



TOWN COUNCIL MEETING AGENDA

April 24, 2024 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

NOTICE: If any person decides to appeal any decision of the Town Council at this meeting, he or she will need a record of the proceedings and for that purpose, he or she may need to ensure that a verbatim record of the proceedings is made, such record includes the testimony and evidence upon which the appeal is to be based. The Town does not prepare or provide such record. ***Persons with disabilities requiring accommodations in order to participate in the meeting should contact Caitlin E. Copeland-Rodriguez, Town Clerk, at least 48 hours in advance to request such accommodations.***

The meeting will be broadcast live on The Town of Juno Beach YouTube page and can be viewed any time at: <https://www.youtube.com/@townofjuno-beach477/streams>

HOW CITIZENS MAY BE HEARD: Members of the public wishing to comment publicly on any matter, including items on the agenda may do so by: Submitting their comments through the Public Comments Webform at: https://www.juno-beach.fl.us/towncouncil/webform/public-comments#_blank (all comments must be submitted by Noon on day of Meeting). Please be advised that all email addresses and submitted comments are public record pursuant to Chapter 119, Florida Statutes (Florida Public Records Law). The Town Clerk or designee will read public comments into the record at the appropriate time for no more than three (3) minutes; or make their comment in-person; or participate from a remote location using Zoom – please contact the Town Clerk at ccopeland@juno-beach.fl.us by Noon on the day of the meeting to receive the Meeting ID and Access Code. (Please note that all members participating via Zoom must login at least 15 minutes prior to the meeting and will be muted upon entry until Public Comments is called).

****Please note that the Zoom meeting will lock for public comments at 5:30pm and no other entries will be permitted.***

All matters listed under Consent Agenda, are considered to be routine by the Town Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

CALL TO ORDER

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

PRESENTATIONS

1. Palm Beach County Environment Resource Management - Beach Erosion

COMMENTS FROM THE TOWN MANAGER, THE TOWN ATTORNEY, AND STAFF

COMMENTS FROM THE PUBLIC

All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Town Council). Town Council will not discuss these items at this time.

CONSENT AGENDA

2. Special Town Council Meeting Minutes for April 1, 2024
3. Town Council Workshop on A Scope for Master Development Planning Minutes for April 8, 2024
4. Proclamation - National Public Works Week
5. Proclamation – Professional Municipal Clerks Week 2024
6. Proclamation – Public Service Recognition Week 2024
7. Proclamation – National Safe Boating Week 2024
8. Proclamation – Police Week and Peace Officers Memorial Day 2024
9. Annual Progress Report – Floodplain Management Plan
10. Approval to Expend Funds for the Retirement of Nancy Harvey
11. Year to Date (YTD) Financial Statements

COUNCIL ACTION/DISCUSSION ITEMS

12. Ordinance No. 782 – Implementation of Live Local Act (“Second Reading”)
13. Ordinance No. 783 – Construction Site Standards – Second Reading
14. Ordinance 784 (Modifying the Procedures for Appointment of Planning and Zoning Board Members) (Second Reading)
15. Planning and Zoning Board Appointments
16. Discussion on Proposal for the Planning & Zoning Board and Audit Oversight Committee
17. Request for Proposal- Town Center Restroom Renovation Project
18. Request for Proposal- Celestial Way Drainage Project
19. 2024 Safe Streets and Roads for All Grant Application
20. 2024 Historic Preservation Small Matching Grant Application
21. Discussion on Juno Beach Police Key Access
22. Discussion on Juno Beach Police Foundation

23. Discussion - Establish paid parking and resident decal parking

COMMENTS FROM THE COUNCIL

ADJOURNMENT



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Palm Beach County Environment Resource Management - Beach Erosion

DISCUSSION:

Andy Studt, Program Supervisor, Coastal Resources Management of Palm Beach County's Department of Environmental Resources Management (ERM) will be providing the Town Council with an update on local beach erosion matters.



SPECIAL TOWN COUNCIL MEETING MINUTES

April 1, 2024 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: PEGGY WHEELER, MAYOR
DD HALPERN, VICE MAYOR
MARIANNE HOSTA, VICE MAYOR PRO TEM
JACOB ROSENGARTEN, COUNCILMEMBER
DIANA DAVIS, COUNCILMEMBER

ALSO PRESENT: DAVID DYESS, TOWN MANAGER
LEONARD RUBIN, TOWN ATTORNEY
MICHAEL VENTURA, FINANCE DIRECTOR
FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
ISABELLA HICKEY, SENIOR PLANNER
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
FIORELLA VERDECIA, ADMINISTRATIVE SECRETARY

AUDIENCE: 40+

CALL TO ORDER – 5:30PM

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

Council gave unanimous consensus to move Item #11 to the regular agenda; move Item #18 before Item #13; and move Item #16 to the end of the agenda.

PRESENTATIONS

1. Swearing in Newly Elected Council Members – Jacob Rosengarten (Seat #3) & DD Halpern (Seat #4)
2. Resolution No. 2024-04 - Proclaiming the Results of the March 19, 2024 Municipal Election
***MOTION:** Rosengarten/Halpern made a motion to approve Resolution No. 2024-04 – Proclaiming the results of the March 19, 2024 Municipal Election.*
***ACTION:** The motion passed 3-0.*
3. Swearing in Newly Elected Council Members – Seat Mayor & Seat #5
4. Resolution No. 2024-05 – Selection of Town Officers (Vice Mayor and Vice Mayor Pro Tem)
Town Attorney Rubin opened nominations for the position of Vice Mayor.

Councilmember Halpern nominated herself for the position of Vice Mayor.

Mayor Wheeler nominated Councilmember Rosengarten for the position of Vice Mayor. Councilmember Rosengarten declined the nomination.

Councilmember Halpern was elected to the position of Vice Mayor.

Town Attorney Rubin opened nominations for the position of Vice Mayor Pro Tem.

Councilmember Halpern nominated Councilmember Rosengarten.

Councilmember Davis nominated Councilmember Hosta.

Mayor Wheeler, Councilmember Hosta, and Councilmember Davis voted in favor of Councilmember Hosta and Vice Mayor Halpern and Councilmember Rosengarten voted in favor of Councilmember Rosengarten. Councilmember Hosta was elected to the position of Vice Mayor Pro Tem.

MOTION: *Rosengarten/Davis made a motion to approve Resolution No. 2024-05 – Selection of Town Officers, with DD Halpern as Vice Mayor and Marianne Hosta as Vice Mayor Pro Tem.*

ACTION: *The motion passed unanimously.*

5. Palm Beach County Fire Rescue Annual Report

COMMENTS FROM THE TOWN MANAGER, THE TOWN ATTORNEY, AND STAFF

MOTION: *Rosengarten/Halpern made a motion to approve up to \$3,500 for the installation of the turtle-friendly lights on the FPL light fixtures.*

ACTION: *The motion passed 4-1 with Councilmember Davis opposed.*

Mayor Wheeler, Vice Mayor Pro Tem Hosta, Councilmember Rosengarten, and Councilmember Davis gave consensus to have Council Hour on the 3rd Friday of every month at 4pm.

Council gave unanimous consensus to have staff proceed with preparing an ordinance requiring two (2) parking spaces per unit and one (1) guest parking space for every five (5) units for multi-family uses; and to reference this requirement within all zoning designations.

Council gave unanimous consensus to not cancel a regularly scheduled Council Hour event when a Council Hour at The Waterford is scheduled for the same month.

COMMENTS FROM THE PUBLIC

All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Town Council). Town Council will not discuss these items at this time. Comments needing a reply will be referred to Staff for research; a report will be forwarded to the Town Council; and citizens will be contacted.

Public Comments Opened at 6:17pm.
Public Comments Closed at 6:45pm.

CONSENT AGENDA

6. Town Council Meeting Minutes for February 28, 2024
7. Proclamation – Arbor Day 2024
8. Proclamation – Water Conservation Month 2024
9. Proclamation – Water Reuse Week 2024
10. Special Event Request – Town of Jupiter Turtle Trot 5K Run
- ~~11. Resolution 2024-3; Purchasing policies and procedures~~
12. Year to Date (YTD) Financial Statements

MOTION: Halpern/Rosengarten made a motion to approve the consent agenda as amended.

ACTION: The motion passed unanimously.

COUNCIL ACTION/DISCUSSION ITEMS (A Public Comment Period was opened for each item below.)

13. Special Event Request – Stoked on Life Ocean Therapy Sessions

MOTION: Rosengarten/Hosta made a motion to deny the proposed special event.

ACTION: The motion passed unanimously.

14. Resolution 2024-03; Purchasing policies and procedures (Originally Item #11)

MOTION: Halpern/Rosengarten made a motion to approve Resolution No. 2024-03 as amended.

ACTION: The motion passed unanimously.

15. Organizations for Council Participation & Selection of Voting Delegates for Florida League of Cities and Palm Beach County League of Cities

Council gave unanimous consensus to approve the Organizations list as discussed (see attached).

14. Planning and Zoning Board Appointments

MOTION: Halpern made a motion to put Councilmember Rosengarten's proposal as an agenda item to discuss further at the next meeting.

ACTION: Motion failed for lack of a second.

(See attached handout from Councilmember Rosengarten.)

MOTION: Rosengarten/Davis made a motion to approve proposed Items A & B (see attached) for the Planning & Zoning Board and Audit Oversight Committee.

ACTION: The motion failed 2-3 with Mayor Wheeler, Vice Mayor Halpern, and Vice Mayor Pro Tem Hosta opposed.

MOTION: Halpern/Rosengarten made a motion to bring Councilmember Rosengarten's proposed Items A & B as an agenda item for the April 24th meeting as a discussion.

ACTION: The motion passed unanimously.

MOTION: Halpern/Davis made a motion to wait on the appointment of Planning & Zoning Board members until Ordinance No. 784 has been adopted at the April 24th Town Council Meeting.

ACTION: The motion passed unanimously.

15. Selection of Audit Oversight Committee

MOTION: Halpern/Davis made a motion to appoint Anthony Pace, Nancy Wolf, Andrew Spilos, William Viggiano, and Anita Bloom to the Audit Oversight Committee.

ACTION: The motion passed 3-2 with Mayor Wheeler and Vice Mayor Pro Tem Hosta opposed.

16. Resolution No. 2024-06 - Sponsorship of Organizations

MOTION: Davis/Hosta made a motion to approve Resolution No. 2024-06 – Sponsorship of Organizations as amended with the change to “Juno Beach Organizations” in the title.

ACTION: The motion passed unanimously.

17. Ordinance No. 783 – Construction Site Standards (First Reading)

(See attached handout from Councilmember Davis.)

Mayor Wheeler, Councilmember Rosengarten, and Councilmember Davis gave consensus to add a reference to screening to prevent airborne debris in Section 2.

Council gave unanimous consensus to include an affidavit for catch basin inspections.

MOTION: Davis/Halpern made a motion to approve Ordinance No. 783 on first reading as amended.

ACTION: The motion passed unanimously.

19. Discussion on Date for Goal Planning Workshop, Items, & Facilitator Services

Council gave unanimous consensus to have the Goal Planning Workshop on Monday, May 20th from 2pm-5pm with just staff and no facilitator.

COMMENTS FROM THE COUNCIL

(See attached handouts from Councilmember Davis.)

Council gave unanimous consensus to prohibit members of the Town Council and Planning & Zoning Board from having closed door private meetings and communications with developers on projects that require a vote of the Town Council and/or Planning & Zoning Board; and to have developers meet with Council and/or Planning & Zoning Board at a publicly noticed meeting.

Vice Mayor Halpern, Councilmember Rosengarten, and Councilmember Davis gave consensus to tentatively put a Town Council meeting on the calendar for May 8th.

Vice Mayor Halpern, Vice Mayor Pro Tem Hosta, Councilmember Rosengarten, and Councilmember Davis gave consensus to have a discussion on the Juno Beach Police Foundation on the next agenda.

MOTION: *Halpern/Rosengarten made a motion to cease the key policy for volunteers until the April 24th meeting and have a discussion on it.*

ACTION: *The motion passed 3-2 with Mayor Wheeler and Vice Mayor Pro Tem Hosta opposed.*

Mayor Wheeler passed the gavel to Vice Mayor Halpern.

MOTION: *Wheeler/Davis made a motion to have the Town Attorney draft an ordinance for a moratorium on all new applications for mixed use developments.*

ACTION: *The motion passed 4-1 with Vice Mayor Halpern opposed.*

ADJOURNMENT

Mayor Wheeler adjourned the meeting at 9:57pm.

Peggy Wheeler, Mayor

Caitlin E. Copeland-Rodriguez, Town Clerk

P&Z and Audit Committee are authorized to set agendas for their meetings jointly with Staff subject to:

- a) Recommendations for items to be placed on agendas that come from either P&Z or Audit Committee shall not take priority over (i.e., not front run) the timing of when any time sensitive Staff presentations are on placed on the agenda, or discussed;
- b) Council shall be routinely posted any time items are placed on the agendas by either P&Z or Audit Committee.

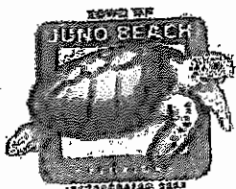
Town of Juno Beach

Voluntary Organizations for Council Participation April 1, 2024 - March 31, 2025

Item #2.

Organization Name	Primary Persons	Alternates	Comments
Florida League of Cities Annual Conference	*Entire Council		In August of each year, FLC holds a conference and the entire Council is invited to attend <i>Registration Required</i>
Florida League of Cities Voting Delegate	Mayor	Vice Mayor	
Florida League of Mayors	Mayor	Vice Mayor	
Florida League of Cities - Legislative Conferences	Mayor	Vice Mayor	FLC will email Council & Town staff of upcoming conferences <i>Registration & RSVP Required</i>
Issues Forum	Town Manager and/or Designee		The Forum will notify Town staff of membership approvals and upcoming meetings/events.
Loggerhead Marinelife Center	Mayor	Vice Mayor	Annual Go Blue Awards Event; etc. <i>Registration & RSVP Required</i>
Palm Beach County League of Cities - District 1	Vice Mayor	*Entire Council	Monthly Lunch Meetings - 1st Wednesday <i>RSVP Required</i>
Palm Beach County League of Cities Voting Delegate	Mayor	Vice Mayor	This applies ONLY to weighting voting items for the General Membership of the PBC League of Cities
Palm Beach County League of Cities Monthly Meetings and Workshops	*Entire Council		Monthly Lunch Meetings and Workshops
Palm Beach North Chamber of Commerce - Business After Hours	*Entire Council		Chamber will notify Council & Town staff of events <i>Registration Required</i>
Palm Beach North Chamber of Commerce - Business Before Hours	*Entire Council		Chamber will notify Council & Town staff of events <i>Registration Required</i>
Palm Beach North Chamber of Commerce - Economic Development Board	Councilmember Rosengarten	Vice Mayor Pro Tem Hosta	4th Thursday of the Month from 8AM - 9AM Via Zoom
Palm Beach North Chamber of Commerce - Government Affairs	Vice Mayor Pro Tem Hosta	Councilmember Rosengarten	2nd Friday of the Month from 8AM - 9AM Via Zoom
Palm Beach North Chamber - Sustainability Sub-Committee	Vice Mayor Halpern and/or Councilmember Davis	*Entire Council	3rd Tuesday of the Month from 2PM-3PM

**PLEASE NOTE THAT WHEN 2 OR MORE COUNCIL MEMBERS ARE PRESENT AT A MEETING THEY MUST ABIDE BY THE SUNSHINE LAW.*



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# _____ DATE ____/____/____

Name: MARIA MARIN Phone#: _____

Representing: (if applicable) PBC

Address: _____

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☐ I wish to speak
- ☐ I would like my comment read into the record

Comments: _____



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# _____ DATE 4/1/25

Name: Noel Martinez Phone#: 561-818-9131

Representing: (if applicable) PBN Chamber

Address: 5520 PGA Blvd

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☒ I wish to speak
- ☐ I would like my comment read into the record

New Council Welcome

Comments: _____



Caitlin Copeland <ccopeland@juno-beach.fl.us>

Form submission from: PUBLIC COMMENTS

1 message

Town of Juno Beach Florida <juno-beach-fl@municodeweb.com>
Reply-To: Town of Juno Beach Florida <ccopeland@juno-beach.fl.us>
To: ccopeland@juno-beach.fl.us

Sat, Mar 23, 2024 at 7:21 PM

Submitted on Saturday, March 23, 2024 - 7:21pm

Submitted by anonymous user: 98.254.183.49

Submitted values are:

First Name Thomas

Last Name Murphy

Address 340 Ocean Drive

Email Address tfmurphy@gmail.com

Agenda Item Number (Ex: 1, 2, 3) Comments from the Public

Public Comment / Question Reference Juno Beach Police Foundation

The results of this submission may be viewed at:

<https://www.juno-beach.fl.us/node/2951/submission/19610>

Good evening Council Members,

For the record, Tom Murphy, President of the Juno Beach Police Foundation.

As President, I come before you this evening to extend heartfelt congratulations to the newly seated Council. Your dedication to serving our community is truly commendable, and I want to express our sincere appreciation for your commitment to the betterment of Juno Beach.

The recent election highlighted the democratic spirit of our town, and I commend each candidate for their passion and dedication throughout the campaign process. To our newly elected Mayor, Peggy Wheeler and newly elected council member Diana Davis, your leadership is vital in guiding Juno Beach towards a prosperous future, and we eagerly anticipate collaborating with you closely.

I also want to extend appreciation to Council Members DD Halpern and Jacob Rosengarten, who secured their positions uncontested. Your ongoing dedication to the people of Juno Beach is inspiring, and we are

ateful for your continued leadership. Additionally, a special acknowledgment goes to Council Member Marianne Hosta, who continues her term of office, demonstrating unwavering commitment to the welfare of Juno Beach. We deeply appreciate the service of all members of the Town Council.

As we look ahead, the Police Foundation remains steadfast in its mission to *"Help ensure the safety of Juno Beach."* Together with the Council, we are committed to forging a path towards an even more vibrant and secure community. We eagerly anticipate the opportunity to work hand in hand with you to achieve our shared goal.

Once again, congratulations to Mayor Peggy Wheeler, Council Members DD Halpern, Marianne Hosta, Jacob Rosengarten, and Diana Davis, along with all who participated in the election process. Your service to Juno Beach is invaluable, and we stand ready to support you and the Juno Beach Police Department in any way we can.

Thank you.



Caitlin Copeland <ccopeland@juno-beach.fl.us>

Form submission from: PUBLIC COMMENTS

1 message

Town of Juno Beach Florida <juno-beach-fl@municodeweb.com>
Reply-To: Town of Juno Beach Florida <ccopeland@juno-beach.fl.us>
To: ccopeland@juno-beach.fl.us

Wed, Mar 27, 2024 at 9:14 AM

Submitted on Wednesday, March 27, 2024 - 9:14am

Submitted by anonymous user: 174.48.184.53

Submitted values are:

First Name Steve

Last Name Allen

Address 451 Olympus Drive

Email Address serealty@aol.com

Agenda Item Number (Ex: 1, 2, 3) 1

Public Comment / Question

I would like to thank the following out of town Political Action Committees :

Family Values, Stop Domestic Violence, Holding Developers Accountable, Tax Payers in Action

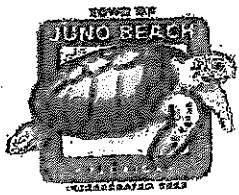
for thier help in getting Peggy Wheeler elected Mayor. They were paid tens of thousands of dollars to attack the x Mayor.

Job well done!! Thank you for turning an election in tranquil Juno Beach into an ugly venomous election attacking charactor not issues.

It is said money buys elections and these out of town PACs proved it . Guns for hire.

The results of this submission may be viewed at:

<https://www.juno-beach.fl.us/node/2951/submission/19613>



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# P.C. DATE 4/1/24

Name: SILSAN JOHNSON Phone#: _____

Representing: (if applicable) _____

Address: 530 OCEAN DRIVE JB

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☒ I wish to speak
- ☐ I would like my comment read into the record

Comments: _____

Please put on agenda

Item #2.

CONGRATULATIONS TO OUR NEW MAYOR
AND COUNCIL!!!

Put
your
LOGO
here

MY REQUEST IS FOR DOWNLIGHTING
AROUND THE LAKE FOR THE SAFETY OF OUR MANY
NIGHT WALKERS.

WE ALSO HAVE CONCRETE THAT NEEDS REPAIR,
POWER WASHING TO REMOVE THE MOLD FROM
WALK AND BENCHES.

PLANTINGS THAT NEED ATTENTION

THINGS I MISS:

TONY

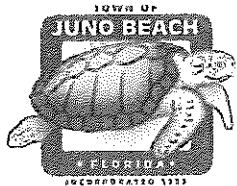
OUR VOLUNTEERS ON GOLF CARTS

TALKING TO STAFF WHO WERE ALWAYS OUT WHEN
UNDER TONY'S LEADERSHIP.

WHAT HAPPENED? THANK YOU,

MARCIA WOLF

410 SUNRISE WAY
JUNO BEACH, 33408



Town of Juno Beach

Item #2.

PUBLIC COMMENT CARD

ANY CITIZEN WISHING TO SPEAK SHOULD COMPLETE THIS CARD AND GIVE IT TO THE TOWN CLERK PRIOR TO THE START OF THE MEETING.

Comments from David G.

AGENDA ITEM #:

DATE:

4/1/24

NAME:

David G.

PHONE NO.:

REPRESENTING (IF APPLICABLE):

ADDRESS:

CHECK WHAT MAY APPLY:

☐

SUPPORT

☐

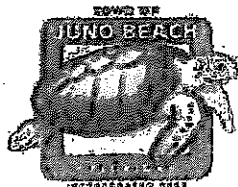
OPPOSE

☒

I WISH TO SPEAK

☐

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM#

DATE

4/1/24

Name:

NANCY LODIS

Phone#:

Representing: (if applicable)

PRPOA

Address:

Check what may apply:

☐

Support

☐

Oppose

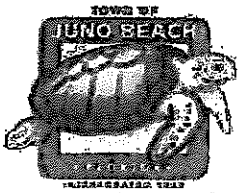
☒

I wish to speak

☐

I would like my comment read into the record

Comments:



Item #2.

Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# _____ DATE 09/11/2024

Name: TOSH JUNKAU Phone#: _____

Representing: (if applicable) BUSINESS OWNERS

Address: PIAZA LA MER

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☒ I wish to speak
- ☐ I would like my comment read into the record

Comments: _____



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# _____ DATE 4/1/29

Name: William Kumbian Phone#: _____

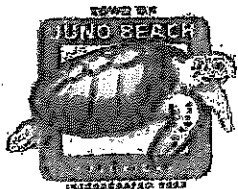
Representing: (if applicable) _____

Address: _____

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☐ I wish to speak
- ☐ I would like my comment read into the record

Comments: _____



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# _____ DATE 4 / 1 / 24

Name: Andy Spilos Phone#: _____

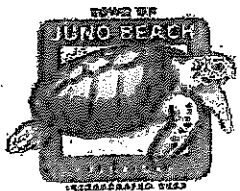
Representing: (if applicable) _____

Address: 140 Ocean Dr Juno Beach

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☒ I wish to speak
- ☐ I would like my comment read into the record

Comments: _____



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# _____ DATE 4 / 1 / 24

Name: Dimi Kalivas Phone#: _____

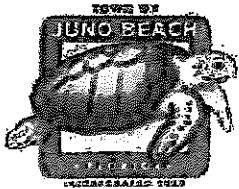
Representing: (if applicable) _____

Address: 140 Ocean Dr Juno

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☒ I wish to speak
- ☐ I would like my comment read into the record

Comments: _____



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM# _____ DATE 4/1/24

Name: Nancy Wolf Phone#: 203 912 9954

Representing: (if applicable) _____

Address: _____

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☐ I wish to speak
- ☐ I would like my comment read into the record

Comments: _____



Ocean & Surf Therapy
501(c)(3) Non-Profit

Allison Bishop
LCSW

Stoked On Life Palm Beach
CEO/Founder

Our Amazing Team



Allison Bishop, LCSW

CEO/Founder
Masters Social Work



David Berner

COO
B.S. Comp
Sci/Business



David Fielding

Aquatics Director
PTA Sports Medicine



Merina Ingram

Jr. Water Associate
**B.S. Environmental
Management**



Jack Petricig

Jr. Water Associate
B.A. Film Studies



Our Story

My son Brooks used surfing to cope with his depression and anxiety for most of his childhood and teenage years. When I became a licensed clinician and learned there was an **actual modality of experiential therapy called "surf therapy,"** I knew I had to get trained in it, and bring it to **our community**. SOL was formed to help **all individuals** who are struggling with mental health and substance use disorder issues. We are not a surf camp. We provide **therapy in group setting** on the beach **utilizing the healing power of the ocean and surfing.**

A photograph of a beach scene. In the foreground, several green and white striped lounge chairs are arranged on the sand. A surfboard with a wooden handle lies on the sand. In the background, a long wooden pier extends into the ocean under a blue sky with white clouds. A small airplane is visible in the sky.

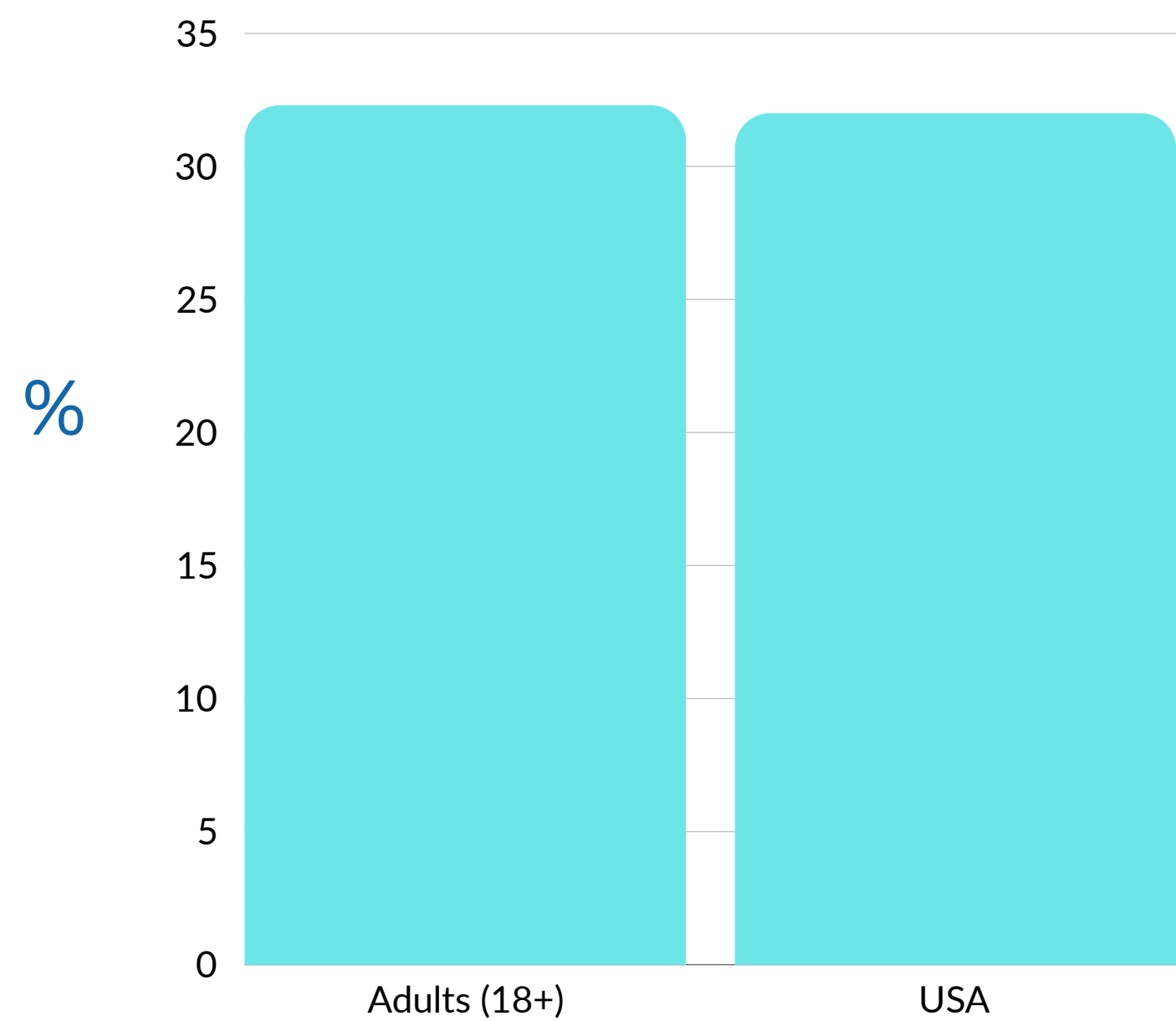
Our Mission

Our mission is to **provide, promote, and research** ocean and surf therapy as an experiential intervention for **individuals struggling with mental health and substance use issues regardless of socio-economic status**. This is accomplished by providing surf and ocean therapy clinics, programs, and community with **licensed clinicians and expert surf instructors**.

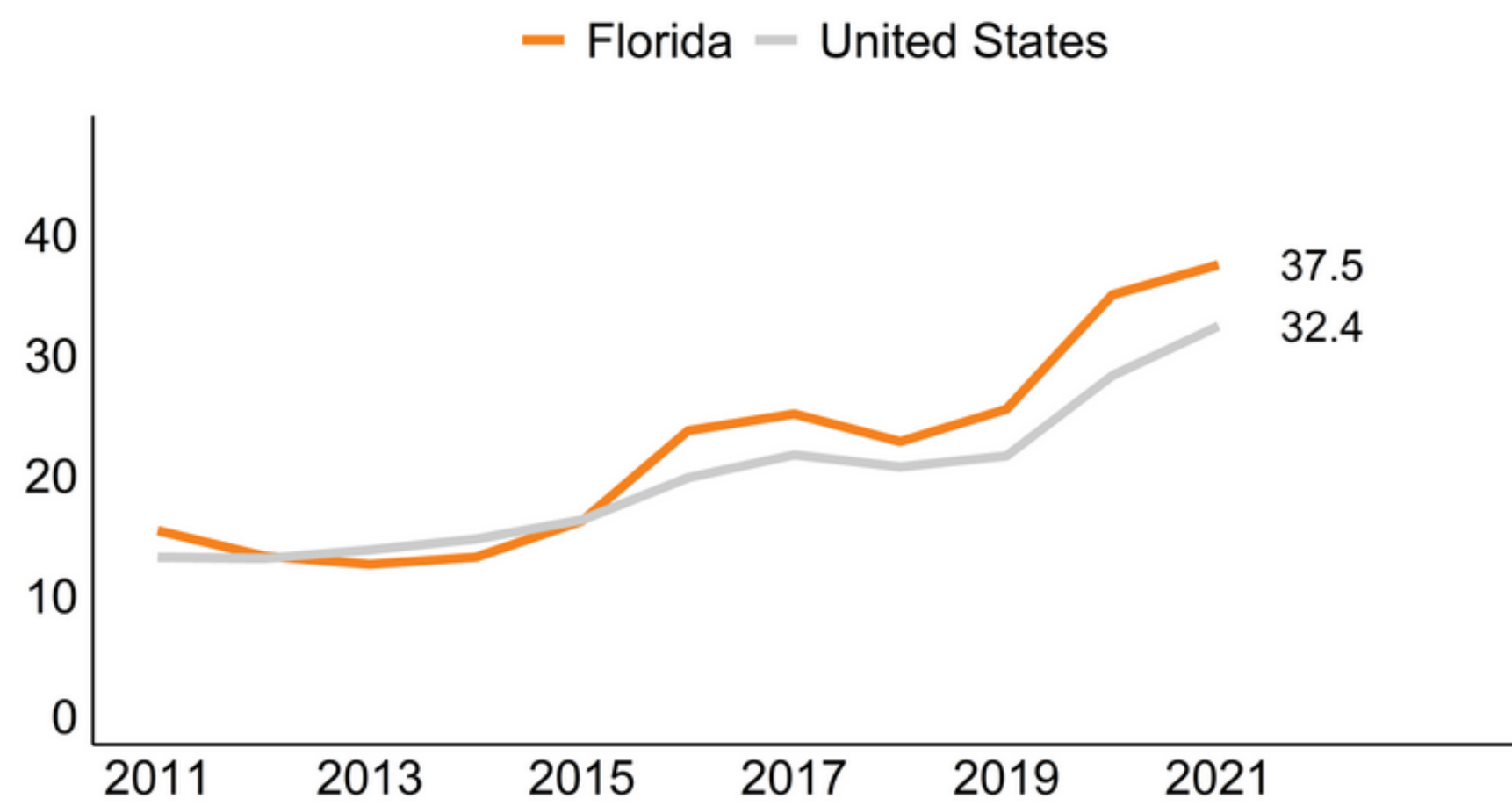
We believe in promoting self-love, sea-love and community!

Mental Health Statistics

% Reporting Symptoms of Anxiety or Depressive



Drug Overdose Deaths Per 100,000 Population, 2011-2021



SOURCE: KFF analysis of CDC Multiple Cause of Death 2011-2021 on CDC WONDER Online Database.





Our Method

- Safe Space
- Sensory Grounding
- Mastery
- Respite
- Social Support

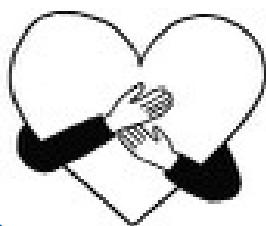
Our Program



Safe Space

Physical- We create a therapy circle on the beach each session to provide a safe space, and we have qualified aquatic instructors in the ocean to ensure your safety at all times!

Emotional- Each session follows the same rhythm, so you know exactly what to expect! We have qualified clinicians and facilitators to provide support.



Stoked On Life Palm Beach



Sensory Grounding

We use the natural resources of the beach, such as sand, ocean, and other elements, to include grounding techniques into our therapeutic practice, bringing your mind and body back to the present.

We use our board circle to practice breath-to-body work and pop-ups to center ourselves in the present moment.



Stoked On Life Palm Beach



Our Program



Mastery

We use surfboards to challenge ourselves to master a skill that will develop self-efficacy, control emotions, and increase our mind-body awareness.

We utilize breathwork to challenge our wandering mind and bring us to the present moment, so we can create self-esteem and regulate our emotions so they do not own us.



Stoked On Life Palm Beach



Respite

Activating “flow state” by engaging in challenging mindful activities provides respite from feelings and emotional distress

Being in blue mind and in, near or around blue water, provides respite from the red mind of the high energy of technology and the busy hustle and bustle of everyday



Stoked On Life Palm Beach



Our Program



Social Support

We offer social support by providing a safe and healthy in-person and online environment directed by licensed clinicians and certified aquatic instructors to support you in your self-love and sea-love journey.

We provide a drug-free and safe community for anyone seeking health and wellness in a loving and nurturing setting. We promote stoke!



Stoked On Life Palm Beach



Sand, Surf & Safety

David Fielding - Aquatics Director

Protocol

SAFETY

Item #2.

Pre-event site survey:

Turtles/Wildlife/Fishermen/Beachgoers

Staff/Participant safety:

Sun/Shade/Hydration/First Aid/CPR

Staff/Part Ratio 1-to-3 (0-2ft waves), 1-to-1 (3-6ft waves)

Post-event cleanup (low environmental impact):

Beach cleanups/Boxwater/Recycle



*We operate close to the tide-line, outside the guarded area
with trained water men and women on land and in surf.*

Serving The Community

David Berner - COO

501(c)(3) - Nonprofit

We exist on the kindness, support, and generosity of others thru donations, event proceeds, and merchandise sales.

Serving The Community

Proceeds:

- Provide scholarships to our program for young adults recovering from depression, anxiety, trauma, addiction, and other mental health issues.
- Allow us to hire licensed therapists and professional surf coaches to support and facilitate our programs.

Participant Mix

- **Caretakers of the Neurodivergent**
- **Goldstar Families**
- **1st Responders**
- **VA**
- **Treatment Centers**
- **Surfers for Autism/Gnome Surf**
- **Els School**
- **Commercial (wellness/team building)**
- **and many more**

Sponsors/Colabs

- **Surf Rider**
- **Force Blue**
- **Forever Frosty Foundation**
- **Ocean Magic**
- **Sunrise Surf Shop**
- **Ohana Surf Shop**
- **Papa Kwans**
- **Boxed Water**
- **Celsicus**
- **Family Foundations**
- **and many more**

**We Can Only Succeed
with Your Care & Support**

Win-win for our community

Support the Stoke!!!





Caitlin Copeland <ccopeland@juno-beach.fl.us>

Form submission from: PUBLIC COMMENTS

1 message

Town of Juno Beach Florida <juno-beach-fl@municodeweb.com>
Reply-To: Town of Juno Beach Florida <ccopeland@juno-beach.fl.us>
To: ccopeland@juno-beach.fl.us

Tue, Mar 26, 2024 at 7:38 PM

Submitted on Tuesday, March 26, 2024 - 7:38pm

Submitted by anonymous user: 76.108.41.202

Submitted values are:

First Name Richard

Last Name Dubnoff

Address 700 Ocean Royale Way #1205

Email Address rdubnoff@gmail.com

Agenda Item Number (Ex: 1, 2, 3) 20

Public Comment / Question

O.R. Condominium Association ("Ocean Royale") is requesting a continuance of this matter and postponement of any consideration of the Special Event Request by Stoked on Life Ocean Therapy Sessions to hold Ocean Therapy Sessions on the beach area of Juno Beach Access 20 from March through October 31". Richard Dubnoff is President of Ocean Royale.

The results of this submission may be viewed at:

<https://www.juno-beach.fl.us/node/2951/submission/19612>



Caitlin Copeland <ccopeland@juno-beach.fl.us>

Form submission from: PUBLIC COMMENTS

1 message

Town of Juno Beach Florida <juno-beach-fl@municodeweb.com>
Reply-To: Town of Juno Beach Florida <ccopeland@juno-beach.fl.us>
To: ccopeland@juno-beach.fl.us

Wed, Mar 27, 2024 at 6:11 PM

Submitted on Wednesday, March 27, 2024 - 6:11pm

Submitted by anonymous user: 108.11.3.43

Submitted values are:

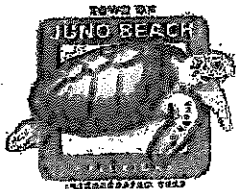
First Name William
Last Name Morrow
Address 750 OCEAN ROYALE WAY
Email Address drwilliammorrow@gmail.com
Agenda Item Number (Ex: 1, 2, 3) 20
Public Comment / Question

In the spirit of protecting Juno Beach from over commercialization, I do not feel that ANY business should be allowed to use our beach across from our homes as their office to conduct their daily business practices. It would be detrimental to Juno Beach and our residents who want to enjoy our sacred and peaceful beach, to have to compete for beach space with permitted businesses that set up shop on our beach such as the request to permit social workers to provide drug, alcohol, mental health rehab, surf counseling sessions of 20 participants , 4 times per week from March thru October during turtle nesting season on the beach access across from the largest condominium in Juno adjacent to Juno Beach Pier. If this is allowed, it will forever change the persona of the beach next to the pier in Juno and potentially all of Juno Beach. At \$100 fee per client multiplied by 15 clients 4 times per week, other businesses will jump on the bandwagon and flock to establish similar businesses on Juno Beach, and park their trailers overnight in our parking lots as was disclosed.

This is undoubtedly a bad decision for the future of Juno Beach nature as well as related politics. I would hate to see Juno Beach commercialized such as Aruba or Jamaica which are inundated with businesses renting paddle boards, surf boards, rafts, snorkels, boogie boards. Trailers that stop in the middle of Ocean Drive to unload and pickup all of the surf boards, tents, coolers cause a traffic jam and pedestrian crossing hazard. We have nothing against rehab, surfing, Acai bowls, ice cream and pizza, but we are 100% against the commercialization and overcrowding of our precious beachfront by business interests.

The results of this submission may be viewed at:

<https://www.juno-beach.fl.us/node/2951/submission/19615>



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM#

18

DATE

4/1/2027

Name:

MARC SERUYA

Phone#:

847-502-8881

Representing: (if applicable)

Address:

700 OCEAN ROYALE

Check what may apply:

- ☐ Support
- ☒ Oppose
- ☐ I wish to speak
- ☐ I would like my comment read into the record

Comments:



Town of Juno Beach

Public Comment Card for Town Council and Planning & Zoning Board Meetings

Any citizen wishing to speak should complete this card and give it to the Town Clerk prior to the start of the meeting.

AGENDA ITEM#

DATE

4/1/24

Name:

B Gubel

Phone#:

Representing: (if applicable)

Address:

451 OLYMPUS

Check what may apply:

- ☐ Support
- ☐ Oppose
- ☒ I wish to speak
- ☐ I would like my comment read into the record

Comments:

general comment

also item #20



Caitlin Copeland <ccopeland@juno-beach.fl.us>

Form submission from: PUBLIC COMMENTS

1 message

Town of Juno Beach Florida <juno-beach-fl@municodeweb.com>
Reply-To: Town of Juno Beach Florida <ccopeland@juno-beach.fl.us>
To: ccopeland@juno-beach.fl.us

Sun, Mar 31, 2024 at 11:51 AM

Submitted on Sunday, March 31, 2024 - 11:51am

Submitted by anonymous user: 76.110.95.84

Submitted values are:

First Name Maureen

Last Name Themis-Fernandez

Address 1492 Villa Juno Drive North

Email Address princessmoe1@gmail.com

Agenda Item Number (Ex: 1, 2, 3) 18 Resolution No. 2024-06 - Sponsorship of Organizations

Public Comment / Question

Good Evening Madame Mayor and Esteemed Council Members

I am one of the Lead volunteers of The Friends of the Arts of Juno Beach.

I am here to ask for your continued support of the Friends of the Arts.

As you know, The Friends of the Arts of Juno Beach, has been a time honored tradition showcasing the talent of local artists in our Town for over 35 years since its founding by the late Honorable Frank Harris. April 12th will be our 155th Opening Exhibition!

The Friends of the Arts has always allowed for expression and diversity to come together for deeper learning, appreciation, and an understanding of one another. In these unprecedented times as we continue to emerge from our post pandemic isolationism while restoring and building friendships, relationships, and unity in our neighborhoods and in our country, the unique connecting and therapeutic power of art and culture is even more important than it has ever been before.

As Pablo Picasso once said, "Art washes away from the soul the dust of everyday life."

At less than 1/4 of 1% of our Town's operating budget- let me repeat that, at less than 1/4 of 1% of our Town's operating budget, your continued financial and professional support yields dividends that are priceless!

I know that I can count on all of you to continue to support The Friends of the Arts of Juno Beach and I am looking forward to seeing all of you at our next show!

The results of this submission may be viewed at:

<https://www.juno-beach.fl.us/node/2951/submission/19617>

Construction Site Standards - Add Section 2 new (g) and reletter remaining.

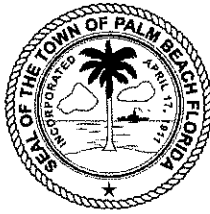
It shall be the joint responsibility of any owner of real property upon which construction is occurring, or any contractor responsible for said construction, to ensure that when cutting and finishing, concrete, tile, brick, stone materials, fiber cement and gunite, that all concrete, tile, brick, stone material, fiber cement or gunite, dust remains on site by the use of wet saws, vacuums, or screening or any combination of these or other methods.

[Note OSHA has established permissible exposure limits (PELs) for these silica containing materials.]

-
- Suggestion as you are updating this section of the code, update the reference in **Section 6-102** – Property Maintenance code. (a) The town hereby adopts the International Property Maintenance Code, 2006 2024 edition.

Also, the construction hours of operation are listed at Section 12-127 as Monday through Friday from 7:00am – 6 pm, and 9:00 am and 5:30 pm on Saturdays, no work on Sundays or holidays.

- Do we want to discuss the hours allowed for construction/ landscaping or what the waiver or variance procedure is to obtain different hours for your construction project?
- Request that we post the allowed hours for construction and landscape maintenance on our Town website.



Code Enforcement Department & Planning, Zoning & Building
Town of Palm Beach
345 South County Road
Palm Beach, FL 33480
(561) 227-7080

Item #2.

Town of Palm Beach
360 South County Road
Palm Beach, FL 33480
(561) 838-5431

www.townofpalmbeach.com

WORKING HOURS for CONSTRUCTION and LAWN MAINTENANCE

WORTH AVENUE HOURS - May 1 thru October 31 only

- **Monday thru Saturday** - Work allowed 8:00AM to 8:00PM ONLY.
- **Weekdays** - Workers are prohibited from arriving at construction and lawn maintenance sites prior to 7:30AM and are restricted from conducting any kind of site activity prior to 8:00AM during weekdays.
- **Saturdays** - Workers are prohibited from arriving at construction and lawn maintenance sites prior to 8:30AM and are restricted from conducting any kind of site activity prior to 9:00AM on Saturdays, when limited work is permitted from May 1 through the Monday preceding Thanksgiving.
- **Sundays and legal holidays** - **WORK NOT PERMITTED! ALL construction work is prohibited!**

SUMMER HOURS - May 1 until the Sunday preceding Thanksgiving

- **Monday thru Friday** - Work allowed 8:00AM to 6:00PM. Heavy equipment or other outdoor construction-related and lawn maintenance noise shall not be permitted before 9:00AM.
- **Weekdays** - Workers are prohibited from arriving at construction and lawn maintenance sites prior to 7:30AM and are restricted from conducting any kind of site activity prior to 8:00AM during weekdays.
- **Saturdays** - 9:00AM to 5:00PM. Quiet interior work only & quiet lawn maintenance and tree trimming. Workers are prohibited from arriving at construction and lawn maintenance sites prior to **8:30AM** and are restricted from conducting any kind of site activity prior to 9:00AM on Saturdays, when limited work is permitted from May 1 through the Monday preceding Thanksgiving.
- **Saturdays** - The following activities are **prohibited**:
 - Material deliveries
 - Concrete pours/Concrete sawing
 - Demolition/Razing of buildings (except non-mechanized cleanup)
 - The operation of any heavy equipment or machinery
- **Sundays and legal holidays and Town-observed holidays** - **WORK NOT PERMITTED! ALL construction work is prohibited!**

WINTER HOURS - Beginning the Monday preceding Thanksgiving thru April 30

- **Monday thru Friday** - 8:00AM to 5:00PM. With quiet interior work only from 8:00AM To 9:00AM. NO heavy equipment or other outdoor construction-related and lawn maintenance noise is permitted before 9:00AM. Workers are prohibited from arriving at construction and lawn maintenance sites prior to 7:30AM and are restricted from conducting any kind of site activity prior to 8:00AM during weekdays.
- **Saturdays, Sundays, legal holidays, and Town-observed holidays including the Friday immediately after Thanksgiving, ALL CONSTRUCTION WORK IS PROHIBITED!**
- **For multi-family properties, south of Sloan's Curve which are not located on Ibis Isle**, that have an association board that approves of **Saturday** work hours, and a copy of the letter indicating the Saturday work hours have been approved by the association board is on record with the Town. **Saturdays - QUIET INTERIOR WORK** between 9:00AM to 5:00PM.

LAWN MAINTENANCE Section 2. 42-230 Lawn Maintenance

(a) Lawn maintenance in the town shall be limited to the hours outlined for construction work at section 42-199 (as stated above) and all gas and electric powered lawn maintenance equipment, including leaf blowers, shall be subject to the same restrictions as heavy equipment as described in said section. **However, lawn maintenance equipment may be used on the Wednesday immediately preceding Thanksgiving and on the Friday immediately following Thanksgiving from 9:00 a.m. to 5:00 p.m. with quiet work only (no gas or electric powered lawn maintenance equipment or leaf blowers) from 1:00 p.m. to 5:00 p.m. on the Friday immediately following Thanksgiving. *** ALL GAS-POWERED LEAF BLOWERS ARE PROHIBITED IN THE TOWN.**

I would like to request a consensus from Council that we are a

"slow growth" community and the we direct staff to review any building development proposal or permit application for building in a cautious manner that preserves our existing community and promulgates this "slow growth" philosophy, for the purpose of preserving that which makes Juno Beach unique and is consistent with its small town charm.

Consensus on Ex Parte Communications

I would like a consensus from Town Council to prohibit closed door – private meetings with developers on projects that will come before Town Council for a vote, and that this prohibition applies to our Planning and Zoning Board.

The meetings with developers on projects that will come before Town Council and/or the Planning and Zoning Board for a vote, should be held at publicly noticed open public forum workshops where the public is invited, and everyone can comment on the project both the decision-makers and the other stakeholders.



TOWN COUNCIL WORKSHOP WITH TREASURE COAST REGIONAL PLANNING COUNCIL MINUTES

April 08, 2024 at 3:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: PEGGY WHEELER, MAYOR
DD HALPERN, VICE MAYOR
MARIANNE HOSTA, VICE MAYOR PRO TEM
JACOB ROSENGARTEN, COUNCILMEMBER
DIANA DAVIS, COUNCILMEMBER

ALSO PRESENT: DAVID DYESS, TOWN MANAGER
LEONARD RUBIN, TOWN ATTORNEY
FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
DANA LITTLE, URBAN DESIGN DIRECTOR (TCRPC)
KIM DELANEY, DIRECTOR OF STRATEGIC DEVELOPMENT & POLICY
(TCRPC)

AUDIENCE: 10

CALL TO ORDER – 3PM

DISCUSSION ITEMS

1. Discussion on a Scope for Master Development Planning for Juno Beach

ADJOURNMENT

Mayor Wheeler adjourned the workshop at 4:57pm.

Peggy Wheeler, Mayor

Caitlin E. Copeland-Rodriguez, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: Steven Hallock, Director of Public Works
Item Title: Proclamation – National Public Works Week 2024

DISCUSSION:

National Public Works Week is a celebration of the tens of thousands of men and women in North America who provide and maintain infrastructure and services collectively known as Public Works. The week of May 19th through May 25th is National Public Works Week. Public Works superheroes help keep communities strong by providing infrastructure of services, wastewater and stormwater treatment, public buildings and spaces, parks and grounds, and emergency management and first response. They are what make our communities great places to live and work.

RECOMMENDATION: Town Staff recommends Town Council approve the Proclamation for National Public Works Week.

Attachment(s):

- Copy of Proposed Proclamation.



PROCLAMATION

Town of Juno Beach of Palm Beach County, Florida

NATIONAL PUBLIC WORKS WEEK

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, solid waste collection, parks and canal maintenance; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel, who staff public works departments, is materially influenced by the people's attitude and understanding of the importance of the work they perform.

WHEREAS, there would be no community without the quality-of-life public works provides. There would be no community to police and protect, no public to lead or represent. Public works allows the world as we know it to be. This year's theme "Public Works Connects Us" speaks to the essential nature of Public Works services in support of everyday quality of life.

NOW, THEREFORE, The Town of Juno Beach, Florida does hereby proclaim the week of May 19 – May 25, 2024, as

NATIONAL PUBLIC WORKS WEEK

in the Town of Juno Beach and calls upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works; and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

PASSED AND DULY ADOPTED in regular session this 24th day of April, 2024.

TOWN OF JUNO BEACH, FLORIDA

Peggy Wheeler, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Proclamation – Professional Municipal Clerks Week 2024

DISCUSSION:

Municipal Clerks throughout the United States, Canada and 15 other countries will celebrate the 55th Annual Professional Municipal Clerks Week on May 5 through 11, 2024. In 19-84 and in 19-94, Presidents Ronald Reagan and Bill Clinton, respectively, signed a Proclamation officially declaring Professional Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government. Although it is one of the oldest positions in local government, few people realize the vital services Municipal and Deputy Clerks perform for their community. Primarily, they act as the cornerstone of their council. They also prepare the council agendas, record and index minutes and maintain the council's ordinance and resolutions files. Other responsibilities include keeping the official records of the city, conducting local elections and processing permits. Many serve as financial officers or treasurers and, in some municipalities, may act as chief administrative officers.

The International Institute of Municipal Clerks (I-I-M-C) sponsors Professional Municipal Clerks Week. Founded in 19-47, I-I-M-C is the professional association of 16,000 City, Town, Township, Village, Borough, Deputy and County Clerks. I-I-M-C is dedicated to improving the professionalism of the Clerk and increasing the productivity of local government.

RECOMMENDATION:

Town Staff recommends Town Council approve the Proclamation for Professional Municipal Clerks Week.



Proclamation

Town of Juno Beach of Palm Beach County, Florida

Professional Municipal Clerks Week

May 5 – May 11, 2024

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, Peggy Wheeler, Mayor of the Town of Juno Beach, do recognize the week of May 5 through 11, 2024, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Caitlin E. Copeland-Rodriguez, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 24th day of April, 2024

TOWN OF JUNO BEACH, FLORIDA

Peggy Wheeler, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Proclamation – Public Service Recognition Week 2024

DISCUSSION:

Celebrated the first full week in May since 1985, Public Service Recognition Week (PSRW) is a time set aside to honor those who serve our nation as federal, state, county, and local government employees. Throughout the nation and the world, public servants use this occasion to educate others about the work they do and why they have chosen public service careers, as well as the many ways government services make life better for all of us.

RECOMMENDATION:

Town Staff recommends Town Council approve the Proclamation for Public Service Recognition Week.



PROCLAMATION

Town of Juno Beach of Palm Beach County, Florida

Public Service Recognition Week 2024

In honor of the millions of public employees at the federal, state, county, and local levels:

Whereas, Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation working. Their tireless efforts are especially critical today during the COVID-19 pandemic;

Whereas, Public employees take not only jobs, but oaths;

Whereas: Many public servants, including military personnel, police officers, firefighters, border patrol officers, embassy employees, health care professionals and others, risk their lives each day in service to the people of the United States and around the world;

Whereas, Public servants include teachers, doctors and scientists . . . train conductors and astronauts . . . nurses and safety inspectors . . . laborers, computer technicians and social workers . . and countless other occupations. Day in and day out they provide the diverse services demanded by the American people of their government with efficiency and integrity; and

Whereas, Without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials;

Therefore, I, Peggy Wheeler, the Mayor of the Town of Juno Beach do hereby announce and proclaim to all citizens and set seal hereto, that May 5 – May 11, 2024, is Public Service Recognition Week. All citizens are encouraged to recognize the accomplishments and contributions of government employees at all levels — federal, state, county, and local.

PASSED AND DULY ADOPTED by the Town Council of the Town of Juno Beach on this 24th day of April, 2024.

TOWN OF JUNO BEACH, FLORIDA

Peggy Wheeler, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Proclamation – National Safe Boating Week 2024

DISCUSSION:

National Safe Boating Week will be held from May 18-24, 2024, reminding all boaters to brush up on boating safety skills and prepare for the boating season. This observance week is the annual kick-off of the Safe Boating Campaign, a global awareness effort that encourages boaters to make the most of their boating adventure by being responsible.

RECOMMENDATION:

Town Staff recommends Town Council approve the Proclamation for National Safe Boating Week.



PROCLAMATION

Town of Juno Beach of Palm Beach County, Florida

NATIONAL SAFE BOATING WEEK

For over 100 million Americans, boating continues to be a popular recreational activity. From coast to coast, and everywhere in between, people are taking to the water and enjoying time together boating, sailing, paddling and fishing. During National Safe Boating Week, the U.S. Coast Guard and the National Safe Boating Council, along with federal, state, and local safe boating partners encourage all boaters to explore and enjoy America's beautiful waters responsibly.

Safe boating begins with preparation. The Coast Guard estimates that human error accounts for most boating accidents and that life jackets could prevent nearly 75 percent of boating fatalities. Through basic boating safety procedures – carrying lifesaving emergency distress and communications equipment, wearing life jackets, attending safe boating courses, participating in free boat safety checks, and staying sober when navigating – we can help ensure boaters on America's coastal, inland, and offshore waters stay safe throughout the season.

National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water throughout the year.

Whereas, on average, 650 people die each year in boating-related accidents in the U.S.; 75 percent of these are fatalities caused by drowning; and

Whereas, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment or environmental factors; and

Whereas, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets.

Therefore, I, Peggy Wheeler, Mayor for the Town of Juno Beach, do hereby support the goals of the Safe Boating Campaign and proclaim May 18-24, 2024 as National Safe Boating Week and the start of the year-round effort to promote safe boating.

In Witness Whereof, the Town urges all those who boat to practice safe boating habits and wear a life jacket at all times while boating.

Given under my signature and the seal of the Town of Juno Beach, Florida, this **24th** day of **April**, 2024.

TOWN OF JUNO BEACH, FLORIDA

Peggy Wheeler, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: B. Smith, Chief of Police
Item Title: Proclamation – Police Week and Peace Officers Memorial Day 2024

DISCUSSION:

National Police Week is a collaborative effort of many organizations dedicated to honoring America's law enforcement community.

National Police Week will be observed from May 12th – May 18th, 2024. National Police Week occurs in May. In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week.

National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

RECOMMENDATION:

Town Staff recommends Town Council approve the Proclamation for National Police Week and Peace Officers Memorial Day.



PROCLAMATION

Town of Juno Beach of Palm Beach County, Florida

Police Week and Peace Officers Memorial Day

WHEREAS, the Congress and President of the United States have designated May 15th as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the members of Florida law enforcement agencies play an essential role in safeguarding the rights and freedoms of our citizens; and

WHEREAS, it is important that all Florida citizens know and understand the problems, duties and responsibilities of their police department and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, Florida police departments have grown to be modern and scientific law enforcement agencies which increasingly provides a vital public service;

NOW, THEREFORE BE IT RESOLVED, that we call upon all Florida Police Agencies and Municipalities and upon all patriotic, civil and educational organizations to observe the week of May 13th through 18th, 2024, as Police Week with appropriate ceremonies in which all of our citizens may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

AND BE IT FURTHER RESOLVED, to call upon all Florida Police Agencies and Municipalities to observe Monday, May 15th, 2024 as Peace Officers Memorial Day in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

PASSED AND DULY ADOPTED in regular session this 24th day of April, 2024.

TOWN OF JUNO BEACH, FLORIDA

Peggy Wheeler, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Meeting Name: Town Council
Meeting Date: April 24, 2024
Prepared By: I. Hickey Senior Planner
Item Title: Annual Progress Report – Floodplain Management Plan

DISCUSSION:

The Community Rating System (CRS) Program requires a yearly progress report pertaining to our floodplain management plan. The Town approved Resolution - 2019-07 on October 23, 2019, adopting the 2020 Revised Palm Beach County Local Mitigation Strategy (LMS) Plan. The County's Mitigation Plan is updated every five (5) years. The plan was originally created in 1999 by Palm Beach County and designed to create a more disaster resistant community. There are a total of 38 municipalities that currently participate in the LMS, including the Town of Juno Beach. This plan is a necessary tool that aids in identifying all types of hazards and allows for participating communities to be eligible to receive pre-disaster and post disaster federal funding for mitigation purposes.

See the attached progress report that addresses our Flood Mitigation Plan and gives a detailed report to the Community Rating System (CRS) for the 2024 recertification process. The Town has an annual audit to verify that all related activities listed in the CRS Program are being performed. The audit / recertification process is required to maintain our current rating of "5", which provides a 25% discount on flood insurance to our residents that live in the Special Flood Hazard Area (SFHA) and a 10% discount to those outside of the SFHA.

RECOMMENDATION:

Staff recommends approval of the "Community Rating System, 2024 Floodplain Management Plan Progress Report" as part of the consent agenda.

Attachment:

- Community Rating System Floodplain Management Plan Progress Report

**COMMUNITY RATING SYSTEM
FLOODPLAIN MANAGEMENT PLAN PROGRESS REPORT
April 24, 2024**

Juno Beach, Florida 120208 NFIP NUMBER

1. Name of the CRS Floodplain Management Plan (LMS or other):

Palm Beach County Local Mitigation Strategy 2020

2. Date adopted:

October 23, 2019

3. Location where copies are available for review:

Juno Beach Town Center
340 Ocean Drive, Juno Beach, FL 33408
<https://discover.pbcgov.org/publicsafety/dem/Sections/Planning-Local-Mitigation-Strategy.aspx>

4. Summarize any floods that occurred during the year (if any):

So far 2024 has experienced stronger wind gusts than normal. No flooding events have been observed.

The summer months of 2023 were hotter than usual with temperatures reaching the high 80s to high 90s. This period also experienced frequent thunderstorms due to the high humidity. Juno Beach did not experience any major storm events or flooding during the hurricane season. The winter months experienced partly cloudy and rainier than normal conditions compared to previous years.

2023 has been a relatively mild year so far with less than a 3-% chance of rain (occurring through January-April).

2022 has been a been a wetter than normal winter.

Hurricane Ian was one of the most powerful hurricanes to ever impact Florida. The storm brought significant rainfall, storm surge, strong winds and tornadoes to the region (September 2022). Rainfall from the storm was significant and there was a rapid rise in canals, lakes, ponds and rivers. The combination of Ian's excessive rainfall, severe winds, and exceptional storm surge contributed to widespread damage and property losses across the state of Florida. Following the landfall of Ian, more than 2.6 million customers were without power.

Tropical Storm Nicole hit Florida very late in the hurricane season (November 2022). The RV Park experienced minor flooding. Nicole was a category 1 hurricane (on the Saffir-Simpson Hurricane Wind Scale) that made landfall in the northwestern Bahamas and on the east-central coast of Florida. It later made landfall as a tropical storm in the Florida Panhandle. Due to its large size, Nicole's impacts extended from the Bahamas and Florida.

2021 was a relatively mild year with no major floods or weather incidents to report. Rainfall reports indicate that we were slightly below average.

With record amounts of rainfall in 2020, there have been several areas in the Town which have been impacted by flooding and ponding water. The Juno Beach RV Park, a location with a history of chronic roadway flooding conditions. The ponding of water is caused by several factors including streets that are within a low-lying area in the RV Park, a limited amount of stormwater runoff storage and no structured drainage system. The RV Park had contracted with a consultant engineering firm years ago and they have made some improvements to their property. While some residents within the RV Park have been inconvenienced by the flooded roadways, the Town has not been advised of any actual property damage caused by the water.

There are several locations along the Ocean Drive corridor which continue to accumulate ponding water during and following heavy rainfalls, most notably in the vicinity of 700 - 800 Ocean Drive. As Ocean Drive is a Palm Beach County maintained roadway, the County is currently performing a survey of the roadway to determine future storm water drainage improvements. There are no reports of any property damage caused by the water.

5. What impact did the floods have on the repetitive loss area:

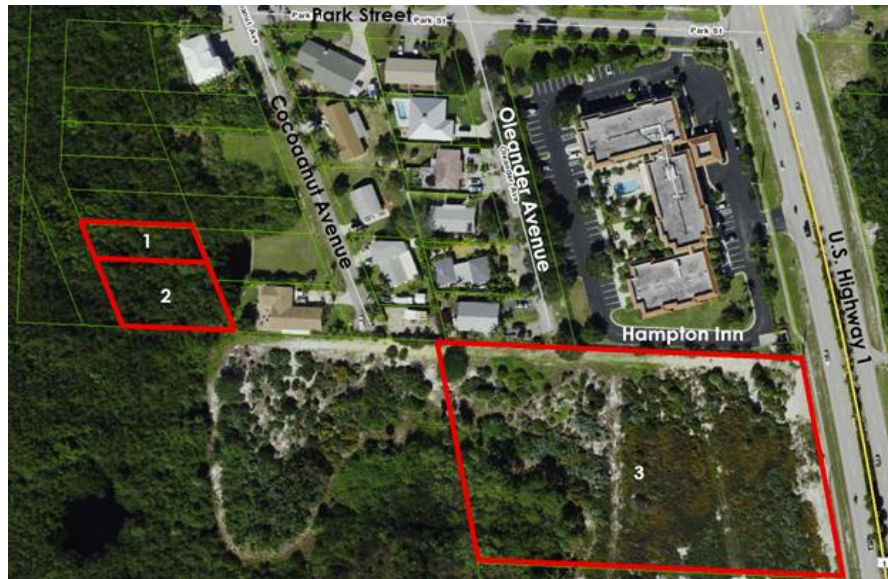
None of the repetitive loss properties have reported any claims or flood damage. Juno Beach does not have any identified repetitive loss *areas* due to a lack of historical data on the cause of flooding for the three repetitive loss properties on record. The three property owners have been contacted by Town staff regarding the cause of their flood claims, but detailed information has not been provided by the property owners.

6. On a separate sheet (or use the back), list each element of the original plan and note how much was accomplished during the previous year: (this is an on-going list of projects)

- February 2024, The Universe Drainage Project was completed on time and under budget. Construction commenced August 1, 2023, and was completed with the final walk-through January 26, 2024. The Juno Beach Town Council approved

- \$3,043,504.50 for the completion of this stormwater infrastructure project. \$1,050,000 was funded by the Resilient Florida grant program and the balance was funded by the Town of Juno Beach. The total cost of this project was \$2,871,942 but with grant funding and some stakeholder reimbursements the Town expended \$1,681,101. This project was built per the engineering design except for the 8' sidewalk which was reduced to the 5' sidewalk due to field conditions and the replacement of one additional manhole and a 7th lateral crossing Universe Blvd to service The Waterford's property.
- April 2023, the Resilient Florida grant was awarded to the Town for the Universe Boulevard Drainage project, in the amount up to \$1 Million. This grant will assist in the complete replacement of 2000 linear feet corrugated metal pipe (CMP) and replace it with high density polyethylene (HOPE) pipe. April 2023, Appropriations in the amount of \$500 k had been approved by the legislative committee.
 - April 2022, Town staff are still working with PBC on the proposed drainage project that is part of the paving project on Ocean Dr. The County has agreed to enhance the drainage infrastructure including the swales and installing catch basins and drainage pipes along Ocean Drive south of Donald Ross Road to Pelican Lake. The County has had to make design changes to the project due to conflicts in underground infrastructure and the necessary elevation needed for the new drainage structure. At this time, it is unknown when this project will be completed.
 - March 2022, Town staff were notified of an estimated (up to) \$1,050,000 mitigation grant awarded to the Town for the Universe Blvd Stormwater project. This project has sought funding for 5+ years, now that we have 50% of the project it will continue to move forward. This project has been engineered, the permits have been applied for and construction drawings are expected summer 2022 with project bidding to take place immediately. Construction is expected in 2023.
 - April 2021, Town staff have been working with Palm Beach County staff to enhance drainage on Ocean Drive where we have seen chronic ponding of stormwater. PBC is proposing a drainage project to not only enhance drainage in these problem areas but to improve the water quality of the stormwater as it funnels into Pelican Lake and is subsequently released into Little Lake Worth Lagoon south of Town. The discussions and proposals include a new 24-30" drainage pipe, swales, pollution prevention baffles, swales with raised inlets, exfiltration trenches and a possible littoral shelf. These items are being discussed by the Town's engineer and county representatives. It is hopeful that this project will be designed this summer and constructed next year in 2022.
 - December 2020, Palm Beach County commenced the beach re-nourishment project which includes Jupiter & Juno Beach. Town staff has worked diligently with the county to accomplish this task.
 - In October 2020, 3 ordinances were passed (No 728/ No 729/ No 730) to rezone parcels that are in the SFHA from Residential Single-Family and Commercial General to Environmental Sensitive Lands (ESL). This action taken by the Town Council supports the Town's mitigation efforts as outlined in the "Action Plan"

(Section 9 of the Floodplain Mitigation Plan). Below is a map of the three properties.



- Summer 2020- The stormwater management plan from 2009, as prepared by AECOM (the Town's engineer at the time) identified capital improvement projects for stormwater management. One of the recommended projects was one on Zenith Lane. This area was selected as a location for drainage improvements because of the slope at the end south of S. Juno Lane and other areas which are relatively flat in grade. It is recommended that drainage structures and exfiltration trench be installed at select locations to better facilitate drainage. The Public Works Director is currently coordinating with the Town's engineer (Simmons & White) as they provide an engineering design to mitigate the ponding that takes place in this part of Town. This project is due to complete in 1Q/2021.
- In August 2018 the town applied for a HMGP (Hazard Mitigation Grant Program) grant for Universe Blvd. The Town also worked with our state representative (Rick Roth) in asking for appropriations funds (January 2019) for this storm water mitigation project. The Town had two letters of support for these funding requests, one from Florida Power & Light headquarters and one from the Waterford which is an assisted living facility that would be directly impacted from a storm water pipe failure. The Town continues to monitor Palm Beach County's Local Mitigation Strategy Project Priority List (LMS-PPL) which lists two flood mitigation projects. The Town continues to work closely with the county and the state in the up-coming beach renourishment tentatively scheduled for FY20/21. (2019)
 - In addition to applying for 2 grants for the Universe Blvd storm water project, staff requested funding from the state through an "Appropriations Request" soliciting and receiving the support of our State Senator and State Representative. As of April 2018 we have not received notice whether this appropriations request was granted or not. (2018)

- Public Works has made repairs to the Zenith Lane drainage structure, and they removed silt/debris from the drainage pipe. (2017)
- 2017; The drainage system which services the properties on Universe Boulevard conveys storm water runoff through a 40-year-old corrugated metal pipe which outfalls into the Intracoastal Waterway. There are approximately 5,000 feet of large diameter pipe, catch basins, lateral connections, and manholes in this system. This system is failing, to date \$157,285 has been spent on this system and has resulted in the repair of only 124 feet of the 5,000-foot system. Certain that this infrastructure will continue to require repair and/or replacement, and due to the fact that emergency repairs escalate the cost of such improvements, town staff sought grant funding opportunities to reduce the costs for all the stake holders. The Juno Beach Town Council agreed with the initiative and Town staff is in the process of reviewing three current grant opportunities from various State and Local agencies. Grant awards are not expected to be announced until late summer to early fall of 2017, and construction of Phase 1 is not expected until 2018.
- 2017; Palm Beach County is scheduled to renourish the beaches in Jupiter and Juno Beach in 2018. We have been assisting them and coordinating with them as this project unfolds. (Note: this project was delayed and now tentatively scheduled for 2020)
- In 2015, Juno Beach submitted an application to the Palm Beach County Local Mitigation Strategy (LMS) for consideration of their Prioritized Project List (PPL). Our drainage project located at Juno Ocean Walk, was reviewed, and ranked #6 (out of 69 countywide projects) and placed on the LMS PPL in December 2015. This was part of Goal #2, objective 2.2 in our floodplain mitigation plan as we work towards this mitigation project. This mitigation activity is part of our Action Plan as we pursue grant funding for this drainage project.
- The Town staff has implemented and/or continued with the following flood mitigation activities according to our Flood Mitigation Plan:
 - We continue to look for funding opportunities for the two unfunded capital improvement projects on Zenith Lane & Juno Ocean Walk. Our staff is working to get the Juno Ocean Walk drainage project on the LMS approved project list.
 - This year has been instrumental in promoting flood insurance since almost 1,000 property owners will be impacted by the new FEMA flood maps. Staff has sent letters to all these property owners in addition to speaking to them on the phone and in person educating them about how this will impact their flood insurance coverage.
 - Our staff has contacted FDOT about the flooding/drainage concerns on US Hwy 1 when we have a heavy downpour. We are monitoring this area.
- The Town has been working to provide needed maintenance to the Universe Boulevard storm water drainage system. The storm water drainage system servicing the properties along Universe Boulevard

consists of a series of inlets and underground pipes beneath that roadway. The storm water collected in the system flows through 35 year old corrugated metal pipe which varies in size from 18" to 60" in diameter. The flow is conveyed along Ellison Wilson Road and discharges to the Intracoastal Waterway. There are approximately 5,000 feet of pipe in this system. In early 2013 a company was contracted to inspect, determine infrastructure integrity and provide repairs. As a fair and equitable means to have abutters maintain the infrastructure into which they discharge, the Juno Beach Town Council agreed that Universe Boulevard abutters (stake holders) should share the costs for improvements to that drainage system. Once the pipe was inspected it was then jet cleaned along with all 6 lateral connections. Once cleaned, cameras were used to look for damage, potential backup locations and root infiltration. The pipe was tested by systematically plugging sections and pumping water into these areas. The outcome of this testing resulted in minor repair work to two open joints on two of the intake structures. The overall condition of this storm water drainage pipe was determined to be in good working condition and no further work is required. This project was completed in January 2014.

- Staff started working on our Floodplain Management & Mitigation Plan in January 2013. A task force was assembled including residents of the community, business owners and other stake holders. Over the course of a year, we formulated and developed a comprehensive plan with goals and objectives specifically for Juno Beach. The completed plan is due to be completed in early summer 2014.
- The Juno Beach Town council approved staff's request to apply for a Flood Mitigation Assistance (FMA) grant to fund a new Floodplain Management Plan in 4Q/2011. The Town staff submitted the FMA application to the State of Florida and we were awarded the funding, and the grant agreement was executed August 8, 2012. This Floodplain Management Plan will support the Palm Beach County Local Mitigation Strategy (LMS) that the Town currently uses. The new plan is being customized for the Town and will identify flood hazards and specific flood projects to better protect residents and insurable property from the hazard of flooding.
- On March 23, 2011 the Juno Beach Town Council voted to move forward with one of the recommended storm water management projects as suggested by the Town's engineer. The project will replace the Pelican Lake outfall pipe that is in desperate need of repair. This project is approved for funding and was completed in May, 2011.
- On July 22, 2009, the Town's engineering firm submitted a town-wide storm water management plan that addressed three specific projects. In addition to the projects our engineer made a recommendation to restore some of the sections of swale on Ocean Drive. Some of the swales in town have not been maintained due to tree plantings and steep slopes from adjacent yards. The Town has restored a number of these recommended swale sections which increases surface storage and reduces temporary

ponding in the roadway allowing for better percolation to occur. One of the three recommended drainage projects is in the floodplain. This project calls for the replacement of the Pelican Lake outfall pipe due to its deteriorated condition. This project was scheduled for 3Q-4Q/2010 with funding from the Town's Capital Improvement Budget 09/10 due to budget constraints this project was delayed.

- Beach re-nourishment was supposed to take place in November 2009 through out Juno Beach. This project was delayed due to permitting issues which have been resolved. Construction bids for this work went out in March 2009. Beach re-nourishment commenced December 2009 and was completed April 2010. This project added approximately one million cubic yards of new sand onto approximately 2.4 miles of eroded beach and dunes within the Towns of Juno Beach and Jupiter. The re-nourishment project also included the installation of over 50,000 sea oat plants to assist in preventing further erosion of the beach and dune.
- Because the Town's coastline is particularly susceptible to serious beach erosion, it maintains an aggressive beach restoration and re-nourishment program. This program is monitored by the county through the Town.
- The Town has an impressive class 5 rating (one of the highest in the County), which provides residents with a 25% reduction on their flood insurance premiums. Residents receive newsletters containing hurricane, flooding and other disaster preparedness information. The Town hosts resident meetings as part of its CRS program.
- In 2006, the Town upgraded the emergency generator to include the administrative offices as well as the Police Department. The Town has also received approval from FEMA to continue to harden the municipal complex and complete the installation of storm shutters and impact glass. The hardening of the Town center and police department was completed August 1, 2008.
- In 2004, the Town amended their local codes to bring them current with the change to the Unified Florida Building Code. The municipal complex is fitted with storm shutters and impact glass, has an emergency generator and utilizes a reverse 9-1-1 emergency alert system.

7. Were any of the objectives not reached or is implementation behind schedule? If so, state why:

The Juno Ocean Walk Drainage Project is on the Fall 2023 Prioritized Project List (adopted by the LMS Steering Committee). At this time, lack of grant funding has prevented the project at Juno Ocean Walk RV Park from being completed.

8. Should new projects be started or should any of the recommendations or objectives be revised:

Palm Beach County is repaving Ocean Drive from US1 to Donald Ross Road. This project will also provide enhanced drainage on Ocean Drive starting at the Juno Beach Town Center to just south of 751 Ocean Drive. The drainage features include new

drainage pipes, catch basins and enhancing the existing swales. The County has also agreed to install two littoral shelves, on the north and south end of Pelican Lake to enhance the water quality. This is a Palm Beach County project, but the Town will fund the construction of one of the littoral shelves. This project should be advertised for a competitive bid in February or March.

The Town of Juno Beach was awarded funding from the Resilient Florida grant program to improve drainage on Celestial Way. This 50/50 match grant will provide \$162,000 towards this capital project. The majority of this capital improvement project will create swales on both the east & west side of Celestial Way. The engineering design proposes pervious pavers at the intersection of Mercury Road and Celestial Way to further enhance the management of stormwater. This project will be put out for competitive bid in March and construction will begin prior to July 1st per the grant guidelines.

9. Progress Report discussed and/or made available at a public meeting (attach copy of the minutes as documentation)

The progress report was presented to the Town Council at the April 24, 2024, meeting and copies of this report were made available to the public and the media.

For more information contact: Isabella Hickey, Senior Planner.

Phone: (561)656-0318

Email: ihickey@juno-beach.fl.us



Meeting Name: Town Council
Meeting Date: April 24, 2024
Prepared By: F. Davila, CFM.
Item Title: Approval to Expend Funds for the Retirement of Nancy Harvey

BACKGROUND:

Over 20 years ago, the Town established an informal policy to recognize employees when they retire from the Town. This informal policy is to expend \$1,000 for senior staff and \$500 for all other employees for every decade of exemplary work and dedication to the Town. The recommended funds are used for a party and/or gift. The Town solidified this policy for employees hired prior to September 27, 2023 by adopting Resolution 2023-17.

The Town also established Resolution No. 2013-13, which adopted a Public Purpose Expenditure Policy which includes recognition events and/or gifts for employee retirements. This policy requires the approval of the Town Council for costs that exceed \$500.

DISCUSSION:

The Town has one employee retiring in the near future, Nancy Harvey, Permit and License Coordinator. Nancy has worked for the Town since April 2003, providing over 21 years of service. Nancy has provided exceptional work for the Town and its citizens over her two decades of dedicated service. Nancy will be truly missed.

RECOMMENDATION:

Staff recommends the Town Council consider a motion to approve the expenditure of \$1,050 for Nancy Harvey per Resolution 2023-17.



Meeting Name: Town Council Meeting
Meeting Date: April, 2024
Prepared By: M. Ventura, Finance Director
Item Title: Year to Date (YTD) Financial Statements

DISCUSSION:

Please find attached the YTD financial reports for your review.

RECOMMENDATION:

This is an informational report to Town Council only and no action is required.

TOWN OF JUNO BEACH
MONTH ENDING MARCH 31, 2024

Item #11.

1						
2	GENERAL FUND	Original	Actual			
3		FISCAL YEAR	YTD 3/31/24	Difference	% To Budget	VARIANCE
4	<u>REVENUES</u>	<u>2023-2024</u>				
5	Ad Valorem Taxes	\$3,966,863	\$3,702,251	\$264,612	93%	
6	Local Option, Use & Fuel Taxes	\$57,283	23,836	\$33,447	42%	
7	One-Cent Discretionary Surtax	\$305,851	151,651	\$154,200	50%	
8	Utility Services Taxes	\$953,364	436,919	\$516,445	46%	
9	Local Business Tax	\$70,000	49,397	\$20,603	71%	
10	Building Permits	\$1,040,000	614,374	\$425,626	59%	
11	Franchise Fees	\$100,000	44,474	\$55,526	44%	
12	Permits, Fees & Special Assessments	\$159,950	154,035	\$5,915	96%	
13	Grants	\$274,500		\$274,500	0%	
14	Intergovernmental Revenue	\$533,180	236,750	\$296,430	44%	
15	Charges for Services	\$40,000	52,635	(\$12,635)	132%	
16	Fines and Forfeitures	\$25,500	89,297	(\$63,797)	350%	
17	Investment Earnings	\$150,000	265,092	(\$115,092)	177%	
18	Miscellaneous	\$97,000	500,382	(\$403,382)	516%	Project Contributions
19	From Impact Fees-Restricted	\$75,000	0	\$75,000	0%	
23	From One-Cent Surtax-Restricted	\$18,200	0	\$18,200	0%	
24	From Assigned Fund Balance	\$705,399	0	\$705,399	0%	
25	<u>From Unassigned Fund Balance</u>	<u>\$2,942,500</u>	<u>0</u>	<u>\$2,942,500</u>	<u>0%</u>	
26						
27	TOTAL REVENUES	<u>\$11,514,590</u>	<u>\$6,321,093</u>	<u>\$5,193,497</u>	55%	
28						
29	EXPENDITURES BY DEPARTMENT					
30						
31	<u>LEGISLATIVE</u>					
32	Salaries	16,200	\$4,900	\$11,300	30%	
33	Employee Benefits	1,239	375	\$864	30%	
34	Operating Expenses	<u>12,500</u>	<u>624</u>	\$11,876	5%	
36	TOTAL LEGISLATIVE	29,939	5,899	24,040	20%	
37						
38	<u>FINANCE & ADMINISTRATION</u>					
39	Salaries	674,302	325,854	348,448	48%	
40	Employee Benefits	187,478	86,801	100,677	46%	
41	Professional Fees	87,000	54,076	32,924	62%	
42	Operating Expenses	161,650	90,246	71,404	56%	
43	Capital Outlay	<u>55,000</u>	<u>21,053</u>	33,947	38%	
44						
45	TOTAL FINANCE & ADMINISTRATION	1,165,430	578,030	587,400	50%	

TOWN OF JUNO BEACH
MONTH ENDING MARCH 31, 2024

	FISCAL YEAR	Actual	Difference	
	2023-2024	YTD 3/31/24		
<u>COMPREHENSIVE PLANNING</u>				
Salaries	554,981	237,718	317,263	43%
Employee Benefits	161,676	65,119	96,557	40%
Professional Fees	475,500	282,613	192,887	59%
Operating Expenses	67,556	35,761	31,795	53%
Capital Outlay	<u>110,000</u>	<u>0</u>	110,000	0%
TOTAL COMPREHENSIVE PLANNING	1,369,713	621,211	748,502	45%
<u>LAW ENFORCEMENT</u>				
Salaries	1,853,310	864,901	988,409	47%
Employee Benefits	940,979	428,316	512,663	46%
Professional Fees	37,700	9,598	28,102	25%
Operating Expenses	392,646	178,259	214,387	45%
Capital Outlay	<u>375,000</u>	<u>139,078</u>	235,922	37%
TOTAL LAW ENFORCEMENT	3,599,635	1,620,152	1,979,483	45%
<u>PUBLIC WORKS</u>				
Salaries	344,949	161,064	183,885	47%
Employee Benefits	126,543	58,560	67,983	46%
Professional Fees	5,000	3,137	1,863	63%
Operating Expenses	524,694	250,516	274,178	48%
Capital Outlay	<u>3,378,250</u>	<u>1,801,548</u>	1,576,702	53%
TOTAL PUBLIC WORKS	4,379,436	2,274,825	2,104,611	52%
<u>GENERAL GOVERNMENT</u>				
Insurance	332,115	222,545	109,570	67%
Town Debt Service	0	0	0	
Contingency	<u>638,322</u>	<u>0</u>	638,322	0%
TOTAL GENERAL GOVERNMENT	970,437	222,545	747,892	23%
TOTAL EXPENDITURES	<u>\$11,514,590</u>	<u>\$5,322,662</u>	<u>\$6,191,928</u>	<u>46%</u>
Net Income YTD	<u>(\$0)</u>	<u>\$998,431</u>		

BALANCE SHEET FOR 2024 6

FUND: 01 GENERAL FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
01	10101	GENERAL FUND CHECKING	-456,088.43	-562,835.10
01	10102	PAYROLL CHECKING	16,000.11	17,000.11
01	10106	CREDIT CARD ACCOUNT	44,065.39	632,303.93
01	10201	PETTY CASH	.00	600.00
01	10202	PETTY CASH-PD	.00	250.00
01	10410	WELLS FARGO-MM SWEEP	-254,634.54	3,569,039.14
01	10412	MONEY MARKET	.00	2,620,123.11
01	10420	POOLED CASH-STATE BD OF A	.00	655,149.54
01	10421	FL PALM INVESTMENT	.00	2,088,330.77
01	10424	FMIT-0-2 HQ BOND FUND	.00	235,022.42
01	10425	FMIT-SHORT TERM BOND	.00	446,830.19
01	10426	FMIT-INTERMEDIATE TERM BD	.00	541,485.72
01	10435	CERTIFICATES OF DEPOSIT	.00	2,081,572.15
01	11510	ACCOUNTS RECEIVABLE	8,150.00	-1,534.29
01	11590	AR-RETIREE INSURANCES	12.51	-443.76
01	13310	DUE FROM OTHER GOV'T UNIT	.00	741,771.54
01	13501	ACCRUED INTEREST RECEIVABLE	.00	101,035.39
01	15500	PREPAID EXPENSES	.00	1,345.48
TOTAL ASSETS			-642,494.96	13,167,046.34
LIABILITIES				
01	20200	ACCOUNTS PAYABLE	.00	897.96
01	20205	FRIENDS OF THE ARTS	.00	-2,860.80
01	20210	PENSION PAYABLE-FRS	18,917.31	-56,085.35
01	20211	RETIRE-GEN. EMP. PAYABLE	.00	-2,383.79
01	20241	125-CAFE. HEALTH INSURANCE	-9,095.74	-16.16
01	20242	125-CAFE. MEDICAL FSA	4,347.22	8,147.59
01	20245	ALLSTATE VOLUNTARY INSURANCE	-.03	-330.15
01	20247	PTC-VOLUNTARY INSURANCES	-66.46	.00
01	20250	125-CAFE. VISION CARE	-.09	-3.72
01	20295	PD-TAKE HOME CAR	-710.00	-3,860.00
01	20810	DUE TO PALM BEACH COUNTY	534.99	-4,819.10
01	20830	DUE TO STATE-BLDG PERMIT FEES	-3,389.54	-10,533.69
01	21600	ACCRUED PAYROLL	.00	-40,703.08
01	21700	WITHHOLDING TAXES	1,439.59	-4,982.83
01	21720	SOCIAL SECURITY TAXES	1,234.63	-39,031.04
01	22300	UNEARNED REVENUE	.00	-31,818.70
TOTAL LIABILITIES			13,211.88	-188,382.86
FUND BALANCE				
01	17100	ESTIMATED REVENUES	.00	11,514,590.00
01	17200	REVENUE CONTROL	-392,848.47	-6,321,093.67
01	24100	APPROPRIATIONS CONTROL	.00	-11,514,590.00
01	24200	EXPENDITURE CONTROL	1,022,131.55	5,322,662.95
01	24500	RESERVE FOR ENCUMBRANCE	.00	-87,500.00
01	28000	NON-SPENDABLE PREPAID ITEMS	.00	-76,028.84
01	28100	RESTRICTED-IMPACT FEE	.00	-81,892.60
01	28101	RESTRICTED-IMPACT FEE LAW ENFO	.00	-8,831.01
01	28102	RESTRICTED-CAPITAL PROJECTS	.00	-23,562.39

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 Program ID: glbalsht

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BALANCE SHEET FOR 2024 6

FUND: 01 GENERAL FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE				
01	28103	RESTRICTED ONE-CENT SURTAX	.00	-1,304,452.95
01	28115	BUILDING CODE ENFORCEMENT	.00	-2,290,118.45
01	28120	RESTRICTED-LAW ENFORCEMENT	.00	-13,581.25
01	28121	RESTRICTED-STATE/LOCAL FORFEIT	.00	-109,314.40
01	28300	ASSIGNED-SUBSEQUENT YEAR	.00	-2,942,500.00
01	28400	UNASSIGNED-FUND BALANCE	.00	-5,001,879.55
01	28410	UNASSIGNED-CONTRIBUTIONS	.00	-40,571.32
TOTAL FUND BALANCE			629,283.08	-12,978,663.48
TOTAL LIABILITIES + FUND BALANCE			642,494.96	-13,167,046.34

** END OF REPORT - Generated by Michael Ventura **

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Meeting Name: Town Council
Meeting Date: April 24, 2024
Prepared By: L. Rubin, Town Attorney
Item Title: Ordinance No. 782 – Implementation of Live Local Act (“Second Reading”)

DISCUSSION:

At the recommendation of the Planning and Zoning Board and with the approval of the Town Council, this office has prepared an Ordinance implementing the provisions of Chapter 2023-17, Laws of Florida, as codified in Section 166.04151(7), Florida Statutes, and known as the Live Local Act. The Act was intended to streamline and incentivize affordable housing developments within the State of Florida and preempts certain use, density, and height regulations for qualifying developments that provide for the establishment of affordable multi-family rental housing. Because less than twenty percent of the Town’s land area is designated for commercial or industrial use, all qualifying projects within the Town must be mixed-use residential, containing both residential and non-residential components. The Act requires **administrative approval** for mixed-use residential developments where at least forty percent (40%) of the residential units are, for a period of at least thirty years, affordable as defined in Section 420.004, Florida Statutes.

The purpose of the proposed Ordinance is to supplement and clarify the provisions of the Act for projects proposed within the Town and provides as follows:

1. Live local projects are permitted in each of the Town’s commercial zoning districts: Commercial General (CG), Commercial Office (CO), and Medical Commercial (MC).
2. All projects shall be reviewed by the Town’s Development Review Committee and shall be subject to the Site Plan and Appearance Review procedures and shall meet all criteria set forth in Article II, Division 4 of Chapter 34 (Zoning).
3. Upon receipt of an application, the Town shall notify the public by posting notice of the application on the Town website and providing notice to the public through the Town’s e-mail database. The notice shall indicate that copies of all application materials are available upon request.
4. The application shall be subject to administrative review and approval by the Planning and Zoning Director as required by the Act and shall only be approved if it meets all applicable land development regulations, including the Town’s community appearance standards. Additionally, the Director shall

determine whether the project is consistent with the Town's Comprehensive Development Plan, except those provisions expressly preempted by statute (relating to location within specified zoning districts, height, and density). The application shall also be subject to engineering review during the building permitting process.

5. The maximum height shall be limited to height permitted as of right (without any bonuses available via special exception or otherwise) for a residential or commercial project within the Town within one mile of the proposed project. The maximum height of any structure within the Town is twelve (12) stories and one hundred and thirty (130) feet (as permitted in the Residential High (RH) zoning district).
6. The maximum density is limited to maximum residential density permitted as of right for a residential or commercial project within the Town or eighteen (18) units per acre as permitted in the Residential High (RH) zoning district.
7. All projects shall have maximum of seventy-five percent of residential use based on total gross floor area consistent with the existing regulations governing mixed-use projects in commercial zoning districts.
8. If the project is utilizing the height and density permitted in the Residential High (RH) zoning district, the Town shall apply the building site area regulations for that district, including the expanded high-rise setbacks. For purely non-residential components or for mixed-use structures that do not exceed four stories or sixty feet in height, the project shall comply with the building site area regulations of the underlying zoning district.
9. The project shall provide two parking spaces per residential unit and one guest space for every seven units as required for residential projects within commercial zoning districts. Parking for the commercial uses shall meet the Code requirements. Because there are no major transit stops within the Town, the Town will not consider reduction in these requirements; however, the project may propose shared parking in accordance with the Code requirements. Approval of shared parking is not mandatory.
10. Affordable units and market units shall be located within the same structure. All common areas and amenities shall be accessible and available to all residents. Access to the required affordable dwelling units shall be provided through the same principal entrances utilized by all other dwelling units in the development. The square footage and number of bedrooms in the affordable dwelling units shall be proportional to the square footage and number of bedrooms in market rate dwelling units.
11. All residential and non-residential components shall be located on the same or unified lot.
12. The Town shall impose a condition of approval requiring that 40% of the units remain affordable for a period of 30 years and no permits shall be issued until the property owner executes and delivers to the Town, a covenant, declaration, or other deed restriction ensuring compliance. Additionally, the property owner shall provide to the Town, each year on January 15th, copies of all leases then in effect for the affordable units, together with such other documentation necessary to demonstrate that such leases meet the affordability criteria set forth in Section 420.0004, Florida Statutes.
13. Any aggrieved or adversely affected party may appeal any order, decision, or interpretation of the enforcement of these regulations to the Town Council, sitting as the Zoning Board of Adjustment and Appeals.

ACTION OF PLANNING AND ZONING BOARD:

The Planning and Zoning Board unanimously recommended approval of the Ordinance with three revisions. First, the Board requesting the addition of a “guidance statement” regarding interpretation of the new regulations. This guidance statement has been incorporated in Section 34-1325(c) and directs Town Staff to interpret the regulations “in a manner that would best preserve the town’s small-town, coastal character and its commitment to environmental preservation.” Second, the Board suggested that public notice of an application be provided within forty-eight (48) hours of the submission of an application, and Section 34-1326(b) has been revised to incorporate this change. Finally, given the pending legislation amending the statutory preemption, a new Section 34-1331 has been added to provide that in the event of a change in state law that affords the Town greater regulatory authority and/or the ability to restrict Live Local Act developments in a manner that is more consistent with the Town’s current character and zoning code regulations, the Town shall expeditiously move forward with revising the regulations and the revised regulations shall apply to any project for which administrative development approval has not yet been issued.

ACTION ON FIRST READING:

At its February 28, 2024 meeting, the Town Council unanimously adopted the Ordinance on first reading. Based on public comments and Council discussion, the section addressing subsequent changes to state law has been streamlined and revised to include changes to the Town’s underlying zoning regulations:

Sec. 34-1331. Changes to state law and town zoning regulations.

(a) In the event of a change in state law that affords the town greater regulatory authority over projects submitted pursuant to the Act, the town shall amend this division to reflect such change. However, all applicants are hereby placed on notice that all projects for which administrative development approval has not been issued shall comply with the revised regulations even if the town has not yet formally adopted amendments to this division to reflect the change.

(b) In the event of a change in the town’s zoning regulations applicable to projects submitted pursuant to the Act, including but not limited to revisions to the underlying building site area regulations and parking requirements, all applicants are hereby placed on notice that all projects for which administrative development approval has not been issued shall comply with the revised regulations even if the town has not yet adopted formally amendments to this division to reflect the change.

PENDING LEGISLATION:

During its most recent session, the Florida Legislature passed Senate Bill 328, modifying the provisions of Section 166.04151(7), Florida Statutes. The bill clarifies that density is the maximum density (or floor area ratio) currently permitted under the municipality’s land development regulations without consideration of any bonuses, variances, or other special exceptions. Similarly, the maximum allowed height does not include the height of any building constructed pursuant to the Live Local Act or the height of any building that has received a bonus, variance, or other special exception. This language is already reflected in the Ordinance. Additionally, the bill adds the following language:

If the proposed development is adjacent to, on two or more sides, a parcel zoned for single-family residential use that is within a single-family residential development with at least 25 contiguous single-family homes, the municipality may restrict the height of the

proposed development to 150 percent of the tallest building on any property adjacent to the proposed development, the highest currently allowed height for the property provided in the municipality's land development regulations, or 3 stories, whichever is higher. For the purposes of this paragraph, the term "adjacent to" means those properties sharing more than one point of a property line, but does not include properties separated by a public road.

Further, the bill requires that the municipality reduce the parking requirements by at least twenty percent if the development: (a) is located within one-half mile of major transportation hub accessible from the proposed development by sidewalks, crosswalks, elevated pedestrian or bike paths, or other multi-modal design features; or (b) has available parking within 600 feet of the proposed development (such as available on-street parking, parking lots, or parking garages). A major transportation hub means any transit station, whether bus, train, or light rail, which is served by public transit with a mix of transportation options.

Finally, the bill tweaks the language to provide that a project qualifies under the Act if at least 40 percent of the residential units in a proposed residential multi-family development are rental units that are affordable for a period of at least 30 years. The entire project is not required to consist of rental units.

As of April 17, 2024, the Governor had not yet signed SB 328 into law.

RECOMMENDATION:

Staff recommends that the Town Council review Ordinance No. 782 and consider adoption on second and final reading.

TOWN OF JUNO BEACH, FLORIDA

ORDINANCE NO. 782

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA AMENDING CHAPTER 34, "ZONING," OF THE TOWN CODE OF ORDINANCES BY AMENDING ARTICLE IV, "SUPPLEMENTAL REGULATIONS," TO ADOPT A NEW DIVISION 18, "LIVE LOCAL ACT," TO IMPLEMENT CHAPTER 2023-17, LAWS OF FLORIDA; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, on March 29, 2023, the Governor signed into law Senate Bill 102, "Live Local Act," codified by Chapter 2023-17, Laws of Florida ("Act"), which is intended to streamline and incentivize affordable housing developments with the State of Florida; and

WHEREAS, the Act preempts certain use, density, and height regulations for qualifying developments that provide for the establishment of affordable multi-family rental housing in commercial, industrial, and mixed-use areas; and

WHEREAS, notwithstanding such preemption, the Town retains its home rule authority to establish land development regulations to implement the Act and adopt regulations that are not expressly preempted by the Act; and

WHEREAS, the Act provides that if a municipality has designated less than twenty percent of its land area within its jurisdictional boundaries for commercial or industrial use, the municipality is only required to allow multi-family affordable housing as part of a mixed-use development; and

WHEREAS, because less than twenty percent of the land area within the Town is designated for commercial or industrial uses, any development submitted pursuant to the Act must consist of a mixed-use residential project as defined in the Act; and

WHEREAS, the Town's Planning and Zoning Board has conducted a public hearing on this Ordinance and has provided its recommendation to the Town Council; and

WHEREAS, the Town Council has determined that adoption of this Ordinance is in the best interests of the general welfare of the residents and property owners of the Town of Juno Beach.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA as follows:

Section 1. The foregoing "Whereas" clauses are hereby ratified as true and confirmed and are incorporated herein.

Section 2. The Town Council hereby amends Article IV, "Supplemental Regulations," of Chapter 34, "Zoning," of the Town Code of Ordinance by adopting a new Division 18, "Live Local Act," to read as follows (additional language underlined):

DIVISION 18. LIVE LOCAL ACT

Sec. 34-1325. Applicability and intent.

(a) The provisions of this division shall apply to all applications for the development of land for mixed-use projects with affordable multi-family residential units pursuant to Live Local Act, as set forth in Section 166.04151(7), Florida Statutes ("Act").

(b) Such projects shall only be permitted in the Commercial General (CG), Commercial Office (CO), and Medical Commercial (MC) zoning districts.

(c) The intent of these regulations is to establish a regulatory framework for consideration of projects submitted pursuant to the Act. In adopting these regulations, the town council recognizes that there may be some ambiguity or need for additional interpretation. To the extent not expressly preempted by state law, town staff is directed to interpret these regulations in a manner that would best preserve the town's small-town, coastal character and its commitment to environmental preservation.

Sec. 34-1326. Procedure.

(a) All projects shall be reviewed by the town's development review committee and shall be subject to the site plan and appearance review procedures and shall meet all criteria set forth in article II, division 4 of this chapter.

(b) Within forty-eight (48) hours of receipt of an application for development approval, the town shall notify the public by posting notice of the application on the Town website and providing notice to the public through the Town's e-mail database. The notice shall indicate that copies of all application materials shall be provided upon request.

(c) The application shall be subject to administrative review as required by the Act, and the project shall be approved by the planning and zoning director only if it meets all applicable land development regulations, including the community appearance standards set forth in division 14 of article II of this chapter, and the requirements of this division. The director shall further determine that the project is consistent with the provisions of the comprehensive development plan, except those provisions expressly preempted by Section 166.04151(7), Florida Statutes, relating to location with specified zoning districts, height, and density.

(d) The application shall be subject to engineering review and

approval during the building permitting process in the same manner as any other development application.

Sec. 34-1327. Limitations on height and density.

(a) *Height.* Pursuant to Section 166.04151(7), Florida Statutes, the maximum height permitted shall be limited to the height permitted as of right for a commercial or residential project within the town within one (1) mile of the proposed development without consideration of any bonuses or modifications permitted through the special exception process or otherwise. In no event shall the height of any structure exceed twelve (12) stories and one hundred and thirty (130) feet.

(b) *Density.* Pursuant to Section 166.04151(7), Florida Statutes, the maximum density permitted shall be limited to density permitted as of right for a residential project within the town without consideration of any bonuses or modifications permitted through the special exception process or otherwise. In no event shall the residential density of any proposed development exceed eighteen (18) units per acre.

Sec. 34-1328. Development standards and criteria.

(a) *Required mix of uses.* Consistent with the existing regulations governing mixed-use projects within the town's commercial zoning districts, all projects submitted pursuant to this division shall have a maximum of seventy-five (75) percent of residential use based on total gross floor area.

(b) *Building site area regulations.*

1. If the project is utilizing the height and density permitted in the town's Residential High (RH) zoning district, the following site area regulations shall apply:

- a. Minimum total area: 40,000 square feet;
- b. Minimum lot width: 150 feet;
- c. Minimum lot depth: 200 feet;
- d. Front set yard setback: 30 feet from street line;
- e. Side yard setback: 35 feet with one side having a minimum of 15 feet;
- f. Rear yard setback: 30 feet;
- g. Minimum floor space per dwelling unit: 1,000 square feet of habitable space for a one bedroom; 1,200 square feet of habitable space for a two bedroom; and 1,400 square feet of habitable space for three or more bedrooms;

- h. Maximum building dimension: 150 feet, provided, however that along the building face having the maximum dimension, said dimension may be increased to no more than 175 feet;
- i. Maximum lot coverage: 50%; and
- j. Minimum landscaped open space: 15% of lot area.

In addition to the foregoing, all structures exceeding two (2) stories shall comply with the high-rise setback, which requires thirty (30) feet from all property lines and an additional five (5) feet of setback at ground level for each additional story beyond the first two stories up to a maximum of sixty (60) feet. For those lots having a width of two hundred (200) feet or less as recorded in the office of the county property appraiser, the maximum setbacks shall not exceed fifty (50) feet; however, the maximum building dimension on such lots shall not exceed one hundred and fifty (150) feet.

- 2. For purely non-residential components of the project or mixed-use structures where the height does not exceed four (4) stories and sixty (60) feet, the project shall comply with the building site area regulations of the applicable commercial zoning district.

(c) *Parking.* The project shall provide for two (2) spaces per residential unit and one (1) guest space for every seven (7) units as required for residential uses in commercial zoning districts. The parking for commercial uses shall be governed by division 4 of article IV of this chapter. Due to the lack of any major transit stops in the town, no parking reductions shall be considered. However, the project may propose, for consideration and approval by the town, shared parking in accordance with the criteria governing the minimum parking requirements for mixed-use projects in the town's commercial zoning districts.

(d) *Equivalent treatment of all dwelling units.* All affordable dwelling units and market rate dwelling units shall be located within the same structure. All common areas and amenities shall be accessible and available to all residents of the development. Access to the required affordable dwelling units shall be provided through the same principal entrances utilized by all other dwelling units in the development. Additionally, the overall square footage and number of bedrooms in the affordable dwelling units shall be proportional to the overall square footage and number of bedrooms in the market rate dwelling units. By way of example, if twenty-five (25) percent of the market rate dwelling units consist of two bedrooms, then twenty-five (25) percent of the affordable

1 dwelling units shall have two bedrooms, and the affordable dwelling units shall
2 be similar in size to the market rate dwelling units.

3
4 (e) *Unified lot.* All residential and non-residential components of the
5 site plan shall be located on the same or unified lot.

6
7 **Sec. 34-1329. Affordability.**

8
9 (a) Pursuant to Section 166.04151(7), Florida Statutes, at least forty
10 (40) percent of the multi-family residential units shall remain affordable, as
11 defined in Section 420.0004, Florida Statutes, for a period of at least thirty (30)
12 years. This requirement shall be incorporated as a condition into any
13 administrative approval. Furthermore, as prerequisite to the issuance of a
14 building permit, the applicant shall execute and deliver to the town for
15 recordation in the public records, on a form approved by the town attorney, a
16 covenant, declaration, or other deed restriction in favor of the town ensuring
17 compliance with this affordability requirement.

18
19 (b) The applicant shall provide to the town, on January 15th of each
20 year subsequent to the town's issuance of a certificate of occupancy for the
21 project, copies of all leases then in effect for the affordable units, together with
22 such documentation necessary to demonstrate that such leases meet the
23 affordability criteria set forth in Section 420.0004, Florida Statutes.

24
25 **Sec. 34-1330. Appeals.**

26
27 Any aggrieved or adversely affected party may appeal an administrative
28 order, decision, approval, or interpretation in the enforcement of the
29 regulations of this division to the zoning board of adjustment and appeals in
30 accordance with section 34-66 of the town code.

31
32 **Sec. 34-1331. Changes to state law and town zoning regulations.**

33
34 (a) In the event of a change in state law that affords the town greater
35 regulatory authority over projects submitted pursuant to the Act, the town shall
36 amend this division to reflect such change. However, all applicants are hereby
37 placed on notice that all projects for which administrative development
38 approval has not been issued shall comply with the revised regulations even if
39 the town has not yet formally adopted amendments to this division to reflect
40 the change.

41
42 (b) In the event of a change in the town's zoning regulations
43 applicable to projects submitted pursuant to the Act, including but not limited
44 to revisions to the underlying building site area regulations and parking
45 requirements, all applicants are hereby placed on notice that all projects for

Ordinance No. 782
Page 6

which administrative development approval has not been issued shall comply with the revised regulations even if the town has not yet formally adopted amendments to this division to reflect the change.

Section 3. The provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Juno Beach. The sections of this Ordinance may be renumbered or relettered to accomplish such, and the word “ordinance” may be changed to “section,” “article” or any other appropriate word.

Section 4. If any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this Ordinance.

Section 5. All ordinances or parts of ordinances of the Town of Juno Beach, Florida, which are in conflict with this Ordinance, are hereby repealed to the extent of such conflict.

Section 6. This Ordinance shall be effective immediately upon adoption.

FIRST READING this 28th day of February, 2024.

SECOND, FINAL READING AND ADOPTION this 24th day of April, 2024.

AYE

NAY

PEGGY WHEELER, MAYOR

AYE

NAY

DD HALPERN, VICE MAYOR

AYE

NAY

MARIANNE HOSTA, VICE MAYOR PRO TEM

AYE

NAY

JACOB ROSENGARTEN, COUNCILMEMBER

AYE

NAY

DIANA DAVIS, COUNCILMEMBER

ATTEST:

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

CAITLIN COPELAND-RODRIGUEZ
TOWN CLERK

LEONARD G. RUBIN
TOWN ATTORNEY



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: Davila, CFM.
Item Title: Ordinance No. 783 – Construction Site Standards – Second Reading

DISCUSSION:

At the July 2023, Town Council meeting, Town Council gave unanimous consensus to have staff review the establishment of Construction Site Standards as provide by Vice Mayor Wheeler. (see attachment #1).

Staff, including the Town’s Building Official and Code Enforcement Officer, are proposing to amend Code Section 6-109. – Construction Site Standards to provide for the following:

- Modification to existing code regarding the conditions rights-of-way during construction;
- Modification to existing code regarding the parking of vehicles within the site or on adjacent rights-of-way;
- New language on requirements regarding proposed road closures;
- Modification to existing code regarding waste and construction material;
- Modification to existing code regarding wind mitigation and erosion control;
- Modification to existing code regarding pool discharges;
- New language on requirements regarding the screening of toilet facilities; and
- New language on requirements regarding the use of generators and temporary power.

At the May 1st, 2024, Special Town Council meeting, Council reviewed and discussed proposed Ordinance No. 783 on first reading and recommended the following:

- Include new language to section “f” to require inspections of catch basins and reporting to the Town via affidavit; and
- Create new language for requirements to minimize airborne debris/dust.

RECOMMENDATION:

Staff recommends that the Town Council review and consider Ordinance No. 783 on second reading.

Attachment(s):

1. Vice Mayor Wheeler letter.
2. Ordinance No. 783.

Establishment of Construction Site Management Rules in
Residential Neighborhoods
Study item for Planning and Zoning

Neighboring residents of new construction or significant remodels have to endure over a year of noise, debris, and stress during the construction of these homes. There are things the Town should enforce to provide neighboring residents some peace during this time period. Some of the things the P&Z Board could review and possibly have the Town Council implement are a contractor checklist and enforcement of:

- Construction screening
- Mandate Temporary Power so generators are not used to supply power and add to the construction noise.
- Maintenance and location of toilet facilities for workers
- Extra protection for the dust and debris from pool gunite work
- Erosion control measures for adjoining property protection
- Proper garbage cans for food disposal rather than in dumpster to prevent attracting rats and raccoons.
- Ensure that dumpsters are emptied and building materials including roof tiles are secure in the event of a hurricane.
- Possible limitations on Saturday work (quiet work only and/or shorter times)

These rules could be enforced with warnings then fines for abuse.

TOWN OF JUNO BEACH

ORDINANCE NO. 783

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING ARTICLE V, "PROPERTY MAINTENANCE AND CONSTRUCTION SITE STANDARDS," OF CHAPTER 6, "BUILDINGS AND BUILDING REGULATIONS," OF THE TOWN CODE OF ORDINANCES BY AMENDING SECTION 6-109, "CONSTRUCTION SITE STANDARDS," TO MODIFY EXISTING STANDARDS AND ADD NEW REGULATIONS REGARDING PROPOSED ROAD CLOSURES, WIND MITIGATION, EROSION CONTROL, SCREENING OF TOILET FACILITIES, AIRBORNE DUST AND DEBRIS, AND THE USE OF GENERATORS AND TEMPORARY POWER; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, the Town Council wishes to revise the construction site standards within the Town to modify existing regulations regarding the condition of rights-of-way during construction; the parking of vehicles within the site or on adjacent rights-of-way; waste and construction material; wind mitigation and erosion control; and pool discharges; and

WHEREAS, the Town Council wishes to adopt new construction site standards regarding proposed road closures; the screening of toilet facilities; and the use of generators and temporary power; and

WHEREAS, the Town Council determines that the adoption of this Ordinance is in the interests of the public health, safety and welfare of the residents and property owners of the Town of Juno Beach.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA as follows:

Section 1. The foregoing recitals are hereby ratified as true and correct and incorporated herein.

Section 2. The Town Council hereby amends Article V, "Property Maintenance and Construction Site Standards," of Chapter 6, "Buildings and Building Regulations," of the Town Code of Ordinances by amending Section 6-109 to read as follows (additional language underlined):

**ARTICLE V. PROPERTY MAINTENANCE AND CONSTRUCTION SITE
STANDARDS**

* * *

Sec. 6-109. Construction site standards.

- (a) For the purposes of this section, the term "construction" shall include lot clearing, grading, stockpiling of soil, demolition, and building construction, reconstruction, alteration or addition.
- (b) It shall be the joint responsibility of any owner of real property upon which construction is occurring, or any contractor responsible for said construction, to ensure that all rights-of-way remain free at all times of all construction waste, trash, or other materials, such as liquid or particulate matter associated with the construction activity.
- (c) It shall be the joint responsibility of any owner of real property upon which construction is occurring, or any contractor responsible for said construction, to ensure that all construction vehicles are parked in such a manner so as to ensure the free flow of traffic utilizing generally accepted traffic maintenance techniques, the ingress and egress of emergency vehicles, and access to all driveways, mailboxes, and residences located along public and private rights-of-way. All vehicles belonging to personnel working on or visiting a construction site from the date of the issuance of a building permit to the date of the issuance of a certificate of occupancy/completion shall be parked on the construction site at all times. If the site cannot accommodate such vehicles, then the contractor may initiate car and/or truck pooling or may request to park the construction vehicles on the street in front of the construction site to prevent unnecessary congestion adjacent to the construction site. Requests to park construction vehicles on the street shall be made during building permit submittal and shall be reviewed and approved by the public works department and the police department. If vehicle and/or truck parking is expected to overflow beyond the parallel limits of the construction site, permission must first be obtained from the adjacent property owner(s) and must also be authorized by the public works department and the police department.

(d) All road closures requests shall be reviewed and approved by the public works department and the police department. All requests shall be made seventy-two (72) hours prior to the road closure, and all fees associated with the road closure shall be paid prior to the road closure. It shall be the joint responsibility of any owner of real property upon which construction is occurring, or any contractor responsible for said construction, to provide written notification of the upcoming road closure to affected residents.

(d e) It shall be the joint responsibility of any owner of real property upon which construction is occurring, or any contractor responsible for said construction, to ensure that all waste, trash, or other materials, such as liquid or particulate matter associated with the construction activity is contained on the real property upon which the construction is occurring. Construction waste and trash shall be secured within an enclosed containment structure. In the case of stockpiled particulate materials, such materials shall be stabilized in a manner satisfactory to the building official.

(e f) All areas surrounding the construction site which are affected by dust, dirt and debris from the construction site shall be swept clean of such dust, dirt and debris on a daily basis. The planning and zoning director or designee may require an erosion control plan and/or a construction screening plan. Adjacent or nearby catch basins shall be equipped with filtration media beneath the grate or other mechanisms to prevent the deposit of eroded sand, dirt, and other materials inside the basin. It shall be the joint responsibility of any owner of real property upon which construction is occurring, or any contractor responsible for said construction, to submit to the Town every thirty (30) days an affidavit indicating that all catch basins have been inspected and remain free of eroded sand, dirt, and other materials.

(g) If there are high winds exceeding thirty (30) miles per hour or the building official otherwise determines that the conditions are unsafe, all work above the first floor shall cease until conditions improve.

(f h) Any pool under construction shall be kept clean of any debris until such time as the pool is properly filtered. All sitting water in pools under construction must be properly treated to eliminate algae and insects. Where it is necessary to empty the water from an existing pool, the water may not be

1 discharged directly into the street but shall be discharged on
2 the property at a slow rate to allow percolation of the water to
3 the greatest extent possible.
4

5 (g i) In addition to other remedies for violation of this code, the
6 building official or his designee may issue a stop work order
7 for violation of this section. Prior to the issuance of a stop work
8 order, the building official or his designee shall, where
9 practicable, attempt to provide a verbal or written notice to the
10 owner of the real property upon which construction is
11 occurring, or any contractor responsible for said construction.
12 That notice shall specifically set a time period for correction of
13 the violation. In the event the town takes emergency action to
14 secure a property in violation of this section, the property
15 owner shall be responsible for all costs associated therewith
16 and shall be billed for all charges and expenses of the town.
17

18 (j) It shall be the joint responsibility of any owner of real property
19 upon which construction is occurring, or any contractor
20 responsible for said construction, to provide and have
21 available on the premises where such construction is
22 occurring sufficient toilet facilities for all workers during the
23 entire construction period as deemed adequate by the
24 building official. If a temporary structure/building is used for
25 that purpose, its construction, location, and operation shall be
26 approved by the building official. Such temporary
27 structure/building shall not be placed in the public right-of-
28 way. Additionally, temporary toilet facilities shall be effectively
29 site screened from all roads, streets, and adjoining properties
30 by walls, hedges, buildings, fences, or other methods as
31 approved by the building official.
32

33 (k) The building official may issue a permit for the use of a
34 portable generator for a period not to exceed four (4) days
35 provided the permit applicant provides proof that neither
36 permanent nor temporary electrical power is available at the
37 work location. The portable generator shall be operated only
38 during the times for permissible construction activities as set
39 forth in section 12-127 of this code. No fee shall be required
40 for the issuance of such a permit.
41

42 (l) It shall be the joint responsibility of any owner of real property
43 upon which construction is occurring, or any contractor
44 responsible for said construction, to ensure that when the
45 cutting and finishing of concrete, tile, brick, stone material,
46 fiber cement, gunite, or other material that creates dust or

Ordinance No. 783

Page 5

airborne debris is taking place on site, all airborne dust or debris remains on site through the use of wet saws, vacuums, and/or screening or any other effective means.

Section 3. The provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Juno Beach, Florida.

Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of the Ordinance.

Section 5. All ordinances or parts of ordinances of the Town of Juno Beach, Florida, which are conflict with this Ordinance, are hereby repealed to extent of such conflict.

Section 6. This Ordinance shall be effective immediately upon adoption.

FIRST READING this ____ day of _____, 2024.

SECOND, FINAL READING AND ADOPTION this ____ day of _____, 2024.

AYE

NAY

PEGGY WHEELER, MAYOR

AYE

NAY

DD HALPERN, VICE MAYOR

AYE

NAY

MARIANNE HOSTA, VICE MAYOR PRO TEM

AYE

NAY

JACOB ROSENGARTEN, COUNCILMEMBER

AYE

NAY

DIANA DAVIS, COUNCILMEMBER

ATTEST:

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

CAITLIN COPELAND-RODRIGUEZ
TOWN CLERK

LEONARD G. RUBIN
TOWN ATTORNEY

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the Town of Juno Beach website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING ARTICLE V, "PROPERTY MAINTENANCE AND CONSTRUCTION SITE STANDARDS," OF CHAPTER 6, "BUILDINGS AND BUILDING REGULATIONS," OF THE TOWN CODE OF ORDINANCES BY AMENDING SECTION 6-109, "CONSTRUCTION SITE STANDARDS," TO MODIFY EXISTING STANDARDS AND ADD NEW REGULATIONS REGARDING PROPOSED ROAD CLOSURES, WIND MITIGATION, EROSION CONTROL, SCREENING OF TOILET FACILITIES, AIRBORNE DUST AND DEBRIS, AND THE USE OF GENERATORS AND TEMPORARY POWER; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the Town of Juno Beach is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the Town of Juno Beach is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;

¹ See Section 166.041(4)(c), Florida Statutes.

- b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the Town hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

Ordinance No. 783 is proposing to amend Code Section 6-109. – Construction Site Standards to provide for the following for the protection of the public health, safety and welfare:

- Modification to existing code regarding the conditions rights-of-way during construction;
- Modification to existing code regarding the parking of vehicles within the site or on adjacent rights-of-way;
- New language on requirements regarding proposed road closures;
- Modification to existing code regarding waste and construction material;
- Modification to existing code regarding wind mitigation and erosion control;
- Modification to existing code regarding pool discharges;
- New language on requirements regarding the screening of toilet facilities;
- New language on requirements regarding the use of generators and temporary power;
- Include new language to require inspections of catch basins and reporting to the Town via affidavit; and
- Create new language for requirements to minimize airborne debris/dust.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the Town of Juno Beach], if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the Town of Juno Beach regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

The proposed Ordinance does not create any new charges or fees for businesses, nor it is estimate for businesses to incur a direct compliance cost.

The Town is not creating any new applications or fees for any persons/businesses to be able to comply with the newly proposed requirements. Any cost that may arise are

dependent on the proposal of the work and the choices of the contractor, such as Police services for road closures, cost of materials used to screen the toilet facilities, screening material used for erosion control, etc.

The Town of Juno Beach does expect any revenues from the proposed changes.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The proposed ordinance is crafted to be applicable to all properties that have that are engaged in construction within the Town, both residential and commercial.

4. Additional information the governing body deems useful (if any):

The proposed ordinance is not intended to solely impact businesses, it is a revision of its existing construction standards that will apply to all properties/persons within the Town of Juno Beach (individuals as well as businesses).

The Town Council has determined that the adoption of this ordinance is in the interest of the public health, safety and welfare of the residents and property owners of the Town of Juno Beach.



Meeting Name: Town Council
Meeting Date: March 27, 2024
Prepared By: L. Rubin, Town Attorney
Item Title: Ordinance 784 (Modifying the Procedures for Appointment of Planning and Zoning Board Members) (Second Reading)

DISCUSSION:

At the direction of the Town Council, this office drafted an Ordinance modifying the procedures for the appointment of five regular members and one alternate member to the Planning and Zoning Board. Section 20-23(c) of the Town Code currently provides that each member of the Town Council shall nominate a member to the Planning and Zoning Board, subject to approval of the Town Council, with the alternate member nominated by any member of the Town Council. The proposed Ordinance revises Section 20-23(c) of the Town Code to provide for the appointment of the Board members by the Town Council collectively and provides as follows:

The town council shall appoint the regular and alternate members to the planning and zoning board on an annual basis at the first town council meeting after the town general election and the swearing in of any newly elected mayor or council members.

Additionally, the proposed Ordinance cleans up existing language in Section 20-23(a) (to clarify that there is only one alternate member) and Section 20-23(b) (to delete transitional language adopted in 2007 relating to the terms of the members).

The method of selection is not specified and left to the discretion of the Council.

At its February 28, 2024 meeting, the Town Council adopted the Ordinance on first reading without modification.

RECOMMENDATION:

Staff recommends Town Council consideration of Ordinance No. 784, modifying the procedures for appointment of Planning and Zoning Board members, on second and final reading.

TOWN OF JUNO BEACH, FLORIDA

ORDINANCE NO. 784

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING CHAPTER 20 OF THE TOWN CODE OF ORDINANCES BY AMENDING ARTICLE II, "PLANNING AND ZONING BOARD," TO MODIFY THE PROCEDURE FOR THE APPOINTMENT OF BOARD MEMBERS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town Council wishes to amend the Town Code provisions governing the appointment of members to the Town's Planning and Zoning Board; and

WHEREAS, the Town Council determines that the adoption of this Ordinance is in the best interests of the residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA as follows:

Section 1. The foregoing "Whereas" clauses are hereby ratified as true and correct and are incorporated herein.

Section 2. The Town Council hereby amends Chapter 20, "Planning," Article II, "Planning and Zoning Board," of the Town Code of Ordinances to read as follows (additional language is underlined and deleted language is ~~stricken through~~):

ARTICLE II. PLANNING AND ZONING BOARD.**Sec. 20-23. Established; membership; terms and removal.**

(a) *Establishment and membership.* A planning and zoning board is hereby established and shall consist of five members and one alternate members who shall be residents of the town. The alternate Alternate members shall act in the absence, disability, or disqualification of any regular member. No regular or alternate member of the board shall be an employee or elected official of the town.

(b) *Terms.* ~~The term of each regular and alternate planning and zoning board member serving as of the effective date of this ordinance shall expire on March 31, 2008. Thereafter, the town council shall appoint all regular and alternate members for one-year terms commencing on April 1st and ending on March 31st~~ Members of the planning and zoning board, including the alternate member, shall serve one-year terms commencing on April 1st and ending on March 31st of each year.

1 (c) *Method of Appointment.* ~~Each member of the town council~~
2 ~~shall nominate one member for appointment to the planning and zoning~~
3 ~~board, subject to approval by vote of the town council. One alternate~~
4 ~~member may be nominated by any member of the town council and shall~~
5 ~~be appointed by vote of the town council.~~ The town council shall appoint the
6 regular and alternate members to the planning and zoning board on an
7 annual basis at the first town council meeting after the town general election
8 and the swearing in of any newly elected mayor or council members.
9

10 (d) *Removal.* Members of the board shall serve at the pleasure
11 of the town council and may be removed by vote of the council with or
12 without cause. Any board member who is absent from three (3) scheduled
13 meetings during his or her term shall be sent, by hand delivery, a letter from
14 the town manager notifying the member that he or she shall be removed
15 from the board unless the member provides a written explanation for the
16 absences within three (3) working days of receipt of the letter. If the member
17 fails to provide such written explanation within the time allocated, the
18 member shall be automatically removed from the board. If the member
19 does provide such written explanation, the matter shall be forwarded to the
20 town council to determine whether the member should be removed or
21 retained.
22

23 (e) *Vacancies.* Vacancies shall be filled by the town council
24 within 30 days to serve unexpired terms.
25

26 **Sec. 20-24. Duties.**

27

28 The duties of the planning and zoning board shall be as assigned by
29 the town council.
30

31 **Sec. 20-25. Officers; procedures.**

32

33 The planning and zoning board shall appoint its own chairman and
34 vice chairman, as well as adopt such procedures as it deems necessary for
35 the efficient conduct of its meetings which are to be conducted in public.
36 Minutes of all such meetings will be kept and made a matter of public record.
37 The town clerk's office shall perform all secretarial and administrative duties
38 of the board.
39

40 **Sec. 20-26. Meetings; quorum; vote required.**

41

42 The planning and zoning board shall meet twice per month, unless
43 cancelled by the town manager. Additional meetings shall be held at its
44 own discretion, or if required of the board by the town council or the town
45 manager. A quorum of three attending members shall be necessary for any

meeting, and a majority vote shall be required for all determinations of the planning and zoning board at any of its meetings.

Sec. 20-27. Use of services of town attorney and engineer.

The planning and zoning board may from time to time utilize, in an advisory capacity only, the services of either the town attorney or the town engineer, subject to prior approval, in each instance, of the town manager.

Section 3. The provisions of this Ordinance shall become and be made a part of the Code of the Town of Juno Beach, Florida. The sections of this Ordinance may be renumbered or relettered to accomplish such, and the word "ordinance" may be changed to "section," "article" or any other appropriate word.

Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of the Ordinance.

Section 5. All ordinances or parts of ordinances of the Town of Juno Beach, Florida, which are conflict with this Ordinance, are hereby repealed to extent of such conflict.

Section 6. This Ordinance shall be effective immediately upon adoption.

FIRST READING this 28th day of February, 2024.

SECOND, FINAL READING AND ADOPTION this 24th day of April, 2024.

_____ AYE	_____ NAY	_____ PEGGY WHEELER, MAYOR
_____ AYE	_____ NAY	_____ DD HALPERN, VICE MAYOR
_____ AYE	_____ NAY	_____ MARIANNE HOSTA, VICE MAYOR PRO TEM
_____ AYE	_____ NAY	_____ JACOB ROSENGARTEN, COUNCILMEMBER
_____ AYE	_____ NAY	_____ DIANA DAVIS, COUNCILMEMBER

ATTEST:

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

CAITLIN COPELAND-RODRIGUEZ
TOWN CLERK

LEONARD G. RUBIN
TOWN ATTORNEY



Meeting Name: Town Council
Meeting Date: April 24, 2024
Prepared By: Davila, F. CFM
Item Title: Planning and Zoning Board Appointments

BACKGROUND:

The process for appointing Planning & Zoning (P&Z) Board members requires the Town Council to appoint the regular and alternate members of the Board on an annual basis at the first Town Council meeting after the Town general election and the swearing in of any newly elected Mayor or Council Members.

The new procedure, established by the Town Council, requests that any person interested in serving as a member of an advisory board or committee apply for the position.

For the Council's review and consideration, please find attached the applications that have been received for the Planning and Zoning Board.

At the April 24, 2024, Town Council meeting, the Council will select five regular members and one alternate member to the Planning and Zoning Board. Out of the pool of applicants, Council will select six members, the top 5 picks will become regular members and the latter will become the alternate member.

RECOMMENDATION:

Staff recommends the Town Council proceed with the process of appointing the Planning & Zoning Board along with the Alternate for a one-year term.

Attachments:

1. Copy of Planning and Zoning Board member applications.

Councilmember Ballot

Please put an X next to the name of the applicant you wish to appoint. (6 total)

The names below are in alphabetical order.

Applicant Name	
Jonathan Brennan Butler	
A. Marie Ecton	
James L. Ehret, P.E.	
James Ferguson	
John Gonzales	
Gloria Kanahele	
Carol Rudolph	
Laure Shearer	
Michael Stern	
Erich Zlanabitnig	



TOWN OF JUNO BEACH
340 OCEAN DRIVE
JUNO BEACH, FL 33408
PHONE 561-775-0812 • FAX: 561-775-0812
WEBSITE: www.juno-beach.fl.us
561-775-0812 • juno-beach@juno-beach.fl.us

Alexander Cooke, Mayor
Peggy Wheeler, Vice Mayor
Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

Item #15.

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME Jonathan Brennan Butler HOME PHONE 561-512-7261
ADDRESS 13839 Cocoanut Avenue, Juno Beach, FL 33408
OCCUPATION (current or most recent) Attorney BUSINESS PHONE 561-512-7261
BUSINESS ADDRESS 4114 Northlake Blvd, P.B.G., FL 33410
E-MAIL ADDRESS juno-beachnole@gmail.com

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐

YES

☒

NO

If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐

YES

☒

NO

If "Yes", please provide the following information: Date: _____

Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☒

No ☐

Brief Description of Education/Experience See attached CV

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? Yes or seasonally? _____

How long have you lived in Juno Beach? 20 years

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

Charter Review Committee, 2023

Do you currently serve on a Town Board? Yes ☐ No ☒ If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒

Planning & Zoning Board

☐

Audit/Finance Committee

☐

Charter Review Committee

Why are you interested in serving on this board/committee? To protect our unique quality of life in Juno Beach.

Signature

Date

2-23-2024

ALL MEMBERS OF TOWN ADVISORY BOARDS ARE REQUIRED TO COMPLETE TRAINING BY READING THE PALM BEACH CODE OF ETHICS, VIEWING THE ETHICS VIDEO AND THE SUNSHINE LAW PRESENTATION.

Please Note: Under Florida law, this document is a public record. If you do not want your email address released in response to a public-records request, do not include your email address. If your home address and phone number are exempt under Florida Statutes, please advise the Clerk's office when submitting this form.

rev 10-25-2023

JONATHAN BRENNAN BUTLER, ESQUIRE

•13839 Cocoanut Avenue, Juno Beach, FL 33408•

•junobeachnole@gmail.com•

•561-512-7261•

PROFESSIONAL EXPERIENCE

- Gordon & Partners – Partner (October 2022 to present)
- Butler Law Group – Founder and President (August 2017 to October 2022)
- Ciklin Lubitz – Partner (August 2017 to May 2022)
- Akerman, LLP – Partner (July 2011 to August 2017)
- Fowler White Burnett – Partner (2007 to 2011)
- Steel, Hector & Davis – Partner (2002 to 2007)

EDUCATION

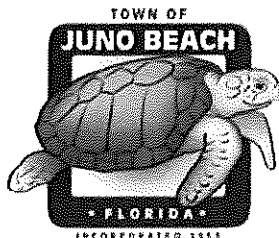
- University of Colorado at Boulder, College of Business
 - Bachelor of Science in Business and Entrepreneurship, Magna Cum Laude
- Florida State University, College of Law
 - Juris Doctorate, Highest Honors
 - Order of the Coif
 - Law Review, Associate Editor

ADMISSIONS

- Florida Bar
- Georgia Bar
- U.S. Court of Appeals – Eleventh Circuit
- U.S. District Court – Southern, Middle and Northern District of Florida
- U.S. District Court – Middle and Northern District of Georgia

PROFFESIONAL ASSOCIATIONS & RECOGNIZATIONS

- The Florida Bar, Member
 - Business Law Section
- Palm Beach County Bar Association, Member
 - Securities Law Committee, Past Chair
 - Business Law Committee
- Super Lawyers – Securities Litigation
- Peer Review Rated 5.0 out of 5.0 - AV Preeminent by Martindale-Hubbell



TOWN OF JUNO BEACH

340 OCEAN DRIVE

JUNO BEACH, FL 33408

PHONE: 561.626.1122 • FAX: 561.775.0812

WEBSITE: www.juno-beach.fl.us

E-MAIL: junobeach@juno-beach.fl.us

Alexander Cooke, Mayor
Peggy Wheeler, Vice Mayor
Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME A. Marie Ecton HOME PHONE 202.809.1723

ADDRESS 51 Uno Lago Drive, Juno Beach, FL. 33408

OCCUPATION (current or most recent) Sr. Policy Analyst BUSINESS PHONE 202.701.6681

BUSINESS ADDRESS 51 Uno Lago Drive, Juno Beach, FL. 33408

E-MAIL ADDRESS _____

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐ YES

☒ NO

If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES

☒ NO

If "Yes", please provide the following information: Date: 2/22/2024 Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☐ No ☐ Brief Description of Education/Experience M.S. and 20+ yrs

Responsible for the review of overseas infrastructure development projects compliance with _____

World Bank safeguards and good industry international practices to identify and manage _____

environmental and social risks. Previous experience on infrastructure development projects in the U.S.

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? Y or seasonally? _____

How long have you lived in Juno Beach? Since 2023

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

None

Do you currently serve on a Town Board? Yes ☐ No ☒ If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒

Planning & Zoning Board

☐

Audit/Finance Committee

☐

Charter Review Committee

Why are you interested in serving on this board/committee? Seeking an opportunity to volunteer in my new community as part of my pre-retirement phase. I review proposed developments as a normal part of

Signature  Date 2/22/2024

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Please Note: Under Florida law, this document is a public record. If you do not want your email address released in response to a public-records request, do not include your email address. If your home address and phone number are exempt under Florida Statutes, please advise the Clerk's office when submitting this form.

rev 10-25-2023

A. Marie Ecton

Ms. Ecton is a Senior Environmental and Social Risk Officer in the Office of Development Policy's Environmental and Social Risk Division. Ms. Ecton provides technical review of DFC projects for compliance with the International Finance Corporation Performance Standards on Environmental and Social Sustainability, World Bank Group Environmental, Health and Safety Guidelines and the DFC Environmental and Social Policy and Procedures. Ms. Ecton develops environmental and social risk policy clearances and contract provisions for inclusion in DFC finance and insurance agreements. Prior to joining DFC (formerly OPIC) in 2015, Ms. Ecton was a Senior Environmental Specialist in the Office of Sustainability, Department of Homeland Security headquarters where she coordinated departmental efforts on a Climate Change Policy and developed a new scorecard for component agency performance on implementing NEPA. Other federal service includes the Army Corps of Engineers, USEPA and USFWS. Ms. Ecton has also worked in the private sector for large engineering firms providing technical support on both domestic and international infrastructure development projects.



TOWN OF JUNO BEACH

340 OCEAN DRIVE

JUNO BEACH, FL 33408

PHONE: 305.26.1122 • FAX: 561.775.0812

WEBSITE: www.juno-beach.fl.us

E-MAIL: junobeach@juno-beach.fl.us

Alexander Cooke, Mayor
Peggy Wheeler, Vice Mayor
Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

Item #15.

2024 JAN 19 P 3:37

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME James L Ehret PE HOME PHONE 302-540-7600
ADDRESS 450 Ocean Drive Unit 802 Juno Ocean Club Juno Beach 33408
OCCUPATION (current or most recent) Construction Consultant BUSINESS PHONE same as above / cell
BUSINESS ADDRESS Same as above
E-MAIL ADDRESS Jim@Ehret-Consulting.com

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐

YES ☒ NO

If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐

YES ☒ NO

If "Yes", please provide the following information: Date: 1/19/24 Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☒ No ☐ Brief Description of Education/Experience Attached

Master Of Business Administration (MBA) Widener Univ - Penna.

Vanderbilt University - Civil Engineer 1980 Cum Laude & 2 National Engr Honorary - Tau Beta Pi
2018- now Ehret Consulting doing Planning for CC / 1993- 2018 Ehret Constr Co - GC doing >\$40

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? _____ or seasonally? Oct-May

How long have you lived in Juno Beach? 5 Years

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

Vanderbilt Univ Alumni Board & Engineering Ambassador ; Carpenter Co. of Phila f 1724 Master

SEE ATTACHED RESUME (2 PGS) PLUS 4 PGS ON EHRET CONSULTING

Do you currently serve on a Town Board? Yes ☐ No ☒ If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒

Planning & Zoning Board

☐

Audit/Finance Committee

☐

Charter Review Committee

Why are you interested in serving on this board/committee? I love being a resident Concern of over Building

Having built >40 yrs comm bldgs, Inc >\$300M of CC) want to make IF APPROVED it is done right

Signature

James L Ehret

Date 1/19/24

ALL MEMBERS OF TOWN ADVISORY BOARDS ARE REQUIRED TO COMPLETE TRAINING BY READING THE PALM BEACH CODE OF ETHICS, VIEWING THE ETHICS VIDEO AND THE SUNSHINE LAW PRESENTATION.

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rev 10-25-2023

James L. (Jim) Ehret, P.E.
 450 Ocean Dr Juno Ocean Club 802 Juno Beach FL 33408
 302-540-7600
Jim@Ehret-Consulting.com

Profile

In 1997, I started Ehret Construction Company after building many large complex projects for a large Philly GC firm. My GC firm ended up building over \$500M worth of projects and worked for some of the region's most demanding customers. My customers knew me as a President who knew the details of a project - the details of the estimate, the schedule, and the pros and cons of each subcontractor. Most importantly, I knew my customer's expectations.

Professional Experience

Ehret Club Consulting – Juno Beach FL & Avalon NJ (summers) (2018-now)

Founder and solo consulting to very high end Country Clubs now in 10 States on Planning, Designing & Building \$ M to \$ MM sized projects . Most of times Club hire Jim first with a "need"

Clubs Include on 2 month to 2 year assignments

- Lost Tree Club (FL)
- Congressional CC (MD)
- Indian Creek CC (FL)
- Valhalla GC (KY)
- Jonathan Landing Gc (FL)
- Apogee Club (FL)
- Union League – 3 locations (PA & NJ)
- Cobbs Creek GC (PA)
- Rehoboth Beach CC (DE)
- Manufacturer G&CC (PA)

www.ehret-consulting.com

President of Ehret Construction Co, Wilmington DE & Mt Laurel NJ(1993-2017)

Founder & Owner of a 4-state regional Commercial GC/CM with an average annual volume of 40M. Our work spanned diverse sectors, and included many repeat customers: www.ehretconstructionco.com

- **Private Clubs:** 24 Country Club with many projects worth over \$ 300M ranging including for:
 - Merion Golf Club (5)
 - Gulph Mills Golf Club (3)
 - Sunnybrook Golf Club (3)
 - Philadelphia Country Club (3)
 - Rumson Country Club
 - Philadelphia Cricket Club (3)
- **Health Care:** 12 projects including Hospital Renovations; large interior fit-out for a Medical Imaging Center; new large-scale dental facility; new drug storage facility.
- **Hotels and Hospitality:** 18 New or major expansion projects for Hotels & Restaurants over \$100M
 - Courtyard by Marriott (2)
 - Hampton Inns & Suites (2)
 - Denny's; Ruby Diners, Blues Bar
 - Wingate Inn (3)
 - Springhill Suites by Marriott (3)
 - Holiday Inn Express

- **Senior Living:** 10 new, additions, and renovation projects over \$75M
 - 98 Sr Apt Senior Living Facility Building LEED Silver \$16M
 - Three new >100 bed Assisted Living Building.
 - Two new Nursing & Rehab Facilities
- **Commercial Office, Retail, Multi Family, Institutional and Industrial:** > 30 projects including:
 - Corporate HQ Fit-out for a Natl Co
 - 12-story office common area reno
 - 4 Church Additions / Renovations
 - College Facility Renovations
 - 2 New Shopping Centers - 110ksf
 - 3 Large New Department Store
 - New 34-unit Multi-Family (whole city block)
 - 5 new Branch Banks
 - Misc. Plant Renovations and Port renovations

Senior Project Manager: R. M. Shoemaker Co – W. Conshohocken, Pa 1983- 1993

Before starting my company, I provided Project Management for a large \$150M/year GC/CM – working from the estimate phase thru construction & turnover for 10 projects with repeat clients ranging \$6M - \$40M including:

- 4 Major Mall Renovation & Addition Projects for the same Owner who wanted Jim >\$40M
- New Pilot Plant & World Headquarters Expansion for Campbell Soup Company \$34M
- High Rise 24 story Condos in downtown Phila.;
- Mid Rise Senior Housing for H.U.D. and 2 Hotels Projects
- Biomedical Research Building 11 story for an Ivy League University.

Project Engineer Foster & Creighton - Nashville TN 1980-1982.

Vanderbilt University – Vanderbilt Stadium – Project Engineer on an intense “in between season” total renovation where 70% of the old stadium was demolished; the steel stands raised 12 feet and new precast structure for the new seats were set. Much coordination was done 7 months in advance to assure the radius precast was properly made and ready to go Day #1.

Personal Information:

Education

- Vanderbilt University – BE in Civil Engineering 1980, Cum Laude with 2 honorary societies
- Widener University - Master of Business Administration (night school)
- Professional Engineer – State of Pennsylvania since 1986

Interests and Involvements

- Carpenter Company of Philadelphia (F 1724) – Board Member 2006 – 2012; Master Builder Assoc – **325 members in its 300 year history – Must be an Owner of large Builder or Architect Firm**
- 2007 & 2011 –Associated Builders & Contractors (ABC) SEPa. General Contractor of the Year
- Vanderbilt University Alumni Committee & Tower Hill School Class Agent ; Rotary Club
- Wilmington Country Club – Building Committee for 20 years, various golf committees
- Married with 3 Children – all grown, working & out of college
- **SUMMER HOUSE – 124 10th Street Avalon NJ 08202**

Jim Ehret
302-5047600
Jim@EhretConstructionCo.com

Ehret Club Consulting

We help Private Clubs undertake new construction, expansion and renovation projects.

With confidence.



Ehret Club Consulting – Construction

Country Clubs | City Clubs | Golf and Racquet Clubs | Yacht Clubs

Juno Beach, Palm Beach County, Florida

What we do:

- Facility Evaluations
- Owner Representation
- Planning
- Conceptual Budgets
- Design Development Review
- Cost Estimates
- Schedules and Phasing
- Design Team Evaluations / Selection
- Bid and Award of Projects
- Project Management

Our Clients:

- Country Clubs
- Private Golf Clubs
- City and Dining Clubs
- Yacht & Polo Clubs
- Condo Assoc. / Development

Areas of Expertise:

- Clubhouses – Reno or New
- 3 & 4-Season Pavilions
- Dining and Food Service
- Fitness & Wellness Centers
- Outdoor / Terrace Dining
- Small Business Centers
- Maintenance Facilities
- Pool and Pool Houses
- Entry, Parking and Site
- Golf Learning Centers
- Golf Simulation and Gaming
- Tennis, & Pickleball courts
- Meeting and Board Rooms
- Stables and Shooting Lodges
- Golf Course Renovations



James L. Ehret P.E.
President

302.540.7600
Jim@Ehret-Consulting.com
www.Ehret-Consulting.com



Who we are, What we do

James L. Ehret, P.E. is a seasoned Private Club Construction Consultant helping Private Clubs undertake renovations, expansion and new building programs...with confidence.

Jim learned his craft as the founder and owner of a General Construction company with niche expertise in Private Clubs— planning, budgeting and building over 25 of private club capital projects worth over \$300M through 2017. Jim brings over 35 years of engineering, planning, estimating, and construction expertise to his assignments. Today as Ehret Club Consulting, Jim's clients include private country and city clubs; golf clubs, racquet and yacht clubs.. Since 2018, Jim has consulted to over 30 high end clubs in 12 states. His services included short assignments such as cost studies and conceptual budgets, to full-scale project management of the design, bidding and construction management. At all times, Jim represented the Client. Best interest in a transparent manner.

Armed with accurate and timely information, our Club Clients are given the confidence to communicate with Membership, and the reassurance of a plan that they can depend on.



Where we work

From our offices in Juno Beach, Florida and Avalon, NJ we are positioned to help our Clients with capital projects, facility evaluations, project management / owner representative, and cost planning needs.

Some of our Consulting Club Clients

- Congressional CC (MD): Budgeting & design oversight Early & now Mid Design - New Maint & Dorm 55ksf
- Apogee Golf Club (FL): Schematic to final design input for 3-course development with 2 clubhouse & amenities
- Manufacturers CC (PA): Master planning; then Management of 2 major capital projects Start to finish 3 Years
- Valhalla GC (KY), Troon (US), Indian Creek (FL); Club at Nevillewood (PA) Conceptual Studies w/bgts. & scopes
- Cobbs Greek GC Foundation (PA): Project Mgt. for \$40M restoration of 2 courses & building facilities 2 Years
- Union League of Philadelphia (NJ, PA): Various facility assignments at multiple locations Studies, Scope Bidding
- Numerous Confidential Clubs in the Mid-Atlantic and Florida region: Evaluations and new facility cost studies

South East Office

450 Ocean Drive
Suite 802
Juno Beach Florida,
33408

North East Office

124 Tenth Street
Suite E
Avalon, NJ
08202

James L. Ehret, P.E.
302-540-7600

Jim@Ehret-Consulting.com

Ehret Consulting Services for Clubs Considering Capital Improvements

List of Services by Jim L Ehret PE (former Club GC Builder)

1. **Facility Evaluations**
 - Assessment of your facilities
 - Recommendations on how
 - Renovating or tear all down
2. **Estimating Studies with Budgets – all stages**
 - Studies with budgets & scope at Pre-Concept level on through
 - Uses a large Club experience database
 - New Amenities have many examples
 - Overall Schedule / Possible Phasing
3. **Design Team Assembly**
 - Assist Club to hire right Designers
 - Prioritize what needs to be done in a phased manner
4. **Design Assist / Constructability from Schematic thru Final Design**
 - Input to design from 70 club projects as the builder or now consultant
 - Value Engineering
 - Check for best building practices
5. **Procurement Options/Advising**
 - Review options in procurement including FF&E
 - Request for Proposals with much detail being asked
 - Custom bid form; Milestone schedule; General scope clarifications
 - Assure the Awarded contract is detailed and as negotiated
6. **Project Management/ Owner Rep by a Former Club Builder**
 - Hands-on project management- cost and schedule
 - Committed time to project throughout construction
 - Managing issues, coordination, change order evaluation, schedule
 - Design stage and on through construction completion

Refer to the back for Clubs who have used these services

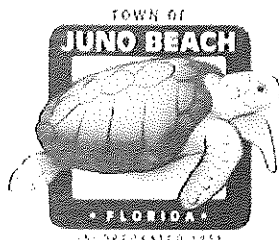
Please Contact Jim Ehret PE at 302-540-7600 or Jim@Ehret-Consulting.com

Ehret Club Consulting - Some of the Club Clients & Survives Provided 2019-2023 Jim Ehret PE

Item #15.

Club	Facility Evaluations	Estimating / Budgeting / Cost Studies	Design Team Assembly	Design Assist Construct-ability	Procurement Options / Advising	Project Mngt / Owner's Rep
Apogee Club*	FL	O	O	O	O	O
Berkeley Hall Club *	SC	O		O	O	
Bidermann GC	DE	O				
Congressional CC	MD	O	O	O	O	
Cobbs Creek GC*	PA	O	O	O	O	O
12 Other Clubs in Mid Atl	US	O	O	O	O	O
Indian Creek CC *	FL	O				
Jonathan's Landing FL *	FL	O	O			
Manufacturers G&CC *	PA	O	O	O	O	O
No. River CC (Troon)	AL	O				
6 Other Clubs in FL	FL	O		O	O	O
Paxon Hallow GC (Muni)	PA	O	O	O	O	O
Rehoboth Beach CC *	DE	O	O	O	O	O
Spring Lake GC	NJ	O		O		
The Club at Nevillewood*	PA	O	O	O	O	
Union League Natl & Tors*	NJ	O	O	O	O	
Union League Torresdale*	PA	O	O	O		
Valhalla GC	KY	O	O			
Wexford Club *	SC	O				
Western Hills CC	OH	O				

Bold 4-24 mos
*Multiple Assignments



TOWN OF JUNO BEACH
 340 OCEAN DRIVE
 JUNO BEACH, FL 33408
 PHONE: 561.775.0812 FAX: 561.775.0812
 www.juno-beach.fl.us
 E-MAIL: junobeach@juno-beach.fl.us
2024 MAR -5 A 10:55

Alexander Cooke, Mayor
 Peggy Wheeler, Vice Mayor
 Marianne Hosta, Vice Mayor Pro Tem
 Blaine K. Cotronakis, Councilmember
 DD Halpern, Councilmember

David Dyess, Town Manager

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME James Ferguson HOME PHONE 561.762.7251
 ADDRESS 391 Sunrise Way, Juno Beach, FL 33408
 OCCUPATION (current or most recent) school principal BUSINESS PHONE _____
 BUSINESS ADDRESS American School of Paris, 41 rue Pasteur, 92210 Saint-Cloud, FR
 E-MAIL ADDRESS jimferguson001@gmail.com

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐ YES ☒ NO

If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES ☒ NO

If "Yes", please provide the following information: Date: _____ Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☒ No ☐

See details in resume.

Brief Description of Education/Experience _____

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? yes or seasonally? _____

How long have you lived in Juno Beach? year-round 7 y; seasonal 17

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

See details in attached statement.

Do you currently serve on a Town Board? Yes ☒ No ☐ If yes, which one? Planning & Zoning

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒ Planning & Zoning Board ☐ Audit/Finance Committee ☐ Charter Review Committee

Why are you interested in serving on this board/committee? Since my parents first moved here in 1968, I have had a strong attachment to the town and wish to support it as it faces new challenges.

Signature

Jim Ferguson

Date

Mar 5, 2024

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rev 10-25-2023

Jim Ferguson

Application to the Juno Beach Planning & Zoning Board

March 5, 2024

Juno Beach is my home

Laura and I made Juno Beach our principal home beginning in 2012. My relationship with the town began when my parents chose to settle here, having first bought their apartment at the Greenbrier in 1968.

I understand first-hand how owners of condominiums and private homes have unique concerns.

Community engagement

- Served as Chair, Vice-Chair, and Member of the Planning and Zoning Board since 2018
- Curator and past President, Juno Beach Historical Society, cataloging and growing the town's historical archives, and working with a dedicated team to create educational programs and promote the public image of the town
- Volunteer Archivist, Historical Society of Palm Beach County
- President, Bonsai Society of the Palm Beaches; Regional Trustee (Palm Beach, Martin, St. Lucie Counties) for the Bonsai Societies of Florida
- Secretary, Juno Beach Ecology Group
- Past Treasurer, Greenbrier Condominium Association

Commendations

- Juno Beach Citizen of the Year, 2019
- Co-recipient, the 2023 Fannie James Pioneer History Award of the Historical Society of Palm Beach County

Education

- BA Philosophy and Social Sciences, Fordham University
- MS Education, City University of New York
- Extensive further graduate certification in Economics, Psychology, and modern languages

Professional background

- Administrative leader as a Principal, Academic Dean, and Department Chair at secondary schools in New York, London, and Paris
- Coordinator and Examiner for the Advanced Placement and International Baccalaureate Diploma programs
- Teacher in the AP and IB programs of Economics, Psychology, History, and International Relations

Jim's thoughts on the future direction of the Planning and Zoning Board

Some areas of concern. We know that the scope of P&Z Planning oversight is broad, including zoning, conservation, coastal management, traffic, recreation areas, and more. Areas that need to be reviewed and addressed more closely include those that negatively affect quality of life, including noise, intrusive lighting, congestion, and livability at street level.

Proactive development vision. Rather than wait for developers to move far along in planning major new projects, it serves the town's interest for Boardmembers and Councilors to coordinate proactively to encourage designs that are distinctive, in harmony with our town's scale and character, and that create an appropriate balance between commercial and residential features.

Architectural standards. Our standards for residential architecture, in particular, have been evolving significantly. These need to be further refined.

Longer-term planning. While the Town Council sets annual, short-term goals, I would like to see the Planning and Zoning Board more actively collaborate with them in this endeavor.

Latitude in agenda setting. The Board currently has very limited scope to determine its own agendas. It could be more effective in carrying out its mission if the Council would grant it greater latitude.

Role of the Chair. For the Planning and Zoning Board to achieve its potential, the Chair should strive to build common ground among the members. To achieve this, the Chair must be a balanced arbiter, establish decorum and civility, and ensure that all members feel free to express their views.



TOWN OF JUNO BEACH

340 OCEAN DRIVE

JUNO BEACH, FL 33408

PHONE: 561.626.1122 • FAX: 561.775.0812

WEBSITE: www.juno-beach.fl.us

E-MAIL: junobeach@juno-beach.fl.us

Alexander Cooke, Mayor
Peggy Wheeler, Vice Mayor
Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME John Gonzales HOME PHONE 772 545 2601
ADDRESS 605 Universe Blvd.Apt. T411; Juno Beach, Florida 33408
OCCUPATION (current or most recent) Miami Harbor Pilot BUSINESS PHONE 7725452601
BUSINESS ADDRESS 605 Universe Blvd.Apt. T411; Juno Beach, Florida 33408
E-MAIL ADDRESS biscipilot@crnet.net

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐ YES

☒ NO

If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES

☒ NO

If "Yes", please provide the following information: Date: 12/13/2023 Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☒ No ☐

Brief Description of Education/Experience _____

Unlimited Ocean Master, MBA, JD, PhD

BS Marine economic, MBA, Juris Doctor, PhD Psychology

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? yes or seasonally? _____

How long have you lived in Juno Beach? _____

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

Chairman Miami Beach Waterfront Board, President Marine Counsel of Florida, Military Affairs Committee Miami Chamber of Commerce

Do you currently serve on a Town Board? Yes ☐ No ☒ If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒

Planning & Zoning Board

☐

Audit/Finance Committee

☐

Charter Review Committee

Civic Duty

Why are you interested in serving on this board/committee? _____

Signature [Signature] Date 12/13/2023

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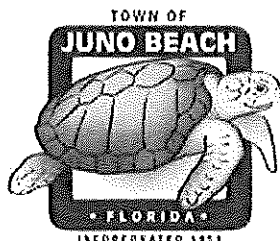
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rev 10-25-2023

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Captain John Gonzales, a former St. Lawrence Seaway Pilot and now a Juno Beach, Florida resident, graduated from Capella University's Social and Behavioral Sciences School of Psychology with a Ph.D. in general psychology. Captain Gonzales holds an Unlimited Ocean Master License, with United States Coast Guard pilotage endorsements for the Saint Lawrence Seaway and the Port of Miami, Florida; he is also a commercial aircraft pilot with an instrument rating by the FAA; he holds a Master Business Administration (M.B.A.) degree, and Juris Doctor (J.D.) After a long career, first, as a seagoing vessel officer, serving in every position from third mate to master, then as a pilot on the St. Lawrence Seaway, and a harbor pilot in the Port of Miami, Florida, Captain Gonzales retired in 1996 and started a program of continuing education in business, law, and the social sciences. Captain Gonzales is a graduate of the State of New York Maritime College. served as President of the St. Lawrence Seaway Pilot's Association, Marine Counsel of Florida, and Rotary Club of Miami Beach. He was Great Lakes Representative for the Masters', Mates', and Pilots' Union and a Miami Beach Waterfront Board Chairman. Captain Gonzales, now 91, wishes to continue learning new skills.





TOWN OF JUNO BEACH

340 OCEAN DRIVE
JUNO BEACH, FL 33408

PHONE: 561.826.1122 • FAX: 561.775.0812

WEBSITE: www.juno-beach.fl.us
E-MAIL: juno@juno-beach.fl.us

Alexander Cooke, Mayor
 Peggy Wheeler, Vice Mayor
 Marianne Hosta, Vice Mayor Pro Tem
 Elaine K. Cotronakis, Councilmember
 DD Halpern, Councilmember

David Dyess, Town Manager

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME Gloria Kanahele HOME PHONE (561) 215-5005
 ADDRESS 420 Celestial Way Apt 303
 OCCUPATION (current or most recent) Realtor; Real Estate Investor BUSINESS PHONE (561) 215-5005
 BUSINESS ADDRESS Same as above
 E-MAIL ADDRESS gk8808@yahoo.com

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☒ YES ☐ NO If so, explain DUI; About 13 Years ago; Since then real estate license & Life Insurance

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES ☒ NO If "Yes", please provide the following information: Date: 03/11/2022 Nature of Violation: N/ADisposition: N/A

Resume attached? (optional) Yes ☐ No ☒ Brief Description of Education/Experience Real Estate Investor; realtor; work with developments & developers that I have brought onto projects; own commercial p
preparing to build multi-family condos on Amelia Island. Own rentals, beach property, and comme
property. Experience with renovations; and building multi-condos from start to finish which includes

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? Yes or seasonally? _____How long have you lived in Juno Beach? Owned property in Town sin

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

Condo boards; Board of Directors Secretary for Park Place on Atlantic (New development on AmDo you currently serve on a Town Board? Yes ☐ No ☒ If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒ Planning & Zoning Board ☐ Audit/Finance Committee ☐ Charter Review Committee

Why are you interested in serving on this board/committee? Met with Frank Davila who brought this opportunity
to my attention due to my experience. Love real estate, development, procedures, and helping pec

Signature

Date 03/11/2024

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Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME Carol Rudolph HOME PHONE 561-315-1537

ADDRESS 840 Ocean Dr Apt 202, Juno Beach, FL 33408

OCCUPATION (current or most recent) GIS Specialist BUSINESS PHONE 561-917-0409

BUSINESS ADDRESS 500 Energy Lane, Dover, DE (working remotely)

E-MAIL ADDRESS pbgsoccer@aol.com

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐ YES ☒ NO

If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES ☒ NO

If "Yes", please provide the following information: Date: 2-13-2024 Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☐ No ☐ Brief Description of Education/Experience _____

Duke University - BS; University of Pennsylvania - JD & MD; FAU - MS in GIS (Geographic

Information Systems). Corporate Attorney in Philadelphia; Ophthalmologist in Juno Beach, FL;

currently a GIS Specialist for Florida Public Utilities

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? ☒ or seasonally? _____

How long have you lived in Juno Beach? 8 years

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

President and Member of the Board of Directors, Easter Seals of Palm Beach County

Do you currently serve on a Town Board? Yes ☐ No ☒ If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒

Planning & Zoning Board

☐

Audit/Finance Committee

☐

Charter Review Committee

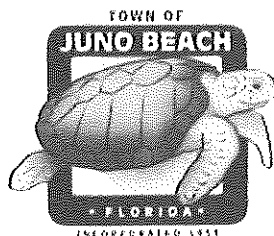
Why are you interested in serving on this board/committee? To ensure a rational, consistent and transparent approach toward resolving planning and zoning issues for Juno Beach

Signature Carol Rudolph Date 2-13-2024

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Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME Laure Shearer HOME PHONE 561-386-4062

ADDRESS 431 S Juno Lane Juno Beach FL 33408

OCCUPATION (current or most recent) retired BUSINESS PHONE _____

BUSINESS ADDRESS _____

E-MAIL ADDRESS laureshearer@gmail.com

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐ YES ☒ NO If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES ☒ NO If "Yes", please provide the following information: Date: _____ Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☐ No ☒ Brief Description of Education/Experience _____

Member of Juno Beach Planning & Zoning Board from October 2022 to present. Appointed by DD Halpern. Attended Town of Jupiter and Treasure Coast Regional Planning Council Officials Training Workshop, November 2023.

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? yes or seasonally? _____

How long have you lived in Juno Beach? 24 years

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

Do you currently serve on a Town Board? Yes ☒ No ☐ If yes, which one? P&Z

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒ Planning & Zoning Board ☐ Audit/Finance Committee ☐ Charter Review Committee

Why are you interested in serving on this board/committee? We are in rapidly changing times. I would like to stay involved with Staff & Council as we work toward updated solutions for our town & its citizens.

Signature

Laure Shearer

Date

3/1/2024

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Alexander Cooke, Mayor
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Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

Item #15.

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME Michael Stern HOME PHONE 5616760493
ADDRESS 12 Grand Bay Circle, Juno Beach FL 33408
OCCUPATION (current or most recent) Retired BUSINESS PHONE 5616760493
BUSINESS ADDRESS 12 Grand Bay Circle, Juno Beach FL 33408
E-MAIL ADDRESS mstern100@gmail.com

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐ YES ☒ NO If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES ☒ NO If "Yes", please provide the following information: Date: January 2 Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☒ No ☐ Brief Description of Education/Experience _____

BA, Syracuse University, JD, State University of New York (Buffalo Law)

Are you a registered voter? Yes ☒ No ☐ Do you live in the Town year-round? _____ or seasonally? _____

How long have you lived in Juno Beach? 23 years

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

Juno Beach Planning and Zoning Board, 18 years - various HOA Boards -In house volunteer counsel
Legal Aid Society of Palm Beach County 20 years. Eligible to practice law FL and NY

Do you currently serve on a Town Board? Yes ☒ No ☐ If yes, which one? P&Z (Juno Beach)

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒ Planning & Zoning Board ☐ Audit/Finance Committee ☐ Charter Review Committee

Why are you interested in serving on this board/committee? Contribute to the future vision and direction
of Juno Beach. Policies that will protect property values.

Signature  Date January 26, 2024

ALL MEMBERS OF TOWN ADVISORY BOARDS ARE REQUIRED TO COMPLETE TRAINING BY READING THE PALM BEACH CODE OF ETHICS, VIEWING THE ETHICS VIDEO AND THE SUNSHINE LAW PRESENTATION.

Please Note: Under Florida law, this document is a public record. If you do not want your email address released in response to a public-records request, do not include your email address. If your home address and phone number are exempt under Florida Statutes, please advise the Clerk's office when submitting this form.

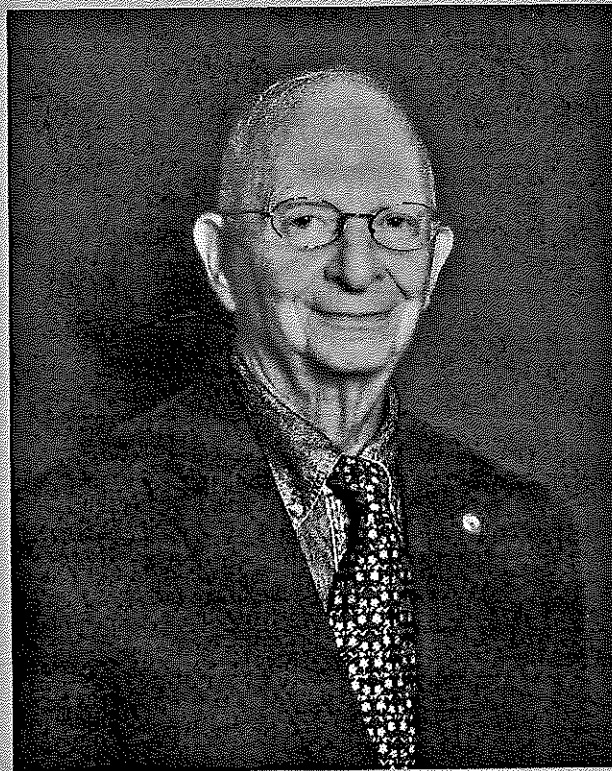
rev 10-25-2023

PRO BONO AWARD WINNERS

AND JUSTICE FOR ALL AWARD

Michael Stern, Esq.

After spending most of his childhood in Rome, Italy, Michael Stern returned to his roots in Upstate New York to attend Syracuse University. Upon receiving his Bachelor's Degree from Syracuse University, Michael earned his law degree at the Law School of the State University of New York. After law school, Michael embarked on a long and successful career in publishing. Michael served as the publisher of two daily newspapers in Syracuse, NY, with consulting duties with Advance Media Corporation, and served on various committees of the Newspaper Association of America. Michael retired in 2004 as the General Manager of the Syracuse Newspapers. Michael relocated to Palm Beach County, settling in Juno Beach where he serves as the Chair of the Juno Beach Planning and Zoning Board. In February 2007, Michael passed the Florida Bar exam and began volunteering at Legal Aid, so far donating over 12,000 hours of his time to provide civil legal assistance. Soon after the Covid-19 pandemic began, Legal Aid dramatically scaled back in-person contact with our clients. Nevertheless, Michael insisted on keeping up a caseload as close as possible to what he normally handled. A system was established that enabled Michael to handle cases virtually. Just since the advent of the pandemic, Michael has provided 200 hours of pro bono legal services to Legal Aid clients. Michael is now back to seeing clients in the office every Tuesday. In addition to handling cases, Michael provides analysis and pro bono referral recommendations about cases that normally would not be handled by Legal Aid staff, which greatly expands our reach and impact fullness in the community. For his many years of service and his ongoing commitment to access to justice Michael Stern is receiving the And Justice for All award.



Michael Stern, Esq.

Congratulations!



TOWN OF JUNO BEACH
340 OCEAN DRIVE
JUNO BEACH, FL 33408
PHONE: 561.626.1122 • FAX: 561.775.0812
WEBSITE: www.juno-beach.fl.us
E-MAIL: junobeach@juno-beach.fl.us

Alexander Cooke, Mayor
Peggy Wheeler, Vice Mayor
Marianne Hosta, Vice Mayor Pro Tem
Elaine K. Cotronakis, Councilmember
DD Halpern, Councilmember

David Dyess, Town Manager

Item #15.

APPLICATION FOR APPOINTMENT TO TOWN BOARD OR COMMITTEE

NAME ERICH ZLANABITNIG HOME PHONE 561-252-3555
ADDRESS 471 N LYRA CIRCLE
OCCUPATION (current or most recent) RETIRED BUSINESS PHONE _____
BUSINESS ADDRESS _____
E-MAIL ADDRESS ERICHZ@COMCAST.NET

Have you ever been convicted of a crime or plead guilty or nolo contendere to a crime other than minor traffic infraction?

☐ YES ☒ NO If so, explain _____

Have you ever been found to have violated a code of ethics for public officers and employees?

☐ YES ☒ NO If "Yes", please provide the following information: Date: 3-16-2024 Nature of Violation: _____

Disposition: _____

Resume attached? (optional) Yes ☐ No ☒ Brief Description of Education/Experience _____

I HAVE BEEN ON JUNO'S PLANNING AND ZONING BOARD FOR TWO YEARS

Are you a registered voter? Yes ☐ No ☒ Do you live in the Town year-round? X or seasonally? _____

How long have you lived in Juno Beach? 1990

Please list any current or prior experience as a volunteer on a board, committee, association, etc.

Do you currently serve on a Town Board? Yes ☐ No ☒ If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

☒ Planning & Zoning Board ☐ Audit/Finance Committee ☐ Charter Review Committee

Why are you interested in serving on this board/committee? TO HELP STAVE OFF POTENTIAL OUTSIDE DEVELOPERS CHANGING ZONING IN THE TOWN

Signature _____ Date 3-16-2024

ALL MEMBERS OF TOWN ADVISORY BOARDS ARE REQUIRED TO COMPLETE TRAINING BY READING THE PALM BEACH CODE OF ETHICS, VIEWING THE ETHICS VIDEO AND THE SUNSHINE LAW PRESENTATION.

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rev 10-25-2023



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Discussion on Proposal for the Planning & Zoning Board and Audit Oversight Committee

DISCUSSION:

At the April 1st, Special Town Council Meeting, Council made a motion to have a discussion on Councilmember Rosengarten's proposal for the Planning & Zoning Board and Audit Oversight Committee (Items A & B).

P&Z and Audit Committee are authorized to set agendas for their meetings jointly with Staff subject to:

- a) Recommendations for items to be placed on agendas that come from either P&Z or Audit Committee shall not take priority over (i.e., not front run) the timing of when any time sensitive Staff presentations are on placed on the agenda, or discussed;
- b) Council shall be routinely posted any time items are placed on the agendas by either P&Z or Audit Committee.

Memorandum

From the Town of Juno Beach Planning & Zoning Department

To: Joseph Lo Bello, Town Manager; Town Council
From: Frank Davila, Director of Planning & Zoning
Date: January 13, 2023
Subject: Discussion on Procedural Guidelines for Appointed Officials Adding Discussion Items to Agendas

BACKGROUND

At the October 26, 2022 Town Council Meeting, Council gave consensus to place on the Planning & Zoning Board's agenda "Discussion on Procedural Guidelines for Appointed Officials Adding Discussion Items to Agendas". Also, Town Council requested for staff to bring the finalized policy back to them for their review and approval.

At the December 12, 2022 Planning and Zoning Board meeting, the Board reviewed and discussed guidelines on how to add discussion items to the agenda that were received from the Board and Staff.

DISCUSSION

At the December 12, 2022 Planning and Zoning Board meeting, the Board decided on the following procedure and guidelines on how to add discussion items to the Planning and Zoning Board agenda.

Procedure

1. Prior to the next Planning and Zoning meeting, each Planning and Zoning board member is to give a list of three potential agenda items to staff.
2. If any Planning and Zoning board member does not have proposed agenda items, then they can pass.
3. At the following Planning and Zoning Board meeting, the Board will receive the potential eighteen agenda items on a list, in no particular order.
4. During the Planning and Zoning Board meeting, the list of potential agenda items will rank each agenda item. The ranking procedure is to be determined by the Board. The ranked list is handed back to the Planning and Zoning staff.
5. Planning and Zoning Staff is to make an excel spreadsheet with the suggested agenda items with the highest priority item first to the last item. This list will be e-mailed to the Board for their information.

6. Staff will decide on the number of agenda items that will be heard at the Planning and Zoning Board meetings. The number of items will vary depending on the number of agenda items already scheduled for the meeting (i.e. ARB applications, Development Applications, Variances, etc.)

Guidelines

- Board members shall provide the backup material, if any, 14 days prior to the meeting. This will allow staff to make the necessary copies and be able to provide all required documentation to the Board 7 days prior to the meeting.
- Discussion items may not pertain matters that may come before the Board in the form of an application. At the discretion of staff, after consulting with the Town Attorney, such items may be considered at a later date depending on the application status.
- Discussion items shall strictly reference Chapter 34 – Zoning or the Town’s Comprehensive Development Plan.

RECOMMENDATION

Staff request that Town Council review the procedure and guidelines above and provide staff direction on how to proceed.



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: Andrea Dobbins, Project Coordinator/Risk Manager
Item Title: Request for Proposal- Town Center Restroom Renovation Project

DISCUSSION:

The Juno Beach Town Council approved the Capital Improvement Plan (CIP) in the last budget cycle with the “Town Center Restoration & Maintenance” listed as an approved project with partial funding to be provided by the One Cent Surtax Revenue Fund. The restoration and maintenance line item is the renovation of the two public restroom facilities in the Town Center. The public restrooms are original from 1991. This project was advertised for the competitive sealed bid process and there were four contractors that submitted proposals for this renovation project.

The restroom renovation will include the following:

- Installation of new water efficiency toilets and urinal
- Removing the wall tile, repair the drywall and painting of both restrooms
- New commercial grade vinyl tile flooring and baseboards
- Replacement of the partitions
- Replace the sinks, faucets and countertops

Each proposal submitted was reviewed by the evaluation committee at a public meeting on April 10, 2024. Each proposer was awarded points according to the evaluation criteria that was in the proposal package. The contractors were asked to provide references, proof of their qualifications, their ability to conduct business in our jurisdiction, evidence of personnel and equipment to perform the work and a price for the labor and materials. The proposer that was awarded the most points based on their submittal was Usher & Associates. The proposers and their pricing are listed below in alphabetical order. Attached are the bid sheets from each contractor and the evaluation criteria and notes from the evaluation committee.

Cooper Construction & Development	\$39,425.00
GPS- General Property Solutions	\$46,990.00
JFB Construction & Development	\$41,200.00
Usher & Associates	\$37,430.41

RECOMMENDATION:

Staff recommends the Council consider a motion to enter into an agreement with Usher & Associates to renovate the restrooms at the Town Center not to exceed \$42,000; funding in the amount of \$20,000 from the One Cent Surtax, \$10,000 from the building fund and \$12,000 from contingency.

ATTACHMENTS:

Bid sheets & evaluation committee documentation

MINUTES
TOWN OF JUNO BEACH, FLORIDA
Request for Proposals – Town Center Restroom Renovation Project
EVALUATION COMMITTEE MEETING
April 10, 2024, at 10:00AM
Council Chambers/Zoom
340 Ocean Drive

Item #17.

PRESENT: ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER
 MICHAEL A. VENTURA, FINANCE DIRECTOR
 STEVEN HALLOCK, DIRECTOR OF PUBLIC WORKS
 CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

ALSO PRESENT: DAVID DYESS, TOWN MANAGER

Audience: 3 (1 via Zoom)

CALL TO ORDER

Finance Director Ventura called the meeting to order at 10:00am. He announced that the public is allowed to attend the meeting, but participation is limited to the Evaluation Committee members only. He also stated that the purpose of the Committee meeting is to review, rank and vet out the companies which submitted proposals to the Town's RFP, Request for Proposal for the Town Center Restroom Renovation Project for the Town of Juno Beach.

REVIEW OF PROPOSALS

Finance Director Ventura stated that they received a total of four (4) responses to the RFP and explained the process for ranking the firms and giving a recommendation to Council.

The Committee reviewed and discussed the following proposals:

(See attached evaluation sheets.)

COOPER CONSTRUCTION AND DEVELOPMENT

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 80 out of 100.

Director of Public Works Hallock stated that he gave this company a total of 90 out of 100.

Finance Director Ventura stated that he gave this company a total of 92.5 out of 100.

GPS – GENERAL PROPERTY SOLUTIONS

Item #17.

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 80 out of 100.

Director of Public Works Hallock stated that he gave this company a total of 90 out of 100.

Finance Director Ventura stated that he gave this company a total of 80 out of 100.

JFB CONSTRUCTION AND DEVELOPMENT

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 70 out of 100.

Director of Public Works Hallock stated that he gave this company a total of 83 out of 100.

Finance Director Ventura stated that he gave this company a total of 82.5 out of 100.

USHER & ASSOCIATES

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 90 out of 100.

Director of Public Works Hallock stated that he gave this company a total of 95 out of 100.

Finance Director Ventura stated that he gave this company a total of 85 out of 100.

COMMITTEE DISCUSSION AND FINAL RANKING FOR RECOMMENDATION TO TOWN COUNCIL

The Committee discussed and performed a final ranking on their evaluation sheets (*see attached*).

The Committee gave consensus to recommend Usher & Associates to the Town Council.

ADJOURNMENT

The meeting was adjourned at 10:42am.

ATTEST:



Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Town of Juno Beach
EVALUATION COMMITTEE SUMMARY TABULATION
April 10, 2024

Request for Proposal: Town Center Restroom Renovation Project

Cooper Construction and Development

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	20/25	15/15	5/10	40/50	80/100
Michael Ventura <i>Finance Director</i>	20/25	15/15	10/10	47.5/50	92.5/100
Steven J. Hallock <i>Director of Public Works</i>	20/25	12/15	10/10	48/50	90/100
TOTAL					262.5/300

GPS – General Property Solutions

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	25/25	15/15	10/10	30/50	80/100
Michael Ventura <i>Finance Director</i>	20/25	15/15	5/10	40/50	80/100
Steven J. Hallock <i>Director of Public Works</i>	25/25	13/15	10/10	42/50	90/100
TOTAL					250/300

JFB Construction and Development

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	10/25	15/15	10/10	35/50	70/100
Michael Ventura <i>Finance Director</i>	15/25	15/15	7/10	45/50	82.5/100
Steven J. Hallock <i>Director of Public Works</i>	15/25	13/15	9/10	46/50	83/100
TOTAL					235.5/300

Usher & Associates

Item #17.

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	25/25	15/15	5/10	50/50	95/100
Michael Ventura <i>Finance Director</i>	15/25	15/15	5/10	50/50	85/100
Steven J. Hallock <i>Director of Public Works</i>	25/25	15/15	5/10	50/50	95/100
TOTAL					275/300

Completed By *Town Clerk Copeland-Rodriguez*



Date: 4/10/24

	Max. Points	Category
#1	25	<i>Vendor References</i> <ul style="list-style-type: none"> Provide a minimum of three (3) customers with a brief description of similar work performed (include location, date of contract, name, telephone number and address of owner/contact person).
#2	15	<i>Vendor Qualifications</i> <ul style="list-style-type: none"> Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#3	10	<i>Personnel and Equipment</i> <ul style="list-style-type: none"> Provide evidence of qualified personnel and a list of company equipment.
#4	50	<i>Price</i> <ul style="list-style-type: none"> Completed itemized proposal form.



Item #17.

Town of Juno Beach
EVALUATION COMMITTEE TABULATION
April 10, 2024

Request for Proposal: Town Center Restroom Renovation Project

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Cooper Construction & Development	20	15	5	40	80
GPS – General Property Solutions	25	15	10	30	80
JFB Construction and Development	²⁵ 25 10	15	10	35	⁷⁰ 85
Usher & Associates	25	15	5	^{05/17} 45 50	90 95

> #2 tie

#2 #3

#1

	Max. Points	Category
#1	25	Vendor References <ul style="list-style-type: none"> Provide a minimum of three (3) customers with a brief description of similar work performed (include location, date of contract, name, telephone number and address of owner/contact person).
#2	15	Vendor Qualifications <ul style="list-style-type: none"> Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#3	10	Personnel and Equipment <ul style="list-style-type: none"> Provide evidence of qualified personnel and a list of company equipment.
#4	50	Price <ul style="list-style-type: none"> Completed itemized proposal form.

Completed By:

Signature

Date:

Print Name

JFB

\$41,200 / \$39,000 alternate

- ✓ vendor references - provided 3 but was not able to speak to anyone
- ✓ Qualifications + licenses provided left a msg. for 1 + the other
- ✓ List of personnel + equip provided had no VM set up
- const. schedule of 1 month
- ✓ provided all prod. specs.

Jobs indicated are applicable but not able to get ahold of Ref. people

Same name on vendor Ref. + employee list; coincidence or same person?

Usher

\$37,430.41 / alt. \$36,630.41

- ✓ 3 vendor references provided
- ✓ licenses provided
- ✓ Equip indicated they possess small tools for the job, no mention of personnel; one Ref. indicated they sub out all work
- * in their estimate they have a cleaning svc come in + clean everything
- 1.5 month for const. schedule
- provided ^{product} specs but not on partitions

GDS

(\$1,000 credit for alternate)

- ✓ Provided vendor references as requested
- ✓ all licenses + proof to work for PBC/Town
- ✓ Listed a Statement of adequate equip + personnel
- ✓ price list of bid items; but they did not provide product specs as indicated on bid schedule

\$46,990/

\$45,990
alternate

< 2 month const. schedule is
Not optimal June-Aug. >
Indicated a C.O. to re-install soap dispensers, paper towel, T.P. etc. They did not incorporate these 'misc.' items into their price

Cooper

\$39,425/ - just a few \$ difference on flooring w/
39,360 alt. → Rm'ing tile or leaving it. Strange given the labor involved

- ✓ vendor references; two references are for the same customer. Should have had another different reference. Technically only 2 Ref. provided
We asked for 3 customers + they should have been different. Was not able to reach any of their Ref. to talk to.
- ✓ licenses

- ✓ const. Schedule indicates 1 month

- indicate who the PM will be but no mention of other personnel + equip; would have been good to mention a Statement about this as its Requested in Evaluation Criteria

- ✓ they provided product specs as Requested except for the S.S. partitions

Usher Ref.

✓ ~~msg~~ Leesa Conley 215-694-0576
 MD Beauty Lab - Good job; technical wk for
 medical lab, did other jobs for her also; contentious worker

msg Kay Simon 561-762-2478
 Personal Bathroom

✓ Pamela Egan 561-212-1963
 Beach Way Therapy
 Budget was on point + work was
 acceptable. Very organized + were on
 schedule. Used them on other
 projects.

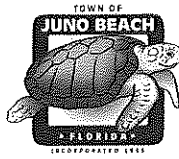
GPS

References - all checked out @ spoke
 to the listed businesses before they
 remodeled T.C. library. All good comments

Cooper Const.

msg Jonathan Welter 561-900-7013
 Journey Church - main # church

closed Cent Brown 561-803-2000
 PBA - main # PBA



Town of Juno Beach
EVALUATION COMMITTEE TABULATION
April 10, 2024

Request for Proposal: Town Center Restroom Renovation Project

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Cooper Construction & Development	20	12	10	\$39425 48	90
GPS – General Property Solutions	25 22	13	10	\$46490 42	87 90
JFB Construction and Development	15 24	13	9	\$41200 46	83 83
Usher & Associates	25	15	10 5	\$37420 50	100 95

	Max. Points	Category
#1	25	Vendor References <ul style="list-style-type: none"> Provide a minimum of three (3) customers with a brief description of similar work performed (include location, date of contract, name, telephone number and address of owner/contact person).
#2	15	Vendor Qualifications <ul style="list-style-type: none"> Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#3	10	Personnel and Equipment <ul style="list-style-type: none"> Provide evidence of qualified personnel and a list of company equipment.
#4	50	Price <ul style="list-style-type: none"> Completed itemized proposal form.

Completed By: Steve J. Hallock
 Signature

Date: 4/10/24

STEVEN J. HALLOCK
 Print Name

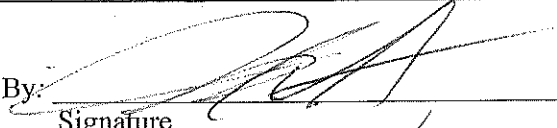


Town of Juno Beach
EVALUATION COMMITTEE TABULATION
April 10, 2024

Request for Proposal: Town Center Restroom Renovation Project

Scoring Criteria Tabulation					
Firm (in alphabetical order)	#1	#2	#3	#4	Total
Cooper Construction & Development <i>Kullen 60 DAYS</i>	20	15	<i>21 yrs exp</i> 15 yrs exp 10	39.425 47.5	92.50
GPS - General Property Solutions <i>Timeline - 8/11 113 DAYS</i>	<i>ok per</i> 20	15	<i>contract - 401</i> penalty no 5	46.990 40	80
JFB Construction and Development <i>5 DAYS</i>	<i>EE?</i> 15	15	List - 7	41.200 45.5	82.5
Usher & Associates <i>55 PR-110 to</i> <i>Amen</i>	15	15	-5	37.430 50	85

	Max. Points	Category
#1	25	Vendor References <ul style="list-style-type: none">Provide a minimum of three (3) customers with a brief description of similar work performed (include location, date of contract, name, telephone number and address of owner/contact person).
#2	15	Vendor Qualifications <ul style="list-style-type: none">Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#3	10	Personnel and Equipment <ul style="list-style-type: none">Provide evidence of qualified personnel and a list of company equipment.
#4	50	Price <ul style="list-style-type: none">✓ Completed itemized proposal form.

Completed By: 
Signature

Date: 4/10/24

Michael Ventura
Print Name

Town of Juno Beach

Request for Proposal (RFP), Request for Qualifications (RFQ)

Evaluation Committee Proceedings Procedures

NOTE: Record the proceedings.

A Senior level or Department Director participant shall review the guidelines of the meeting.

- Call the meeting to order.
- This is the Evaluation Committee meeting for the: Town Center Restroom Renovation
- Today is 4/10/24, it is 10:00 o'clock
- This is a public meeting and participation and discussion at the meeting shall be limited to the evaluation committee members only. The public may attend but no participation in the meeting will be permitted.
- Any protest or contest of the submittals shall be limited to a Town Council meeting, which is expected to be 4/24/24.
- In attendance are committee members Dobbins, Hallout & Ventum.
- Announce who is in audience or ask them; pass around a Sign-in Sheet
- The RFP, RFQ, ITB was made public on FEB 5, 2024, i.e. posted in newspaper, or date on our website and state whether the proposal was also posted on 3rd party websites (DemandStar and Vendor Registry)
- Public Notice for all proceedings and this Evaluation Meeting was included in the public notice and posted on the Town's bulletin board.
- The Committee members received proposals in advance of the committee meeting for their review. Individual committee members have the opportunity to preliminarily rank them prior to the committee meeting. The members rank the submittals based on the sealed, competitive proposals received in accordance with the established evaluation criteria.
- Uniform Evaluation Sheets have been provided for use by the committee.
- Committee members will discuss and review their preliminary rankings and complete and sign their final ranking on the Evaluation Tabulation sheet. The rankings provided by each committee member will be summed up on the Summary Tabulation sheet. Ranking of the most qualified submittal will be based on the highest score.
- Oral presentations may be requested or recommended by the committee members. In the event oral presentations are required, no less than three (3) firms shall be selected to participate unless fewer submittals were received. Oral presentations may be coordinated at a future date if necessary.
- In any event, the Committee shall complete their ranking prior to commencement of negotiations of a contract. The Town Manager or his designee may commence negotiations with the top ranked firm to negotiate a tentative agreement, subject to award by the Town Council; and should the Town staff be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price the Town determines to be fair, competitive, and reasonable, negotiations with that firm must be formally terminated. The Town shall then undertake negotiations with the second most qualified firm. And so forth, until an agreement is reached.
- After staff concludes negotiations with the selected firm(s), Staff shall propose a recommendation to the Town Council for final approval. The date of the anticipated Town Council meeting and website posting date are _____
- Thank everyone for their participation, and adjourn.

3 - project
Valid license
evidence to pers
PM

Item #17.

Town Center Proposal -

Cooper

- x A Ref 25 point - 3 projects -
- x B 15 - Vernon Qual-Rtn Licers - 9/30/24 FL 8/3/24
- x C 10 - Pers. + Equip -
- x D 50 - Price -
- x valid A 60 DAY

x Curt Brown Palm Beach Armon

484 - 883 - 9119 - excellent -

Excellent - paper work Timely -

x - PROJECT ON TIME -

Back
plaster
fitting

- ON TIME
- SFB - purchase List - DETAILS - ATTENTION TO DETAIL -
- AT Budget
- Not good Experience
- surprised they have them in person
- 1.2m -
- multiple jobs going on -
- Rough -

JESUS
puton

SFB - Dixon side of Lot - work at you -

work on my @ - multiple 18yrs -

- self performer 12-15 - skilled carpenters -

Not employee

Reference 25 p -

Cooper -
3 - Ref -

curr Brown Excellent -

GPS - older -

Town - OK Matt P. 8/10 -

Para High - charge order -

SFB -

Plant Fitness - Brett Plant Fitness - Not Rehire -

Jesus Robo - continuation - hired then ASGE -
Director of Operations -

Usher - Project 2 - KAY, Not Best quality materials
- OK - B - pointer -

MATERIALS

SUMMARY OF PROPOSAL ITEMS

BASE CONTRACT PROPOSAL ITEMS

NOTE: PROPOSALS shall include all sales tax and other applicable taxes and fees. PROPOSER agrees to perform all of the work described in the Contract Documents and on the Architectural Plans in the following unit prices or lump sum(s).

<u>Item #</u>	<u>Description</u>	<u>Amount</u>
1.	Remove & replace 3 commercial grade toilets and 1 urinal with water saving features of 1.28gpf for toilets and 1.0gpf for urinal (Contractor to provide product specifications)	\$7,641
2.	Remove all wall tile, repair drywall and paint both restrooms	\$12,262
3a.	Remove existing floor tile and install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$6,706
3b.	*ALTERNATE* Floor tile to <i>remain</i> , install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$6,641
4.	Replace existing partitions in each restroom with new stainless steel partitions (Contractor to provide product specifications)	\$8,475
5.	Remove & replace laminate countertops in each restroom with comparable countertops. Replace 2 sinks & 2 faucets. (Contractor to provide product specifications)	\$4,341
	TOTAL PROPOSAL AMOUNT* (Do not include alternate item 3b in total price.)	\$39,425

STATE PRICE IN WORDS AND FIGURES**TOTAL PROPOSAL FOR RESTROOM RENOVATION**

Thirty-Nine Thousand, Four Hundred and Twenty-Five Dollars

DOLLARS (\$39,425)

Proposal includes the following:

- ☒ Summary of Proposal Items
- ☒ Product Specifications
- ☒ Drug Free Workplace
- ☒ Public Entity Crime Statement
- ☒ Scrutinized Vendor Certification
- ☒ Qualification of Proposers

The undersigned Proposer has carefully examined the specifications and contract documents and the site of the proposed work. The undersigned is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done. The undersigned agrees to do all the work and furnish all materials called for by the specifications and proposal documents, in the manner prescribed therein and to the standards of quality and performance established by the Town of Juno Beach for the prices designated in the spaces herein provided. The Town reserves the right to alter or exchange any provision of this proposal with the successful Proposers acknowledgment.

Benjamin Cooper

Signature

President

Print Name

March 27, 2024

(561) 571-3324

Title

Date

Phone Number

Address: 11320 Fortune Circle, Suite G12, Wellington, FL 33414

Attest: Taylor Blake



TAYLOR BLAKE
Notary Public
State of Florida
Comm# HH472028
Expires 12/11/2027

SUMMARY OF PROPOSAL ITEMS

BASE CONTRACT PROPOSAL ITEMS

NOTE: PROPOSALS shall include all sales tax and other applicable taxes and fees. PROPOSER agrees to perform all of the work described in the Contract Documents and on the Architectural Plans in the following unit prices or lump sum(s).

<u>Item #</u>	<u>Description</u>	<u>Amount</u>
1.	Remove & replace 3 commercial grade toilets and 1 urinal with water saving features of 1.28gpf for toilets and 1.0gpf for urinal (Contractor to provide product specifications)	\$15,150.00
2.	Remove all wall tile, repair drywall and paint both restrooms	\$9,800.00
3a.	Remove existing floor tile and install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$5,400.00
3b.	*ALTERNATE* Floor tile to <i>remain</i> , install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$3,200.00
4.	Replace existing partitions in each restroom with new stainless steel partitions (Contractor to provide product specifications)	\$9,450.00
5.	Remove & replace laminate countertops in each restroom with comparable countertops. Replace 2 sinks & 2 faucets. (Contractor to provide product specifications)	\$1,400.00
	TOTAL PROPOSAL AMOUNT* (Do not include alternate item 3b in total price.)	\$41,200.00

STATE PRICE IN WORDS AND FIGURES**TOTAL PROPOSAL FOR RESTROOM RENOVATION**Forty-one thousand two hundred dollars and zero centsDOLLARS (\$ 41,200.00)**Proposal includes the following:**

- ☒ Summary of Proposal Items
- ☒ Product Specifications
- ☒ Drug Free Workplace
- ☒ Public Entity Crime Statement
- ☒ Scrutinized Vendor Certification
- ☒ Qualification of Proposers

The undersigned Proposer has carefully examined the specifications and contract documents and the site of the proposed work. The undersigned is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done. The undersigned agrees to do all the work and furnish all materials called for by the specifications and proposal documents, in the manner prescribed therein and to the standards of quality and performance established by the Town of Juno Beach for the prices designated in the spaces herein provided. The Town reserves the right to alter or exchange any provision of this proposal with the successful Proposers acknowledgment.

Joseph Basile III

Signature

Print Name

CEO03/27/2024561-582-9840

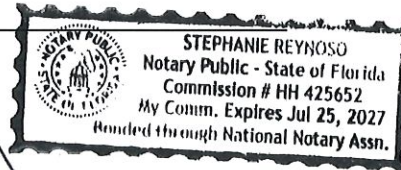
Title

Date

Phone Number

Address: 555 Hypoluxo Rd., Suite B, Lantana, FL 33462

Attest:



SUMMARY OF PROPOSAL ITEMS

BASE CONTRACT PROPOSAL ITEMS

NOTE: PROPOSALS shall include all sales tax and other applicable taxes and fees. PROPOSER agrees to perform all of the work described in the Contract Documents and on the Architectural Plans in the following unit prices or lump sum(s).

<u>Item #</u>	<u>Description</u>	<u>Amount</u>
1.	Remove & replace 3 commercial grade toilets and 1 urinal with water saving features of 1.28gpf for toilets and 1.0gpf for urinal (Contractor to provide product specifications)	\$ 5875 -
2.	Remove all wall tile, repair drywall and paint both restrooms	\$ 12750 -
3a.	Remove existing floor tile and install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$ 5887 -
3b.	* ALTERNATE * Floor tile to <u>remain</u> , install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$ 1000 <u>Credit</u>
4.	Replace existing partitions in each restroom with new stainless steel partitions (Contractor to provide product specifications)	\$ 14775 -
5.	Remove & replace laminate countertops in each restroom with comparable countertops. Replace 2 sinks & 2 faucets in each bathroom - 4 total sinks/faucets. (Contractor to provide product specifications)	\$ 7703 -
	TOTAL PROPOSAL AMOUNT* (Do not include alternate item 3b in total price.)	\$ 46,990.00

STATE PRICE IN WORDS AND FIGURES

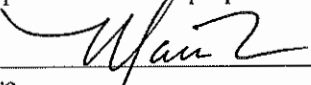
TOTAL PROPOSAL FOR RESTROOM RENOVATION

Forty Six Thousand Nine Hundred Ninty ⁰⁰/₁₀₀
DOLLARS (\$ 46,990.00)

Proposal includes the following:

- ☒ Summary of Proposal Items
- ☒ Product Specifications
- ☒ Drug Free Workplace
- ☒ Public Entity Crime Statement
- ☒ Scrutinized Vendor Certification
- ☒ Qualification of Proposers

The undersigned Proposer has carefully examined the specifications and contract documents and the site of the proposed work. The undersigned is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done. The undersigned agrees to do all the work and furnish all materials called for by the specifications and proposal documents, in the manner prescribed therein and to the standards of quality and performance established by the Town of Juno Beach for the prices designated in the spaces herein provided. The Town reserves the right to alter or exchange any provision of this proposal with the successful Proposers acknowledgment.

Signature  Print Name MATTHEW P. IMSE
 Title OWNER Date 3/26/24 Phone Number 561-252-2095
 Address: 6171 WOODLAKE RD. JUPITER, FL 33458

Attest: _____

SUMMARY OF PROPOSAL ITEMS

BASE CONTRACT PROPOSAL ITEMS

NOTE: PROPOSALS shall include all sales tax and other applicable taxes and fees. PROPOSER agrees to perform all of the work described in the Contract Documents and on the Architectural Plans in the following unit prices or lump sum(s).

<u>Item #</u>	<u>Description</u>	<u>Amount</u>
1.	Remove & replace 3 commercial grade toilets and 1 urinal with water saving features of 1.28gpf for toilets and 1.0gpf for urinal (Contractor to provide product specifications)	\$4,773.50
2.	Remove all wall tile, repair drywall and paint both restrooms	\$8,125.00
3a.	Remove existing floor tile and install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$5,645.46
3b.	*ALTERNATE* Floor tile to <i>remain</i> , install new vinyl "Armstrong Commercial Luxury Vinyl Tile" flooring & vinyl baseboard	\$800.00 Credit
4.	Replace existing partitions in each restroom with new stainless steel partitions (Contractor to provide product specifications)	\$9,686.45
5.	Remove & replace laminate countertops in each restroom with comparable countertops. Replace 2 sinks & 2 faucets. (Contractor to provide product specifications)	\$9,200.00
	TOTAL PROPOSAL AMOUNT* (Do not include alternate item 3b in total price.)	\$37,430.41

STATE PRICE IN WORDS AND FIGURES

TOTAL PROPOSAL FOR RESTROOM RENOVATION

THIRTY SEVEN THOUSAND FOUR HUNDRED AND THIRTY DOLLARS
AND FORTY ONE CENTS DOLLARS (\$ 37,430.41)

Proposal includes the following:

- ☒ Summary of Proposal Items
- ☒ Product Specifications
- ☒ Drug Free Workplace
- ☒ Public Entity Crime Statement
- ☒ Scrutinized Vendor Certification
- ☒ Qualification of Proposers

The undersigned Proposer has carefully examined the specifications and contract documents and the site of the proposed work. The undersigned is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done. The undersigned agrees to do all the work and furnish all materials called for by the specifications and proposal documents, in the manner prescribed therein and to the standards of quality and performance established by the Town of Juno Beach for the prices designated in the spaces herein provided. The Town reserves the right to alter or exchange any provision of this proposal with the successful Proposers acknowledgment.

Signature

Print Name

Title

Date

Phone Number

Address:

Attest:



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: Andrea Dobbins, Project Coordinator/Risk Manager
Item Title: Request for Proposal- Celestial Way Drainage Project

DISCUSSION:

The Town was awarded the Resilient Florida grant for the drainage improvements to Celestial Way. This grant is a 50/50 match with up to \$162,000 coming from the grant funding and \$162,000 from the Town's general fund and the Once Cent Surtax for a total project cost of \$324,000.

This project was advertised for the competitive sealed bid process and there were three (3) contractors that submitted proposals for this drainage project. Each proposal submitted was reviewed by the evaluation committee at a public meeting on April 17, 2024. Each proposer was awarded points according to the evaluation criteria that was in the proposal package. The contractors were asked to provide their qualifications, background and experience of the firm; references and proof of similar completed projects; the ability to meet the construction schedule; and the price for all labor and materials to successfully complete this project. The proposer that was awarded the most points based on their submittal was CK Contractors & Development. The proposers and their pricing are listed below.

CONTRACTOR	BID PRICE
BDI Marine & Site Contractors	\$299,629
CK Contractors & Development	\$252,399
Close Construction Services, LLC	\$349,650

RECOMMENDATION:

Staff recommends the Council consider a motion to enter into an agreement with CK Contractors & Development to complete the Celestial Way Drainage Project not to exceed \$278,000; (project cost includes bid proposal plus 10% contingency) with funding from the Resilient Florida grant not to exceed \$139,000 and not to exceed \$139,000 from the Town's general fund and the One Cent Surtax.

ATTACHMENTS:

Bid proposals



EVALUATION COMMITTEE MEETING - CELESTIAL WAY DRAINAGE IMPROVEMENT PROJECT MINUTES

April 17, 2024 at 10:00 AM

Council Chambers – 340 Ocean Drive and Zoom

PRESENT: ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER
MICHAEL A. VENTURA, FINANCE DIRECTOR
TIMOTHY HANNON, DEPUTY DIRECTOR OF PUBLIC WORKS
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

ALSO PRESENT: DAVID DYESS, TOWN MANAGER

Audience: 3 (0 via Zoom) (*See attached Sign-In Sheet*)

CALL TO ORDER

Finance Director Ventura called the meeting to order at 10:05am. He announced that the public is allowed to attend the meeting, but participation is limited to the Evaluation Committee members only. He also stated that the purpose of the Committee meeting is to review, rank and vet out the companies which submitted proposals to the Town's RFP, Request for Proposal for the Celestial Way Drainage Improvement Project for the Town of Juno Beach.

REVIEW OF PROPOSALS

Finance Director Ventura stated that they received a total of three (3) responses to the RFP and explained the process for ranking the firms and giving a recommendation to Council.

The Committee reviewed and discussed the following proposals:

(See attached evaluation sheets.)

BDI MARINE & SITE CONTRACTORS

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 65 out of 100.

Deputy Director of Public Works Hannon stated that he gave this company a total of 83 out of 100.

Finance Director Ventura stated that he gave this company a total of 80 out of 100.

CK CONTRACTOS & DEVELOPMENT

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 95 out of 100.

Deputy Director of Public Works Hannon stated that he gave this company a total of 100 out of 100.

Finance Director Ventura stated that he gave this company a total of 96 out of 100.

CLOSE CONSTRUCTION SERVICES, LLC

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 60 out of 100.

Deputy Director of Public Works Hannon stated that he gave this company a total of 70 out of 100.

Finance Director Ventura stated that he gave this company a total of 75 out of 100.

COMMITTEE DISCUSSION AND FINAL RANKING FOR RECOMMENDATION TO TOWN COUNCIL

The Committee discussed and performed a final ranking on their evaluation sheets (*see attached*).

MOTION: *Hannon/Dobbins made a motion to recommend approval of CK Contractors & Development to the Town Council.*

ACTION: *The motion passed unanimously.*

ADJOURNMENT

The meeting was adjourned at 10:34am.

ATTEST:



Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



**Town of Juno Beach
Request for Proposal
Celestial Way Drainage Improvements
April 17, 2024, 10:00 a.m.**

SIGN-IN SHEET

NAME	REPRESENTING	PHONE # & EMAIL
Jacob Rosenzweig	Self	203 216 8231 JDRMVRNH@ceol.com
ALDO ROVERE	UNO LAGO	631-335-4147 ZAKEUS @ AOL.COM
DD Halpern	Self	on file



Town of Juno Beach
EVALUATION COMMITTEE SUMMARY TABULATION
April 17, 2024

Request for Proposal: Celestial Way Drainage Improvement Project

BDI MARINE & SITE CONTRACTORS

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	10/20	10/20	0/10	45/50	65/100
Michael Ventura <i>Finance Director</i>	14/20	16/20	8/10	42/50	80/100
Timothy Hannon <i>Deputy Director of Public Works</i>	18/20	20/20	0/10	45/50	83/100
TOTAL					228/300

CK CONTRACTORS & DEVELOPMENT

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	20/20	15/20	10/10	50/50	95/100
Michael Ventura <i>Finance Director</i>	16/20	20/20	10/10	50/50	96/100
Timothy Hannon <i>Deputy Director of Public Works</i>	20/20	20/20	10/10	50/50	100/100
TOTAL					291/300

CLOSE CONSTRUCTION SERVICES, LLC

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	10/20	10/20	0/10	40/50	60/100
Michael Ventura <i>Finance Director</i>	15/20	16/20	8/10	36/50	75/100
Timothy Hannon <i>Deputy Director of Public Works</i>	15/20	15/20	0/10	40/50	70/100
TOTAL					205/300

Completed By *Town Clerk Copeland-Rodriguez:*

Date: 4/17/24



Town of Juno Beach
EVALUATION COMMITTEE TABULATION
April 17, 2024

Request for Proposal: Celestial Way Drainage Improvement Project

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
BDI Marine & Site Contractors	10	10	0	45	65
CK Contractors & Development	20	15	10	50	95
Close Construction Services, LLC	10	10	0	40	60

	Max. Points	Category
#1	20	<i>Qualifications, Background, and Experience of Firm</i> <ul style="list-style-type: none">• Qualifications and experience with similar projects• Availability of qualified personnel• Evidence of valid state, county, and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#2	20	<i>References (provide a minimum of 3)</i> <ul style="list-style-type: none">• Provide a minimum of three (3) projects with a brief description of similar work performed.• Provide the designated contact person's name from the referenced projects including: title, organization, address, telephone number, email address, location, and date.
#3	10	<i>Date of Commencement & Completion</i> <ul style="list-style-type: none">• The ability to complete all construction within 90 calendar days from the Notice to Proceed.
#4	50	<i>Price</i> <ul style="list-style-type: none">• Itemized Proposal Price to include all materials and labor to successfully complete this drainage improvement project.

Completed By:

Signature

Print Name

Date:

BDI -

- No way to leave msg. for Town of Uap.

Amanda Barnes

msg - Town of Lantana; Vanessa

✓ - PSL - David - said good company + one of 3 that have continuing contract w/ PSL for s/w projects done PSL 6 projects; \$200K proj. range

* Do not have Surveyors in-house + that has been somewhat of a concern + has been an impact on as-built's
No issues; Responsive to PSL

Did not sound like they have done actual swales which most of the work on this proj. is swale work but PSL said they do good not work especially w/ pedestrian sites.

Only list Proj. person/mgr. no other personnel wkg to complete the job, + no mention of starting + completion dates (90 days)

I did not think References were ~~not~~ similar in nature to this project; Sidewalks, Seawall + well site are different than stormwater maint. + construction.

CK

Description of past proj. include drainage proj., water main + sewer proj. They have a good Reputation w/ Indian River + are their emergency response for failures. Indian River is happy w/ their work.

* They have in-house Surveyors; very good

~~No mention of 90 day completion or start/completion dates.~~

References + proj. descriptions were not 100% compatible. Ref. were fine but would have been better to give specific descriptions of each proj. as it relates to the Ref. + point of contact for the project.

The only Submittal that gave a 60 day const. period which is 30 days less than what the Town asked for

Close Const.

Projects listed were 5-6 yrs ago;
 most recent was 4 yrs ago but not relevant
 work (Root work, ^{Building a vacuum sewer station} HVAC, plumbing / electrical etc.)

No const. schedule or ability to meet 90 day window.

No mailbox set up for Ref. @ Hallandale Beach

Called 5x \rightarrow 954-547-3043 ; if you are using a person as
 goes straight to a Referral make sure there is a wkg #
 VM + its not set up

No indication of personnel + ability to
 have their people do the work or if they
 sub it out.



Town of Juno Beach
EVALUATION COMMITTEE TABULATION
April 17, 2024

Request for Proposal: Celestial Way Drainage Improvement Project

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
BDI Marine & Site Contractors	18	20	0	45	83
CK Contractors & Development	20	20	10	50	100
Close Construction Services, LLC	15	15	0	40	70

	Max. Points	Category
#1	20	<i>Qualifications, Background, and Experience of Firm</i> <ul style="list-style-type: none">Qualifications and experience with similar projectsAvailability of qualified personnelEvidence of valid state, county, and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#2	20	<i>References (provide a minimum of 3)</i> <ul style="list-style-type: none">Provide a minimum of three (3) projects with a brief description of similar work performed.Provide the designated contact person's name from the referenced projects including: title, organization, address, telephone number, email address, location, and date.
#3	10	<i>Date of Commencement & Completion</i> <ul style="list-style-type: none">The ability to complete all construction within 90 calendar days from the Notice to Proceed.
#4	50	<i>Price</i> <ul style="list-style-type: none">Itemized Proposal Price to include all materials and labor to successfully complete this drainage improvement project.

Completed By: 
Signature

Date: 4/17/24

Timothy M. Hannon
Print Name

Tom
Hawwood

BDI

CK

Close

#1

(18) only mentions
point of contact
but reference work
current

(20)

Assigned staff Project mgr.
current work

(15)

Dated Experience
only Point of Contact

#2

(20) couldn't reach jupiter
Lantana - great review & would
use again, responsive, small issues
fixed
vm & email to Port St. Lucie job

(20)

City Vero Beach Utilities
Excellent
familiar work for Jeno

(15) Dated

left vm & email
↳ sub work
City Port St. Lucie
Felix Assoc. - Ben Miller
Proj Mgr.

#3

(0) no mention

(10)

specific line
60 day estimate

(0)

no mention

#4

(45) 299,629
mid price bidder
math correct

(50) 252,399
lowest
math correct

(40) 349,650
highest
typo/transposed #
for SOD
math correct

TOTAL

(83)

(100)

(70)



**Town of Juno Beach
EVALUATION COMMITTEE TABULATION
April 17, 2024**

Request for Proposal: Celestial Way Drainage Improvement Project

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
BDI Marine & Site Contractors	19	18	DID NOT STATE 90% 8	42	80
CK Contractors & Development	16	20	60 DAYS 10	50	96
Close Construction Services, LLC	15	18	DID NOT STATE 90% 8	36	75

	Max. Points	Category
#1	20	<i>Qualifications, Background, and Experience of Firm</i> <ul style="list-style-type: none"> Qualifications and experience with similar projects Availability of qualified personnel - point person only Evidence of valid state, county, and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#2	20	<i>References (provide a minimum of 3)</i> <ul style="list-style-type: none"> Provide a minimum of three (3) projects with a brief description of similar work performed. Provide the designated contact person's name from the referenced projects including: title, organization, address, telephone number, email address, location, and date.
#3	10	<i>Date of Commencement & Completion</i> <ul style="list-style-type: none"> The ability to complete all construction within 90 calendar days from the Notice to Proceed.
#4	50	<i>Price</i> <ul style="list-style-type: none"> Itemized Proposal Price to include all materials and labor to successfully complete this drainage improvement project.

Completed By: _____

Signature

Print Name

Date: 4/17/24

4/16/2024
Celestial Way Price Proposal

Handwritten signature/initials

ITEM	DESCRIPTION	Close		CK		BDI		Close		CK		BDI	
		QUANTITY	UNIT	UNIT COST	UNIT COST	UNIT COST	UNIT COST	PROPOSED COST	PROPOSED COST	PROPOSED COST	PROPOSED COST	PROPOSED COST	PROPOSED COST

A. SITE WORK:

1	MOBILIZATION	1	JOB	L.S.	L.S.	L.S.	L.S.	\$ 45,000	\$ 38,250	\$ 30,000			
2	NPDES REPORTING	1	JOB	L.S.	L.S.	L.S.	L.S.	\$ 15,000	\$ 3,050	\$ 10,000			
3	M.O.T.	1	JOB	L.S.	L.S.	L.S.	L.S.	\$ 20,000	\$ 7,980	\$ 20,000			
4	10' SWALE	1,521	S.Y.	\$ 20	\$ 15	\$ 25	\$ 25	\$ 30,420	\$ 22,815	\$ 38,025			
5	12' SWALE	289	S.Y.	\$ 30	\$ 21	\$ 37	\$ 37	\$ 8,670	\$ 6,069	\$ 10,693			
6	15' SWALE (MERCURY ROAD)	95	S.Y.	\$ 80	\$ 27	\$ 43	\$ 43	\$ 7,600	\$ 2,565	\$ 4,085			
7	NORTH SWALE	98	S.Y.	\$ 80	\$ 35.5	\$ 42	\$ 42	\$ 7,840	\$ 3,479	\$ 4,116			
8	SOD	2,004	S.Y.	\$ 10	\$ 6.25	\$ 8	\$ 8	\$ 20,040	\$ 12,525	\$ 16,032			
9	ASPHALT DEMO	1	JOB	L.S.	L.S.	L.S.	L.S.	\$ 40,000	\$ 15,900	\$ 12,500			
10	PERVIOUS PAVERS	462	S.Y.	\$ 200	\$ 199	\$ 265	\$ 265	\$ 92,400	\$ 91,938	\$ 122,430			
								\$ 286,970	\$ 204,571	\$ 267,881			

B. DRAINAGE:

1	YARD DRAIN	1	EACH	\$ 8,000	\$ 2,325	\$ 2,300	\$ 2,300	\$ 8,000	\$ 2,325	\$ 2,300			
2	MODIFY CATCH BASIN	4	EACH	\$ 700	\$ 4,160	\$ 1,050	\$ 1,050	\$ 2,800	\$ 16,640	\$ 4,200			
3	MODIFY EXISTING WATER MAIN VALVE	2	EACH	\$ 3,750	\$ 688	\$ 875	\$ 875	\$ 7,500	\$ 1,376	\$ 1,750			
4	8" H.D.P.E.	20	L.F.	\$ 150	\$ 56	\$ 75	\$ 75	\$ 3,000	\$ 1,120	\$ 1,500			
5	SOCK DRAIN	74	L.F.	\$ 120	\$ 33	\$ 27	\$ 27	\$ 8,880	\$ 2,442	\$ 1,998			
								\$ 30,180	\$ 23,903	\$ 11,748			

C. MISC:

1	SURVEY	1	JOB	L.S.	L.S.	L.S.	L.S.	\$ 15,000	\$ 6,105	\$ 9,500			
2	IRRIGATION REPAIRS	1	JOB	L.S.	L.S.	L.S.	L.S.	\$ 10,000	\$ 7,875	\$ 2,000			
3	AS-BUILTS	1	JOB	L.S.	L.S.	L.S.	L.S.	\$ 7,500	\$ 9,945	\$ 8,500			
								\$ 32,500	\$ 23,925	\$ 20,000			
								\$ 349,650	\$ 252,399	\$ 299,629			

Points 50 72% 100% 84%
36.1 50.00 42.1

PROPOSAL FORM

Proposal of BDI Marine Contractors LLC (Proposer), to furnish ALL materials, equipment and labor and to perform all work in accordance with the requirements of the Proposal Documents, Construction/Site Plans and Scope of Work/Specifications for:

Celestial Way Drainage Improvement Project

SCHEDULE OF BID ITEMS

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
A.	<u>SITE WORK:</u>				
1.	MOBILIZATION	1	JOB	L.S.	\$ 30,000.00
2.	NPDES REPORTING	1	JOB	L.S.	\$ 10,000.00
3.	M.O.T.	1	JOB	L.S.	\$ 20,000.00
4.	10' SWALE	1,521	S.Y.	\$ 25.00	\$ 38,025.00
5.	12' SWALE	289	S.Y.	\$ 37.00	\$ 10,693.00
6.	15' SWALE (LOCATED ON MERCURY ROAD)	95	S.Y.	\$ 43.00	\$ 4,085.00
7.	NORTH SWALE	98	S.Y.	\$ 42.00	\$ 4,116.00
8.	SOD	2,004	S.Y.	\$ 8.00	\$ 16,032.00
9.	ASPHALT DEMO	1	JOB	L.S.	\$ 12,500.00
10.	PERVIOUS PAVERS	462	S.Y.	\$ 265.00	\$ 122,430.00

SUBTOTAL SITE WORK: \$ 267,881.00

B.	<u>DRAINAGE:</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
1.	YARD DRAIN	1	EACH	\$ 2,300.00	\$ 2,300.00
2.	MODIFY CATCH BASIN	4	EACH	\$ 1,050.00	\$ 4,200.00
3.	MODIFY EXISTING WATER MAIN VALVE	2	EACH	\$ 875.00	\$ 1,750.00
4.	8" H.D.P.E.	20	L.F.	\$ 75.00	\$ 1,500.00
5.	SOCK DRAIN	74	L.F.	\$ 27.00	\$ 1,998.00

SUBTOTAL DRAINAGE: \$ 11,748.00

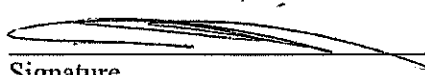
C.	<u>MISC:</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
1.	SURVEY	1	JOB	L.S.	\$ 9,500.00
2.	IRRIGATION REPAIRS	1	JOB	L.S.	\$ 2,000.00
3.	AS-BUILTS	1	JOB	L.S.	\$ 8,500.00

SUBTOTAL MISC: \$ 20,000.00

SUBTOTAL SITE WORK: \$ 267,881.00
SUBTOTAL DRAINAGE: \$ 11,748.00
SUBTOTAL MISCELLANEOUS: \$ 20,000.00

GRAND TOTAL: \$ 299,629.00

The undersigned Proposer has carefully examined the specifications and Proposal Documents and the site of the proposed work. The undersigned is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done. The undersigned agrees to do all the work and furnish all materials called for by the specifications, construction plans and Proposal Documents, in the manner prescribed therein and to the standards of quality and performance established by the Town of Juno Beach for the prices designated in the spaces herein provided. The Town reserves the right to alter or exchange any provision of this proposal with the selected Proposer's acknowledgment. A (no fee) Juno Beach building permit is required for this project.


 Signature _____ Print Name Stephen Zippi
President _____ 4/16/2024 _____ 561-532-2705
 Title _____ Date _____ Phone Number _____
 Address: 117N SE Federal Hwy #1122 Hobe Sound,
FL 33455

Attest: Amber Tamb

PROPOSAL FORM

Proposal of CK CONTRACTORS AND DEVELOPMENT, LLC (Proposer), to furnish ALL materials, equipment and labor and to perform all work in accordance with the requirements of the Proposal Documents, Construction/Site Plans and Scope of Work/Specifications for:

Celestial Way Drainage Improvement Project

SCHEDULE OF BID ITEMS

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
A.	SITE WORK:				
1.	MOBILIZATION	1	JOB	L.S.	\$ 38,250.00
2.	NPDES REPORTING	1	JOB	L.S.	\$ 3,050.00
3.	M.O.T.	1	JOB	L.S.	\$ 7,980.00
4.	10' SWALE	1,521	S.Y.	\$ 15.00	\$ 22,815.00
5.	12' SWALE	289	S.Y.	\$ 21.00	\$ 6,069.00
6.	15' SWALE (LOCATED ON MERCURY ROAD)	95	S.Y.	\$ 27.00	\$ 2,565.00
7.	NORTH SWALE	98	S.Y.	\$ 35.50	\$ 3,479.00
8.	SOD	2,004	S.Y.	\$ 6.25	\$ 12,525.00
9.	ASPHALT DEMO	1	JOB	L.S.	\$ 15,900.00
10.	PERVIOUS PAVERS	462	S.Y.	\$ 199.00	\$ 91,938.00

SUBTOTAL SITE WORK: \$ 204,571.00

<u>B.</u>	<u>DRAINAGE:</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
1.	YARD DRAIN	1	EACH	\$ 2,325.00	\$ 2,325.00
2.	MODIFY CATCH BASIN	4	EACH	\$ 4,160.00	\$ 16,640.00
3.	MODIFY EXISTING WATER MAIN VALVE	2	EACH	\$ 688.00	\$ 1,376.00
4.	8" H.D.P.E.	20	L.F.	\$ 56.00	\$ 1,120.00
5.	SOCK DRAIN	74	L.F.	\$ 33.00	\$ 2,442.00

SUBTOTAL DRAINAGE: \$ 23,903.00

<u>C.</u>	<u>MISC:</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
1.	SURVEY	1	JOB	L.S.	\$ 6,105.00
2.	IRRIGATION REPAIRS	1	JOB	L.S.	\$ 7,875.00
3.	AS-BUILTS	1	JOB	L.S.	\$ 9,945.00

SUBTOTAL MISC: \$ 23,925.00

SUBTOTAL SITE WORK: \$ 204,571.00

SUBTOTAL DRAINAGE: \$ 23,903.00


SUBTOTAL MISCELLANEOUS: \$ 23,925.00

GRAND TOTAL: \$ 252,399.00

ESTIMATED COMPLETION TIME FROM NTP: 60 DAYS

The undersigned Proposer has carefully examined the specifications and Proposal Documents and the site of the proposed work. The undersigned is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done. The undersigned agrees to do all the work and furnish all materials called for by the specifications, construction plans and Proposal Documents, in the manner prescribed therein and to the standards of quality and performance established by the Town of Juno Beach for the prices designated in the spaces herein provided. The Town reserves the right to alter or exchange any provision of this proposal with the selected Proposer's acknowledgment. A (no fee) Juno Beach building permit is required for this project.


 Signature CK CONTRACTORS WILLIAM GEORGE
AND DEVELOPMENT, LLC Print Name
 1100 TECHNOLOGY PLACE, SUITE 122
 WEST PALM BEACH, FL 33407
 MANAGING MEMBER 4/15/24 561-932-1070
 Title Date Phone Number
 Address: 1100 TECHNOLOGY PLACE, SUITE 122
 WEST PALM BEACH, FL. 33407

Attest: 



PROPOSAL FORM

Proposal of Close Construction Services, LLC (Proposer), to furnish ALL materials, equipment and labor and to perform all work in accordance with the requirements of the Proposal Documents, Construction/Site Plans and Scope of Work/Specifications for:

Celestial Way Drainage Improvement Project

SCHEDULE OF BID ITEMS

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
A.	SITE WORK:				
1.	MOBILIZATION	1	JOB	L.S.	\$ 45,000.00
2.	NPDES REPORTING	1	JOB	L.S.	\$ 15,000.00
3.	M.O.T.	1	JOB	L.S.	\$ 20,000.00
4.	10' SWALE	1,521	S.Y.	\$ 20.00	\$ 30,420.00
5.	12' SWALE	289	S.Y.	\$ 30.00	\$ 8,670.00
6.	15' SWALE (LOCATED ON MERCURY ROAD)	95	S.Y.	\$ 80.00	\$ 7,600.00
7.	NORTH SWALE	98	S.Y.	\$ 80.00	\$ 7,840.00
8.	SOD	2,004	S.Y.	\$ 10.00	\$ 20,004.00
9.	ASPHALT DEMO	1	JOB	L.S.	\$ 40,000.00
10.	PERVIOUS PAVERS	462	S.Y.	\$ 200.00	\$ 92,400.00

SUBTOTAL SITE WORK: \$ 286,970.00

B.	<u>DRAINAGE:</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
1.	YARD DRAIN	1	EACH	\$ 8,000.00	\$ 8,000.00
2.	MODIFY CATCH BASIN	4	EACH	\$ 700.00	\$ 2,800.00
3.	MODIFY EXISTING WATER MAIN VALVE	2	EACH	\$ 3,750.00	\$ 7,500.00
4.	8" H.D.P.E.	20	L.F.	\$ 150.00	\$ 3,000.00
5.	SOCK DRAIN	74	L.F.	\$ 120.00	\$ 8,880.00

SUBTOTAL DRAINAGE: \$ 30,180.00


C.	<u>MISC:</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
1.	SURVEY	1	JOB	L.S.	\$ 15,000.00
2.	IRRIGATION REPAIRS	1	JOB	L.S.	\$ 10,000.00
3.	AS-BUILTS	1	JOB	L.S.	\$ 7,500.00

SUBTOTAL MISC: \$ 32,500.00

SUBTOTAL SITE WORK: \$ 286,970.00
SUBTOTAL DRAINAGE: \$ 30,180.00
SUBTOTAL MISCELLANEOUS: \$ 32,500.00

GRAND TOTAL: \$ 349,650.00

The undersigned Proposer has carefully examined the specifications and Proposal Documents and the site of the proposed work. The undersigned is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done. The undersigned agrees to do all the work and furnish all materials called for by the specifications, construction plans and Proposal Documents, in the manner prescribed therein and to the standards of quality and performance established by the Town of Juno Beach for the prices designated in the spaces herein provided. The Town reserves the right to alter or exchange any provision of this proposal with the selected Proposer's acknowledgment. A (no fee) Juno Beach building permit is required for this project.


Thomas C. Close
Signature
Print Name
President
4.16.2024
863.467.0831
Title
Date
Phone Number
Address: 305 NW 4th Ave., Okeechobee, FL 34972
Attest:
Melvin St.
Corp. Secretary



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: Andrea Dobbins, Project Coordinator/Risk Manager
Item Title: 2024 Safe Streets and Roads for All Grant Application

DISCUSSION:

The Town of Juno Beach has successfully partnered with RMPK Funding (RMPK) for decades securing millions of dollars for the Town of Juno Beach in grant funding. RMPK is a local company that specializes in obtaining alternative funding for communities just like Juno Beach. Due to their vast knowledge and experience in grant writing and the various grant programs, each program unique in their requirements, they have secured over \$185 million in funding for municipal communities. RMPK is familiar with the requirements of the “2024 Safe Streets and Roads for All Grant” (SS4A) program. RMPK has assisted their grantees in receiving 14 grand awards in the last 2 grant application cycles which translates to a 100% success rate for this program.

A representative from the Transportation Planning Agency (TPA) contacted staff and invited us to participate in a SS4A webinar. The webinar provided information to municipalities to further the campaign and goal of the “Vision Zero” plan which the Juno Beach Town Council adopted as Resolution 2022-08 in August 2022. Once a community adopts the “Vision Zero” plan the next step is to create an “Action Plan”. The Action Plan would then identify projects that can be implemented to further carry out the Vision Zero mission of zero deaths and serious injuries on our roadways. The Action Plan helps the TPA and the community by providing more timely and effective recommendations for high-crash areas and by documenting potentially unsafe locations and conditions.

This grant requires a 20% match with a minimum request of \$100,000. The state would provide \$100,000 and the Town would match the grant with a \$20,000 local contribution to create an Action Plan unique to the Town. RMPK Funding would perform all tasks necessary to submit a complete grant application to the state by May 16, 2024, which is the grant application deadline, for a fee of \$2,500.

RECOMMENDATION:

Staff recommends the Council consider a motion to enter into an agreement with RMPK Funding to apply for the 2024 Safe Streets and Roads for All Grant in the amount of \$2,500 from contingency and authorize the Town Manager to execute all grant documents as necessary.

ATTACHMENTS:

RMPK proposal for grant writing services

COST PROPOSAL FOR PROFESSIONAL SERVICES



Date: April 15, 2024

To: Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408

Attention: David Dyess
Town Manager

Grant Preparation - Safe Streets for All Grant Program (SSFA)

Project:
2024-104


File No.: For professional services to be rendered in connection with the submission
Description of Services: of a 2024 SSFA grant application.

Compensation: Compensation shall be a lump sum of Two Thousand and Five Hundred
Dollars and no cents (\$2,500.00).

Upon your acceptance, a signed copy of this form will serve as your written authorization to proceed with the description of services as noted above.

Thank you very much for this opportunity to be of service to the Town of Juno Beach

RMPK Funding

By: 
Ryan A. Ruskay
President

Date: April 15, 2024

APPROVED BY Town of Juno Beach

By: _____
David Dyess
Town Manager

Date: _____



SCOPE OF SERVICES

Grant Preparation

- Research and obtain necessary documents for the grant application
- Complete any/all pre-application requirements and registrations.
- Prepare and submit grant application and required forms for evaluation
- Handle all follow up requests from Grantor relating to the application
- Attend or coordinate any meetings necessary for the grant application
- Prepare materials and make presentation as needed
- Act as a liaison between the City and the Grant Agency
- Provide City with updated timelines and information concerning the funding process



2024 Safe Streets and Roads for All Grants

The Bipartisan Infrastructure Law (BIL) establishes the new Safe Streets and Roads for All (SS4A) discretionary program that will provide \$5-6 billion in grants over the next 5 years. Funding supports regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries. The SS4A program supports the National Roadway Safety Strategy and a goal of zero deaths and serious injuries on our nation's roadways.

Eligible activities

- **Develop or update a Comprehensive Safety Action Plan.**
- Conduct planning, design, and development activities in support of an Action Plan.
- Carry out projects and strategies identified in an Action Plan.

Application Deadline: Thursday, April 4, 2024

Thursday, May 16, 2024

Contribution Match: Thursday, August 29, 2024

Maximum Award/Match: Varies by category/20% match required

Project Types:

1. Development and establishment of a Comprehensive Safety Action Plan is required to apply for implementation funding. A municipality can apply for funding to complete this plan this cycle and once complete can then apply for construction funding in future cycles. (\$100,000 minimum to \$1,000,000 maximum for planning activities, including Action Plan)
A comprehensive safety action plan (referred to as Action Plan) is aimed at preventing roadway fatalities and serious injuries in a locality, Tribe, or region. This can either be a plan developed with an Action Plan Grant, or a previously developed plan that is substantially similar and meets the eligibility requirements (e.g., a Vision Zero plan or similar plan).
2. Update or enhance an existing Comprehensive Safety Action Plan
3. Implementation of projects (construction) and activities identified in the Comprehensive Safety Action Plan



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: Andrea Dobbins, Project Coordinator/Risk Manager
Item Title: 2024 Historic Preservation Small Matching Grant Application

DISCUSSION:

The Town of Juno Beach has successfully partnered with RMPK Funding (RMPK) for decades securing millions of dollars for the Town in grant funding. RMPK is a local company that specializes in obtaining alternative funding for communities just like Juno Beach. Due to their vast knowledge and experience in grant writing and the various grant programs, each program unique in their requirements, they have secured over \$185 million in funding for municipal communities. RMPK is familiar with the parameters and requirements of the “2024 Historic Preservation Small Matching Grant” program and has a 100% success rate of receiving funds for their applicants for this specific program.

The purpose of the Small Matching Grant is to assist in the identification of historic sites in Florida and to encourage historic preservation in smaller cities. Eligible projects include “Survey Projects”. A survey project would involve identifying and assessing historic structures in an area that are greater than 50 years old and have a demonstrated significance to the community and its rich history within the identified project area. Funding from this grant will encourage historic preservation in Juno Beach and provide public information.

This grant is a 1:1 match with a maximum request of up to \$50,000 provided by the state and a \$50,000 local contribution, but a lesser amount can be requested in the application. RMPK Funding would perform all tasks necessary to submit a complete grant application to the state by June 1, 2024, which is the grant application deadline, for a fee of \$2,500.

RECOMMENDATION:

Staff recommends the Council consider a motion to enter into an agreement with RMPK Funding to apply for the 2024 Historic Preservation Small Matching Grant in the amount of \$2,500 from contingency and authorize the Town Manager to execute all grant documents as necessary.

ATTACHMENTS:

RMPK proposal for grant writing services

COST PROPOSAL FOR PROFESSIONAL SERVICES



Date: April 15, 2024

To: Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408

Attention: David Dyess
Town Manager

Grant Preparation - Small Matching Historic Grant Program

Project:
2024-105

File No.: For professional services to be rendered in connection with the submission
Description of Services: of a 2024 Small Matching Historic grant application.

Compensation: Compensation shall be a lump sum of Two Thousand and Five Hundred
Dollars and no cents (\$2,500.00).

Upon your acceptance, a signed copy of this form will serve as your written authorization to proceed with the description of services as noted above.

Thank you very much for this opportunity to be of service to the Town of Juno Beach

RMPK Funding

By: 
Ryan A. Ruskay
President

Date: April 15, 2024

APPROVED BY Town of Juno Beach

By: _____
David Dyess
Town Manager

Date: _____



SCOPE OF SERVICES

Grant Preparation

- Research and obtain necessary documents for the grant application
- Complete any/all pre-application requirements and registrations.
- Prepare and submit grant application and required forms for evaluation
- Handle all follow up requests from Grantor relating to the application
- Attend or coordinate any meetings necessary for the grant application
- Prepare materials and make presentation as needed
- Act as a liaison between the City and the Grant Agency
- Provide City with updated timelines and information concerning the funding process



Public Funding • Governmental Advocacy • Economic Development

Funding Opportunity

2024 Historic Preservation Small Matching Grant

The purpose of the Small Matching Grant is to assist in the identification, excavation, protection, and rehabilitation of historic and archaeological sites in Florida; to provide public information about these important resources; and to encourage historic preservation in smaller cities through the Florida Main Street program.

Eligible Projects:

1. Survey and Planning activities; Design and engineering for structures or sites
2. Community Education, Museum projects.

Grant Amount: \$50,000 maximum

Match: 100%

Application Deadline: June 1, 2024



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: D. Dyess, Town Manager
Item Title: Discussion on Juno Beach Police Key Access

DISCUSSION:

At the April 1, 2024, special council meeting during council comments a discussion was raised by Councilmember Rosengarten on the door access by police volunteers. The council voted to remove all volunteer key access, which was done the next morning and agenda a discussion at the April 24th meeting.

The police volunteers are actually unpaid employees who are covered by our liability and workers compensation. They are vetted and take the required NCIC/FCIC security training and test that officers take. There is absolutely no access to sensitive information, accreditation does not allow it. In my personal experience of 29 years as an officer and police chief the volunteers always had door access. I checked with our surrounding municipalities (Jupiter, Tequesta, North Palm and Palm Beach Gardens) all of which operate the same way we do. The doors have electronic key card access, so the system knows who and what door each person is going through with the ability to revoke access and set timed access.

RECOMMENDATION:

Continue to allow door access to the unpaid employees (volunteers).



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: D. Dyess, Manager
Item Title: Discussion on Juno Beach Police Foundation

DISCUSSION:

At the April 1, 2024, special council meeting during council comments a discussion was raised by Councilmember Rosengarten about the police foundation and a letter that was sent by one of the board members. The council agreed to set a discussion item on this topic for the April 24, 2024 meeting. The original request was to establish a moratorium on taking any further donations from the foundation.

There are some small ongoing sponsorship donations, like coffee with a cop and CPR trainings. There are two donations pending, Rifle ballistic shields (\$9,799.86) and in car AED's (\$7,276.50).

RECOMMENDATION:

Discuss the issue and determine course of action.



Meeting Name: Town Council Meeting
Meeting Date: April 24, 2024
Prepared By: D. Dyess, Town Manager
Item Title: Discussion - Establish paid parking and resident decal parking

DISCUSSION:

During the Council's 2023 goal setting workshop the council asked to establish paid parking in certain areas and provide free parking for residents with decals.

Eligibility:

Are we able to convert to paid parking given the Juno beach Shore Protection Project beach renourishment and the FRDAP grants? Yes, while the parking spaces can be metered, they must remain open to the public to count towards the beach's renourishment. As for the FRDAP grants:

"Reasonable differences in entrance fees for program projects may be maintained on the basis of residence. Such fees may only be charged if the grantee can clearly show that the difference in entrance fees reflects, and is substantially related to, all economic factors related to park management, and it is not simply related to the amount of tax dollars spent by the residents for the park; and that a definite burden on the grantee in park maintenance costs clearly justifies a higher fee for nonresidents."

The dune walk overs and Kagan park utilizes FRDAP grants. I believe we would be justified in metered parking/resident stickers due to the increased trash collection, equipment cleaning/maintenance and replacement costs based on the number of visitors versus residents that utilize the beaches and park. If we charge a fee for the resident stickers it would help with that cost offset.

Program:

Attached are ordinance examples of timed parking and metered parking. The timed parking format allows someone to park in a space for free for a certain length of time and then they receive a fine for remaining in the spot. It is setup as a district which means if the person moves their car to another spot in the district the time keeps running. Metered parking in today's time is most often done by phone apps. The most popular in Palm Beach County is Park Mobile. Hardware parking meters are still available in both an area parking box or single space smart meter (one at each parking space), both of which may require infrastructure (power/data). With metered parking the person pays a fee to park starting at minute one for however long they are parked there. The attached ordinance is from the

Town of Palm Beach and the fee varies depending on what parking area and ranges from \$3.00 to \$7.00 an hour. Residents can purchase a parking sticker for \$50.00 that allows them to park for free. There is also an example ordinance attached on residential street parking passes.

Enforcement:

In addition to police officer enforcement, I would recommend we enact an ordinance that gives citizens on patrol with training the ability to enforce parking violations to include handicap parking.

Locations:

The original locations discussed for this item were Kagan Park, Town Center, Mercury Rd and Mars Way. Town Center is the most challenging of the locations. If you do not meter Town Center it will push people who don't want to pay to constantly look for parking in Town Center. If you do meter Town Center, then we need to provide parking for staff and we often have customers in/out or residents using the facility that may not have a parking sticker because they do not need one. We could establish a 30-minute free parking area for those in/out customers, parking stickers or plate exemption for staff and turn off the fees during activities like HOA and community meetings/events.

I know that Mars Way would prefer the resident parking only and no paid parking along that road. It is my understanding that those spots would not be able to be counted for any beach renourishment if parking was restricted at that level.

RECOMMENDATION:

Discuss the pros and cons of implementing a paid parking program.

Sec. 40-37. Parking violations and notices; penalties.

- (a) In order to regulate stopping, standing, or parking, in ways that do not offend the public convenience, safety and welfare, civil fines shall be levied in the amounts shown for the parking violations listed in the schedule of fines and costs in section 26-30.
- (b) Violations of such provisions may be cited on a Florida Uniform Traffic Citation or on a city uniform code and parking citation notice ("citation"). Each citation shall clearly describe and identify the location of violation, vehicle make, date and time of violation, vehicle license number, licensing state, and officer's or parking enforcement specialist's name or identification number. Instructions for payment of the fine and for the right to contest parking violation notice shall be clearly set forth on the notice.
- (c) In the event that a fine required in this article is not paid to the city within 30 days of its issuance to the violator, the amount of the fine shall automatically double in amount. This provision shall not apply to parking in a disabled (handicapped) parking space.
- (d) The city citation shall also include the instructions below, in substantially the same form:

You are required to pay a fine on or before 30 days from the issuance of this citation. Payment must be made by cash, money order, valid check payable to the "City of Stuart" or any other means authorized by the city manager. DO NOT MAIL CASH. Payment shall be received by mail or in person at either: the city police department or city hall, as provided on the uniform citation.

Fines not paid or contested within 30 days of issuance shall automatically double in amount. In lieu of paying the fine you may contest the citation and request to appear before the magistrate. If you wish to contest the citation, you must do so by contacting the code clerk (as provided in the notice) within 30 days of the issuance of this citation. If you fail to contest the citation within 30 days, or fail to appear at the hearing when contesting the citation, or if you fail to pay the fine, you shall be deemed to have waived your right to contest the citation, and a magistrate's order may be entered against you for an amount up to the maximum civil penalty established by ordinance, plus all reasonable costs.

IMPORTANT NOTICES

- A. Failure to pay three or more parking citations subjects the violator to the inability to renew a state vehicle registration or renew a state driver's license, without clearing the parking violations.
- B. Failure to pay parking citations, when due, subjects the violator to having the vehicle "booted" or disabled, as provided by law., which subjects the violator to additional fees and costs, as provided by resolution of the city commission.

(Code 1981, § 16-3; Code 1995, § 78-26; Ord. No. 1634, § 1, 3-30-1998; Ord. No. 1695-99, § 1, 12-6-1999; Ord. No. 1696-99, § 1, 12-6-1999; Ord. No. 1768-01, § 1, 3-26-2001; Ord. No. 1845-02, § 1, 4-8-2002; Ord. No. 2032, § 1, 5-16-2005; Ord. No. 2181-09, § 1(78-26), 5-11-2009; Ord. No. 2250-2012, § 5, 11-5-2012)

Sec. 40-38. Enforcement by parking enforcement specialist.

The city shall employ as a parking enforcement specialist an individual who successfully completes a training program for parking enforcement specialists established and approved by the state department of law enforcement, division of criminal justice standards and training commission. A parking enforcement specialist so employed is hereby authorized to enforce the parking ordinances of the city as set forth in this article.

(Code 1981, § 16-7; Code 1995, § 78-27)

Sec. 40-39. Liability for payment of parking violation notices and disabled violation notices; rebuttable presumption created.

- (a) The owner of a vehicle is liable for payment of any parking violation notice unless the owner can furnish evidence that the vehicle was, at the time of the parking violation, in the care, custody, or control of another person. In such instances, the owner of the vehicle is required, within a reasonable time after notification of the parking violation, to furnish to the city an affidavit setting forth the name, address, and driver's license number of the person who leased, rented, or otherwise had the care, custody, or control of the vehicle. The affidavit submitted pursuant to this subsection shall be admissible in a proceeding charging a parking violation and shall raise the rebuttable presumption that the person identified in the affidavit is responsible for payment of the parking violation notice. The owner of a vehicle is not responsible for a parking notice violation if the vehicle involved was, at the time, stolen or in the care, custody, or control of some person who did not have permission of the owner to use the vehicle.
- (b) Any person issued a parking violation notice by a parking enforcement specialist shall be deemed to be charged with a noncriminal violation and shall comply with the directions on the notice. If payment is not received or a response to the notice is not made within the time period specified thereon, the city shall notify the registered owner of the vehicle which was cited, by mail to the address given on the motor vehicle registration, of the parking violation notice. Mailing of the notice to this address shall constitute notification. Upon notification, the registered owner shall comply with the city's directive.
- (c) Any person who fails to satisfy the city's directive shall be deemed to waive the right to pay the applicable civil penalty.
- (d) Any person who elects to appear before the city magistrate to present evidence shall be deemed to have waived his right to pay the civil penalty provisions of the ticket. The magistrate, after a hearing, shall make a determination as to whether a parking violation has been committed and may impose a civil penalty not to exceed \$100.00, or not to exceed \$250.00 for illegal parking in a handicapped (disabled) parking space, plus administrative costs. Any person who fails to pay the civil penalty within the time allowed by the magistrate shall be deemed to have been convicted of a parking ticket violation, and the city may take appropriate measures to enforce collection of the fine.

(Code 1981, § 16-8; Code 1995, § 78-28; Ord. No. 2181-09, § 2(78-28), 5-11-2009)

Sec. 40-40. Designation of on-street parking spaces and loading zones authorized.

The city manager shall designate and post all on-street parking spaces and loading zones in accordance with applicable law. The designation of any on-street parking space or loading zone by any persons other than authorized personnel of the city is hereby prohibited.

(Code 1981, § 16-9; Code 1995, § 78-29)

Sec. 40-41. Unpaid parking citations reported to department.

- (a) The police department, as the traffic violations bureau of the city, shall supply the state department of highway safety and motor vehicles with a magnetically encoded computer tape reel or cartridge which is machine readable by the installed computer system at the department listing the names of those persons who are the registered owners of motor vehicles to whom three or more parking violation citations or one or more handicapped parking space violation citations have been issued by the city. As used herein, the term "parking violation citation" means a parking violation of this article or of F.S. ch. 316.

- (b) No agency of the department shall issue a license plate or revalidation sticker to any person whose name appears on the list supplied to the department unless and until such person presents a receipt showing that such citations have been satisfied including all applicable late charges and the 15 percent additional charge described in subsection (c) of this section.
- (c) The total civil penalty for unpaid parking citations and for unpaid handicapped parking space violation citations shall increase by 15 percent when the name of a person is placed on the list supplied to the department as provided in subsection (a) of this section.

(Code 1981, § 16-11; Code 1995, § 78-30)

Sec. 40-42. Enforcement of three-hour parking, temporary suspension by city manager.

The city manager is authorized to temporarily suspend the enforcement of the three-hour parking regulation set forth in section 40-43 in any portion of the three-hour parking district in or near which exist exigent conditions which warrant temporary suspension. Exigent conditions include, but are not limited to, building repairs, building demolition, street or alley closings, changes in vehicular or pedestrian traffic, changes in building occupancy or use, and other circumstances which are not permanent in nature.

(Code 1981, § 16-10; Code 1995, § 78-31; Ord. No. 1696-99, § 2, 12-6-1999)

Sec. 40-43. Three-hour parking district—Created; prohibition; penalty.

- (a) There is hereby created the three-hour parking district in the downtown district of the city which shall consist of the following streets and segments of streets, and of all on-street and off-street parking spaces which are or may be hereafter designated thereon by the city:

Street	From	To
SW St Lucie Av.	SW Flagler Av.	St. Lucie River
SE Seminole St.	SW St Lucie Av.	SE Detroit Av.
SE Osceola St.	SW St Lucie Av.	SE Detroit Av.
SW Flagler Av.	SW St Lucie Av.	S. Colorado Av.
SW Flagler Av.	Parking lot circle at north end of Flagler Park (all marked spots)	
SE Ocean Bv.	S Colorado Av.	SE Detroit Av.
S Colorado Av.	SW Flagler Av.	St. Lucie River
SE Denver Av.	SE Ocean Bv.	SE Seminole St.
SE Detroit Av.	SE Ocean Bv.	St. Lucie River

- (b) Excluding Sundays but including Saturdays and legal holidays, it shall be unlawful to park a vehicle in any parking space in the three-hour parking district for longer than three continuous hours between the hours of 8:00 a.m. and 8:00 p.m. without completely removing the vehicle from all public parking spaces within the three-hour parking district for a period of not less than one hour. Upon the written recommendation of the police chief, and upon erection of proper signage, the city manager may extend or contract the three-hour parking hours earlier than 8:00 a.m. and later than 8:00 p.m. A violation of this section shall be deemed a violation of "three-hour parking only."
- (c) The three-hour parking district shall include the seven parking spaces located at the northern portion of Captain Adams Park.

(Code 1981, § 16-6; Code 1995, § 78-32; Ord. No. 1535, § 1, 9-8-1997; Ord. No. 1675, § 1, 5-24-1999; Ord. No. 1696-99, § 3, 12-6-1999; Ord. No. 1697-99, § 1, 12-6-1999; Ord. No. 1768-01, § 1, 3-26-2001; Ord. No. 1834-02, §

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(Supp. No. 40)

1, 2-25-2002; Ord. No. 1887-02, § 1, 9-23-2002; Ord. No. 2001, § 1, 8-23-2004; Ord. No. 2211-10, § 1, 10-25-2010; Ord. No. 2256-2013, § 1, 3-11-2013; Ord. No. 2393-2018, § 1, 11-13-2018; Ord. No. 2477-2021, § 1, 12-13-2021)

Sec. 40-44. Same—Exception for residents and hotel guests with permits.

- (a) A bona fide resident or overnight hotel guest within the three-hour parking district described in section 40-43 shall be permitted to park a vehicle owned by such resident or hotel guest for longer than three hours in the three-hour parking district, provided the vehicle so parked properly displays a revocable parking permit as provided in this section.
- (b) Upon proper application and payment of a fee, the city shall issue a revocable parking permit card or decal to an individual resident upon proper proof of residency, and display of a card or decal issued by the City shall be conspicuously displayed on the inside front window or dashboard of a vehicle owned by and registered to the resident so as to be easily legible from outside the vehicle, and as directed by order of the police chief. Permit cards shall be issued to hotel guests and permit decals shall be issued to residents, both as provided herein.
- (c) A vehicle properly displaying a revocable parking permit shall be considered exempt from the three-hour parking restrictions set forth in section 40-43, except that no person using such parking permit shall exceed the three-hour parking restrictions on SW Osceola Street or SW Flagler Avenue from SW Colorado Avenue to SW St. Lucie Avenue.
- (d) A revocable parking permit issued hereunder shall commence when issued, and shall expire upon the earlier of the expiration of the vehicle registration form or lease provided to the city as a proof of residency, or upon the actual termination of residency, or upon the termination of the hotel stay, and said permits shall be renewable upon proof of residency as provided in subsection (e) below, and payment of the required fee.
- (e) **Permanent Residents.** A residential applicant shall prove permanent residency by presenting to the city police department a valid Florida vehicle registration form for a vehicle personally owned by the applicant, or for an entity in which the applicant has a controlling interest (as demonstrated by appropriate verified documents), showing the address of residency within the three-hour parking district, and any one (1) of the following current and valid forms, verifying the same address:
 - (1) A voter registration card;
 - (2) A Florida driver's license;
 - (3) A utility bill;
 - (4) A deed to the property; or
 - (5) Any other indicia of residency deemed reliable by the police chief.
- (f) **Seasonal or temporary residents.** An applicant with a seasonal or temporary residence of six months or less within the three-hour parking district shall provide a current, valid state vehicle registration card, state driver's license, and a copy of their lease or deed.
- (g) **Transient guest facilities.** Upon payment of the established fee, hotel and other transient guest facility owners or managers ("hoteliers") located within the three-hour parking district shall be issued revocable parking permit cards in a number sufficient to provide a revocable parking permit to each overnight guest with a vehicle who is staying at the hotel, for which there exists no off-street parking space. The hotelier shall be responsible for providing overnight guests with needed revocable parking permits. Said revocable parking permit shall expire on the last day of the guest's stay, and each permit issued shall clearly be marked by the hotelier with the expiration date. Hoteliers shall be responsible for the security and safekeeping of revocable parking permits and they shall have an affirmative duty to report the theft or loss of any unused parking

permit forms to the city. In addition, and upon reasonable notice, the police chief or designee may audit the number of permits issued and the number of hotel guests.

- (h) Prior to issuing a revocable parking permit, the city may require proof that a resident does not have an off-street parking space for the vehicle for which the permit is being issued. This determination may require an inspection by the city of the resident's property.
- (i) Permits issued hereunder are a privilege not a right, and shall be revocable by the City Manager for any use which is not consistent with its issuance, or multiple violations of sections 40-43 and 40-44 of this Code.
- (j) A fee for parking permits in the three-hour parking district shall be established by resolution of the city commission from time to time.
- (k) Violation of subsection (c) of this section shall subject the violator to a fine of \$50.00 for each violation.

(Code 1981, § 16-6.1; Code 1995, § 78-33; Ord. No. 1696-99, § 4, 12-6-1999; Ord. No. 2328-2016, § 1, 8-22-2016)

DIVISION 2. PARKING METERS

Sec. 118-121. Establishment of zones.

The town manager is authorized to establish and alter zones to be known as parking meter zones upon such streets of the town as are selected for the location of such zones, and in such parking meter zones the town manager shall cause parking meters to be installed and shall cause parking meter spaces to be designated.

(Code 1982, § 11-42)

Sec. 118-122. Manager to acquire and maintain.

The town manager or his or her designee is hereby directed to provide for the installation, regulation, control, operation and use of the parking meters provided for in this division and to maintain such meters in good workable condition after approval of the location of the parking meters by the town council and in accordance with the purchasing procedures of the town.

(Code 1982, § 11-43; Ord. No. 10-2011, § 10, 4-12-11)

Sec. 118-123. Placement and use; time indicators.

Parking meters and or parking space identification numbers installed in the parking meter zones established as provided in section 118-121 shall be placed upon the curb or sidewalk immediately adjacent to the curb within each parking meter zone. Each parking meter shall be placed or set in such manner as to show or display its signal that the parking space adjacent to such meter is or is not legally in use. Each parking meter installed, upon the deposit of U.S. currency or credit card therein and then putting into operation the meter, shall by signal indicate the legal parking for that period of time conforming to the limit or parking time that has been or may be established for that area or zone of the street upon which such parking meter is installed, and shall continue to operate from the time of the deposit of such coin therein until the expiration of the time fixed as the parking limit for the part of the street upon which such meter is placed, and thereafter shall be so arranged that upon such expiration of such legal parking time it will indicate that the lawful parking period has expired.

(Code 1982, § 11-44; Ord. No. 10-2011, § 11, 4-12-11)

Sec. 118-124. Markings to designate spaces.

The town manager is instructed to have lines and/or numbers and/or markings painted or placed upon the curb and/or upon the street adjacent to each parking space for the purpose of designating the parking space for which the meter is to be used, and each vehicle parked alongside of or next to any parking meter or parking space marking shall park within the lines or markings so established. It shall be unlawful and a violation of this Code to park any vehicle across any such line or marking or to park such vehicle in such position that the same shall not be entirely within the area so designated by such lines or markings.

(Code 1982, § 11-45; Ord. No. 10-2011, § 12, 4-12-11)

Sec. 118-125. Reserved.

Editor's note(s)—Ord. No. 10-2011, § 13, adopted April 12, 2011, repealed the former section 118-125 in its entirety, which pertained to the position of vehicle in relation to meter, and derived from the Code of 1982, § 11-46.

Sec. 118-126. Duty to operate meter.

When any vehicle shall be parked in any space within a parking meter zone established in accordance with the provisions of this division, the operator of the vehicle shall upon entering the parking space immediately deposit U.S. currency or credit card in such parking meter and shall put the meter in operation according to directions; and failure to deposit payment and to put the meter in operation shall constitute a breach of this article and shall subject each person to the penalty prescribed in section 118-133. The parking space may then be lawfully occupied by such vehicle during the period of parking time prescribed for the part of the street in which the parking space is located. If such vehicle shall remain parked in any such parking space beyond the parking time limit fixed for such parking space, the parking meter shall by its sign show illegal parking; and such vehicle shall be considered as parked overtime and beyond the period of legal parking time. The parking of a vehicle overtime or beyond the period of legal parking time shall be a violation of this division and punished as hereinafter set out.

(Code 1982, § 11-47; Ord. No. 10-2011, § 14, 4-12-11)

Sec. 118-127. Expired meter.

- (a) *Prohibited.* It shall be unlawful for any person to cause, allow, permit or suffer any vehicle registered in the name of such person to be parked overtime or beyond the period of legal time established for any parking meter zone or for any parking area for which the length of time of parking is regulated.
- (b) *Penalty.* The civil penalty for parking overtime in violation of subsection (a) shall be as set forth in section 118-92, as may be amended from time to time. Failure to pay such penalty within the time provided in section 118-133 shall result in an additional delinquency penalty to the violator in the amount established or amended by resolution of the town council. Failure to pay the full penalty within 14 days of notice of such obligation may result in a summons being issued ordering and directing the violator to appear in county court, or civil proceedings may be commenced to effectuate collection. The violator shall be responsible for all costs incurred by the town to enforce the provisions of this section.

(Code 1982, §§ 11-48, 11-49; Ord. No. 18-00, § 3, 8-8-00; Ord. No. 11-04, § 1, 7-13-04; Ord. No. 14-07, § 3, 8-14-07; Ord. No. 10-2011, § 15, 4-12-11; Ord. No. 18-2018, § 2, 10-9-18)

Sec. 118-128. Service charge for nonpayment of parking violation penalties.

- (a) Failure to pay penalties and delinquency assessments for violations of section 118-127 and in accordance with section 118-133, within 60 days of issuance of the parking violation shall result in a service charge to the violator per citation in addition to the cost of the violation and delinquent penalty. The service charge to the violator shall be established by resolution of the town council and may be amended from time to time by resolution of the town council.
- (b) Failure to pay penalties and delinquency assessments for violations of section 118-127 and in accordance with section 118-133, within 90 days of issuance of the parking violation shall result in an additional service charge to the violator per citation in addition to the cost of the violation, the original delinquent penalty and service charge. The additional service charge to the violator shall be established by resolution of the town council and may be amended from time to time by resolution of the town council.

- (c) Failure to pay penalties and delinquency assessments for violations of section 118-127 and in accordance with section 118-133, within 120 days of issuance of the parking violation shall result in an additional service charge to the violator per citation in addition to the cost of the violation, the original delinquent penalty and service charge. The additional service charge to the violator shall be established by resolution of the town council and may be amended from time to time by resolution of the town council.

(Code 1982, § 11-49.1; Ord. No. 18-00, § 4, 8-8-00; Ord. No. 10-2011, § 16, 4-12-11; Ord. No. 18-2018, § 2, 10-9-18)

Sec. 118-129. Allowing vehicle to remain overtime in metered space.

It shall be unlawful and a violation of the provisions of this division for any person to permit a vehicle to be or remain in any parking space adjacent to any parking meter while such meter is displaying a signal indicating that the vehicle occupying such parking space has already been parked beyond the period of time prescribed for such parking space.

(Code 1982, § 11-50)

Sec. 118-130. Reserved.

Editor's note(s)—Ord. No. 10-2011, § 17, adopted April 12, 2011, repealed the former section 118-130 in its entirety, which pertained to slugs or substitutes for United States coins prohibited, and derived from the Code of 1982, § 11-51.

Sec. 118-131. Injuring, tampering with.

It shall be unlawful for any person to deface, injure, tamper with, open, or willfully break, destroy or impair the usefulness of any parking meter or parking space marking installed under the provisions of this division.

(Code 1982, § 11-52; Ord. No. 10-2011, § 18, 4-12-11)

Sec. 118-132. Metered parking fees.

Hourly fees for parking in metered spaces may be established by the town and collected from users of metered parking locations within the corporate limits of the town, as recommended by the town manager and approved by town council resolution.

(Code 1982, § 11-52.1; Ord. No. 10-2011, § 19, 4-12-11)

Sec. 118-133. Violations, penalty.

- (a) It shall be the duty of police officers and parking enforcement personnel of the town, acting in accordance with instructions issued by the chief of police, to report:
- (1) The number of each parking meter that indicates that the vehicle occupying the parking space is or has been parked in violation of any of the provisions of this division.
 - (2) The state license plate number of such vehicle.
 - (3) The length of time during which such vehicle is known to have been parked in violation of any of the provisions of this division.

- (4) Any other facts or knowledge which is necessary to provide a thorough understanding of the circumstances pertaining to such violation.
- (b) Each such police officer or parking enforcement officer shall also attach to such vehicle a notice to the owner thereof that such vehicle has been parked in violation of the provision of this division and instructing such owner to report to the finance department of the town in regard to such violations.
- (c) Each such owner shall, within 14 calendar days of the time when such notice was attached to such vehicle, pay to the finance department as a penalty for and in full satisfaction of such violation an amount as specified by the town council. The failure of such owner to make such payment to the finance department within 14 calendar days shall render such owner subject to the penalties provided in section 1-14."

(Code 1982, § 11-53; Ord. No. 10-2011, § 20, 4-12-11; Ord. No. 18-2018 , § 2, 10-9-18)

Sec. 118-134. Disposition of revenue.

The U.S. currency or credit card charges required to be deposited in parking meters as provided in this division are levied and assessed as fees to provide for the proper regulation and control of traffic upon the public streets, and to cover the cost of the supervision, inspection, installation, operation, maintenance, control and use of the parking spaces and parking meters described in this division and also the cost of supervising and regulating the parking of vehicles in the parking meter zones created by this division.

(Code 1982, § 11-52; Ord. No. 10-2011, § 21, 4-12-11)

DIVISION 2. RESIDENTIAL DISTRICTS

Sec. 134-2291. Findings.

For the purpose of this division, the town council finds and declares as follows:

- (1) It is in the best interests of the residents of the town to reduce vehicular congestion on residential streets and to facilitate the efficient movement of traffic by providing for residential parking preference during certain hours of the day within certain areas meeting the criteria set forth in this article;
- (2) Residential permit parking regulation is necessary to promote the health, safety and welfare of the residents of the town by providing adequate parking spaces adjacent to or close by their places of residence for temporary use;
- (3) It is in the public interest to:
 - a. Reduce hazardous traffic conditions resulting from the use of streets located within congested residential areas for the parking of vehicles by persons using such residential areas to gain access to other places;
 - b. Protect those areas from excessive noise;
 - c. Protect the residents of those areas from unreasonable burdens in gaining access to their residences;
 - d. Preserve the character of those areas as residential districts;
 - e. Promote efficiency in the maintenance of these streets in a clean and safe condition;
 - f. Preserve the value of the property in those areas;
 - g. Preserve the safety of children and other pedestrians; and
 - h. Promote traffic safety, clean air and the comfort, health, convenience and welfare of the inhabitants of the town.
 - i. Ensure that residential permit parking regulation provides temporary and infrequent use of on-street parking spaces so that adequate parking availability is maintained for all participating residents.

(Ord. No. 2-74, § 6.64(1), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94; Ord. No. 004-2023, § 1(Att. A), 3-14-23)

Sec. 134-2292. Definitions.

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

Abuse means the usage of permits (both residential and visitor/service) in a manner inconsistent with the declarations of section 134-2291 to include usage that avoids primary parking on private property, when available,

on a regular basis and instead utilizes on-street permit parking. Abuse shall also include the excessive and continual usage of multiple permits.

Commuter vehicle means a motor vehicle parked in a residential area by a person who is not a resident of the designated residential area.

Controlled parking residential area means a contiguous or nearly contiguous area containing streets or parts thereof primarily abutted by property that has a specific residential zone designation on the official zoning map of the town and that is designated for restricted residential parking by the town manager or his designee, pursuant to criteria and procedures established in this division.

Calendar year means the period beginning January 1 and ending December 31 of the same year.

Resident means a person who owns or leases real property within a residential area and who maintains either a voting residence or bona fide occupancy or both at that address.

Residential parking permit means a special permit issued under this division for the privilege of parking on a street designated as a controlled parking residential area.

(Ord. No. 2-74, § 6.64(2), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94; Ord. No. 001-2022, § 1, 3-8-22; Ord. No. 004-2023, § 1(Att. A), 3-14-23)

Cross reference(s)—Definitions generally, § 1-2.

Sec. 134-2293. Reserved.

Editor's note(s)—Ord. No. 2-2014, § 1, adopted May 14, 2014, repealed § 134-2293, which pertained to designation of controlled parking residential areas, and derived from Ord. No. 2-74, § 6.64(3), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94.

Sec. 134-2294. Eligibility and criteria for establishing controlled parking residential areas.

- (a) A residentially zoned area shall be deemed eligible for designation as a controlled parking residential area for residential permit parking if parking therein is impacted by commuter vehicles between 8:00 a.m. and 5:30 p.m. of any day.
- (b) The following objective criteria are established to be used in evaluating the need for restricted parking in a residentially zoned area in accordance with this division. For an area, however big or small, to be eligible for residential permit parking, that area must meet the following criteria:
 - (1) During any period between the hours of 8:00 a.m. and 5:30 p.m., the number of vehicles parked or standing, legally or illegally, on the streets in the area is equal to 50 percent or more of the legal on-street parking capacity of the area. For purposes of this criterion, a legal parking space shall be 20 linear feet measured parallel to the curb or pavement edge.
 - (2) During the same period as in subsection (b)(1) of this section, 25 percent or more of the vehicles parking or standing on the streets in the area are not registered in the name of a person residing in the area. For purposes of this criterion, the latest available information from the state department of motor vehicles regarding registration of motor vehicles shall be used.
 - (3) In determining whether an area identified as impacted and eligible for residential permit parking shall be designated as a controlled parking residential area, the following factors shall be considered:
 - a. The local needs with respect to clean air and environment in residential areas.
 - b. The possibility of a reduction in total vehicle miles driven in the town.

- c. The likelihood of alleviating traffic congestion, illegal parking and related health and safety hazards.
- d. The proximity of public transportation to the residential area.
- e. The desire and need of the residents for residential permit parking.
- f. The need for parking regulation to maintain the residential character of neighborhoods.

(Ord. No. 2-74, § 6.64(4), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94)

Sec. 134-2295. Procedure for determining controlled parking residential areas.

- (a) In order to determine whether a particular area should be designated as a controlled parking residential area, the town council can request or the town manager may conduct, upon his own initiative or upon a petition of a majority of the households on a proposed residential block addressed to the town manager, a study to determine if the proposed area meets the criteria set forth in section 134-2294. Following the study, the town manager shall determine whether to designate the proposed area under consideration as a controlled parking residential area or to remove the designation of a previously established controlled parking residential area. The town council may also request the town manager to designate an area as a controlled parking residential area based upon a study previously conducted, if the criteria set forth in section 134-2294 are met.
- (b) When the town manager finds the criteria to designate have been met in a controlled parking residential area, he shall cause the regulation to be recorded upon an appropriate map of the town and retained permanently in the office of the town clerk. The town clerk shall also keep an updated residential area parking map, or reasonable facsimile thereof, in an appropriate location on the town's website. In addition, the town manager shall cause parking signs to be erected upon public streets in the area, indicating the times, locations and conditions upon which parking shall be by permit only. When an area has been approved, designated and posted as a controlled parking residential area, it shall be unlawful and a violation of this division to park a commuter vehicle in an area restricted to residential permit parking only without having a valid residential parking permit affixed on the left rear bumper of the vehicle, or in the case of a residential visitor parking permit, appropriately displayed within the vehicle.

(Ord. No. 2-74, § 6.64(5), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94; Ord. No. 2-2014, § 2, 5-14-14)

Sec. 134-2296. Issuance of special parking permits upon application.

- (a) Following the official designation of a controlled parking residential area, the finance department shall issue appropriate residential parking permits. Upon application a permit shall be issued only to the owner or operator of a motor vehicle who resides in the controlled parking residential area in which he resides.
- (b) The application for a permit shall contain the name of such owner or operator of the motor vehicle; residential address; and the motor vehicle's make, model and registration number. The motor vehicle's registration may, at the discretion of the finance department, be required to be presented at the time of making the application in order to verify the contents thereof. If the vehicle is registered at an address other than the local residence, the applicant shall provide other sufficient proof, acceptable to the finance department, showing residency within the controlled residential parking area. The permit shall be valid for a calendar year, as defined in section 134-2292, and shall be renewed for each successive calendar year. A fee, as determined by resolution of the town council shall be charged for the annual permit and shall be payable at the finance department. After the initial permit has been issued, any renewal shall be affixed to the vehicle no later than January 15 of the applicable current year.

- (c) *Visitor/service permits.* In addition to the decals issued pursuant to section 134-2295(b) above, upon application by owner, owner may be issued visitor/service permits, which permits may be used by such owner for the sole purpose of providing parking on a temporary basis to service vehicles which are conducting work at such owner's premises or for visitors of such owner's residence. The permits shall be used only for the period of time during which business is to be conducted by the service vehicles or for the duration of stay of a visitor to the residence for which the permit is issued. Visitor/service permits are intended for infrequent and temporary use and may not be utilized in a manner that constitutes abuse. No more than a total of eight permits, including decals and visitor/service permits, shall be issued for each property.

The application for a visitor/service permit or permits shall be filed by such owner. The permit or permits shall be valid for a calendar year as defined in section 134-2292 and may be renewed each successive calendar year. A fee, as determined by resolution of the town council shall be charged for each visitor/service permit and shall be payable at the finance department. These permits shall not be affixed to the vehicle, but shall be placed in a clearly visible place on the inside of the visitor's or service vehicle observable through the front windshield of the vehicle. The permits shall be valid only for the period of time during which the service vehicle is conducting work at the premises or for the period of time a visitor is at the premises.

- (d) *Temporary group permits.* A temporary group permit may be issued on application of any resident of the district for only one day and for no more than four hours on that day upon a showing by the applicant that during the hours for which the permits are to be issued his or her residence will be used for an assemblage of persons in a way consistent with its residential character and other provisions of law and that such visitors would not be able to park their vehicles without violating the law. However such permits for such an assemblage of persons shall only be issued upon a finding of the facts stated in this section and a further finding that the issuance of such permits will not impair public safety during the time of their validity, and in this connection such permits may be limited as to the streets or portions of streets on which they shall be valid. Finally, the number of such permits issued shall not at any time exceed 50 percent of the number of spaces available in the area in which they are valid.

The application for a temporary group permit shall be filed by the resident seeking the permit. A fee as determined by resolution of the town council shall be charged for each temporary group permit. The permits shall not be affixed to the vehicle, but shall be placed in a clearly visible place on the inside of the visitor's vehicle observable through the front windshield of the vehicle.

(Ord. No. 2-74, § 6.64(6), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94; Ord. No. 9-08, § 1, 5-12-08; Ord. No. 26-10, § 29, 12-15-10; Ord. No. 1-2014, § 1, 5-14-14; Ord. No. 13-2019, § 1, 4-9-19; Ord. No. 40-2019, § 1, 1-14-20; Ord. No. 001-2022, § 1, 3-8-22; Ord. No. 004-2023, § 1(Att. A), 3-14-23)

Sec. 134-2297. Privileges and restrictions.

- (a) The holder of a residential parking permit shall be permitted to stand or park a motor vehicle displaying the permit and operated by him in any designated residential controlled parking area during such times and places as the parking of motor vehicles therein is permitted. While a vehicle for which a residential parking permit has been issued is so parked, such permit shall be permanently affixed on the left rear bumper of the vehicle. A residential parking permit shall not guarantee or reserve to the holder of the permit a parking space within a designated controlled parking residential area.
- (b) A residential parking permit shall not authorize the holder thereof to stand or park a motor vehicle in such places or during such times as the stopping, standing or parking a motor vehicle is prohibited or set aside for specified types of vehicles, nor shall it exempt the holder from the observance of any traffic regulation within the controlled parking residential area.

- (c) No person other than the permittee named thereon shall use the residential parking permit or display it on a vehicle operated or parked, and any such use or display by a person other than the permittee shall constitute a violation of this division by the permittee and by the person who so uses or displays such parking permit.
 - (d) Any permit issued hereunder is nontransferable to another person or another vehicle.
- (Ord. No. 2-74, § 6.64(7), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94)

Sec. 134-2298. Unlawful acts.

Under this division, it shall be unlawful for any person to:

- (1) Represent that he is entitled to a permit under this division when he is not so entitled;
- (2) To furnish any false information in an application to the finance department to obtain a residential parking permit;
- (3) Fail to surrender a permit to which he is no longer entitled; or
- (4) Park a vehicle displaying such a permit at any time when the holder of such permit is not entitled to hold it.
- (5) Park a vehicle without a properly displayed and valid residential parking permit issued pursuant to this division.
- (6) Park a vehicle displaying a counterfeit residential parking permit.
- (7) Modify or alter in any way a current or previously issued residential parking permit.
- (8) Give to another person or sale to another person a residential parking permit. Temporarily providing a visitor permit to a person legally entitled to use such under this division shall not be construed as being unlawful.
- (9) Provide a residential parking permit to any person or vehicle not legally entitled to possess or display such permit.
- (10) Utilize residential parking permits or visitor/service permits in a manner that constitutes abuse.

(Ord. No. 2-74, § 6.64(7)d, 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94; Ord. No. 9-08, § 2, 5-12-08; Ord. No. 3-2014, § 1, 5-14-14; Ord. No. 004-2023, § 1(Att. A), 3-14-23)

Editor's note(s)—Ord. No. 3-2014, § 1, adopted May 14, 2014, changed the title of § 134-2298 from "False representation" to "Unlawful acts."

Sec. 134-2299. Revocation.

The finance department is authorized to revoke the residential parking permit of any permittee found to be in violation of this division and, upon written notification thereof, the permittee shall surrender such permit to the finance department. Failure, when so requested, to surrender a residential parking permit so revoked shall constitute a violation of this division.

(Ord. No. 2-74, § 6.64(7)e, 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94; Ord. No. 9-08, § 3, 5-12-08)

Sec. 134-2300. Reserved.

Editor's note(s)—Ord. No. 9-08, § 4, adopted May 12, 2008, repealed § 134-2300 in its entirety, which pertained to temporary visitor permits, and derived from Ord. No. 2-74, § 6.64(7)g, adopted March 26, 1974; Ord. No. 1-88, § 3, adopted February 8, 1988, and Ord. No. 1-94, § 4(e), adopted February 7, 1994.

Sec. 134-2301. Penalties.

Any person illegally parked pursuant to this division shall be fined in the manner provided for illegal parking and his/her vehicle may be towed and stored at his/her expense.

(Ord. No. 2-74, § 6.64(8), 3-26-74; Ord. No. 1-88, § 3, 2-8-88; Ord. No. 1-94, § 4(e), 2-7-94; Ord. No. 3-2014, § 2, 5-14-14)

Sec. 134-2302. Revocation of decal/permit.

- (a) The chief of police or his/her designee is authorized to revoke the residential parking area decal/permits of any decal/permit holder based upon evidence that the decal/permit holder has violated the provisions of this article. The holder shall be served notice by certified mail or hand delivery of the proposed revocation and, upon request, shall have an opportunity to present to the town council evidence as to why the decal/permit should not be revoked. The decal/permit holder must request such a hearing in writing and pay an appeal fee set by resolution of the town council within ten days after the notice of proposed revocation is delivered or mailed. If the town council finds in favor of the decal/permit holder, the appeal fee shall be refunded. The holder of revoked decal/permits must return the decal/permits to the town manager or his/her designee and shall not be allowed to reapply for another decal/permit for one year from the date of revocation.
- (b) Revocation under subsection (a) is in addition to any other available remedy provided by this Code for violations of this article.

(Ord. No. 3-2014, § 3, 5-14-14; Ord. No. 004-2023 , § 1(Att. A), 3-14-23)

Secs. 134-2303—134-2325. Reserved.