



TOWN COUNCIL GOAL SETTING & TEAM BUILDING WORK SESSION MINUTES

June 4, 2026 at 3:00 PM

**Palm Beach County Library - Gardens Branch and YouTube
11303 Campus Drive, Palm Beach Gardens, FL 33410**

PRESENT: DAVE SANTILLI, MAYOR
DIANA DAVIS, VICE MAYOR
DD HALPERN, VICE MAYOR PRO TEM
MAX FRASER, COUNCILMEMBER
SCOTT SHAW, COUNCILMEMBER

ALSO PRESENT: TRAINNOVATIONS, CONSULTANTS
KATHLEEN GUNN, TOWN MANAGER
TG LAW PLLC, TOWN ATTORNEY
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
ANDREA DOBBINS, PROJECT/RISK MANAGER
BRIAN SMITH, CHIEF OF POLICE
FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
EMILY ALVES, FINANCE/HR DIRECTOR
JOHANN LOPEZ, DIRECTOR OF PUBLIC WORKS

AUDIENCE: 3

CALL TO ORDER – 3:03PM

TEAM BUILDING & CIVIC LEADERSHIP

(Facilitated by Trainnovations)

Trainnovations explained the process of how they will facilitate the Goal Setting & Team Building Work Session.

Trainnovations conducted the work session and provided a report *(see attached)*.

COMMENTS FROM THE COUNCIL - None

ADJOURNMENT

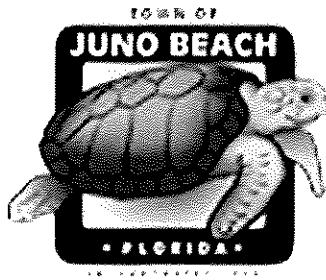
Mayor Santilli adjourned the work session at 6:59pm.



Dave Santilli, Mayor



Caitlin E. Copeland-Rodriguez, Town Clerk



Town of

Juno Beach
Florida

Council Workshop

Summary of Findings

Team Building & Civic Leadership

June 4, 2026

TOWN COUNCIL

Dave Santilli Mayor

Diana Davis Vice Mayor

DD Halpern Vice Mayor Pro Tem

Max Fraser Councilor

Scott Shaw Councilor

Kathleen Gunn Interim Town Manager

Prepared by



Prepared for the Town of Juno Beach

Executive Summary

The Council Strategic Priorities Workshop provided an opportunity for council members to reflect on community needs, governance priorities, and the long-term direction of the Town. Throughout the session, participants demonstrated a shared commitment to serving the community, maintaining mutual respect, and working collaboratively to address both immediate needs and future opportunities.

Several themes emerged consistently through the discussions. While perspectives differed on specific approaches, there was broad agreement on the importance of strategic planning, infrastructure investment, code reviews, and growth management. There was also an acknowledgement that effective governance requires clearly defined roles between Council and staff.

Overall, the workshop highlighted a strong desire to establish a more deliberate and proactive framework for decision-making—one that balances current community needs with the long-term sustainability and success of the Town.

Roles and Boundaries of Council and Staff

The workshop included meaningful discussion about the respective roles of Council and staff. Participants shared a clear understanding that effective local government depends on maintaining appropriate distinctions between governance and operations.

Council's role is to establish policy direction, set community priorities, represent the interests of residents, businesses, and visitors, and provide strategic oversight. Council is responsible for defining the long-term vision, identifying priorities, and adopting the policies that guide organizational efforts.

Staff's role is to implement Council's policy direction, manage daily operations, enforce ordinances and regulations, provide professional recommendations, and deliver services efficiently and effectively. Staff translate Council's vision and priorities into actionable programs, projects, and services.

A recurring theme was the importance of maintaining boundaries between policy-making and administration. Participants acknowledged that successful governance requires Council to focus on the "what" and "why" of community priorities, while staff focuses on the "how" of implementation and service delivery.

The workshop reinforced a shared commitment to respecting these distinct roles, maintaining open communication, and fostering a collaborative relationship that supports effective decision-making and organizational performance.

Community Expectations of Council

Council members discussed the expectations they believe residents, businesses, and stakeholders have of their elected leadership. While specific priorities vary across the community, participants identified several common expectations that form the foundation of effective governance.

Public engagement emerged as a central theme. Council members emphasized the importance of creating meaningful opportunities for community input, actively listening to residents and stakeholders, responding to emerging concerns, and increasing public awareness of Town initiatives and decisions.

Communication was also identified as a critical responsibility. Participants highlighted the need for effective communication between Council and staff, as well as the importance of providing timely, accurate, and accessible information to the public.

Transparency and accountability were recognized as essential to maintaining public confidence. This includes demonstrating fiscal responsibility, conducting business openly, and consistently working to build and sustain public trust.

Operational effectiveness was another key expectation. Council members noted the importance of efficient governance processes, productive meetings, and timely action on community priorities.

Finally, Council acknowledged that residents expect local government to protect and enhance quality of life through investments in public safety, infrastructure, and essential community services.

Overall, the discussion reflected a shared understanding that effective leadership requires engagement, communication, transparency, accountability, and a sustained focus on the community's long-term well-being.

Shared Commitments

Throughout the workshop, participants identified several commitments to guiding future collaboration:

- A willingness to prioritize community needs and goals.
- A commitment to listening and understanding differing perspectives.
- Recognition that all participants serve the community.
- Mutual respect among Council members, staff, and residents.
- A focus on balancing short-term needs with long-term community success.

Key Themes

During the workshop Council engaged in an activity to surface perspectives, alignment, and promote discussion around current priorities, opportunities, and challenges. The exercise provided a foundation for understanding shared and differing perspectives while engaging in robust discussion together. The exercise was not intended to set priorities or establish direction. Rather it was intended to establish understanding, identify alignments, and potentially surface themes for future strategic planning work.

1. Infrastructure Improvements

Infrastructure investment was identified as a significant priority to support safety, mobility, and long-term community needs.

- Repair flooding at RV park and on Lyra St.
- Overall improvements to infrastructure through the Town.
- Infrastructure improvements. Examples: crosswalks on Ocean Drive; crosswalks on US1, Donald Ross Rd.; Hire engineer to assess town owned roads.

2. Code Reviews & Regulatory Clarity

Council discussed the importance of clear regulations and consistent development review processes.

- Professional reviews building permits; hire architect; landscape design; DGIS scene view
- Chen Moore Code Review for 7 areas (sound & slow growth)
- Maintain current zoning for commercial and residential building.
- 34-116(3)(b)2. Harmony review for all zoning codes (commercial multifamily)
- Review ordinances to provide clarity wherever possible.

3. Strategic Planning

Council emphasized the need for a clear long-term vision to guide growth, redevelopment, and community investment.

- Develop a Strategic Plan.
- Complete a Master Plan.

4. Growth Management

Council discussed the importance of managing growth within the current legislative constraints.

- Control the rate and size of growth
- Influence development (control or negotiate effective redevelopment strategies)

5. Historic Preservation

Council supports exploring historic preservation opportunities beginning with a Historic Resource Survey.

- Historic Resource Survey: 1st step in establishing Historic Preservation Program.

6. Transparency & Public Trust

Council recognized that effective communication and transparency are essential to maintaining public confidence.

- Create transparent government.
- Increase public trust.

7. Communication

Council identified communication as a key component of effective governance and public trust expressing a desire to improve the quality, consistency, and accessibility of information shared with residents.

- Improve communication with town residents.
- Establish Communication Policy: defines public records, website content, weekly newsletter, record-keeping protocols

8. Traffic Mitigation

Council identified community concerns around traffic while also acknowledging some issues are beyond Town control as it relates to County and State roadways and federal waterways.

- Traffic Mitigation: Work with Coast Guard to reduce openings of Donald Ross Bridge
- Address Traffic Concerns

9. Environmental & Beautification

Council expressed strong support for enhancing natural assets while promoting environmental sustainability and community aesthetics.

- Pelican Lake as a botanical garden. Flowering and beneficial trees; native shoreline plantings
- Environmental Stewardship: ensure land conservation.

10. Operational Efficiency & Effectiveness

Council highlighted the importance of strong organizational systems and effective service delivery.

- Ensure staff effectiveness and job satisfaction.
- Establish accurate budget.
- Establish annual maintenance schedule for Pelican Lake.

Important Context

The themes and priorities identified in this report reflect the discussions that occurred during a Council workshop and are intended to serve as a starting point for future planning conversations. They do not represent formally adopted policies, strategic priorities, budget commitments, or approved projects.

The purpose of the workshop was to identify areas of interest, opportunities, challenges, and potential directions for future consideration. Any actions, priorities, funding decisions, or strategic initiatives resulting from these discussions would require additional consideration by Council.

As such, this report should be viewed as a summary of workshop discussions and emerging themes rather than a finalized strategic plan or adopted policy document.

Conclusion

The workshop demonstrated a strong foundation for collaborative governance and future planning. Council members expressed a clear commitment to serving the community through thoughtful leadership, strategic decision-making, and respectful dialogue.

While individual perspectives may differ on specific policies and priorities, there was broad consensus around several foundational principles: planning for the future, investing in infrastructure, enhancing the community's natural and historic assets, improving organizational effectiveness, strengthening communication, and maintaining public trust.

The themes identified during the workshop can serve as the basis for future strategic planning efforts, goal setting, budgeting discussions, and policy development as the Town continues to build a vibrant, resilient, and well-managed community.