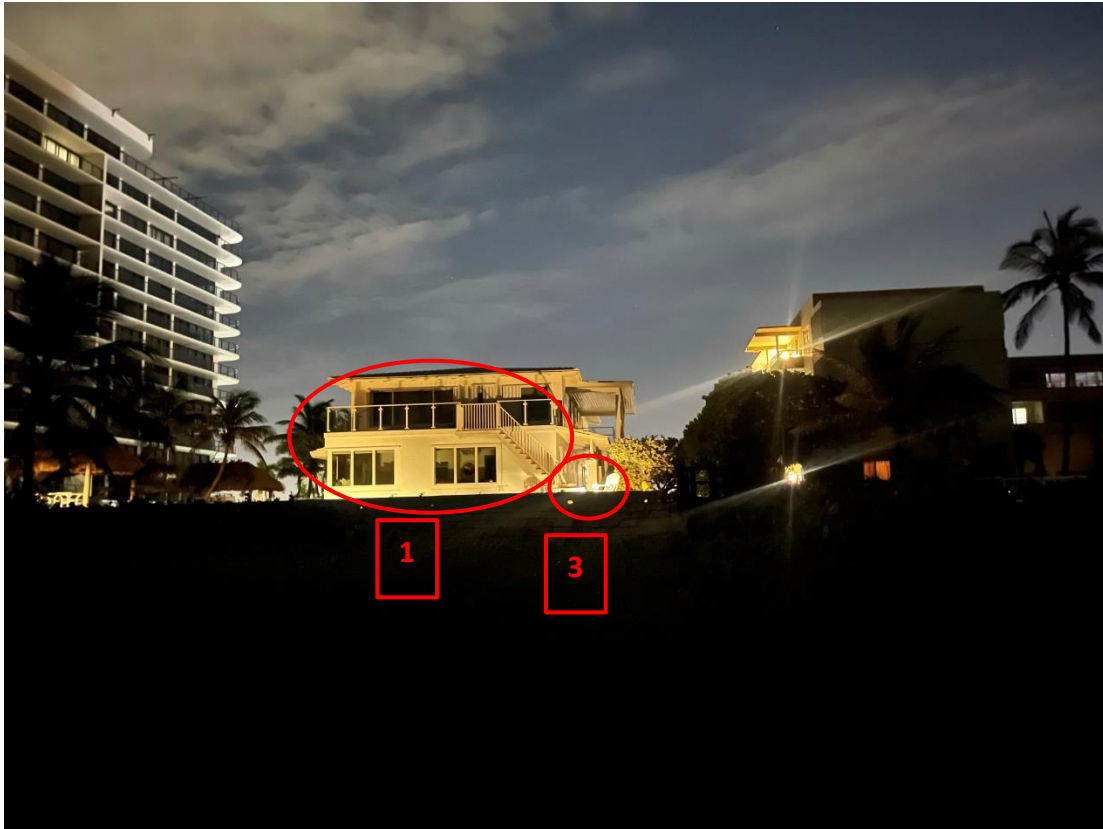


September 02, 2021
2701 S Ocean Blvd

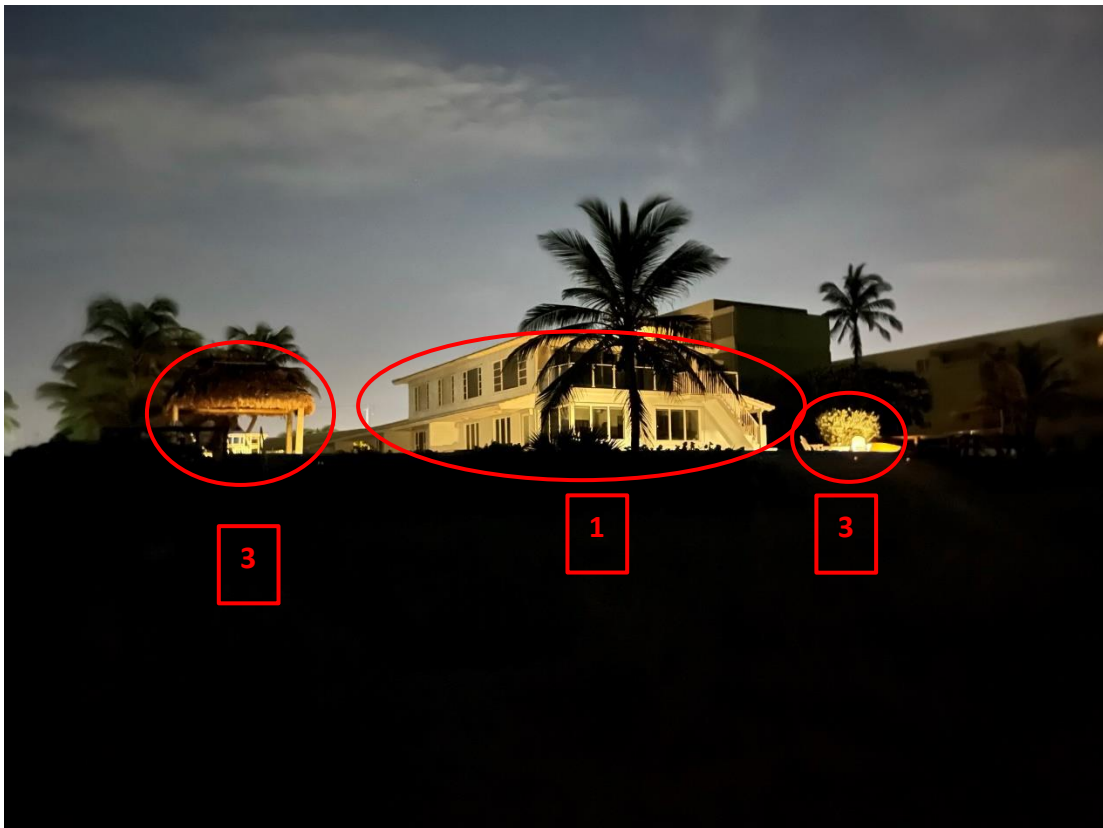


| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|----------------------------------|
| 1 | Wall mount | ~50 | North and South, 25 on each side |
| 2 | Pole/ Mushroom lights | ~10-15 | East, Central area |
| 3 | Interior | ~2 units | East |

September 02, 2021
2711 S Ocean Blvd
Jamaica Manor



September 02, 2021
2711 S Ocean Blvd
Jamaica Manor



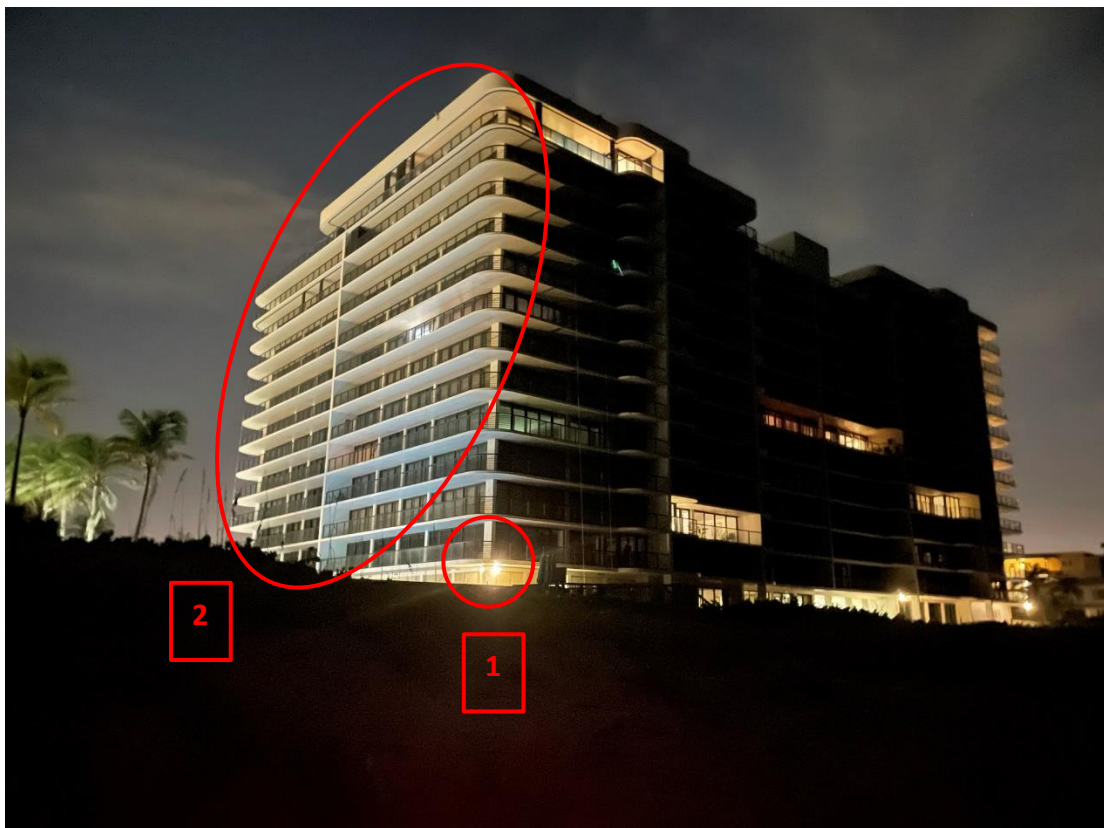
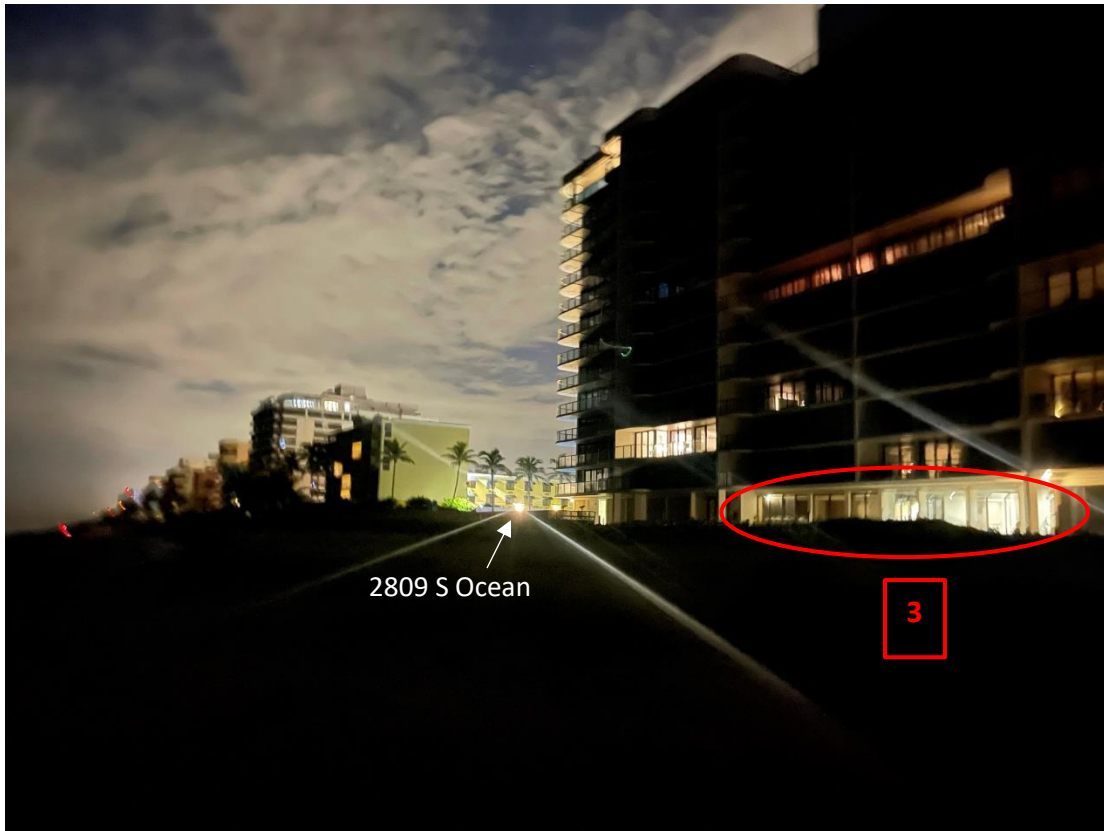
September 02, 2021
2711 S Ocean Blvd
Jamaica Manor

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|-----------------------|-----------------|--|
| 1 | Indirect illumination | Unknown | East |
| 2 | Wall mount | 1 | Northeast |
| 3 | Up lighting | ~5 | Northeast, around sitting area Northeast, under bush, Southeast, in tiki hut |

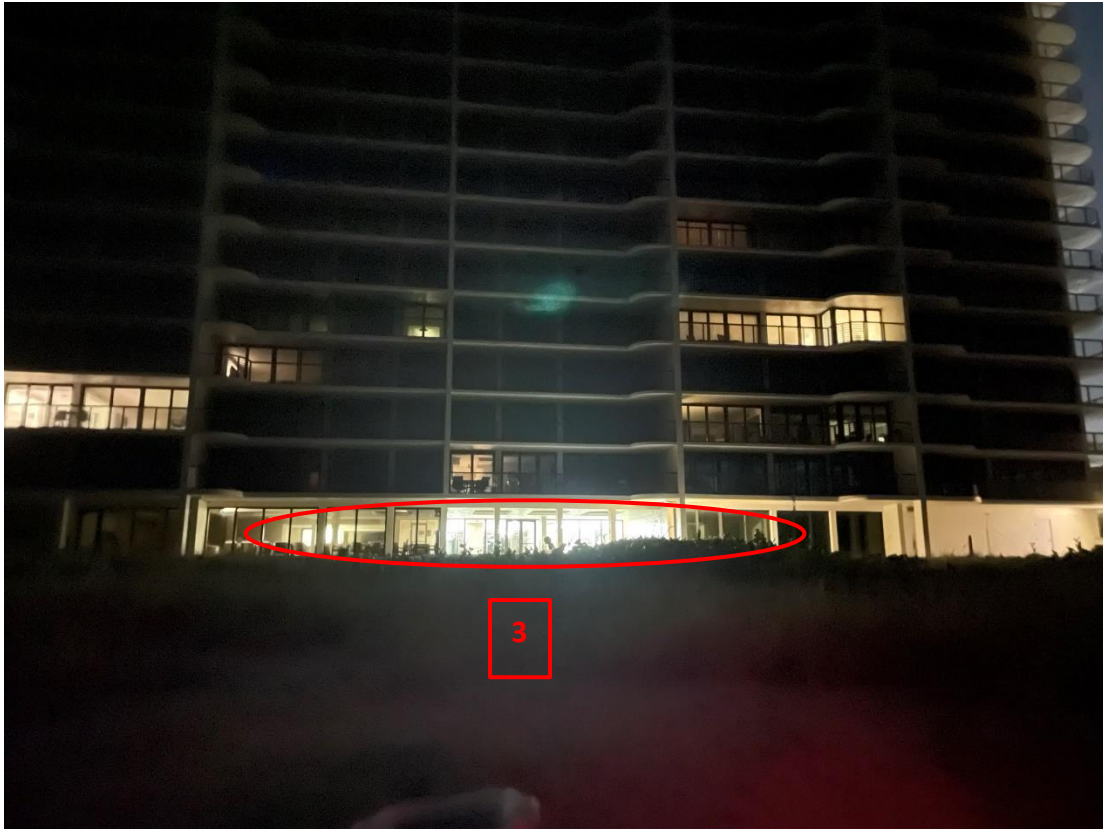
September 02, 2021
2727 S Ocean Blvd
Villa Magna Condos



September 02, 2021
2727 S Ocean Blvd
Villa Magna Condos



September 02, 2021
2727 S Ocean Blvd
Villa Magna Condos

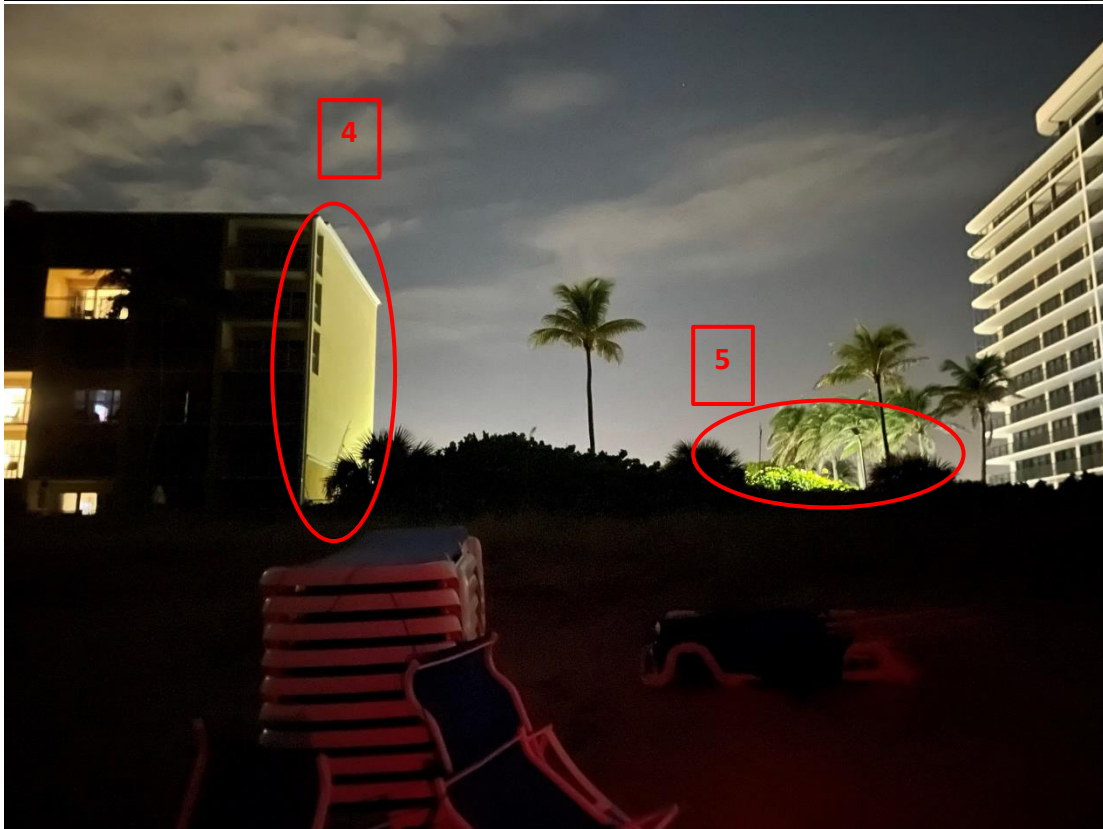


| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---|----------|----------------------------|
| 1 | Ceiling mounted | ~5 | East, Southeast, Northeast |
| 2 | Pool lighting causing indirect illumination | Unknown | South |
| 3 | Interior | Unknown | East |

September 02, 2021
2809 S Ocean Blvd



September 02, 2021
2809 S Ocean Blvd



September 02, 2021
2809 S Ocean Blvd

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|------------------------------|-----------------|-------------------------------|
| 1 | Wall mounts | ~10-12 | East (throughout center) |
| 2 | Pole lights | ~2-5 | East (central) |
| 3 | Interior/ interior stairwell | ~10 rooms/units | East, Northeast, Southeast |
| 4 | Indirect illumination | Unknown | North face (parking lot) |
| 5 | Large parking lot light | 1 | North |

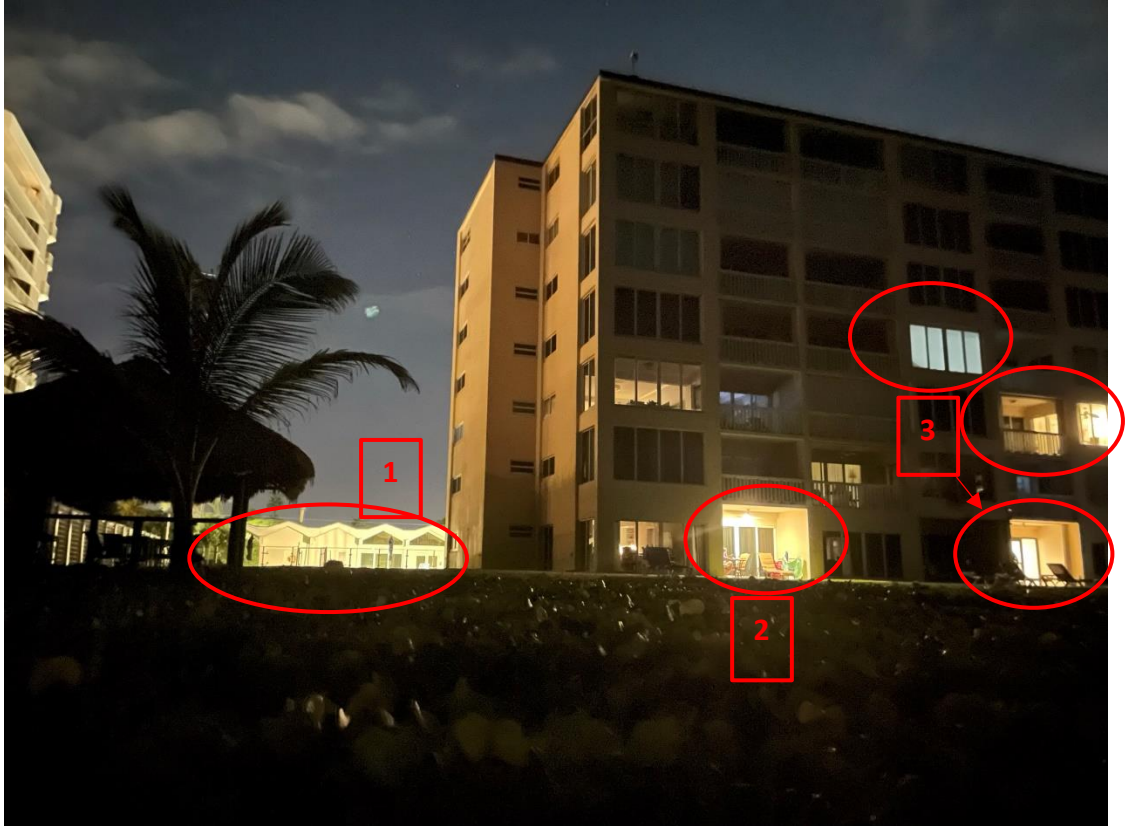
September 02, 2021
2901 S Ocean Blvd
Highlands Place Condo



September 02, 2021
2901 S Ocean Blvd
Highlands Place Condo

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|--|-----------------|---------------------------------------|
| 1 | Bollards | Unknown | Southeast/ Southwest (around pool) |
| 2 | Ceiling mounts | Unknown | Southwest |
| 4 | Indirect illumination from pool lighting | Unknown | South face |

September 02, 2021
2909 S Ocean Blvd
Wiltshire House Condo



September 02, 2021
2909 S Ocean Blvd
Wiltshire House Condo

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|-----------|----------------------|
| 1 | Indirect illumination | Unknown | Western pool cabanas |
| 2 | Ceiling mount | 1 | East, on balcony |
| 3 | Interior | 10+ units | East |

September 02, 2021
2917-2916 S Ocean Blvd
Trafalgar of Highland Beach



September 02, 2021
2917-2916 S Ocean Blvd
Trafalgar of Highland Beach

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|-----------------------------|
| 1 | Pool lighting | Unknown | Northeast |
| 2 | Wall mounted | Unknown | North on Pool House Walls |
| 3 | Indirect illumination | Unknown | Southwest, Northeast (pool) |
| 4 | Interior | ~3 Units | East |

September 02, 2021
2921-2920 S Ocean
Highland Towers



September 02, 2021
2921-2920 S Ocean
Highland Towers



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|-------------------------------|-----------|
| 1 | Up lighting on vegetation | Unknown | East |
| 2 | Ceiling mounted | ~2-5 | Northeast |
| 3 | Interior | 2 units + 5 stairwell windows | East |

September 02, 2021
3009 S Ocean Blvd
Ocean Pines Condo



September 02, 2021
3009 S Ocean Blvd
Ocean Pines Condo



September 02, 2021
3009 S Ocean Blvd
Ocean Pines Condo

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---|-----------------|-----------------|
| 1 | Pool lighting causing indirect illumination | Unknown | Southeast |
| 2 | Amber indirect from turtle fixtures | Unknown | East, Southeast |
| 3 | Globe lights | ~5-8 | North, South |
| 4 | Ceiling mounts in parking garage | Unknown | North |

September 02, 2021
3015 S Ocean Blvd
Ocean Dunes Condo

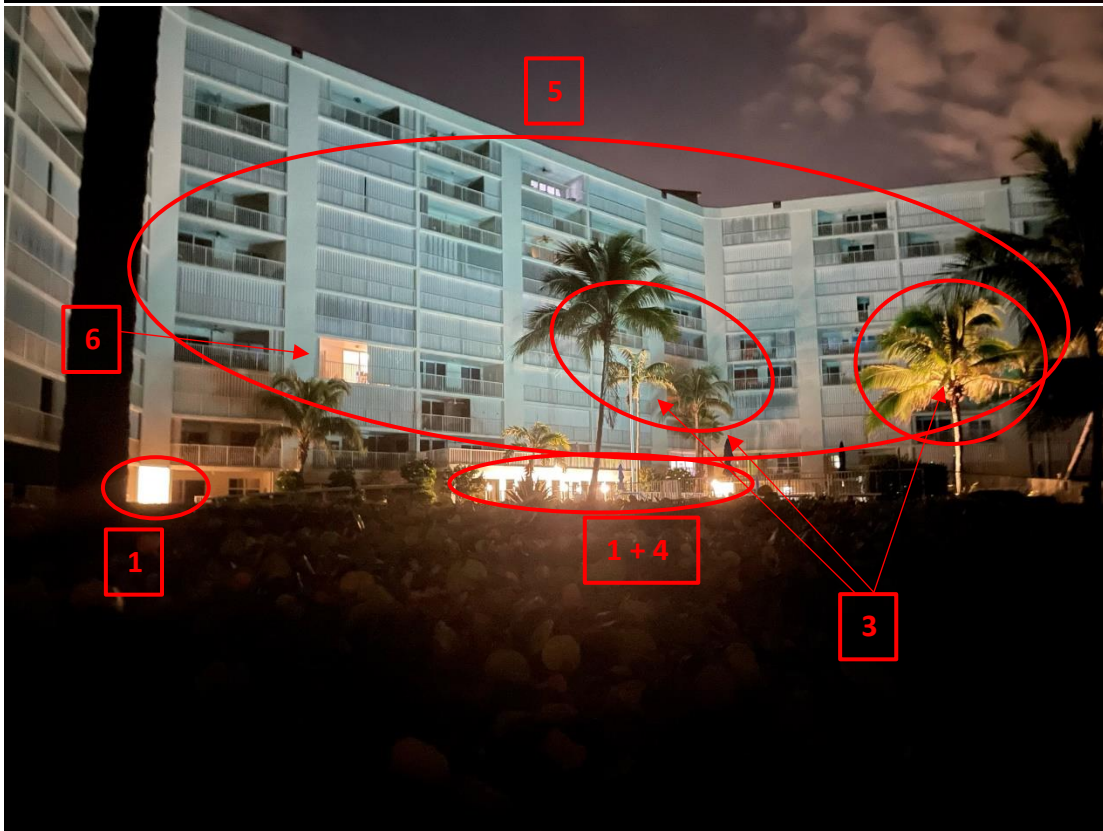


September 02, 2021
 3015 S Ocean Blvd
 Ocean Dunes Condo

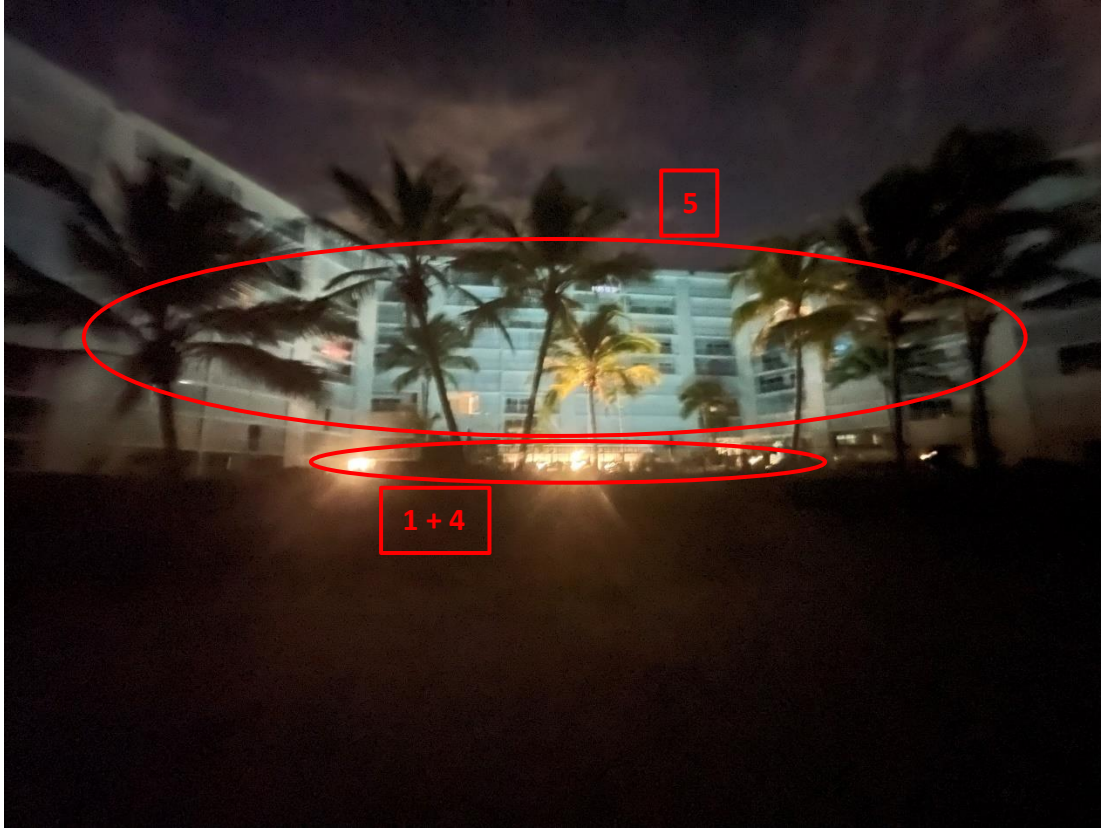


| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|-------------------------|
| 1 | Pole mounted | 2 | South |
| 2 | Indirect illumination | Unknown | South, Southeast, North |
| 3 | Ceiling mounted | Unknown | North, East |

September 02, 2021
3101 S Ocean Blvd
Penthouse Towers



September 02, 2021
3101 S Ocean Blvd
Penthouse Towers



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|-----------|-------------|
| 1 | White ceiling mounted | 3+ | South, East |
| 2 | Amber ceiling mounted | ~24 | South |
| 3 | Up lights on vegetation | ~ 4 | East |
| 4 | Pole mounted | 4-5 | East |
| 5 | Pool lighting causing blue indirect illumination | Unknown | East |
| 6 | Interior | 1-3 rooms | East |

September 02, 2021
3115 S Ocean Blvd
Ocean Terrace North



September 02, 2021
3115 S Ocean Blvd
Ocean Terrace North



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------------------|----------|--------------------|
| 1 | Pole mounted globe light | 1 | South |
| 2 | Ceiling mounted | Unknown | North, South |
| 3 | Indirect Illumination | Unknown | North, East, South |

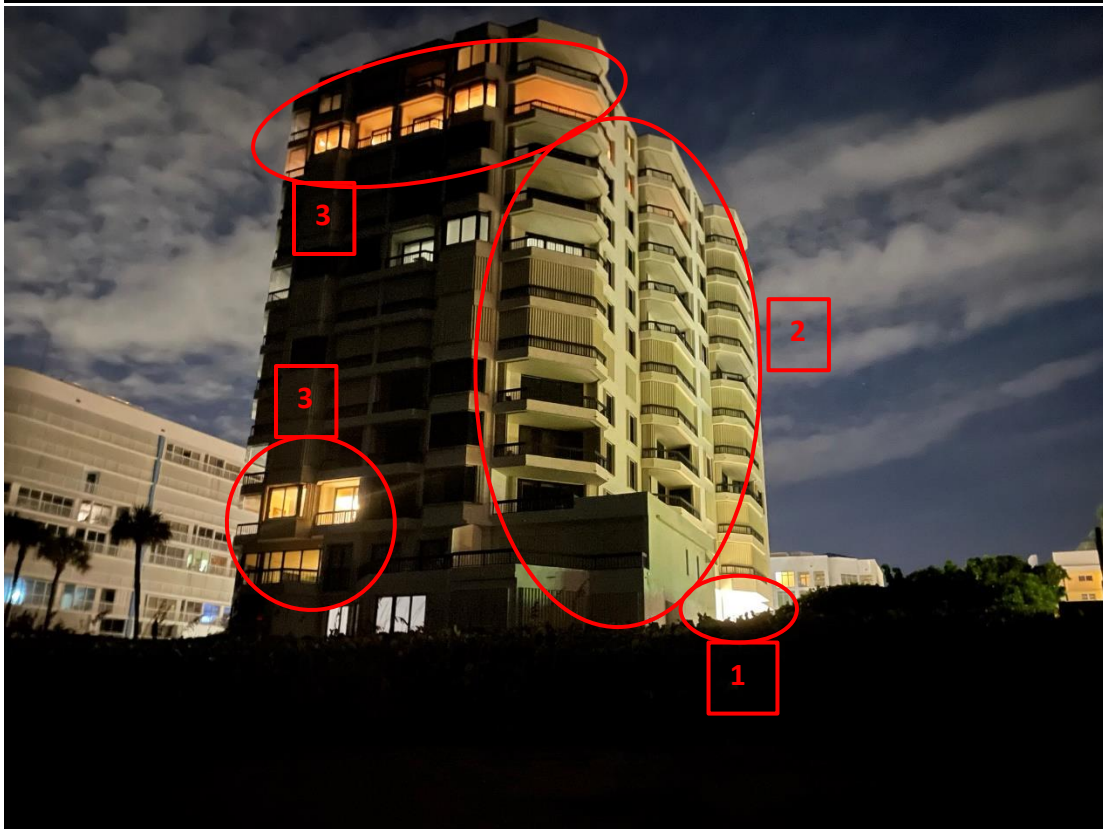
September 02, 2021
3114 S Ocean Blvd
Montaray House



September 02, 2021
3114 S Ocean Blvd
Monterey House

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---------------------|-----------------|-----------------|
| 1 | Ceiling mounted | 20+ | East |

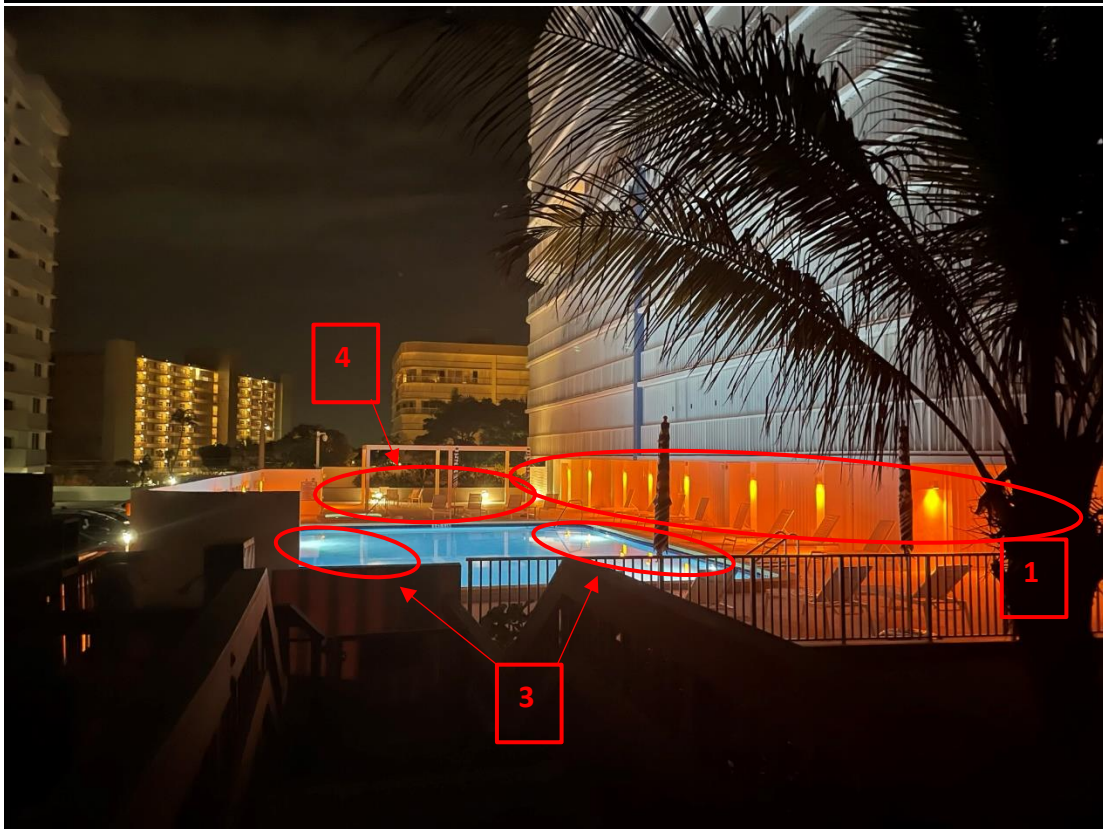
September 02, 2021
3201 S Ocean Blvd
Beach Walk East



September 02, 2021
3201 S Ocean Blvd
Beach Walk East

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|--|-----------------|-------------------------------|
| 1 | Ceiling mounted | 2 | South, North |
| 2 | Indirect illumination from pool lighting/parking lot | Unknown | South (pool), North (parking) |
| 3 | Interior | ~5 rooms | East |

September 02, 2021
3211 S Ocean Blvd
Villa Mare



September 02, 2021
3211 S Ocean Blvd
Villa Mare



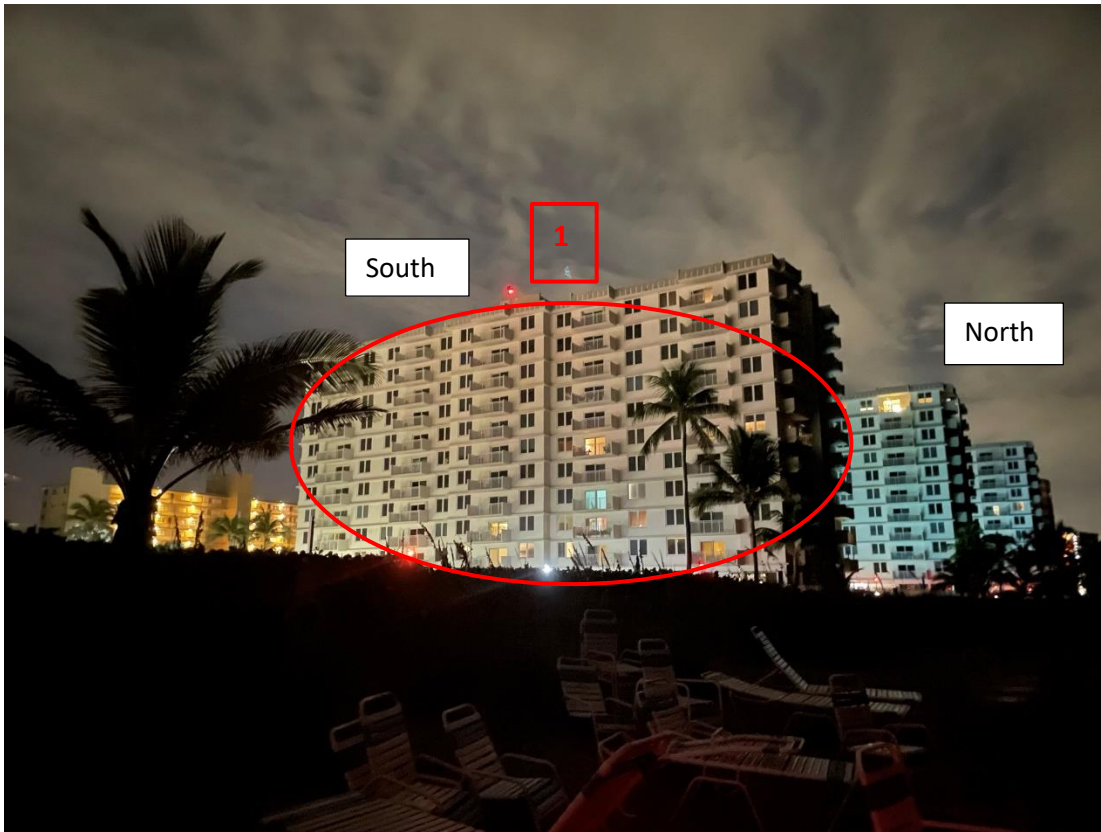
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-------------------------------|----------|--|
| 1 | Amber wall mounts around pool | ~10 | Southeast, Southwest pool area |
| 2 | Indirect illumination | Unknown | North face (parking lot), South (pool) |
| 3 | Underwater pool lights | 6 | South |
| 4 | White step lights | ~10 | Southeast, Southwest pool area |

September 02, 2021
 3224 S Ocean Blvd
 Seagate of Highland Condos



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------|----------|--------------------|
| 1 | Ceiling mounted | 50+ | West (East, South) |

September 02, 2021
3215-3301 S Ocean Blvd
Ambassadors V North & South



September 02, 2021
3215-3301 S Ocean Blvd
Ambassadors V North & South



September 02, 2021
3215-3301 S Ocean Blvd
Ambassadors V North & South



September 02, 2021
3215-3301 S Ocean Blvd
Ambassadors V North & South

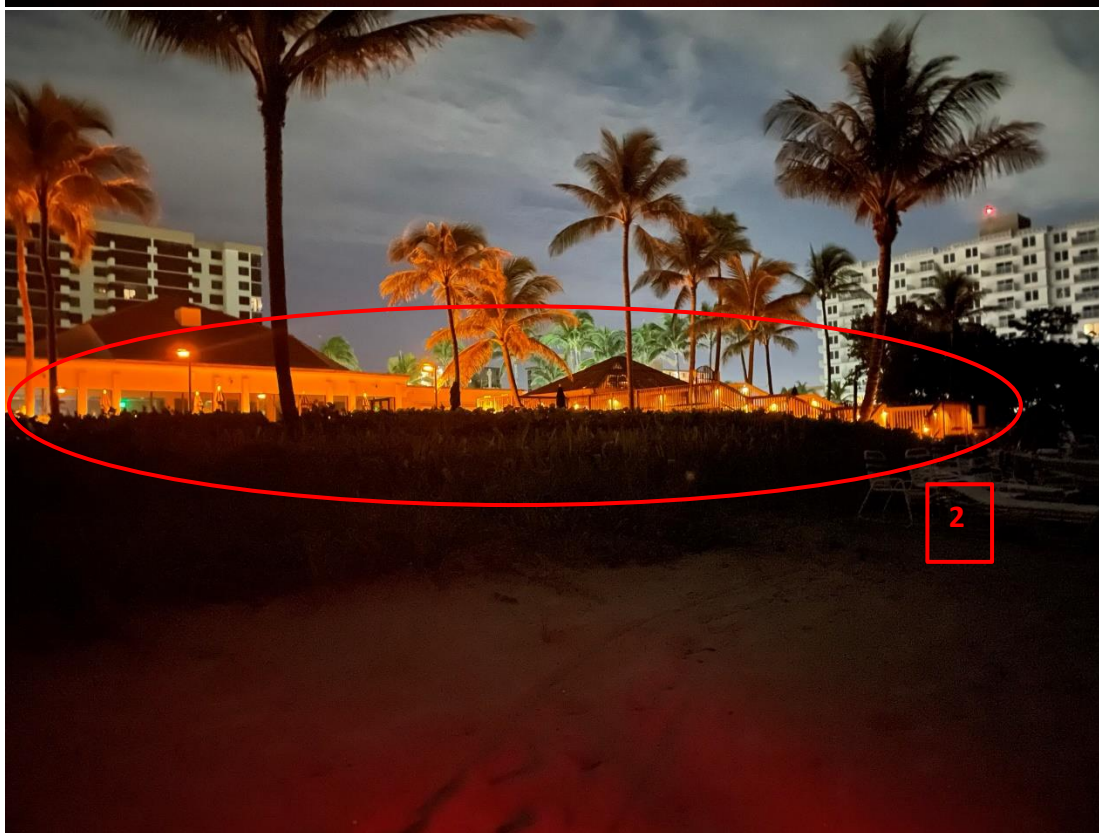
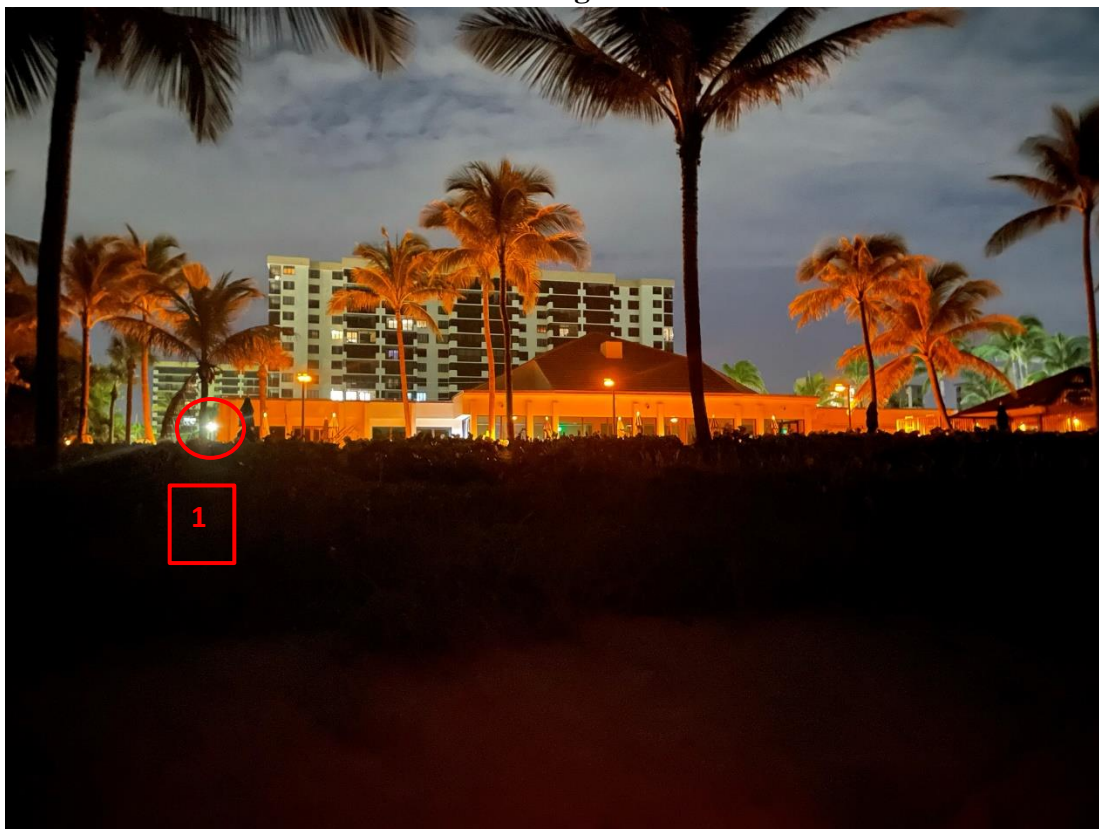


September 02, 2021
3215-3301 S Ocean Blvd
Ambassadors V North & South



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---|----------|--|
| 1 | White indirect illumination | Unknown | South, East between buildings |
| 2 | Pole mounted | Unknown | East, between buildings, in pool/seating areas |
| 3 | Ceiling mounted | Unknown | In carports |
| 4 | Blue indirect illumination from pool lighting | Unknown | East, between buildings |

September 02, 2021
3321-3420 S Ocean Blvd
Coronado At Highland Beach



September 02, 2021
3321-3420 S Ocean Blvd
Coronado At Highland Beach



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---|----------|----------|
| 1 | Spotlight | 1 | South |
| 2 | Amber lighting, too many unnecessary fixtures | 20+ | East |
| 3 | Indirect illumination | Unknown | West |

September 02, 2021
3401 S Ocean Blvd
Ridge Condo



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|----------|
| 1 | Indirect illumination | Unknown | East |

September 02, 2021
3407 S Ocean Blvd
Clarendon Condo



September 02, 2021
3407 S Ocean Blvd
Clarendon Condo

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|-----------------------|-----------------|-----------------|
| 1 | Spot light | 2 | Southeast |
| 2 | Indirect illumination | Unknown | South |
| 3 | Interior | ~5 units | East |

September 02, 2021
 3425 S Ocean Blvd
 Le Sanctuaire Condo



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------|----------|-----------|
| 1 | Ceiling mount | ~3 | Southwest |

September 02, 2021
3450 S Ocean Blvd
Casuarina Condo



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|-------------|
| 1 | Indirect illumination | Unknown | West (East) |

September 02, 2021
3505 S Ocean Blvd
Villa Nova Condo



September 02, 2021
3505 S Ocean Blvd
Villa Nova Condo



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|--|
| 1 | Indirect illumination | Unknown | South (pool), North (courtyard fountain) |
| 2 | Step / path lights | ~10 | Southeast, beach access |
| 3 | Interior | ~7 rooms | East, North |

September 02, 2021
 3511 S Ocean Blvd
 Villas at Highland Beach



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|----------|
| 1 | Indirect illumination | Unknown | East |
| 2 | Interior | Unknown | East |

September 02, 2021
3515 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|--------------------|
| 1 | Pergola | Unknown | East |
| 2 | Step lights | ~6 | East, Beach access |

September 02, 2021
3567 S Ocean Blvd



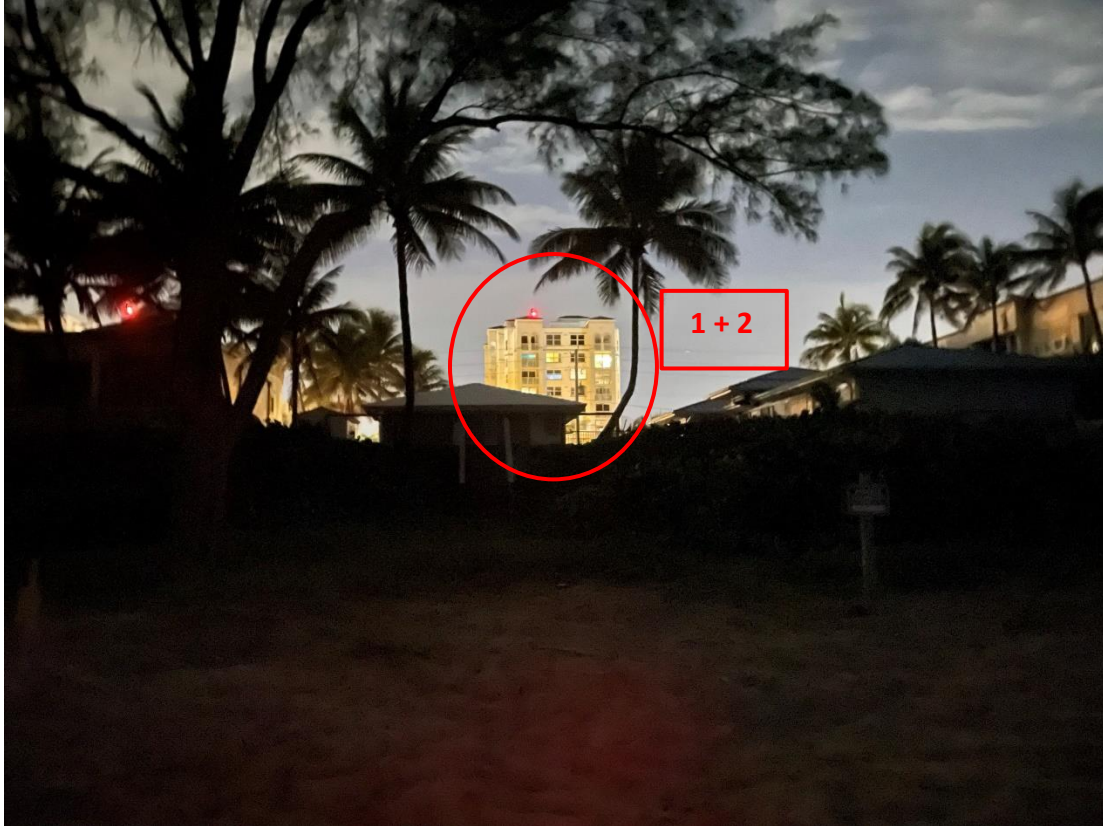
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|-----------------------|
| 1 | Indirect illumination from pool lighting | Unknown | East |
| 2 | Ceiling mounted | 2 | East, northeast porch |
| 3 | Interior | Unknown | East |

September 02, 2021
3569 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------|----------|-------------------------------------|
| 1 | Ceiling mounted | 2 | East, 2 nd story balcony |

September 02, 2021
3594 S Ocean Blvd
Highland Beach Club Condominium



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|------------------|
| 1 | Indirect illumination | Unknown | West (East face) |
| 2 | Interior | Unknown | West (East face) |

September 02, 2021
3615 S Ocean Blvd



September 02, 2021
3615 S Ocean Blvd



September 02, 2021
3615 S Ocean Blvd

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---------------------------|-----------------|-----------------------|
| 1 | Ceiling mounted | ~8 | East, northeast porch |
| 2 | Up lighting on vegetation | Unknown | East |
| 3 | Street light | 1 | West |
| 4 | Indirect Illumination | Unknown | East |

September 02, 2021
3621 S Ocean



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | Unknown | East |

September 02, 2021
3701 S Ocean
Toscana



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|-------------------------|
| 1 | Indirect illumination | Unknown | West, across the street |
| 2 | Interior | Unknown | West, across the street |

September 02, 2021
3711 S Ocean



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | Unknown | East |

September 02, 2021
3715 S Ocean



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|----------|
| 1 | Up lighting on vegetation | ~5 | East |
| 2 | Interior | Unknown | East |

September 02, 2021
3719 S Ocean



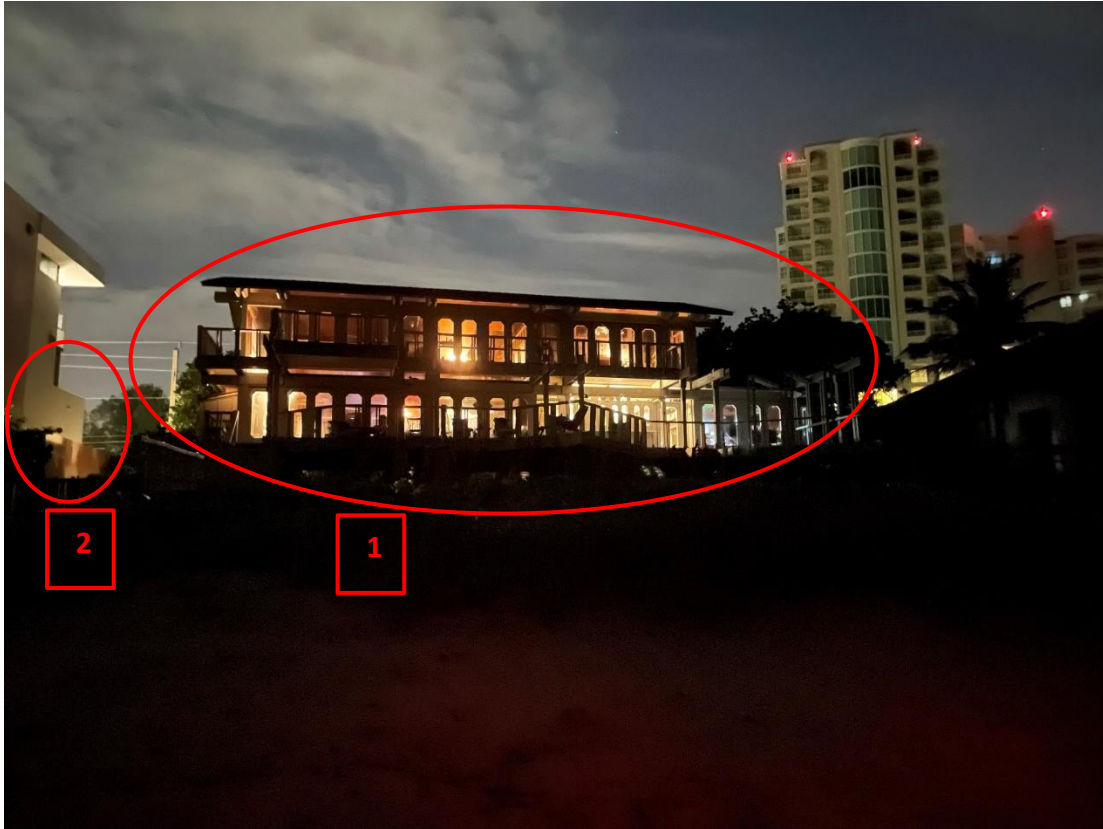
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | Unknown | East |

September 02, 2021
3805 S Ocean



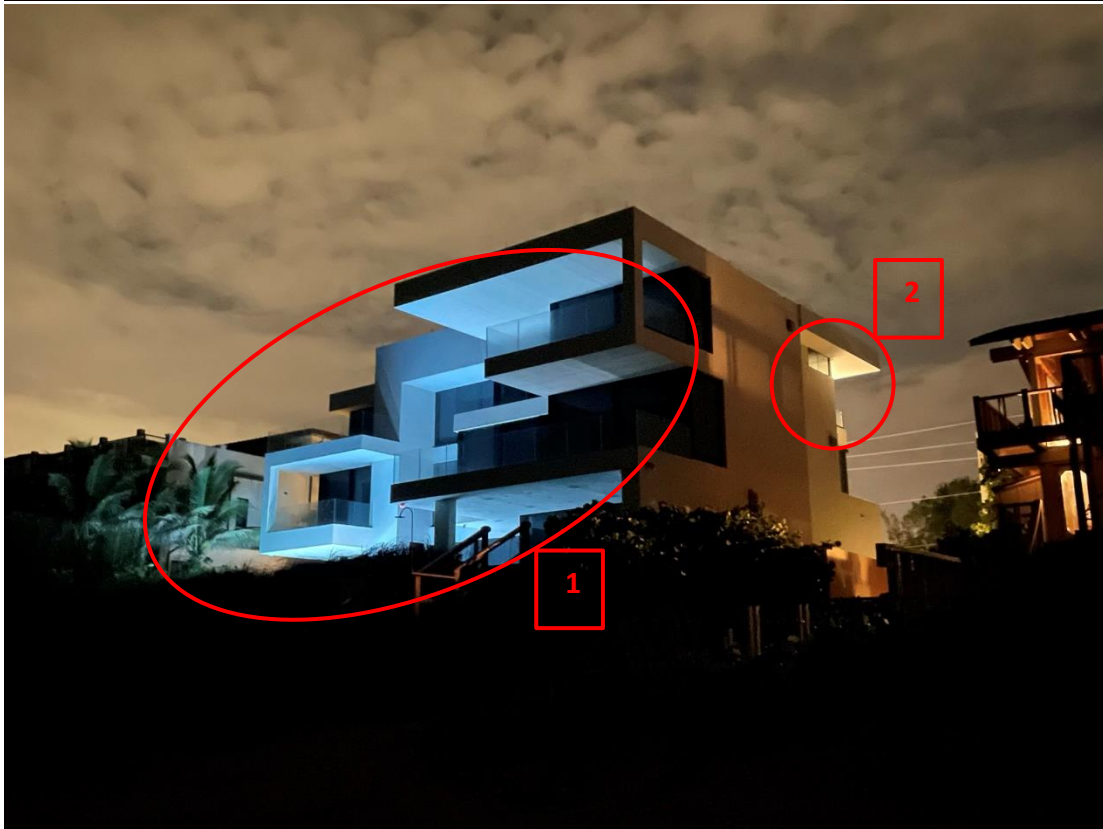
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------|----------|-------------|
| 1 | Ceiling mounted | 6 | South, East |

September 02, 2021
3817 S Ocean



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|-----------|
| 1 | Interior | Unknown | East |
| 2 | Indirect illumination on adjacent property | Unknown | Southwest |

September 02, 2021
3833 S Ocean



September 02, 2021
3833 S Ocean

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---|-----------------|-----------------|
| 1 | Blue indirect illumination from pool lighting | Unknown | East |
| 2 | Ceiling mounted | 1 | Northwest |

September 02, 2021
3905 S Ocean



September 02, 2021
3905 S Ocean

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---------------------------|-----------------|----------------------------|
| 1 | Ceiling mounted spotlight | 2 | Southwest and Northwest |

September 02, 2021
3921 S Ocean Blvd



September 02, 2021
3921 S Ocean Blvd



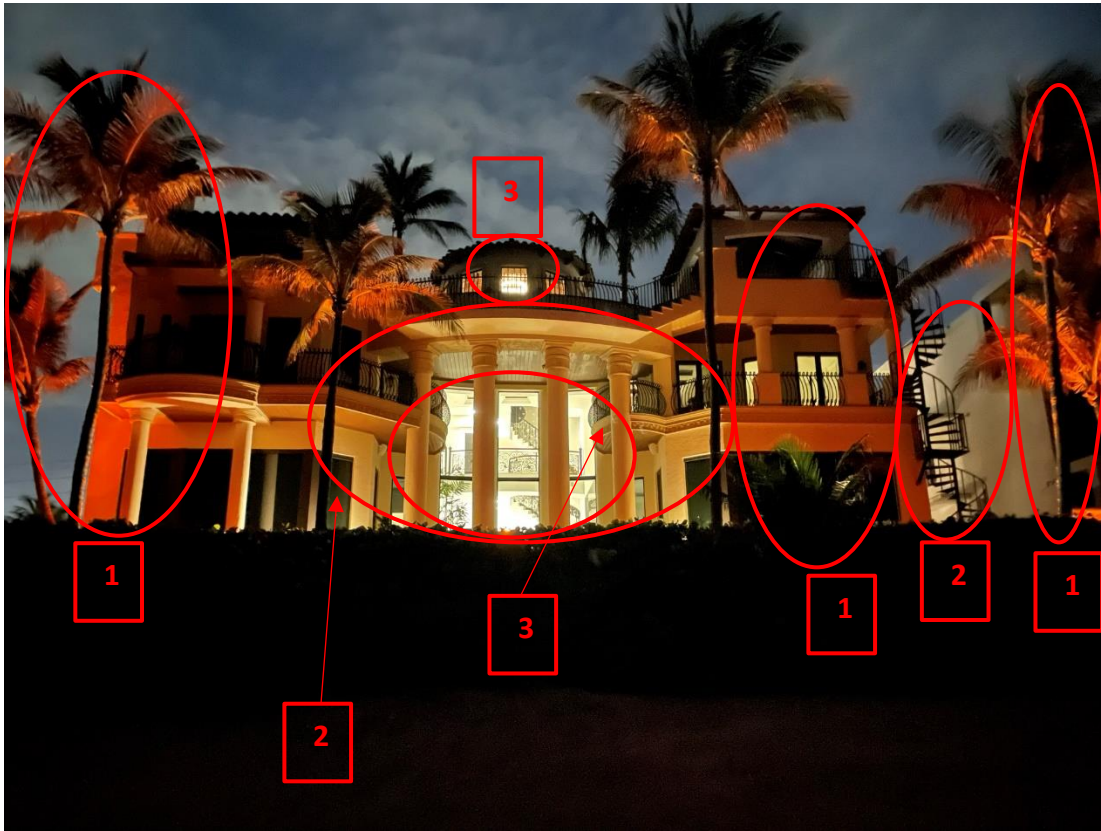
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|-------------------|
| 1 | Ceiling mounted spotlight | ~2 | Southwest balcony |
| 2 | Interior | Unknown | East |

September 02, 2021
4001 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | Unknown | East |

September 02, 2021
4011 S Ocean Blvd



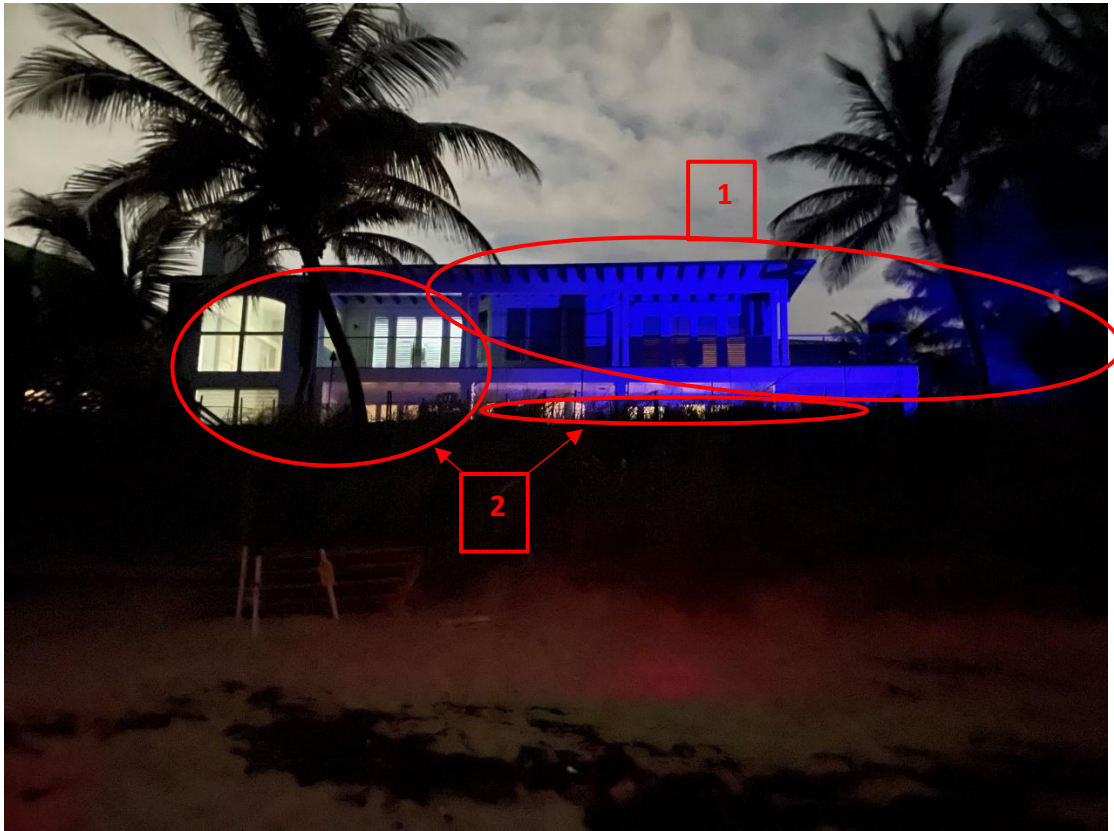
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------------|----------|--------------------|
| 1 | Amber up lighting | Unknown | East |
| 2 | Indirect illumination | Unknown | East, North, South |
| 3 | Interior | Unknown | East |

September 02, 2021
4015 S Ocean Blvd (Vacant lot)



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Streetlight | 1 | West |

September 02, 2021
4023 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---|----------|----------|
| 1 | Indirect illumination from blue pool lighting | Unknown | East |
| 2 | Interior | Unknown | East |

September 02, 2021
4101 S Ocean Blvd



September 02, 2021
4101 S Ocean Blvd

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---|-----------------|-----------------|
| 1 | Indirect illumination from multicolored pool lighting | Unknown | East |

September 02, 2021
4111 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | 1 room | East |

September 02, 2021
4115 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | 2 rooms | East |

September 02, 2021
4121 S Ocean Blvd



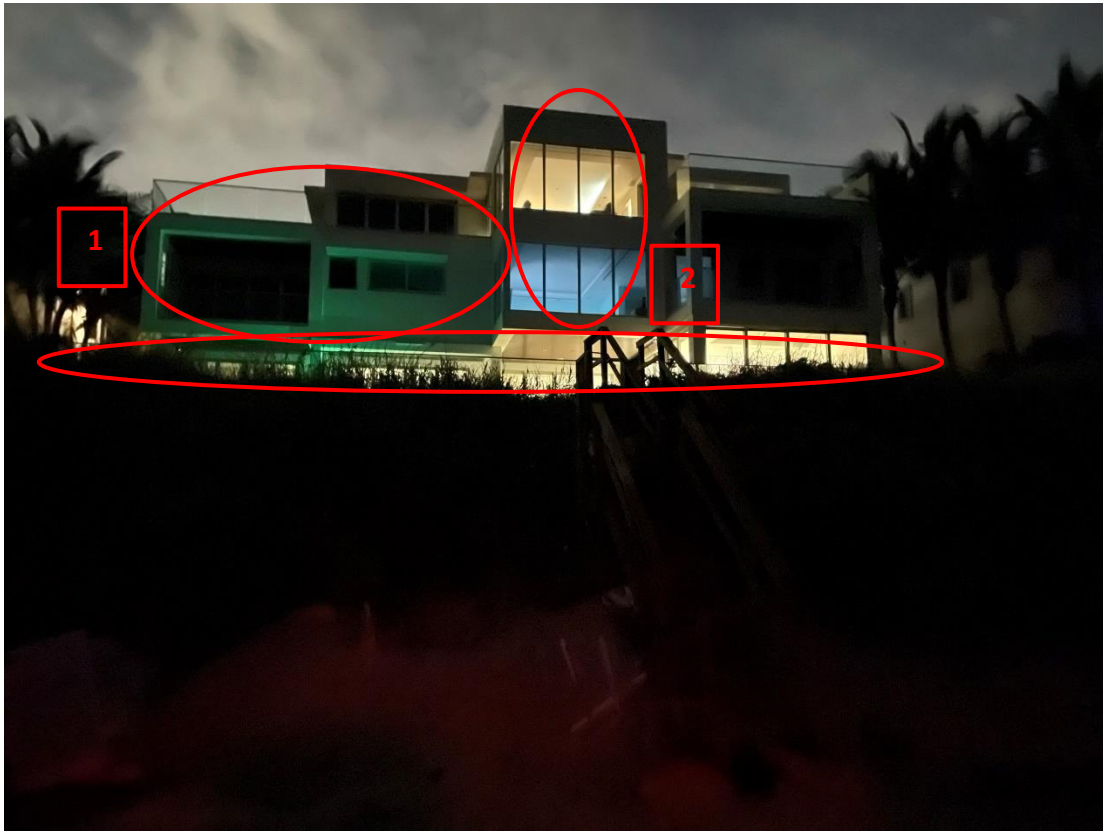
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|-----------|
| 1 | Indirect illumination from pool lighting | Unknown | East |
| 2 | Up lighting on vegetation | Unknown | Southeast |
| 3 | Up lighting | Unknown | Northeast |

September 02, 2021
4201 S Ocean Blvd



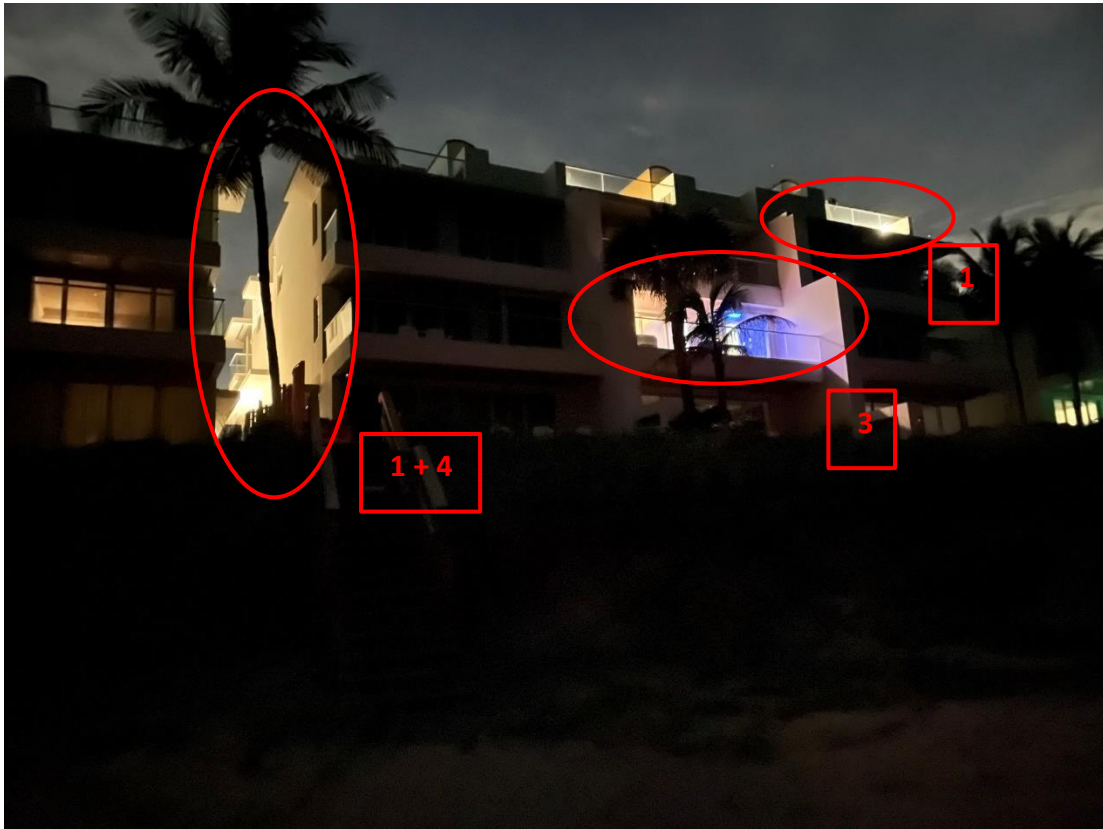
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|-------------------------|
| 1 | Pathlights | Unknown | East, behind vegetation |

September 02, 2021
4205 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|----------|
| 1 | Indirect illumination from pool lighting | Unknown | East |
| 2 | Interior | Unknown | East |

September 02, 2021
4211-4215 S Ocean Blvd



September 02, 2021
4211-4215 S Ocean Blvd

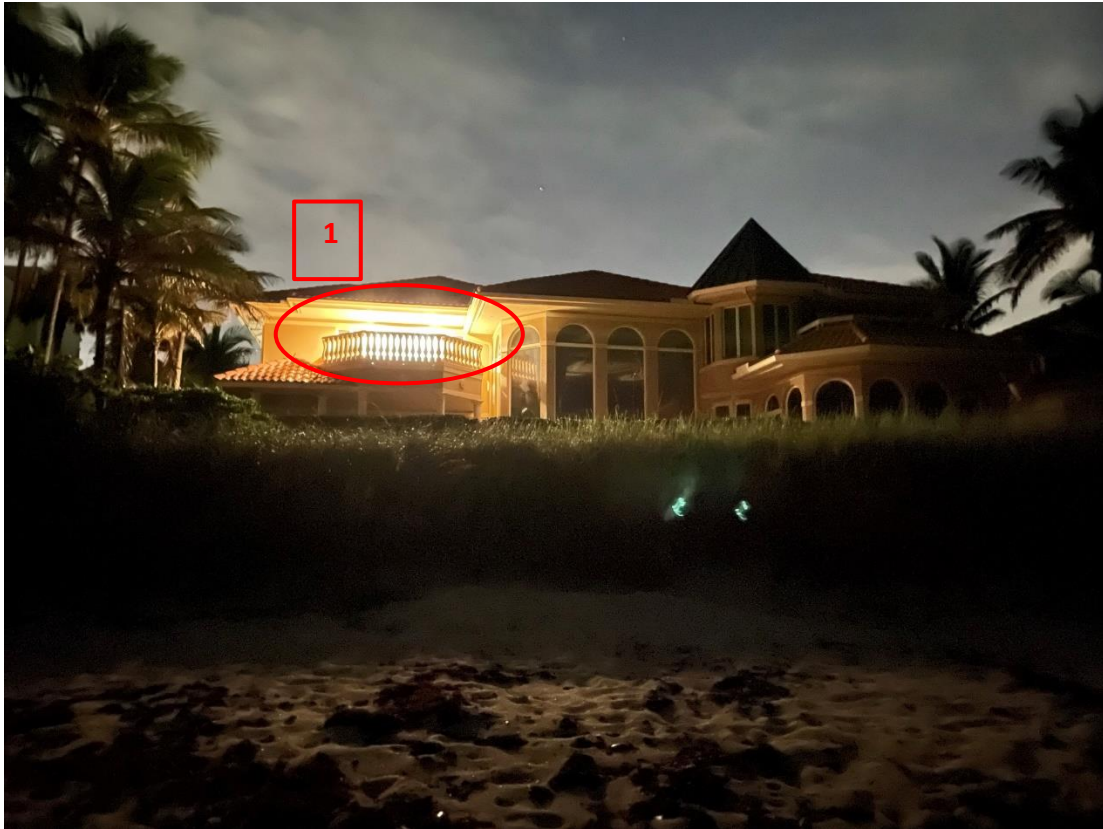
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|-----------------------|-----------------|----------------------|
| 1 | Wall mount | 1 | Roof |
| 2 | Ceiling mount | 1 | East, balcony |
| 3 | Interior | Unknown | East |
| 4 | Indirect illumination | Unknown | In-between buildings |

September 02, 2021
4221 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|----------|
| 1 | Interior | Unknown | East |

September 02, 2021
4301 S Ocean Blvd



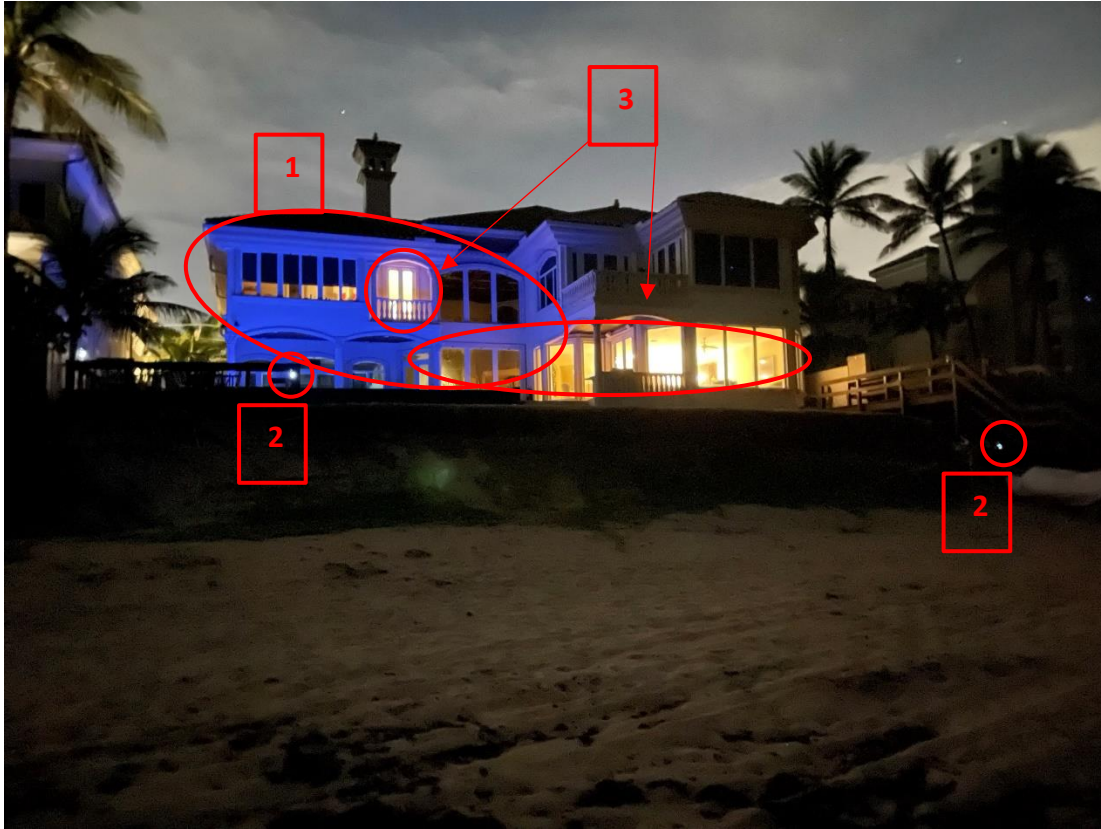
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------|----------|--------------------|
| 1 | Ceiling mounted | 2 | East, over balcony |

September 02, 2021
4307 S Ocean Blvd



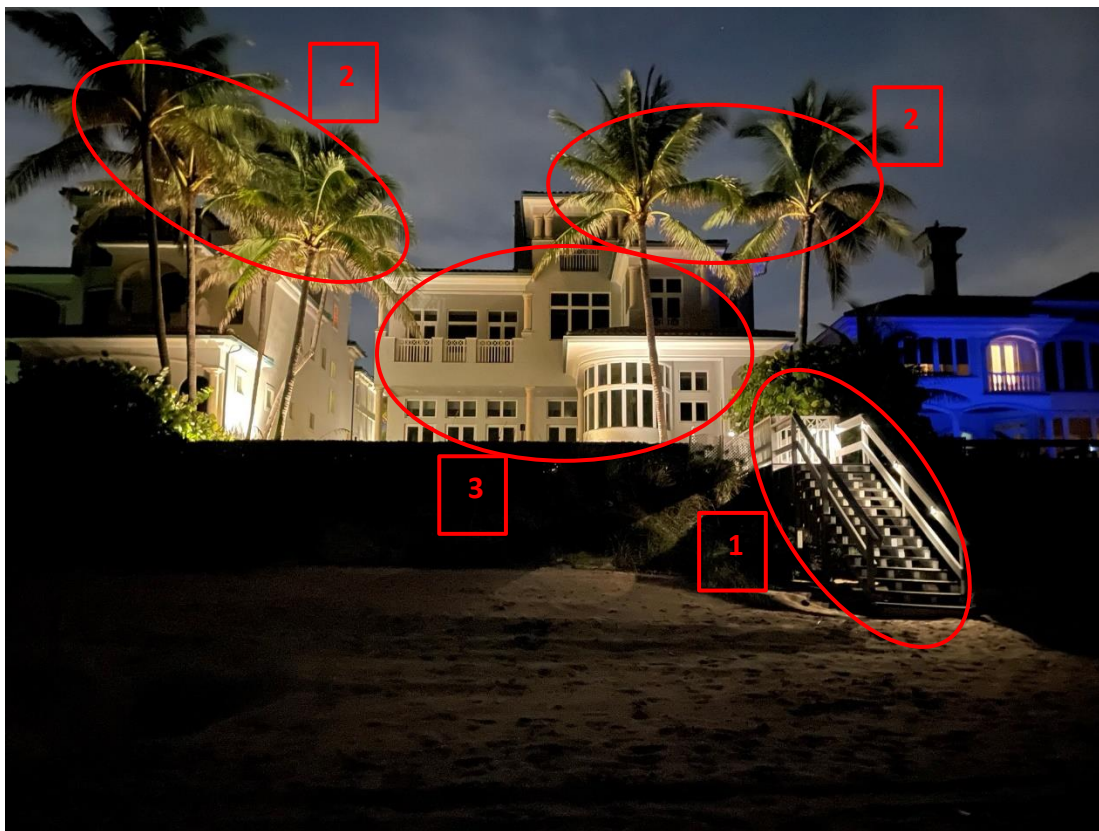
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|-----------|----------|
| 1 | Interior | ~ 2 rooms | East |

September 02, 2021
2 Ocean Place



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|----------|
| 1 | Indirect illumination from pool lighting | Unknown | East |
| 2 | Small blue solar path light | 2 | East |
| 3 | Interior | ~2 Rooms | East |

September 02, 2021
3 Ocean Place



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|----------------------|
| 1 | Beach access lighting | ~5-10 | East |
| 2 | Up lighting on vegetation | ~5 | Southeast, Northeast |
| 3 | Indirect illumination | Unknown | East |

September 02, 2021
4 Ocean Place



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|-----------------|
| 1 | Indirect illumination (multiple sources) | Unknown | East, from pool |

September 02, 2021
6 Ocean Place



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|----------|
| 1 | Beach access lighting | ~10 | East |
| 2 | Up lighting on vegetation | ~7-10 | East |
| 3 | Indirect illumination | Unknown | East |

September 02, 2021
7 Ocean Place



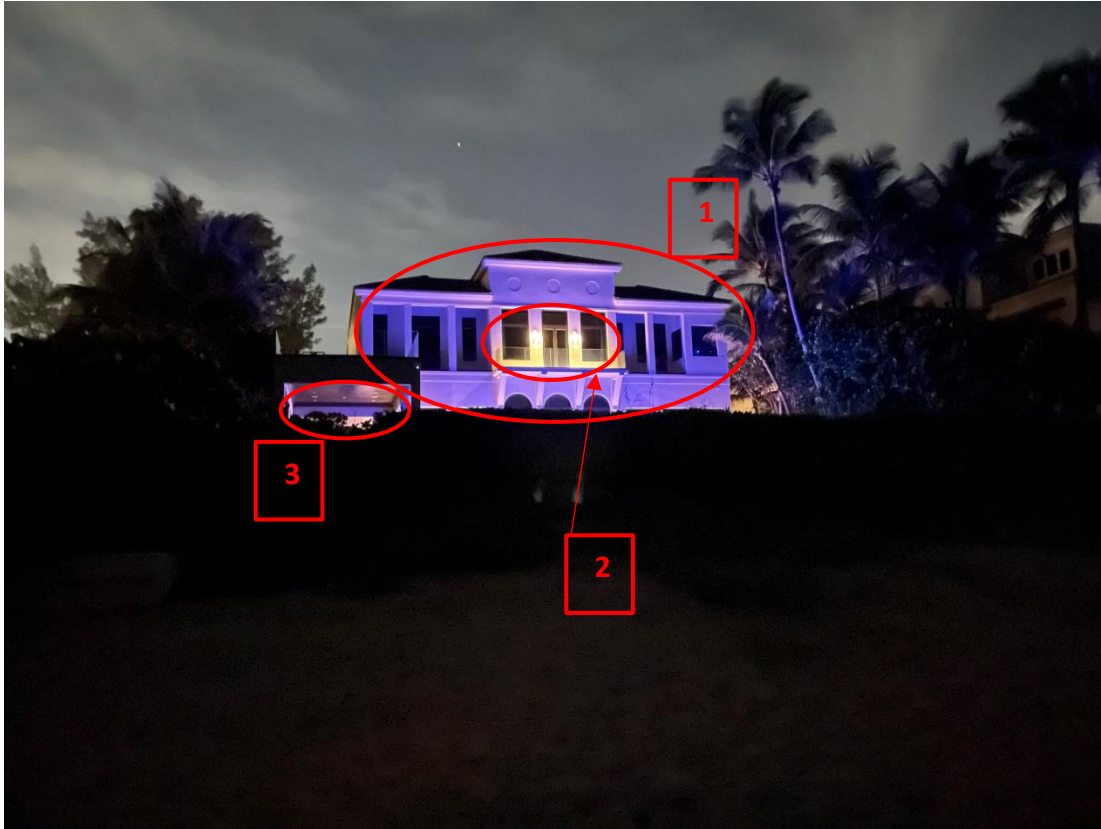
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|---------------------------|----------|----------|
| 1 | Pathlights | ~5 | East |
| 2 | Up lighting on vegetation | ~5-10 | East |
| 3 | Interior | Unknown | East |

September 02, 2021
8 Ocean Place



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|------------|
| 1 | Ceiling mounted | ~5 | East |
| 2 | Indirect illumination from up lighting | ~2-4 | North face |
| 3 | Interior | Unknown | East |

September 02, 2021
11 Ocean Place



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|--------------------|
| 1 | Indirect illumination from pool lighting | Unknown | East |
| 2 | Wall mounts | 2 | East |
| 3 | Bollards | Unknown | East, under cabana |

September 02, 2021
4505-4511 S Ocean Blvd



September 02, 2021
4505-4511 S Ocean Blvd



September 02, 2021
4505-4511 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--|----------|-------------------------|
| 1 | Parking garage lighting | Unknown | North and South |
| 2 | Yellow pole mounted | ~5 | Northwest parking lot |
| 3 | Indirect illumination from pool lighting | Unknown | Center of two buildings |
| 4 | Rope lights | 1 | East, on steps to beach |
| 5 | Interior | Unknown | East, West, South |

September 02, 2021
4519-4515 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-------------------------|----------|----------|
| 1 | Up lights on vegetation | Unknown | North |
| 2 | Interior | 2 rooms | |

September 02, 2021
4605 S Ocean Blvd



September 02, 2021
4605 S Ocean Blvd

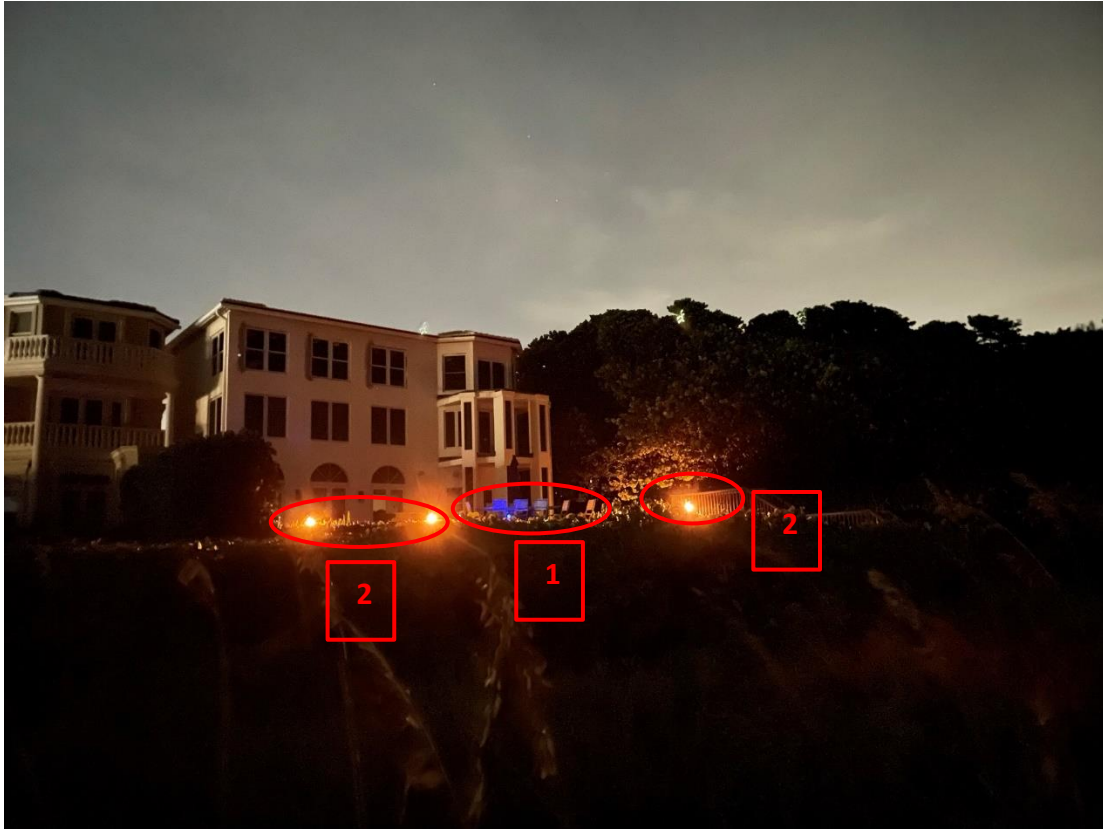
| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|-----------------------|------------------------------------|-----------------|
| 1 | Pole mount | 1 visible but probably multiple | South |
| 2 | Indirect illumination | Unknown | South, North |

September 02, 2021
4621 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|------------------------|----------|----------|
| 1 | Uplights on vegetation | Unknown | East |
| 2 | Indirect illumination | Unknown | East |
| 3 | Path lights | Unknown | East |

September 02, 2021
4713 S Ocean Blvd



September 02, 2021
4713 S Ocean Blvd

| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|--------------|---------------------|-----------------|-----------------|
| 1 | Blue path lights | 2 | East |
| 2 | Ground spotlights | 4 | East |

September 02, 2021
4715 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|--------------|----------|-----------|
| 1 | Spotlight | 1 | Southeast |

September 02, 2021
4801 S Ocean Blvd



September 02, 2021
4801 S Ocean Blvd



| ITEMS | FIXTURE TYPE | QUANTITY | LOCATION |
|-------|-----------------|----------|--|
| 1 | Ceiling mounted | 2 | South breezeway/patio, north stairwell, west of pool |
| 2 | Pole lights | 4 | North and west of pool area |
| 3 | Wall mounted | Unknown | East, north face |
| 4 | Spotlight | 1 | West of West stairs to pool |
| 5 | Step lights | Unknown | East, stairs to second floor |
| 6 | Interior | Unknown | East |

March 28, 2023

Town of Highland Beach Commission
3614 South Ocean Blvd.
Highland Beach, Florida, 33487

Dear Commissioners:

Sea Turtle Conservancy (STC) is the oldest sea turtle conservation group in the world with more than six decades of experience in the research and protection of sea turtles. For the past 13 years, STC's lighting experts have worked with hundreds of beachfront property owners throughout Florida to retrofit their lights with wildlife friendly lighting, which utilizes long wavelength lights, shielded fixtures and lowered mounting heights.¹ Science supports that white, unshielded light is harmful to wildlife and humans. Problematic light disrupts the sea-finding ability of hatchling sea turtles and discourages nesting in adult females.² After decades of tireless conservation work by government entities, nonprofit organizations, scientists and advocates, Florida's sea turtles are beginning to show signs of recovery, but coastal development and artificial light threaten to upend this progress. The good news is that coastal light pollution is manageable through effective protection laws and enforcement.

STC is writing to encourage the Commission to approve the proposed language to the Town's Sea Turtle Protection Ordinance, with one minor addition mentioned below, as we believe it will better protect the local population of threatened and endangered sea turtles from the threat of artificial lighting.

STC applauds the Town's decision to update its Sea Turtle Protection Ordinance to better reflect advances in technology and research. After reviewing the proposed ordinance language, it is clear that the Town has implemented language from the Florida Department of Environment Protection's (FDEP) Model Lighting Ordinance for Sea Turtle Protection, which is the most ideal ordinance language that local governments can use to protect their local sea turtle population.³ However, while the proposed language's recommendations for tinted glass reflect what is in the Model Lighting Ordinance, preliminary research by the Florida Fish and Wildlife Conservation Commission (FWC) in 2022 recommends a tint transmittance of 30% or less. By slightly adjusting this number in the language, the Town will have the ability to better protect sea turtles from interior light trespass, which can be just as harmful as misused exterior lighting.

After making this adjustment to the ordinance language, STC highly encourages the Town to invest in resources that will allow code enforcement personnel to work at night. An ordinance cannot be effective without proper implementation. Although disorientation reports collected in the morning by Marine Turtle Permit Holders can point to potential lighting problems, they are often under-reported and can miss important pieces of information that can only be collected at

¹ Over the past 13 years, STC has [retrofitted](#) more than 280 beachfront properties with wildlife-friendly lighting.

² Witherington, B (1992). Behavioral Responses of Nesting Sea Turtles to Artificial Lighting. *Herpetologica*, 48(1), 1992, 31-39

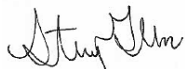
³ https://floridadep.gov/sites/default/files/62B-55_ModelLightingOrdinance_NPR_0.pdf

night. Hundreds of code enforcement officers in Florida conduct nighttime surveys throughout the year to identify potential violations of their ordinance in real time and provide property owners with recommended solutions. STC offers free workshops for code enforcement personnel that discuss pertinent lighting solutions and enforcement strategies. The workshops also offer code enforcement personnel Continuing Education credits. STC would be happy to invite your code enforcement staff to attend these workshops.⁴

Finally, if the Town approves the new ordinance language, STC recommends that staff conduct an educational campaign to inform local residents about the ordinance change. This will remind coastal property owners that an ordinance exists and allow them time to make the necessary changes to their lighting to ensure that they are not in violation of the new ordinance. This can be done through physical mailers, social media posts, email communication, or tabling at local events. STC has free resources dedicated specifically to helping local governments educate their constituents about ordinance updates. Please contact STC if you are interested in receiving these materials.

To summarize, STC applauds the effort that the Town of Highland Beach has made to improve its Sea Turtle Protection Ordinance. **After adjusting the tint transmittance requirement, allowing code enforcement officers to work at night, and educating the community about the change, the Town will have the ability to reduce disorientations of federally-protected sea turtles in its jurisdiction.** Please do not hesitate to contact me at Stacey@conserveturtles.org if you have questions about this letter or would like additional information.

Sincerely,



Stacey Gallagher
Development and Policy Coordinator/Sea Turtle Lighting Project Specialist

⁴ <https://conserveturtles.org/beachfront-lighting-education-outreach-materials/>

File Attachments for Item:

A. Approval of Meeting Minutes

March 07,2023 - Commission Meeting Minutes

March 21, 2023 - Commission Special Meeting Minutes

March 24, 2023 - Commission Special Meeting Minutes

March 28, 2023 - Commission Special Meeting Minutes



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

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

Date: March 07, 2023
Time: 1:30 PM

1. CALL TO ORDER

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

2. ROLL CALL

Commissioner David Stern
Commissioner John Shoemaker
Commissioner Evalyn David
Vice Mayor Natasha Moore
Town Attorney Leonard Rubin
Town Manager Marshall Labadie (virtually)
Town Clerk Lanelda Gaskins

ABSENT

Mayor Douglas Hillman

3. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF THE AGENDA

Vice Mayor Moore postponed Items 10.C., Discussion on Zoning District Density Review Initiative, and Item 11.E., Update on the Canvassing Board to the next Town Commission meeting.

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

5. PRESENTATIONS / PROCLAMATIONS

A. 2023 Region VI Best Tasking Drinking Water Contest Winner Award

Vice Mayor Moore presented the above reference award to the Public Works and Water Treatment staff.

Kara Mills, Chair of the American Water Works Association, spoke briefly about the association and the importance of the award.

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

Ms. Rhonda Giger, General Council with the Palm Beach County Commission on Ethics, reminded the Town Commission that the Palm Beach County Commission on Ethics is available for the town.

C. Resolution No. 2023-003

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 Financial Advisory Board; and providing for an effective date.

Vice Mayor Moore read the title of Resolution No. 2023-003.

Applicant John Verdile spoke about his interest to serve on the Financial Advisory Board. The Town Commission interviewed applicant John Verdile.

Motion: Stern/David - Moved to approve Resolution No. 2023-003, which passed 4 - 0.

6. PUBLIC COMMENTS

Vice Mayor Moore opened public comments.

Ms. Judith Goldberg commented on the Natural Resources Preservation Advisory Board Night Event. She asked the Town Commission to consider placing the renewal of the feasibility study on the agenda.

Mr. Jack Halpern of 4511 S. Ocean Blvd. commented that he spoke with FDOT project manager about the format of the FDOT public meetings, bike lanes, and drainage.

Town Clerk Gaskins read an email from Mr. Jeffrey Kleinman dated March 06, 2023.

7. ANNOUNCEMENTS

Vice Mayor Moore read the announcements as follows:

Board Vacancies

Board of Adjustment and Appeals

Two (2) vacancies, all for three-year terms

One (1) vacancy for an unexpired term
ending September 21, 2024

Natural Resources Preservation
Advisory Board

Three (3) vacancies for unexpired
terms ending April 30, 2024

Meetings and Events

March 09, 2023 - 9:30 A.M.

Planning Board Regular Meeting

March 13, 2023 6:00 P.M.

FDOT Public Meeting

March 14, 2023 7:00 A.M. – 7:00 P.M

Highland Beach General Election

March 15, 2023 - 1:00 P.M.

Code Enforcement Board Regular
Meeting

March 21, 2023 - 1:30 PM

Town Commission Special Meeting

Board Action Report

None.

8. ORDINANCES

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).

A. None.

10. UNFINISHED BUSINESS

A. Fire Rescue Implementation Update

Vice Mayor Moore read the title of this item.

Town Manager Labadie provided an update on the Fire Rescue Implementation.

Fire Chief Glenn Joseph provided an update on the ALC from the State and the patches.

Town Manager Labadie presented a PowerPoint slide depicting a site map of the Town Complex. The plan is to make this effective during the groundbreaking ceremony and going forward through construction. There was discussion about relocating the stationary mailbox near the library drop box and to also identify other areas where the residents can drop off their mail.

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

Town Manager Labadie commented on the Florida Department of Transportation upcoming public meeting on March 13, 2023 and the RRR project as it relates to drainage/stormwater, the bike lane, and safety.

Vice Mayor Moore asked Town Manager Labadie to forward the emails they have received to the FDOT representative and ask them to incorporate these into the meeting with the public.

Town Manager Labadie encouraged the residents to carpool on March 13, 2023. There were discussions about the project from Grand Court to Linton Boulevard.

C. Discussion on Zoning District Density Review Initiative.

This item was postponed to the next Town Commission meeting.

11. NEW BUSINESS

A. Approve and authorize the Public Works Director to repair the pump at Lift Station One in the amount of \$29,420.00 by Xylem Water Solutions USA, Inc.

Vice Mayor Moore read the title of this item.

Public Works Director Pat Roman presented this item.

MOTION: David/Stern - Moved to Approve and authorize the Public Works Director to repair the pump at Lift Station One in the amount of \$29,420.00 by Xylem Water Solutions USA, Inc. The motion passed unanimously 4 - 0.

B. Approve and authorize a cooperative purchase for Graybar to supply and install nine (9) new VFDs for the Water Treatment Plant's SCADA system.

Vice Mayor Moore read the title of this item.

Public Works Director Pat Roman presented this item.

Commissioner Shoemaker asked Public Works Director to provide the schematics for future items.

MOTION: David/Stern - Moved to approve and authorize a cooperative purchase for Graybar to supply and install nine (9) new VFDs for the Water Treatment Plant's SCADA system for not more than \$260,000.00. The motion passed unanimously 4 - 0.

C. Approve and authorize an emergency procurement to purchase two (2) Hitachi submersible motors from Sun-Star Electric Inc. for the Water Treatment Plant.

Vice Mayor Moore read the title of this item.

Public Works Director Pat Roman presented this item.

MOTION: David/Stern - Moved to approve and authorize an emergency procurement to purchase two (2) Hitachi submersible motors from Sun-Star Electric Inc. for the Water Treatment Plant. The motion passed unanimously 4 - 0.

D. Approve and authorize an emergency procurement for Pantropic Power to replace the main generator's radiator and repair the fuel tank.

Vice Mayor Moore read the title of this item.

Public Works Director Pat Roman presented this item.

MOTION: David/Stern - Moved to approve and authorize an emergency procurement for Pantropic Power to replace the main generator's radiator and repair the fuel tank for approximately \$90,000.00. The motion passed 4 to 0.

E. Update on the Canvassing Board

Vice Mayor Moore postponed this item to the next Town Commission meeting.

F. Approval of Meeting Minutes

February 21, 2023 - Commission Meeting Minutes

MOTION: David/Stern - Moved to approve the Meeting Minutes as presented, which passed unanimously 4 - 0.

12. PUBLIC COMMENTS

Vice Mayor Moore opened public comments.

Mr. Jack Halpern of 4511 S. Ocean Blvd. provided additional public comments regarding the bike lane and traffic flow.

Rick Greenwald of Bel Lido provided comments about road drainage issues, the upcoming RRR project, and bike lanes.

13. TOWN COMMISSION COMMENTS

Commissioner John Shoemaker had no comments.

Commissioner Evalyn David had no comments.

Commissioner David Stern thanked the Town Commission for his temporary appointment. He suggested revisiting the Town Charter as it relates to the spending limitation and compensation for the Town Commission.

Vice Mayor Natasha Moore spoke about Penthouse Towers dune restoration project in their community.

14. TOWN ATTORNEY'S REPORT

Town Attorney Rubin had nothing to report.

15. TOWN MANAGER'S REPORT

Town Manager Labadie reported the following:

He commented on the stormwater drainage as it relates to Mr. Kleinman's comment.

He mentioned House Bill 1124 which relates to adopting stormwater regulations locally.

The Twelve-Month report was provided by FDOT.

The original consultants on the Dune Feasibility Study have made a proposal which will be reviewed.

1.City of Delray Beach Update

He has been working with Town Attorney Torcivia on the findings to present to the City of Delray Beach. He asked the Commission if they were comfortable with the Town Manager sending the letter to the City of Delray Beach. The Commission nodded yes.

He mentioned that he may have to return to Tallahassee in regard to auditing questions.

2. Discussion of Groundbreaking Event

The Groundbreaking Event will be held on March 31, 2023 at 9:00 A.M. Parking will be limited.

16. ADJOURNMENT

The meeting adjourned at 3:17 P.M.

APPROVED April 4, 2023, Town Commission Meeting.

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

Lanelda Gaskins, MMC
Town Clerk

04/04/2023

Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the event 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/>.



TOWN OF HIGHLAND BEACH TOWN COMMISSION SPECIAL MEETING MINUTES

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

Date: March 21, 2023
Time: 1:30 PM

1. CALL TO ORDER

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

2. ROLL CALL

Commissioner David Stern
Commissioner John Shoemaker
Commissioner Evalyn David
Vice Mayor Natasha Moore
Town Attorney Glen Torcivia
Town Manager Marshall Labadie
Town Clerk Lanelda Gaskins

3. PLEDGE OF ALLEGIANCE

The Town Commission led the Pledge of Allegiance to the United States of America followed by a moment of silence for the passing of Mayor Douglas Hillman.

Vice Mayor Moore announced that she was going to give the public time to make comments in honor of Mayor Douglas Hillman.

Fred Rosen of Boca Highlands gave comments on Mayor Hillman and mentioned that the Town could name the new Firehouse after him, he also thanked the Commissioners for their service.

Commissioner Shoemaker made comments on his time working with Mayor Hillman, he also supported naming the Firehouse after Mayor Hillman.

Commissioner David spoke about the contributions that Mayor Hillman made to the town, she also supported naming the Firehouse after Mayor Hillman.

Commissioner Stern spoke about Mayor Hillmans time as Mayor.

Town Manager Labadie made comments about Mayor Hillman's positive interactions with employees and his relationship with him.

Town Attorney Torcivia spoke positively about Mayor Hillman.

Vice Mayor Moore spoke about working with Mayor Hillman and how she is honored to take his position and she hopes to continue his legacy.

4. PUBLIC COMMENTS

Vice Mayor Moore opened public comments.

Barry Donaldson of 3700 South Ocean Blvd. made comments on Mayor Hillman's passing and endorsed Natasha Moore for Mayor. He made comments on filling the vacancy of Vice Mayor.

Jack Halpern of 4511 South Ocean Blvd made comments about naming the Firehouse after Mayor Hillman and on filling the vacancy of Vice Mayor.

Margarita Chapplelear of Bel Air Dr. commented about the passing of Mayor Hillman and on filling the vacancy of Vice-Mayor.

Ron Reame of Dalton Place spoke about the FDOT meeting, filling the vacancy of Vice Mayor and congratulated the newly elected Commissioners.

Chris Viegas of Clarendon Condominiums talked about the passing of Mayor Hillman and filling the vacancy of Vice Mayor.

John Chapplelear of Bel Air Dr. spoke in support of naming Commissioner Shoemaker Vice Mayor.

Peter Kosovsky of Villa Nova made comments on the election, filling the vacancy of Vice Mayor, thanked the Commissioners for their service, and congratulated the newly elected Commissioners.

APPROVAL OF THE AGENDA

Vice Mayor moved Item 10, Discussion on Filling the Vacant Mayor Commissioner Seat to after Item 8, Swearing in and seating of Newly Elected Officials.

Motion: David/Stern - Moved to approve the agenda as amended which passed unanimously 4 to 0.

5. DECLARING THE GENERAL ELECTION RESULTS

A. Resolution No. 2023-006

A Resolution of the Town Commission of the Town of Highland Beach, Florida, declaring the results of the Municipal General Election held on March 14, 2023; providing for an effective date; and for other purposes.

Vice Mayor Moore read the title of Resolution No. 2023-006.

Motion: David/Stern - Moved to approve Resolution No. 2023-006, which passed unanimously 4 - 0.

6. DECLARING THE GENERAL ELECTION RESULTS

A. Resolution No. 2023-007

A Resolution of the Town Commission of the Town of Highland Beach, Florida, declaring an unopposed candidate elected to office and providing for an effective date.

Vice Mayor Moore read the title of the Resolution No. 2023-007

Motion: David/Stern - Moved to approve Resolution No. 2023-007, which passed unanimously 4 - 0.

7. COMMENTS FROM OUTGOING OFFICIALS

Vice Mayor Moore read the title of the Item and presented Commissioner Shoemaker with a certificate of appreciation for the time he served as a Commissioner.

Commissioner Shoemaker spoke about public participation in Town meetings, his life, time on the Commission, the Veterans in Highland Beach, and he endorsed Natasha Moore to be the next Mayor.

Vice Mayor Moore thanked and presented Commissioner Stern with a certificate of appreciation for the time he served as a Commissioner.

Commissioner Stern thanked the Commission and Town Staff and congratulated the new Commissioners.

8. SWEARING IN AND SEATING OF NEWLY ELECTED OFFICIALS

Vice Mayor Moore congratulated Judith Goldberg and Don Peters on their win. She read the title of the item.

Town Clerk Gaskins swore in Judith Goldberg and Don Peters as Commissioners for the Town of Highland Beach.

The new Commissioners took their seats on the dais.

9. FINANCIAL FORECAST MODEL

A. Preview of Five-Year Financial Forecast Model

Vice Mayor Moore read the title of the item and introduced David DiLena the Director Finance.

David DiLena, Director of Finance, gave an informative PowerPoint presentation showing the 5-year Budget Forecast.

Vice Mayor Moore opened public comments after the presentation.

Shay (inaudible), made comments on the presentation.

A discussion followed about milage rate, funds, expenditures, staffing, investment income, taxes and how the budget process will continue.

10. DISCUSSION ON FILING THE VACANT MAYOR-COMMISSIONER SEAT UNTIL THE NEXT REGULAR GENERAL ELECTION OF MARCH 19, 2024, PER SECTION 1.06(11) OF THE TOWN'S CHARTER (This item was moved to after Item 8)

Vice Mayor Moore introduced the item and there was discussion on how to fill the vacancy.

There will be a special meeting Friday March 24, 2023, at 1:30 PM to review applications for the vacancy. A vote will be taken to determine who will fill the vacancy after interviewing the applicants.

Those who are interested will have until close of business Thursday to submit their paperwork.

Town Manager Labadie said that information would be sent out via email to residents about the application process and deadlines.

Motion: David/Goldberg - Moved to hold a Special Commission Meeting on Friday March 24, 2023, at 1:30 PM to select a new Commissioner from those people who have expressed interest by close of business March 23, 2023, which passed unanimously 4- 0.

11. ANNOUNCEMENTS

Vice Mayor Moore read the following announcements as follows:

March 24, 2023 – 1:30 P.M. Town Commission Special Meeting

March 28, 2023 – 1:30 P.M. Town Commission Special Meeting

12. TOWN COMMISSION COMMENTS

Commissioner Goldberg expressed gratitude to be on the Commission and that she will take her commitment to the residents very seriously.

Commissioner Peters thanked voters and expressed that he will work hard to represent the residents.

Commissioner David commented on the previous civility pledge that she looks forward to looking with the new Commissioners.

Vice Mayor Moore welcomed the new Commissioners and expressed that she looks forward to working together.

Town Manager Labadie welcomed the new Commissioners and expressed gratitude to the residents who came out for the meeting.

Town Attorney Torcivia welcomed the new Commissioners and spoke briefly about Florida Sunshine Laws.

13. ADJOURNMENT

The meeting adjourned at 3:17 PM.

APPROVED April 4, 2023, Town Commission Meeting.

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

Lanelda Gaskins, MMC
Town Clerk

04/04/2023
Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the event 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/>.



TOWN OF HIGHLAND BEACH TOWN COMMISSION SPECIAL MEETING MINUTES

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

Date: March 24, 2023
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 Don Peters
Commissioner Evalyn David
Mayor Natasha Moore
Town Manager Marshall Labadie
Town Attorney Glen Torcivia
Town Clerk Lanelda Gaskins

3. PLEDGE OF ALLEGIANCE

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

4. PUBLIC COMMENTS

Mr. Fred Rosen provided comments about the loss of two Mayors, the need for three out of the five Commissioners to have experience because of the pending projects, and he urged the Commissioners to select one of the two previous Commissioners.

A. Various public comments for Vice Mayor-Commissioner Vacancy

Mayor Moore indicated that there were various public comments for the Vice Mayor Commissioner Vacancy that were sent in and have been included in the Agenda Packet.

5. APPOINTING THE VICE MAYOR-COMMISSIONER TO THE MAYOR-COMMISSIONER UNTIL MARCH 19, 2024 GENERAL ELECTION

A. Resolution No. 2023-008

A Resolution of the Town Commission of the Town of Highland Beach, Florida, appointing the Vice Mayor-Commissioner as the Mayor-Commissioner until the next General Election, and providing for an effective date.

Mayor Moore read the title of Resolution No. 2023-008.

MOTION: Peters/David - Moved to approve Resolution No. 2023-008, which passed unanimously 4-0.

6. COMMISSION INTERVIEW APPLICANTS / RESOLUTION NO. 2023-008 / SWEARING IN AND SEATING OF NEWLY APPOINTED VICE MAYOR-COMMISSIONER

A. Commission Interview Applicants for the Vacant Vice Mayor-Commissioner position that is to be filled until March 19, 2024, General Regular Election, per Section 106(11) of the Town's Charter.

Applicants:

Milton Barbarosh
Roberta Kruta
James Murray
John Shoemaker
David Stern
Christine Viegas

Mayor Moore explained the Commission interview and selection process.

The Town Commission interviewed the above-referenced applicants. Each applicant spoke about their interest to be a Town Commissioner, their professional experiences, community involvement, and Town projects and/or accomplishments.

Town Clerk Lanelda Gaskins handed out a ballot to each Commissioner, and the Town Commission selected a person to fill the temporary vacancy. Town Clerk Lanelda Gaskins collected the ballots and read the results. Mr. David Stern received four (4) votes unanimously.

B. Resolution No. 2023-009

A Resolution of the Town Commission of the Town of Highland Beach, Florida, filling the vacancy of the Office of Vice Mayor-Commissioner until the next general election; and providing for an effective date.

Mayor Moore read the title of Resolution No. 2023-009.

MOTION: David/Peters - Moved to approve Resolution No. 2023-009, which passed unanimously 4 to 0.

C. Swearing In and Seating of the Newly Appointed Vice Mayor-Commissioner

Town Clerk Gaskins swore in Mr. David Stern, the newly appointed Vice Mayor-Commissioner. Vice Mayor Stern took his seat on the dais.

7. ANNOUNCEMENTS

Mayor Moore read the announcements as follows.

March 28, 2023 - 1:30 P.M. Town Commission Special Meeting

8. TOWN COMMISSION COMMENTS

Commissioner Judith Goldberg commented on the great quality of the candidates.

Commissioner Don Peters spoke about the talented people that applied and encouraged residents to serve on a Town Board.

Commissioner Evalyn David spoke about the Town in regard to the quality and experience of the residents.

Vice Mayor David Stern thanked everyone and encouraged others to participate in some way with the Town.

Mayor Natasha Moore spoke about the impressive people that applied.

Town Manager Labadie mentioned that next week they will start looking at the Construction Manager at Risk document.

Town Attorney Torcivia welcomed back Vice Mayor Stern.

9. ADJOURNMENT

The meeting adjourned at 3:02 P.M.

APPROVED April 4, 2023, Town Commission Meeting.

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

Lanelda Gaskins, MMC
Town Clerk

04/04/2023
Date

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TOWN OF HIGHLAND BEACH TOWN COMMISSION SPECIAL MEETING MINUTES

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

Date: March 28, 2023
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 M. Goldberg
Commissioner Evalyn David
Vice Mayor David Stern
Mayor Natasha Moore
Town Manager Marshall Labadie
Town Attorney Lenard Rubin
Town Clerk Lanelda Gaskins

ABSENT

Commissioner Donald Peters

3. PLEDGE OF ALLEGIANCE

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

4. PUBLIC COMMENTS

There were no public comments.

5. CONSTRUCTION MANAGEMENT AT RISK AGREEMENT

A. Approve and authorize the Mayor to execute a Construction Agreement between the Town of Highland Beach and Kaufman Lynn Construction for the Construction Manager at Risk for the Fire Department.

Mayor Moore read the title.

Town Manager Labadie presented this item. There would be an amendment next week to include the guaranteed maximum price and additional provisions for the fire rescue station construction. He mentioned that April 14, 2024, was the substantial completion date for the fire rescue station project.

Jeffrey Zalkin, Vice President of Development for Kaufman Lynn Construction, introduced himself and spoke about the partnership with The Town, previous projects he has worked on, timeline concerns, and the importance of the project.

Mishel Mako, Project Executive for Kaufman Lynn Construction, introduced himself and spoke about his responsibilities with the project.

John Huddleston, Preconstruction Manager for Kaufman Lynn Construction, introduced himself and spoke about the design process and the meetings that have taken place to get them to this point.

Sam Ferreri, Principal for PGAL Architects, introduced himself and spoke about the project's challenges and the process of designing the project.

Joby Balint, Project Manager for PGAL Architects, introduced himself and spoke about the design of the project.

Commission Comments:

Commissioner Goldberg commented about the internal project manager on this project. Town Manager Labadie explained that he and Fire Chief Joseph will both be internal project managers. Commissioner Goldberg inquired about the milestone schedule as it relates to payment. Town Attorney Rubin explained that the agreement was monthly and based on work completed. Town Manager Labadie commented on the fund balance policy, cash flow, and how the Commission will authorize that moving forward.

Commissioner Goldberg inquired about subcontractors as they relate to the Town's responsibility. Sam Ferreri spoke about the notification system that will be put in by subcontractors. John Huddleston mentioned that there would be other subcontractors for IT and TV, but that they would be providing raceways for all those runs. Town Manager Labadie commented on existing subcontractors that the Town already works with regard to IT and Comcast Channel 99.

Commissioner David referred to Page 2, Section 1.1.16 "Guaranteed Maximum Prices" or "GMP" and suggested that the word "Village" be changed to "Town". She inquired if Kaufman Lynn Construction has their own construction workers. Jeffery Zalkin explained that Kaufman Lynn does not have its own workers and they are the construction managers who oversee everything. She referenced Page 8, Article 3, Additional Services. She asked if the Town will be getting an hourly rate. Mishel Mako mentioned he would speak with the Town Attorney about daily rates. She inquired about the process related to hurricanes. She inquired about the schedule. Mishel explained official monthly schedules would be provided. Jeffery Zalkin spoke on how the process of construction management risk creates incentive to work as fast and efficiently as possible.

Vice Mayor Stern inquired about schedules. Mishel Mako spoke on the scheduling of construction crews and the ability to make up for lost time due to weather. Vice Mayor Stern inquired about parking for construction workers. Jeffrey Zalkin explained they are still working on a parking plan for subcontractors, and they will remain in charge of executing this plan. Town Manager Labadie explained that the Town is also working with Palm Beach County Parks and Recreation staff to secure additional parking options.

Commissioner Goldberg inquired about parking flow. Town Manager Labadie explained parking will be extremely tight and they are looking at flexible schedules for certain departments. The team will send the plan to the Town Commission and the condominium presidents and managers. Library programs will be after business hours and employee parking will be from 8 AM to 5 PM.

Jeffrey Zalkin explained that the parking lot will be shut down on April 7, 2023 and on the week of April 10, 2023 a fence will go up. Town Manager Labadie mentioned that they are communicating this information via newsflash, and Manager's Monthly. The entrance will be restriped to make it clear for everyone.

Commissioner Goldberg inquired if any construction would be done to the existing fire station. Town Manager Labadie spoke briefly about some options for that space but that it would be a separate project.

Mayor Moore inquired about how this project was different from other stations Kaufman Lynn had worked on. Jeffery Zalkin spoke about lessons learned from other projects. She also inquired about supply costs. Mishel Mako spoke about purchasing items in advance to work within the schedule. Town Manager Labadie spoke about the flexibility of items the Town is procuring for the project.

MOTION: David//Stern - Moved to accept the contract for the Construction Manager at Risk services between the Town and Kaufman Lynn Construction, which passed unanimously 4-0.

6. TOWN COMMISSION COMMENTS

Commissioner Judith Goldberg had no comments.

Commissioner Evalyn David had no comments.

Vice Mayor David Stern suggested adding an item on the next Town Commission agenda to discuss holding a public forum with the Florida Department of Transportation (FDOT) in regard to the RRR project.

Mayor Natasha Moore encouraged the residents to vote on the Town Entry Sign Contest before the March 31, 2023 deadline.

Town Manager Labadie made comments on a public forum meeting with FDOT in regard to capacity limitation, time/parking constraints with upcoming construction, and venue limitations. He indicated that FDOT could facilitate the drainage and keep two-way traffic going. He encouraged the Town Commission to think about the approach with FDOT as it relates to a scope change. FDOT will be letting the project on December 2023.

7. ADJOURNMENT

The meeting adjourned at 2:42 P.M.

APPROVED April 4, 2023, Town Commission Meeting.

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

Lanelda Gaskins, MMC
Town Clerk

04/04/2023
Date

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File Attachments for Item:

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

1. Discussion on public forum. Vice Mayor Stern
2. Additional Information. Mayor Moore

Marshall Labadie

From: GossettSeidman, Peggy <Peggy.GossettSeidman@myfloridahouse.gov>
Sent: Wednesday, March 8, 2023 10:09 AM
To: Marshall Labadie; Craig Hartmann; Douglas Hillman; Natasha Moore; John Shoemaker; Evalyn David; David Stern
Subject: Fwd: Unsafe State Road Stormwater Sewers.
Attachments: BestMaintPracticesSWRunoff.pdf.pdf

Hello All, please be advised of my response to Mr. Kleiman and CSHB's recent columns. Please note per his storm drain issues that these currently are covered under DEP regulations. Now an update defining further and stricter regulations was just heard in my Water Quality Legislative Committee by DEP this morning. As can happen between government agencies, discussions between FDOT and DEP may be needed to facilitate management of these drains in Highland Beach per the RRR and in general to improve drainage. I will be reporting this to Mr. Kleiman this week and will copy you. Any assistance with the agencies may be facilitated through my office as needed per request from Mr. Labadie.

I hope all is well with you all.
Sincerely,
Peggy Gossett-Seidman
State Representative District 91

Sent from my i-Phone

Begin forwarded message:

From: "GossettSeidman, Peggy" <Peggy.GossettSeidman@myfloridahouse.gov>
Date: March 6, 2023 at 1:45:10 AM EST
To: Jeffrey <jeffreyfl@gmail.com>
Subject: Re: Unsafe State Road Stormwater Sewers.

Jeff, I will followup on this Tuesday and Wednesday and will present when I may in my state legislative water committees. While you are focused on Highland Beach, I am carrying those local issues and applying them statewide. I am filing bills and helping move forward other legislation that will assist ALL municipalities and ALL of Florida throughout 825 miles of beaches, for 900 freshwater springs, 1,104 swamps, 1,700 rivers covering 25,949 miles of which 50 miles are designated wild and scenic and another 12,000 fishable year-round, 1.5 million acres of Everglades, 80 estuaries, 19 inlets, 7,000 caves, 8,500 lakes, and 2.8 million acres including Arbuckle Creek of Lake Okeechobee. Further, it is all Interconnected via the three major aquifers.

Please allow me and other committees and legislators to do our jobs under a Governor who has done more for the beaches, Everglades and waters than anyone since Gov. Jeb Bush first canoed the wild rivers. Please help me so that CSHB does not present any more false, misleading or malicious language, or any possibly nebulous language, or even any grey-area "facts" that portrays our Town in a torn and divisive manner, on any topic. I cannot fight effectively for these major issues coming from and working for a town with an appearance of a feuding citizenry who act more like 2017 times when residents argued and shouted wild rants meetings, inciting police escorts from Chambers. We need to be united and working together. If these CSHB people really care, why don't they write their legislators, or attend meetings in town, county or state? They don't they even all sign their letters. Really do your think if

CSHB did not exist that our voters are too lazy or unintelligent to make the correct choices in voting? I think more highly of their smarts and research capability than that.

If anyone is going to save Highland Beach, they are these two state water committees, current and immediate-past elected officials, and dedicated staff of the Town, county and state. I am certain all those persons would welcome residents' input presented in congenial and factual terms at meetings or in correspondence.

We must make change together, with current facts in an educated, civil and substantiated manner. Maybe over time you will see more of what I mean.

In the meantime, I am relying on your proven accurate information you provided over the years on beach, sand and water issues and will be presenting your information on the sand dredging, first flush, and more, and photos over the next two months to state legislative committees. I am putting in unbelievable long hours at great personal expense and am happy to do so. Except: Imagine how I feel doing that and then reading these columns detailing malicious statements and inaccurate facts. This while I am coordinating on similar issues with local, county and state officials in a productive fashion. We are working together, bipartisan people, on committees dedicated to improving the environment, toward the same goals for our waters and state. That is how you make change for the better. And that is how we save Highland Beach.

Peggy Gossett-Seidman
District 91 State Representative

Sent from my i-Phone

On Mar 5, 2023, at 11:49 PM, Jeffrey <jeffreyfl@gmail.com> wrote:

EXTERNAL EMAIL: This email originated from outside of the Legislature. USE CAUTION when clicking links or opening attachments unless you recognize the sender and know the content is safe.

Peggy, seems like FDOT wrote the book on stormwater management, but they don't practice what they preach.

Sent from my iPad

On Mar 5, 2023, at 8:20 PM, GossettSeidman, Peggy
<Peggy.GossettSeidman@myfloridahouse.gov> wrote:

Thank you.

Peggy Gossett-Seidman

Sent from my i-Phone

On Mar 4, 2023, at 11:54 PM, Jeffrey
<jeffreyfl@gmail.com> wrote:

EXTERNAL EMAIL: This email originated from outside of the Legislature. USE CAUTION when clicking links unless you recognize the sender and know the content is safe.

Florida representatives Caruso, and Gossett-
Seidman, Mayor, Vice Mayor, Commissioners,

There are numerous stormwater sewers along State
Road A1A in the town of Highland Beach. These sewer
intakes are on publicly owned land.

FDOT claims that these stormwater sewers are not
owned or maintain by FDOT.
Our town staff says that these State Road A1A
stormwater sewers are owned and should be
maintained by nearby private land owners.

Why is FDOT and our town relying on private land
owners to maintain State Road A1A stormwater runoff
sewers?
This is bizarre, and unsafe.

Shouldn't FDOT be responsible for the environmental
safe disposal of every drop of stormwater runoff from
the State Road?

Currently, these stormwater sewers in Highland Beach
are polluting our canals, the ICW, and subsequently the
Atlantic Ocean with First Flush Polluted stormwater.
The stormwater sewers need to be raised up so that
First Flush polluted stormwater soaks into the ground.
When the ground becomes saturated, then the
remaining cleaner stormwater will flow into the
elevated stormwater sewers.

Below are images of a couple of the stormwater
sewers.

Jeffrey Kleiman
3907 South Ocean Blvd.
Highland Beach Florida

<image7.jpeg>

<image8.jpeg>

<Storm_Drain.JPG>

First flush
[wikipedia.org](https://en.wikipedia.org/wiki/First_flush)



THE FLORIDA SENATE

Tallahassee, Florida 32399-1100

COMMITTEES:

Agriculture
Appropriations Subcommittee on Education
Community Affairs
Education
Ethics and Elections
Judiciary

SENATOR TINA SCOTT POLSKY

29th District

July 7, 2021

Secretary Kevin J. Thibault, P.E.
Florida Department of Transportation
605 Suwannee Street
Tallahassee, FL 32399-0450

Dear Secretary Thibault,

I am writing on behalf of the Town of Highland Beach, which has been in contact with the Florida Department of Transportation (FDOT) for a number of years regarding flooding along A1A. I also wanted to thank you for participating in a Zoom call with Highland Beach and myself on this matter during this year's legislative session.

As you are aware, the Town of Highland Beach has been working with FDOT since 2015 to address the dangerous flooding along A1A. It is my understanding that five years ago FDOT issued a drainage evaluation report and subsequently did some repairs. However, a number of repairs are still pending, particularly with regard to the swales.

I have been working with Highland Beach and have numerous documents that include FDOT's references to repairing the swales but without ever adequately following up on the matter.

Highland Beach has waited patiently for almost six years, so I would appreciate anything FDOT could do to move up the completion date for repairs to be made. In an email I received from FDOT on April 28, 2021, the upcoming resurfacing project in Highland Beach is not scheduled to begin until 2024. That would mean they must wait almost a decade for completion of the road work since the initial study was conducted!

Please let me know how I can assist in speeding up this project for the good people of Highland Beach.

Kindest Regards,

A handwritten signature in dark ink, appearing to read "Tina S. Polsky".

Senator Tina S. Polsky
Florida Senate, District 29

Cc: Peggy Gossett-Seidman, Highland Beach Town Commissioner

REPLY TO:

- ☐ 5301 North Federal Highway, Suite 135, Boca Raton, Florida 33487 (561) 443-8170
- ☐ 222 Senate Building, 404 South Monroe Street, Tallahassee, Florida 32399-1100 (850) 487-5029

Senate's Website: www.flsenate.gov

WILTON SIMPSON
President of the Senate

Page 194

AARON BEAN
President Pro Tempore

From: The Committee to Save Highland Beach <cshb@cshbfla.com>
Sent: Tuesday, November 12, 2019 2:20 PM
To: Terisha Cuebas
Subject: Save Our Town



THEY WORK FOR YOU - KEEP THEM IN LINE!

Announcements:

Community Events:

Library Events: Check out the wonderful events available at the Highland Beach

Library: <https://highlandbeach.us/departments/library/>

Interested in the Rotary: <https://www.bocasunsetrotary.org/> or call John Ross, 561-266-3700

Interested in the Shrine: Contact Bernard Featherman: 561-330-3522.

St. Lucy Church: For Mass Schedule, other events, details, contact information: <https://stlucycommunity.com/index.html>
(561) 278-1280

“ALL ARE WELCOME”

Planning Board Meeting, Thursday, November 14, 9:30, Town Hall

.

WHAT IS COMMISSIONER PEGGY UP TO?

Hint – This is a good thing.

Commissioner Peggy Gossett-Seidman has been spending her time getting things done for the Town. Things like actually getting the long-awaited crosswalk lighting installed, and getting the swales renewed in the FDOT right-of-way. Things we need. Things we've been willing to pay for. Things that seem on endless hold.

FDOT actually wanted to dig out the swales (a swale is defined as: "a low or hollow place, especially a marshy depression between ridges). They are the EPA's preferred method of removing/controlling casual water. The water goes into the swale – instead of the street, and then both evaporates and sinks into the ground. FDOT identified some 57 swales that had filled in over the years, and actually started digging them out. Then the two referendums came, along with the idea that we should engage in the paving over of our green roadside strip, and use artificial means to dump the resultant polluted scum into the Intracoastal. So, we twice told FDOT to back off.

In the case of the crosswalk lighting, the Town allocated the funds from the Penny tax to fund them. Then, in the most cynical action to pass any governmental entity, referendum proponents concocted a scheme to hold the implementation of the crosswalks hostage unless we voted for the \$45M boondoggle. Never mind that the money was allocated, or that residents were likely to get killed, no referendum, no crosswalks.

We were left with an intransigent FDOT waiting for our clown car of a Government to finally make up its mind, or skid entirely off the rails.

So, what has Commissioner Peggy done? Sick and tired of the cynicism and sloth, she has gone to the Florida Legislature to enable, and PAY FOR, these long-needed improvements. She met with House Rep. Caruso, and his staff, and he has introduced legislation. She has tirelessly lobbied BOTH parties in our interests. She refused to accept defeat.

Rep. Mike Caruso is an interesting politician. Rather than trying to use vital issues like the swales and the crosswalks to advance his own agenda, he embraced them in a totally non-partisan manner as soon as Commissioner Peggy brought them to his attention. He actually read the mountains of material that she gave him, and even took the time to come to Highland Beach during a monsoon like storm to stand out in the rain and observe how, and where, the water collected. He fashioned reasonable, and passionate arguments to present to the various committees and sub-committees that our bills

will have to navigate to become real. This from a guy whose District runs all the way to Vero Beach! (Ed. Note: I am a lifelong Democrat. I voted against Mike Caruso. I am an VP of our local Democratic Club. I am blown away by Caruso's selfless support of our Town's needs. He has approached this thinking only of the needs of the citizens of our Town, without thought of personal political benefit. I will vote for him next time out!)

House Bill 2159 appropriates \$750,000 for the drainage fix. It PASSED (That's right) the subcommittee UNANIMOUSLY (that's right again!).

House Bill 2185 commits \$200,000 for the crosswalk project. It goes to sub-committee Wednesday.

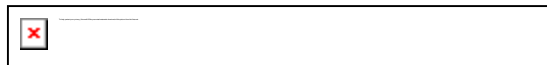
Thursday at 9:30, Town Manger Marshall Labadie will discuss the crosswalk project at the Planning Board Meeting at Town Hall.

What was too hard for successive Commissions, Peggy and Caruso are actually doing. We need to show our support. Send a note to CSHB showing why this is important, and why we support Rep. Caruso's efforts in our behalf. We will be sure that your feelings wind up in the right hands,

The Committee To Save Highland Beach: 734 members strong.

Forward this email to your contacts!

TO GODZILLA: Don't Come Back!



Joining is as easy as 1,2:

- Step 1: Send an email to cshb@cshbfla.com with the words: "Count me in". You don't need to identify yourself by name, or address, unless you wish to. We understand that some folks believe taking a stand against this Commission could lead to personal consequences. We will protect your anonymity if you so desire.

- **Step 2: Forward our future emails to at least two contacts in Highland Beach and ask them to do the same.**

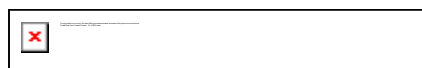


The Committee to Save Highland Beach | 3450 S. Ocean Blvd., apt. 806, highland beach, FL 33487

[Unsubscribe tcuebas@highlandbeach.us](mailto:tcuebas@highlandbeach.us)

[Update Profile](#) | [About Constant Contact](#)

Sent by cshb@cshbfla.com in collaboration with



Try email marketing for free today!

From: The Committee to Save Highland Beach <cshb@cshbfla.com>
Sent: Thursday, November 14, 2019 2:50 PM
To: Terisha Cuebas
Subject: Save Our Town



THEY WORK FOR YOU - KEEP THEM IN LINE!

Announcements:

Community Events:

Library Events: Check out the wonderful events available at the Highland Beach

Library: <https://highlandbeach.us/departments/library/>

Interested in the Rotary: <https://www.bocasunsetrotary.org/> or call John Ross, 561-266-3700

Interested in the Shrine: Contact Bernard Featherman: 561-330-3522.

St. Lucy Church: For Mass Schedule, other events, details, contact information: <https://stlucycommunity.com/index.html>
(561) 278-1280

“ALL ARE WELCOME”

Town Commission Regular Meeting– November 19, 2019 – 1:30 PM
Town Hall.

Light Up the Holidays and the 70th Town Anniversary Event -
December 5, 2019, 6:30 PM to 8:30 PM.

St. Lucy Catholic Church Christmas Boutique December 7 and 8,
2019. More Information: 561-278-1280

LOOK UP! Top of the page! There's a lot going on in the Town.

CSHB publishes upcoming events, as well as opportunities for you to get involved in various activities, in every post. You ought to take a gander. We all have busy lives, but this time of year is a good opportunity to get out of the house and mingle with neighbors outside of your Condo. Here a few highlights!

There will be a presentation on the Process of Impeachment by FAU Prof. Dr. Timothy Lenz next Wednesday (pretty good timing!) , along with State Sen. Lori Berman speaking about her priorities in the coming session, among which, we hope, will be Commissioner Peggy's Bills to have the State help pay for crosswalk lighting and swale renewal. The Highland Beach Democratic Club is sponsoring this event beginning 5:00 in the Library.

The Town is turning 70 and will be hosting a birthday party as well as the annual Light up the Holiday's celebration on December 5 at 6:30. There will be terrific entertainment, music, and (I hope) a cake,

St. Lucy Catholic Church will be having its annual Christmas Boutique on December 7 and 8. This annual event has a wonderful selection of gift and fashion items for your Holiday needs. And, it is a great way to support the wonderful charitable mission of the St. Lucy Community. (Full confession, I am not a Christian, nor a shopper, and the word "boutique" scares me to death, but I will be there to at least look around and maybe buy a few things.)

TWO FOR TWO!!!

Yesterday, the State House Subcommittee UNANIMOUSLY passed HB 2185. This Bill helps to fund the long awaited, and much anticipated, crosswalk lighting project. This falls on the heels of the unanimous support of HB 2159 which funds the drainage measures that we need to deal with the water ponding on A1A. The Bills, introduced by Rep. Mike Caruso (we will get Rep. Caruso to Town in person to thank him for his support as soon as possible). These Bills were created at, at the urging of our own Commissioner Peggy, and meet two desperately needed, but long ignored, improvements along the State's road.

Manager Marshall appeared before the Planning Board this morning to go over the status of the crosswalk project. Very simple: we are being jerked around by FDOT. Every time Marshall thinks he's given FDOT everything they could possibly need, they ask him for something else.

That's where we come in!

The Bills still have to be approved by the full Committees, and then the House itself, as well as State Senate Subcommittees, Senate Committees, and the full Senate, and then signed by the Governor.

Commissioner Peggy can not do this alone. The entire Community needs to show her, and the State Government – including FDOT – that we are united behind Commissioner Peggy and Rep. Caruso. It's very easy to do! Just reply to this post with your support. We will get those messages to the right people. The dozens of CSHB letters that you sent us in the last few days were very helpful in garnering support for the Crosswalk Bill.

Trust us on this: FDOT is paying attention to what's happening both here and in Tallahassee. SO, lets show them know how we feel!

The Committee To Save Highland Beach: 1040 members strong.

Forward this email to your contacts!

TO GODZILLA: Don't Come Back!



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· Step 1: Send an email to cshb@cshbfla.com with the words: "Count me in". You don't need to identify yourself by name, or address, unless you wish to. We understand that some folks believe taking a stand against this Commission could lead to personal consequences. We will protect your anonymity if you so desire.

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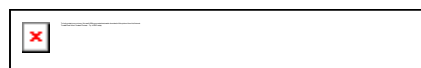


The Committee to Save Highland Beach | 3450 S. Ocean Blvd., apt. 806, highland beach, FL 33487

[Unsubscribe tcuebas@highlandbeach.us](mailto:tcuebas@highlandbeach.us)

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From: The Committee to Save Highland Beach Corp. <cshb@cshbfla.com>
Sent: Monday, January 27, 2020 2:34 PM
To: Terisha Cuebas
Subject: Save Our Town



THEY WORK FOR YOU - KEEP THEM IN LINE!

Government Public Meetings:

Town Commission Regular Meeting January 21, 2020 - 01:30 PM

Announcements:

Community Events:

Library Events: Check out the wonderful events available at the Highland Beach

Library: <https://highlandbeach.us/departments/library/>

Interested in the Rotary: <https://www.bocasunsetrotary.org/> or call John Ross, 561-266-3700

Interested in the Shrine: Contact Bernard Featherman: 561-330-3522.

St. Lucy Church: For Mass Schedule, other events, details, contact information: <https://stlucycommunity.com/index.html> (561) 278-1280. Be sure to check the St. Lucy Website for Mass times and other events around Christmas

“ALL ARE WELCOME”

Commissioner Peggy Reports on Progress in Tallahassee:

First, it is amazing that all the way in Tallahassee, Highland Beach was known for two things: the Baby Jesus stolen from St. Lucy Church, and how we own the No. 1 best reverse osmosis water plant in the State. Dozens of people chattered to me about both topics. So while we may be a small town, our news still travels 438 miles to Tallahassee.

PURPOSE OF TRIP: To meet with heads and members of the Senate and House Appropriations Committee, meet with Sen. Kevin Rader and Rep. Mike Caruso , and make our presence known to other key players regarding our bills. Also I will meet with League of Cities Officials and attend their functions. The trip is not an expense to taxpayers except for photocopies.

HISTORY: The Highland Beach Appropriations Requests were submitted to the Florida State House of Representatives in October by State Representative Mike Caruso. HB2159 for Drainage improvements requests \$750,000. It passed the Agriculture and Natural Resources Subcommittee. HB2189 for Crosswalks requesting \$201,523 passed the House Dept. of Transportation and Tourism Subcommittee. Both bills passed with unanimous votes, and were sent to the House Appropriations Committee.

Meanwhile, our Florida State Senator, Kevin Rader (District 29), filed the same Appropriations Requests in the Senate, and both were published extremely quickly. At the Senate, that is said to be a sign of a fully viable bill.

On the Opening Day of the Legislative Session 2020, both bills were formally introduced to the House. Bill HJ137, for Drainage Improvements, would be funded through the Department of Environmental Protection (DEP). Bill HJ138 (for Crosswalks) was set for one-time funding through the Department of Transportation (FDOT).

In the next step, the bills will be heard by both the Senate and the House Appropriations Committees: sometime between now and mid-to late-February. If the bills pass, they must be signed into law by Gov. DeSantis. The session ends mid-March.

MOST IMPORTANTLY: The key reason to attend was to meet with as many members of the two Appropriations Committees as possible. I prepared reports for each containing the bills' summary, photos of

flooding, crosswalk plans, and background on the town. I met with 14 Senators and Representatives on Appropriations, and made contact with another 4. Sometimes it was fortuitous to find them in their offices. Other times I made appointments and waited for their return from Committee work or other meetings. Plus I met with key people in government, personal contacts who are key players and assisted me from both the Republican and Democratic sides. Partisan politics plays somewhat of a role in Tallahassee, but so far we have had positive feedback and support from both sides.

REASONS WE HAVE VERY GOOD CHANCES AT SUCCESS FOR BOTH BILLS:

1. Gov. DeSantis: He lists top issues in this legislative session as the environment, sea-level rise and climate change. Our Drainage bill falls into this category, we explained how we have a dire need to improve our resilience now. The Governor has set aside a \$6 million grant program for local governments battling sea-level rise. That would be an obvious fit for our request. In conjunction, he is seeking higher standards for nutrient runoffs into waterways from agriculture, and reduced septic tank seepage. These indirectly affect Highland Beach by eventual runoff into the waters that surround us. Crosswalks are pure safety of citizens!

2. Return on Investment: The more we work now to improve our roadway, the less we will have to seek from the State in future fiscal years. We will have better crosswalks, more resistance to storms, safer evacuations in hurricanes, and less emergency assistance or road improvements required later.

3. Tourist Industry: The Delray Sands parking lot is totally flooded during king tides and unusable many other days. A1A is sometimes difficult to drive through. This hurts tourism. Keeping our roadway clear and safe to traffic is necessary to maintain business at our only hotel. For our motorist, bicyclist and pedestrian safety: poorly marked crosswalks are accidents waiting to happen. Upgraded crosswalks combined with drained streets improves safety and the quality of life for all residents and visitors.

It's as simple as that.

4. Representation: Rep. Caruso, and Sen. Rader are working closely with each other. They are from different sides of the aisle, and represent bipartisan support for our Bills.

WHERE DO WE GO FROM HERE? I am awaiting a meeting in person with Senate Pres. Galvano in mid-Feb. if approved during League of Cities Legislative Action Days. I will meet with other appropriations Committee members and key persons on both sides. That includes Speaker of the House Jose Oliva of Miami, whose district is well aware and already taking action on sea-level rise.

Also, the word is out. Before I even met with Senator Thurston (D-33) Ft. Lauderdale, he said, "No, no never mind, I got the memo. We got you, we know about you and you are preaching to the choir." Also Sen. Audrey Gibson, Democratic chimed in, also unexpectedly positive.

Street Parking Debacle:

Ed. Note: Our Commission has been debating side street parking seemingly since the beginning of time. Some time ago, they asked Manager Marshall and Chief of Police for recommendations, which they began debating, yet again, last week. This will end when the Commission realizes (for example) that parking rules are not like plans to rebuild the streets. Once you start digging up the street, you are committed to a long-term investment. Parking rules can be changed anytime by buying a few signs.

But the Commission keeps going on forever about this. The meetings are absurd. Or as our friend Geoff describes:

" During the last commission meeting, on the topic of side street parking we heard conflicting statements from our Commissioners:

Commissioner "A" said that most people that live on a side street favor a total ban on street parking.

Commissioner "B" said that most people who live on a side street are in favor of the current code that allows on street parking.

Commissioner "C" gave her own opinion that parking should continue to be allowed on side streets.

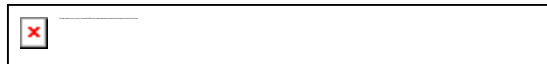
Commissioner "D" said let's just get this over with, whatever, I agree to anything.

Commissioner "E " spoke about Mahjong. "

The Committee To Save Highland Beach: 1045 emails strong.

Forward this email to your contacts!

TO GODZILLA: Don't Come Back!



Joining is as easy as 1,2:


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Let us know what you think in an email, and we may publish it
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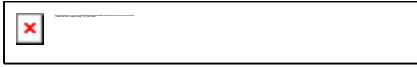
Save our Town

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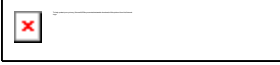
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Marshall Labadie

From: The Committee to Save Highland Beach Corp. <cshb@cshbfla.com>
Sent: Wednesday, March 18, 2020 5:05 PM
To: Terisha Cuebas
Subject: Save Our Town



THEY WORK FOR YOU - KEEP THEM IN LINE!

Government Public Meetings:

Commission Special Meeting March 24, 2020 - 01:30 PM . Maybe public, maybe not. Everyone's gone nuts, but as of now, the NEW Commission will be sworn in on schedule.

Announcements:

Community Events:

Library Events: Check out the wonderful events available at the Highland Beach

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Interested in the Rotary: <https://www.bocasunsetrotary.org/> or call John Ross, 561-266-3700

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St. Lucy Church:

For Mass Schedule, other events, details, contact information: (561) 278-1280.

Be sure to check the St. Lucy Website for Mass times, Fr. Horgan's YOUTUBE feed, and all events.

“ALL ARE WELCOME”

Visit St. Lucy website

Shabbat Services here in Highland Beach:

Everyone is accepted, respected and connected with Rabbi David. There are no dues or memberships. Services are conducted the second Friday of each month. For location and to RSVP:

Visit Come to the Tent website

Dear CSHB World:

So, we're all stuck in for awhile. It would be good to share. Please write to us and let us know how you're getting along, feeling, what's funny, what's not. Tips. Tricks. Recipes (especially useful for millennials who have never seen a stove actually work). Whatever. We will share with the community; as always keeping your identity private.

Try it - it's something to do. It's therapy; Better than looking at each other endlessly.

Corona Virus Notes - Day 5:

Corona Advice From CSHB

A Day Off:

Here at CSHB, we have been relentless in our criticism of the Town Commission. Given the current crisis, and the imminent replacement of Barry and Rhoda by sane individuals, we thought that this would be a good time to show our softer, more magnanimous side.

Unfortunately, we couldn't bring ourselves to do it.

Count on our good friend Ricky to step up and do it for us:

As usual, in your last few communications, you made multiple cogent points. Certainly, our government is a Town Manager system in which the Commission should hire/fire the Town Manager and be involved in policy, high level oversight, exercise fiduciary responsibility and adopt strategic plans. Operations and action plans should be under the purview of the Town Manager and Staff. The Commission should resist the very human temptation to micromanage, particularly as they are unlikely to be subject matter experts on many topics that may come before them. I agree with you.

However, I wouldn't be so harsh. At the last Commission meeting in February Mayor Zelniker publicly recognized the Town Manager approach and how the Commission should continue to work towards it. In fairness, we must also consider that it takes time to build trust. Mr. Labadie was appointed during a period of turmoil. To be kind, he was not asked to assume command of a well oiled machine. He was more handed a bucket and advised to start bailing and caulking. We have witnessed turnover on the Commission and a very divisive referendum. Significant distrust in all directions was a result. (As an active critic of the referendum misadventure, I am not about to defend the Commission on that one).

However, the Commission has since worked very diligently (if not necessarily efficiently) on long neglected issues such as crosswalks, building codes, parking, enforcement, advisory board processes while investigating a host of others including beach re-nourishment, plantings, cleanup, storm drains, A1A drainage, water quality etc. etc. While doing so the Commission (in particular the Mayor) has been extremely solicitous of public feelings and comment. It's a very long list of items—probably too long for the size of the Town staff and leadership bench strength to manage completely. Even so, at the last meeting we heard that the yearly financial report was cited for excellence and that our finances are in great shape. We also learned that for the first time, Commissioner Seidman working with Rep. Caruso has a good chance of securing state funding for public safety improvements (including crosswalks) along A1A.

Yes, there have been setbacks. I tend to cringe whenever I hear we may acquire or contract for something without first going through a RFP or other competitive, professional review process. It bothers me when we tout great progress and then seem to step back to outsourcing in our Building Department (although that has since been remedied). The recent bidding on the long contemplated crosswalks project coming in at 100% over estimates is discouraging and raises multiple questions about process.

Nevertheless, while I agree that as concerned residents we should remain alert and participatory, it is also time to commend the Commission, Town Manager and staff for their hard work and achievements.

Is there room to get better—of course. That's why performance improvement and quality processes need to be part of the culture of every organization. I look forward to the Town being run more like an efficient business. I look forward to seeing a strategic plan and tracking dashboards as we move to the future. I look forward to more presentations and plans presented to the Commission by the Town Manager and relevant staff after having been reviewed by appropriate advisory boards. Proposals for voting shouldn't reach the Commission until they represent the Town Manager's best recommendations for approval. This to be followed by thoughtful Commission review accompanied by less dithering over details. While efficient governance is clearly still a work in progress. I choose to be watchful, but optimistic.

In the 20 months or so that I have been regularly attending meetings, I see improvement. We are fortunate to have a myriad of dedicated people. Are we where we want to be. Not yet. Are we better off from a governance standpoint now compared to a year or two ago? I vote a definite yes.

Highland Beach—a very nice place to live.

Yesterday's Commission Special Meeting:

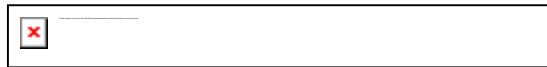
Yesterday the Commission passed a Declaration of Emergency. It details changes in services that might effect you. Follow this link read the declaration in its entirety:

Declaration of Emergency

The Committee To Save Highland Beach: 1050 emails strong.

Forward this email to your contacts!

TO GODZILLA: Don't Come Back!



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The Committee To Save Highland
Beach

CShB@cshbfla.com

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Marshall Labadie

From: The Committee to Save Highland Beach Corp. <cshb@cshbfla.com>
Sent: Wednesday, June 10, 2020 12:00 PM
To: Terisha Cuebas
Subject: Save Our Town



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Government:

06/16/2020 - 1:30pm Virtual Commission Meeting
06/11/2020 - 2:00pm Virtual Planning Board Regular Meeting

Announcements:

Community Events:

Rotary is virtual. The Shriner's are closed.

St. Lucy Catholic Church:

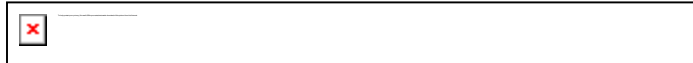
In-person Mass has returned. For Mass Schedules and other announcements please visit the St. Lucy website by clicking below.

[Visit St. Lucy website](#)

Shabbat Services here in Highland Beach:

Are cancelled until further notice. Please check the website below for updates.

Gallows Humor:



WATER, WATER EVERYWHERE #2

We're going to drop this topic for awhile. It's not that it's a boring or bad topic. it's just that budget season is coming fast, and the Town budget will likely occupy us for a good long time.

However, the Town Commission had better do something about water that they have been very bad at doing in the past: create a plan that is comprehensive, measurable and that actually gets implemented. What usually happens is pontification tempered with arrogance followed by.....nothing.

During their last meeting the Commission listened to an expert, and began talking about beaches, dredging, the Intracoastal and street water. They threw out possible steps like meeting regularly with the Mayors of Boca and Delray to forge a unified approach to dredging, and enacting the passive measures to deal with street ponding.

Now, the Commission has to enact a real project plan to get this done - not an item on a white board. A project plan is a detailed set of time-boxed tasks to get project steps done before the dredging starts again.

The good news: We've got about four years to get everything done. . The bad news: if we are unable to install a crosswalk lighting after a year of trying, planning and execution of a comprehensive water project in four years may be impossible.

Easy Idea to Help with Street Ponding from Joe:

Serious rain last week resulted in very large lakes along A1A. Driving down the street I saw several condos - and one private house - running their sprinklers in the middle of a monsoon.

If the Commission was serious about handling street water, why don't they pass an ordinance requiring that automatic sprinkler systems be required to install moisture sensors so that they do not turn on during pouring rain. Such devices will lower the amount of water on the streets during storms, cost less than \$50, would lower water bills, and would help keep greenery healthy.

Ricky Weighs In:

Occasional Correspondent Ricky(who writes far better than we do)weighs in with comments on our recent posts:

Very newsy report. Very consistent view of our beach in the expert presentations—some parts better, some a little worse, all subject to change with storms but, in direct conflict with the alarmists, no major change over at least a generation.

It's critical that as Marshall settles in to his position he develops good personal and working relationships with managers of neighboring communities. The beach is a good start. Milani Park and the county planners is another. It's getting closer to budget time with the same big ticket items.

I'm happy with our water, but did we ever figure out what a gallon of water costs us compared to other communities?

Has anyone approached Boca to see if there is any potential interest in providing Fire/Rescue services.(We tried 8 years ago and there was no interest but that no longer suffices as a current answer.) Delray has been fine, but at a high cost. No emergency, but trying for an alternative wouldn't hurt. Something Marshall could broach as he develops relationships with the decision makers.

The drainage issue with select houses and condos is presumably a work in progress as originally defined by Jeff Massie. I have no idea of that ongoing project's status since his departure.

Happy about our improved governance.

The Committee To Save Highland Beach: 1061 emails strong.

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TO GODZILLA: Don't Come Back!



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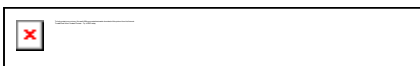
CSHB@cshbfla.com

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Sent: Friday, June 19, 2020 1:50 PM
To: Terisha Cuebas
Subject: Save Our Town



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Government:

07/01/2020 - 9:30am Virtual Natural Resources Preservation Advisory Board Regular Meeting
07/07/2020 - 1:30pm Commission Meeting
07/09/2020 - 9:30am Virtual Planning Board Regular Meeting
07/09/2020 - 2:00pm Financial Advisory Board Regular Meeting

Announcements:

Community Events:

Rotary is virtual. The Shriner's are closed.

St. Lucy Catholic Church:

In-person Mass has returned. For Mass Schedules and other announcements please visit the St. Lucy website by clicking below.

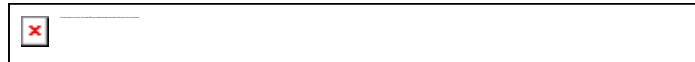
[Visit St. Lucy website](#)

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Are cancelled until further notice. Please check the website below for updates.

Visit Come to the Tent website

Gallows Humor:



FIRE FIASCO:

Every year we get an estimate of what our costs will be of our Fire and Rescue contract from Delray. Last year we were astounded by the amount of the projected increase that forced the Commission to increase our tax rate for the first time in years (Turns out Delray was wrong about the math, and we actually didn't need the increase. Water under the bridge).

When we received the notice this year, we were more than astounded, we were in shock. Delray wants to increase our costs by adding 4 additional personnel to the Highland Beach Station at our expense. That would raise our costs by over 10% next year in spite of a 75% offset from a Grant. That Grant will shrink to a 35% offset in 2021 and shrink to nothing from then on. Oh, we almost forgot! Delray hasn't negotiated a new contract with their firefighters, and that will be many dollars that we have to pony up.

When the grant disappears, all things being equal, Highland Beach will pay for about 15% of Delray's fire budget. Highland Beach's population is about 5% of Delray's. That cost is becoming too much for us to afford, and we could be sending Delray 50% of our total budget by 2022.

WAIT JUST A MINUTE, John. WE DON'T REMEMBER APPLYING FOR ANY GRANT. What's UP?

- The reason that you never heard of Delray F&R applying for a Grant is that they never told us.
- But they did tell the Delray Commission which voted 3-2 to approve the scheme.
- The decision to add the extra staff was made entirely by Delray.

- Delray thinks that the Highland Beach fire station belongs to them.
- Highland Beach pays all of the bills.

The extra staff will add two firefighters, and two EMTs to Highland Beach's current complement of staffing . You would think that this addition would be desperately needed to meet Highland Beach's needs. Nope. By any measure, the current staffing level is more than enough for HB's needs. (What did we have, like two fires last year?). Response time is great, the staff is great.

Manager Marshall was shocked and dismayed when he saw that Delray F&R wanted to add the extra personnel. You'd think that at least one of Delray's Commissioners would ask: "Is Highland Beach good with this?" Surprise, surprise the answer is that none of them did in spite of the fact that we would be eating the cost.

But there's one saving grace: Delray needs us to agree to amend our contract with them in order for us to pick up the tab. That contract specifies that Highland Beach will pay for 22.5 full time staff. So, in order for Delray F&R to get what they want, Highland Beach would have to agree to amend our contract.

Manager Marshall went over to Delray to talk to the Fire Department. Said it was unlikely that our Commission would vote to add the extra staff considering that we don't need them and can't afford them.

They said: "OK, then we will terminate the contract" (or words to that effect).

They could give us notice, but they couldn't void the contract without **THREE YEARS NOTICE!** In that time, we could build our own Fire Dep't. and EMT service. Hell, we could do that in a year with no trouble, and probably save \$1M/yr at least. Delray would lose the use of our fire station, the fire truck, the ambulance. And they would lose about \$5M/yr.

Additionally, they would have to figure out how to respond to the roughly 50% of the calls that the Highland Beach Fire and Rescue Department answers yearly in Delray Beach and Gulf Stream, but that are paid for totally by Highland Beach. (Speaking of Gulfstream: they are also serviced by Delray, but they are not being asked to pay for any of the increased staff. That bill is just for us.)

When all of this went to our Commission, there was unanimous outrage. There seems to be a growing consensus that our marriage with Delray Fire and Rescue is going to end badly. Mayor Hillman called the Delray letter "unacceptable". If they want to pay for four extra staff to be stationed in our firehouse, fine. If Delray has the money to pay for this unneeded staff, great. If Delray wants to waste its citizens money, fine, but they are not allowed to waste our money.

Delray Fire and Rescue seem to be under the impression that they – not our Town Commission, make policy for Highland Beach, and that they, not us, are in charge of our budget and spending. That may be true in Delray – but NOT IN HIGHLAND BEACH! CSHB believes that a termination of the contract is inevitable, and should be explored now. We respect our Commission (even if we give them a hard time). Delray apparently thinks that our Commission are patsy's. They'll learn.

Our Commission decided to send Vice Mayor Babij to speak to the three Delray Commissioners that voted for this deal. Maybe he can talk some sense into them, or at least ask where they got the jurisdiction to raise our taxes. We'd love to get the answer to that.

WHAT TO DO ABOUT WATER, THE BEACH, A1A WATER, AND THE INTRACOASTAL:

Commissioner Peggy presented a wide-ranging description of the impact of dredging on the reef ecosystem and shoreline along our Coast. She, and vice-mayor Babij, suggested the need to have an environmental lawyer look at the problems and suggest alternatives. Other Commissioners noted that suing either the Federal Government and/or Boca would be a fruitless and expensive proposition.

At the end of her presentation, Peggy was assigned the job of finding out the feelings of surrounding jurisdictions, and fomenting a movement to save the sand before it gets stolen again, and Commissioner Peggy, and many residents, make a convincing case that the erosion of Highland Beach has reached a critical stage. Further, there are a wide range of problems with water across the Town. The Natural Resources Board meets on July 1 and will deal with lots of the erosion/water issues.

What we need is a plan dealing with all of our water issues: beach erosion, the reservoir of Beach Compatible Sand (BCS), Boca stealing our BCS, the rising Intracoastal and seawalls, the swales, and the runoff from inadequate passive drainage along A1A. These need to be put into a project plan with key milestones so that we can measure progress, budget funds, make decisions, and solve each problem. This is doable if the Commissioners, the Board, and Manager Marshall take coordinated action.

OTHER COMMISSION MATTERS:

The Highland Beach seal will be modernized, but you probably won't notice the difference. New fonts, less colors, simplified content. It's better. Look for it; coming soon to a water tower near you.

[Click here to see the seal](#)

The Town has a new ordinance for docks on vacant property. Our long nightmare is over.

Highland Beach has a new water main reaming company.

And, Manager Marshall will take the Town's TO-DO list off of his white board so that the Commission can set priorities.

The Committee To Save Highland Beach: 1061 emails strong.

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PUBLIC RECORDS NOTE: Florida has a very broad public records law. Most written communications to or from local officials, employees, or the general public regarding town business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

Marshall Labadie

From: The Committee to Save Highland Beach Corp. <cshb@cshbfla.com>
Sent: Friday, August 21, 2020 1:07 PM
To: Terisha Cuebas
Subject: Save Our Town



THEY WORK FOR YOU - KEEP THEM IN LINE!

Government:

09/01/2020 - 1:30pm Virtual Town Commission Meeting

09/08/2020 - 5:01pm Virtual Commission Special First Public Hearing Budget Meeting

Announcements:

Rotary is virtual. The Shriner's are closed.

St. Lucy Catholic Church:

The Church has re-opened for Mass. Please follow the link below, or call the Church at 561-278-1280 for updates and Mass schedule.

[Visit St. Lucy website](#)

Gallows Humor:

**My goal was to lose
15 pounds this year.
Only 20 to go**

WHAT DO YOU THINK?

OK, we're making progress. Astounding.

The Commission realized that they had put more on Manager Marshall's desk than he and his staff could possibly do all at once. So, in a stroke of pure genius, the Commission asked him write down everything that he had on his "to do" list, and they would go over each item, and rank them. He did, and they started in. This exercise will spread over two meetings to give everybody a chance to review the items, do preliminary rankings, and revise.

There are several criteria that you could apply to rankings like this. What has to be done because the consequences of not doing something are too dire to contemplate (fix the sewers?). What needs to be done because the residents demand that we do it (crosswalk lighting?). What is already underway, and we don't want to let it languish (The Town's new administrative computer system?). You get the idea.

CSHB, always seeks to inform and get input from the public. **THIS IS YOUR OPPORTUNITY TO WEIGH IN!** Following are the spreadsheets that came out of the meeting. What do you think should be the highest priorities? Where did the Commission go wrong? What's left out? What should have been left out?

It's up to you. Explain what needs to be changed, and we'll publish. We know that the Commissioners read what you send us, so feel free. If you want to see the Commission's discussion (maybe to answer the question "...what are they

thinking?) just go to the Highland Beach website and watch the video. It's right at the beginning.

Master List of Projects & Initiative

Commenced:

- 1.PBA Collective Bargaining Agreement (30 days)**
- 2.FOP Collective Bargaining/General Employees (60 days)**
- 3.Undertake Sanitary Sewer Collection System Evaluation -- CCTV (60 days)**
- 4.Maintain 5-year Capital Improvement Projects Program (60 days)**
- 5.FY 2020-2025 Water & Sewer Rate Study (30 days)**
- 6.Crosswalk Enhancement Project (120 days)**
- 7. Fire Rescue Services Contract Audit (180 days)**
- 8. Study Alternate Fire Rescue Service Models (180 days)**
- 9. Install ERP IT System: BS&A Modules Permitting, GL, Fixed Assets, Cash Receipting, AP/AR, PO, Utility Billing (210 Days)**
- 10. Collaborate with Palm Beach County on Cam Milani Park Development (365 days)**
- 11. Develop a Communication Plan (300 days)**
- 12. Maintain participation in Southeast Palm Beach County Coastal Resiliency Partnership & Climate Vulnerability Assessment (180 days)**

Planned:

- 1. Draft Right-of-Way (ROW) Disruption Ordinance**
- 2. Maintain & Refine 5-year Financial Forecast Model**
- 3 A1A Drainage/Flooding Issues**
- 4 Continue Strategic Budget Process**
- 5 Charter Review Process**

- 6 Establish Condominium/HOA/Commission Partnership Forum**
- 7 Create Fund Balance Guidelines & Financial Benchmarking Process (FAB)**
- 8 Implement 2020 FIRM Flood Maps/Ordinance Revision**
- 9 Update Building Administrative Code Section -- 7th Edition of Florida Building Code**
- 10 Complete Salary Table & Job Description Update**
- 11 Develop Community Survey & Engagement Process**
- 12 Dune Management & Restoration**
- 13 Define Purchasing/AP/AR Process, Roles & Responsibilities**
- 14 Define Human Resource/Personnel Roles & Responsibilities**
- 15 Systematic Update of the Town Code of Ordinances**
- 16 Implement Geographic Information System (GIS) & Expand Capacity**
- 17 Engage in FDOT RRR Project Design & Construction**
- 18. Public Record Digitization & Management Project**
- 19. Improve Recycling and Waste Reduction Rates**

Emerging Issues:

- 1.Address Aging/Under-built Infrastructure, Facilities & Structures**
- 2.Climate Change/Sea Level Rise effect upon Intercoastal Waterways**
- 3.Outdated Management Systems**
- 4.Demand Web-based and Alternative Library Materials & Resources**

Also on the agenda was a proposed ordinance to require contractors to get a permit from the Town before blocking the streets to do work. The Commission figured that might be a nice thing to know about in advance. Several eagle-eyed residents were concerned that this might be an attempt by the Commission to railroad a new ordinance through without public participation. Some were also concerned by potential over regulation.

Fear not, the Commission kicked it around some, and then referred it to Committee to evaluate. So, you all have plenty of opportunity to weigh in.

The Committee To Save Highland Beach: 1061 emails strong.

Forward this email to your contacts!

TO GODZILLA: Don't Come Back!



Joining is as easy as 1,2:

- Step 1: Send an email to cshb@cshbfla.com with the words: "Count me in". You don't need to identify yourself by name, or address, unless you wish to. We understand that some folks believe taking a stand against this Commission could lead to personal consequences. We will protect your anonymity if you so desire.
 - Step 2: Forward our future emails to at least two contacts in Highland Beach and ask them to do the same.
-



Help us get the word out:

Forward these emails to your friends!
Post these emails in your buildings.
Post these emails to your Facebook

Let us know what you think in an email, and we may publish it
in a future post.

Save our Town

The Committee To Save Highland
Beach

CSHB@cshbfla.com

The Committee to Save Highland Beach | 3450 S. Ocean Blvd., apt. 806, highland beach, FL 33487

[Unsubscribe tcuebas@highlandbeach.us](mailto:tcuebas@highlandbeach.us)

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Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

In 2015, FDOT conducted a thorough Drainage Evaluation Study of the Town of Highland Beach.

FDOT stated in the report's Executive Summary: "A total of 56 (fifty-six) flood points were documented. Each of these locations differed with severity and cause. The result of this evaluation concluded the flood problem will be best resolved by installing a means for the runoff to reach a permeable surface that will promote soil infiltration."

FDOT repaired seven swales and ceased work. Reasons for this are unknown.

Additionally, the A1A corridor also fails to meet basic crosswalk and crosswalk lighting elements installed in other municipalities along A1A such as Pompano Beach and Hillsboro Beach. The Town dedicated funds this year to upgrading lighted crosswalks and install crossing flags at several locations.

In the meantime, Town residents continue to have their safety compromised by the failed drainage system on A1A. One town resident passed away a few years ago after a collision, and another resident was critically injured in February when a vehicle slammed into her at the crosswalk. A U.S. Federal Judge was killed and two others injured at the highly travelled intersection at A1A and Spanish River Boulevard, which feeds northbound into Highland Beach. The Town residents, drivers and bicyclists has suffered numerous accidents along A1A.

The current Town Manager and Town Commission were not in office at that time of the FDOT Drainage Study. Two town referendums for street and sidewalk repairs failed to pass in two elections. FDOT plans were included in the second vote, which failed by 95 percent.

Attempting to pursue the Drainage Repairs on behalf of its deserving residents, the Town filed Appropriations Requests with its elected state officials in FY19-20 and FY20-21, both of which failed due to covid budget constraints.

The Town of Highland Beach Commissioners and Town Manager are requesting action in the on these failed swales that daily threaten its population.

FDOT itself identified these problems. Last week, the SE Coastal Resiliency Partnership presented the results of the climate vulnerability study and reported at the Town Commission meeting that the swales showed considerable areas of flooding on A1A. They stated the swales could be properly reconstructed to alleviate the puddling and pooling.

The Resiliency representatives, stated that initial improvements of standard scale such as digging to lower the elevation of grassy areas of the road and use of pervious fill such as gravel would initially make inroads toward relieving the flooding. They stated these were basic and efficient methods of beginning remediation of the obvious flooding of A1A. Not making these swale repairs and flooding mitigation will only serve to exacerbate the problems and put residents in even greater harm's way.

The SE Palm Beach County Coastal Resiliency Coalition is a coalition of municipalities working to address the impacts of climate change. Many counties are watching the outcome of this group to compare with their flooding and sea-level rise, as reported at the Florida League of Cities.

If one state agency identified and offered solutions for the flooding problems, and another state agency agreed with the assessment and provided initial and eventual alarming forecasts for not alleviating the flooding, Town Commissioners, Town Staff and residents request information as to why FDOT will not finish the project they identified and commenced.

Further, the crosswalk striping is in bad condition and in need of new paint. The “unofficial” bike path is nonexistent and its side roadway striping is in poor shape as well.

I met with FDOT Chief of Staff Shannon Dunaway Schuessler in 2018 at the Tallahassee Headquarters. She stated FDOT would be willing to move ahead with further swale repairs in partnership with the town. I also met with SE Office Rep Roberto Bettencourt in February 2018. He stated the same.

State Sen. Tina Polsky arranged a Zoom meeting last month with myself, FDOT Sec. Kevin Thibault and other FDOT officials. In response, the SE FDOT Office sent a 2017 A1A Maintenance Agreement with the Town. For your information, this is not a replacement for swale mitigation and repairs. This refers to maintenance AFTER the swales are repaired.

We look forward to having this resolved. We at the Town Commission, Town Manager Marshall Labadie, and 8,000 residents DO NOT wish to wait until FDOT conducts its RRR Project scheduled tentatively to be completed by 2024-25.

That would mean that the Town must wait TEN YEARS since the initial swale study to have flooding on A1A be repaired. This is plainly unacceptable to our good residents, backed by Sen. Polsky and our State Rep. Mike Caruso. Both of the elected state officials drive on our A1A regularly and have deemed it to be “dangerous” and in dire need of repairs.

Please set a time we can forge plans to make these swale repairs in the coming fiscal year. Thank you.

Your expertise in this would elevate our small seaside town to a shining example of FDOT’s capabilities of improving safety and serenity for all.

Sincerely,

A handwritten signature in blue ink that reads "Peggy Gossett-Seidman". The signature is fluid and cursive, with the first name "Peggy" being more prominent.

Peggy Gossett-Seidman
Highland Beach Town Commissioner
On behalf of the Highland Beach Town Commission and Town Manager

DISTRICT 4 ROAD SAFETY AUDIT REPORT

SR-A1A (OCEAN BOULEVARD)

FROM: BOCA HIGHLAND BEACH CLUB

TO: NORTHERN TOWN LIMITS OF HIGHLAND BEACH

SECTION: 93 060 000

MILE POST: 4.887 TO 7.321

TASK WORK ORDER No. 38

CONTRACT No: C-9E65

FM No. 429650-2-32-01

PREPARED FOR:

FLORIDA DEPARTMENT OF TRANSPORTATION, DISTRICT 4



Engineer's Certification

I, W. T. Bowman, P.E. #69132, certify that I currently hold an active Professional Engineers License in the State of Florida and am competent through education or experience to provide engineering services in the civil and traffic engineering disciplines contained in this plan, print, specification, or report.

I further certify that this Road Safety Audit (RSA) was prepared by me or under my responsible charge as defined in Chapter 61G15-18.001 F.A.C. and that all statements, conclusions and recommendations made herein are true and correct to the best of my knowledge and ability.

Study Roadway: SR-A1A (Ocean Boulevard)
From: Boca Highland Beach Club
To: Northern Town Limits of Highland Beach

Section No: 93 060 000

Project Start: Milepost 4.887

Project End: Milepost 7.321

Project Location: Palm Beach County

This item has been electronically signed and sealed by W. T. Bowman, P.E. on May 24, 2017 using a digital signature.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

William T. Bowman
No. 69132
STATE OF FLORIDA
PROFESSIONAL ENGINEER

Digitally signed by William T Bowman
DN: c=US, o=IdenTrust ACES Business Representative, ou=Tindale Oliver and Associates Inc, cn=William T Bowman,
0.9.2342.19200300.100.1.1=A01097C000001550CBBC2BD0000A041
Date: 2017.05.24 11:34:33 -04'00'

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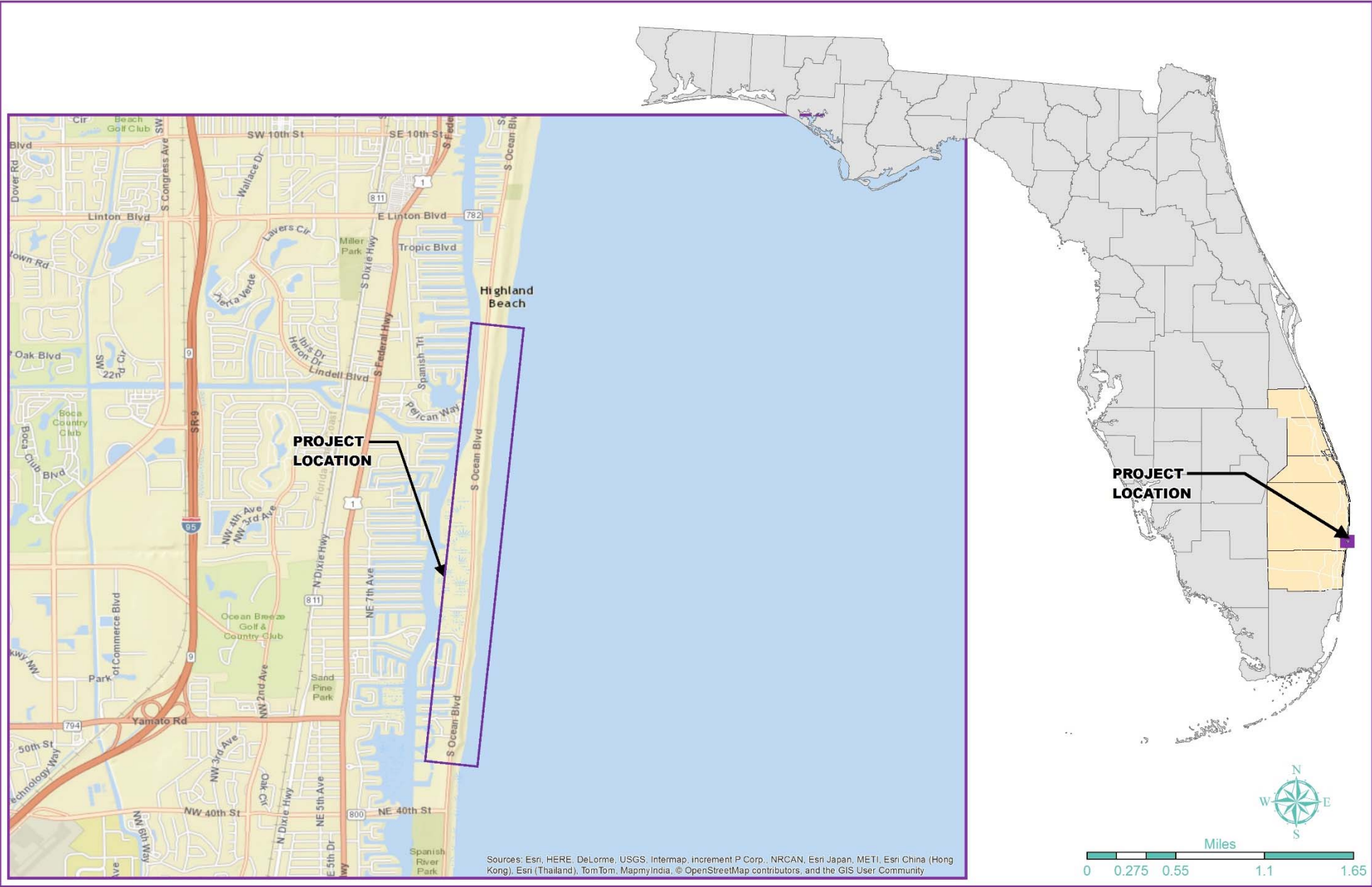


Figure 1: Project Location

Road Safety Audit Process

The Federal Highway Administration's (FHWA) Safety Office has established the Road Safety Audit (RSA) process as a way to further enhance the overall safety performance of roadways for all users. An RSA is a formal safety performance examination of an existing or future road or intersection by an independent, multidisciplinary team. It qualitatively estimates and reports on potential road safety issues and identifies opportunities for improvements in engineering, education, enforcement, and emergency response to improve safety for all road users.

The goal of an RSA is to save money and time and reduce the number and severity of crashes. RSAs are a low-cost, proactive approach to safety that considers all road users and identifies opportunities to enhance safety and reduce the number and severity of crashes.

A typical RSA consists of the following steps:

1. Identify project or road in service to be audited.
2. Select RSA team.
3. Conduct pre-audit meeting to review project information.
4. Perform field observations under various conditions.
5. Conduct audit analysis and prepare report of findings.
6. Present audit findings to Project Owner/Design Team.
7. Project Owner/Design Team prepares formal response.
8. Incorporate findings into project when appropriate.

Road Safety Audit Purpose

This RSA was conducted to focus on pedestrian/bicycle safety along SR-A1A within the Town of Highland Beach from Boca Highland Beach Club to the northern town limits of Highland Beach particularly at the marked, but unsigned crossings. The study is located in Highland Beach in Palm Beach County. This RSA was conducted on Wednesday, January 18, 2016.

Observations times are follows:

- AM field observations at 8:00 AM to 9:30 AM
- Mid-day observations at 11:00 AM to 12:00 PM
- PM and Dark observations at 5:00 PM to 7:00 PM

The RSA along SR-A1A from Boca Highland Beach Club to the Carlton House was conducted to:

- Evaluate roadway and roadside features, design elements, and local conditions (glare, night visibility, adjacent land uses, etc.) that would increase the likelihood and severity of pedestrian or bicycle crashes. In particular, evaluate the eight existing midblock crossings within the corridor.
- Review first-hand the interaction of the various design elements with each other and the surrounding road network.
- Observe how roadway users are interacting with the roadway facility and other roadway users.
- Determine if the needs of all roadway users are adequately and safely met.
- Explore emerging operational trends and/or safety issues at the locations.

The objective of this RSA was to answer the following questions:

- What environmental, design, and behavioral elements present potential safety concerns in the interaction between

pedestrians/bicyclists and vehicles within this corridor; to what extent, and under what circumstances?

- What engineering, education, and enforcement opportunities exist to eliminate or mitigate identified safety concerns?

Road Safety Audit Team Members

Tindale Oliver conducted pre-audit coordination with stakeholders to familiarize and engage potential partners on the RSA process and outcomes and to provide participants with an opportunity to exchange information and ideas and to ask questions. In addition to the core RSA team, stakeholders in the audit included representatives from FDOT Traffic Operations, and the MPO. The stakeholder email is included in Appendix A. Stakeholders that attended the field reviews are in **bold**.

Core Road Safety Audit Team Members

- **W. T. Bowman**, P.E., Tindale Oliver
- **Kevin Moderie**, P.E., Tindale Oliver

FDOT D4 Road Safety Audit Stakeholders

- **Thomas Miller**, Bike/Pedestrian Safety Program Specialist, FDOT D4
- Yujing “Tracey” Xie, P.E., Safety Engineer, FDOT D4

Local Agency Road Safety Audit Stakeholders

- Nick Uhren, P.E., Palm Beach MPO Executive Director
- Valerie Neilson, AICP, Palm Beach MPO
- **Francesca Taylor**, AICP, Palm Beach MPO
- **Anie Delgado**, Palm Beach MPO
- **Edward Soper**, Public Works Director
- Craig Hartmann, Chief of Police for Highland Beach
- Captain Earl Brown, Florida Highway Patrol Palm Beach District Commander

- Captain Patrick Johnson, Palm Beach County Sheriff's Office District 1 - West Palm Beach
- Captain David Moss, Palm Beach County Sheriff's Office District 7 - West Boca Raton
- **John Boden**, Citizen of Highland Beach

Stakeholder Coordination

Key information from stakeholders included the following:

- Concerns related to the use of midblock crossings and the interaction between pedestrians and vehicles.
- Signage is “cluttered” throughout the corridor and inconsistent/ineffective at midblock crossings
- Significant construction often results in disruption of travel lanes with construction vehicles and the absence of proper MOT.
- Significant bicycle traffic through the corridor. Confusing entry signage on both ends of the Town and unclear communication to bicyclists and vehicles.
- Dark conditions after sunset at the midblock crossing locations.
- Rear end crashes due to vehicles stopping for pedestrians (note the time of this writing, this is unverified and crash data from FDOT does not indicate this pattern)

Road Safety Audit Findings

This RSA Findings Summary lists the location, observation overview, suggestion for consideration, and responsible agency for each observation. Observations and corresponding recommendations are assigned one of three levels of effort categories—Low, Medium, and High:

- “Low” improvements consist of basic improvements such as signs and pavement markings that can generally be done with in-house maintenance forces.

- “Medium” improvements are more involved and can typically be done by pushbutton forces.
- “High” improvements are the most involved in scope, may require right-of-way and public involvement, and typically will require a work program project to complete.

Observations also are assigned one of three timeframe categories: Short-Term, Mid-Term, and Long-Term.

- “Short-term” recommendations can take weeks to implement.
- “Mid-term” recommendations can months to implement.
- “Long-term” recommendations can take years to implement.

The observations and corresponding recommendations are grouped into spot observations, corridorwide observations:

- Spot observations relate to one issue at a single location.
- Corridorwide observations relate to a recurring issue throughout a study area.

The RSA Findings Details section includes field photos and images of recommended items. Spot observations are shown in yellow. The overview map figure on page 12 illustrates the relative location of observations on an aerial photo.

Study Corridor

SR-A1A from Boca Highland Beach Club to the Carlton House is a north-south 2-lane undivided roadway with a speed limit of 35 miles per hour (mph). Nearby land uses include residential properties.

The Town of Highland Beach is primarily a residential community. The seasonal vs. non-seasonal population is estimated to fluctuate from 7,200 to 3,600 residents, respectively. Numerous properties on the west side of AR-A1A utilize midblock crossing in order to access the beach or east side uses through deeded access points.

The segment has unmarked (i.e. no bike symbols) paved shoulders on the east and west sides of SR-A1A. There are sidewalks provided along the east side of the corridor. Lighting is provided on utility poles along most of the east side of SR-A1A.

There are 8 mid-block crossings along the corridor:

- #1 - MP 5.017 at Grand Court
- #2 - MP 5.89 near the Regency Highland
- #3 – MP 6.15 near the Toscana Towers
- #4 – MP 6.293 at Highland Beach Club
- #5 – MP 6.507 at Coronado Ocean Club
- #6 – MP 6.577 near the Ambassadors East
- #7 – MP 6.817 near Monterey House
- #8 – MP 7.137 near Delray Sands Resort

Based on the traffic information from the Portable Traffic Monitoring Sites (PTMS), the roadway has the following 2015 Annual Average Daily Traffic (AADT) within the study area:

- Count Site ID: 930672 (SR-A1A – north of SR-800 (Spanish River Boulevard), at MP 4.7); 11,700 AADT
- Count Site ID: 937203 (SR-A1A – from Highland Beach to Delray Beach (Spanish River Boulevard), at MP 6.542); 10,000 AADT
- Count Site ID: 930250 (SR-A1A – south of Linton Boulevard, at MP 6.542); 12,600 AADT

Figure 1 on page 1 shows the project location. Figure 2 through Figure 5 show the treatments at the eight midblock crossing.

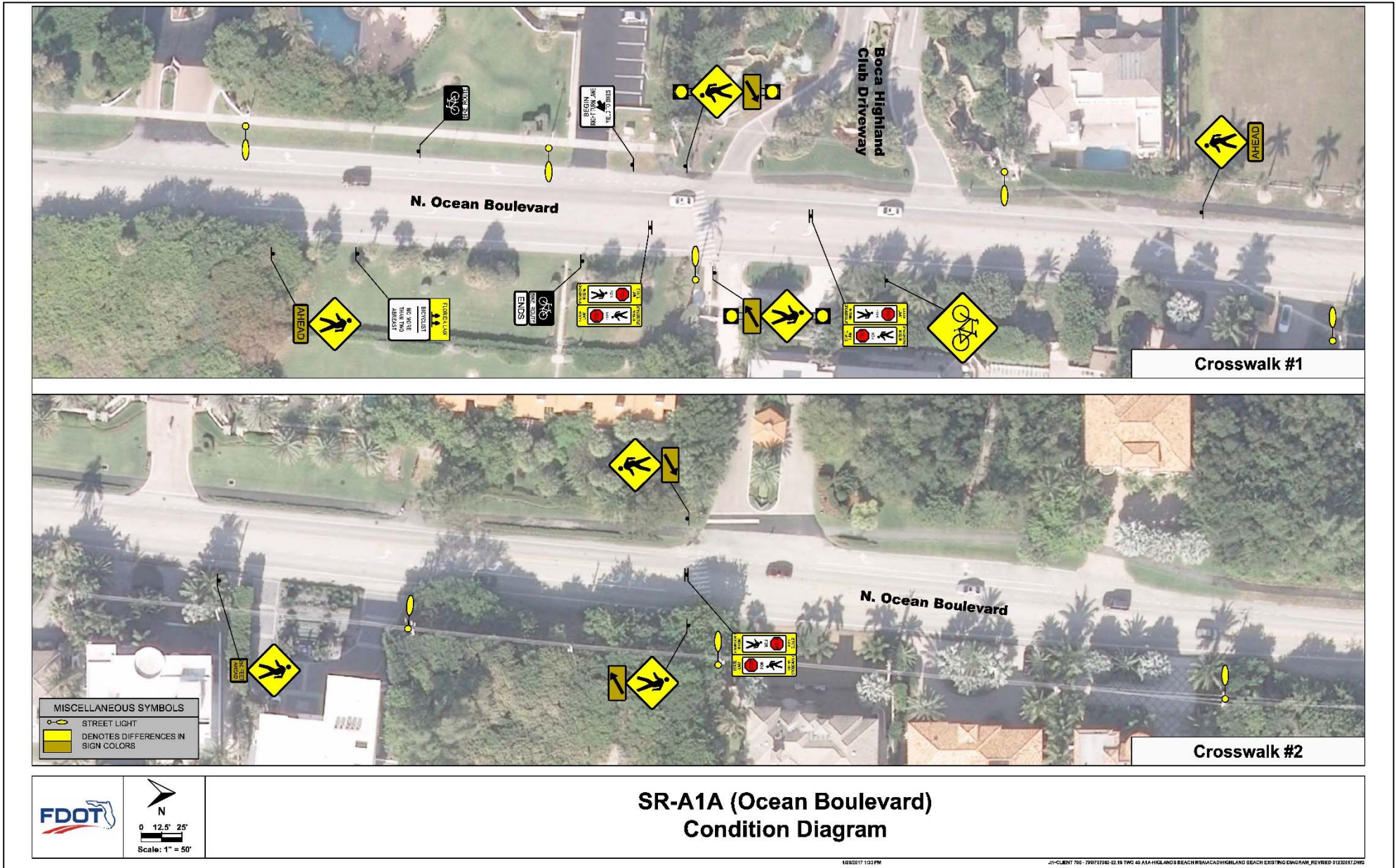


Figure 2: Mid-block Crossing #1 at Grand Court and Mid-block Crossing #2 near the Regency Highland

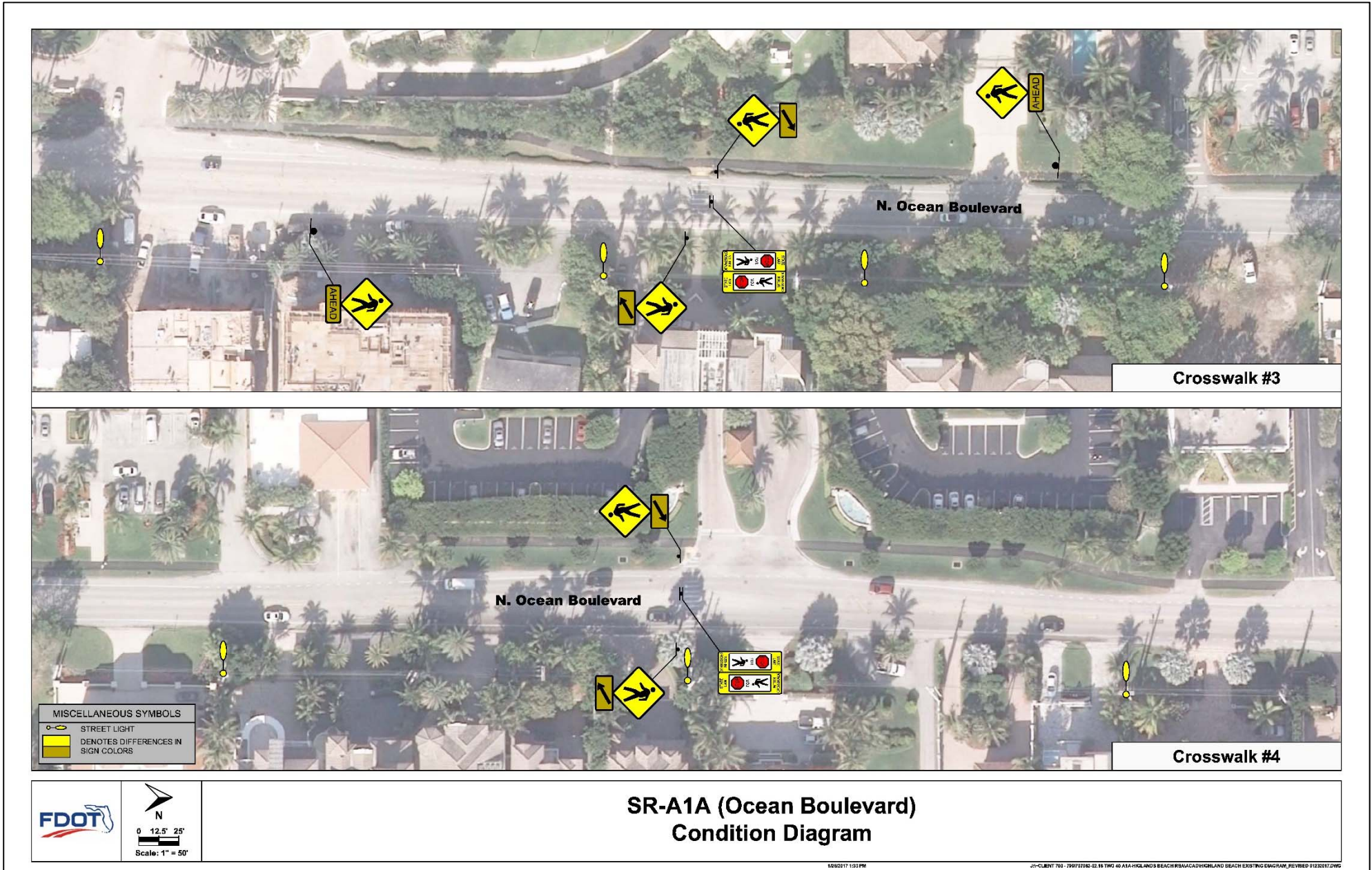


Figure 3: Mid-block Crossing #3 near the Toscana Towers and Mid-block Crossing #4 at Highland Beach Club

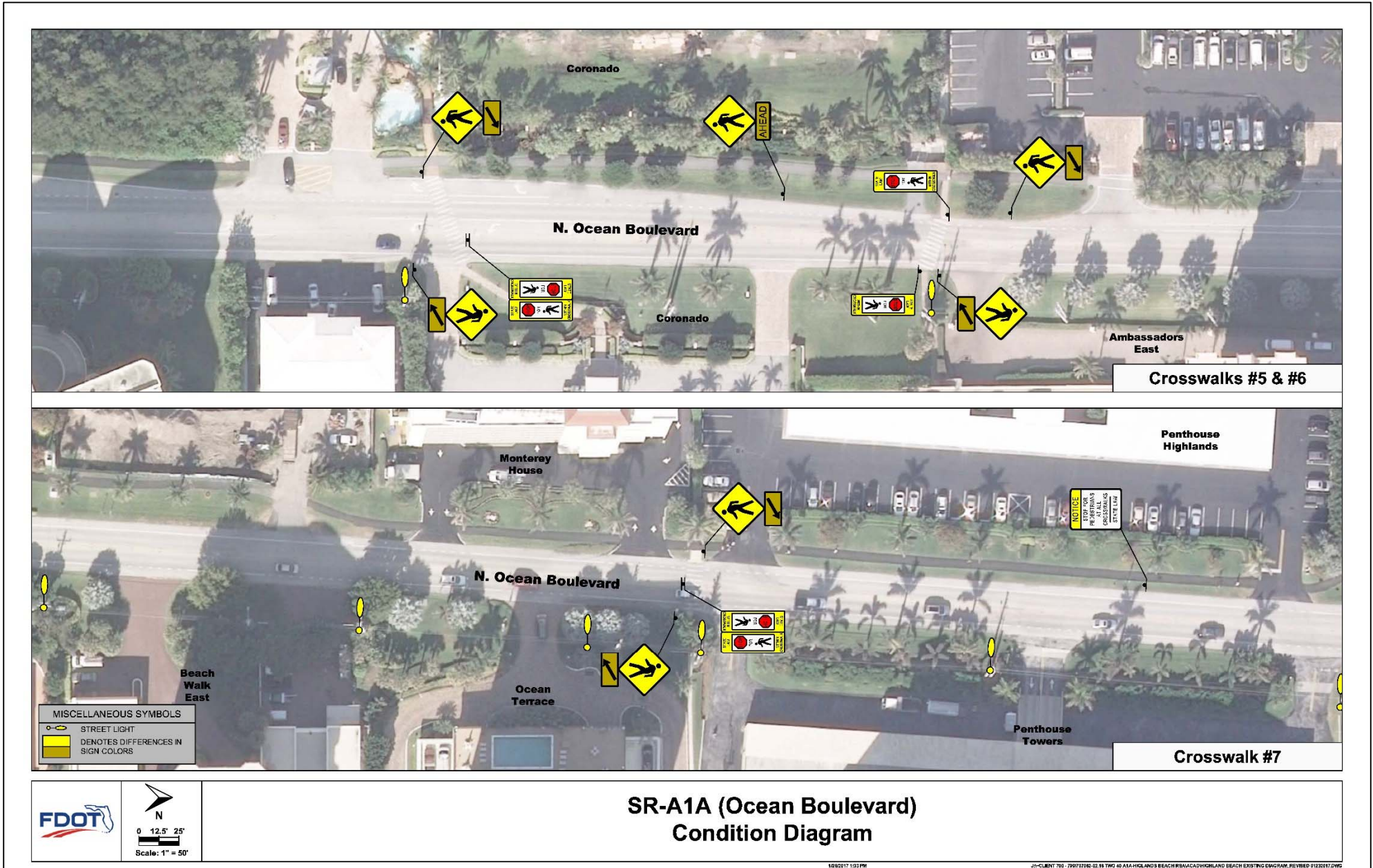


Figure 4: Mid-block Crossings #5 at Coronado Ocean Club, Mid-block Crossing #6 near the Ambassadors East, and Mid-block Crossing #7 near Monterey House

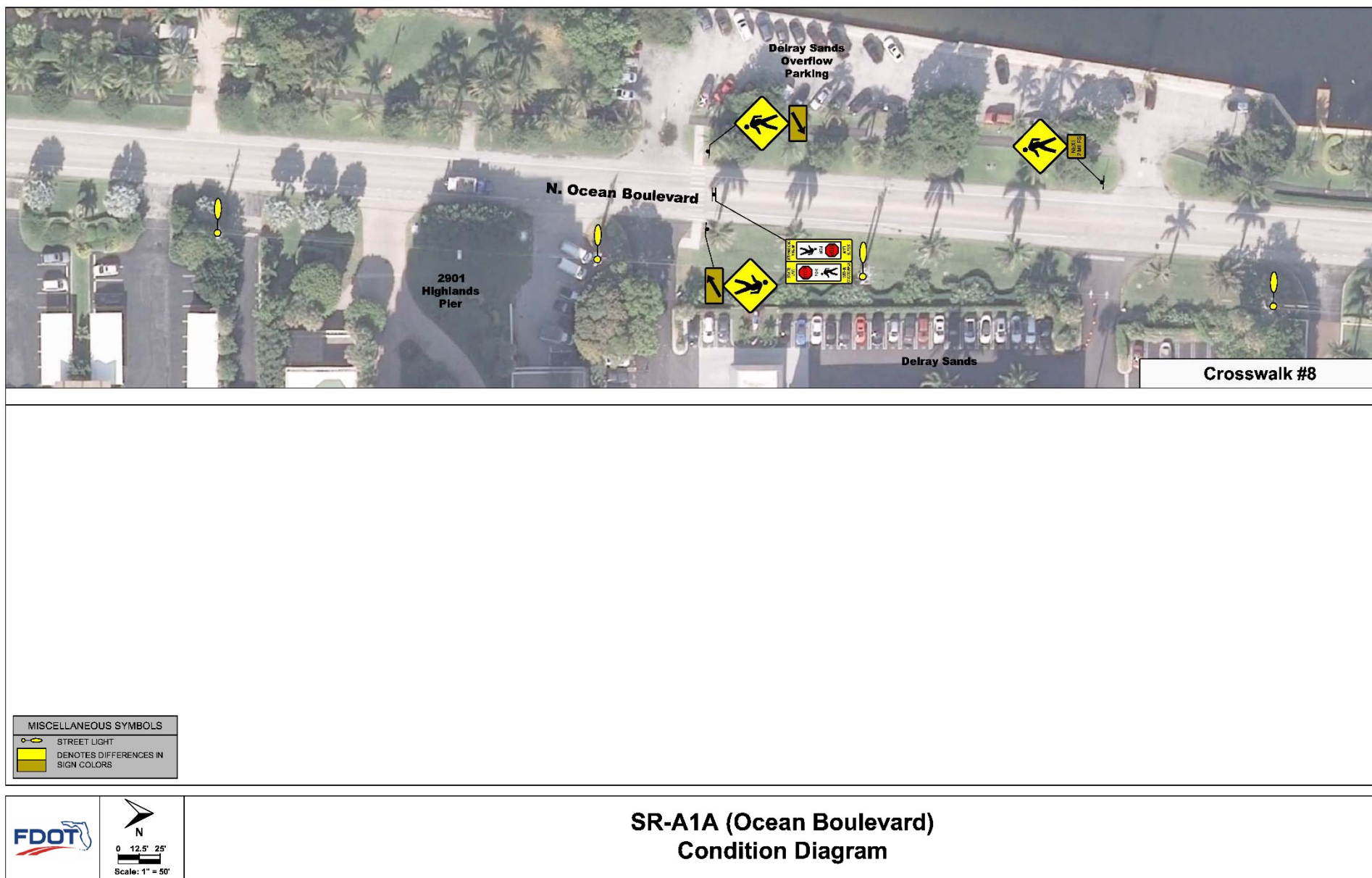


Figure 5: Mid-block Crossings #7 near Monterey House and Mid-block Crossings #8 near Delray Sands Resort

Key Observations

Observations and recommendations are summarized, specifically in Road Safety Audit Findings Summary. Key general observations that resulted from this review include:

- Inconsistently marked crossings throughout the corridor
- Lack of compliant or marked bike lanes
- Extraneous signage and “sign clutter”
- Dark conditions at pedestrian crossings at night
- Potential desire (from residents) for additional crossings for:
 - Access from the west side of SR-A1A to deeded access points
 - Connections from uses on the east side to sidewalks on the west side

It is recommended that, beyond the recommendations that follow, that a consistent and uniform approach be reviewed and presented to address the primary concerns above.

Crash Data Analysis

Crash data from January 2011 to December 2015, were extracted from the State Crash Analysis Reporting System (CARS), Signal Four, and Tindale Oliver’s Crash Data Management System (CDMS) along the study segment.

The five years of crash data were reviewed to identify any crash patterns that could be addressed as part of the RSA recommendations. During the 2011 to 2015 analysis period, 7 crashes were reported. Table 1 provides the overall number of crashes per study year, crash type, lighting, surface conditions, and injury severity.

Table 1: Crash Statistics (2011 to 2015)

| SR-A1A | | Number of Crashes | | | | | 5 Year Total | Mean Crashes | % | Statewide % |
|--------------------|-----------------------------|-------------------|----------|----------|----------|----------|--------------|--------------|-------------|-------------|
| | | 2011 | 2012 | 2013 | 2014 | 2015 | | | | |
| Crash Type | Angle | 0 | 0 | 0 | 1 | 0 | 1 | 0.2 | 14% | 20% |
| | Bicycle | 0 | 0 | 0 | 1 | 1 | 2 | 0.4 | 29% | 2% |
| | Front to Front | 1 | 0 | 0 | 0 | 0 | 1 | 0.2 | 14% | 2% |
| | Front to Rear | 0 | 0 | 0 | 1 | 1 | 2 | 0.4 | 29% | 45% |
| | Other, Explain in Narrative | 0 | 0 | 0 | 1 | 0 | 1 | 0.2 | 14% | 1% |
| | Total | 1 | 0 | 0 | 4 | 2 | 7 | 1.4 | 100% | 83% |
| Injury Severity | Fatal | 0 | 0 | 0 | 0 | 1 | 1 | 0.2 | 14% | 1% |
| | Incapacitating | 1 | 0 | 0 | 0 | 1 | 2 | 0.4 | 29% | 39% |
| | NonIncapacitating | 0 | 0 | 0 | 1 | 0 | 1 | 0.2 | 14% | |
| | Possible Injury | 0 | 0 | 0 | 2 | 0 | 2 | 0.4 | 29% | |
| | None | 0 | 0 | 0 | 1 | 0 | 1 | 0.2 | 14% | 60% |
| | Total | 1 | 0 | 0 | 4 | 2 | 7 | 1.4 | 100% | 100% |
| Lighting Condition | Daylight | 0 | 0 | 0 | 3 | 2 | 5 | 1 | 71% | 69% |
| | Dawn | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% | 2% |
| | Dusk | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% | 3% |
| | Dark-Lighted | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% | 20% |
| | Dark-Not Lighted | 1 | 0 | 0 | 1 | 0 | 2 | 0.4 | 29% | 5% |
| | Total | 1 | 0 | 0 | 4 | 2 | 7 | 1.4 | 100% | 99% |
| Surface Conditions | Dry | 1 | 0 | 0 | 4 | 2 | 7 | 1.4 | 100% | 81% |
| | Wet | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% | 19% |
| | Unknown | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% | - |
| | Total | 1 | 0 | 0 | 4 | 2 | 7 | 1.4 | 100% | 100% |

From Table 1, there were 2 crashes with bicyclists, no pedestrian crashes, and 1 crash with a fatality. Table 2 summarizes each of the 2 crashes with bicyclists and the 1 crash involving a fatality. Figure 6 depicts the 2 crashes involving the bicyclists and the 1 fatality crash.

Table 2: Crashes with Bicyclists

| | Date, Day, Time, Lighting, Road Conditions | HSMV Report Number | Location (MP) | Summary |
|-----------------|--|--------------------|---------------|--|
| Bicycle Crashes | 10/02/14, Thursday, 07:55 PM, Dark-Not Lighted, Dry Roadway Conditions | 82619495 | 4.843 | Bicyclist was travelling northbound in the northbound bike lane and was rear-ended by a vehicle. This crash resulted in a non-incapacitating injury. |
| | 04/24/15, Friday, 12:29 PM, Daylight, Dry Roadway Conditions | 81415284 | 7.737 | A southbound vehicle failed to slow down to a left-turning vehicle, swerved to the right to avoid the crash, and then struck the bicyclists. The driver was reported as being impaired. This crash resulted in a fatality . |

The study area is not on the State of Florida’s high-crash segment list (2011–2013) from MP 4.887 to MP 7.321.

A citizen noted that within the past year, there were rear-end crashes caused by vehicles stopping for pedestrians. Note the time of this writing, FDOT and Signal Four does not indicate this pattern. Therefore, the Highland Beach Police Department was contacted and provided any crash reports that FDOT and Signal Four may not have to date. The following additional crashes were reported in 2016:

- On Friday, March 11th 2016 at 11:23 AM during dry roadway conditions, a northbound vehicle stopped for a pedestrian crossing at Crosswalk 5 at Coronado Ocean Club and was rear-ended by a northbound vehicle. The crash resulted in a possible injury.
- On Thursday, August 18, 2016 at 3:20 PM during dry roadway conditions, a southbound vehicle was lost and pulled over. During this time, an approaching bicyclist was attempting to pass the vehicle on the shoulder but was unable to do so as another vehicle was travelling southbound in the through lane. Therefore, the bicyclist struck the parked car on the shoulder and resulted in non-incapacitating injuries.
- On Saturday, August 20, 2016 at 2:55 PM during dry roadway conditions, a southbound bicyclist was looking down and struck a parked delivery truck on the shoulder. The crash resulted in no injuries.
- On Sunday, October 23, 2016 at 1:45 PM during dry roadway conditions, a vehicle was making a northbound right turn and was struck by a motorcyclist that flew off the motorcycle as he applied the brakes too hard. The crash resulted in non-incapacitating injuries.
- On Thursday, November 03, 2016 at 5:55 PM during dry roadway conditions, a southbound left-turning vehicle was rear-ended by another vehicle. The crash resulted in non-incapacitating injuries.

From reviewing the crash reports provided by the Highland Beach Police Department, one (1) rear-end crash occurred at a mid-block crossing while pedestrians were present, and two (2) bicyclist crashes occurred on the shoulder involving a parked vehicle.

The additional 2 bicyclist crashes from 2016 were added to Figure 6.

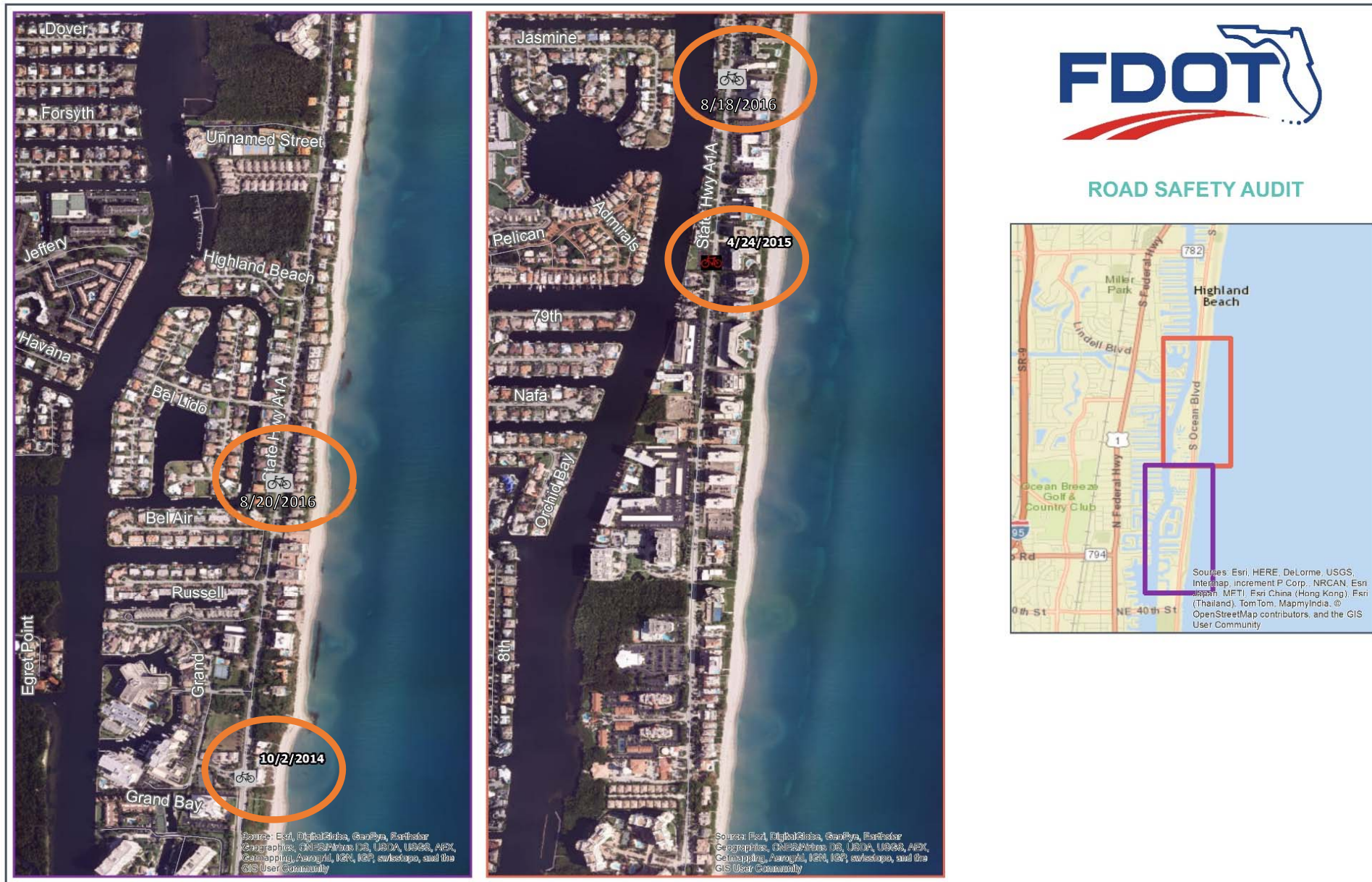


Figure 6: Collision Diagram of 4 Bicycle Crashes (2011-2016)

Road Safety Audit Findings Summary

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: | Assigned to: |
|----|--|---|---|--------------|
| 01 | SR-A1A, north of Town Hall and north of Casuarina Condominiums | From field reviews it was unclear why there are northbound and southbound "Hidden Driveway" signs with flashing beacons | Remove the northbound and southbound "Hidden Driveway" signs and flashing beacons | FDOT |
| 02 | SR-A1A at Crosswalk #1 | Bike signage is unclear | Remove "FLORIDA LAW BICYCLIST NO MORE THAN TWO ABREAST" and add "SHARE THE ROAD" signs | FDOT |
| 03 | SR-A1A within Highland Beach | Shoulders are provided throughout Highland Beach but there are no bike lanes | Consider reviewing the feasibility of providing bike lanes or sharrows along SR-A1A in Highland Beach | FDOT |
| 04 | SR-A1A at 3 unmarked locations | Residents request additional crosswalk locations | No recommendation at this time | FDOT |
| 05 | SR-A1A at the 8 mid-block crosswalks | Vehicles were observed not stopping for pedestrians at mid-block crosswalks | Install advanced "PEDESTRIAN WARNING" (W11-2) with "AHEAD" (W16-9p) signs 250 feet from the crosswalks per FDOT Design Standards Index 17346 Sheet 13 | FDOT |
| 06 | SR-A1A at the 8 mid-block crosswalks | Vehicles were observed not stopping for pedestrians at mid-block crosswalks | Install "STOP HERE FOR PEDESTRIANS" (R1-5bL) signs at the mid-block crosswalks per Scheme 2 of FDOT Design Standards Index 17346 Sheet 13 | FDOT |
| 07 | SR-A1A at the 8 mid-block crosswalks | Vehicles were observed not stopping for pedestrians at mid-block crosswalks | Stripe mid-block crosswalks per Scheme 2 of FDOT Design Standards Index 17346 Sheet 13 | FDOT |
| 08 | SR-A1A at Crosswalk 1 at the Boca Highland Beach Club | Pedestrian visibility during dark conditions is low and vehicles observed not stopping for pedestrians | Install "PEDESTRIAN WARNING" (W11-2) signs with LEDs and conduct a before and after compliance review | FDOT |
| 09 | SR-A1A, west sidewalk at crosswalk #1 | Sidewalk transitions into the southbound shoulder | Add sidewalk on the west side of Crosswalk #1 | FDOT |

| <i>ID</i> | <i>Location Description:</i> | <i>Corridorwide Observation Overview:</i> | <i>Suggestions for Consideration:</i> | <i>Assigned to:</i> |
|-----------|--------------------------------------|---|--|------------------------------|
| C01 | SR-A1A at the 8 mid-block crosswalks | Missing detectable warning surfaces and ADA issues | Add missing detectable warning surfaces and correct ADA issues | FDOT, Private Properties |
| C02 | SR-A1A in Highland Beach | Inconsistent and noncompliant sign colors, rotated sign, poor retroreflectivity | Replace signs as needed | FDOT |
| C03 | SR-A1A in Highland Beach | Excessive use of signs | Conduct sign inventory to determine which signs could be removed | FDOT |
| C04 | SR-A1A at construction sites | MOT not followed correctly at private developments | Enforce MOT | FDOT, Town of Highland Beach |

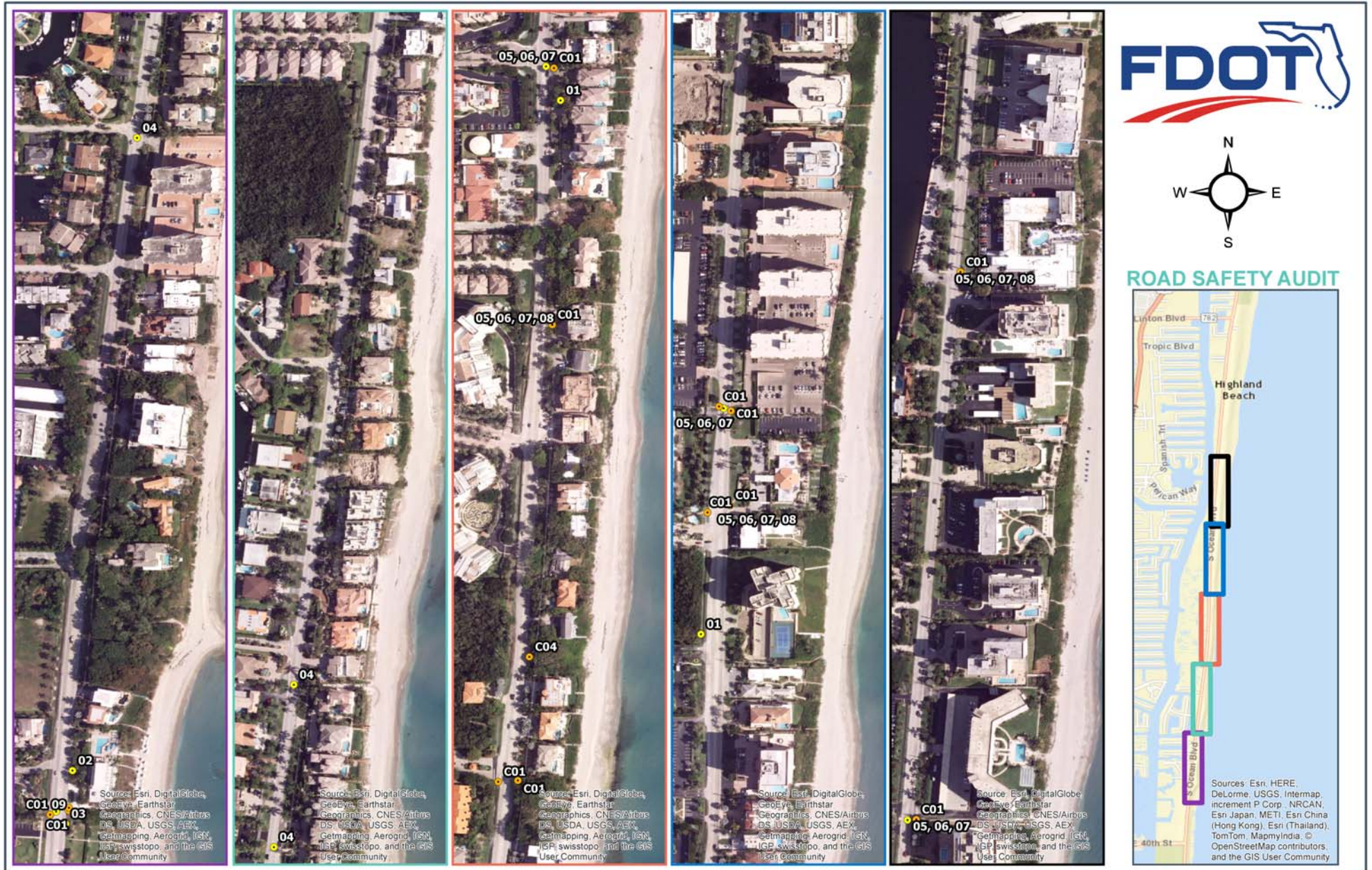


Figure 7: Project Overview

Road Safety Audit Findings Details - Spot Observations

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|----|--|---|---|
| 01 | SR-A1A, north of Town Hall and north of Casuarina Condominiums | From field reviews it was unclear why there are northbound and southbound "Hidden Driveway" signs with flashing beacons | Remove the northbound and southbound "Hidden Driveway" signs and flashing beacons |



Spot Observation Details:

From field reviews it was unclear why there are northbound and southbound "HIDDEN DRIVEWAY" signs with flashing beacons just north of Town Hall for northbound traffic and north of Casuarina Condominiums for southbound traffic. The driveways in this section are no different than any of the others driveways along the rest of the study area on SR-A1A. The sign's purpose dates back to the 1980's and most likely the conditions for which the sign was installed for no longer applies, as the area has since changed.

In addition, it was noted that the northbound "HIDDEN DRIVEWAY" was not visible as trees were blocking its visibility.

Suggestion Details:

As there are no hidden driveways along SR-A1A, remove the "HIDDEN DRIVEWAY" signs and flashing beacons.

| | |
|------------------|-------------------|
| Agency: | Improvement Type: |
| FDOT | Signs |
| Time Frame: | EEE: |
| Short | Engineering |
| Level of Effort: | Comment: |
| Low | - |

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|----|------------------------|----------------------------|--|
| 02 | SR-A1A at Crosswalk #1 | Bike signage is unclear | Remove "FLORIDA LAW BICYCLIST NO MORE THAN TWO ABREAST" and add "SHARE THE ROAD" signs |



W16-1P

Spot Observation Details:

Travelling northbound along SR-A1A from Boca Raton to Highland Beach, the bike lanes transition to shoulders. As the bike lane transitions, there are multiple signs advising bicyclists and vehicular traffic of the transition. The signs include the following:

- "FLORIDA LAW BICYCLIST NO MORE THAN TWO ABREAST"
- "BIKE LANE ENDS"
- "BICYCLIST" warning sign

Due to the different messages, the signs may be unclear to drivers about proper behavior.

Suggestion Details:

To better communicate to drivers and bicyclists that bicyclist may use the lanes or the shoulders, consider removing or relocating the first sign "FLORIDA LAW BICYCLIST NO MORE THAN TWO ABREAST" and adding "SHARE THE ROAD" (W16-1P) plaque to the existing "BICYCLE" warning sign.

| | |
|------------------|-------------------|
| Agency: | Improvement Type: |
| FDOT | Pedestrian, Signs |
| Time Frame: | EEE: |
| Short | Engineering |
| Level of Effort: | Comment: |
| Low | - |

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|----|------------------------------|--|---|
| 03 | SR-A1A within Highland Beach | Shoulders are provided throughout Highland Beach but there are no bike lanes | Consider reviewing the feasibility of providing bike lanes or sharrows along SR-A1A in Highland Beach |





Spot Observation Details:

Shoulders are provided throughout Highland Beach but there are no bike lanes. Two crashes with bicyclists occurred in the study area in five years. Bicyclists were observed during all field observations and were observed riding along the shoulder or the traffic lanes.

Suggestion Details:

Due to the number of bicyclists using the shoulder and the lanes of SR-A1A, review the feasibility of providing bike lanes along SR-A1A in Highland Beach. If bike lanes are not feasible, it is recommended to stripe sharrows along SR-A1A within Highland Beach. Note that there are no resurfacing projects along this section of SR-A1A scheduled in the next five years per FDOT's Five Year Work Program.

| | |
|------------------|-------------------------------|
| Agency: | Improvement Type: |
| FDOT | Pedestrian, Pavement Markings |
| Time Frame: | EEE: |
| Moderate | Engineering |
| Level of Effort: | Comment: |
| Medium | - |

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|---|--------------------------------|--|--------------------------------|
| 04 | SR-A1A at 3 unmarked locations | Residents request additional crosswalk locations | No recommendation at this time |
| <div data-bbox="39 228 871 699">  </div> <div data-bbox="39 857 871 1214">  </div> | | <div data-bbox="890 159 1188 191">Spot Observation Details:</div> <div data-bbox="890 204 2007 342"> <p>Residents of Highland Beach requested additional crosswalks as the residents live on the west side and have beach access on the opposing side of SR-A1A. From the West Palm Beach Property Appraiser website, three (3) beach access locations were identified that do not have mid-block crossings. These locations include the following:</p> <ul style="list-style-type: none"> - Bel Lido Drive at 45 Ocean - Bel Air Drive - 370 feet north of Bel Air Drive <p>During field observations, no pedestrians were observed crossing at these locations. However, it is noted that field reviews were conducted on a weekday and the crossings may be busier during the weekend.</p> </div> <div data-bbox="890 581 1115 613">Suggestion Details:</div> <div data-bbox="890 626 2007 764"> <p>During field reviews no pedestrians were observed crossing at the requested mid-block crossing locations. Therefore, it is highly unlikely there is sufficient pedestrian demand to meet the thresholds of Section 3.8 of the Traffic Engineering Manual (TEM). Therefore, it is not recommended to add mid-block crossing at this time.</p> <p>If pedestrian demand does increase, conduct pedestrian and bicycle counts at these locations to determine if the minimum levels of pedestrian demand is met per Section 3.8 of the TEM.</p> </div> | |
| | | <div data-bbox="890 1076 987 1109">Agency:</div> <div data-bbox="890 1117 957 1141">FDOT</div> | |
| | | <div data-bbox="1375 1076 1604 1109">Improvement Type:</div> <div data-bbox="1375 1117 1824 1141">Pedestrian, Pavement Markings, Signs</div> | |
| | | <div data-bbox="890 1166 1039 1198">Time Frame:</div> <div data-bbox="890 1206 949 1230">Long</div> | |
| | | <div data-bbox="1375 1166 1425 1190">EEE:</div> <div data-bbox="1375 1206 1514 1230">Engineering</div> | |
| | | <div data-bbox="890 1255 1062 1287">Level of Effort:</div> <div data-bbox="890 1295 945 1320">High</div> | |
| | | <div data-bbox="1375 1255 1503 1287">Comment:</div> <div data-bbox="1375 1295 1381 1320">-</div> | |

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|----|--------------------------------------|---|---|
| 05 | SR-A1A at the 8 mid-block crosswalks | Vehicles were observed not stopping for pedestrians at mid-block crosswalks | Install advanced "PEDESTRIAN WARNING" (W11-2) with "AHEAD" (W16-9p) signs 250 feet from the crosswalks per FDOT Design Standards Index 17346 Sheet 13 |

| Advanced Pedestrian Warning Signage Installed at Crosswalk? | | |
|---|------------|------------|
| Crosswalk | Northbound | Southbound |
| 1 | Yes | Yes |
| 2 | Yes | No |
| 3 | Yes | Yes |
| 4 | No | No |
| 5 | No | Yes |
| 6 | No | No |
| 7 | No | No |
| 8 | No | Yes |



Spot Observation Details:

Vehicles were observed not stopping for pedestrians with or without safety vests at the mid-block crosswalks along SR-A1A during all field observations. In addition, many of the crosswalks do not have advanced "PEDESTRIAN WARNING" (W11-2) with "AHEAD" (W16-9p) warning signs as shown on the table to the left.

Suggestion Details:

To increase visibility of the crosswalk and to properly warn drivers that pedestrians may be crossing at an upcoming mid-block crosswalk, install advanced "PEDESTRIAN WARNING" (W11-2) with "AHEAD" (W16-9p) signs 250 feet from the crosswalks per FDOT Design Standards Index 17346 Sheet 13.

| | |
|------------------|--------------------|
| Agency: | Improvement Type: |
| FDOT | Pedestrians, Signs |
| Time Frame: | EEE: |
| Short | Engineering |
| Level of Effort: | Comment: |
| Low | - |

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|----|--------------------------------------|---|---|
| 06 | SR-A1A at the 8 mid-block crosswalks | Vehicles were observed not stopping for pedestrians at mid-block crosswalks | Install "STOP HERE FOR PEDESTRIANS" (R1-5bL) signs at the mid-block crosswalks per Scheme 2 of FDOT Design Standards Index 17346 Sheet 13 |



Spot Observation Details:

Vehicles were observed not stopping for pedestrians with or without safety vests at the mid-block crosswalks along SR-A1A during all field observations.

Suggestion Details:

To increase visibility of the crosswalk and to properly communicate to drivers that it is state law to stop for pedestrians, install "STOP HERE FOR PEDESTRIANS" (R1-5bL) signs at the mid-block crosswalks per Scheme 2 of FDOT Design Standards Index 17346 Sheet 13.

| | |
|------------------|--------------------|
| Agency: | Improvement Type: |
| FDOT | Pedestrians, Signs |
| Time Frame: | EEE: |
| Short | Engineering |
| Level of Effort: | Comment: |
| Low | - |

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|----|--------------------------------------|---|--|
| 07 | SR-A1A at the 8 mid-block crosswalks | Vehicles were observed not stopping for pedestrians at mid-block crosswalks | Stripe mid-block crosswalks per Scheme 2 of FDOT Design Standards Index 17346 Sheet 13 |

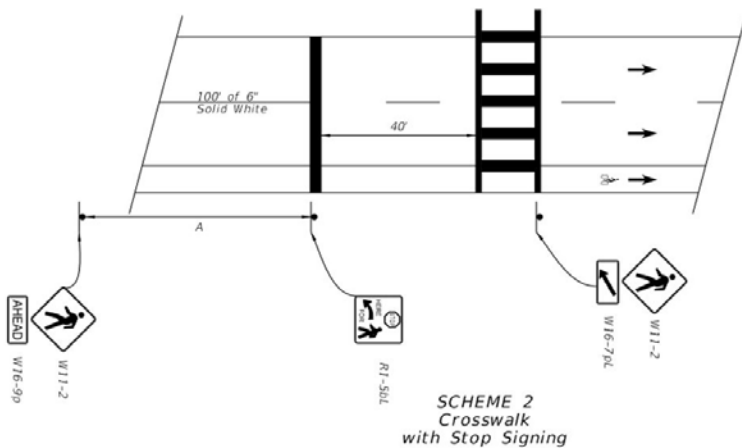


Spot Observation Details:

Vehicles were observed not stopping for pedestrians with or without safety vests at the mid-block crosswalks along SR-A1A during all field observations.

Suggestion Details:

To increase visibility of the crosswalk and to properly communicate to drivers that it is state law to stop for pedestrians, stripe the mid-block crossings with STOP bars and special emphasis crosswalk markings per FDOT Design Standards Index 17346 Sheet 13.



| | |
|------------------|-------------------------------|
| Agency: | Improvement Type: |
| FDOT | Pedestrian, Pavement Markings |
| Time Frame: | EEE: |
| Moderate | Engineering |
| Level of Effort: | Comment: |
| Medium | - |

| ID | Location Description: | Spot Observation Overview: | Suggestions for Consideration: |
|----|---|--|---|
| 08 | SR-A1A at Crosswalk 1 at the Boca Highland Beach Club | Pedestrian visibility during dark conditions is low and vehicles observed not stopping for pedestrians | Install "PEDESTRIAN WARNING" (W11-2) signs with LEDs and conduct a before and after compliance review |



Spot Observation Details:

The crosswalks have limited lighting and pedestrian visibility is low during dark conditions. Vehicles were also observed not stopping for pedestrians with or without safety vests at the mid-block crosswalks along SR-A1A during all field observations.

Suggestion Details:

Per 2A.07 of the MUTCD, LED units may be used in a sign to improve the conspicuity of the sign. To increase visibility of the crosswalk and to properly communicate to drivers that pedestrians are crossing at the mid-block crosswalk, consider installing "PEDESTRIAN WARNING" (W11-2) signs with LEDs at Boca Highland beach Club as there is an existing flashing beacon at this crosswalk. Note this location would have a before and after compliance study to compare the compliance of vehicles stopping for pedestrians with the existing flashing beacon and the proposed LED signs. If the LED signs are found to have less compliance, the existing flashing beacon would be put back in place and the LED signs would be removed. If the LED signs are determined to have more compliance, the LED signs may be considered for additional mid-block crosswalks.

The following crosswalks could be considered (based on estimated units): Crosswalk 2 at the Regency Highland Beach Club and Marina, Crosswalk 3 at the Toscana Condominiums, Crosswalk 5 at the Coronado Ocean Club, and Crosswalk 8 at the Delray Sands Resort. Note that the Delray Sands Resort is considered as it could be used by tourists staying or eating at the resort.

| | |
|------------------|-------------------|
| Agency: | Improvement Type: |
| FDOT | Signs, Pedestrian |
| Time Frame: | EEE: |
| Moderate | Engineering |
| Level of Effort: | Comment: |
| Medium | - |

ID *Location Description:***09** SR-A1A, west sidewalk at crosswalk #1*Spot Observation Overview:*

Sidewalk transitions into the southbound shoulder

Suggestions for Consideration:

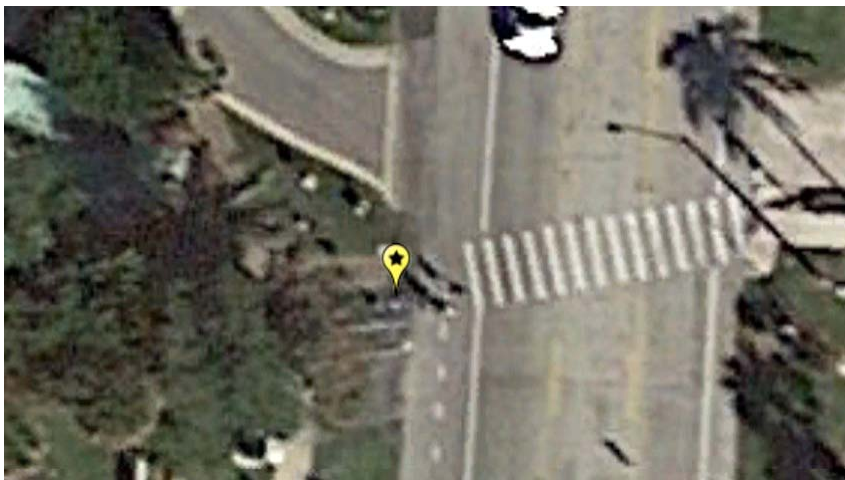
Add sidewalk on the west side of Crosswalk #1

Spot Observation Details:

The sidewalk briefly transitions into the southbound shoulder at crosswalk #1.

Suggestion Details:

For better accessibility for pedestrians, consider reviewing the feasibility of adding a concrete sidewalk on the west side of crosswalk #1 where it is missing.

*Agency:*

FDOT

Improvement Type:

Pedestrian

Time Frame:

Moderate

EEE:

Engineering

Level of Effort:

Medium

Comment:

-

Road Safety Audit Findings Details - Corridorwide Observations

| ID | Location Description: | Corridorwide Observation Overview: | Suggestions for Consideration: |
|------------|--------------------------------------|--|--|
| C01 | SR-A1A at the 8 mid-block crosswalks | Missing detectable warning surfaces and ADA issues | Add missing detectable warning surfaces and correct ADA issues |



Corridorwide Observation Details:

During field observations, missing detectable warning surfaces were observed at the mid-block crossings. Note that missing detectable warning surfaces are shown at each of the crosswalks in the table to the left. In addition, many of the sidewalks within FDOT's right of way were decorative or had ADA issues as shown on the picture to the left.

Suggestion Details:

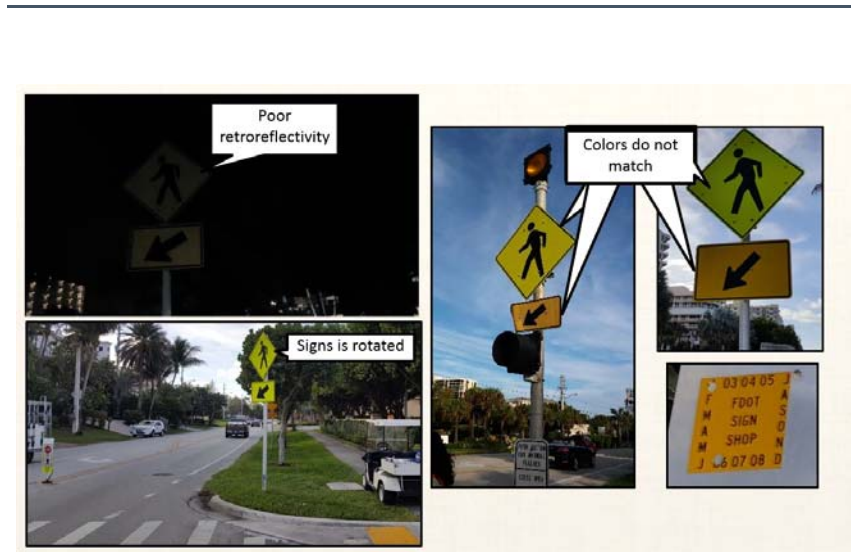
Per the table to the left, add missing detectable warning surfaces at the mid-block crossings where they are noted as missing.

To make the crosswalks more accessible within FDOT right-of-way, take corrective measures to bring the sidewalk to ADA standards. At locations outside of FDOT's right-of-way, inform private properties of ADA issues so they may take appropriate corrective measures.

| Detectable Warning Surfaces at Crosswalk? | | |
|---|-----------|-----------|
| Crosswalk | West Side | East Side |
| 1 | No | No |
| 2 | No | No |
| 3 | Yes | No |
| 4 | Yes | No |
| 5 | No | No |
| 6 | No | No |
| 7 | Yes | No |
| 8 | Yes | No |

| | |
|--------------------------|-------------------------|
| Agency: | Improvement Type: |
| FDOT, Private Properties | Maintenance, Pedestrian |
| Time Frame: | EEE: |
| Short | Engineering |
| Level of Effort: | Comment: |
| Low | - |

| ID | Location Description: | Corridorwide Observation Overview: | Suggestions for Consideration: |
|------------|--------------------------|---|--------------------------------|
| C02 | SR-A1A in Highland Beach | Inconsistent and noncompliant sign colors, rotated sign, poor retroreflectivity | Replace signs as needed |



Corridorwide Observation Details:

During field observations maintenance issues were observed with the signs and include the following:

- "PEDESTRIAN WARNING" (W11-2) signs and the supplemental arrow plaques (W16-7p) signs were not consistent. The signs varied from yellow or yellow-green.
- The "PEDESTRIAN WARNING" (W11-2) sign and the supplemental arrow plaque (W16-7p) sign at crosswalks #4 was crooked and was not facing southbound traffic.
- Many of the signs had poor retroreflectivity.
- The In-Street Pedestrian Crossing signs do not follow the MUTCD as these signs were placed on the shoulder instead of being placed on the center line or on a lane line.

Suggestion Details:

Replace signs that do not have consistent colors, rotate the sign at crosswalk #4, replace signs with poor retroreflectivity, and relocate or remove the In-Street Pedestrian Crossing signs that are on the shoulder. See Appendix B for inventory and recommendations.

| | |
|-------------------------|--------------------------|
| Agency: | Improvement Type: |
| FDOT | Maintenance, Signs |
| Time Frame: | EEE: |
| Short | Engineering |
| Level of Effort: | Comment: |
| Low | - |

ID Location Description:**C03** SR-A1A in Highland Beach

Corridorwide Observation Overview:

Excessive use of signs

Suggestions for Consideration:

Conduct sign inventory to determine which signs could be removed

Corridorwide Observation Details:

Residents are concerned that there are too many signs along the corridor which may distract drivers of the upcoming 8 mid-block crosswalks.

Suggestion Details:

Conduct a sign inventory to determine which signs could be removed along SR-A1A in Highland Beach.



Agency:

FDOT

Improvement Type:

Signs

Time Frame:

Moderate

EEE:

Engineering

Level of Effort:

Medium

Comment:

-

| ID | Location Description: | Corridorwide Observation Overview: | Suggestions for Consideration: |
|------------|------------------------------|--|--------------------------------|
| C04 | SR-A1A at construction sites | MOT not followed correctly at private developments | Enforce MOT |



Corridorwide Observation Details:

- During field observations, Maintenance of Traffic (MOT) for private developments along SR-A1A was not followed properly. MOT related issues included the following:
- Construction trucks observed parking in the bike lanes.
 - Visibility of construction signs were blocked by trees and bushes.
 - Minimal visibility of "Work Zone" or "Work Ahead" warning signs to properly warn drivers of construction vehicles blocking lanes
 - Incorrect placement of cones

Suggestion Details:

Due to the number of private developments along SR-A1A, MOT plans need to be properly followed and enforced.



| | |
|------------------------------|--------------------------|
| Agency: | Improvement Type: |
| FDOT, Town of Highland Beach | MOT |
| Time Frame: | EEE: |
| Short | Engineering, Enforcement |
| Level of Effort: | Comment: |
| Low | - |

APPENDIX A:
Stakeholder Coordination

Kevin Moderie

From: Kevin Moderie
Sent: Wednesday, December 28, 2016 3:43 PM
Cc: W.T. Bowman
Subject: Highland Beach RSA along SR-A1A

All,

At the request of FDOT D4 Traffic Operations, we will be conducting a Road Safety Audit along SR-A1A within the city limits of Highland Beach generally from Boca Highland Beach Club to the Carlton House. This RSA will focus on pedestrian and bicycle safety improvements in the area, particularly at the marked but unsigned crossings, based on both crash history and hazardous/unsafe conditions (in absence of a specific crash history). This RSA is being conducted based on pedestrian safety concerns presented by residents and staff of Highland Beach.

This RSA is being conducted to identify short-, mid-, and long-term improvements to enhance the safety of the corridor with a primary focus on pedestrians and bicyclists.

As defined by FHWA, a Road Safety Audit is a formal safety performance examination of an existing or future road or intersection by an independent, multidisciplinary team. It qualitatively estimates and reports on potential road safety issues and identifies opportunities for improvements in safety for all road users.

Per this email, we are requesting any upfront input you would care to offer related to the study area. Email or call me at any time.

Additionally, please be aware that we will be conducting the field reviews the week of January 16th (TBD). These will include a short intro, a walking review of the site during AM, midday, PM, and night time hour) and a short debrief with attendees to discuss the ideas from the field and refine to recommendations. We very much welcome you to join us for any (or all) of the field reviews and will provide a schedule shortly.

Lastly, the recommendations will be documented in an RSA findings report and provide for final approval and monitoring.

****Note,** I used BCC to avoid “kick back” emails or reply all. The stakeholders included on this list are:

Nick Uhren, PE, PBMPO
Valerie Neilson, AICP, PBMPO
Franchesca Taylor, AICP, PBMPO
Anie Delgado, PBMPO
Thomas Miller, FDOT D4
Alexander Barr, FDOT D4
Satya Pinapaka, FDOT D4
Yujijing Xie, FDOT D4
Captain Earl Brown, FLHSMV
Edward J. Soper, City of Highland Beach
Craig Hartmann, Chief of Police for the City of Highland Beach
John Boden, Citizen of Highland Beach

Thank you and feel free to contact me anytime.

Kevin Moderie, P.E.
TRANSPORTATION ENGINEER

Fort Lauderdale
6301 NW 5th Way, Suite 1400
Fort Lauderdale, FL 33309
(954) 641-5680 ext. 5005

kmoderie@tindaleoliver.com
www.tindaleoliver.com



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Wed 12/28/2016 3:43 PM

Kevin Moderie

Highland Beach RSA along SR-A1A

To

Cc W.T. Bowman

Bcc 'Alexander.Barr@dot.state.fl.us'; 'Satya.Pinapaka@dot.state.fl.us'; 'yujing.xie@dot.state.fl.us'; 'thomas.miller@dot.state.fl.us'; 'earlbrown@flhsmv.gov'; 'MossD@pbso.org'; 'District1Command@pbso.org'; 'esoper@ci.highland-beach.fl.us'; 'chartmann@ci.highland-beach.fl.us'; 'NUhren@PalmBeachMPO.org'; 'VNeilson@PalmBeachMPO.org'; 'FTaylor@PalmBeachMPO.org'; 'ADelgado@PalmBeachMPO.org'; 'jboden@elderissues.com'

APPENDIX B:
Crossing Inventory

| Crosswalk | Northbound | | | | | | | | | Southbound | | | | | | | | | Markings | | | |
|-----------|------------|---------------------------|---------------|-----------------------|-------|-----------------------|---------|-----------------------|--------|------------|---------------------------|---------------|---------------------------|---------|---------------------------|---------|---------------------------|--------|------------------|-----------|----------|----------|
| | Adv Sign | Retrorefle ctivity (5) | Adv Plaque | Retrorefle ctivity | W11-1 | Retrorefle ctivity | Plaque | Retrorefle ctivity | Beacon | Adv Sign | Retrorefle ctivity (5) | Adv Plaque | Retrorefle ctivity (5) | W11-1 | Retrorefle ctivity (5) | Plaque | Retrorefle ctivity (5) | Beacon | Crossing Type | Condition | Stop Bar | Paddle |
| 1 (6) | Y | 3 | Y | 3 | FYG | 2 | Y | 2 | 12" C | FYG | 3 | Y | 2 | FYG | 2 | Y | 2 | 12" C | Cont. | Good | No | No |
| 2 | Y | 3 | Y | 3 | FYG | 1 | Y(2) | 1 | No | No | | No | | Y | 2 | Y | 2 | No | Cont. | Good | No | No |
| 3 | FYG | 1 | FYG | 1 | FYG | 3 | Y | 3 | No | FYG | 1 | FYG | 1 | FYG | 3 | Y | 2 | No | Cont. | Good | No | CL |
| 4 | No | | No | | FYG | 2 | Y | 2 | No | No | | No | | FYG (4) | Rotated | FYG (4) | Rotated | No | Cont. | Good | No | CL |
| 5 | No | | No | | FYG | 3 | Y | 3 | No | FYG | 2 | FYG | 3 | FYG | 3 | Y | 3 | No | Cont. | Good | No | CL |
| 6 | No | | No | | FYG | 3 | FYG (1) | 3 | No | No | | No | | FYG | 2 | Y | 2 | No | Cont. | Good | No | Shoulder |
| 7 | No | | No | | FYG | 2 | FYG (1) | 2 | No | No | | No | | FYG | 3 | Y | 2 | No | Cont. | Good | No | CL |
| 8 | No | | No | | FYG | 2 | FYG (1) | 2 | No | FYG | 1 | FYG (3) | 3 | Y | 1 | Y | 2 | No | Cont. | Good | No | CL |

(1) Large arrow, different than others

(2) 250 ft ahead vs. AHEAD

(3) "2 Miles"

(4) Sign significantly rotated as to be difficult to see

(5) "1" = High, "2" = Medium, "3" = Low : Based on field observations and a video review. No measurements were taken

(6) Crosswalk 1 is to be replaced with a new LED border install

Replace

Consider install for corridor consistency

communication. However, could confuse motorists that they must stop

File Attachments for Item:

A. Designation of the Town's Voting Delegates to Palm Beach County League of Cities for 2023/2024



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission

MEETING DATE 04/04/2023

SUBMITTED BY: Lanelda Gaskins, Town Clerk's Office

SUBJECT: Designation of the Town's Voting Delegates to Palm Beach County League of Cities for 2023/2024

SUMMARY:

Every year the Palm Beach County League of Cities, encourage each municipality to designate elected officials as a voting delegate and alternate(s) to the Palm Beach County League of Cities, Inc. to vote on behalf of the municipality at any League of Cities general membership meetings and/or function of the general membership. The League of Cities is requesting each municipality to nominate their voting delegates and provide the information to them by April 14.

Staff is requesting the Town Commission to designate a voting delegate and alternate(s) to participate on behalf of the Town of Highland Beach for 2023/2024.

FISCAL IMPACT:

Mileage Reimbursement

ATTACHMENTS:

Palm Beach County League of Cities Voting Delegate Form

RECOMMENDATION:

Recommend Town Commission nominate a voting delegate and alternate(s) to participate on behalf of the Town at the Palm Beach League of Cities meetings for 2023/2024.



Took the official action and designated the following voting delegate and alternate(s) to vote on behalf of the above named municipality at any League of Cities general membership meeting, special general membership meeting and/or function of the general membership. This designation applies **ONLY** to weighting voting items for the General Membership.

Email:

Email:

Email:

Email:

Email:

Email:

Email:

_____ Mayor Signature

Clerk Signature (SEAL)

File Attachments for Item:

B. Authorize staff to initiate negotiations with the top ranked firm, Waste Management Inc. of Florida, in accordance with the Request for Proposals (RFP) No. 23-001 for Solid Waste and Recycling Collection Services.



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE 4/4/2023

SUBMITTED BY: Skender Coma, Management Analyst

SUBJECT: AUTHORIZATION TO INITIATE NEGOTIATIONS WITH THE TOP-RANKED FIRM FOR RFP NO. 23-001: SOLID WASTE AND RECYCLING COLLECTION SERVICES

SUMMARY:

On March 13th, 2023, the Support Services Department received and opened two (2) proposals in response to the RFP for Solid Waste and Recycling Collection Services, which the Support Services Department reviewed to ensure the proposals met the RFP's minimum requirements. Both proposals were deemed responsible and responsive and were forwarded to the Selection Committee for review.

On March 30th, 2023, the Selection Committee convened to submit their scoring based on the criteria established in the RFP. The Selection Committee members Craig Hartmann, Pat Roman, and Deidre McCarty reviewed, scored, and ranked the proposals as follows:

1. Waste Management Inc. of Florida
2. Waste Pro of Florida, Inc.

The Selection Committee was unanimous in their decision to recommend the final rankings and proceed with recommending the award of a Contract with the number one ranked firm, Waste Management Inc. of Florida.

At the request of the Town, Waste Management Inc. of Florida submitted three service models for consideration:

1. Standard Curbside Pickup (Current Service) - \$27.76 per month for single-family units and multi-family units of four or less, \$16.63 for multi-family units greater than four.
 2. Doorside Pickup - \$91.24 additional fee per month over Standard Curbside for applicable residences.
 3. Curbside Pickup with Automated Vehicle - \$22.85 per month for single-family units and multi-family units of four or less, \$15.23 for multi-family units greater than four.
-

FISCAL IMPACT:

Dependent upon selected service model, see attached submitted pricing for multiple service models.

ATTACHMENTS:

Evaluation Committee Final Scores and Ranking

Waste Management Inc. of Florida Proposal

RECOMMENDATION:

Approve the recommendation of the Selection Committee, authorize staff to initiate negotiations with the first ranked firm, Waste Management Inc. of Florida, in accordance with the Request for Proposals (RFP) No. 23-001 for Solid Waste and Recycling Collection Services, and select a service model to move forward with.

RFP FOR SOLID WASTE AND RECYCLING COLLECTION SERVICES

RFP No.: 23-001

SUMMARY OF REVIEWERS SCORES - SELECTION COMMITTEE MEETING (RANKING) - 3/30/23 AT 10:00 AM

| | Summary of Qualifications | Approach and Methodology | Ability to Provide Doorside Collection and Automated Collection Services | Transition Plan | Total of Fees Over Five-Year Period | References | Individual Score Totals | TOTALS | RANK |
|---|---------------------------|--------------------------|--|-----------------|-------------------------------------|------------|-------------------------|-----------|------|
| | MAX - 10 | MAX - 25 | MAX - 10 | MAX - 20 | MAX - 25 | MAX - 10 | MAX - 100 Per Person | MAX - 300 | |
| Waste Management Inc. of Florida | | | | | | | | | |
| Pat Roman | 9.0 | 21.0 | 5.9 | 20.0 | 25.0 | 10.0 | 90.9 | 282.7 | 1 |
| Craig Hartmann | 10.0 | 25.0 | 5.9 | 20.0 | 25.0 | 10.0 | 95.9 | | |
| Deidre McCarty | 10.0 | 25.0 | 5.9 | 20.0 | 25.0 | 10.0 | 95.9 | | |
| Waste Pro of Florida, Inc. | | | | | | | | | |
| Pat Roman | 7.0 | 19.0 | 5.0 | 17.0 | 23.2 | 10.0 | 81.2 | 259.6 | 2 |
| Craig Hartmann | 10.0 | 22.0 | 5.0 | 18.0 | 23.2 | 10.0 | 88.2 | | |
| Deidre McCarty | 9.0 | 25.0 | 5.0 | 18.0 | 23.2 | 10.0 | 90.2 | | |



Proposal for Solid Waste and Recycling Collection Services RFP No.: 23-001

Submitted by Waste Management Inc. of Florida
March 13, 2023 by 2:00 P.M.

***WM: Committed to Innovation,
Service Excellence, and Value
for Highland Beach***



ORIGINAL

INTRODUCTION

Title Page

Letter of Interest

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Highland Beach, March 2023

Photo by Shiraz Kashar, WMF Community Outreach and Education.

TOWN OF HIGHLAND BEACH

Solid Waste and Recycling Collection Services

RFP No.: 23-001

by 2:00 P.M. on March 13, 2023

SUBMITTED BY

Waste Management Inc. of Florida

Experience that Counts

FEDERAL I.D. 59-1094518

Barbara Herrera,
Government Affairs Manager
(954) 856-7192
bherrera@wm.com





Waste Management Inc. of Florida
651 Industrial Way
Boynton Beach, FL 33426

March 13, 2023

Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487

Attn: Eric Marmer, Assistant Town Manager

Dear Mr. Marmer:

Waste Management Inc. of Florida (WMIF/WM), as a wholly owned subsidiary of Waste Management, Inc. (WM), is pleased to provide the enclosed proposal response package, outlining our ability and commitment to providing service excellence to the Town of Highland Beach, as described in the Town's RFP No. 23-001, "Solid Waste and Recycling Collection Services."

WM wants to first thank you for your business and our long-standing partnership. We have extensive experience in Highland Beach and know the Town's streets, neighborhoods, and unique service requirements. Our operation as a municipal solid waste, recyclables, and yard waste services provider has evolved into one of the most comprehensive and responsive service packages in Palm Beach County.

WM, headquartered in Houston, TX, is North America's sustainability and environmental solutions leader. WMIF, headquartered in Boca Raton, is the local subsidiary that provides service across the Sunshine State, operating 84 facilities in Florida with nearly 5,000 employees. WMIF operates 32 hauling facilities, 18 landfills, 24 transfer stations, three Material Recovery Facilities, six C & D recycling centers, and one organics recycling facility. All of these facilities and their personnel stand ready to support the Senior District Manager Fred Harmon and the WM of Palm Beach Team's efforts to provide world-class service, industry-leading safety, and a high-quality customer service experience to Highland Beach and its residents and businesses.

Our WM of Palm Beach Hauling District is woven into the fabric of Palm Beach County, employing over 199 area residents who live, work, and contribute to the local economy. Our experienced professionals operate state-of-the-art equipment and facilities in support of contracts that service more than 151,000 residents and 11,000 commercial customers in the immediate area.

Please accept this as WM's formal statement of interest warranting that the requirements of this project as described in the RFP documents, its enclosures, and all addenda, have been reviewed and WM has conducted all necessary due diligence to confirm material facts upon which our response is based. We are prepared and willing to continue performing the services described and enter into an agreement with the Town of Highland Beach upon contract award.

Thank you for considering our proposal. We are committed to continuing our partnership with the Town of Highland Beach. Should you have any questions, please feel free to contact me at (954) 984-2035 or by email at dmyhan@wm.com.

Sincerely,

David M. Myhan, President
Waste Management Inc. of Florida

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2. SUMMARY OF QUALIFICATIONS

WM is Highland Beach's Local Company
with National Resources

South Florida Municipal Partners

Our Company History: Leading the Path to a More
Sustainable Future

WM: Who We Are and What We Do
The WM Highland Beach Team



Highland Beach, March 2023

Photo by Shiraz Kashar, WMIF Community
Outreach and Education



2. SUMMARY OF QUALIFICATIONS

A Company, People, and Resources You Can Count On

Since 1893 when Waste Management founder Harm Huizenga began removing trash in Chicago, WM has been working for a better tomorrow. But what started as 'Waste Management,' has evolved to become WM - the world's leading provider - and innovator - of sustainability services, and the work that started over a hundred years ago continues every day, getting better, smarter, and more innovative.

We're WM. Always Working For A Sustainable Tomorrow.

Provide evidence of a minimum of eight (8) years of experience providing solid waste collection services in Florida;

WM is Highland Beach's Local Company with National Resources

South Florida is where it all began for WM. It was in South Florida that Wayne Huizenga started a garbage hauling business, as his grandfather had done in Chicago in 1894. In 1962, Huizenga started the Southern Sanitation Service, which ultimately grew into Waste Management, Inc., today North America's leader in sustainability and environmental solutions, with over 48,300 employees serving more than 20 million municipal, residential, commercial, and industrial customers. WM currently services over 5,000 exclusive municipal contracts, making us the clear leader with a full range of experience in providing our municipalities with the individual service that best meets each area's unique needs. When it comes to service, WM truly is a local company with global resources.

Incorporated in Florida on March 30, 1964, Waste Management Inc. of Florida (WM/WMIF), headquartered at 1800 N. Military Trail, Boca Raton, FL, is the local subsidiary of Waste Management, Inc., that provides service across the Sunshine State. We operate 32 hauling facilities, 18 active landfills, 24 transfer stations, three Material Recovery Facilities, and six C & D recycling centers. Our nearly 5,000 employees provide collection, recycling, transfer, and disposal service to municipal, commercial, industrial, and residential customers, including over 180 exclusive municipal solid waste and recycling franchise agreements in Florida alone.

Waste Management Inc. of Florida

Waste Management Inc. of Florida, a wholly-owned subsidiary of Waste Management, Inc., was organized and incorporated in Florida in 1964. Our team services Highland Beach from our WM of Palm Beach Hauling District, which is located at 651 Industrial Way, Boynton Beach, FL 33426.



Provide evidence of having exclusive residential collection service including solid waste, yard waste, bulk waste, white goods, electronic waste and tires, to at least two (2) local government jurisdictions in Florida within the past eight (8) years;

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|---|--|-------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  Town of Gulf Stream 100 Sea Road, Gulf Stream, FL 33483 Greg Dunham, Town Manager (561) 276-5116 gdunham@gulf-stream.org | MANUAL DOORSIDE MSW, REC, YW, BLK, COMM, RO | 1993 to present | 387 | ~\$250K | EF |
|  Town of Hypoluxo 7580 S. Federal Highway, Hypoluxo, FL. 33462, Michael Brown, Mayor (561) 582-4155 mcbrown@hypoluxo.org | MANUAL CURBSIDE MSW, REC, YW, BLK, COMM, RO | 2002 - present | 294 | ~\$420K | EF |
|  Town of Southwest Ranches 13400 Griffin Rd., SW Ranches, FL 33330 Andy Berns, Town Administrator (954) 343-7469 aberns@southwestranches.org | TRANSITION TO ASL MSW, REC, YW, BLK, COMM, RO & Disposal | 2007 – to present | 2,600 | ~\$3.6M | EF |
|  City of Delray Beach 100 NW 1st Ave., Delray Beach, FL 33444 Danise Cleckley, Assistant Neighborhood & Community Services Director (561) 243-7000 Cleckley@mydelraybeach.com | MSW, REC, YW, BLK, COMM, RO | 2001 - present | 15,000 | ~\$11M | EF |
|  Palm Beach County Solid Waste Authority – Zone 2 7501 N. Jog Rd., WPB, FL 33412 Dan Pellowitz, Executive Director (561) 640-4000 dpellowitz@swa.org | MSW, REC, YW, BLK, COMM, RO | 2019 – to present | 33,000 | ~\$11M | EF |
|  Palm Beach County Solid Waste Authority – Zone 5 7501 N. Jog Rd., WPB, FL 33412 Dan Pellowitz, Executive Director (561) 640-4000 dpellowitz@swa.org | MSW, REC, YW, BLK, COMM, RO | 2019 – to present | 1,200 | ~\$1.3M | EF |
|  Martin County 2401 SE Monterey Rd., Stuart, FL 34996 Don Donaldson - Deputy County Administrator (772) 288-5400 Ddonalds@martin.fl.us | MSW, REC, YW COMM, RO | 2007 - 2029 | 48,000 | ~\$23M | EF |

Provide evidence of having exclusive commercial collection service to at least two (2) local government jurisdictions in Florida within the past eight (8) years;

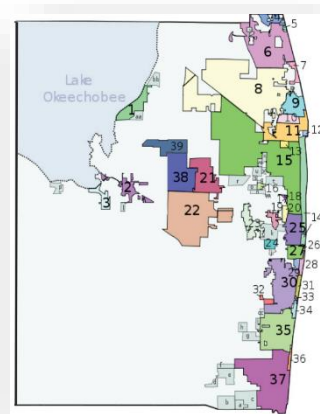
Please refer to the reference list in the previous page. Each of those exclusive franchises include commercial services as well. A comprehensive list of WM's South Florida customers follows in this section.

Provide evidence of currently providing exclusive residential collection service to a minimum of one (1) local government jurisdiction in Florida

WM services more municipalities in Palm Beach County than any other hauler, and there's a reason for that. WM is unmatched in safety and service excellence. We encourage you to contact our municipal partners to learn more about why more municipalities place their trust in WM than any other.

Additionally, we have included, for your reference, an at-a-glance chart outlining our customers that are your Palm Beach County neighbors.

| WM in Palm Beach County | | |
|--|-------------------------------|---------------------------------|
| 3. City of South Bay | 4. Village of Tequesta | 5. Town of Jupiter Inlet Colony |
| 6. Town of Jupiter | 7. Town of Juno Beach | 8. City of Palm Beach Gardens |
| 10. Town of Lake Park | 12. City of Palm Beach Shores | 13. Town of Mangonia Park |
| 14. Palm Beach County (SWA Area 2 and 5) | 17. Town of Glen Ridge | 18. Town of Cloud Lake |
| 20. Town of Lake Clarke Shores | 23. City of Greenacres | 29. Town of Hypoluxo |
| 32. Village of Golf | 35. City of Delray Beach | 36. Town of Highland Beach |
| 37. City of Boca Raton | 39. City of Westlake | |



South Florida Municipal Partners

WM is pleased present additional municipal references from throughout South Florida. We encourage you to contact any of our partners to learn more about the service excellence and ease of transition with WM. This chart is provided simply for your reference regarding the breadth of service that WM provides in our local area.

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|---|-------------------------|-------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  Collier County 3339 Tamiami Trail E, Naples, FL 34112 Kari Ann Hodgson, Solid & Hazardous Waste Director (239) 252-2504 Kari.Hodgson@colliercountyfl.gov | MSW, REC, YW, BLK, COMM | 2005 - to present | 130,000 | ~\$40M | EF |

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|--|-----------------------------------|-------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  Hillsborough County 332 N. Falkenburg Rd., Tampa, FL 33619 Kim Byer, S.W. Director (813) 612-7718 byerk@hillsborough.org | MSW, REC, YW COMM, RO | 1980 - to present | 96,000 | ~\$60M | EF |
|  City of Melbourne 900 E. Strawbridge Ave., Melbourne, FL 32901 Ralph Reigelsperger, Public Works Director (321) 608-5080 ralph.reigelsperger@mlbfl.org | MSW, REC, YW, BLK, COMM | 1996 - to present | 27,751 | ~\$10M | EF |
|  City of Boca Raton 201 West Palmetto Park Rd., Boca Raton, FL 33432 Richard Scherle, Municipal Services Operations Mgr (561) 416-3384 rscherle@myboca.us | C&D, COMM | 2015 - to present | N/A | ~\$4M | NEF |
|  City of Greenacres 5800 Melaleuca Lane, Greenacres FL 33463 Carlos Ceden, Public Works Dept., 561-642-2071 grouppw@greenacresfl.gov | MSW, REC, YW, BLK, COMM, RO | 2019 - to present | 8,700 | ~\$ 2.4M | EF |
|  City of Palm Beach Gardens 10500 Military Trail Palm Beach Gardens, FI 33410 Jennifer Nelli, Operations Manager (561) 799-4100 jnelli@pbgfl.com | MSW, REC, YW, BLK, COMM, RO | 2018-- to present | 20,000 | ~\$7.2M | EF |
|  Town of Jupiter 210 Military Trail Jupiter, FI 33458 Thomas Driscoll - Dir of Engineering and Solid Waste (561) 746-5134 Thomasd@jupiter.fl.us | MSW, REC | 1997 - to present | 27,000 | ~\$12M | EF |
|  City of Coral Gables 2800 SW 72 Ave, Miami, FL 33155 Alberto Zamora, Asst Public Works Dir. (305) 460-5000 azamora@coralgables.com | MSW, REC, COMM, RO | 1981 - to present | 1,708 | ~ \$8.6M | EF |
|  City of Florida City 404 W Palm Dr., Florida City, FL 33034 Otis Wallace, Mayor 305-247-8221 cityclerk@floridacityfl.gov | MSW, REC, COMM, RO | 1991 - to present | 2,600 | ~ \$2.5M | EF |
|  City of Hialeah Gardens 10001 NW 87 Ave., Hialeah Gardens, FL 33016 Arturo Ruiz, Director of Administration (305) 558-4114 aruiz@cityofhialeahgardens.com | MSW, REC | 1998 - to present | 4,160 | ~ \$3.2 M | EF |

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|---|---|-------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  City of Lauderdale Lakes 4300 NW 36 S, Lauderdale Lakes, FL 33319 Ronald Desbrunes, Public Works Director (954) 535-2700 ronaldd@lauderdalelakes.org | MSW, REC, RCY PROC, BLK, COMM, RO, C&D | 1992 - to present | 4,791 | ~\$5M | EF |
|  City of Parkland 6600 University Drive, Parkland FL 33067 Sabrina Baglieri, Public Works Director (954) 757-4108 sbaglieri@cityofparkland.org | MSW, REC, RCY PROC, BLK, COMM, RO, DISP | 2008 - to present | 11,000 | ~\$4M | EF |
|  City of North Lauderdale 701 S.W. 71st Ave., North Lauderdale, FL 33068 Sam May, Public Works Director (954-724-7070) smay@nlauderdale.org | MSW, REC, BLK COMM, RO, C&D | 2021 – to present | 8,350 | ~\$7M | EF |
|  City of Lauderdale 5581 W. Oakland Park Blvd., Lauderdale, FL 33313 Desorae Giles-Smith, City Manager (954) 730-3002 dgiles@lauderdale-fl.gov | MSW, REC, BLK, COMM, RO | 2016 - to present | 12,802 | ~\$7.2M | EF |
|  City of Cooper City 9090 SW 50th Place, Cooper City, FL 33328 Joseph Napoli, City Manager (954) 434-4300 JNapoli@coopercityfl.org | MSW, REC, BLK, COMM | 2006 - to present | 10,383 | ~ \$6 M | EF |
|  City of Lighthouse Point 2200 NE 38th St., Lighthouse Point, FL 33064 John Lavisky, City Administrator (954) 784-3434 jlavisky@lighthousepoint.com | MSW, REC, BLK, COMM | 2013 - to present | 3,757 | ~ \$2.8M | EF |
|  City of Wilton Manors 2100 N. Dixie Hwy., Wilton Manors, FL 33305 David Archaki, Emergency Mgmt/Utilities Director (954) 390-2190 darchacki@wiltonmanors.com | MSW, REC, BLK, COMM | 2003 - to present | 3,853 | ~\$2.6M | EF |

Provide a brief discussion of the Proposer's business history and current purpose/function in the marketplace; Indicate specifically the members of the firm who will have primary responsibility for the Town's contract and provide a brief resume for each. Also indicate all key individuals, and their tasks and/or areas of expertise.

Our Company History: Leading the Path to a More Sustainable Future

WM is the world's leading provider of sustainability services. For more than 50 years, we have been working for a better tomorrow with sustainability and environmental stewardship embedded in all we do.

We have partnered with countless customers to implement innovative programs and services that have shaped the solid waste and recycling industry in North America. Key highlights of our history include:



BORN OUT OF A DESIRE TO SERVE COMMUNITY

1968: The original Waste Management, Inc. begins operations, bringing together numerous solid waste companies, including some founded in the early 1890s.



A PIONEER FOR THE ENVIRONMENT

1980s: WM pioneers recycling programs in communities throughout North America. Curbside recycling services begin in many neighborhoods and WM begins to build robust collection, materials recovery, and materials marketing infrastructures to ensure that more of our waste finds second life.

BREAKTHROUGH TECHNOLOGY

1990s: WM refines recycling processing facilities by introducing single-stream recycling that allows for the customer convenience of “all-in-one” cart-based recycling collection.

REDUCING OUR CARBON FOOTPRINT

2007: WM begins transitioning to collection vehicles that run on cleaner fuels, setting a goal to reduce fleet emissions by 15% by 2020. The goal is achieved in just four years and by 2018 we reduced fleet emissions 30% with the largest heavy-duty natural gas truck fleet in North America.



CLOSING THE LOOP

2009: Our first renewable energy facility opens at our Altamont, CA Landfill, giving WM technology to produce renewable natural gas (RNG) that can be used as transportation fuel from biogas, a gaseous product from the decomposition of organic matter at our landfills. Today, WM has 16 RNG production facilities and more than half of our natural gas fleet runs on RNG fuel.

THE CROWN JEWEL OF SUSTAINABLE SPORT

2010: WM begins sponsorship of the Phoenix Open golf tournament. The WM Phoenix Open (WMPO) soon evolves into the premier showcase for environmental best practices and innovation in sustainable sport. The WMPO annually achieves Zero Waste status beginning in 2012 and has earned the nickname “The Greenest Show on Grass.”



EDUCATING TO RECYCLE RIGHT

2013: The industry's first comprehensive, turn-key recycling education campaign is launched. Recycle Right promotes recycling by simplifying guidelines and providing resources for recycling today, from the latest technologies to tools that inspire others to recycle. With Recycle Right, everyone is empowered to become a recycling ambassador.



THE WORLD OF RECYCLING CHANGES

2017: China, which had been the world's largest market for mixed paper and plastics, sets aggressive environmental goals that culminate with a plan to eliminate imports of all post-consumer recyclables by 2021. In response, WM works to rebalance commodity values by developing markets here in North America.

AIMING HIGHER

2018: WM sets an ambitious new goal to offset four times the greenhouse gas emissions we generate through our operations by 2038. The ambition is supported by two additional goals: reducing fleet emissions by 40% through renewable fuel use in our growing fleet of natural gas vehicles and collecting two million more tons of recycled materials by 2038.

EXPORTING RESPONSIBLY

2019: Responding to the issue of plastic waste in the environment, including marine debris, WM declares that no plastics collected on our residential routes will be sent outside North America, where countries may not be well-equipped to properly handle the materials. Sending plastic to such markets increases the likelihood of more plastics entering rivers, waterways, and oceans.

INVESTING IN THE FUTURE OF RECYCLING

2020: WM opens the "Material Recovery Facility of the Future" - a next generation recycling facility with cutting edge recyclables processing technologies, including optical sorters, advanced screening, and robotics. The new MRF design maximizes outbound quality of recyclable materials while minimizing operating expenses - helping to create more sustainable recycling programs - and serves as the framework for future MRF investments over the next five years.



MORE THAN A WASTE MANAGEMENT COMPANY

2022: Because our business offerings go beyond just managing waste, "Waste Management" re-brands to become "WM." Today, as WM, we are changing waste collection, creating alternative fuels, and forging a more sustainable tomorrow.

TODAY, AND BEYOND

While this is our story, it is not the end. WM is writing new chapters every day in pursuit of solutions to global issues, while always providing the most consistent service in the industry.

WM: Who We Are and What We Do

As North America's leading provider of comprehensive environmental services, WM serves millions of residential, commercial, industrial, and municipal customers throughout the U.S. and Canada by collecting, transporting, and finding new uses for the waste they generate. We also collaborate with our

customers to help them achieve their sustainability goals through managing and reducing waste and operating more sustainably.

To serve our diverse customer base, we have developed the industry's largest network of collection operations, transfer stations, and recycling and disposal facilities, led by a team of 48,300 employees motivated to go above and beyond. Unmatched in geographical reach and ability, our resources enable us to manage every aspect of our customers' waste streams.

WM At-a-Glance (data represents the most recently published information)

| People | Operations | | | | |
|--|---|--|-------------------------------------|--|------------------------------|
| 48,300 team members | 255 solid waste landfills | 5 hazardous waste landfills | 507 hauling facilities | 340 transfer facilities | \$31.4B asset base |
| Recycling Facilities | Energy | | | Environmental | |
| 49 single stream recycling facilities | 10,832 alternative fuel vehicles | | | 73 certified wildlife habitat programs | |
| 27 commercial facilities | 177 natural gas fueling stations | | | 70 pollinator programs | |
| 11 other facilities | 102 landfill gas-to-electricity facilities | | | 177 active habitat, species, and education certified projects | |
| 9 construction and demolition recycling facilities | 26 landfill gas-to-industrial customers as substitute for fossil fuels | | | 13,721 acres actively managed for wildlife preservation | |
| 26 composting facilities | 16 Renewable Natural Gas facilities | | | | |
| 4 WM CORE® organics processing facilities | | | | | |

The WM Highland Beach Team

Following is your WM Town of Highland Beach Executive Team. Included here is Barbara Herrera who will serve as Highland Beach's primary point of contact, and who has taken the lead for the planning and administration of this project.

WM's Highland Beach Executive Management Team

David Myhan, President, Waste Management Inc. of Florida



1800 N. Military Trail, Boca Raton, FL 33431, (601) 861-0003 | dmyhan@wm.com

David's 28-year WM career has earned him the position of President of Waste Management Inc. of Florida (WMIF). Mr. Myhan oversees the operations of WM's Florida Area and its over 5,000 team members.

Mr. Myhan has strategic, financial, and operation responsibilities for the overall businesses for WMIF franchised and open market sectors. He has held various positions in sales and general management in FL, LA, AL, MS, TX, AR, and OK after graduating from the University of North Alabama.

Jim Lambros, Vice President, Waste Management Inc. of Florida



1800 N. Military Trail, Suite 201, Boca Raton, FL 33431, (954) 984-2007 | jlambros@wm.com

At this point in Jim's 35 years with WM, he is the Vice President of WMIF, with strategic, financial, and operational responsibilities for the overall businesses for WMIF franchised and open market sectors. He has held various financial and operational positions in FL, PA, NJ, NY, DE, MD, VA, WVA, and OH, and graduated from the University of Akron.

Jack Conner, Director of Collections Operations



1800 N Military Trail, Suite 201, Boca Raton, FL 33431, (954) 557-2325 | jconner@wm.com

Jack has been with WM for 18 years and now focuses on providing exceptional service to our South Florida customers. For the past six years he has concentrated on Palm Beach, Broward, Dade and Monroe counties, and has been actively involved in providing service to Highland Beach, Delray Beach, Palm Beach County Solid Waste Authority, Wellington, Riviera Beach, Palm Beach Gardens, Juno Beach and multiple other Palm Beach County municipalities. Jack's 36 combined years of progressive leadership experience have given him invaluable audit compliance, project management, regulatory compliance, and labor relations experience. Jack graduated from Centenary College of Louisiana.

Dawn McCormick, Director of Communications



1800 N. Military Trail, Suite 201, Boca Raton, FL 33431, (954) 984-2041 | dmccormick@wm.com

Dawn is an experienced broadcast journalist and communications professional with more than 30 years of experience in media relations, issues management, crisis communications and pro-active stakeholder communications. She was an award-winning broadcast journalist with NBC and ABC affiliated TV stations. Dawn graduated with a degree in Journalism from Northwestern University.



Rick Kania, Area Director Revenue Management



1800 N Military Trail, Suite 201, Boca Raton, FL 33431, (813) 505-1814 | rkania@wm.com

Rick has been with WM for 33 years, serving in various leadership positions throughout Florida and the rest of United States. Rick's experience with WM includes Operations Management (collections, post-collection), Sales, WM Healthcare Solutions, Pricing, and overall Revenue Management.

Rick joined WM upon graduating from Bowling Green State University.

Paul Schneider, Sales Director



1800 N Military Trail, Suite 201, Boca Raton, FL 33431, Phone: (813) 927-1519 | pschneid@wm.com

Paul has been a valued member of the WM team for the past 33 years, holding various roles prior to advancing to his current Sales Leadership of 23 years. As the Director of Sales, Paul oversees a team of 71 dedicated team members throughout the Florida Area with a commitment to providing an outstanding customer experience.

Paul is a leader in focusing on a creative and innovative approach to build relationships and support customer satisfaction in the Florida Area. He graduated from Broward Community College.

Lisa McNeight, Public Affairs Director



3411 North 40th Street, Tampa, FL 33605, (716) 913-9146 | lmcneigh@wm.com

Lisa is a 27-year veteran of WM, holding progressive roles in Sales, Pricing and Public Sector over that time. She began her career with WM in 1995 as an Inside Special Waste Sales representative in Western New York. Over the next 10 years, she increased the scope of her roles and diversified her functional experience, ultimately reaching Area Public Sector Manager, Upstate New York, Western Pennsylvania and

West Virginia in 2011, and holding that position until 2015, when she relocated to the Florida Area. Over the past six years, Lisa has held the role of Public Sector Manager for North Florida. With her level of strategic planning, organization, consistency and partnership in North Florida, Lisa recently expanded her leadership role to Director, extending her managerial role across the entire Florida Area. She graduated from State University of New York.

Luigi Pace, Area Manager, Area Manager Public Sector Solutions



2380 College Ave., Davie, FL 33317, (305) 970-0127 | Email: lpace@wm.com

In his position as Area Manager, Public Sector Solutions, Luigi oversees the Public Sector Representatives that cover 16 Florida Counties. With 19 years with WM and 32 years total industry experience, he works closely with municipalities and Public Sector Solutions (PSS) representatives to ensure compliance with municipal contracts. As a prior PSS rep, Luigi knows municipal contracts and has worked seamlessly with our

local district management team to elevate customer satisfaction.

Luigi's prior positions included Sr. District Manager Broward County, South Florida Market Area Safety Manager, WM of Palm Beach Sr. District Manager, and Operations Manager. Each of these positions gives Luigi his unique skill set and ability to represent his customers' perspectives to the WM network. An invaluable communication tool is Luigi's fluency in Spanish and Italian.

Barbara Herrera, Government Affairs Manager and the Town's Project Manager



2380 College Ave., Davie, FL 33317, (954) 856-7192 | bherrera@wm.com

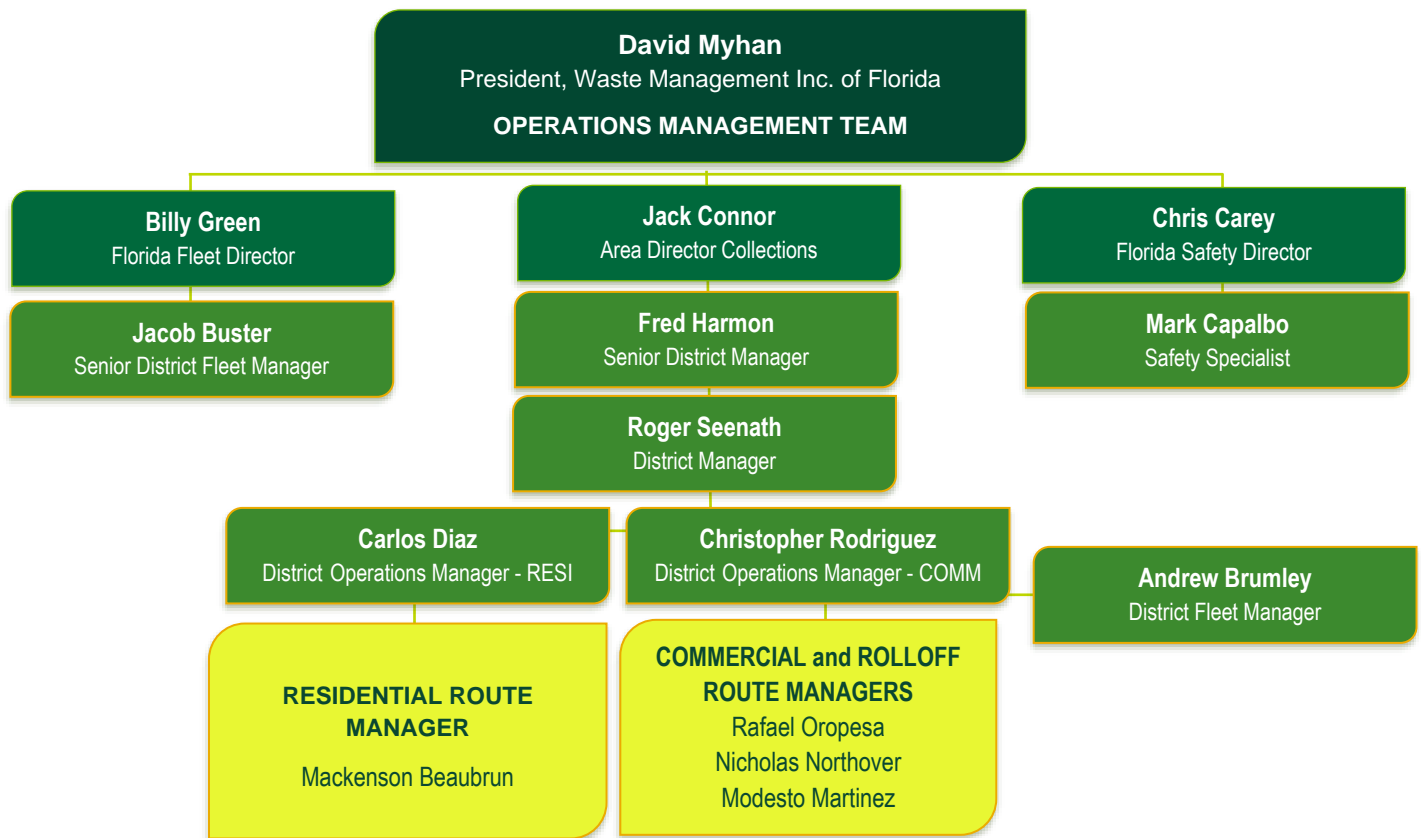
Barbara will serve as WM's government affairs liaison to the Town of Highland Beach. Her role will include, but not be limited to, the oversight of WM's implementation of the new agreement. She will work collaboratively with Highland Beach Staff to design and implement services in accordance with contractual requirements.

Barbara has been actively involved with her South Florida customers in delivering excellence of service and promoting recycling awareness in the area during her six (6)-year tenure at WM. In her role as Government Affairs Manager, she has successfully served as the government affairs liaison and contract manager to numerous municipalities. Prior to joining the WM team, Barbara served in the public sector as a City Clerk providing her with extensive understanding of municipal government which assists with meeting the needs of her customers.

Barbara's additional qualifications include her role as an Adjunct Professor of Political Science in South Florida universities; as well as her service as a local elected official in the City of Weston from 2001 - 2004. She graduated from Florida International University.



WM's Highland Beach Operations Management Team



Fred Harmon, Senior District Manager, WM of Palm Beach



(989) 293-4635 | FHarmon@wm.com

Assignment on Town's Project: Managerial responsibility for Day-to-Day Collection and Administrative Operations across the District

As Senior District Manager, Fred oversees the day-to-day operations of the District, including oversight of the 250 employees that are responsible for the collection of garbage, recycling, and yard waste from thousands of residential and commercial customers. With 16 years at WM, and 22 years total industry experience, he provides exceptional leadership support to his front-line managers. Fred is responsible for the District's overall service and budget performance including safety, operational, and service performance while also diagnosing and improving processes and procedures.

Fred began his career with Waste Management in 2007 where he excelled as a Route Manager in the Ohio Area and was promoted to various leadership positions, eventually serving as the Senior District Manager of the Northern Michigan and Southern/Central Ohio Areas. In 2019, Fred was transferred to Waste Management of Palm Beach County as the Senior District Manager. He currently leads one of the ten largest hauling companies within the corporation, with 250 employees, and supports his team's efforts to provide excellent Customer Satisfaction and maintain a focus on a strong Safety Culture. Fred directly oversees providing exceptional service to contracts including Delray Beach, Highland Beach, Palm Beach County Solid Waste Authority, Palm Beach Gardens, Mangonia Park, Golf, Gulfstream, and multiple other Palm Beach County municipalities

Fred was the recipient of the Grieves Scholarship for Academic Performance at Northern Kentucky University where he earned a Bachelor of Science degree in Mathematics & Business Management/Marketing. He has been featured in the DDI Manager Success Stories and was one of only 12 leaders selected in the 2017/2018 Waste Management Leadership Forum.

Roger Seenath, District Manager, WM of Palm Beach



(561) 718-4825 | wmrseenath@wm.com

Assignment on Town's Project: Managerial responsibilities including overseeing Quality Assurance

Roger has been employed by WM for 16 years. During that time, he has served in several different roles, from Customer Service Management, to Sales Management, and currently in Operations. He is responsible for managing the daily operations in all aspects at our WM of Palm Beach facility. Prior to his Senior Leadership Role in his district, he managed all lines of business including Residential, Commercial and Roll-off services.

Roger has extensive knowledge of the Palm Beach County areas and has been trained in all aspects of safety. His time in leadership positions has provided him with valuable experience in mentoring and coaching team members. Roger holds a Liberal Arts degree from Miami Dade Community College.

Christopher Rodriguez, District Operations Manager/Commercial, WM of Palm Beach



(772) 200-9122 | crodr33@wm.com

Assignment on Town's Project: Direct manager of all Commercial Route Managers, responsible for on time and complete collections.

Chris has been with Waste Management for six years in various roles of the operational lines of business in the Martin County and Palm Beach County areas. He began his career as a driver, eventually moving into the role of Route Manager for the residential line of business in Palm Beach Gardens. In 2019, he transferred to our WM of Palm Beach location where he transitioned into the role of Commercial Route Manager. Chris's team proudly services the areas of Highland Beach, Delray Beach, Wellington, Boca Raton, Lantana, West Palm Beach, Riviera Beach, Palm Beach Gardens, South Bay, and Pahokee.

Chris's experience as a Driver and a Route Manager in heavily populated cities has given him the tools to lead a team that provides efficient and reliable service to customers. He was educated at Adrian College, where he earned a degree in Liberal Arts.

Carlos Diaz, District Operations Manager/Residential, WM of Palm Beach



(954) 288-3100 | cdiaz1@wm.com

Assignment on Town's Project: Direct manager of all Residential Route Managers, Responsible for on time and complete collections.

Carlos has been actively involved in providing exceptional service to our South Florida customers for the past five years in Palm Beach County. He is currently serving as a District Operations Manager for Palm Beach County, focusing on the residential line of business. Carlos's team proudly services the areas of Delray Beach, Highland Beach, Gulfstream, Greenacres, Palm Beach Shores, Boca Raton, Lake Worth, Palm Beach Gardens, South Bay, and Pahokee. Carlos began his career at Waste Management as a Route Manager Trainee in 2018 continuing to a Route Manager position in 2019 before his current role of District Operations Manager in August of 2021.

Carlos has 13 years combined years of progressive leadership experience, receiving personal awards and commendations from his service in the United States Marine Corps. He was educated at Florida Atlantic University where he earned a Bachelor's degree in Criminal Justice with a Minor in Public Safety Administration.

Jacob Buster, Senior District Fleet Manager, WM of Palm Beach



(561) 547-4000 | jbuster1@wm.com

As our Senior Fleet Manager, Jacob oversees all aspects of fleet strategy and repairs at the district. He has three years with WM, and most recently won the distinguished Top Shop award within WM. Jacob's sales background, including his most recent role as Regional Sales Manager for Fabricators Plus before relocating to FL, gives him a depth of management skill and experience that make him uniquely qualified for his efforts in managing fleet strategy and repairs.

Andrew Brumley, District Fleet Manager, WM of Palm Beach



(561) 547-4000 | abrumley@wm.com

As our Fleet Manager, Andrew oversees fleet repairs at the district. He has 20 years with WM and has earned promotions from Technician Assistant, to Technician, to Senior Technician, and now to Fleet Manager. Andrew has achieved his ANGI CNG Certification, Cummins Warranty Certification, and his Michelin and Bridgestone Technical Certification.

Highland Beach Route Managers

Rafael Oropesa, Nicholas Northover, and Modesto Martinez are the Commercial & Rolloff Route Managers for our WM of Palm Beach Hauling District. They oversee daily collection services, drivers, and operational performance. They manage District personnel needs, including selection, coaching, and training drivers. They are also responsible for equipment utilization and managing all equipment needs, including cart and container inventory.



Raphael has six years with WM and 16 years in the industry; Nicholas has five years with WM and Modesto holds 27 years of experience with WM.



Mackenson Beaubrun is the current Residential Route Manager for Highland Beach and will continue in this role. He manages day to day residential operations and serves as the frontline operational liaison for the Highland Beach franchise agreement.



3. APPROACH AND METHODOLOGY

Established Routes

Highland Beach Route Maps

VALUE ADDED ELEMENTS

A Customer Service Experience For Tomorrow

Service Delivery Optimization:
A Cornerstone of Our Operations

Preventive Maintenance

Waste Watch®

Equipment

Carts



Highland Beach, March 2023

Photo by Shiraz Kashar, WMIF Community
Outreach and Education



3. APPROACH AND METHODOLOGY

A History of Working Together

The Town of Highland Beach is a distinctly unique community and as such has posed some distinctly unique requirements for your next contract. WM's priority, first and foremost, is to offer a solution to maintain the character of Highland Beach and enable us to earn your business for the next seven years.

The Town has clearly prioritized the potential benefits of three-man crews for community-wide collections of your current assorted containers, and WM can and will provide that convenience for your residents.

Additionally, you are interested in doorside collections where possible for the above scenario, and again WM can and will provide that convenience for your residents.

Alternatively, the Town has recognized the trend toward automated collection - one that enhances safety, service efficiency, labor retention, and results in more competitive rates but within the SWA area, still requires multiple recycling containers that necessitate either helpers or the driver to exit the vehicle. A fully automated MWS alternative for Highland Beach's carts may yield efficiencies and possible cost savings.

Our challenge is to position our operations to offer a solution to these Highland Beach scenarios. The vehicles that deliver automated services vs manual collections have intentionally been designed to accommodate one driver, and fewer, if any, laborers, and typically carted contents only. We will propose a solution that meets most, if not all, of your requirements.





As Highland Beach's current provider, WM already holds all of the needed vehicles, equipment, personnel, and resources to effectively and efficiently service the Town. WM of Palm Beach, located at 651 Industrial Way, Boynton Beach, is the local hauling district that currently services Highland Beach. WM of Palm Beach is under the leadership of Senior District Manager Fred Harmon, District Manager Roger Seenath, and District Operations Manager Carlos Diaz. Under the guidance of Florida Market Area President David Myhan, Fred, Roger, and Carlos lead the service efforts for Highland Beach. Government Affairs Manager Barbara Herrera will continue as the Town's primary liaison for service, contractual needs, and community involvement.

Our WM of Palm Beach hauling district located just over 10 miles from Highland Beach, houses 250 employees and over 170 collection vehicles, 3 container delivery trucks, 3 service trucks, and 12 support vehicles serving as additional available resources. Plus, with nearly 5,000 employees and 1,400 compressed natural gas-fueled trucks within the State of Florida, along with 48,300 employees and 32,000 vehicles in North America, WM has the capacity to handle any unforeseen circumstance in the Town.

We are uniquely well positioned to provide the services and operations the Town requires on an uninterrupted basis and our WM of Palm Beach team is committed to continue providing the service excellence that our Highland Beach residents and businesses have come to expect.

Our outstanding history of past performance, regulatory compliance, and superior safety record, along with the financial and resource backing of North America's largest environmental services company, gives us the foundation needed to not only meet but exceed Highland Beach's expectations for waste and recycling franchise services.

WM is pleased to provide the following at-a-glance charts below for Highland Beach's dedicated Routes, Employees, Vehicles, and Services. Please find additional information pertaining to each immediately following the charts below and on the following pages.

Established Routes

| Collection Service | MSW | REC | YARD WASTE | BULK | CM FRONTLOAD | ROLL-OFF |
|--|------------------------------|--------------------------------------|----------------------|----------------------|--------------------------------------|-------------------|
| The number of Routes that will be used | 2+1 Saturday Seasonal | 2 | 1 | 1 | 3 | 1 |
| The type of vehicle Route; and | 1 Rear-load vehicle (REL) | 1 Split Body Rear-load vehicle (REL) | 1 Clam shell vehicle | 1 Clam shell vehicle | 3 Commercial Frontload vehicle (FEL) | 1 Rolloff vehicle |
| The type and number of employees | 1 driver 2 driver helpers | 1 driver 1 driver helper | 1 driver | 1 driver | 3 drivers 2 driver helpers | 1 driver |



Provide a proposed route schedule and map for residential services;

| General Collections Notes | |
|---------------------------|--|
| Single Family Residences | Garbage collection occurs Monday and Thursday between 7:00 am and 5:00 pm. Items must be ready by 7:00 am. Recycling collection occurs Monday only between 7:00 am and 5:00 pm. Items must be ready by 7:00 am. Yard waste collection will be provided on Monday only between 7:00 am and 5:00 pm. |
| Multi-Family Condominiums | Garbage collection occurs Monday and Thursday 8:00 am until 3:00 pm. There is a Saturday collection day added for seasonal months (November 16 through May 14) Collection time for this Saturday pick-up will occur from 8:00 am until 12:00 pm. Recycling collection occurs Monday and Thursday 8:00 am until 3:00 pm. Yard waste collection service is not currently included. Real Christmas trees are collected on the first Monday following January 1 st between 7:00 am and 5:00 pm. |
| Commercial | Commercial collections are for MFC that have transitioned over the years to traditional FE service |

All of the Solid Waste and Recyclable Materials collected for Highland Beach are and will continue to be delivered to one of the Solid Waste Management Facilities operated by the Solid Waste Authority of Palm Beach County ("Authority" or "SWA") or to another Solid Waste Management Facility designated by the Town.

WM's Highland Beach Route Plans

| | MSW 2x/week* Mon/Thurs | | RECYCLING 1x/week Mon/Thurs | | YW/BULK 1x/week Monday Only | |
|---------------------------|---------------------------------------|---------|---------------------------------------|---------|---------------------------------------|----------------------------|
| | Trucks # Routes Drivers/Helpers | # Units | Trucks # Routes Drivers/Helpers | # Units | Trucks # Routes Drivers/Helpers | # Units |
| SF/MFC carts CURBSIDE | 1 REL 2 1/2 | 240+320 | 1 REL 2 1/1 | 240+320 | 1 CLAM 1 1 | 240+320 |
| SF/MFC carts DOORSIDE | 2 REL 2 2/4 | 240+320 | 1 REL 2 1/1 | 240+320 | 1 CLAM 1 1 | 240+320 |
| SF/MFC carts AUTOMATED | 1 ASL/1 REL 2 2/2 | 240+320 | 1 REL 2 1/1 | 240+320 | 1 CLAM 1 1 | 240+320 |
| MFC/COMM** CURRENT | 2 FEL 2 2/2 | 3,950 | 1 FEL 1 1 | 3,950 | 1 CLAM 1 1 | 3,950 By appointment |

* MSW will be collected 3x/week November 1- May 31st for Multi-Family Condominium (MFC)>4 units

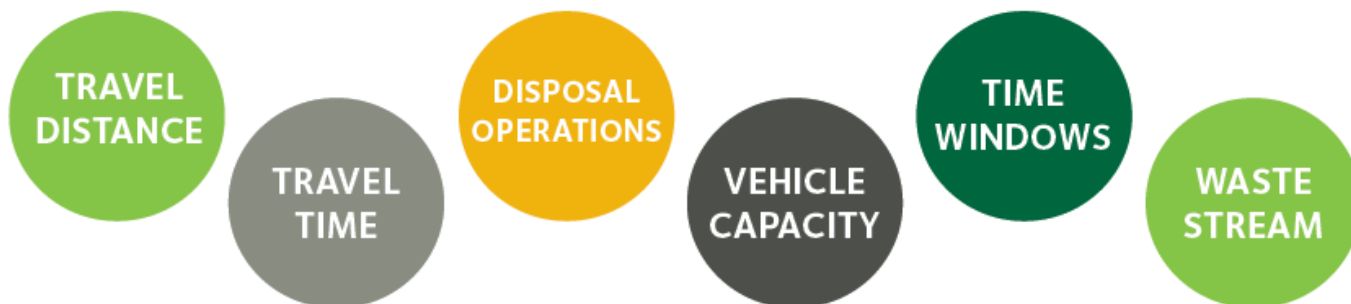
** Comm MSW FEL runs M, W, TH, F, SA and Comm Recy FEL runs M, TH, SA

eRouteLogistics®: Routing Software that Reflects Real-Time Developments



WM utilizes the most sophisticated routing software in the industry, eRouteLogistics®, to develop, manage, and modify routes. The software is used daily by our operations team to ensure that each route is well-maintained and adjusted to reflect new developments and changes in service levels, customer counts, and traffic patterns.

The eRouteLogistics program uses specialized software and a process analysis that bases routing and rerouting on:



eRouteLogistics displays customer locations in a user-friendly map through a variety of coloring and labeling options and allows users to visualize existing and future routes. Updated in near real-time, eRouteLogistics enables our route managers, drivers, dispatchers, and customer service representatives to resolve any questions our customers or municipal partners may have concerning routes.

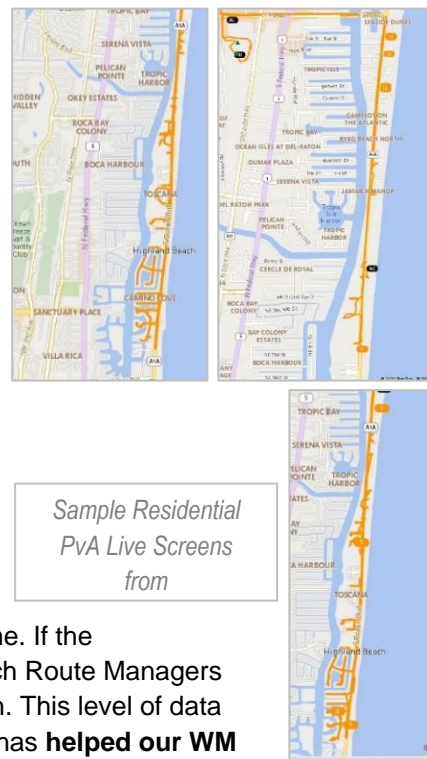
This web-based application integrates with our billing and customer database, Mid-Atlantic Services (MAS). MAS provides daily updates to eRouteLogistics to capture new customers and service level changes. eRouteLogistics features mapping capabilities supported by Microsoft's Bing Maps technology. Mapping is automatically updated via Bing Maps to reflect road changes and new community developments.

Plan Vs. Actual Technology: Serving You Better by Managing Route Progress in Real Time

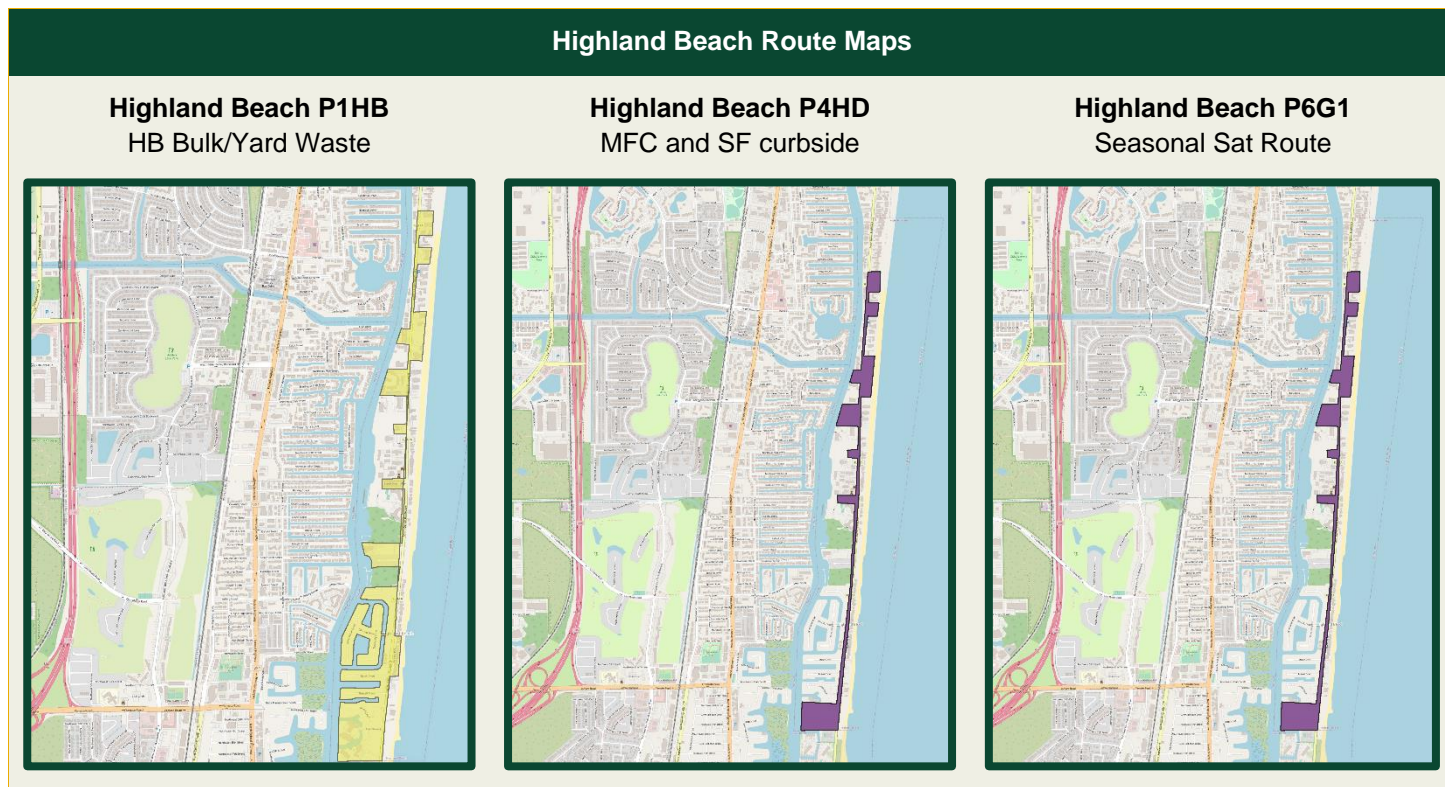
Using our Plan Versus Actual (PvA) technology, route managers and dispatchers can track every stop on the route virtually. By following the same route order every service day, we create consistency in service and increased customer satisfaction. PvA software displays how closely the driver followed the route, where there were delays of more than 10 minutes, and where the driver had to deviate from the route. Coaching consistency is important, and our general goal is to run the route at least 90% as designed.

Fewer Missed Collections

This route information, including collection status, is visible in real time. If the Town should have a service question from a resident, Highland Beach Route Managers have the ability to immediately access service completion information. This level of data and route management dramatically decreases missed pickups and has **helped our WM of Palm Beach Hauling District achieve and sustain a 99% collection accuracy.**



Highland Beach Route Maps



Provide a detailed description of how your collection route schedule shall run (include maps);

WM's established routes begin on A1A at the northern border of the Town and run towards the southern border with curbside collections. Once at the southern edge, collection will resume towards the north, ultimately completing the route. Please refer to the maps provided for the previous question.

Describe in concept your approach to multi-dwelling residential unit collection of solid waste;

WM's approved routes, existing containers, and historical collection knowledge of the Highland Beach multi-family condominiums make us the only vendor capable of providing uninterrupted service to this community. We know what the residents need for both front end loader and rear end loader services. We can focus on our driver teams and increasing their efficiency to allow us to serve the multi-family condominiums more quickly, while reducing the time our trucks are present.

WM's Highland Beach Route Plans

| | MSW 2x/week* Mon/Thurs | | RECYCLING 1x/week Mon/Thurs | | YW/BULK 1x/week Monday Only | |
|---------------------------|---------------------------------------|---------|---------------------------------------|---------|---------------------------------------|----------------------------|
| | Trucks # Routes Drivers/Helpers | # Units | Trucks # Routes Drivers/Helpers | # Units | Trucks # Routes Drivers/Helpers | # Units |
| SF/MFC carts CURBSIDE | 1 REL 2 1/2 | 240+320 | 1 REL 2 1/1 | 240+320 | 1 CLAM 1 1 | 240+320 |
| SF/MFC carts DOORSIDE | 2 REL 2 2/4 | 240+320 | 1 REL 2 1/1 | 240+320 | 1 CLAM 1 1 | 240+320 |
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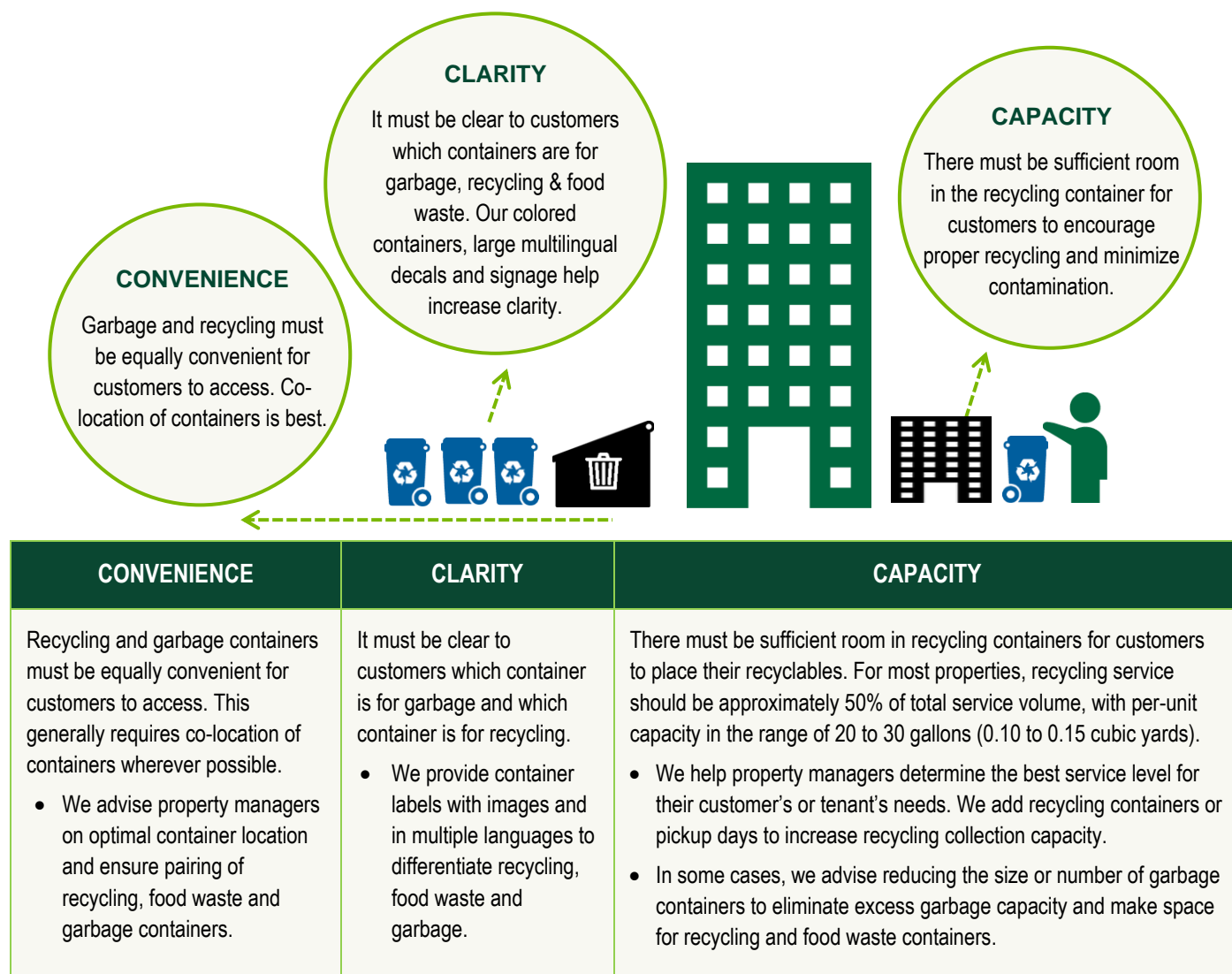
We appreciate your interest in an elevated quality of life in Highland Beach, and we will continue to look for opportunities to enhance our services to meet or exceed your requests.

Providing ASL service would greatly improve the efficiency of our collection team. There would be additional training and customer education on the process of automatic collection, compared to the present-day manual collection.

Our drivers are proud to work in Highland Beach and they make an effort to prove that. The little things that our teams do (i.e. picking up litter, replacing cans/bins to their original locations, assisting residents) may seem insignificant, but their impact of taking care of the Town leaves a great impression on our service.



WM's "3Cs" Approach for Multi-Family Program Success



Provide your procedure for notifying applicable government agencies of reportable quantities of hazardous waste found or observed by you anywhere within the Town, including on, in, under or about Town-owned property and Town waste containers;

Per Addendum 1, this requirement has been removed. It is worthy of note however, that should Highland Beach wish to establish procedures, we would be happy to collaborate with the Town to discuss protocols for necessary notifications.

Provide a list of standard reports that will be available to the Town;

The key to continuous improvement is that you cannot change what you do not measure. At WM, we understand that measuring and reporting diversion, financial performance, and service delivery are key components of a successful program.

We can provide detailed, accurate reporting in a format that is mutually agreed upon by Highland Beach and WM. Typically, these reports are provided on a monthly, quarterly, and/or annual basis, but we can also submit reports to Highland Beach on an ad hoc basis as requested.

We can offer Highland Beach the following types of reports:

- Tonnage reports by waste type
- Single-family and multifamily service levels, cart, and bin replacements
- Customer interaction logs
- Vehicle Inventory
- Bulky items collections

Working with Highland Beach staff, we can design the reports to provide easy-to-read charts that display year-over-year performance, diversion results against stated goals, and identify opportunities for improvement. Typically, data is presented in Excel spreadsheets/charts.

VALUE ADDED ELEMENTS

Provide your response to the Value Added Elements;

NEW!

A Customer Service Experience For Tomorrow

In today's digital age, customers' service expectations are changing. Customers want a direct and seamless experience - anytime, anywhere, and on multiple platforms and touchpoints. WM has aligned with those expectations by transforming how we do business to deliver an unrivaled customer experience.

WM has made significant investments in technology to create a robust omnichannel to meet our digitally conscious customers on their platforms – email, social media, live chat, and mobile apps. The WM Omnichannel Customer Service Experience positively impacts the quality of customer interactions by allowing us to reach our customers at every point of their journey, regardless of where they started.

This digital transformation breaks down communication silos to put our customers at the center of what we do every day. It delivers the experiences customers expect while providing convenient, flexible, and efficient customer service solutions on their preferred channels - including personal one-on-one interaction. And as customer expectations and service trends evolve, WM can leverage the Omnichannel approach to develop forward-thinking solutions to construct a new customer service journey.




































WM Omnichannel: Customers Conduct Business How and When They Want

Modern customers want to save time and expect 24/7 service and easily accessible solutions to their problems without wasting time on hold or explaining the same issue to multiple people. Our holistic strategy puts our customers in the driver's seat by allowing them to self-serve and handle routine issues at their convenience.

WM's Omnichannel Customer Service Platforms

| | |
|--|---|
| WM.com | Offers seamless navigation and an intuitive way for customers to learn about services and solutions in their community. |
| AI-Powered Virtual Assistant Chatbot | Handles routine issues promptly and provides 24/7 customer service with automated responses to the most frequently asked customer questions. |
| Knowledge Base Help Center | Houses answers and videos to top customer requests about WM services as well as support articles by topic – products/services, understanding your bill, delays, and more. |
| Live Chat | Allows customers to skip email exchanges or wait in line in the call queue. With Live Chat, we can respond immediately to customer questions. |
| WM's Social Media Platforms | Meets customers where they are and allows us to answer questions quickly. Customers can also stay updated about services and ways they can help protect the environment. |
| Interactive Voice Response System (IVR) | Seamlessly routes customers to self-service options and connects them with the right resources, links, or departments so we can limit call transfers and reduce wait times. Our IVR System is also equipped with convenient callback functionality, so customers never have to wait on hold during peak call hours. Customers can simply choose to be called back and "hold their place in line" while they continue with their day. |
| Call Center | Personal, one-on-one customer assistance for questions or service issues. |
| My WM | Offers simple and intuitive online account management for service requests, holiday schedules, online bill pay, autopay, notification preferences and more. We've added a new self-serve feature to My WM - bulk item pickup. Scheduling a Bulk Pickup with My WM is easy: <ol style="list-style-type: none"> 1. Login: Log in to your My WM profile. Select Manage My Services. 2. Choose Materials: Review the service rules and list of unacceptable items. Use the checklist provided to identify the materials you need to get rid of – once an item is selected, specific instructions will be provided. 3. Pickup Date & Payment: Use the calendar to choose your pickup date and add additional notes directly to your Driver. Review the costs (if applicable), approve the payment method (if a prepay is required), and confirm your order. |
| My WM App | Provides a personalized customer experience. With the My WM app, customers can: <ul style="list-style-type: none"> ○ Manage and use different payment methods with ease, including Apple Pay ○ Enroll in AutoPay and Paperless billing (if applicable) ○ Get service day updates so they know when to expect pickup ○ Request bulky item pickup, extra pickups, roll-off dumpsters, and more ○ View or change their existing services and schedules. |

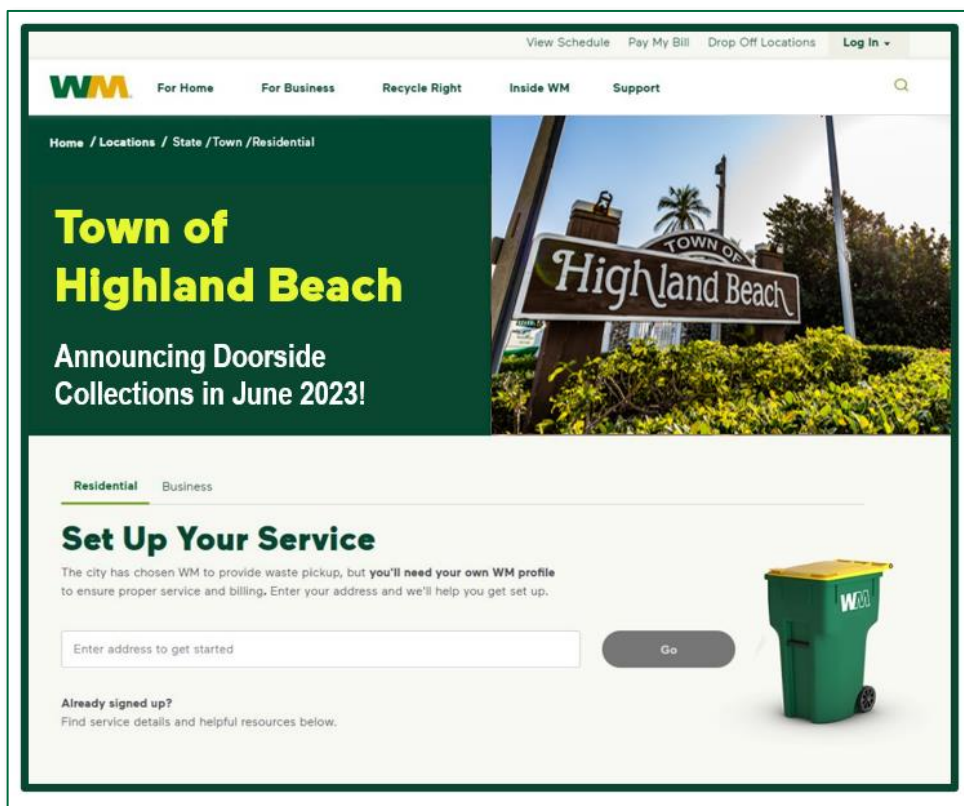
| WM Digital Customer Service Capabilities | | | Residential | Commercial | Roll Off |
|--|---------------------------|--|---|---|---|
| Billing | Manage Accounts | Allows customers to add or remove WM accounts and manage all with your My WM Profile. |  |  |  |
| | AutoPay & Paperless | Save time by receiving bills electronically and having them paid automatically. Signing up for both autopay and paperless can save customers some money, too. |  |  |  |
| | Pending Charges | Be informed of one-time charges before receiving invoice. |  |  |  |
| | My Billing | Provides access to current and past invoices, allows customers to save or update payment methods, and allows partial payments or pay multiple invoices in one. |  |  |  |
| Buy & Adjust Service | Adjust Service | Things are constantly changing - including service needs. Our online options help customers adjust to change. | COMING SOON! |  | |
| | Extra Pickup | Avoid hassles of an overloaded container by completing an online request for WM to come before your next service day. | |  | |
| | Bulk Item Pickup | Schedule a time for WM to pick up large trash items that can't be recycled or repaired. |  | COMING SOON! | |
| | Container Repair | If your container needs care, visit us online to schedule a repair or replacement. |  | COMING SOON! | |
| | Roll Off Requests | Schedule an exchange or removal of a roll off container online, where you choose the date and see estimated costs. | | |  |
| Service Details | View ETA & Schedule | Stay informed of when WM is stopping by - including holiday, weather, or other service schedule changes. |  |  |  |
| | View Service Visuals | Customers can see their container the way our drivers see it with photos and videos. |  |  | COMING SOON! |
| Contact | Manage Contacts | Assign a service contact or billing contact, or both. Customers can easily make changes at any time to ensure the right people are contacted with the right information. |  |  |  |
| | Communication Preferences | Customers stay informed by receiving the information they want to receive and how they prefer to receive it. |  |  |  |
| | Feedback | Let WM know what you think – we are all ears! We want to keep doing what the customer likes or work to improve where there may be opportunities. |  |  |  |
| | | | WM.com:  Mobile App:  | | |

A Dedicated, Local Website for Local Services

As part of our digital transformation, WM has created dynamic, easy-to-navigate WM customer websites. These tailored-to-your-municipality websites provide a single access point for service information and 24/7 self-serve customer service solutions. With a WM customer website, you can:

Your community's website is the digital gateway for residents to self-serve through WM.com, make service requests, pay their bill, set personalized service notification preferences, and more.

- **Personalize your website:** Your WM customer website is designed and custom-built to showcase your community, services, solutions, and special programs.
- **Promote self-serve customer service solutions:** Your WM customer website is the first line of support, empowering customers to access information on demand, find answers on their own - at their convenience - request services, and resolve issues with zero to minimal waiting time.
- **Provide helpful resources and service information:** Your WM customer website is the information hub for all information regarding services - from collection schedules, including holidays or any special events such as holiday tree collection, to bulk item collection information (if applicable), to any service delays. The website can also inform of where to place carts/bins and acceptable and non-acceptable items.
- **Help lead the way to a more sustainable community:** Your WM customer website links directly to WM's Recycle Right® recycling education program, providing your community with access to recycling resources, making it even easier to recycle right and reduce contamination.




As an added convenience, WM staff will share access to our web content for cross-promotion on your website. Connecting directly to WM's information will save Highland Beach staff time and confirm your community continuously receives accurate and consistent information.


Answering questions, finding service information, and utilizing local services should be easy. WM's local website will give your community the information and tools they need - when they need them.


My WM Quick Access


Take action or submit a request now.

[Go to Dashboard](#)


Make a Payment


Report Missed Pickup


Request Container Repair


Request Bulk Pickup

Need assistance?

Take care of your issue online, right now, with our guided support helper.

Or connect with a WM agent if you get stuck.

[Go to WM Support](#)

WM's tailored-to-your-municipality websites provide a single access point for service information and 24/7 self-serve customer service solutions.

Shown here are quick access links to make payments, report missed pickups, get general assistance, and more, as well as general Service Guidelines and Instructions for your residents.

Service Guidelines & Instructions

Trash Service

[Recycling](#)
[Yard Waste \(Organics\)](#)
[Bulky Collection](#)
[Special Programs & Services](#)

Container Information

- **Previous:** 35- or 96-gallon cart with blue body and blue lid.
- **Transitioning to*:** 35- or 96-gallon cart with dark gray body and black lid.

**Per SB 1383 mandate*

Service Frequency

Weekly on service day.

Container Setout Instructions

Place cart on the street with wheels against the curb by 6 a.m. on collection days and remove the same day. Keep cart at least four feet from parked cars, mailboxes and other obstacles that may prevent WM team members from picking it up.

Special Instructions & Limitations

Don't overfill your cart — the lid must close tightly. No overflow allowed.

Set Up New Residential Service

Sign up online at any time. **Scroll up to the Set Up New Service section** to get started.

You can also call **661-947-7197** to set up service.

Acceptable & Non-Acceptable Items

Acceptable items include household trash like chip bags, paper towels, plastic bags, & textiles (donate if lightly used).

Non-acceptable items include construction/demolition waste, auto parts, tires, household hazardous waste (paint, oil, household cleaners), medical or electronic waste.

Request Container Repair or Replacement

Submit a request in [My WM](#) or fill out a [Container Repair Form](#).

Report a Missed Pickup

If containers were curbside by the specified time and were not emptied, you can report a missed pickup in [My WM](#) or call us at 661-947-7197.

Request an Additional Container

Contact WM at **661-947-7197**.

Cutting Edge Customer Service Center with Personalized, Convenient Solutions

At WM, we know that excellent customer service means going beyond meeting our customers' basic needs and providing personalized, knowledgeable, convenient, and proactive service. That's why our state-of-the-art Customer Service Center is equipped with the latest customer support software and a well-designed, intuitive call flow that allows our Customer Service Representatives (CSRs) to provide customers with the right information or resolution they are looking for right away.



Customer Service Center Availability

Our Customer Service Center is open Monday through Friday during normal business hours - the Center is closed on nationally observed holidays. However, our easy-to-use self-service channels - WM.com, My WM, Virtual Assistant chatbot and more - are available to support customers' needs 24 hours a day, seven days a week, 365 days a year.

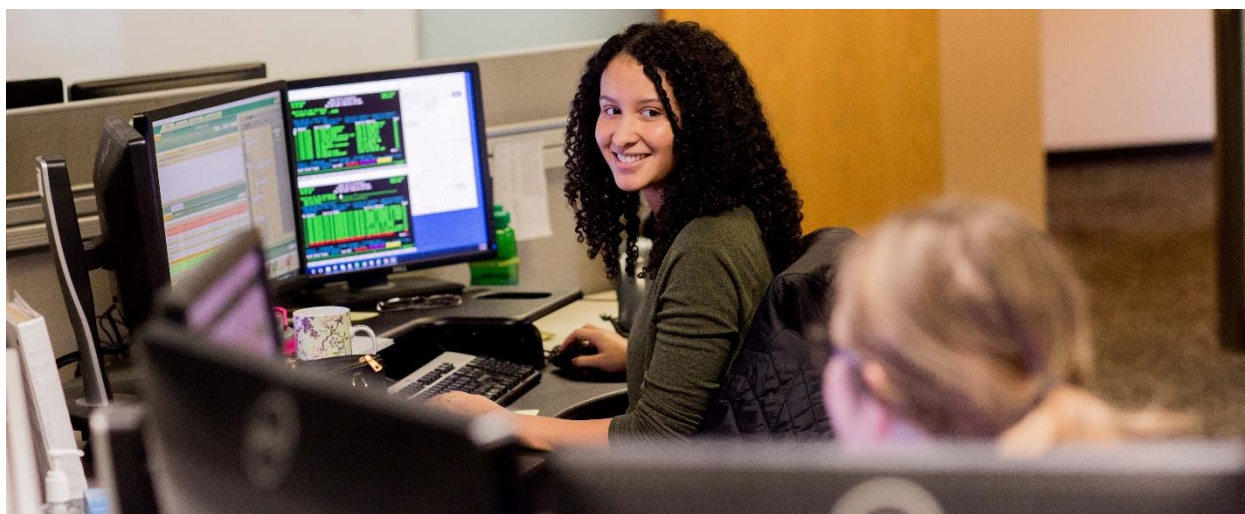
A Nationwide Network for Redundancy When Our Customers May Need It Most

During a local power outage or natural disaster, our infrastructure routes call throughout our nationwide customer service network, allowing us to deal with customers' inquiries or requests effectively and timely. Customers can also access WM's self-service tools 24/7.

Professional, Well-Trained Customer Service Representatives

Our Customer Service Center is staffed with professional, well-trained CSRs who deal with complex issues not best handled online. They place our customers at the center of what they do every day, take the right steps to understand our customers' unique needs and make the best decisions to address and resolve issues on first interactions. This customer relationship management ensures that customers do not need to follow up with a second call.

Our six-week onboarding training program, continual learning, and training opportunities allow us to lead the way in customer service and ensure that our CSRs are ready to support customers with professionalism and a customer-centric focus.



People First: Our proud, caring, and resilient CSRs are the foundation of our customer service success. That is why WM has partnered with Genesys, a global leader in workforce engagement management, to gain greater insight into our CSRs' professional and personal needs. Genesys' AI-powered customer interaction management platform allows us to create strategic data-driven workforce plans, which is invaluable to delivering proactive, predictive, and personalized customer experiences while elevating our CSRs' experience and engagement.

Comprehensive Investments in Customer Service Technology

WM has made operational and capacity-building investments to service technology to better serve our customers by strategically connecting them to the right information at the right time.

Onboard Computer Technology for Constant Contact with Drivers and Vehicles

WM's onboard computer technology allows us to improve workflow efficiency, reduce emissions in the communities we serve, and makes it easier to provide effective solutions for our customers by:

- Obtaining real-time information related to all truck locations, stops serviced, service status
- One-touch cart service verification
- Proactively generating service tickets for cart repair or replacements for customers
- Centralized customer service for immediate and efficient issue resolution, including on-call requests, rerouting, and customer service needs

Integrated Knowledge Management Systems

Green Pages is a proprietary web-based Knowledge Management System (KMS) and a single source of truth for sharing, organizing, and managing contract-specific information with customers, such as available services, rates, and collection schedules.

Green Pages is accessible to all our CSRs nationwide, enabling our nationwide network of experienced CSRs across to instantly access service-related information, allowing WM to provide consistent, accurate information during the most critical emergency situations.

Our Customer at a Glance (CAAG) KMS incorporates customer data from key WM systems into a single application, allowing our CSRs access to comprehensive customer information, including customer invoice and payment history, WM's integrated billing system, Mid-Atlantic System (MAS), and onboard computing that captures service history and service statuses.

With CAAG, CSRs are also able to manage first-call resolutions for customers regarding:

- Administrative actions (online pay/autopay/paperless invoicing)
- Bulky/large item collection
- Commercial – extra pickup, service changes
- Holiday schedules
- How to Recycle Right
- Service schedule changes
- Service/pickup schedule
- Sustainability education
- Weather and natural disasters alerts

WM Smart TruckSM Technology for ASL Trucks

WM Smart TruckSM is our state-of-the-art smart technology for ASL trucks that helps communities ensure the cleanliness of their streets and stormwater systems, reduce contamination, and identifies recycling opportunities. This smart technology enhances our customer service by:

- Educating customers on how to care for their trash and recycling
- Equipping drivers with the tools to capture real-time service opportunities via recorded images
- Providing CSRs with the technology and tools to resolve issues quickly and accurately through service verification

How WM Smart TruckSM Works

WM Smart TruckSM technology captures footage of customer containers as they are tipped into the truck during service. Technicians review the footage to ensure materials are placed in the correct container and collected successfully. This information is never shared. If a cart associated with a service address is overloaded or has non-acceptable material inside, customers receive educational notifications.

WM Smart TruckSM Customer Communications

WM has created customizable WM Smart TruckSM customer educational communications to strategically collaborate with our customers and help build awareness of the importance of placing the right materials into the right cart.



Our proprietary Smart TruckSM technology captures video and photo of every collection.



Our Customer Experience Performance

WM utilizes key performance metrics and customer feedback to improve CSRs' training, coaching, and call quality to enhance our customers' experience. This invaluable data provides actionable insights which drive our decisions around the customer service journey.

Key Performance Metrics

| | |
|---|--|
| Accountability through Leader-led Monitoring | CSRs are monitored a minimum of four times per month. As part of that monitoring session, employees are evaluated on 72 talking points and scored on a scale of one to four. Leader-led monitoring sessions provide immediate feedback on call handling to foster an excellent customer experience. |
| Customer Service Scorecard | Each CSR receives a monthly evaluation of individual performance with actions and opportunities to develop and improve. The Scorecard is balanced between quality, scheduled adherence, efficiency, and sales. The Scorecard is composed of four qualifying sections: <ul style="list-style-type: none"> ○ Quality Assurance ○ Resource Management ○ Efficiency ○ Qualitative Professional Development |
| Average Speed of Answer (ASA) | We strive to answer customer calls as quickly and efficiently as possible. We monitor our performance by evaluating all callers' average answer speed in seconds. |
| Live Chat Response Rate | We strive to answer each live chat as quickly as possible. We monitor our performance by evaluating our speed in responding to each incoming conversation. |
| Email Response Rate | We strive to respond to all emails, even those received during non-operating hours, as quickly as possible. |

Customer Experience Analytics: Voice of Our Customers Survey

WM invites more than 100,000 unique customers to fill out our Voice of Our Customers survey every month to understand expectations, perceptions, and satisfaction points, and gain insight into areas for improvement.



The survey initially focuses on core questions related to the customer's overall relationship with WM, then expands into targeted questions regarding the customer's service experience with our company. This survey provides WM with unprecedented insights to develop proactive solutions to not only meet but exceed customer expectations every day.

**Maybe not new – BUT A
VALUE-ADD EXCLUSIVE**

Service Delivery Optimization: A Cornerstone of Our Operations

WM focuses on four performance principles in all our operations: **Safety, Service, Savings, and Satisfaction**. To meet the goals of each of these principles, we use a comprehensive operations framework - Service Delivery Optimization (SDO) - to define, track, and measure every aspect of our operations to enable us to monitor for continuous improvement.

SDO is a marriage of technology and management to drive employee engagement, knowledge sharing, and accountability, which give all our team members the mindset to meet and exceed our customers' expectations. SDO was developed based on our extensive research of best practice operations from

businesses with expertise in logistics, employee engagement, and service delivery. The system, which is unique to WM, will help us meet the benchmarks set by Highland Beach.



SDO creates an environment that focuses on continuous improvement and provides metrics so we can coach everyone from our drivers to our district managers. The SDO mindset encourages all employees to communicate their setbacks as well as their successes, which helps them unleash their potential. While a setback means that something went wrong, it also offers an opportunity for improvement by figuring out why it happened, learning from it, and making changes to prevent it from happening in the future. Alternatively, when something goes right, we celebrate success to encourage repeat behavior and share best practices. Rather than seeing the success of others as a threat, we want our employees to consider their successes as inspiring and a source for learning.

By integrating technology and logistics management processes with the skills of our drivers, we improve safety, facilitate real-time accountability, set clearer expectations, and enhance employee communications, all of which ultimately maximize customer service and satisfaction.



Four Performance Principles

Safety Results for Highland Beach

Safety is woven into SDO because safety is our core value. For example, every Wednesday, managers review videos from our trucks; on-board camera system, DriveCam®. If a manager notices a driver has, for instance, violated the requirement for a four-second following distance in traffic, our route managers role play a discussion with the driver. When the scenario is well-rehearsed, the managers and drivers review the footage together. The manager asks the driver to describe what they see, recall the rule on following distance, and explain why he or she was in violation. Next, the driver is asked how they will avoid repeating the mistake and commit to abiding by our four-second following distance. Through DriveCam and role playing, drivers are held accountable and are empowered to become better at what they do, which makes Highland Beach a safer place to live, work, and play.

Service Results for the Town

SDO encourages drivers to share their thoughts with each other on how to provide better service. During their daily morning huddles, managers might show a brief video of garbage scattered in the street. Drivers are asked to come up with a daily nugget on service improvement. A recent example: "Leave it better than you found it." It is a win-win for Highland Beach and WM.

Savings Results for Highland Beach

SDO helps us be consistent and efficient in our service delivery, which saves time wasted on returning to collect missed containers. All routes are carefully planned to adhere to a schedule and are typically handled by the same drivers from week to week. They know which customers need backyard collections,

so they have fewer missed collections. Also, they know the streets, giving them insights into each route to provide the safest possible service delivery.

Customer and Employee Satisfaction

SDO has given us a highly trained team, yielded better performance, and increased driver satisfaction, which has reduced turnover. Because our entire operation is highly organized and predictable, drivers know what to expect. They will typically drive the same route. Their day runs smoothly. They get back to the hauling site on schedule. Drivers work as a team, using peer-to-peer advice to foster individual improvements that make the whole company stronger. If a recycle driver accidentally leaves spilled paper on a route, then the garbage driver who follows will call him to mention the problem. By keeping tabs on each other, drivers provide better service for Highland Beach. Through SDO we actively engage with our drivers. Our drivers are our frontline employees, and their feedback from the streets is vital to meeting your performance expectations.

SDO Management Procedures

We take pride in providing exemplary service. To manage and track our performance, we utilize SDO as our proprietary best practices management tool. If an issue does arise, our SDO management procedures are:

| Service Metric | SDO Procedure | SDO Value |
|-------------------------------------|--|--|
| Safety | Safety metrics, both present and past, are summarized weekly and monthly. The report includes the total recordable injury rate (TRIR) and the vehicle accident rate report (VARR), which address injuries and accidents, respectively. | Our goal is to return every employee home safely to their family and friends at the end of every day. As part of SDO, we use established safety metrics to measure and manage our operational performance. Managers and drivers discuss these metrics at daily launches. |
| Missed pickups | Our operations team creates a report on a daily, weekly, and monthly basis. The results are posted by route and driver name in the drivers' meeting room to inform all our drivers where we are missing customers. | This creates transparency and peer-to-peer accountability. Our route managers actively engage with drivers regarding missed collections. Drivers also participate in coaching and mentoring their team members. |
| Noise and spills | We track noise and spill complaints through our customer service complaint log and report them to Highland Beach as required. | Tracking noise and spill complaints gives our management team insight into incidents that need to be resolved before they become a nuisance for your community. |
| No can out percentage (NCO) | The daily NCO report tracks the percentage of a route that was reported as "no can out." This data helps to inform operational compliance and identify trends. | If the route is showing a high percentage of "no can out," route managers will conduct a "walk and talk" with our drivers on the route. High percentages of NCOs may signal missed collections, a situation requiring immediate correction. |
| Daily efficiencies dashboard | All efficiency data is combined into one daily dashboard report, including homes collected per hour based on each route's efficiency goal, total daily idle time by truck, and route sequence compliance (Plan vs. Actual). | To confirm we are routing for safety, service, and savings, our operations team meets every morning to review and discuss the daily dashboard and make route adjustments, if necessary. |
| Truck weights | This daily report lists the weight of every load from the previous day by truck. | The report enables the operations team to review truck weights to confirm they are within legal limits. |

| Service Metric | SDO Procedure | SDO Value |
|---------------------------|---|--|
| Fleet maintenance reports | Every morning, we track the number of trucks that depart for collections versus those needing repair. This data is summarized weekly. | Route managers use this report to coach drivers on proper maintenance protocol. We need drivers to anticipate repairs to avoid disrupting collections. |

SDO Drives Real Results

While the information we capture is critical to each aspect of our business, what sets WM procedures apart is the automated integration of that information into all aspects of our operations. The data from our drivers not only provides task completion details, but it is also then automatically integrated throughout all WM systems. Our significant investment in the technology that facilitates this provides the information we need for improved safety, timely and detailed service reporting, cost savings, and ultimately enhanced employee and customer satisfaction for Highland Beach.

**NEVER overlooked at WM
and it adds value every day.**

Preventive Maintenance to Keep Vehicles and Equipment Safe

WM has a comprehensive Preventive Maintenance Program for vehicles and equipment. Disciplined adherence to the program and associated tasks help us reduce breakdowns within our fleet and provide Highland Beach with safe and efficient services.

Our program establishes a systematic procedure to minimize all vehicle and equipment failures by monitoring the current conditions and correcting defects before they develop into safety concerns or costly repairs.

Our maintenance team performs regular quality control audits and self-inspections for compliance of our maintenance programs, enabling us to identify areas of improvement and correct deficiencies. Our Preventive Maintenance Program complies with all applicable state and federal requirements, and includes:

Preventive Maintenance Intervals: These intervals are based on vehicle or equipment utilization by hours and/or days. Intervals are increased in the frequency in areas where severe operating conditions exist, such as extreme temperatures, poor road conditions, etc.

Daily Driver Inspections: Before and after each shift, drivers are required to conduct a standardized safety and maintenance check of vehicles and report on any items that may need service. Any defects found during inspections are noted on the inspection form and transferred to a work order for a scheduled repair. Safety-related defects result in the vehicle being removed from service until repairs are completed.

Fluid Sampling and Filter Changes: Our program requires scheduled fluid sampling and filter changes at specified intervals.

Leak Prevention: After operating for 200 hours, each of our collection vehicles undergoes a spill and leak prevention assessment. Mechanics inspect and replace worn hoses - prior to the manufacturer's recommendation. Drivers check their vehicles daily for leaks, including during pre-trip and post-trip inspections.

Investing in Our Fleet

Each year, WM invests roughly \$600 million in vehicle and equipment maintenance. These investments in our fleet safety, driver training, and onboard equipment have resulted in a 57% reduction in vehicle accidents since 2007.





Testing brake lights



Checking tire pressure



Inspecting fire extinguishers



Testing hydraulic lifts and buckets

In-Field Repair Response: If a driver experiences an issue while on a route, he/she calls into dispatch immediately to report the problem. Our in-house maintenance shop will dispatch a mechanic out to the driver immediately to make the necessary repairs. If repairs cannot be completed in field, a backup collection vehicle will be deployed.

Customers depend upon us to pick up and safely recycle or dispose of their wastes; but they often fail to notice our workers performing these essential tasks. Although vehicle and equipment maintenance may seem like common sense, it is an expensive and labor-intensive task that many companies delay, discount, or even eliminate – but it is imperative to the safety of our employees and customers that these preventive measures are completed.

WM's Preventive Maintenance Program is consistent with the standards and procedures recommended by the Technical Maintenance Council (TMC) of the American Trucking Association and encompasses the mandatory Department of Transportation (DOT) inspection criteria set forth in Section 396 of the Federal Motor Carrier Safety Regulations (FMCSR).

Environmentally Sound Maintenance Procedures

WM has implemented several environmental procedures for fleet maintenance, including:

- Use of synthetic or semi-synthetic fluids that allow extended oil drain intervals in engine transmissions, differentials and hydraulic systems and reduces the amount of virgin petroleum stock required
- Collection and recycling of all fluids collected from vehicle maintenance by licensed recyclers
- Used oil filters are drained and scrapped, per regulations
- All filters placed in drain basins to prevent environmental pollutants from entering streams

COMPASS® Planning and Control System

Through WM's use of the COMPASS® maintenance planning and control system, we are able to track every piece of equipment for alignment with expectations for good preventive maintenance. COMPASS is our automated maintenance tracking system that includes predictive maintenance features, complete repair and service histories, and calendar reminders. Each equipment component and its available manufacturer-recommended maintenance requirements (or WM standard maintenance intervals), are individually loaded by type, brand, and configuration and given a specific tracking number into COMPASS.

This system is used throughout the entire WM enterprise and has successfully transformed more than 32,000 vehicles and thousands of factory components from a reactive manual tracking maintenance approach to a proactive and predictive one. Utilization of COMPASS has resulted in recent studies showing that, across the board, WM achieves lower-than-average maintenance costs compared to the industry, while maintaining excellent uptime, which equates to outstanding service for Highland Beach.

The usage hours of all equipment are input daily and the system will generate preventive maintenance recommendations according to manufacturers' recommendations. The maintenance must then be completed and paperwork submitted in order to clear the maintenance task from the system.

Maintenance in the Field

If a collection vehicle has a problem in the field, WM immediately dispatches a maintenance vehicle equipped with the tools and supplies necessary to make on-the-spot repairs. Pickup trucks are also available to deliver additional supplies and spare parts as needed. If repairs cannot be completed in field, a backup collection vehicle will be deployed. Response, replacement, and repair time for vehicles on route is typically less than one hour.

Skilled, Trained Technicians

WM expanded its Fort Myers, Fla. Driver Training Center in 2017 to include a Fleet Technician Training Center, and opened a second Technician Training Center in Glendale, Ariz. in June 2019. Through these learning facilities, technicians new to WM – regardless of past experience – take part in a two-week immersion training experience to learn our fleet maintenance processes and programs. The two-week course provides on-the-job training that is invaluable to preparing skilled technicians for Day One success as well as giving them a foundation of knowledge to build upon in their WM careers.



Maintenance Service Delivery Optimization Fosters Continuous Improvement

WM's Maintenance Service Delivery Optimization (MSDO) program engages our maintenance technicians in a continuous improvement process - soliciting and implementing their ideas for how to constantly improve our maintenance program. MSDO supports our managers and technicians and allows them to focus on properly executing fundamental fleet processes, being accountable for quality repairs, and conducting root cause analyses to reduce truck downtime to improve customer service for Highland Beach.

The MSDO program emphasizes processes that streamline the maintenance of WM's vehicles. Maintenance shops are outfitted with a live board, which is a large screen that provides real-time data to

frontline managers and technicians on vehicle repairs. The program focuses on a series of goals to make maintenance jobs easier and more efficient for us, and in a timely manner for Highland Beach. These goals include:

- Encouraging personal coaching to drive better performance
- Establishing annual assessments, training, and certifications for technicians
- Having technicians work on “lean events” to make the shop environment more effective and efficient
- Updating maintenance programs - like Total Hydraulic Maintenance - for shop compliance
- Improving planning and scheduling for both short- and long-term projects
- Creating different standards for maintaining a vehicle that is based on its age
- Formalizing fleet-related safety and process rules to drive accountability

The following table outlines our MSDO processes for preventive maintenance:

| Preventive Maintenance Task | MSDO Processes | Process Performance Standards |
|--|---|--|
| Planning and Scheduling | Managing performance along with planning/scheduling vehicle repairs | Managers and supervisors are trained to use planning tools that maximize the hours on jobs. |
| Preventive Maintenance Inspection/Compliance | Scheduled vehicle inspection conducted by maintenance technicians every 200 engine hours | 100% of preventive maintenance inspection (PMI) activities performed within 10% of designated intervals |
| Quality Control Inspection (QCI) | Fleet manager/supervisor conducts quality control inspection on 10% or more of PMIs completed | Properly documented inspections of 10% of all PMIs |
| Driver Pre-Trip/Post-Trip Inspections | Pre-trip inspections are conducted prior to the driver starting their day. Post-trip inspections are completed once the driver's route is completed. | Drivers conduct inspections on every truck prior to leaving the facility and upon returning to the yard. |
| Total Tire Maintenance (TTM) | TTM is a cornerstone of our maintenance program. The technicians follow a seven-step process when changing tires. We focus on accountability for the safety of the public as well as our drivers. | All drivers inspect their truck tires at least two times a day and technicians follow a seven-step process to confirm the tires are installed correctly. |

MSDO Mobile

WM's fleet organization recently tapped into mobile technology with its new MSDO mobile app for Android and Apple phones that mimics the MSDO live board. The app helps the fleet and operations team through:

- A **real-time view** of shop operations that allows fleet managers responsible for multiple districts to get a real-time view when they are not physically present.
- A **Current Labor** tab that provides a communications link to shop technicians and updates on standard repair times. The time updates every three minutes.
- A **Unit Availability** tab that lets users know at a glance if the district has enough assets ready to service customers.

- A **Customer Service Interruption (CSI) Events** tab that reveals recent downtime opportunities, supporting root cause analysis and coaching discussions.
- **Reducing cost burden** for smaller districts that cannot install the normal MSDO live board.

Recently, a new MSDO certification criteria went into effect for WM's maintenance sites. The new certification criteria uses a stepped approach, allowing locations to reach certifications – bronze, silver, then ultimately the gold/best in class ranking. The new MSDO certification criteria focuses on process improvements that reduce downtime, which ultimately results in decreased maintenance cost and improved service for Highland Beach.

Maximizing Prevention, Minimizing Failures



WM makes every effort to provide uninterrupted service to our customers, but breakdowns and issues do occur. Highland Beach can be confident that WM has the necessary systems and measures in place to minimize the effects of vehicle and equipment failures.

From our tried-and-tested maintenance manual, to our regular quality control audits and self-inspections, to our swift response and repair time, we make the investments required to meet your expectations of the industry's leading service provider throughout the contract term.

Waste Watch®

**ADDED SAFETY is
always a VALUE ADD.**

Collaborating with Local Law Enforcement to Keep Highland Beach's Neighborhoods Safe

Serving the same neighborhoods each week allows WM drivers to become familiar with their routes. This level of familiarity enables drivers to identify when a situation does not feel right. Our drivers are in a unique position to act as an extra set of eyes and ears on the street. This is why we implemented Waste Watch® and would introduce this program in Highland Beach as a value-added service.

The Waste Watch program formally teaches our drivers how to observe and report suspicious activity or an emergency to authorities. DriveCam® has also helps make our Waste Watch program successful, as drivers can manually start the camera if they witness an incident. WM developed Waste Watch in 2004 and has expanded the program to more than 270 communities nationwide and has been recognized by the National Sheriff's Association.



RIGHT NEARBY THE TOWN OF HIGHLAND BEACH!

Waste Management Driver Jean Frino Joseph Receives “Life Saving Award” from Delray Beach Police Department

WM driver Jean Frino Joseph was honored with the “Life Saving Award” by the Delray Beach Police Department on July 30.

Joseph was on a break near 280 West Linton Boulevard earlier this year when he observed a red car driven by an elderly woman filling with heavy smoke as she was driving to the rear of a nearby building. Joseph stopped the vehicle and urged the driver to exit immediately. Joseph, and another passerby (Bonifilio Javier Juarez Cruz), assisted the reluctant woman out of the car and carried her to safety. Moments later, the car was engulfed in flames. Joseph was commended for his “quick action and valor.” The citation read: “Your outstanding actions and professionalism are an excellent reflection on your organization. You truly represent “One Delray. One Community. One Police Department.”



Frantcy Elysee, Driver

While servicing his Delray Beach neighborhood, WM Driver Frantcy Elysee saw an elderly woman lying on the ground. He stopped his truck, helped her up, and walked her back inside her home where family members called 911. The 95-year-old woman was bloodied and bruised but had no broken bones. The family was grateful that Frantcy intervened to assist.

James Cassell, Driver

WM Driver James Cassell was servicing his Delray Beach neighborhood for recycling when he noticed 23-month-old Mason Tracy follow his father out of the garage door. Mason left his dad's side and ran to the stop sign and then into the path of oncoming traffic. James pulled his brake on, blew his horn, and ran from his truck to secure Mason in his arms. “We are very thankful that James was vigilant and sprang into action to keep Mason safe,” said his dad James.




SAFETY ALWAYS.



Equipment

Provide a thorough and complete list of all equipment that shall be used to service the Town of Highland Beach and the age of each piece of equipment;

Vehicles Dedicated to Highland Beach

| Town of Highland Beach Vehicle Plan (all existing and proposed vehicles are in WM's current fleet – ready to roll) | | | | |
|--|--------------------|---|----|--|
| Freightliner M2112 equipped with a McNeilus rear load body with cable (ID 312533) | 2017 CNG | 25cy Rear Loader for Residential MSW collections | 1 |  |
| Autocar ACX64 equipped with a Heil split-compartment rear load body (ID 312910) | 2019 CNG | 25cy Rear Loader for Residential Recycling collections | 1 | |
| Autocar ACX 64 equipped with a Heil frontload body (ID 213588 & 216164) | 2018 & 2022 CNG | 28cy Front Load for Commercial MSW collections | 2 |  |
| Autocar ACX 64 equipped with a Heil frontload body (ID 213955) | 2019 CNG | 28cy Front Load for Commercial Recycling collections | 1 | |
| Peterbilt 337 equipped with a Petersen Lightning Loader Body (ID 674603) | 2016 Diesel | 25cy Clamshell for manual Yard Waste collections | 1 | 6 total trucks for current Highland Beach collections |
| PROPOSED DOORSIDE SCENARIO Add one (1) MSW Rear Loader (ID 312533) | 2017 CNG | 25cy Rear Loader for Residential MSW collections | +1 | 7 total trucks (one (1) additional REL for MSW plus all above vehicles) |
| PROPOSED ASL SCENARIO PROPOSED ASL DOORSIDE SCENARIO 2022 Autocar ACX64 equipped with a Heil Python body (ID 107474) | 2022 CNG | 28cy ASL for Residential MSW | +1 |  7 total trucks replacing the added REL with one (1) ASL |

Current Fleet



WM currently owns and houses 170 collection vehicles at its WM of Palm Beach hauling facility, where we also maintain a minimum of 10% reserve vehicles of all types that are assigned as needed to service our municipal customers. Plus, WM currently holds the following resources in the tri-county area, each with a minimum of 10% reserve vehicles of all types:

- Palm Beach County: 170 trucks, 1 yard, 5 other facilities, over 250 employees
- Broward County: 202 trucks, 1 yard, 5 facilities, over 300 employees
- Miami-Dade County: 210 trucks, 1 yard, 6 facilities, over 500 employees

- Florida Market Area: Over 2,000 trucks, 32 hauling yards, 5,000 employees,

Additionally, WM owns more than 32,000 vehicles throughout North America; only WM has the resources to handle any unforeseen circumstance in the Town. WM will service Highland Beach with **newer model, clean-burning, environmentally friendly Compressed Natural Gas (CNG)-fueled trucks**. CNG is one of the cleanest fuels available for use in heavy-duty trucks and the environmental benefits are significant, **and only WM is the only hauler that currently services the Palm Beach County area with CNG-fueled trucks.**

A Mission to Near-Zero Fleet Emissions

For more than two decades, WM has operated the largest heavy-duty natural gas truck fleet in North America – today, more than half of our 18,927 collection vehicles run on clean natural gas, avoiding the use of millions of gallons of diesel fuel per year.



Our mission to near-zero fleet emissions began in 1990 when WM worked with our equipment manufacturers to develop trucks powered by natural gas. In 2007, we committed to reducing our fleet's carbon dioxide emissions by 15% by 2020 by transitioning to cleaner vehicles and fuels and minimizing the number of miles our trucks travel each day. As a result of these focused efforts, we achieved our goal in just four years – by 2011.

Now, we are setting our vision to greater heights. WM is working toward a science-based target to cut fleet emissions by 45% – against a 2010 baseline – by 2038. This includes an interim goal for 70% of our collection fleet to use compressed natural gas (CNG) engines by 2025, with 50% running on even cleaner renewable natural gas (RNG). We are well on our way to achieving this goal, having already reduced collection and support fleet emissions by 43%.

To achieve our ambitious goals, we have invested more than \$3 billion in assets and infrastructure in fuel and routing technologies and moving forward we will invest nearly \$400 million annually in near-zero-emissions trucks.

Compressed Natural Gas Trucks Mean Cleaner, Greener, Quieter Collections

WM is proud to service Highland Beach with a newer model fleet of vehicles that run on compressed natural gas (CNG). CNG is a fuel used in place of diesel gasoline that, when combusted, produces fewer undesirable gases than gasoline or diesel, resulting in improved air quality emissions.

CNG trucks emit nearly zero particulate emissions, reduce greenhouse gas (GHG) emissions by 15%, and cut smog-producing NOx emissions by 50% compared to the cleanest diesel trucks. In another effort to improve air quality, the engines automatically turn off after five minutes of idling to further reduce emissions and conserve fuel. CNG engines run much quieter than diesel trucks – many customers have commented that they cannot even hear our CNG trucks coming down the street.

For every diesel truck we replace with natural gas, we reduce our use of diesel fuel by an average of 8,000 gallons per year along with a reduction of 14 metric tons of GHG emissions per year - the equivalent of a 15 % emissions reduction per truck.

While our “last generation” natural gas engine cuts smog-producing nitrogen oxide (NOx) emissions by up to 50% compared to the cleanest diesels, our new 2019 near zero emission natural gas engine (ISL-G “NZ”) is the cleanest heavy-duty engine ever certified by the California Air Resources Board (CARB) and the US Environmental Protection Agency (EPA).

WM helped pioneer this new engine with Cummins, and it now provides a 95% reduction in NOx emissions compared to the current 0.2 g NOx standard (EPA/CARB 2010) and a 94% reduction in NOx compared to the latest comparable diesel engine technology.

Furthermore, this new engine is already certified at 16% below the current GHG emission standard and is already 12% below the proposed 2027 standard.

A More Efficient Network

Beyond reducing tailpipe emissions, we also reduce the footprint of our fleet through proactive and constantly monitored routing to make sure that every WM vehicle completes its service route in as few miles as possible and maximizes efficiency based on traffic patterns and the location of disposal and processing facilities.

The premise of efficient logistics is simple: a more efficient route means fewer miles traveled, which translates into reduced fuel consumption and associated emissions. Since 2017, WM's fleet has reduced miles driven by approximately 8.9 million miles annually. Optimizing routes not only reduces our environmental impact, it also increases the quality of our service: we miss fewer stops for our customers.

Natural Gas Fueling Stations

Our transition to a natural gas fleet depends on the existence of fueling stations that support these types of engines. That is why a core element of our fleet transition strategy has been to build our own fueling infrastructure - both to refuel our own vehicles as well as to sell CNG to other commercial fleets and individuals at select locations.

Locally, WM invested more than \$500 million in CNG trucks and fueling stations in Florida alone, including a \$26 million investment in a state-of-the-art CNG fueling station and CNG-fueled trucks at our WM of Palm Beach Hauling District, bringing cleaner, quieter collection vehicles to Highland Beach.

We continue to grow our natural gas fueling infrastructure across North America, with fueling capabilities at 177 fueling stations, 25 of which are open to the public. WM owns and operates the stations, purchases the fuel, and finances the construction.

Highland Beach's Next Generation Fleet with Even More Safety Features!

In addition to the safety features listed, we are excited to introduce tomorrow's truck, today.

Our collection vehicles exceed federal motor vehicle safety standards and are equipped with seven new safety features for an even safer Highland Beach.



WM Fleet Preventive Maintenance Program

WM's preventive maintenance program ensures all of our vehicles perform at an optimal level so there are minimal service interruptions. Our entire fleet participates in a regular, preventive maintenance program that ranks among the most aggressive in the industry.

WM invests more than one-third of the cost of machinery and equipment in preventive maintenance on its vehicles. We have also established best practices for the preventive maintenance of our vehicles to ensure the safety of our drivers and rolling stock.

WM goes well beyond the Department of Transportation's (DOT) routine requirements (which require a full inspection every year) with our 150-hour maintenance program in which full inspections are conducted multiple times per year.

Effectively, WM conducts the equivalent of a DOT inspection on its vehicles every 150 hours.



Waste Management participates in the Voluntary Protection Program (VPP) Corporate Pilot overseen by OSHA.

Fleet Maintenance Facility

Our WM of Palm Beach fleet maintenance facility has its own maintenance center to support our CNG fleet. The current maintenance property includes:

| | |
|--|--|
| <ul style="list-style-type: none">• 18 certified technicians• A 10,000 square-foot maintenance shop that services 199 collection vehicles | <ul style="list-style-type: none">• 12 repair bays• Operates 19 hours per day Monday through Friday, and 10 hours on Saturday |
|--|--|



WM of Palm Beach

Existing Containers

With more than 20 million customers throughout North America, WM holds the resources needed to effectively service our customers. As Highland Beach's current provider, all commercial customers currently have all needed mechanical containers already on site.

In addition, we have the following slant top mechanical containers at the ready, located at WM's South Florida Container Shop in Pembroke Pines, in Lantana, and at other WM South Florida facilities.

| Shape | Volume | Slotted | Material | Ready |
|-------------------------------|--------|---------|----------|--------------|
| Slant | 1 YD | No | Metal | 241 |
| Slant | 2 YD | No | Metal | 555 |
| Slant | 2 YD | No | Plastic | 2 |
| Slant | 3 YD | No | Metal | 252 |
| Slant | 4 YD | No | Metal | 45 |
| Slant | 4 YD | No | Plastic | 30 |
| Slant | 6 YD | No | Metal | 205 |
| Slant | 8 YD | No | Metal | 151 |
| TOTAL EXTRA CONTAINERS | | | | 1,481 |



We also have (50) 2yd compactors at the ready.

In short, WM holds 1,531 immediately available mechanical containers and compactors just in the South Florida area alone, with thousands more available throughout Florida and the country. Furthermore, our proactive approach to ordering containers provides Highland Beach with the assurance that we have the resources available to service our customers.

Wastequip, WM's frequent source for dumpsters, provides Front End Load Containers (FELs) that are engineered using heavy gauge steel to withstand the stress of continued use. Standard models feature 12-gauge sides and 10-gauge bottoms, high density polyethylene lids and fully welded in-seams. Heavy duty models have 10-gauge sides and 7-gauge bottoms for added strength and durability. Containers are primed inside and outside to reduce corrosion. Wastequip containers meet ANSI safety specifications and dimensional standards for haulers. Wastequip has locations throughout North America, and regularly fulfills our container needs.

Carts

Cascade Carts: WM's Preferred Cart Supplier

Built for Highland Beach with Durability, Convenience, and Sustainability in Mind

In the event that Town chooses new carts, WM will partner with our preferred cart supplier, Cascade Cart Solutions, to manufacture and deliver new carts for Highland Beach immediately upon contract award. Our longtime partnership spans more than 30 years with more than 17 million Cascade carts set out for WM customers to date. Cascade prides itself on having top-of-the-class quality control and performance standards and workmanship is backed by a 10-year warranty. We have successfully utilized Cascade carts for customers throughout North America and will continue providing them to Highland Beach. Our partnership with Cascade Cart Solutions will ensure that Highland Beach will have replacement garbage and recycle carts readily available, meeting the specifications described in the RFP.

Primary features and benefits include:

- **Product Quality:** Cascade carts are produced using an injection molding process that allows for exact precision and product uniformity.
- **Durability:** Cascade carts are UV-stabilized and designed for optimal compatibility and functionality with both semi and fully automated lifter systems, including a wear strip to permanently protect the bottom of the cart from abrasion.
- **Customer Convenience:** Cascade carts are easy to handle and provide an excellent balance between stability and maneuverability.
- **Customizable Design Options:** Carts are available in 20 standard color options with hot stamping and large in-mold labels to display key program instructions.

Tested and Proven

ISO9001
CERTIFIED

As the first U.S. waste container producer to be ISO 9001 registered, Cascade takes their commitment to quality manufacturing seriously. They test their carts beyond industry durability standards for performance. Cascade's cart testing procedures include:

- Cold impact test for lids and wheels
- Hot and cold wheel assembly tests
- Double pump cart tests, equivalent to three lifetimes

Our Commitment to Closing the Recycling Loop

NEW! EcoCart™: A Visible Commitment to the Environment and Recycling

In the midst of market disruptions that are threatening recycling programs across North America, WM and Cascade Cart Solutions have teamed to create the EcoCart™ - the waste industry's first collection cart manufactured with at least 10% post-consumer plastic resin.



The EcoCart creates a closed loop system as it is manufactured with recycled residential curbside plastic - bulky, rigid plastics collected straight out of recycling programs across the country - without compromising durability or warranty standards. Additionally, the 96-gallon EcoCart is available in a wide range of colors.

WM is prioritizing the purchase of the EcoCart - one of our largest ever purchasing commitments - as part of a new commitment to the Association of Plastic Recyclers Demand Champion Program, which seeks to expand market demand for recycled resins and improve plastic recycling in North America.

Utilizing the EcoCart, Highland Beach can be a sustainability leader by being among the first communities to create a truly closed recycling loop with carts produced from consumer materials.

Award-Winning EcoCart®

Cascade Engineering was awarded the Design for Recycling® award from the Institute of Scrap Recycling Industries (ISRI) for the EcoCart®. According to ISRI, early predictions indicate that through the manufacture of the EcoCart, 2.2 million pounds of post-consumer curbside recycled materials will be removed from the waste stream annually.



Cascade is a Certified B Corporation

Cascade is proud to be part of a growing community of more than 2,000 Certified B Corps from 50 countries and over 130 industries that work together to redefine what success in business really means.

Using business as a force for good, "B Corps" meet rigorous standards in social and environmental performance, transparency, and legal accountability.

Cart Sustainability

It only makes sense that the carts we provide Highland Beach for the collection of trash and recyclables should be made as environmentally responsible as they are durable, convenient, and long lasting. When selecting Cascade Cart Solutions as our proposed cart manufacturer for Highland Beach, we considered the following environmental benefits:

- **End-of-Life Cart Recovery and Recycling.** The thermoplastic resin used to make Cascade carts is recyclable at the end of the cart's useful life. This helps create a closed loop system - reclaiming and recycling products at the end of their lifecycle for reuse in the production of new products.

- **Minimal Manufacturing Waste.** Cascade carts are injection molded and manufactured using thermoplastic resin. This allows the recyclability and reuse of any unused plastic and/or scraps. This reclaimed plastic can be melted down and reground for use in the manufacturing of new containers without compromising the structural integrity of the cart. This eliminates waste in the molding process and diverts waste from the landfill.

Cart Warranty

As durable as these carts are, we do recognize that they can sometimes break. Our cart supplier, Cascade Cart Solutions, provides a 10-year warranty period from date of cart shipment. The warranty protects WM and Highland Beach from defects in materials and workmanship. In the event that a residential cart should break or require a replacement part through no fault of the resident, WM will repair or replace the cart at no charge to the resident within the City's specified time frame.

WM has a long-standing vendor history with Cascade and has successfully utilized their cart warranty when needed. We are confident that Cascade will stand behind their product quality.

Cascade's product warranty meets all Highland Beach specifications and can be found at:

<http://www.cascadeng.com/terms-warranties>.

Carts are available in multiple sizes and a wide range of colors for your choosing: WM green, black, dark blue, or grey.

Cascade Certified as Women's Business Enterprise

Doing the right thing, the right way guides everything we do, every day. This includes embracing and cultivating a diverse workforce. Likewise, we believe that our suppliers are an extension of our workforce.

WM is happy to include Cascade Engineering, Inc. to our growing list of diverse suppliers as Cascade received formal certification by the Women's Business Enterprise National Council as a woman owned, operated, and controlled business.

Supporting diversity among our suppliers will help us build a world-class supplier network - a network truly capable of providing WM customers and communities with the best, most innovative, and cost-effective solutions.

| Sample Waste Management Carts | | | |
|---|--|--|--|
| 35-gallon carts | 35-Gallon Capacity | 64-gallon carts | 64 Gallon Capacity |
|  | EcoCart |  | EcoCart |
| | H: 37.5", W: 19", D 23.75" | | H: 41.5", W: 24", D 27" |
| | 122.5 pounds | | 224 pounds |
| | 7 carts/stack | | 9 carts/stack |
| | Manufactured with at least 10% post-consumer resin | | Manufactured with at least 10% post-consumer resin |



In the event that Highland Beach chooses new carts, we would work with the Town to create a list of the number of carts required in each size, to eliminate the need for residents to call in with individual requests and facilitate the delivery effort. We will provide assembled carts directly to the residents within five (5) business days of receiving the request. We will store an adequate supply for replacements and/or new requests.

4. ABILITY TO PROVIDE DOORSIDE COLLECTION



Highland Beach, March 2023

*Photo by Shiraz Kashar, WMIF Community
Outreach and Education*



4. ABILITY TO PROVIDE DOORSIDE COLLECTION

Above and Beyond Collection Approach

Describe your capability and plan to provide Townwide Doorside Waste and Recycling Collection for accessible single-family homes and multi-family structures of four (4) units or less. If you cannot offer this service, please clearly state so.



If the Town of Highland Beach elects to provide doorside collection, WM will make provisions to do exactly that. We will adapt current routines to deliver Townwide doorside waste and recycling collection for accessible single-family homes and specified multi-family units.

We recognize that this is a different level of collection, and that there is a need to add an additional vehicle, along with labor, to ensure that we meet the specified collection timeframes. Doorside service would entail the collection team to spend additional time at each property accessing, moving, dumping, and returning containers to their original location. Routes are established and crews would be assembled to accomplish this.

Included again here is our most recent doorside service implementation for your review. Gulf Stream utilizes three (3) two-man teams and our successful implementation provides evidence of our experience with a similar coastal town.



Town of Gulf Stream

100 Sea Road, Gulf Stream, FL 33483

Greg Dunham, Town Manager

(561) 276-5116 | gdunham@gulf-stream.org

MANUAL DOORSIDE

MSW, REC, YW, BLK,
COMM, RO

1993 to
present

387

~\$250K

EF

And as mentioned earlier, WM would add the following vehicle from our fleet to Highland Beach's currently assigned trucks.

| PROPOSED DOORSIDE SCENARIO | 2017 | 25cy Rear Loader for | | 7 total trucks (one (1) additional |
|---|------|------------------------------------|----|---------------------------------------|
| Add one (1) MSW Rear Loader (ID 312533) | CNG | Residential MSW collections | +1 | REL for MSW plus all current vehicles |

Whatever Highland Beach decides, we will collaborate with the Town to launch a customized education campaign to announce enhanced services. Samples follow for illustration purposes only.



We're rolling out something big(ger)

**NEW 64-or 35-gallon refuse carts for automated collections
for Highland Beach residents!**

Weekly collections – Just like you're used to – only better!



New Service Starts In June 2023, for all Highland Beach Residents

Dear Highland Beach Residents,

WM is proud to remain your
environmental service provider!

NEW wheeled carts with lids will be used
for your garbage collections.

Help keep Highland Beach clean by
placing all waste in your carts with the
lids closed.

Your pickup day for trash and recycling
will remain the same.



EMAIL, CHAT OR CALL

As Highland Beach's waste provider, we want to
make it as easy as possible for you to contact us
at your convenience.

ANYTIME - ANYWHERE - ANY DEVICE

Reach WM to report a
missed pickup, schedule a cart repair,
or order an additional cart.

Email: CustomerService@wm.com

Chat: www.wm.com

Call toll-free: (800) 866-4460



5. TRANSITION PLAN

Our Commitment to Highland Beach – A Risk-Free Implementation

Execution of Highland Beach's Operational / Transition Plan

Sample Transition Timeline of Implementation Tasks



Highland Beach, March 2023

Photo by Shiraz Kashar, WMIF Community Outreach and Education



5. TRANSITION PLAN

A Seamless Implementation with a Trusted Partner

Your proposed strategy to ensure a smooth transition;

Our Commitment to Highland Beach – A Risk-Free Implementation







Throughout our 20+-year partnership with Highland Beach, WM has shown our dedication to continuous improvement - better processes, more efficient procedures, and investments in technologies that enhance our collection capabilities and customer service. Transitioning service providers would require rebuilding a successful program from the ground up. With all service requirements already in place, our team is able to concentrate on delivering dependable collection and enhancing our customers' experience.

The benefits to Highland Beach for continuing to work with WM are comprehensive. We offer:

- WM. Established and reliable collection services.** We already have the vehicles, collection equipment, operations site, fueling station, processing facilities, account data, and systems in-place to offer a risk- and disruption-free implementation.
- WM. Invaluable experience.** Our experienced drivers know every road and customer in your community and our knowledgeable customer service staff is already well-versed in Highland Beach contract terms and service offerings, and what residents want and need to know.
- WM. Existing relationships.** Over the years, WM staff members have worked hard to become a trusted community partner. We have built meaningful relationships with Town leadership and staff, our customers, and local groups and organizations, and will continue to support the vitality of the Highland Beach community.
- WM. A commitment to continuous improvement.** We seek to continuously improve our service and offer the latest technologies and innovations in sustainability and integrated operational technology. Our onboard technology allows us to manage routes and customer pick-ups in near real time and seamlessly connect operations with customer service and dispatch – all leading to greater service accuracy for our customers.
- WM. No matter if the Town continues with the current service level, or chooses to implement any collection changes, Highland Beach can be assured that we will manage the contract implementation with meticulous care. We have outlined our approach to the most critical components of the new contract implementation, **offering a seamless transition with no service day changes or disruption to residents.****



| Core Collection Equipment and Resources | | |
|--|--|--|
| | WM Competency | Benefits to Highland Beach |
| Drivers  | <p>WM currently serves Highland Beach with a team of 11 CDL drivers, who have all successfully completed rigorous safety and customer service training requirements, the most comprehensive in the industry. We keep 3 on call, swing drivers/helpers for when needed.</p> | <ul style="list-style-type: none"> • Safer, more experienced drivers in your community • Existing customer knowledge and personalized customer service • No driver learning curve resulting in fewer missed pick-ups |
| Trucks  | <p>WM's fleet of collection vehicles are already in place. All our vehicles are subject to daily preventive maintenance and safety inspections. Our fleet is maintained to the highest safety standards and is fully compliant with local and federal safety standards.</p> | <ul style="list-style-type: none"> • Trucks are not subject to manufacturing delays and are guaranteed ready-to-roll on Day 1 of the new contract • Clean-burning, environmentally friendly, CNG-fueled vehicles already servicing Highland Beach |
| Containers  | <p>Existing equipment inventory includes adequate quantities of all required cart and container sizes allowing for deliveries and swaps to be successfully conducted each day, with a skilled and efficient container delivery team already in place.</p> | <ul style="list-style-type: none"> • Zero hassle and customer confusion associated with swapping out carts and containers, as a skilled cart delivery team is already in place • No chance of commercial customers experiencing service delays due to carts or containers not being delivered on-time • Clean, well-maintained carts and containers |
| Routes & Customer Data  | <p>WM collection routes are already in place, created with eRouteLogistics® software and take into account local traffic patterns, truck capacity and disposal locations.</p> | <ul style="list-style-type: none"> • No missed pick-ups associated with customer confusion caused by collection day changes • Local knowledge of routes eases transition for any new services selected • Less wear and tear on Town streets |
| Onboard Computing System (OCS)  | <p>Each of the 6 collection trucks that currently service Highland Beach is already equipped with onboard tablets that display drivers' exact routes, all scheduled collections, and relevant account notes such as container placement. The tablets include GPS technology that allows managers to capture route data in real-time.</p> | <ul style="list-style-type: none"> • Customers can obtain a collection estimated time of arrival • Collection statuses minimize the opportunity for missed collections • Provides customer service agents with near-real time field data to assist with customer service calls/interactions |

Critical Collection Equipment and Resources in Place Today

At the core of successful implementation is a combination of experience, careful planning, thoughtful staffing, and clear communication at every level. All of WM's collection equipment and resources are already in place, eliminating any opportunity for customer disruption associated with a new contract implementation.

Should Highland Beach elect any new services, WM will be ready to implement any service level changes immediately. Senior District Manager Fred Harmon, with 22 years of industry experience, will lead the transition team and will provide a detailed timeline for phases of transition if any new services are elected. With resources already in place, any service transition with WM will be smooth.

As the Town's current provider, only WM can provide absolutely seamless transition with a new franchise agreement, as residents and businesses will enjoy the same service schedule as currently in place. However, WM is the hands-down leader in transitions, providing more service transitions through the decades than any other service provider. For your reference, we have provided our detailed timeline to demonstrate how WM executes a transition of service. Please see page 55-57.

Your strategy to meet or exceed the current level of service;

WM is proud to be Highland Beach's provider and aims to keep your business. Our strategy to meet or exceed the current level of service is to capitalize on our intimate knowledge of the Town, enabling us to continue uninterrupted while focusing immediately on the Town's new selections and deliver any modifications exactly as specified.

We have attempted to illustrate why industry trends are moving to one-man automated trucks but are fully prepared to staff whatever selection Highland Beach makes to provide personalized service to your community and residents. We recognize your continuous pursuit of an elevated quality of life in Highland Beach, and we look for opportunities to enhance our services to meet or exceed your requests.

Knowing our customers' needs and continuing to build on our existing relationships, will elevate the level of service we can provide to the Town of Highland Beach. The "little things" that our driver teams do (picking up litter, replacing cans/bins to their original locations) may seem insignificant, but their impact of taking care of the Town leaves a great impression of our service.

Describe in detail your process to transition billing from the current provider to your company;

With WM as your provider there will be no transition of billing.

Identify the group of individuals who will oversee the execution of the transition plan and provide a brief resume for each;

Please refer to WM's Highland Beach Operations Management Team presented on pages 11-13. Fred Harmon, our Senior District Manager and Barbara Herrera, the Town's Project Manager will lead the WM Transition team. Roger Seenath, District Manager, along with Christopher Rodriguez and Carlos Diaz our Operations managers will coordinate the efforts of Route Managers, Technicians and Drivers who will all be versed in whatever transition the Town selects.

Identify equipment, personnel, and schedule for delivering containers to all residents;

Equipment: Highland Beach's trucks are currently allocated, and we have vehicles ready to service any of the Town's options. Exact cart models and sizes will be ordered as soon as/if the Town elects new services.

Personnel: Your WM Team named above is experienced and ready to coordinate the receipt of new carts and the subsequent delivery to your residents. We will need to determine a staging facility for cart receipt and assembly, and from there will dispatch carts on regularly scheduled collection days.

Schedule: Upon execution of the agreement, we will work with our cart vendor's staff to design a prototype for Highland Beach. The timeline will be subject to supply chain status, but our volumes typically result in expedited timelines whenever possible. Depending on volume, current delivery has been running at roughly 10-12 weeks and would be confirmed/modified once an order is placed.

We will coordinate with Highland Beach staff to announce the new carts and prepare for the swap where the old will be removed and the new cart delivered on resident's current service days. Critical milestones will include the following.

- Development and Town-approval of all cart/container graphics/messaging
- Procurement of cart inventory
- Finalize removal, assembly, delivery, vendor staging facility, and schedule
- Conduct cart and container transition

Once finalized, we will work with the Town to kick off the big news with flyers and social media. Our design team will provide templates that can be customized for the Town's use.

Describe how the delivery of containers will be conducted in coordination with the removal or use of existing containers used by residents;

Carts will be received at a preapproved, amply sized, well-lit staging facility. There they will be assembled by our personnel and then grouped for transportation to customer locations. Typically, we deploy a delivery vehicle that arrives just after the collection truck. The emptied cart is removed if necessary and a new cart left in its place, either curbside or doorside depending on Town decisions.

We worked with Martin County, one of our references, to successfully deliver thousands of new recycling carts. The Martin County Fairground was used as the staging facility and from there delivery was staggered over several weeks until all 40,000+ carts were placed in service.

Provide a timeline for the transition;

If Highland Beach keeps the current services, there will be minimal transition if any, because all assets are in place, personnel assigned, routes established, and service would continue uninterrupted.

If the Town elects to offer Townwide doorside service, we have the additional truck ready and would need only to adjust the timing of existing routes to ensure service delivery within the required hours for collection.

If the automated collection option is selected we will need to deliver selected carts to designated residences and provide ample notice to all residents for the change in service. Routes will be adjusted to accommodate increased efficiencies but there would be minimal if any disruption for customers. The timeline for cart delivery will be subject to manufacturing schedules.

Regardless of service selections, WM will coordinate with Town staff to create and distribute public outreach materials to announce a new contract with its relevant details. Sample outreach materials are provided on page 49.

Execution of Highland Beach's Operational / Transition Plan



Generally speaking, we build from the more than 50 years of experience we have with service transitions; to customize our operational tasks and timeline to Highland Beach needs. Whether we are providing all new carts and adding new services or if we are keeping most items status quo, we still review each operation and service requirement to validate we are 100% ready to roll on schedule.

Major implementation tasks for Highland Beach include:

- Implementation meetings, coordination, and course correction
- Cart deliveries, as needed
- Driver screening, hiring, and training for Highland Beach, as needed
- Review of existing routes and re-balancing if needed
- Contingency planning

These tasks are described in more detail below. A sample timeline of implementation tasks is also included.

Implementation Meetings, Coordination and Course Correction

WM's internal Highland Beach team will meet weekly throughout planning and implementation. At the onset, these meetings will include our regional team of experts. As the contract start date approaches, the local district operations team will meet daily to review the most critical components of service delivery.

Our team is committed to keeping Highland Beach informed of our implementation progress, and we will ask for your feedback as we customize our transition efforts to reflect the needs of your community. For example, if a proposed communication or outreach method is not working or does not make sense, we are not afraid to scratch the idea and discuss an alternative. From the onset of our transition, we propose meeting with the Town staff regularly to review key implementation milestones, our progress, and any proposed changes. We can start with monthly meetings initially, and increase the frequency, if needed.



Safety Meeting - WM of Palm Beach

Cart and Container Deliveries

With direction from the Town with regard to the model and design, we will stock an adequate inventory of replacement carts and containers by the start of a new contract.

Driver Screening, Hiring, and Training

Through our existing recruiting and hiring efforts, we screen driver applicants weekly, and we maintain a list of candidates to hire when positions become available. Qualified driver applicants must undergo a

comprehensive background check – the most aggressive in the industry – as well as fingerprinting and drug testing before joining our team.

At WM, new drivers participate in more than 90 hours of classroom and in-field new hire training – regardless of prior, relevant experience. Prior to a new contract, all Highland Beach drivers receive contract-specific training that includes a review of our implementation education efforts, materials, and resources, as well as information regarding Highland Beach's unique service requirements, collection offerings, and contractual requirements.

Onboard Tablets Eliminate Learning Curve

Each of the Town collection trucks will be equipped with onboard tablets that display the driver's exact route, all scheduled collections, and relevant account notes such as container placement. The tablets include GPS technology that allows drivers to capture route data in real-time.

Collection statuses minimize the opportunity for missed collections.

Contingency Planning

Our longstanding supplier relationships, smart technologies, and our regional network of equipment and personnel make it possible to carry on with collections should a delay or unexpected event occur during a new contract implementation. Key contingency plans address:

- **Staffing.** Additional route management staff will be brought in from surrounding districts to provide in-field support during our implementation period. Any new drivers hired to serve Highland Beach will have completed their six-week training at least two weeks prior to our start date. Our staffing plan includes personnel to fill in for employees who are sick, on vacation, in training, or to provide extra help due to spikes in collection volume.
- **Carts.** We build in a 30-day buffer between when equipment begins to arrive and when we anticipate customer requests. Our selected suppliers have multiple manufacturing locations, and our order can be reassigned to a backup facility should the primary production facility experience a delay.
- **Customer Service.** Our CSRs will be available to assist Town staff in answering any questions regarding any transition to new services.

Sample Transition Timeline of Implementation Tasks

The following sample timeline illustrates the meticulous planning that WM utilizes for any transition. We collaboratively customize and complete this schedule with Town staff once dates and services are selected and finalized. This chart is provided for your reference.

| Tasks | Start Date | Completion Date |
|--|------------|-----------------|
| Notice of award | | |
| Contract negotiations | | |
| Council contract execution | | |
| Operations | | |
| Carts and Containers | | |
| <ul style="list-style-type: none"> • Development and Town-approval of all cart/container graphics/messaging | | |

| Tasks | Start Date | Completion Date |
|---|------------|-----------------|
| <ul style="list-style-type: none"> Procurement of cart inventory | | |
| <ul style="list-style-type: none"> Finalize removal, assembly, delivery, vendor staging facility, and schedule | | |
| <ul style="list-style-type: none"> Conduct cart and container transition | | |
| Trucks and Fueling | | |
| <ul style="list-style-type: none"> Place order for new collection vehicles | | |
| <ul style="list-style-type: none"> Develop and seek approval of contract-specific truck signage | | |
| <ul style="list-style-type: none"> Delivery of new collection vehicles | | |
| <ul style="list-style-type: none"> Conduct pre-implementation vehicle and onboard computer testing | | |
| Routing | | |
| <ul style="list-style-type: none"> Develop routes using existing routes where possible | | |
| <ul style="list-style-type: none"> New route field-testing (prior to go-live) | | |
| <ul style="list-style-type: none"> Creation of final route maps | | |
| Staffing | | |
| <ul style="list-style-type: none"> Conduct driver recruitment, interviews, and screening | | |
| <ul style="list-style-type: none"> Conduct classroom-based driver training and onboarding | | |
| <ul style="list-style-type: none"> Conduct field-based driver training | | |
| Data Integrity and Ongoing Data Transfer Requirements | | |
| Coordinate and conduct data transfers with outgoing service provider | | |
| Audit and verify data accuracy, upload to MAS, and assign WM account numbers, and if applicable link each account to its respective Town-account number | | |
| Request and establish codes for all services | | |
| Establish ongoing data transfer, reporting, and Town-invoice protocols with Highland Beach | | |
| Contract Compliance | | |
| Develop comprehensive contract compliance checklist for implementation | | |
| Establish reporting process and template in accordance with contract specifications | | |
| Renew local business license, insurance, and performance bond | | |
| Review all updates to wm.com and Town website for accuracy and compliance with contract terms and maximize cross-promotion | | |
| Customer Experience | | |
| Update Green Pages to reflect changes to contract requirements and new services | | |
| Review and approve Green Pages with all key departments | | |
| Upload all transition public education materials to Green Pages for CSRs' reference | | |
| Develop detailed new contract curriculum | | |

| Tasks | Start Date | Completion Date |
|--|------------|-----------------|
| Management conducts pre-implementation training | | |
| Management conducts small group CSR training with emphasis on new contract terms and new services | | |
| New Green Pages content goes-live | | |
| Public Outreach and Communication Efforts | | |
| Communication with the Town | | |
| <ul style="list-style-type: none"> Present implementation programs, services, and timeline to Town Council at a scheduled time | | |
| <ul style="list-style-type: none"> Schedule month or bi-weekly meetings with key implementation staff and Town contacts | | |
| <ul style="list-style-type: none"> Designate a dedicated implementation contact for the Town's Public Information Officer | | |
| <ul style="list-style-type: none"> Finalize strategic communications plan with emphasis on promotion of new services and attain feedback/approval | | |
| <ul style="list-style-type: none"> Communication with Residents | | |
| <ul style="list-style-type: none"> Design and distribute Welcome Postcard | | |
| <ul style="list-style-type: none"> Conduct media outreach with the Highland Beach Public Information Officer | | |
| <ul style="list-style-type: none"> Continually update wm.com with key service info | | |
| <ul style="list-style-type: none"> Conduct commercial/multi-family site visits | | |
| <ul style="list-style-type: none"> Design and distribute customer Welcome Packet | | |
| <ul style="list-style-type: none"> Design and distribute collection cart delivery promotional materials | | |
| <ul style="list-style-type: none"> Design and order supply of enforcement tags/ "oops" tags | | |
| <ul style="list-style-type: none"> Design and order supply of cart labels | | |
| <ul style="list-style-type: none"> Pitch press releases with new contract start date, new programs, and other important transition information | | |
| <ul style="list-style-type: none"> Conduct community meetings to distribute educational materials and allow residents an opportunity to ask questions | | |
| <ul style="list-style-type: none"> Update Town webpage with new Welcome Packet materials, new service information, and transition announcements | | |

6. TOTAL OF FEES OVER FIVE-YEAR PERIOD

Rate Forms



Highland Beach, March 2023

Photo by Shiraz Kashar, WMIF Community
Outreach and Education

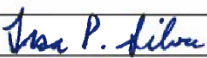


6. TOTAL OF FEES OVER FIVE-YEAR PERIOD

Exceptional Service - Excellent Value

PRICES SET FORTH ABOVE ARE FIRM PROPOSALS AND ARE NOT SUBJECT TO PRICE ADJUSTMENT UNLESS THE AGREEMENT IS AMENDED.

ATTEST:


Signature

LISA P. SILVA, ASST. SEC.


Title

February 27, 2023

Date

PROPOSER:

Waste Management Inc. of Florida


Signature

David M. Myhan, President

Title

February 27, 2023

Date

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Town of Highland Beach

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Waste Management Inc. of Florida

| CURBSIDE PICKUP SERVICE WITH THREE MAN CREW | | | | | | | |
|---|---------------------------------|----------|----------|----------|----------|----------|----------|
| <u>Single Family</u> with 35 and/or 65 Gallon Refuse Cart; and Dual Stream 18 Gallon Recycle Bins and/or 95 Gallon Recycle Carts - <u>Estimated Number of Units: 240</u> | Services Fees- Per Unit/Monthly | | | | | | |
| | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| 1. Solid Waste- 2x/week | 13.62 | 14.57 | 15.59 | 16.69 | 17.85 | 19.10 | 20.44 |
| 2. Recyclables- 1x/week | 8.98 | 9.61 | 10.28 | 11.00 | 11.77 | 12.59 | 13.48 |
| 3. Yard Trash- 1x/week | 5.16 | 5.52 | 5.91 | 6.32 | 6.76 | 7.24 | 7.74 |
| 4. Bulk Trash- 1x/week | Included | Included | Included | Included | Included | Included | Included |
| SCORED - Total Curbside (sum of rows 1-4 for years 1-5) | 27.76 | 29.70 | 31.78 | 34.01 | 36.38 | 38.93 | 41.66 |
| 5. Townwide Doorside Pickup (Additional fee) | 91.24 | 97.63 | 104.46 | 111.77 | 119.60 | 127.96 | 136.92 |
| <u>Multi-Family (4 units or less)</u> with 35 and/or 65 Gallon Refuse Cart; and Dual Stream 18 Gallon Recycle Bins and/or 95 Gallon Recycle Carts - <u>Estimated Number of Units: 320</u> | Services Fees- Per Unit/Monthly | | | | | | |
| | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| 1. Solid Waste- 2x/week | 13.62 | 14.57 | 15.59 | 16.69 | 17.85 | 19.10 | 20.44 |
| 2. Recyclables- 1x/week | 8.98 | 9.61 | 10.28 | 11.00 | 11.77 | 12.59 | 13.48 |
| 3. Yard Trash- 1x/week | 5.16 | 5.52 | 5.91 | 6.32 | 6.76 | 7.24 | 7.74 |
| 4. Bulk Trash- 1x/week | Included | Included | Included | Included | Included | Included | Included |
| SCORED - Total Curbside (sum of rows 1-4 for years 1-5) | 27.76 | 29.70 | 31.78 | 34.01 | 36.38 | 38.93 | 41.66 |
| 5. Townwide Doorside Pickup (Additional fee) | 91.24 | 97.63 | 104.46 | 111.77 | 119.60 | 127.96 | 136.92 |
| <u>Multi-Family Condominium (> 4 units)</u> with Container (non-compacting) and | Services Fees- Per Unit/Monthly | | | | | | |





Town of Highland Beach

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Waste Management Inc. of Florida

| Multi-Family Condominium (> 4 units) with Container (non-compacting) and Dual Stream 95 Gallon Recycle Containers - <u>Estimated Number of Units: 3,950</u> | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 1. Solid Waste- 2x/week June 1- October 31; 3x/week November 1- May 31st | 12.47 | 13.34 | 14.27 | 15.27 | 16.34 | 17.48 | 18.70 |
| 2. Recyclables- 2x/week | 4.16 | 4.45 | 4.76 | 5.09 | 5.45 | 5.83 | 6.24 |
| 3. Yard Trash- 1x/week | NA | NA | NA | NA | NA | NA | NA |
| 4. Bulk Trash- 1x/week | NA | NA | NA | NA | NA | NA | NA |
| SCORED - Total Curbside (sum of rows 1-4 for years 1-5) | 16.63 | 17.79 | 19.03 | 20.36 | 21.79 | 23.31 | 24.94 |
| Commercial Monthly Service Rates (compacting containers) | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| Container Collection Rate (per yard) Disposal Not Included | 9.34 | 9.99 | 10.69 | 11.44 | 12.24 | 13.10 | 14.02 |
| Compactor Collection Rate (12 cubic yards or less) | 11.68 | 12.50 | 13.38 | 14.32 | 15.32 | 16.39 | 17.54 |
| Compactor Collection Rate (> 12 cubic yards) | 335.84 | 359.35 | 384.50 | 411.42 | 440.22 | 471.04 | 504.01 |
| Refuse Container Monthly Rental/Maintenance | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| 1 Cubic Yard | 22.00 | 23.54 | 25.19 | 26.95 | 28.84 | 30.86 | 33.02 |
| 2 Cubic Yard | 24.00 | 25.68 | 27.48 | 29.40 | 31.46 | 33.66 | 36.02 |
| 3 Cubic Yard | 26.00 | 27.82 | 29.77 | 31.85 | 34.08 | 36.47 | 39.02 |
| 4 Cubic Yard | 28.00 | 29.96 | 32.06 | 34.30 | 36.70 | 39.27 | 42.02 |
| 6 Cubic Yard | 30.00 | 32.10 | 34.35 | 36.75 | 39.32 | 42.07 | 45.01 |
| 8 Cubic Yard | 32.00 | 34.24 | 36.64 | 39.20 | 41.94 | 44.88 | 48.02 |
| 10 Cubic Yard | 34.00 | 36.38 | 38.93 | 41.66 | 44.58 | 47.70 | 51.04 |
| Special Services | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| Gate Service | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |





Town of Highland Beach

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Waste Management Inc. of Florida

| | | | | | | | |
|--|---|-----------|-----------|-----------|-----------|-----------|-----------|
| Roll Out Fees (< 15 feet) | 10.00 | 10.70 | 11.45 | 12.25 | 13.11 | 14.03 | 15.01 |
| Roll Out Fees (> 15 feet) | 14.00 | 14.98 | 16.03 | 17.15 | 18.35 | 19.63 | 21.00 |
| 35 Gal. Container (per) [Optional] | 90.00 | 96.30 | 103.04 | 110.25 | 117.97 | 126.23 | 135.07 |
| 65 Gal. Container (per) [Optional] | 100.00 | 107.00 | 114.49 | 122.50 | 131.08 | 140.26 | 150.08 |
| Town Logo Hot Stamp on Containers (per container) [Optional] | NA | NA | NA | NA | NA | NA | NA |
| Locks for Containers (per lock) | 12.00 | 12.84 | 13.74 | 14.70 | 15.73 | 16.83 | 18.01 |
| Unlocking/Locking Containers (per occurrence) | 2.00 | 2.14 | 2.29 | 2.45 | 2.62 | 2.80 | 3.00 |
| Supplying (and retrofitting) locking mechanism on container | 55.00 | 58.85 | 62.97 | 67.38 | 72.10 | 77.15 | 82.55 |
| Adding wheels to or changing wheels on Containers (per wheel) | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| Adding lids to or changing lid(s) on Containers (per pair) | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| Moving Container Location per Customer request | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| Changing out sizes of containers | 55.00 | 58.85 | 62.97 | 67.38 | 72.10 | 77.15 | 82.55 |
| Added Scheduled Pick-ups for Containerized Customers (more than 2 off-peak, 3 peak) | Same as Applicable Commercial Collection Rates. | | | | | | |
| Added Unscheduled (not including "on-call") Pick-Ups for Commercial Customers | \$30 special service fee plus applicable commercial & disposal rates per dumpster | | | | | | |
| Added Recycling Container Collections per customer account | Same as applicable commercial collection rates (no disposal) | | | | | | |
| Doorside Service (Medically Necessary) | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |





Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

Waste Management Inc. of Florida

| CURBSIDE PICKUP SERVICE WITH AUTOMATED SIDELOAD (ASL) VEHICLE | | | | | | | |
|---|---------------------------------|----------|----------|----------|----------|----------|----------|
| Single Family with 35 and/or 65 Gallon Refuse Cart; and Dual Stream 18 Gallon Recycle Bins and/or 95 Gallon Recycle Carts - <u>Estimated Number of Units: 240</u> | Services Fees- Per Unit/Monthly | | | | | | |
| | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| 1. Solid Waste- 2x/week | 9.03 | 9.66 | 10.34 | 11.06 | 11.83 | 12.66 | 13.55 |
| 2. Recyclables- 1x/week | 7.92 | 8.47 | 9.06 | 9.69 | 10.37 | 11.10 | 11.88 |
| 3. Yard Trash- 1x/week | 5.90 | 6.31 | 6.75 | 7.22 | 7.73 | 8.27 | 8.85 |
| 4. Bulk Trash- 1x/week | Included | Included | Included | Included | Included | Included | Included |
| SCORED - Total Curbside (sum of rows 1-4 for years 1-5) | 22.85 | 24.44 | 26.15 | 27.97 | 29.93 | 32.03 | 34.28 |
| | | | | | | | |
| Multi-Family (4 units or less) with 35 and/or 65 Gallon Refuse Cart; and Dual Stream 18 Gallon Recycle Bins and/or 95 Gallon Recycle Carts - Estimated Number of Units: 320 | Services Fees- Per Unit/Monthly | | | | | | |
| | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| 1. Solid Waste- 2x/week | 9.03 | 9.66 | 10.34 | 11.06 | 11.83 | 12.66 | 13.55 |
| 2. Recyclables- 1x/week | 7.92 | 8.47 | 9.06 | 9.69 | 10.37 | 11.10 | 11.88 |
| 3. Yard Trash- 1x/week | 5.90 | 6.31 | 6.75 | 7.22 | 7.73 | 8.27 | 8.85 |
| 4. Bulk Trash- 1x/week | Included | Included | Included | Included | Included | Included | Included |
| SCORED - Total Curbside (sum of rows 1-4 for years 1-5) | 22.85 | 24.44 | 26.15 | 27.97 | 29.93 | 32.03 | 34.28 |
| | | | | | | | |





Town of Highland Beach

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Waste Management Inc. of Florida

| <u>Multi-Family Condominium (> 4 units) with Container (non-compacting) and Dual Stream 95 Gallon Recycle Containers - Estimated Number of Units: 3,950</u> | Services Fees- Per Unit/Monthly | | | | | | |
|--|---------------------------------|--------|--------|--------|--------|--------|--------|
| | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| 1. Solid Waste- 2x/week June 1- October 31; 3x/week November 1- May 31st | 11.42 | 12.22 | 13.08 | 14.00 | 14.98 | 16.03 | 17.15 |
| 2. Recyclables- 2x/week | 3.81 | 4.08 | 4.37 | 4.68 | 5.01 | 5.36 | 5.74 |
| 3. Yard Trash- 1x/week | NA | NA | NA | NA | NA | NA | NA |
| 4. Bulk Trash- 1x/week | NA | NA | NA | NA | NA | NA | NA |
| SCORED - Total Curbside (sum of rows 1-4 for years 1-5) | 15.23 | 16.30 | 17.45 | 18.68 | 19.99 | 21.39 | 22.89 |
| Commercial Monthly Service Rates (compacting containers) | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| Container Collection Rate (per yard) Disposal Not Included | 9.34 | 9.99 | 10.69 | 11.44 | 12.24 | 13.10 | 14.02 |
| Compactor Collection Rate (12 cubic yards or less) | 11.68 | 12.50 | 13.38 | 14.32 | 15.32 | 16.39 | 17.54 |
| Compactor Collection Rate (> 12 cubic yards) | 335.84 | 359.35 | 384.50 | 411.42 | 440.22 | 471.04 | 504.01 |
| Refuse Container Monthly Rental/Maintenance | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |
| 1 Cubic Yard | 22.00 | 23.54 | 25.19 | 26.95 | 28.84 | 30.86 | 33.02 |
| 2 Cubic Yard | 24.00 | 25.68 | 27.48 | 29.40 | 31.46 | 33.66 | 36.02 |
| 3 Cubic Yard | 26.00 | 27.82 | 29.77 | 31.85 | 34.08 | 36.47 | 39.02 |
| 4 Cubic Yard | 28.00 | 29.96 | 32.06 | 34.30 | 36.70 | 39.27 | 42.02 |
| 6 Cubic Yard | 30.00 | 32.10 | 34.35 | 36.75 | 39.32 | 42.07 | 45.01 |
| 8 Cubic Yard | 32.00 | 34.24 | 36.64 | 39.20 | 41.94 | 44.88 | 48.02 |
| 10 Cubic Yard | 34.00 | 36.38 | 38.93 | 41.66 | 44.58 | 47.70 | 51.04 |
| Special Services | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 | REN. 1 | REN. 2 |





Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

Waste Management Inc. of Florida

| | | | | | | | |
|--|---|-----------|-----------|-----------|-----------|-----------|-----------|
| Gate Service | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| Roll Out Fees (< 15 feet) | 10.00 | 10.70 | 11.45 | 12.25 | 13.11 | 14.03 | 15.01 |
| Roll Out Fees (> 15 feet) | 14.00 | 14.98 | 16.03 | 17.15 | 18.35 | 19.63 | 21.00 |
| 35 Gal. Container (per) [Optional] | 90.00 | 96.30 | 103.04 | 110.25 | 117.97 | 126.23 | 135.07 |
| 65 Gal. Container (per) [Optional] | 100.00 | 107.00 | 114.49 | 122.50 | 131.08 | 140.26 | 150.08 |
| Town Logo Hot Stamp on Containers (per container) [Optional] | NA | NA | NA | NA | NA | NA | NA |
| Locks for Containers (per lock) | 12.00 | 12.84 | 13.74 | 14.70 | 15.73 | 16.83 | 18.01 |
| Unlocking/Locking Containers (per occurrence) | 2.00 | 2.14 | 2.29 | 2.45 | 2.62 | 2.80 | 3.00 |
| Supplying (and retrofitting) locking mechanism on container | 55.00 | 58.85 | 62.97 | 67.38 | 72.10 | 77.15 | 82.55 |
| Adding wheels to or changing wheels on Containers (per wheel) | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| Adding lids to or changing lid(s) on Containers (per pair) | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| Moving Container Location per Customer request | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| Changing out sizes of containers | 55.00 | 58.85 | 62.97 | 67.38 | 72.10 | 77.15 | 82.55 |
| Added Scheduled Pick-ups for Containerized Customers (more than 2 off-peak, 3 peak) | Same as Applicable Commercial Collection Rates. | | | | | | |
| Added Unscheduled (not including "on-call") Pick-Ups for Commercial Customers | \$30 special service fee plus applicable commercial & disposal rates per dumpster | | | | | | |
| Added Recycling Container Collections per customer account | Same as applicable commercial collection rates (no disposal) | | | | | | |
| Doorside Service (Medically Necessary) | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |



7. REFERENCES

Southwest Ranches

Hypoluxo

Martin County

SWA Zones 2 and 5

Delray Beach

South Florida Municipal Partners



Highland Beach, March 2023

Photo by Shiraz Kashar, WMIF Community
Outreach and Education



7. REFERENCES

Committed to Going Above and Beyond to Serve Highland Beach





We provide our featured references here on the required form and reiterate our complete list of references that truly reflect our service excellence in South Florida.

| REFERENCES FOR <u>Waste Management Inc. of Florida</u> (NAME OF FIRM) | | |
|--|------|---------|
| 1.Owner/Client Name: | | |
| Greg Dunham, Town Manager | | |
| Name and Location of Project: | | |
| Town of Gulf Stream, 100 Sea Road, Gulf Stream, FL 33483 | | |
| Phone: | Fax: | E-Mail: |
| (561) 276-5116 gdunham@gulf-stream.org | | |
| 2.Owner/Client Name: | | |
| Michael Brown, Mayor | | |
| Name and Location of Project: | | |
| Town of Hypoluxo, 7580 S. Federal Highway, Hypoluxo, FL. 33462 | | |
| Phone: | Fax: | E-Mail: |
| (561) 582-4155 mcbrown@hypoluxo.org | | |
| 3.Owner/Client Name: | | |
| Andy Berns, Town Administrator | | |
| Name and Location of Project: | | |
| Town of Southwest Ranches, 13400 Griffin Rd., SW Ranches, FL 33330 | | |
| Phone: | Fax: | E-Mail: |
| (954) 343-7469 aberns@southwestranches.org | | |

| REFERENCES FOR <u>Waste Management Inc. of Florida</u> (NAME OF FIRM) | | |
|--|------|---------|
| 1.Owner/Client Name: Danise Cleckley, Assistant Neighborhood & Community Services Director | | |
| Name and Location of Project: City of Delray Beach, 100 NW 1st Ave., Delray Beach, FL 33444 | | |
| Phone: | Fax: | E-Mail: |
| (561) 243-7000 Cleckley@mydelraybeach.com | | |
| 2.Owner/Client Name: Dan Pellowitz, Executive Director | | |
| Name and Location of Project: Palm Beach County SWA– Zones 2 & 5, 7501 N. Jog Rd., WPB, FL 33412 | | |
| Phone: | Fax: | E-Mail: |
| (561) 640-4000 dpellowitz@swa.org | | |
| 3.Owner/Client Name: Don Donaldson - Deputy County Administrator | | |
| Name and Location of Project: Martin County, 2401 SE Monterey Rd., Stuart, FL 34996 | | |
| Phone: | Fax: | E-Mail: |
| (772) 288-5400 Ddonalds@martin.fl.us | | |

South Florida Municipal Partners

WM is pleased to reiterate additional municipal references from throughout South Florida. We encourage you to contact any of our partners to learn more about the service excellence and ease of transition with WM. This chart is provided simply for your reference regarding the breadth of service that WM provides in our local area.

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|---|-----------------------------|---------------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  Collier County 3339 Tamiami Trail E, Naples, FL 34112 Kari Ann Hodgson, Solid & Hazardous Waste Director (239) 252-2504 Kari.Hodgson@colliercountyfl.gov | MSW, REC, YW, BLK, COMM | 2005 - to present | 130,000 | ~\$40M | EF |
|  Hillsborough County 332 N. Falkenburg Rd., Tampa, FL 33619 Kim Byer, S.W. Director (813) 612-7718 beyer@hillsborough.org | MSW, REC, YW COMM, RO | 1980 - to present | 96,000 | ~\$60M | EF |
|  Martin County 2401 SE Monterey Rd., Stuart, FL 34996 Don Donaldson - Deputy County Administrator (772) 288-5400 Ddonalds@martin.fl.us | MSW, REC, YW COMM, RO | 2007 - 2029 | 48,000 | ~\$23M | EF |
|  Town of Hypoluxo 7580 S. Federal Highway, Hypoluxo, FL. 33462 Michael Brown, Mayor (561) 582-4155 mcbrown@hypoluxo.org | MSW, REC, YW, BLK, COMM, RO | 2002 - present | 294 | ~\$420K | EF |
| | | MANUAL CURBSIDE REFERENCE | | | |
|  Town of Gulf Stream 100 Sea Road, Gulf Stream, FL 33483 Greg Dunham, Town Manager (561) 276-5116 gdunham@gulf-stream.org | MSW, REC, YW, BLK, COMM, RO | 1993 to present | 387 | ~\$250K | EF |
| | | MANUAL DOORSIDE REFERENCE | | | |
|  City of Delray Beach 100 NW 1st Ave., Delray Beach, FL 33444 Danise Cleckley, Assistant Neighborhood & Community Services Director (561) 243-7000 Cleckley@mydelraybeach.com | MSW, REC, YW, BLK, COMM, RO | 2001 - present | 15,000 | ~\$11M | EF |
|  City of Boca Raton 201 West Palmetto Park Rd., Boca Raton, FL 33432 Richard Scherle, Municipal Services Operations Mgr (561) 416-3384 rscherle@myboca.us | C&D, COMM | 2015 - to present | N/A | ~\$4M | NEF |

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|--|-----------------------------------|----------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  City of Greenacres 5800 Melaleuca Lane, Greenacres FL 33463 Carlos Cedenio, Public Works Dept., 561-642-2071 groupw@greenacresfl.gov | MSW, REC, YW, BLK, COMM, RO | 2019 - to present | 8,700 | ~\$ 2.4M | EF |
|  Palm Beach County Solid Waste Authority – Zone 2 7501 N. Jog Rd., WPB, FL 33412 Dan Pellowitz, Executive Director (561) 640-4000 dpellowitz@swa.org | MSW, REC, YW, BLK, COMM, RO | 2019 – to present | 33,000 | ~\$11M | EF |
|  Palm Beach County Solid Waste Authority – Zone 5 7501 N. Jog Rd., WPB, FL 33412 Dan Pellowitz, Executive Director (561) 640-4000 dpellowitz@swa.org | MSW, REC, YW, BLK, COMM, RO | 2019 – to present | 1,200 | ~\$1.3M | EF |
|  City of Palm Beach Gardens 10500 Military Trail Palm Beach Gardens, FI 33410 Jennifer Nelli, Operations Manager (561) 799-4100 jnelli@pbgfl.com | MSW, REC, YW, BLK, COMM, RO | 2018-- to present | 20,000 | ~\$7.2M | EF |
|  Town of Jupiter 210 Military Trail Jupiter, FI 33458 Thomas Driscoll - Dir of Engineering and Solid Waste (561) 746-5134 Thomasd@jupiter.fl.us | MSW, REC | 1997 - to present | 27,000 | ~\$12M | EF |
|  City of Coral Gables 2800 SW 72 Ave, Miami, FL 33155 Alberto Zamora, Asst Public Works Dir. (305) 460-5000 azamora@coralgables.com | MSW, REC, COMM, RO | 1981 - to present | 1,708 | ~ \$8.6M | EF |
|  City of Florida City 404 W Palm Dr., Florida City, FL 33034 Otis Wallace, Mayor 305-247-8221 cityclerk@floridacityfl.gov | MSW, REC, COMM, RO | 1991 - to present | 2,600 | ~ \$2.5M | EF |
|  City of Hialeah Gardens 10001 NW 87 Ave., Hialeah Gardens, FL 33016 Arturo Ruiz, Director of Administration (305) 558-4114 aruiz@cityofhialeahgardens.com | MSW, REC | 1998 - to present | 4,160 | ~ \$3.2 M | EF |

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|--|---|--------------------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  Town of Southwest Ranches 13400 Griffin Rd., SW Ranches, FL 33330 Andy Berns, Town Administrator (954) 343-7469 aberns@southwestranches.org | MSW, REC, YW, BLK, COMM, RO & Disposal | 2007-2016 and 2022- to present | 2,600 | ~\$3.6M | EF |
| TRANSITION TO ASL SERVICE OCTOBER 2022 | | | | | |
|  City of Melbourne 900 E. Strawbridge Ave., Melbourne, FL 32901 Ralph Reigelsperger, Public Works Director (321) 608-5080 ralph.reigelsperger@mlbfl.org | MSW, REC, YW, BLK, COMM | 1996 - to present | 27,751 | ~\$10M | EF |
|  City of Lauderdale Lakes 4300 NW 36 S, Lauderdale Lakes, FL 33319 Ronald Desbrunes, Public Works Director (954) 535-2700 ronaldd@lauderdalelakes.org | MSW, REC, RCY PROC, BLK, COMM, RO, C&D | 1992 - to present | 4,791 | ~\$5M | EF |
|  City of Parkland 6600 University Drive, Parkland FL 33067 Sabrina Baglieri, Public Works Director (954) 757-4108 sbaglieri@cityofparkland.org | MSW, REC, RCY PROC, BLK, COMM, RO, DISP | 2008 - to present | 11,000 | ~\$4M | EF |
|  City of North Lauderdale 701 S.W. 71st Ave., North Lauderdale, FL 33068 Sam May, Public Works Director (954-724-7070) smay@nlauderdale.org | MSW, REC, BLK COMM, RO, C&D | 2021 - to present | 8,350 | ~\$7M | EF |
|  City of Lauderhill 5581 W. Oakland Park Blvd., Lauderhill, FL 33313 Desorae Giles-Smith, City Manager (954) 730-3002 dgiles@lauderhill-fl.gov | MSW, REC, BLK, COMM, RO | 2016 - to present | 12,802 | ~\$7.2M | EF |
|  City of Cooper City 9090 SW 50th Place, Cooper City, FL 33328 Joseph Napoli, City Manager (954) 434-4300 JNapoli@coopercityfl.org | MSW, REC, BLK, COMM | 2006 - to present | 10,383 | ~ \$6 M | EF |
|  City of Lighthouse Point 2200 NE 38th St., Lighthouse Point, FL 33064 John Lavisky, City Administrator (954) 784-3434 jlavisky@lighthousepoint.com | MSW, REC, BLK, COMM | 2013 - to present | 3,757 | ~ \$2.8M | EF |

| Contract | WM Responsibility | Project Dates | Residential Units | Annual Revenue | Contract Type |
|--|---------------------|-------------------|-------------------|----------------|---------------|
| MSW: Municipal Solid Waste, RCY: Recycling, RCY PROC: Recycling Processing, YW: Yard Waste, BLK: Bulk Pickup, COMM: Commercial, RO: Roll-off, C&D: Construction & Demolition Debris, EF: Exclusive Franchise, NEF: Non-Exclusive Franchise, DISP: Disposal Operations, TS Transfer Station Operations | | | | | |
|  City of Wilton Manors 2100 N. Dixie Hwy., Wilton Manors, FL 33305 David Archaki, Emergency Mgmt/Utilities Director (954) 390-2190 darchacki@wiltonmanors.com | MSW, REC, BLK, COMM | 2003 - to present | 3,853 | ~\$2.6M | EF |



SUBMITTAL FORMS

Proposer's Acknowledgement

Confirmation of a Drug-Free Workplace

Acknowledgement of PBC Inspector General

Scrutinized Companies Certification Form

Public Entity Crimes Sworn Statement

Acknowledgment of Addenda

Schedule of Sub-Consultants (if applicable)

Statement of No RFP (if applicable)

References

Proposal Form

SWA License WM of Palm Beach

WM's Florida Certificate of Good Standing

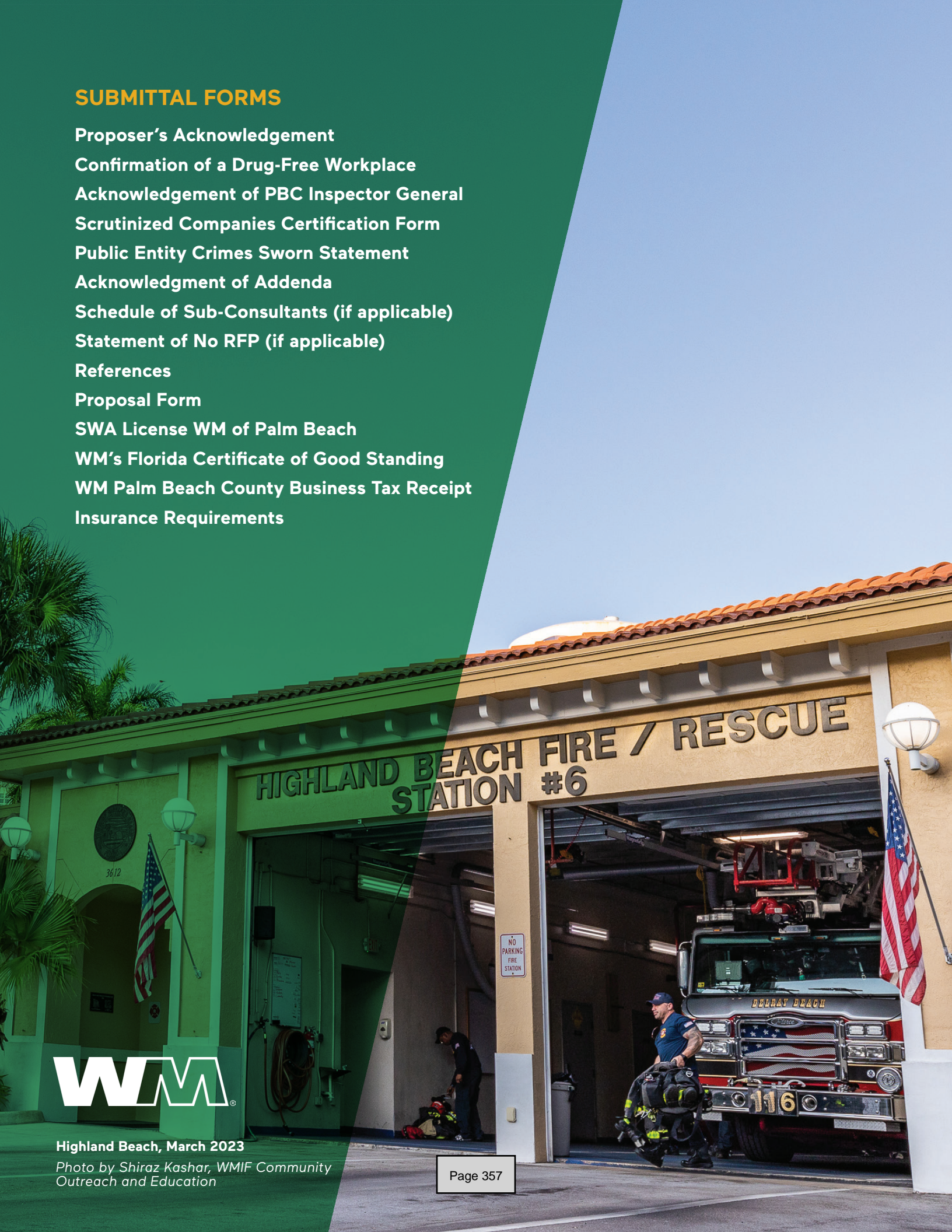
WM Palm Beach County Business Tax Receipt

Insurance Requirements



Highland Beach, March 2023

Photo by Shiraz Kashar, WMIF Community Outreach and Education





SUBMITTAL FORMS

Attention to Detail - Always

Proposer's Acknowledgement

PROPOSER ACKNOWLEDGEMENT

Submit RFP's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFP Title: "SOLID WASTE AND RECYCLING COLLECTION SERVICES"
RFP Number: 23-001

RFP Due: **XX**, 2023, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All awards made as a result of this RFP shall conform to applicable sections of the charter and codes of the Town.

Name of Proposer: Waste Management Inc. of Florida

Federal I.D. Number: 591094518

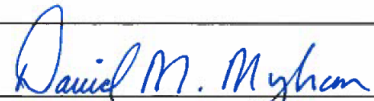
A Corporation of the State of Florida

Telephone No.: (954) 856-7192

Mailing Address: 651 Industrial Way

City / State / Zip: Boynton Beach, FL 33426

Email Address: bherrera@wm.com



Authorized Signature

David M. Myhan, President

45

Confirmation of a Drug-Free Workplace

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Town of Highland Beach or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.


Authorized Signature

David M. Myhan, President
Waste Management Inc. of Florida

Acknowledgement of PBC Inspector General

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Contractor is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Contractor and its subcontractors and lower tier subcontractors.

The contractor understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination.

Waste Management Inc. of Florida

CONTRACTOR NAME

By: David M. Myhan

Title: David M. Myhan, President

Date: February 27, 2023

Scrutinized Companies Certification Form

CERTIFICATION PURSUANT TO FLORIDA SECTION 287.135, FLORIDA STATUTES

I, David M. Myhan, President, on behalf of Waste Management Inc. of Florida certify
Print Name and Title Company Name

That Waste Management Inc. of Florida does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy

Sector

List.

Waste Management Inc. of Florida

COMPANY NAME

SIGNATURE

David M. Myhan

PRINT NAME

President

TITLE

Public Entity Crimes Sworn Statement

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY
PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to the Town of Highland Beach (the "Town") by:

David M. Myhan, President

(Print individual's name and title)

For:

Waste Management Inc. of Florida

(Print name of entity submitting sworn statement)

Whose business address is:

1800 N. Military Trail, Suite 201, Boca Raton, FL 33431

And (if applicable) its Federal Employer Identification Number (FEIN) is: **591094518**

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: **N/A**)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), FLORIDA STATUTES, means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
- b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), FLORIDA STATUTES, means any natural person or entity organized under the laws of any state of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity or which otherwise transacts or applies to transact business

with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement (indicate which statement applies).

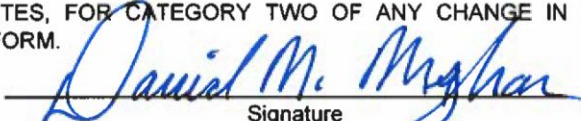
☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Date: February 27, 2023

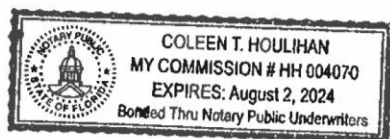

Signature
David M. Myhan, President

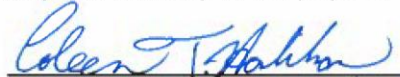
STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 27 day of February, 2023, by, David M. Myhan as President (title) of Waste Management Inc. of Florida (name of company), on behalf of a Florida corporation (type of entity).

☒ who is personally known to me,
☐ who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.




Signature

Print Name

NOTARY PUBLIC – STATE OF FL

My Commission Expires: _____

Commission No.: _____

Acknowledgment of Addenda

ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFP TITLE: "SOLID WASTE AND RECYCLING COLLECTION SERVICES"

RFP NO.: 23-001

DATE SUBMITTED: **March 13, 2023**

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

| ADDENDUM | DATE | ADDENDUM | DATE |
|-----------|----------------|-----------|----------------|
| #1 | 2/21/23 | #2 | 2/27/23 |
| #3 | 2/27/23 | #4 | 2/28/23 |
| | | | |
| | | | |

_____ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFP

Waste Management Inc. of Florida

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Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

ACKNOWLEDGEMENT OF ADDENDUM No. 1

23-001 – Solid Waste and Recycling Collection Services RFP NO.: 23-001

RESPONDENT MUST SIGN, DATE, AND INCLUDE THIS ACKNOWLEDGEMENT OF ADDENDUM NO. 1 WITH RFP PACKAGE IN ORDER FOR SUBMITTAL TO BE CONSIDERED COMPLETE AND ACCEPTABLE.

David M. Myhan, President

PRINT NAME OF REPRESENTATIVE

SIGNATURE OF REPRESENTATIVE

Waste Management Inc. of Florida

NAME OF COMPANY

February 27, 2023

DATE



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

ACKNOWLEDGEMENT OF ADDENDUM No. 2

23-001 – Solid Waste and Recycling Collection Services RFP NO.: 23-001

RESPONDENT MUST SIGN, DATE, AND INCLUDE THIS ACKNOWLEDGEMENT OF ADDENDUM NO. 2 WITH RFP PACKAGE IN ORDER FOR SUBMITTAL TO BE CONSIDERED COMPLETE AND ACCEPTABLE.

David M. Myhan, President

PRINT NAME OF REPRESENTATIVE

David M. Myhan
SIGNATURE OF REPRESENTATIVE

Waste Management Inc. of Florida

NAME OF COMPANY

02/27/23
DATE



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

ACKNOWLEDGEMENT OF ADDENDUM No. 3

23-001 – Solid Waste and Recycling Collection Services RFP NO.: 23-001

**RESPONDENT MUST SIGN, DATE, AND INCLUDE THIS ACKNOWLEDGEMENT OF ADDENDUM NO. 3 WITH RFP PACKAGE
IN ORDER FOR SUBMITTAL TO BE CONSIDERED COMPLETE AND ACCEPTABLE.**

David M. Myhan, President

PRINT NAME OF REPRESENTATIVE

SIGNATURE OF REPRESENTATIVE

Waste Management Inc. of Florida

NAME OF COMPANY

March 6, 2023

DATE



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

ACKNOWLEDGEMENT OF ADDENDUM No. 4

23-001 – Solid Waste and Recycling Collection Services RFP NO.: 23-001

RESPONDENT MUST SIGN, DATE, AND INCLUDE THIS ACKNOWLEDGEMENT OF ADDENDUM NO. 4 WITH RFP PACKAGE IN ORDER FOR SUBMITTAL TO BE CONSIDERED COMPLETE AND ACCEPTABLE.

David M. Myhan, President

PRINT NAME OF REPRESENTATIVE

SIGNATURE OF REPRESENTATIVE

Waste Management Inc. of Florida

NAME OF COMPANY

March 6, 2023

DATE

Schedule of Sub-Consultants (if applicable)

RFP No.: 23-001
SOLID WASTE AND RECYCLING COLLECTION SERVICES
SCHEDULE OF SUBCONTRACTORS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all subcontractors shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional subcontractors, if required. **If not applicable or if no subcontractors will be used in the performance of this Work, please sign and date the form and write "Not-Applicable" or "NONE" across the form.**

| <u>Name of Subcontractor</u> | <u>Address of Subcontractor</u> | <u>License No.:</u> | <u>Contract Amount</u> | <u>Percentage (%) of Contract</u> |
|------------------------------|---------------------------------|---------------------|------------------------|-----------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| NONE | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Signature

David M. Myhan

Date: 02/27/23

Title/Company

David M. Myhan, President
Waste Management Inc. of Florida

The Town reserves the right to reject any subcontractor who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. The Town further reserves the right to inspect all facilities of any subcontractor in order to make a determination as to the foregoing.

Statement of No RFP (if applicable)

N/A

References

| REFERENCES FOR <u>Waste Management Inc. of Florida</u> (NAME OF FIRM) | | |
|--|------|---------|
| 1.Owner/Client Name: Greg Dunham, Town Manager | | |
| Name and Location of Project: Town of Gulf Stream, 100 Sea Road, Gulf Stream, FL 33483 | | |
| Phone: | Fax: | E-Mail: |
| (561) 276-5116 gdunham@gulf-stream.org | | |
| 2.Owner/Client Name: Michael Brown, Mayor | | |
| Name and Location of Project: Town of Hypoluxo, 7580 S. Federal Highway, Hypoluxo, FL. 33462 | | |
| Phone: | Fax: | E-Mail: |
| (561) 582-4155 mcbrown@hypoluxo.org | | |
| 3.Owner/Client Name: Andy Berns, Town Administrator | | |
| Name and Location of Project: Town of Southwest Ranches, 13400 Griffin Rd., SW Ranches, FL 33330 | | |
| Phone: | Fax: | E-Mail: |
| (954) 343-7469 aberns@southwestranches.org | | |

| REFERENCES FOR <u>Waste Management Inc. of Florida</u> (NAME OF FIRM) | | |
|--|------|---------|
| 1.Owner/Client Name: Danise Cleckley, Assistant Neighborhood & Community Services Director | | |
| Name and Location of Project: City of Delray Beach, 100 NW 1st Ave., Delray Beach, FL 33444 | | |
| Phone: | Fax: | E-Mail: |
| (561) 243-7000 Cleckley@mydelraybeach.com | | |
| 2.Owner/Client Name: Dan Pellowitz, Executive Director | | |
| Name and Location of Project: Palm Beach County SWA– Zones 2 & 5, 7501 N. Jog Rd., WPB, FL 33412 | | |
| Phone: | Fax: | E-Mail: |
| (561) 640-4000 dpellowitz@swa.org | | |
| 3.Owner/Client Name: Don Donaldson - Deputy County Administrator | | |
| Name and Location of Project: Martin County, 2401 SE Monterey Rd., Stuart, FL 34996 | | |
| Phone: | Fax: | E-Mail: |
| (772) 288-5400 Ddonalds@martin.fl.us | | |

Proposal Form

PROPOSAL FORM

In completing the information questions below, if additional space is needed, attachments to this form are acceptable.

☐ Individual ☒ Corporation ☐ Partnership ☐ Other (Specify)

Name of Organization or Individual Waste Management Inc. of Florida

Address 651 Industrial Way City Boynton Beach State FL

Zip Code 33426

Telephone Number (954) 856-7192 Tax ID # 59-1094518

Proposer's Representative Barbara Herrera, Government Affairs Manager

Proposed Fees: (954) 856-7192 | bherrera@wm.com

**Please refer to WM's proposed fees included in
Section 6. TOTAL OF FEES OVER FIVE-YEAR PERIOD.**



SWA License WM of Palm Beach



September 29th, 2022

Waste Management of Palm Beach
5489 Leeper Dr.
West Palm Beach, FL 33407

Dear Fred Harmon,

Please be advised that review of your recent permit application to provide Solid Waste Collection & Disposal Services (Rule IV, V & VI) within unincorporated Palm Beach County has been completed. Based upon our review, your permit has been approved and you may continue to provide Solid Waste Collection & Disposal Services effective October 1, 2022.

Your permit will be valid through September 30 2023, and you will be notified approximately one month prior to submit your annual \$1,200 fee should you wish to continue providing permitted collection services.

Please feel free to contact me directly at 561-697-2700, ext 4720 if you require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Walsh', is written over the printed name.

Jim Walsh
Field Service Manager
Customer Information Services

WM's Florida Certificate of Good Standing

State of Florida Department of State

I certify from the records of this office that WASTE MANAGEMENT INC. OF FLORIDA is a corporation organized under the laws of the State of Florida, filed on March 30, 1964.


The document number of this corporation is 279946.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on April 18, 2022, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of June, 2022*





Secretary of State

Tracking Number: 4679541090CU


To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>


WM Palm Beach County Business Tax Receipt

| | | | | | | | |
|---|--------------------------------|--|-----------------------|---|-----------|---|--|
|  | | ANNE M. GANNON CONSTITUTIONAL TAX COLLECTOR Serving Palm Beach County Serving you. | | P.O. Box 3353, West Palm Beach, FL 33402-3353 www.pbctax.com Tel: (561) 355-2264 | | **LOCATED AT** 651 INDUSTRIAL WAY BOYNTON BEACH, FL 33426-8704 | |
| TYPE OF BUSINESS | OWNER | CERTIFICATION # | RECEIPT #/DATE PAID | AMT PAID | BILL # | | |
| 58-0072 GARBAGE COLLECTION | WASTE MANAGEMENT OF PALM BEACH | | B22.621307 - 08/05/22 | \$236.25 | B40119913 | | |

This document is valid only when receipted by the Tax Collector's Office.



WASTE MANAGEMENT OF PALM BEACH
WASTE MANAGEMENT OF PALM BEACH
651 INDUSTRIAL WAY
BOYNTON BEACH FL 33426-8704



STATE OF FLORIDA
PALM BEACH COUNTY
2022/2023 LOCAL BUSINESS TAX RECEIPT
LBTR Number: 199204063
EXPIRES: SEPTEMBER 30, 2023

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

Insurance Requirements

Certificates of Insurance

WM secures gold-standard insurance coverage to protect our partners. Going above and beyond, we provide environmental site liability coverage, which covers all active sites that are owned or operated by WM. It offers third-party liability for bodily injury and property damage, and off-site clean-up coverage, coverage for both sudden and non-sudden pollution incidents, and transportation coverage including the loading and unloading of the vehicle. Highland Beach can rest easy with WM as your service provider knowing that you are always protected by best-in-class insurance. Copies of our certificates of insurance are included on the following pages.



CERTIFICATE OF LIABILITY INSURANCE

1/1/2024

DATE (MM/DD/YYYY)
12/8/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.


IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | | | | | | | | | | |
|---|--|---|-------|--|-------|---|-------|--|-------|-------------------|--|-------------------|
| PRODUCER LOCKTON COMPANIES 3657 BRIARPARK DRIVE, SUITE 700 HOUSTON TX 77042 866-260-3538 | CONTACT NAME: PHONE: (A/C, No, Ext): E-MAIL: ADDRESS: | | | | | | | | | | | |
| | INSURER(S) AFFORDING COVERAGE <table border="1"><tr><td>INSURER A: Indemnity Insurance Co of North America</td><td>43575</td></tr><tr><td>INSURER B: ACE American Insurance Company</td><td>22667</td></tr><tr><td>INSURER C: ACE Fire Underwriters Insurance Company</td><td>20702</td></tr><tr><td>INSURER D: ACE Property & Casualty Insurance Co</td><td>20699</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table> | INSURER A: Indemnity Insurance Co of North America | 43575 | INSURER B: ACE American Insurance Company | 22667 | INSURER C: ACE Fire Underwriters Insurance Company | 20702 | INSURER D: ACE Property & Casualty Insurance Co | 20699 | INSURER E: | | INSURER F: |
| INSURER A: Indemnity Insurance Co of North America | 43575 | | | | | | | | | | | |
| INSURER B: ACE American Insurance Company | 22667 | | | | | | | | | | | |
| INSURER C: ACE Fire Underwriters Insurance Company | 20702 | | | | | | | | | | | |
| INSURER D: ACE Property & Casualty Insurance Co | 20699 | | | | | | | | | | | |
| INSURER E: | | | | | | | | | | | | |
| INSURER F: | | | | | | | | | | | | |

COVERAGES **CERTIFICATE NUMBER:** 19177612 **REVISION NUMBER:** XXXXXXXX
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|-------------|---|-----------|----------|---|----------------------------------|----------------------------------|---|
| B | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU INCLUDED <input checked="" type="checkbox"/> ISO FORM CG00010413 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER: | Y | Y | HDO G72955924 | 1/1/2023 | 1/1/2024 | EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 6,000,000 PRODUCTS - COMP/OP AGG \$ 6,000,000 |
| B | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> MCS-90 | Y | Y | MMT H25575398 | 1/1/2023 | 1/1/2024 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX |
| D | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ | Y | Y | XDUG27929242 008 | 1/1/2023 | 1/1/2024 | EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$ XXXXXXXX |
| A B C | <input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in WA) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N N | N/A | WLR C70311094 (AOS) WLR C70311057 (AZ,CA & MA) SCF C70311136 (WI) | 1/1/2023 1/1/2023 1/1/2023 | 1/1/2024 1/1/2024 1/1/2024 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 3,000,000 E.L. DISEASE - EA EMPLOYEE \$ 3,000,000 E.L. DISEASE - POLICY LIMIT \$ 3,000,000 |
| B | <input checked="" type="checkbox"/> EXCESS AUTO LIABILITY | Y | Y | XSA H25575350 | 1/1/2023 | 1/1/2024 | COMBINED SINGLE LIMIT \$9,000,000 (EACH ACCIDENT) |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
BLANKET WAIVER OF SUBROGATION IS GRANTED IN FAVOR OF CERTIFICATE HOLDER ON ALL POLICIES WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT WHERE PERMISSIBLE BY LAW. CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED ON ALL POLICIES (EXCEPT FOR WORKERS' COMP/EL) WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT.

| | |
|---|--|
| CERTIFICATE HOLDER 19177612 FOR INFORMATION PURPOSES ONLY | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  |
|---|--|

ACORD 25 (2016/03)

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CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
06/30/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|--|--|---|--|
| PRODUCER Aon Risk Services Southwest, Inc. Dallas TX office 5005 Lyndon B Johnson Freeway Suite 1500 Dallas TX 75244 USA | | CONTACT NAME: PHONE (A/C No. Ext): (866) 283-7122 FAX (A/C No.): 800-363-0105 E-MAIL ADDRESS: | |
| INSURED Waste Management, Inc. 800 Capitol Street Suite 3000 Houston TX 77002 USA | | INSURER(S) AFFORDING COVERAGE INSURER A: Ironshore Specialty Insurance Company NAIC # 25445 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: | |

Holder Identifier :

COVERAGES **CERTIFICATE NUMBER:** 570094263820 **REVISION NUMBER:**
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|--------------------------------|-------------------------|-------------------------|--|
| | COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: | | | | | | EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) |
| A | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION | | | IEELPLLCAS2F002 | 07/01/2022 | 07/01/2023 | EACH OCCURRENCE \$24,000,000 AGGREGATE \$24,000,000 |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y / N | N / A | | | | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT |
| A | Env Site Liab | | | ISPILLSCAS2J002 Claims-Made | 07/01/2022 | 07/01/2023 | Each Incident Limit \$1,000,000 Aggregate Limit \$2,000,000 |

Certificate No : 570094263820

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
FOR INFORMATION PURPOSES ONLY
The evidenced policies cover all sites that are owned or operated by Waste Management, Inc. and that are scheduled for coverage. The policies provide Pollution Legal Liability.

| | |
|---|---|
| CERTIFICATE HOLDER Waste Management, Inc. 800 Capitol Street Suite 3000 Houston TX 77002 USA | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|---|

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CONCLUSION

Ready-to-Roll



Highland Beach, March 2023

Photo by Shiraz Kashar, WMIF Community Outreach and Education



CONCLUSION

Ready-to-Roll Day One

Waste Management Inc. of Florida (WM/WMIF) is a proactive partner with proven results. Our work throughout Florida and North America is a testament to our professional approach over the long term and we are committed to the opportunity to work with you in managing your environmental needs.

We have fulfilled the individual tenets and each requirement of the Town's RFP and Addenda and have organized this response to provide our proposal in response to each element outlined.

We look forward to a continued partnership between WM and the Town of Highland Beach. We strongly invest in our partner customers and want to be your waste solutions provider into the future. We understand your priorities and are well-equipped to continue providing the services and resources you need to achieve your collection and sustainability goals. We will provide tailored services as the Town's needs change and grow with you for the life of the contract.

As Highland Beach's current provider of residential and commercial solid waste and recycling services, WM is intimately familiar with the Town's streets and neighborhoods. We understand our Town residents and businesses and how they wish to receive service, whether it is a specific cart placement location, outside-the-norm requests, or doorside service. We know the location of every hard-to-find street, dead end, tight turnaround, low tree canopy, and soft-surface roadway. Our skilled drivers have learned how to navigate Highland Beach's streets safely and efficiently, mindful of our seasonal residents and visitors who frequent the area. We are here to help the Town's visitors, too, lending a helping hand with directions, local knowledge, and always on the lookout for the little ones who are much more focused on enjoying the fun than looking both ways for oncoming traffic. We are community partners, happy to support and contribute to the success of Highland Beach.

WM will provide uninterrupted stability backed by innovation, value, and best practices stemming from over two decades of WMIF experience. In short, we are Highland Beach's WM, and we understand what makes this Town so special.

WM again thanks the Town for your partnership and the continued opportunity to help build a more sustainable tomorrow for Highland Beach. Thank you for your consideration of our proposal.



**TESTED.
PROVEN.
TRUSTED.**



File Attachments for Item:

C. Approve and authorize the Mayor to execute a Guaranteed Maximum Price Amendment to the Construction Manager at Risk agreement between the Town of Highland Beach and Kaufman Lynn Construction.



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE April 4, 2023

SUBMITTED BY: Town Manager's Office

SUBJECT: AUTHORIZE THE MAYOR TO EXECUTE A GUARANTEED
MAXIMUM PRICE AMENDMENT TO THE CONSTRUCTION
MANAGER AT RISK AGREEMENT BETWEEN THE TOWN OF
HIGHLAND BEACH AND KAUFMAN LYNN CONSTRUCTION

SUMMARY:

On February 25, 2022, the Town issued a request for qualifications (RFQ) for a Construction Manager at Risk (CMAR) for the construction of the Town's new fire station. On May 3, 2022, the Town Commission authorized the Town Manager to execute the pre-construction agreement with Kaufman Lynn Construction, which was the first of two phases needed to be completed to build the new Fire Station. During this phase, the CMAR consulted with project stakeholders and participated in the review of design documents, prepared phasing and logistics plans, value engineering, identified subcontractors, managed preliminary scheduling, and advised on long-lead-time work. The preconstruction preliminary phase was a required step that allowed the CMAR to provide the Town with a guaranteed maximum price (GMP) for the second phase of the project, the construction phase.

On March 28, 2023, the Town Commission executed a Construction Manager at Risk Agreement with Kaufman Lynn Construction. The GMP amendment is the second part to finalizing the agreement with Kaufman Lynn for the construction of the fire station. The GMP amendment outlines the guaranteed maximum price, date of commencement and completion of the project.

Please note, the GMP amendment is forthcoming as the Town Attorney is working with Kaufman Lynn's legal team to make a few minor adjustments.

FISCAL IMPACT:

\$8,593,570

ATTACHMENTS:

GMP Amendment to CMAR Agreement with Kaufman Lynn

Exhibit A

Exhibit B

Exhibit C

RECOMMENDATION:

Commission approval and the execution of the GMP amendment.

DRAFT AIA® Document A133™ – 2019

Guaranteed Maximum Price Amendment

This Amendment dated the «31st » day of «March » in the year «2023 », is incorporated into the accompanying Contract for Construction Manager At Risk Services between Kaufman Lynn Construction, Inc. and the Town of Highland Beach dated the «29th » day of «March » in the year «2023 » (the “Agreement”), including the General Conditions and Special Conditions thereto.

(In words, indicate day, month, and year.)

for the following **PROJECT**:

(Name and address or location)

«Highland Beach Fire Station 6
«3612 S Ocean Blvd., Highland Beach, Florida 33487 »

THE OWNER:

(Name, legal status, and address)

«Town of Highland Beach, a Florida Municipal Corporation »« »
«3614 S Ocean Blvd., Highland Beach, Florida 33487 »

THE CONSTRUCTION MANAGER:

(Name, legal status, and address)

«Kaufman Lynn Construction, Inc. »« »
«3185 S. Congress Avenue, Delray Beach, FL 33445 »

TABLE OF ARTICLES

- | | |
|---|---|
| 1 | GUARANTEED MAXIMUM PRICE |
| 2 | DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION |
| 3 | INFORMATION UPON WHICH AMENDMENT IS BASED |
| 4 | CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS |

ARTICLE 1 GUARANTEED MAXIMUM PRICE

§ 1.1 Guaranteed Maximum Price

Pursuant to Section 6.1 of the Agreement, the Town and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Town and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed.

§ 1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed «Eight Million Five Hundred Ninety Three Thousand Five Hundred Seventy Dollars » (\$ «8,593,570 »), subject to additions and deductions by Change Order as provided in the Agreement.

§ 1.1.1.1 The Guaranteed Maximum Price includes, and this Amendment establishes, the amounts agreed upon by Town and Construction Manager for the following:

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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- .1 Construction Contingency: See stipulated amount set forth in Exhibit A.
- .2 Town Contingency: See stipulated amount set forth in Exhibit A.
- .3 Builder's Risk Insurance: One and Forty-Nine Hundredths of a percent (1.49%).

§ 1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

(Provide itemized statement below or reference an attachment.)

« See attached Exhibit A »

§ 1.1.3 The Construction Manager's Fee is Nineteen and twenty-eight hundredths of a percent (19.28%) of the Cost of the Work.

§ 1.1.4 Pursuant to Section 8.1 of the Agreement, the stipulated rates for the "wages" of Construction Manager's personnel are as follows:

Senior VP - \$208.56
 Project Executive - \$158.61
 Project Manager - \$114.98
 Superintendent - \$140.87
 Assistant Project Manager - \$78.20
 Project Accountant - \$63.01

§ 1.1.4.1 Pursuant to GC 65.9 of the General Conditions to the Agreement and notwithstanding anything else in the Agreement to the Contrary, the Town and Construction Manager agree that the fixed percentage utilized as a markup for overhead and profit on Change Orders issued pursuant to the Agreement shall be the stipulated rate of six and one half percent (6.5%) (in lieu of a not-to-exceed rate as provided in GC 65.9).

§ 1.1.4.2 Pursuant to GC 27.9 of the General Conditions to the Agreement, Construction Manager and the Town agree that the stipulated daily rate of Construction Manager's general conditions costs shall be Three Thousand and Thirty-Three Dollars and 00 cents (\$3,033.00) per day ("Daily General Conditions Rate"). It is further agreed and acknowledged that the Daily General Conditions Rate covers only Construction Manager's general conditions costs permitted by the Agreement and does not include any additional markup for overhead and profit. Therefore, in the event Construction Manager is entitled to additional general conditions costs pursuant to the terms of the Agreement, the Town and Construction Manager Agree that Construction Manager shall be entitled to markup the Daily General Conditions Rate for its overhead and profit by the percentage set forth in Section 1.1.4.1 above. Said markup shall be the exclusive markup to the Daily General Conditions Rate, and notwithstanding anything else in the Agreement to the contrary, shall be the only markup rate utilized for calculating overhead and profit (which shall be in addition to the markup for liability insurance, bond costs and builder's risk insurance) for Change Orders granting additional general conditions compensation to Construction Manager.

§ 1.1.5 Alternates

§ 1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

| Item | Price |
|----------------|-------|
| Not Applicable | |

§ 1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Town following execution of this Amendment. Upon acceptance, the Town shall issue a Modification to the Agreement.

(Insert below each alternate and the conditions that must be met for the Town to accept the alternate.)

| Item | Price | Conditions for Acceptance |
|----------------|-------|---------------------------|
| Not Applicable | | |

§ 1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

| Item | Units and Limitations | Price per Unit (\$0.00) |
|----------------|-----------------------|-------------------------|
| Not Applicable | | |

ARTICLE 2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

☐ [« »] The date of execution of this Amendment.

☒ [« X »] Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

As per section 2.1.2 for the Agreement, CM shall commence the Work five (5) days after the latest of the following: (a) full execution of the Guaranteed Maximum Price Amendment, (b) receipt of all permits necessary to commence the Work and continue without interruption, and (c) "Notice to Proceed" (NTP) from the Town. »

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ 2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ 2.3 Substantial Completion

§ 2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

☒ [« X »] Not later than «Three Hundred and Sixty Five » (« 365 ») calendar days from the date of commencement of the Work.

☐ [« »] By the following date: « »

The date of occupancy of the Project by the Town shall be the date of Substantial Completion. Final Completion of the Work will be achieved within sixty (60) days of the date of Substantial Completion.

§ 2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

| Portion of Work | Substantial Completion Date |
|-----------------|-----------------------------|
| | |

§ 2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, then commencing on the eighth (8th) day after the date that Construction Manager was obligated to achieve Substantial Completion, liquidated damages, if any, shall be assessed as One Thousand Dollars and 00 cents (\$1,000) per day, for each day that the Construction Manager does not achieve Substantial Completion beyond the scheduled Substantial Completion Date. In no event shall Construction Manager's liability for liquidated damages exceed the aggregate amount of \$250,000.

ARTICLE 3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ 3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ 3.1.1 The following Supplementary and other Conditions of the Contract:

| Document | Title | Date | Pages |
|---------------------|--------------------------------|-------------------|-------|
| Geotechnical Report | Geotechnical Engineering Study | November 17, 2022 | 22 |

§ 3.1.2 The following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

« Project Specifications Permit/GMP Set, dated March 1, 2023 »

| Section | Title | Date | Pages |
|---------|-------|------|-------|
| | | | |

§ 3.1.3 The following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

«GMP / Permit Set dated March 1, 2023, see attached Exhibit B.
»

| Number | Title | Date |
|--------|-------|------|
| | | |

§ 3.1.4 Reserved.

§ 3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:

| Item | Price |
|---|-------------|
| Bilateral Directional Amplifier (BDA) System (inclusive of conduit boxes) | \$50,000.00 |
| Permits (per GC 15 of the General Conditions to the Agreement) | \$5,000.00 |

§ 3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
(Identify each assumption and clarification.)

«See attached Exhibit C. »

§ 3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:

« Equipment List, Dated January 5, 2023 »

§ 3.1.8 Pursuant to GC 31.5.1 of the General Conditions to the Agreement, the Construction Manager and the Town agree and acknowledge that the deductibles for the Builder's Risk policy provided for the Project shall be as follows:

| | | |
|----|-----------------------|--------------|
| .1 | Flood | \$500,000.00 |
| .2 | Named Windstorm | \$500,000.00 |
| .3 | Interior Water Damage | \$100,000.00 |
| .4 | All Other Perils | \$ 25,000.00 |

This Amendment to the Agreement entered into as of the day and year first written above.

TOWN OF HIGHLAND BEACH (Signature)

« »

(Printed name and title)

CONSTRUCTION MANAGER (Signature)

« »

(Printed name and title)

HIGHLAND BEACH FIRESTATION #6

TIME TO COMPLETE (days): 365
 PROJECT NUMBER: 81-310
 LOCATION/OWNER: 3612 S Ocean Blvd, Highland Beach
 DATE: March 31, 2023



| 1 | 2 | 4 | 5 |
|--|--------------|--|-----------------------------|
| CSI Division No. | KL Cost Code | GMP Estimate Description of Work | Total Trade Cost Bid Amount |
| Division 01 - General Requirements | | | |
| | BP01000 | CM FEE 19.28% | \$ 1,656,460 |
| | BP01000 | Envelope Consultant | \$ 35,000 |
| | BP01000 | Quality Control - Surveying - Testing | \$ 40,000 |
| Division 2 Site Work | | | |
| 02 - Sitework | BP02200 | Sitework Demolition | \$ 25,750 |
| 02 - Sitework | BP02300 | Earthwork | \$ 234,592 |
| 02 - Sitework | BP02350 | Asphalt Paving | \$ 125,750 |
| 02 - Sitework | BP02500 | Water, Sewer & Drainage Utilities | \$ 194,956 |
| 02 - Sitework | BP02835 | Temp Const Chainlink Fence / Gates | \$ 23,595 |
| 02 - Sitework | BP02350 | Augercast Pile Foundations | \$ 423,875 |
| 02 - Sitework | BP02810 | Irrigation | \$ 11,000 |
| 02 - Sitework | BP02850 | Landscape Plants | \$ 20,000 |
| Division 03 - Concrete | | | |
| 03- Concrete | BP03300 | Concrete Shell | \$ 1,067,425 |
| 03 - Concrete | BP03301 | Concrete Paving / Sidewalks | \$ 86,918 |
| Division 03 - Masonry | | | |
| 04- Masonry | BP04200 | Concrete Unit Masonry (CMU) | <i>Inc in Conc Shell</i> |
| Division 05 - Metals | | | |
| 05 - Metals | BP05500 | Structural Steel / Miscellaneous Metals | \$ 227,354 |
| 05 - Metals | BP05600 | Misc. Metals / Stair Handrailing | \$ 110,848 |
| 05 - Metals | BP05530 | Light Ga Structural Steel Trusses | <i>Inc in Stucco</i> |
| Division 06 - Wood, Plastics & Composites | | | |
| 06 Wood & Plas | BP06100 | Miscellaneous Rough Carpentry | \$ 28,746 |
| 06 Wood & Plas | BP06200 | HPL Casework & Solid Surfaces | \$ 125,894 |
| Division 07 - Thermal & Moisture Protection | | | |
| 07- Thermal Pr | BP07100 | Fluid Applied Waterproofing | \$ 35,311 |
| 07- Thermal Pr | BP07300 | Modified Bitumen Roof + Clay Barrel | \$ 194,300 |
| Division 08 - Openings | | | |
| 08 -Doors and W | BP08100 | Hollow Metal Doors & Frames | \$ 223,615 |
| 08 -Doors and W | BP08330 | Bi-Fold Apparatus Bay Doors | \$ 160,000 |
| 08 -Doors and W | BP08450 | Alum Fixed Impact Windows - Storefronts | \$ 158,813 |
| Division 09 - Finishes | | | |
| 09 - Finishes | BP09100 | Portland Cement Stucco / Plaster | \$ 266,383 |
| 09 - Finishes | BP09250 | Metal Framing and Gypsum Board | \$ 241,680 |
| 09 - Finishes | BP09500 | Acoustical Tile Ceiling | \$ 31,400 |
| 09 - Finishes | BP09600 | Resilient Tile Flooring | \$ 46,770 |
| 09 - Finishes | BP09660 | Resinous Epoxy Flooring | \$ 57,848 |
| 09 - Finishes | BP09900 | Painting | \$ 110,098 |
| Division 10 - Specialties | | | |
| 10- Specialties | BP10140 | Signage | \$ 28,123 |
| 10- Specialties | BP10145 | Toilet Accessories | \$ 9,789 |
| 10- Specialties | BP10500 | Fire Extinguishers & Cabinets | \$ 6,125 |
| 10- Specialties | BP10520 | Metal Lockers & Benches | \$ 11,190 |
| 10- Specialties | BP10555 | Gear Metal Lockers | \$ 68,800 |
| Division 11 - Equipment | | | |
| 11-Equipment | BP11450 | Commercial Washers & Extractors | \$ 26,150 |
| 11-Equipment | BP11400 | Food Service Equipment + Fume Hood | \$ 69,322 |
| Division 12 - Furnishings | | | |
| 12-Furnishings | BP12400 | Window Blinds | \$ 14,173 |
| 12-Furnishings | BP12700 | FF&E - Misc Items FBO = GC Installed | \$ 9,150 |
| Division 13 - Special Construction | | | |
| Division 14 - Conveying Equipment | | | |
| 14-Elevator | BP14200 | Hydraulic Passenger Elevator | \$ 110,080 |
| Division 15 - Fire Suppression | | | |
| 15-Mechanical | BP15300 | Fire Suppression Sprinkler System | \$ 66,256 |
| Division 15 - Plumbing | | | |
| 15-Plumbing | BP15400 | Plumbing | \$ 278,025 |
| Division 15 - HVAC | | | |
| 15-HVAC | BP15500 | HVAC | \$ 277,100 |
| Division 16 - Electrical | | | |
| 16-Electrical | BP16100 | Electrical | \$ 716,937 |
| 16 Electrical | BP16200 | Generator | Existing |
| 16 Electrical | BP16700 | Bilateral Directional Amplifier (BDA) System | \$ 50,000 |
| | | | \$ 7,705,600 |
| | 17-024 | Construction Contingency | \$ 306,618 |
| | 17-222 | Town Contingency | \$ 152,430 |
| | 17-113 | GENERAL LIABILITY INSURANCE 1.300% | \$ 111,716 |
| | 17-190 | SUBCONTRACTOR'S PAYMENT & PERFORMANCE BOND | \$ 98,757 |
| | 1-035 | BUILDERS RISK INSURANCE | \$ 128,216 |
| SUB TOTAL WITH INSURANCE | | | \$ 8,503,337 |
| | | | BOND 1.050% |
| SUB TOTAL WITH BOND | | | \$ 8,593,570 |
| GRAND TOTAL | | | \$ 8,593,570 |

EXHIBIT B

HIGHLAND BEACH FIRE STATION # 6



| Drawing No. | DRAWING DESCRIPTION | DATE ISSUED |
|-------------|---|-------------|
| | GENERAL | |
| G0.00 | COVER SHEET | 3/1/2023 |
| G0.01 | SHEET INDEX | 3/1/2023 |
| G0.02 | GENERAL PROJECT INFORMATION | 3/1/2023 |
| G0.03 | ACCESSIBILITY INFORMATION AND DIAGRAMS | 3/1/2023 |
| G0.04 | ACCESSIBILITY INFORMATION AND DIAGRAMS | 3/1/2023 |
| G0.05 | TYPICAL MOUNTING HEIGHTS | 3/1/2023 |
| | LIFE SAFETY | |
| LS2.10 | CODE ANALYSIS AND GROUND FLOOR LIFE SAFETY PLAN | 3/1/2023 |
| LS2.20 | CODE ANALYSIS AND SECOND FLOOR LIFE SAFETY PLAN | 3/1/2023 |
| | TOPOGRAPHY SURVEY | |
| 1 | SPECIFIC PURPOSE SURVEY | 3/1/2023 |
| 1 OF 4 | BOUNDARY SURVEY | 3/1/2023 |
| 2 OF 4 | BOUNDARY SURVEY | 3/1/2023 |
| 3 OF 4 | BOUNDARY SURVEY | 3/1/2023 |
| 4 OF 4 | BOUNDARY SURVEY | 3/1/2023 |
| | CIVIL | |
| C-001 | GENERAL NOTES | 3/1/2023 |
| C-200 | DEMOLITION AND EROSION CONTROL PLAN | 3/1/2023 |
| C-201 | DEMOLITION AND EROSION CONTROL DETAILS | 3/1/2023 |
| C-300 | HORIZONTAL CONTROL PLAN | 3/1/2023 |
| C-310 | HORIZONTAL CONTROL DETAILS | 3/1/2023 |
| C-400 | PAVING, GRADING AND DRAINAGE PLAN | 3/1/2023 |
| C-401 | SITE SECTIONS | 3/1/2023 |
| C-410 | PAVING, GRADING AND DRAINAGE DETAILS | 3/1/2023 |
| C-411 | PAVING, GRADING AND DRAINAGE DETAILS | 3/1/2023 |
| C-600 | UTILITY PLAN | 3/1/2023 |
| C-700 | UTILITY DETAILS | 3/1/2023 |
| C-701 | UTILITY DETAILS | 3/1/2023 |
| | DEMOLITION | |
| AD1.00 | ARCHITECTURAL DEMOLITION SITE PLAN | 3/1/2023 |
| | ARCHITECTURAL | |
| A0.10 | GENERAL PARTITION NOTES & DETAILS | 3/1/2023 |
| A0.11 | PARTITION TYPES | 3/1/2023 |
| A0.12 | PARTITION TYPES | 3/1/2023 |
| A0.15 | UL / FIRE RATED PENETRATION DETAILS | 3/1/2023 |
| A0.16 | UL / FIRE RATED PENETRATION DETAILS | 3/1/2023 |
| A0.20 | MATERIALS & FINISH LEGEND | 3/1/2023 |

| | | |
|--------|---|----------|
| A0.30 | DOOR SCHEDULE & DOOR FRAME/PANEL ELEVATIONS | 3/1/2023 |
| A0.35 | HEAD/JAMB DOOR DETAILS | 3/1/2023 |
| A0.36 | DOOR SECURITY INFRASTRUCTURE DETAILS | 3/1/2023 |
| A0.40 | STOREFRONT & WINDOW ELEVATIONS | 3/1/2023 |
| A0.45 | WINDOW & LOUVER DETAILS | 3/1/2023 |
| A0.50 | SIGNAGE DETAILS AND SCHEDULE | 3/1/2023 |
| A1.00 | ARCHITECTURAL SITE PLAN | 3/1/2023 |
| A1.10 | SITE DETAILS | 3/1/2023 |
| A2.10A | GROUND FLOOR ANNOTATION PLAN | 3/1/2023 |
| A2.10D | GROUND FLOOR DIMENSION PLAN | 3/1/2023 |
| A2.20A | SECOND FLOOR ANNOTATION PLAN | 3/1/2023 |
| A2.20D | SECOND FLOOR DIMENSION PLAN | 3/1/2023 |
| A2.30 | ROOF PLAN | 3/1/2023 |
| A3.10 | GROUND FLOOR REFLECTED CEILING PLAN | 3/1/2023 |
| A3.20 | SECOND FLOOR REFLECTED CEILING PLAN | 3/1/2023 |
| A4.10 | ENLARGED PLANS & INTERIOR ELEVATIONS | 3/1/2023 |
| A4.11 | ENLARGED PLANS & INTERIOR ELEVATIONS | 3/1/2023 |
| A4.12 | ENLARGED PLANS & INTERIOR ELEVATIONS | 3/1/2023 |
| A4.50 | STAIR ENLARGED FLOOR PLANS & SECTION | 3/1/2023 |
| A4.51 | ENLARGED MEZZANINE STAIR FLOOR PLANS, ELEVATION & SECTION | 3/1/2023 |
| A4.52 | ENLARGED ELEVATOR FLOOR PLAN & SECTION | 3/1/2023 |
| A4.70 | ELEVATOR DETAILS | 3/1/2023 |
| A4.71 | STAIR AND RAILING DETAILS | 3/1/2023 |
| A5.10 | PLAN DETAILS | 3/1/2023 |
| A5.20 | CEILING DETAILS | 3/1/2023 |
| A6.10 | EXTERIOR BUILDING ELEVATIONS | 3/1/2023 |
| A7.01 | BUILDING SECTIONS | 3/1/2023 |
| A7.02 | BUILDING SECTIONS | 3/1/2023 |
| A7.50 | WALL SECTIONS | 3/1/2023 |
| A7.51 | WALL SECTIONS | 3/1/2023 |
| A7.52 | WALL SECTIONS | 3/1/2023 |
| A7.53 | WALL SECTIONS | 3/1/2023 |
| A7.60 | WALL SECTION DETAILS | 3/1/2023 |
| A7.80 | ROOF DETAILS | 3/1/2023 |
| A7.81 | ROOF DETAILS | 3/1/2023 |
| A8.50 | MILLWORK DETAILS | 3/1/2023 |
| A8.51 | MILLWORK DETAILS | 3/1/2023 |
| AF2.10 | GROUND FLOOR FINISH PLAN | 3/1/2023 |
| AF2.20 | SECOND FLOOR FINISH PLAN | 3/1/2023 |
| | STRUCTURAL | |
| S1.0 | STRUCTURAL NOTES | 3/1/2023 |
| S1.1 | STRUCTURAL NOTES & SCHEDULES | 3/1/2023 |
| S1.2 | STRUCTURAL SCHEDULES | 3/1/2023 |
| S2.0 | STRUCTURAL PILE, GB AND SLAB PLAN | 3/1/2023 |
| S2.1 | STRUCTURAL GROUND FLOOR PLAN | 3/1/2023 |
| S2.2 | STRUCTURAL 2ND FLOOR PLAN | 3/1/2023 |
| S2.3 | STRUCTURAL ROOF FRAMING PLAN | 3/1/2023 |

| | | |
|--------|---|----------|
| S3.0 | STRUCTURAL BUILDING SECTIONS | 3/1/2023 |
| S3.1 | STRUCTURAL BUILDING SECTIONS | 3/1/2023 |
| S3.2 | STRUCTURAL BUILDING SECTIONS | 3/1/2023 |
| S3.3 | STRUCTURAL BUILDING SECTIONS | 3/1/2023 |
| S3.4 | STRUCTURAL BUILDING SECTIONS | 3/1/2023 |
| S3.5 | STRUCTURAL BUILDING SECTIONS | 3/1/2023 |
| S3.6 | STRUCTURAL BUILDING SECTIONS | 3/1/2023 |
| S4.0 | STRUCTURAL DETAILS | 3/1/2023 |
| S4.1 | STRUCTURAL DETAILS | 3/1/2023 |
| S4.2 | STRUCTURAL DETAILS | 3/1/2023 |
| S4.3 | STRUCTURAL DETAILS | 3/1/2023 |
| | FIRE PROTECTION | |
| FP0.01 | FIRE PROTECTION GENERAL NOTES | 3/1/2023 |
| FP1.10 | FIRE PROTECTION SITE PLAN | 3/1/2023 |
| FP2.10 | GROUND FLOOR FIRE PROTECTION PLAN | 3/1/2023 |
| FP2.20 | SECOND FLOOR FIRE PROTECTION PLAN | 3/1/2023 |
| FP8.00 | FIRE PROTECTION DETAILS | 3/1/2023 |
| | PLUMBING | |
| P0.01 | PLUMBING GENERAL NOTES | 3/1/2023 |
| P1.10 | PLUMBING SITE PLAN | 3/1/2023 |
| P2.10 | GROUND FLOOR PLUMBING DOMESTIC WATER PLAN | 3/1/2023 |
| P2.20 | SECOND FLOOR PLUMBING DOMESTIC WATER PLAN | 3/1/2023 |
| P2.30 | PLUMBING ROOF PLAN | 3/1/2023 |
| P3.10 | GROUND FLOOR PLUMBING DRAINAGE PLAN | 3/1/2023 |
| P3.20 | SECOND FLOOR PLUMBING DRAINAGE PLAN | 3/1/2023 |
| P7.00 | PLUMBING ISOMETRIC | 3/1/2023 |
| P8.00 | PLUMBING DETAILS | 3/1/2023 |
| | MECHANICAL | |
| M0.01 | MECHANICAL GENERAL NOTES | 3/1/2023 |
| M2.10 | GROUND FLOOR MECHANICAL PLAN | 3/1/2023 |
| M2.20 | SECOND FLOOR MECHANICAL PLAN | 3/1/2023 |
| M2.30 | MECHANICAL ROOF PLAN | 3/1/2023 |
| M3.01 | MECHANICAL SECTION VIEWS | 3/1/2023 |
| M6.00 | MECHANICAL SCHEDULES | 3/1/2023 |
| M8.01 | MECHANICAL DETAILS - 1 | 3/1/2023 |
| M8.02 | MECHANICAL DETAILS - 2 | 3/1/2023 |
| M9.01 | CONTROLS SCHEMATICS | 3/1/2023 |
| M9.02 | KITCHEN HOOD CONTROLS & DETAILS | 3/1/2023 |
| | ELECTRICAL | |
| E0.01 | ELECTRICAL GENERAL NOTES | 3/1/2023 |
| E1.10 | ELECTRICAL SITE PLAN | 3/1/2023 |
| E1.12 | SITE PLAN - PHOTOMETRICS | 3/1/2023 |
| E2.10 | GROUND FLOOR POWER PLAN | 3/1/2023 |
| E2.20 | SECOND FLOOR POWER PLAN | 3/1/2023 |
| E2.30 | ELECTRICAL ROOF PLAN | 3/1/2023 |
| E3.10 | GROUND FLOOR LIGHTING PLAN | 3/1/2023 |
| E3.11 | GRUND FLOOR PHOTOMETRY PLAN | 3/1/2023 |

| | | |
|-------|-------------------------------|----------|
| E3.20 | SECOND FLOOR LIGHTING PLAN | 3/1/2023 |
| E3.21 | SECOND FLOOR PHOTOMETRY PLAN | 3/1/2023 |
| E4.10 | GROUND FLOOR FIRE ALARM PLAN | 3/1/2023 |
| E4.20 | SECOND FLOOR FIRE ALARM PLAN | 3/1/2023 |
| E5.10 | GROUND FLOOR LOW VOLTAGE PLAN | 3/1/2023 |
| E5.20 | SECOND FLOOR LOW VOLTAGE PLAN | 3/1/2023 |
| E6.00 | ELECTRICAL PANEL SCHEDULES | 3/1/2023 |
| E6.01 | ELECTRICAL PANEL SCHEDULES | 3/1/2023 |
| E7.00 | ELECTRICAL RISER DIAGRAM | 3/1/2023 |
| E7.10 | FIRE ALARM RISER DIAGRAM | 3/1/2023 |
| E7.20 | LOW VOLTAGE RISER DIAGRAM | 3/1/2023 |
| E8.00 | ELECTRICAL DETAILS | 3/1/2023 |
| E8.01 | ELECTRICAL DETAILS | 3/1/2023 |
| E8.02 | LIGHTING PROTECTION DETAILS | 3/1/2023 |

EXHIBIT C
HIGHLAND BEACH FIRESATION #6
Construction Document Estimate
March 31st, 2023

Clarifications Outline:

The following descriptions provide further Clarification to the “GMP / PERMIT SET” Construction Document Estimate.

ALLOWANCES

1. Bilateral Directional Amplifier (BDA) System inclusive of conduits, boxes and wiring \$50,000

DIVISION 01 – GENERAL ITEMS

1. The Town is providing an Office in the existing Town Hall for the construction use by the Project Manager and Superintendent. There are no provisions for a jobsite trailer.

DIVISION 02 - SITE WORK

1. There is no work included outside of the designate property area other than work associated with existing service tie-ins. This includes MOT associated with existing services.
2. The existing site below surface materials are assumed to be suitable and ready for new work. There are no provisions for unforeseen conditions or unsuitable materials other than the investigation subterranean indicated in the Geotechnical Engineering Study dated November 17th, 2022.
3. There is no work included for modifications or alterations to existing civil services for storm drainage, domestic water and sanitary other than what’s shown on the drawings.
4. There are no street or parking area modifications included other than what is shown on C-400.. The existing firestation prohibits the extent of work indicated on the Paving Plan, revision to this plan will be required.
5. The site drainage is included in the Estimate as indicated on C-400. The existing firestation prohibits the extent of work indicated on the Drainage Plan, revision to this plan will be required.
6. The temporary stripping and signage modifications at the “Existing Exit” is performed by the Town. The milling and new asphalt surface of the existing asphalt paving and new striping which runs East to West adjacent to the length of construction property on the south side of the new fire station is included.
7. The augered cast pilings are included in accordance with the Geotechnical recommendations by Thomas Geotechnical Services dated 11-17-22.
8. The Landscape & Irrigation is included in the Estimate as indicated on L-200. The existing firestation prohibits the extent of work indicated on the Landscape & Irrigation Plan, revision to

this plan will be required.

DIVISION 03 – CONCRETE

DIVISION 04 – MASONRY

DIVISION 05 – METALS

DIVISION 06 – MILLWORK

DIVISION 07-THERMAL AND MOISTURE

DIVISION 08 - DOORS & WINDOWS

1. The exterior glazing is 11/16" Impact / laminated "Azuria Blue" tint glass with "Level E." installations. The specified "SHGCC rating .31 is not obtainable with specified glass. The Estimate includes SHGCC = .42.

DIVISION 09 – FINISHES

EXTERIOR FINISHES

INTERIOR FINISHES

1. Interior Ceiling Finishes are included as per Reflected Ceiling Plans and specified material on A0.20.
2. There is no Acoustical Wall Panels included in the Estimate as listed on the Material Legend A0.20.
3. There is no Wall & Door Protection included in the Estimate as listed on the Material Legend A0.20.
4. The "Epoxy Flooring" is included in the Estimate. The specified manufacturer is not included. The Estimate includes EP-01 Deco Quartz "Hybri-flex EQ" Flooring System with match 4" integral base and EP-02 Resufloor Topcoat TX "Hybri-Flex EB" Flooring System with matching 4" integral base by Dura-A-Flex.

DIVISION 10 – SPECIALTIES

1. The signage is included for room identification only.

DIVISION 11 – EQUIPMENT – Commercial Kitchen

1. The Gas Range for the Kitchen is provided by the town. Installation and gas connections is provided by Kaufman Lynn.

DIVISION 12 – FURNISHING

1. The Estimate does not include any Artwork and/or Artwork allowance.
2. Office Furniture / Fixtures are not included by the Contractor.
3. The gym / training equipment is not included.

DIVISION 14 – CONVEYANCE

1. The elevator included in the Estimate is based on TK Elevator Corporation "Endura - MRL / 3500 lb. capacity / 150 fpm with two stops. The interior finishes included the manufacturer's standard cab finishes with heavy duty rubber flooring.
2. One Year Warranty is included in the Estimate. Maintenance Agreements is by the Town.

DIVISION 15 – MECHANICAL

Fire Protection

1. There are no modifications to existing water pressure, it is assumed that the water pressure is adequate for the system.
2. There IS no "galvanized" steel sprinkler pipe in exposed areas. Painted steel pipe is included in apparatus bay area.

Plumbing

1. The water service meter is provided by the Town. The installation is included in the Estimate.
2. The Gas Meter is provided by the Gas Company. The installation and gas pipe connections are included in the Estimate.

HVAC

DIVISION 16 – ELECTRICAL

1. The Fire Alarm System is included in the Estimate as per E-4.10 through E-4.20.
2. A complete operational Lightning Protection System is included in the Estimate.
3. The Locution Lighting System is furnished & installed by the Town.
4. The Exterior Lighting is included in the Estimate as per E1.12. The existing firestation prohibits the extent of work indicated on the Exterior Light Plan, revision to this plan will be required.

END OF OUTLINE CLARIFICATIONS