



TOWN COUNCIL MEETING AGENDA

February 28, 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.](#) Robert Espinosa – Ceremonial Promotion to Sergeant
- [2.](#) Palm Beach County Environment Resource Management - Beach Erosion
- [3.](#) Capital Improvement Project Update

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. 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.

CONSENT AGENDA

- [4.](#) Town Council Meeting Minutes for January 24, 2024
- [5.](#) Special Town Council Meeting Minutes for February 16, 2024
- [6.](#) Proclamation – Florida Bicycle Month - March 2024
- [7.](#) Proclamation – National Eating Disorders Awareness Week 2024
- [8.](#) Proclamation – Problem Gambling Awareness Month
- [9.](#) Special Event Request - Aloha Surf Camp
- [10.](#) Special Event Request - Bike MS: Breakaway to the Palm Beaches 2024
- [11.](#) Special Event Request –Holy Spirit Lutheran Church Easter Pier Service
- [12.](#) Special Event Request – Oceanview United Methodist Church Easter Service
- [13.](#) Special Event Request – Run 4 the Sea
- [14.](#) Year to Date (YTD) Financial Statements

COUNCIL ACTION/DISCUSSION ITEMS

- [15.](#) 2023 Annual Comprehensive Financial Report
- [16.](#) Ocean Ridge Way and Atlantic Boulevard sidewalk and pedestrian path improvement.
- [17.](#) 844 Oceanside Drive- Building Permit Extension Request
- [18.](#) Caretta Plat
- [19.](#) Resolution 2024-03; Purchasing policies and procedures
- [20.](#) Ordinance No. 782 – Implementation of Live Local Act (“First Reading”)
- [21.](#) Ordinance No. 783 – Construction Site Standards (First Reading)
- [22.](#) Ordinance 784 (Modifying the Procedures for Appointment of Planning and Zoning Board Members) (First Reading)

[23.](#) Discussion Item – January and February Planning and Zoning Board Meeting Recommendations

[24.](#) Discussion on Donations, Foundations, and Organizations

COMMENTS FROM THE COUNCIL

ADJOURNMENT



Meeting Name: Town Council Regular Meeting
Meeting Date: February 28th, 2024
Prepared By: Chief Brian Smith
Item Title: Robert Espinosa – Ceremonial Promotion to Sergeant

Ceremonial Promotion to Sergeant

Officer Robert Espinosa came to the Juno Beach Police Department in May of 2022, after working a full career for the Bergen County NJ Police Department, retiring at the rank of Sergeant. Robert has extensive law enforcement supervisory experience, particularly with criminal investigations and communications center management. He also has a bachelor's degree in business management.

Since he began working for our agency, he has consistently performed at a very high level and has some of the best proactive activity numbers of any member in our agency. Robert has also acted in the capacity of Officer in Charge and has assisted Officers under his supervision with their criminal enforcement activities and agency responsibilities. His experience is valued and appreciated by all members of our agency.

We are very pleased and wish to congratulate Robert on his promotion to Sergeant with the Juno Beach Police Department.



Meeting Name: Town Council Meeting
Meeting Date: February 28, 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.



Meeting Name: Juno Beach Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: Andrea Dobbins, Project Coordinator/Risk Manager
Item Title: Capital Improvement Project Update

DISCUSSION:

At the January 2024 council meeting an update on projects was requested by Council member Halpern.

Universe Blvd Drainage Project- COMPLETED

This 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.

Ocean Drive Paving & Drainage Project- DESIGN PHASE

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.

Celestial Way Drainage Project- DESIGN PHASE

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.



TOWN COUNCIL MEETING MINUTES

January 24, 2024 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

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

ALSO PRESENT: DAVID DYESS, TOWN MANAGER
 LEONARD RUBIN, TOWN ATTORNEY
 CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
 FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
 ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER
 STEVEN J. HALLOCK, DIRECTOR OF PUBLIC WORKS

AUDIENCE: 35

CALL TO ORDER – 5:30PM

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

Council gave unanimous consensus to move Item #14 to be heard after Item #11.

PRESENTATIONS

1. Sgt. Jose Nunez Ceremonial Promotion to Sergeant

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

Council gave unanimous consensus to amend the Code for the selection process of Planning & Zoning Board members; and have a presentation on Form 6 from an attorney at the February meeting.

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 5:44pm.

Public Comments Closed at 5:55pm.

CONSENT AGENDA

2. Town Council Meeting Minutes for December 13, 2023
3. Town Council Workshop on Mars Way Minutes - January 8, 2024
4. Professional Services Simmons & White, Inc.- Construction Oversight Universe Blvd Drainage Project
5. Special Event Request - Art Fest by the Sea
6. Request to Add the Position of Senior Planner to the Town's Classification and Pay Schedule
7. Approval of 2024 Town Council Meeting Dates
8. Year to Date (YTD) Financial Statements
9. Asset Disposals

MOTION: Wheeler/Halpern made a motion to approve the consent agenda.

ACTION: The motion passed 4-0.

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

10. Filling of Town Council Vacancy – Seat #2

MOTION: Halpern/Wheeler made a motion to appoint Jacob Rosengarten to the Town Council effective immediately.

ACTION: The motion passed 4-0.

Town Clerk Copeland-Rodriguez swore in newly appointed Councilmember Jacob Rosengarten.

11. Ord. 779 – Voluntary Annexation of Captain's Key

MOTION: Wheeler/Hosta made a motion to approve Ordinance No. 779 as amended with the effective date of November 25, 2024, on second and final reading.

ACTION: The motion passed unanimously.

12. Resolution No. 2024-02 (Acceptance of Ownership and Maintenance of Public Easements within the Plat of Ocean Ridge)

MOTION: Wheeler/Halpern made a motion to approve Resolution No. 2024-02.

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

13. Ordinance 780 – Harmony Criteria (2nd Reading)

MOTION: Halpern/Hosta made a motion to approve Ordinance No. 780 on second and final reading.

ACTION: The motion passed unanimously.

14. Ordinance 781 – Demolition Permits 2nd Reading

MOTION: Rosengarten/Wheeler made a motion to approve Ordinance No. 781 as amended with Sec. 6-111(c) referencing 30 days instead of 14 on second and final reading.

ACTION: The motion passed unanimously.

15. Discussion on Kagan Park Playground

Mayor Cooke recessed the meeting at 6:43pm.

Mayor Cooke reconvened the meeting at 6:48pm.

MOTION: Halpern/Rosengarten made a motion to have staff send out a survey to the residents of the proposed Kompan park renderings along with the costs and bring the results back to Council for review.

ACTION: *The motion passed unanimously.*

16. Sidewalk Brick Paver Maintenance and Repair

Council gave unanimous consensus to have staff reach out to Palm Beach County.

17. FPL Street Light Discussion- Turtle Friendly Light Options

MOTION: *Halpern made a motion to install sea turtle friendly amber lights along Ocean Drive.*

ACTION: *Motion failed for lack of a second.*

MOTION: *Halpern/Hosta made a motion to install ATB-2 amber lights along Ocean Drive where the lights are turned off.*

ACTION: *The motion failed 3-2 with Mayor Cooke, Vice Mayor Wheeler, and Councilmember Rosengarten opposed.*

MOTION: *Rosengarten/Halpern made a motion to install ATB-2 amber lights as well as shields along Ocean Drive but continue to keep the lights off during turtle season.*

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

18. Discussion – Master Development Plan

Council gave unanimous consensus to have staff reach out to Kim Delaney from the Treasure Coast Regional Planning Council to moderate a workshop with the Town Council and Planning & Zoning Board.

COMMENTS FROM THE COUNCIL

(See attached handouts from Councilmember Halpern and Councilmember Rosengarten.)

Council gave unanimous consensus to have staff amend the Codeto addresses spillover lighting; ask a Palm Beach County representative to conduct a presentation on the upcoming Ocean Drive drainage project; and have staff conduct presentations/updates on the Celestial Way and Universe Boulevard projects.

Mayor Cooke, Councilmember Halpern, and Councilmember Rosengarten gave consensus to have staff create a list five (5) items that would address and lessen the scale of new development by June.

ADJOURNMENT

Mayor Cooke adjourned the meeting at 8:42pm.

Alexander Cooke, Mayor

Caitlin E. Copeland-Rodriguez, Town Clerk



Town of Juno Beach

Item #4.

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.

AGENDA ITEM #: _____ DATE: 1/24/2024

NAME: JACK LUTHEE PHONE NO.: ~~813~~-781-264-0994

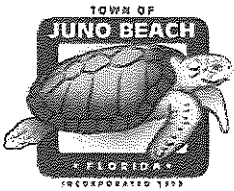
REPRESENTING (IF APPLICABLE): POLICE FOUNDATION

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

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: 1/24/24

NAME: Bill Viggiano PHONE NO.: 561-818-3056

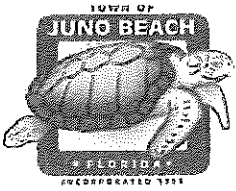
REPRESENTING (IF APPLICABLE): _____

ADDRESS: 420 MARS WAY

CHECK WHAT MAY APPLY:

SUPPORT OPPOSE I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

Item #4.

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.

AGENDA ITEM #: _____ DATE: 1/24/24

NAME: Ken Craig PHONE NO.: 561-373-4722

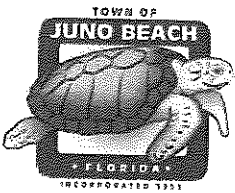
REPRESENTING (IF APPLICABLE): Self

ADDRESS: 605 Universe Blvd J.B

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

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 the Public

AGENDA ITEM #: _____ DATE: _____

NAME: Anne Bosso 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

Item #4.

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.

AGENDA ITEM #: ~~2~~ Ordinance 779 Captain's leg DATE: _____

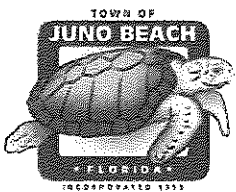
NAME: Nancy Wlf PHONE NO.: 203 912 9957

REPRESENTING (IF APPLICABLE): _____

ADDRESS: 1613 E. Hungary

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

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 #: Kagan Park DATE: _____

NAME: Bianca Giancoli PHONE NO.: 212-678-2673

REPRESENTING (IF APPLICABLE): Parks and Rec Foundation

ADDRESS: _____

CHECK WHAT MAY APPLY:

- SUPPORT
- OPPOSE
- I WISH TO SPEAK
- I WOULD LIKE MY COMMENT READ INTO THE RECORD:



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

Fwd: Fw: Sea Turtle Streetlights on Council Agenda

1 message

DD Halpern, Juno Beach Town Council <dhalpern@juno-beach.fl.us>

Wed, Jan 24, 2024 at 3:58 PM

To: Caitlin Copeland <ccopeland@juno-beach.fl.us>, Andrea Dobbins <adobbins@juno-beach.fl.us>

Hi Caitlin,

Please print this for Council as part of the backup docs for the sea turtle lighting topic.

Thank you,
DD Halpern
Juno Beach Town Council
561-972-1644

----- Forwarded Message -----

From: Reinert, Thomas <thomas.reinert@myfwc.com>

To: DD Halpern <dd_halpern@yahoo.com>

Cc: Halley, Kristin <kristin.halley@myfwc.com>; Mezich, Ronald <ronald.mezich@myfwc.com>; Pasawicz, Michelle <michelle.pasawicz@myfwc.com>; Merrill, Maria <maria.merrill@myfwc.com>; Trindell, Robbin <robbin.trindell@myfwc.com>

Sent: Wednesday, January 24, 2024 at 03:41:25 PM EST

Subject: RE: Sea Turtle Streetlights on Council Agenda

DD,

Thank you for reaching out to FWC with your concerns for balancing public safety and sea turtle protection. As a start, FWC always prefers no lights visible from the beach during sea turtle nesting season, March 1 – October 31, but we understand the need for communities to ensure public safety. These do not have to be mutually exclusive endeavors. Below is a list of options, in order of preference, for safe-guarding sea turtles during nesting season:

1. Lights off during sea turtle nesting season (those lights visible directly or indirectly from the beach); we always recommend downward-directed lights to reduce sky glow
 - a. For public safety issues, low or ground level, amber lighted bollards, not visible directly from the beach, may provide adequate lighting for footpaths
2. Downward-directed, shielded, amber (approved turtle-friendly) light fixtures
3. Downward-directed, amber (approved turtle-friendly) light fixtures
4. Downward-directed, shielded streetlights – should not be visible from the beach from any direction

If you or Juno Town Council have any technical questions, please contact our state-wide sea turtle lighting coordinator, Kristin Halley, copied here.

Respectfully,
Thomas R. Reinert, Ph.D.
Regional Director – South Region
Florida Fish & Wildlife Conservation Commission
[8535 Northlake Blvd](#)
West Palm Beach, FL 33412

Office: 561-882-5701

Cell: 561-262-0006

Visit our website: <http://MyFWC.com/>

*To report any wildlife issues or violations, please call our Wildlife Alert Hotline: **888-404-3922***

Item #4.

Support Wildlife: Buy a manatee, turtle, panther, or bear specialty license plate!

<http://www.flhsmv.gov/specialtytags/SLP.html>

From: DD Halpern <dd_halpern@yahoo.com>
Sent: Saturday, January 20, 2024 3:26 PM
To: Reinert, Thomas <Thomas.Reinert@MyFWC.com>
Subject: Sea Turtle Streetlights on Council Agenda

[EXTERNAL SENDER] Use Caution opening links or attachments

Hi Tom,

The topic of sea turtle-friendly streetlights is on our Town Council agenda for Wednesday, January 24.

[Please look at the documents \(item 17\) and let me know if you have feedback.](#)

I also attached the docs.

Please share this with your sea turtle expert. If you have thoughts/suggestions/concerns, please consider attending our Council meeting in person or on Zoom, or providing a written comment to be read at the meeting.

I initiated this change to streetlighting lighting because currently all of these lights are turned off during nesting season and I believe it's important to provide sidewalk lighting, however, recognizing the need to be sensitive to the sea turtles. With so many lights out in this section of Ocean Drive, it could be a public safety issue, however, to my knowledge we have not had any problems thus-far. Given the lighting technology available it seems reasonable to be able to achieve a win-win for pedestrian safety and sea turtles.

I've seen other towns use amber lights and/or shields and my hope is that we can do similar.

As always, I value your input.

DD Halpern

Town of Juno Beach Councilmember

561-972-1644



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

Fwd: Fw: Sea Turtle Streetlights

1 message

DD Halpern, Juno Beach Town Council <dhalpern@juno-beach.fl.us>

Wed, Jan 24, 2024 at 11:56 AM

To: Caitlin Copeland <ccopeland@juno-beach.fl.us>, Andrea Dobbins <adobbins@juno-beach.fl.us>

Hi Caitlin,
Please print this for tonight.

DD Halpern
Juno Beach Town Council
561-972-1644

----- Forwarded message -----

From: **DD Halpern** <ddhalpern2021@yahoo.com>

Date: Wed, Jan 24, 2024 at 11:55 AM

Subject: Fw: Sea Turtle Streetlights

To: Juno Beach Town Council DD Halpern <dhalpern@juno-beach.fl.us>

DD Halpern
Town of Juno Beach Councilmember
561-972-1644

----- Forwarded Message -----

From: Andy Dehart <adehart@marinelife.org>

To: DD Halpern <ddhalpern2021@yahoo.com>; Karen Marcus <karentmarcus@gmail.com>; Xavier Cortesano <xcortesano@marinelife.org>; Andy Dehart <adehart@marinelife.org>

Sent: Wednesday, January 24, 2024 at 10:51:18 AM EST

Subject: Re: Sea Turtle Streetlights

DD,

Sorry for the delay. It has been busy with Go Blue coming up this week. To my knowledge nobody from the city contacted LMC staff. Our research team would be the best to get direct feedback from however when I asked them about this issue in the past they have the following recommendations but to reiterate we are not the code enforcement agency that would be FWC.

1. Amber lights with shields to direct the light would be the best option if lights need to be activated.
2. Amber lights without shields would be the next best option but option number 1 would be much better.

White or normal lighting will have a detrimental effect on hatchling behavior and cause many hatchlings to go the wrong direction when emerging from the nest and have negative impact on the nesting females.

Thanks for looking out for our aquatic residents as well.

Andy

From: DD Halpern <ddhalpern2021@yahoo.com>

Date: Saturday, January 20, 2024 at 3:17 PM

To: Karen Marcus <karentmarcus@gmail.com>, Andy Dehart <adehart@marinelife.org>, Xavier Cortesano <xcortesano@marinelife.org>

Subject: Sea Turtle Streetlights

Hello team,

The topic of sea turtle-friendly streetlights is on our Council agenda for Wednesday, January 24.

Did our staff consult with any of you?

[Please look at the documents \(item 17\) and let me know if you have feedback.](#)

I also attached the docs.

You can attend our Council meeting in person or on Zoom, or provide a written comment to be read at the meeting.

I initiated this because I believe it's important to provide sidewalk lighting, however, recognizing the need to be sensitive to the sea turtles. With so many lights out in this section of Ocean Drive, it could be a public safety issue, however, to my knowledge we have not had any problems thus-far. Given the lighting technology being available it seems reasonable to be able to achieve a win-win for people and sea turtles.

My goal is to achieve a balance. I've seen other towns use amber lights and/or shields and my hope is that we can do similar.

As always, I value your input.

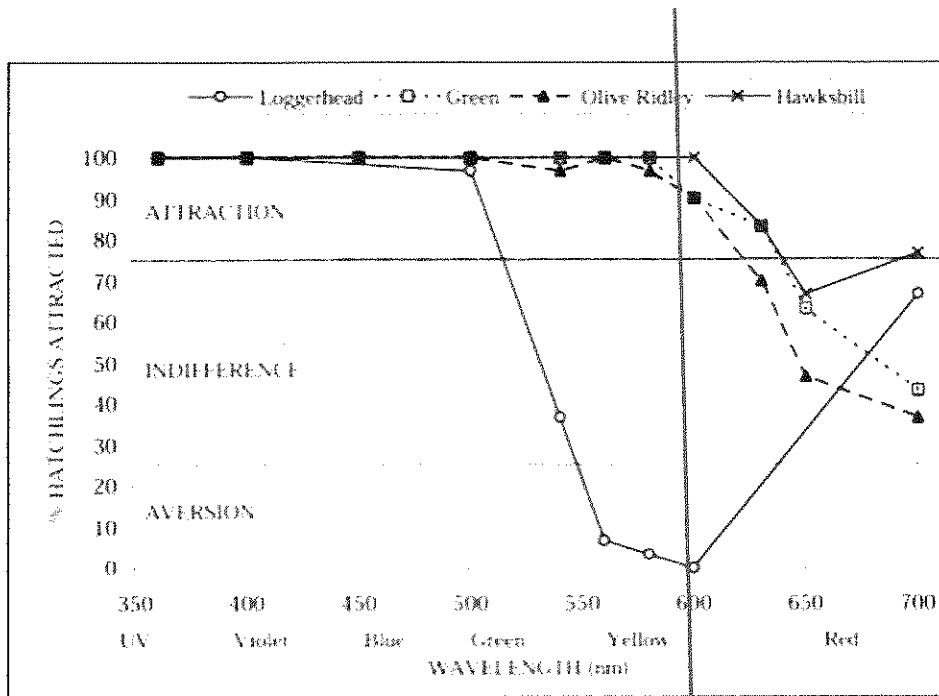
DD Halpern

Town of Juno Beach Councilmember

561-972-1644

Provided by Councilmember Halpern at the January 24, 2024 Town Council Meeting.





FPL Lighting Options are 594 nM (nanometers)

Figure 1. Orientation responses of four species of sea turtle hatchlings to colored light sources. Responses were measured as the proportion of hatchlings that chose an illuminated window over a similar but darkened window.

FWC RECOMMENDS WAVELENGTHS ABOVE 560 nM or higher

Source: Page 7 of manual



SPECIAL TOWN COUNCIL MEETING MINUTES

February 16, 2024 at 3:00 PM

Council Chambers – 340 Ocean Drive and YouTube

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

ALSO PRESENT: DAVID DYESS, TOWN MANAGER
 LEONARD RUBIN, TOWN ATTORNEY
 CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
 FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
 ISABELLA HICKEY, SENIOR PLANNER
 BRYAN KELLEY, TRAFFIC ENGINEER

AUDIENCE: 32

CALL TO ORDER – 3:00PM

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA - None

COMMENTS FROM THE TOWN MANAGER, THE TOWN ATTORNEY, AND STAFF – None

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.

Public Comments Opened at 3:00pm.

Public Comments Closed at 3:01pm.

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

1. Discussion on Mars Way (See attached presentation from Town Engineer & handouts from residents.)

Council gave unanimous consensus to direct staff to increase protections for Olympus Drive in ways that are both feasible and beneficial; to have a speed test conducted on Olympus Drive;

and agreed with the process of having all residents along a roadway sign a petition to submit to staff if interested in either permanent or temporary speed bumps for their street.

COMMENTS FROM THE COUNCIL

(See attached handouts from Councilmember Rosengarten.)

ADJOURNMENT

Mayor Cooke adjourned the meeting at 4:36pm.

Alexander Cooke, Mayor

Caitlin E. Copeland-Rodriguez, Town Clerk

DRAFT

SPECIAL TOWN COUNCIL MEETING

February 16, 2024

Item #5.



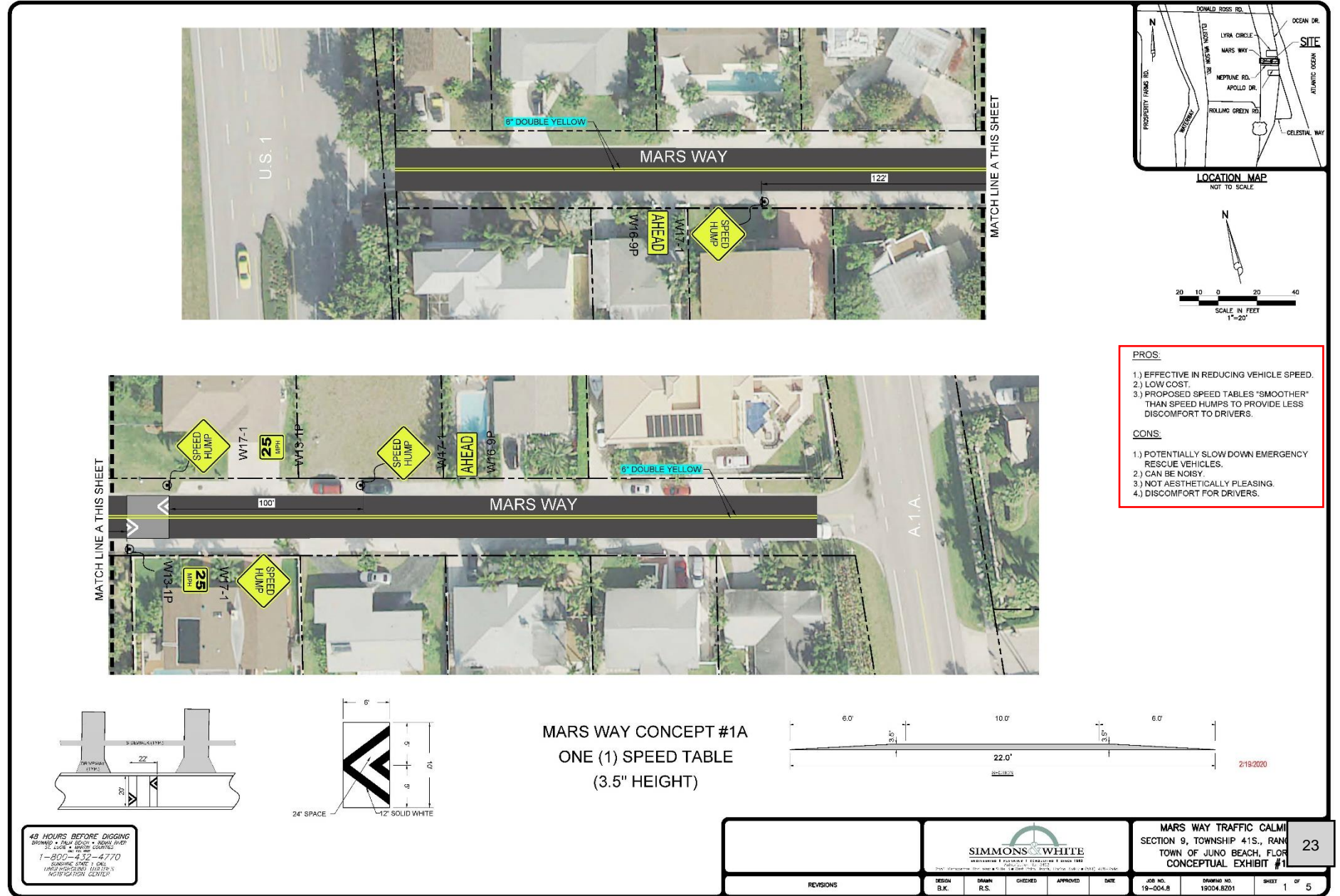
**PRESENTATION BY MR. BRYAN KELLY, P.E.
TOWN'S TRAFFIC ENGINEER**

TRAFFIC CALMING DEVICES – CONCEPT 1A

Item #5.

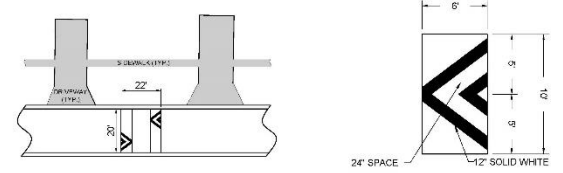
Highlights

- Double yellow lines
- **One (1)** Speed table
- 3.5" height by 22'
- 4 signs (2 per lane)

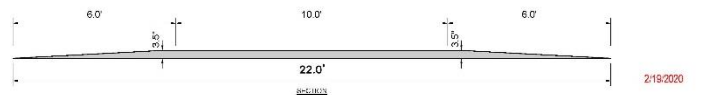


- PROS:**
- 1.) EFFECTIVE IN REDUCING VEHICLE SPEED.
 - 2.) LOW COST.
 - 3.) PROPOSED SPEED TABLES "SMOOTHER" THAN SPEED HUMPS TO PROVIDE LESS DISCOMFORT TO DRIVERS.
- CONS:**
- 1.) POTENTIALLY SLOW DOWN EMERGENCY RESCUE VEHICLES.
 - 2.) CAN BE NOISY.
 - 3.) NOT AESTHETICALLY PLEASING.
 - 4.) DISCOMFORT FOR DRIVERS.

- PROS:**
- 1.) EFFECTIVE IN REDUCING VEHICLE SPEED.
 - 2.) LOW COST.
 - 3.) PROPOSED SPEED TABLES "SMOOTHER" THAN SPEED HUMPS TO PROVIDE LESS DISCOMFORT TO DRIVERS.
- CONS:**
- 1.) POTENTIALLY SLOW DOWN EMERGENCY RESCUE VEHICLES.
 - 2.) CAN BE NOISY.
 - 3.) NOT AESTHETICALLY PLEASING.
 - 4.) DISCOMFORT FOR DRIVERS.



MARS WAY CONCEPT #1A
ONE (1) SPEED TABLE
(3.5" HEIGHT)



48 HOURS BEFORE DIGGING
WARNING - CALL BEFORE YOU DIG
311 OR 800-4-A-FLORIDA
1-800-4-A-FLORIDA
FLORIDA DEPARTMENT OF TRANSPORTATION
REGISTRATION CENTER

REVISIONS										MARS WAY TRAFFIC CALMING SECTION 9, TOWNSHIP 41S., RANGE TOWN OF JUNO BEACH, FLORIDA CONCEPTUAL EXHIBIT #1					23
DESIGN B.K.	DRAWN R.S.	CHECKED	APPROVED	DATE	JOB NO. 19-004.8	DRAWING NO. 19004.8201	SHEET 1 OF 5								

OCTOBER 2021 – DIRECTION FROM COUNCIL

Item #5.

1. Reduce Speed limit to 20 mph



2. Solid Double Yellow Line Stripping down the entirety of Mars Way



3. The installation of additional “No Truck” signs on US Highway 1 and Ocean Drive;



4. Code text amendment of Article IV.- Truck Routes to include additional enforcement language to aid the Police Department in enforcing the “No Truck” signs. Newly proposed language should be reviewed by staff, Town Attorney and Traffic Engineer;

5. Elevated Police enforcement on Mars Way.

6. Communicate with mapping software companies (Google Maps, Apple, and others) to reroute drivers to use other streets.

7. Include speed and traffic concerns of Mars Way on the Town's newsletter to help other residents adhere to the posted speed limit

SAFETY FIRST!

In the past year, the Town of Juno Beach has conducted a volume and speed data study on **Mars Way** and has conducted 2 public workshops with the residents of Mars Way in an effort to alleviate their concerns with the speed and number of vehicles that travel through Mars Way.

At the September Town Council meeting, Council approved traffic calming options to be implemented on Mars Way. One of these options include an announcement to all of our residents on the current condition of Mars Way.

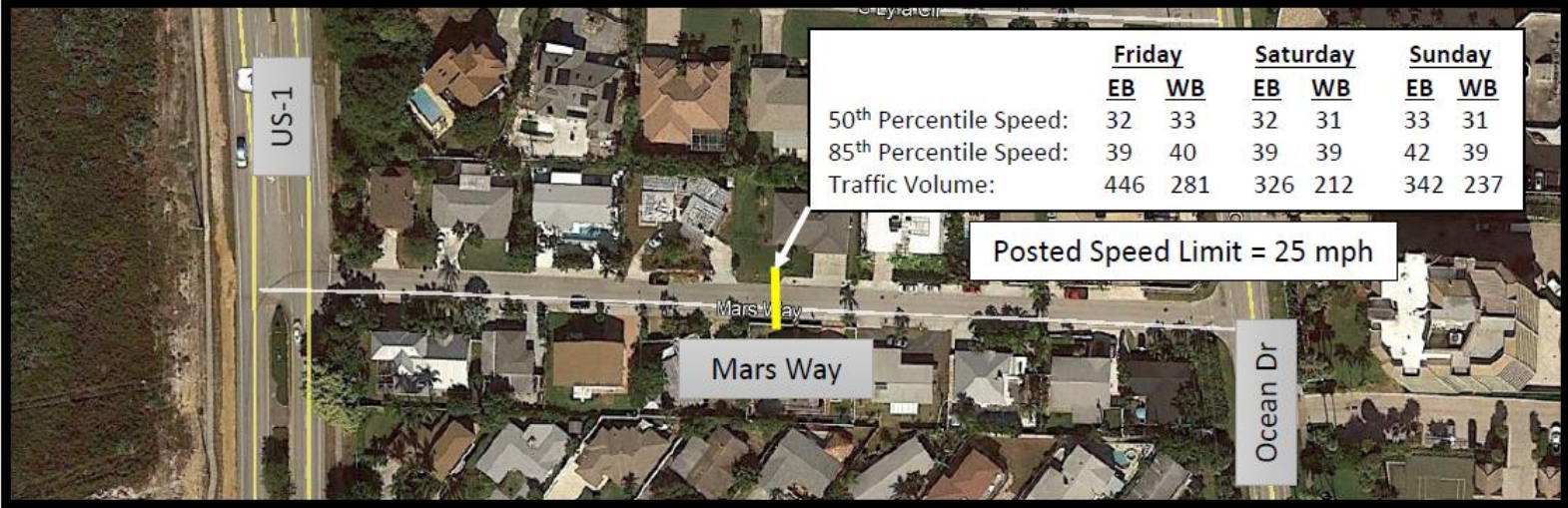
Although Mars Way is a convenient street that connects US Highway 1 to Ocean Drive, it is a local, residential street whose topography limits the view of pedestrians and vehicles



when vehicles travel at high speeds. For these reasons, the Town of Juno Beach would like to encourage our residents and visitors that frequently travel through Mars Way to use Donald Ross Road and US Highway 1 as means to get to their destination as these roads are designed for such numbers of vehicles.

We thank you for your help on this matter and if you have any questions please do not hesitate to contact your Planning and Zoning Department at 561/626-1100.

January 31- February 2, 2020 Traffic Data



January 18-20, 2024 Traffic Data

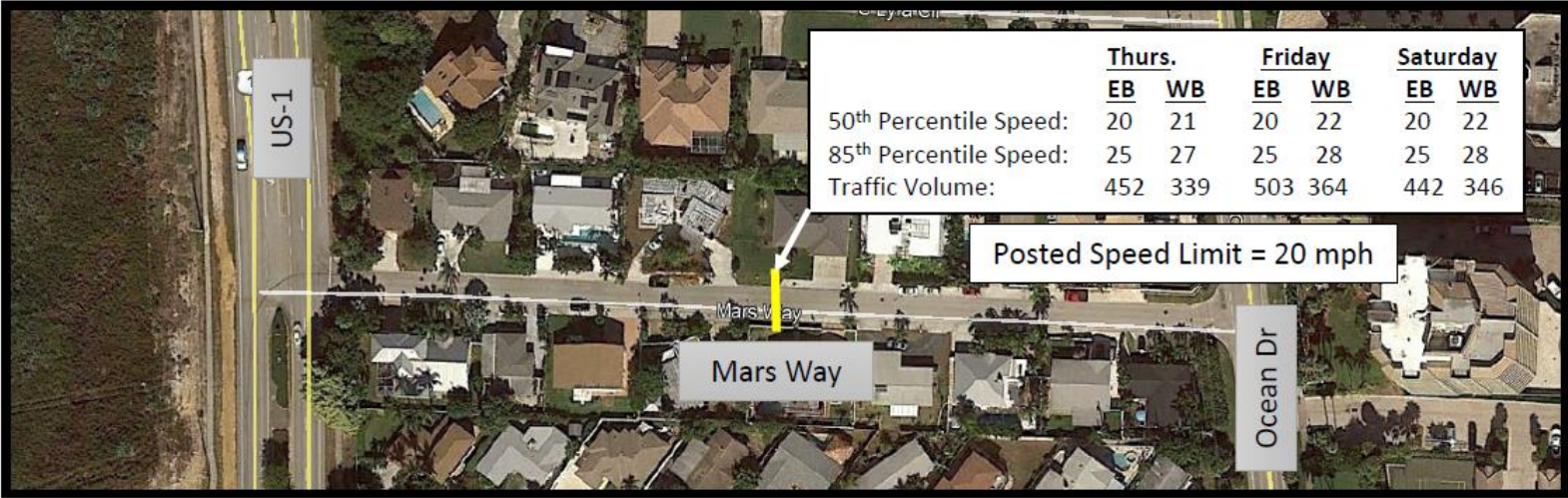


Figure 1 - Traffic Data
Mars Way

NOISE FROM TRAFFIC CALMING DEVICES

Item #5.

MOST TO LEAST LEVELS OF NOISE:

1. Speed Bumps (6 feet or less in length)
2. Speed Humps (12-14 feet in length)
3. Speed Tables (22 feet in length)
4. Rubber Speed Humps/Tables



Speed Bump



Speed Hump



Speed Table



Rubber Speed Hump

MARS WAY AS ONE-WAY ALTERNATIVE

POSITIVES:

1. Reduce traffic volumes and cut through traffic
2. Could allow for a dedicated bicycle/pedestrian asphalt path on one side

NEGATIVES:

1. Could increase vehicle speeds as roadway would need to be 20 feet per Fire Rescue requirements
2. Traffic diverted to other roadways such as Olympus Drive. However, traffic impact not expected to have a significant operational impact to other roadways.
3. Increase of emergency response times

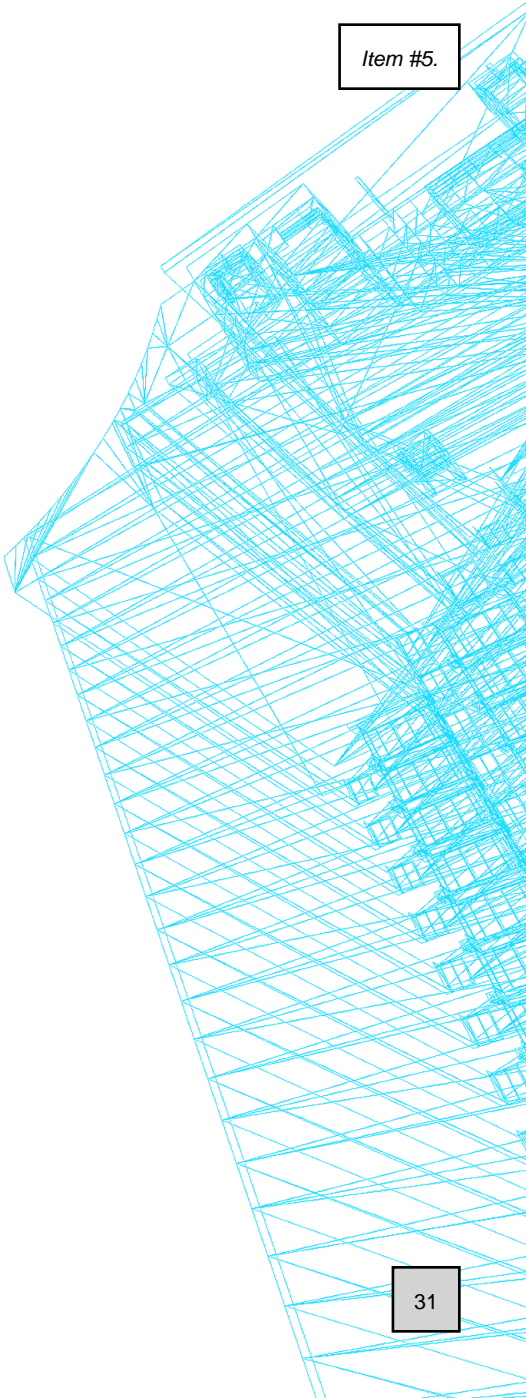
CLOSURE OF US-1 MEDIAN AT MARS WAY

Item #5.

FDOT will allow a temporary/permanent median opening closure at US-1 and Mars Way. A 6 month duration limit would be established to determine whether to make the median opening closure permanent. The Department can deploy the closure using temporary traffic control devices.

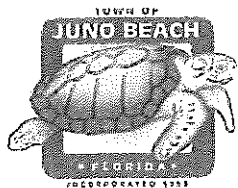
If after the 6 month temporary test, the Town wants to make the median opening closure permanent, FDOT will do that roadway/concrete work using Department resources.





THANK YOU





Town of Juno Beach

①

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.

AGENDA ITEM #:

DATE:

2/16/24

NAME:

Mike Lewis

PHONE NO.:

336 791-1114

REPRESENTING (IF APPLICABLE):

Oceanfront Condos

ADDRESS:

570 Ocean Dr, Apt 302, Juno Beach 33408

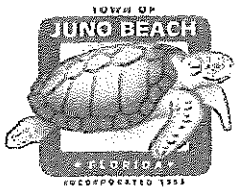
CHECK WHAT MAY APPLY:

SUPPORT

OPPOSE

I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

(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.

AGENDA ITEM #: _____ DATE: 2/16/24

NAME: Bob Chaprunka PHONE NO.: 517 230-6119

REPRESENTING (IF APPLICABLE): Self

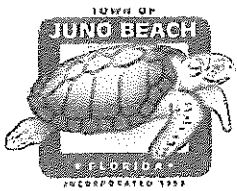
ADDRESS: 471 MARS WAY Juno Beach
FL

CHECK WHAT MAY APPLY:

SUPPORT OPPOSE I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:

yes



Town of Juno Beach

③

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.

AGENDA ITEM #: _____ DATE: 2/16/24

NAME: Douglas Armstrong PHONE NO.: 734.223.8526

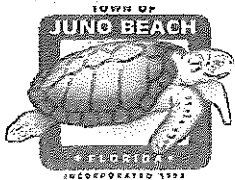
REPRESENTING (IF APPLICABLE): Myself

ADDRESS: 570 Ocean Dr. #201

CHECK WHAT MAY APPLY:

SUPPORT OPPOSE I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

4

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.

AGENDA ITEM #: _____ DATE: 12-16-2K

NAME: Jim Lyons PHONE NO.: 561 3080842

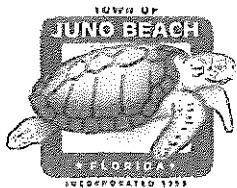
REPRESENTING (IF APPLICABLE): _____

ADDRESS: 451 Apollo Dr, 303

CHECK WHAT MAY APPLY:

SUPPORT OPPOSE I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

5

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.

AGENDA ITEM #:

DATE:

2-16-24

NAME:

Jesus Tejada

PHONE NO.:

972-0782

REPRESENTING (IF APPLICABLE):

SELF

ADDRESS:

1679 Park St.

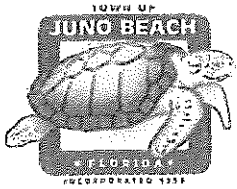
CHECK WHAT MAY APPLY:

SUPPORT

OPPOSE

I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

6

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.

AGENDA ITEM #:

DATE:

NAME:

Steve Allen

PHONE NO.:

REPRESENTING (IF APPLICABLE):

ADDRESS:

451 OLYMPUS DRIVE

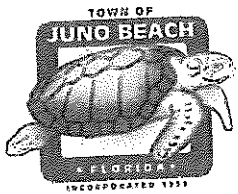
CHECK WHAT MAY APPLY:

SUPPORT

OPPOSE

I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

7

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.

AGENDA ITEM #: Mars DATE: 2/16/2024

NAME: Wine, Fred PHONE NO.: 301-237-8501

REPRESENTING (IF APPLICABLE): Olympus Dr. 461

ADDRESS: 461 Olympus Dr.

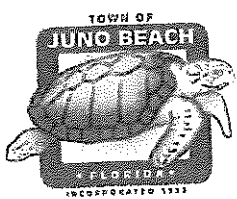
CHECK WHAT MAY APPLY:

SUPPORT

OPPOSE

I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

8

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.

AGENDA ITEM #: _____ DATE: _____

NAME: Tony Meriano PHONE NO.: _____

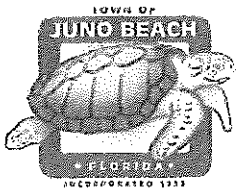
REPRESENTING (IF APPLICABLE): _____

ADDRESS: 570 Ocean Dr. J.B.

CHECK WHAT MAY APPLY:

SUPPORT OPPOSE I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

9

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.

AGENDA ITEM #:

DATE:

NAME: Bill Viggiano

PHONE NO.: 561 918 3054

REPRESENTING (IF APPLICABLE):

ADDRESS: 420 Mats Way

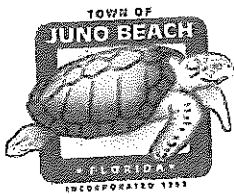
CHECK WHAT MAY APPLY:

SUPPORT

OPPOSE

I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



Town of Juno Beach

10

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.

AGENDA ITEM #: _____ DATE: _____

NAME: John Skelley PHONE NO.: _____

REPRESENTING (IF APPLICABLE): _____

ADDRESS: 401 Sunset Way

CHECK WHAT MAY APPLY:

SUPPORT

OPPOSE

I WISH TO SPEAK

I WOULD LIKE MY COMMENT READ INTO THE RECORD:



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, Feb 10, 2024 at 3:20 PM

Submitted on Saturday, February 10, 2024 - 3:20pm

Submitted by anonymous user: 38.86.152.149

Submitted values are:

First Name Cathie Field and Lee
Last Name Lloyd
Address 500 Ocean Drive E4B, Juno Beach
Email Address cflloyd99@hotmail.com
Agenda Item Number (Ex: 1, 2, 3) Mars Way
Public Comment / Question

We wanted to let the Town Council know that we are opposed to both the closing of Mars Way or making it a one-way street. We do sympathize with the owners on the street because of the traffic. But we are concerned about overall traffic congestion that will already happen when the Caretta project is completed and ultimately other development such as the Christmas tree lot and/or the land where Cathy's Connection and the Charlie's Reef Grill are. We support the addition of speed humps and the idea of making one side of the street no parking and turning it into a sidewalk to make things safer. Thank you.

Cathie Field Lloyd and Lee Lloyd

The results of this submission may be viewed at:

<https://www.juno-beach.fl.us/node/2951/submission/19596>

From: robert chaprnka robertchaprnka@gmail.com
Subject: Juno Beach Town Council meeting on Mars
Way issues
Date: Feb 16, 2024 at 1:20:31PM
To: Robert Chaprnka ROBERT.CHAPRNKA@gmail.com

Sent from my iPhone

Thank you Mr. Mayor and the Juno Beach Town Council for the opportunity to provide comments regarding Mars Way.

First, I would to express my support of the presentation made by Jane LeClainche at the January 8th Mars Way workshop. Her presentation provides a good history and solutions to issues pertaining Mars Way.

I think it is gratifying to know that the recent traffic study on Mars Way shows speeds have been trending downward compared to speeds collected in 2020. However, traffic volumes have increased. We have a volume problem and not necessarily a speed issue.

Several individuals have suggested that speed tables should be installed. Speed tables are not the answer.

A majority of Mars Way residents signed a petition opposing speed tables. I would vehemently oppose speed tables.

Speed tables will not address the quantity of traffic, type of traffic, narrowness of the road, line of sight issues on the road and line of sight issues pulling out of one's driveway. Also, the new speed study shows most drivers are driving between 20 and 28 mph. Speed tables wouldn't be effective in reducing speeds further and would be a waste of money.

Additionally, when speed tables have been installed in other communities they are often removed due to excessive noise or

other reasons.

The solution is to make Mars Way a one way east to west or close the median at Mars Way and U.S. 1, which is a dangerous intersection.

The Florida DOT will pick up the cost eliminating any fiscal burden on Juno Beach taxpayers.

Thank you.

Deliver to Steve Juno Beach 33408 All speed bumps for asphalt

Provided by resident Steve Allen on 2/16/24

Item #5. \$29.98

Industrial & Scientific Janitorial & Facilities Safety Supplies Medical Supplies Food Service Diagnostic Equipment Material Handling

Back to results

Vestil RSH-108-24-A Deluxe Rubber Speed Hump with Asphalt Kit, 110-3/4" Length, 24" Width, 1-5/8" Height, 40000 lbs Capacity

Brand: Vestil Search this page

\$439⁹⁷

Or \$88.00 /mo (5 mo). Select from 2 plans Scheduled Delivery

Delivery & Support

Select to learn more



Ships from Juno Beach, FL 33408



Eligible for Returns, Replacements, or Replacement within 30 day...



Customer Support

Roll over image to zoom in

Brand	Vestil
Material	Rubber
Color	Yellow,black
Item Weight	133 Pounds
Product Dimensions	110.75"L x 23.5"W x 1.63"H

About this item

- Rubber construction provides long lasting use
- Speed hump design slows down vehicle traffic
- Tongue and groove design makes installation quick and easy
- Includes all hardware necessary to mount car stop to concrete surfaces

Report an issue with this product or seller

\$439⁹⁷

Scheduled Delivery

FREE Inside Entryway delivery as soon as Monday, February 26, 8 AM - 8 PM

Deliver to Steve - Juno Beach 33408

Usually ships within 5 to 7 days

Quantity: 1

Add to Cart

Buy Now

Ships from	Amazon.com
Sold by	Amazon.com
Returns	Eligible for Return, Refund or Replacement...
Payment	Secure transaction
See more	

Add to List

Buy it with



+



+



Total price: \$475.88

Add all 3 to Cart

Some of these items ship sooner than the others. Show details

This item: Vestil RSH-108-24-A Deluxe Rubber Speed Hump with Asphalt Kit, 110-3/4"... \$439⁹⁷

Monopoly Game, Family Board Games for 2 to 6 Players & Kids Ages 8 and Up, Includes 8... \$19⁹²

LEGO Star Wars 501st Clone Troopers Battle Pack Toy Set, Buildable AV-7 Anti Vehicle... \$15⁹⁹

You might also like



**THE RITZ-CARLTON
RESIDENCES**

PALM BEACH GARDENS

Provided by Councilmember *Rosengarten*
2/10/24
Item #5.

**THE HEIGHT OF WATERFRONT LIVING
IN THE HEART OF PALM BEACH GARDENS**

Fashioned across eleven acres of Intracoastal waterfront, exclusivity and privacy pervade every detail of The Ritz-Carlton Residences, Palm Beach Gardens' 106 distinctly personal estate residences and marina. Individual, imaginative and infused with a century-old tradition of legendary service, The Residences introduce a new wave of appointed living to Palm Beach Gardens' most exceptional waterfront address.

**INTRODUCING
THE ESTATE COLLECTION**

DEVELOPMENT TEAM

Developer & Construction Manager
Catalfumo Companies

Architect

Spina O'Rourke + Partners

Hospitality Interior Design

Susurrus Hospitality

Residential Interior Design

The Decorators Unlimited

Landscape Architect

2GHO

Estimated Completion Date

Q1 2025

Offered from

\$4,000,000

PROPERTY FEATURES

- Three, seven-story residential buildings on 11 acres of Palm Beach Gardens Intracoastal waterfront
- 106 expansive three-, four- and five-bedroom residences, each with private den
- Floorplans from 2,780-5,000 square feet of generously-proportioned living space
- Over 850' of direct Intracoastal Waterway frontage

PRIVATE MARINA

- 29 boat slips for lease
- Marina accommodates vessels from 45 to 75 feet with direct access to Palm Beach Inlet
- Slips outfitted with 30, 50 or 100-amp electrical service
- Select slips equipped with electric boat lifts

POOL LEVEL

- Waterfront resort deck featuring 100-foot, infinity-edge, heated swimming pool with panoramic Intracoastal Waterway views
- Heated whirlpool spa with Intracoastal views and natural surround
- Six poolside day cabanas with chaise lounges
- Six poolside day cabanas with private bathrooms, available for purchase
- Landscaped outdoor entertainment areas featuring summer kitchens and grilling terrace
- Dedicated pool attendant offering towel service chaise lounge seating and umbrellas
- Outdoor yoga lawn, meditation garden, fire pits, putting green and natural surround
- Dedicated dog walk area and pet grooming spa

AMENITIES

- Over 20,000 square feet of masterfully choreographed indoor / outdoor amenity spaces including grand lobby with panoramic water views
- 24-hour, on-site security with entry gatehouse

- Arrival porte cochère with valet service
- Two 10'-wide garage parking spaces per residence
- 23 private parking garages available for purchase
- EV Level 2 charging stations with 220-volt service available; up to two per residence
- Graciously serviced by The Ritz-Carlton with full-time, on-site concierge team and property management, dedicated to attending residents' needs
- Waterfront clubhouse with panoramic Intracoastal views features event kitchen, residents' lounge, library, coffee bar and game room
- Private dining room with indoor/outdoor gathering space for hosting dinner parties and small events
- Two guest suites available by reservation, to accommodate residents' overnight guests
- Four guest suites available for purchase
- Spa and wellness center feature relaxation rooms, private treatment rooms, steam rooms, saunas and rain showers
- Fitness center with state-of-the-art weight training and cardio equipment
- Waterview yoga/fitness studio for group classes and private instruction
- Indoor play area designed for toddlers and children
- Business center features two meeting rooms, dedicated catering pantry and private video conference room
- 5G Wi-Fi connectivity throughout amenity areas
- Package and parcel delivery room with refrigeration and warming drawers for perishables
- Drone pad for automated delivery service
- Individual, secured and climate-controlled storage for each residence
- Bicycle storage room
- Car detailing station
- On-site, commercial laundry facilities
- Seamless backup power generator for residential comfort and uninterrupted communications in select common areas

Source: <https://www.motorbiscuit.com/which-2022-suvs-built-on-truck-chassis/>

Which 2022 SUVs Are Built On a Truck Chassis?

In the US there are 18 SUVs made the old way; with body-on-frame construction. We give you the list of them, and a brief rundown so if you're looking for one of these SUVs, you'll know where to look.

by [THOM TAYLOR](#)

Published on February 17, 2022 6:59 pm

2 min read

Some SUV buyers feel that without a separate truck frame, it isn't an SUV. What used to be a given is no more. All crossovers are essentially built around a car unibody platform. Some of the larger SUVs are too. However, for 2022 there are 18 SUVs that still use a separate truck frame from the body.

Most of these truck frames get tweaked for use under an SUV. This is due to shorter wheelbases, weight requirements, and other modifications to perform better, and ride smoother than their truck counterparts. And that part too is different from unibody SUVs. The ride tends to be more firm, and, well, more truck-like. This isn't bad, since pickup trucks have come a long way in the ride and comfort category.

With a list this long, we can't get too far in the weeds on specs and other info. But knowing you want a body-on-frame SUV means you need to know what is out there. So this list is for you.

Toyota Sequoia

This 2023 Toyota Sequoia TRD Pro is a hybrid 4x4 | Toyota

Available as both a two- and four-door, [the Wrangler](#) is a throwback, and legendary in off-road circles. The Unlimited is the Jeep Wrangler's top model. Prices start at \$30,000 for the four-door.

Ford Expedition/Lincoln Navigator

2022 Ford Expedition | Ford

Ford's [Expedition](#) and Lincoln Navigator are essentially the same vehicles, based on Ford's F-150 frame. Of course, the Nav is the luxury counterpart, but the Expedition is no slouch in that department, either.

Ford Bronco

The 2022 Ford Bronco arrives on stage | Getty

The much-heralded [Ford Bronco](#) is a body-on-frame SUV, available as either a two- or four-door. Both have taken a chunk out of Jeep sales, so Ford must have hit its sweet spot.

Cadillac Escalade, GMC Yukon/Yukon XL, Chevy Tahoe/Suburban

2022 Chevy Suburban | Chevrolet

[The Escalade](#), Yukon, Tahoe, and Suburban are all based on the same body and frame. Both the Tahoe and Yukon are on shorter wheelbases than their siblings but are essentially the same platform. The base-price breakdown is Escalade: \$76,295; Yukon: \$51,000; Yukon XL: \$54,800; Tahoe: \$50,200; Suburban: \$52,900.



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Proclamation – Florida Bicycle Month - March 2024

DISCUSSION:

Per the request of the Palm Beach Transportation Planning Agency and in recognition of Florida Bicycle Month, the Town of Juno Beach would like to request the Town Council to adopt a Florida Bicycle Month Proclamation.

Florida Bicycle Month (March 2024) is a chance to showcase the many benefits of bicycling and encourage more folks to give bicycling a try.

The Town Council has approved this Proclamation since 2015.

RECOMMENDATION:

Town Staff recommends Town Council approve the Proclamation for Florida Bicycle Month.



Proclamation

Town of Juno Beach of Palm Beach County, Florida

DECLARING MARCH 2024 AS FLORIDA BICYCLE MONTH

WHEREAS, Town of Juno Beach residents and visitors engage in bicycling as a viable and environmentally sound form of transportation and an excellent form of physical activity and recreation; and

WHEREAS, the State of Florida designates March as Bicycle Month and Palm Beach County will recognize it locally; and

WHEREAS, Florida Bicycle Month features a number of fitness opportunities, educational programs, races, commuting and charity events for riders of all ages and abilities to enjoy throughout the month at various parks and locations throughout Palm Beach County; and

WHEREAS, the recognition of Florida Bicycle Month will raise awareness of bicycling and ultimately promote physical activity and healthy lifestyles by elevating bicycling as a more widely accepted choice of transportation;

WHEREAS, the Palm Beach Transportation Planning Agency plans and recommends projects to make bicycling more accessible and promotes comprehensive community education efforts aimed at improving bicycle safety; and

WHEREAS, creating a bicycle-friendly community has been shown to improve citizen’s health, well-being, and quality of life, growing the economy of Town of Juno Beach, attracting tourism dollars, improving traffic safety, supporting student learning outcomes, and reducing pollution, congestion, and wear and tear on our streets; and

WHEREAS, Palm Beach County has an ever-expanding designated or enhanced bicycle lane network, with over 270 miles of existing and 745 miles of planned facilities to create a safe, connected system of bicycle infrastructure.

NOW, THEREFORE, BE IT PROCLAIMED BY THE Town of Juno Beach, assembled in regular session this 28th day of February 2024, that the month of March 2024, in the Town of Juno Beach, is hereby proclaimed:

Florida Bicycle Month

BE IT FURTHER PROCLAIMED BY THE Town of Juno Beach, that this proclamation is duly sealed, ribboned and executed by the members of this Town Council. The foregoing proclamation was sponsored by Honorable Mayor Alexander Cooke, and upon unanimous consent of the Town Council, the Mayor declared the proclamation duly enacted.

TOWN OF JUNO BEACH, FLORIDA

Alexander Cooke, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Proclamation – National Eating Disorders Awareness Week 2024

DISCUSSION:

National Eating Disorders Awareness Week (NEDAwareness Week) is an annual campaign to educate the public about the realities of eating disorders and to provide hope, support, and visibility to individuals and families affected by eating disorders.

The Town Council has approved this Proclamation since 2016.

RECOMMENDATION:

Town Staff recommends Town Council approve the Proclamation for Eating Disorders Awareness Week.



Proclamation

Town of Juno Beach of Palm Beach County, Florida

NATIONAL EATING DISORDERS AWARENESS WEEK 2024

WHEREAS, eating disorders affect 28.8 million Americans or 9% of the U.S. population during their lifetime; and

WHEREAS, eating disorders, including the specific disorders of anorexia nervosa, bulimia nervosa, binge eating disorder, avoidant/restrictive food intake disorder, and other specified feeding or eating disorders, are complex, biologically based illnesses; and

WHEREAS, eating disorders are associated with serious physical health consequences, including irregular heartbeats, heart disease and heart failure, kidney failure, osteoporosis, gastric rupture, tooth decay, obesity, gallbladder disease, diabetes, and death; and

WHEREAS, at least once every 52 minutes, someone dies as direct result of an eating disorder, resulting in 10,200 deaths per year and anorexia nervosa has the second highest mortality rate among all psychiatric illnesses; and

WHEREAS, eating disorders know no boundaries with respect to genders/gender identity, ages, races, ethnicities, body shapes and weights, abilities, sexual orientations, and socioeconomic statuses; and

WHEREAS, eating disorders have a high prevalence amongst active military services members and veterans; and

WHEREAS, the yearly economic cost of eating disorders is \$64.7 Billion with an additional loss of wellbeing per year of \$326.5 billion; and

WHEREAS, with early detection and intervention, full recovery from an eating disorder is possible; and

WHEREAS, The Alliance for Eating Disorders Awareness, a 501(c)(3) non-profit organization, is a leading, national eating disorders organization, headquartered in the State of Florida, dedicated to the outreach, education, support, and early intervention for all eating disorders.

NOW THEREFORE, Town of Juno Beach, Florida hereby proclaims February 26, 2024 – March 3, 2024 as:

NATIONAL EATING DISORDERS AWARENESS WEEK

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Juno Beach to be affixed this 28th day of February, 2024.

TOWN OF JUNO BEACH, FLORIDA

Alexander Cooke, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Proclamation – Problem Gambling Awareness Month

DISCUSSION:

Problem Gambling Awareness Month (PGAM) is held annually in March and is designed to increase public awareness of problem gambling.

The Town Council has approved this Proclamation since 2019.

RECOMMENDATION:

Town Staff recommends Town Council approve the Proclamation for Problem Gambling Awareness Month.



Proclamation

Town of Juno Beach of Palm Beach County, Florida

PROBLEM GAMBLING AWARENESS MONTH

WHEREAS, the Town of Juno Beach has recognized **March 2024** as **Problem Gambling Awareness Month (PGAM)** to demonstrate its support in addressing problem gambling and the initiative of the Florida Council on Compulsive Gambling in bringing awareness to the issues surrounding problem gambling in our community; and

WHEREAS, problem gambling is a serious public health issue which impacts family, friends, and businesses with significant societal and economic costs, affecting more than one million Floridians of all ages, races, and ethnic backgrounds in all communities; and

WHEREAS, it is estimated that more than six (6) million people nationwide of every age, race, ethnicity, and socio-economic status suffer from problem gambling and need treatment; and

WHEREAS, the issue of problem gambling is a community issue, as 8-10 people are affected for every problem gambler, and conservative estimated social costs are \$7 Billion annually; and

WHEREAS, educating the public about how problem gambling affects everyone in the community, including youth, older adults, and families, is essential if we are to be proactive about this problem; and

WHEREAS, the Florida Council on Compulsive Gambling's 2023 Problem Gambling Awareness Month campaign provides an opportunity for the public, policymakers, educators, businesses, mental health providers, criminal justice professionals, the gaming industry, and others, to make known the adverse effects of problem gambling, as well as available treatment; and

WHEREAS, any individual, professional, or organization dedicated to assisting those in need, can participate in raising awareness of problem gambling and available resources by promoting the statewide 24-hour confidential, multilinguals HelpLine, 888-ADMIT-IT; and

WHEREAS, the Town of Juno Beach, can participate in this nationally recognized awareness month through declaration of proclamation of the month of March 2023 as Problem Gambling Awareness Month in the Town of Juno Beach.

NOW, THEREFORE, I, Mayor Halpern, of the Town of Juno Beach, Florida do hereby proclaim the month of **March 2023** as **Problem Gambling Awareness Month** in the Town of Juno Beach.

PASSED AND DULY ADOPTED this 28th day of February, 2024.

TOWN OF JUNO BEACH, FLORIDA

Alexander Cooke, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: I.Hickey
Item Title: Special Event Request - Aloha Surf Camp

DISCUSSION:

Staff received a request for a special event by Paul Vargas, owner of Aloha Surf Camp, to hold a summer surfing camp which consist of water sport activities, beach games, water rafts and surfing activities on the beach area that is east of the Loggerhead Marinelife Center. **This event is a recurring event in Town at the same location, and is why staff put it on the Consent Agenda.**

The event is a surf camp that teaches surfing techniques, ocean safety, riptide awareness, body boarding, and swimming. The application indicates an anticipated attendance of 35 participants throughout the entire summer and 4-6 employees. The dates and times being requested are from June 1st to of August 15th 2024 between 9:00 am to 2:00 pm Monday through Friday. The public beach accesses are not being requested to be closed during the event, as to not disturb beach goers. Transportation to the event will be by privately owned vehicles of the attendees' parents; the attendees will use the public parking area located in Loggerhead Park near the beach area. The public parking area will be used to temporarily park Aloha Surf Camps equipment trailer(s), and as an egress and ingress to the County beach and ocean area. As indicated in the attached application, the event will be required to obtain various agency and department approvals during the application process should the Town Council approve the event.

Lastly, as with previous events, the applicant will be responsible during the permitting process to coordinate and pay for any police details or services required by that department. Last year, Town Council approved the event with the following conditions: (1) flat permit fee of \$1,000 and a Security Deposit of \$500; (2) all parking, unloading and loading requirements shall be set by the Police Department and (3) Staff receive a letter of Approval from Palm Beach County Parks & Recreation Department prior to the start of the surf camp. Please note that the permit fee for off-site special events lasting 4 or more consecutive days is determined by the Town Council.

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the Special Event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process for special

events and all conditions and requirements following said application, including any additional agency, and department reviews/approvals/fees.



Town of Juno Beach
340 Ocean Drive; Juno Beach, FL 33408
TOWN OF JUNO BEACH RECEIVED Phone: (561) 626-1122; Fax: (561) 775-0812

2024 JAN 25 P 12: 18

Application for Off-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

**Low-Impact events consisting of 25 attendees or less will be approved administratively.

Notes: Please initial each item below to confirm your understanding:

- P.V. Application Fee is due at time of Application submittal and is not refundable.
- P.V. Deadline Late Fee is an additional charge and is not refundable.
- P.V. Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.
- P.V. Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.
- P.V. After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.
- P.V. Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- P.V. Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- P.V. Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancelation of event.
- P.V. Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

Section I Instructions for Applicant

1. Applicant shall complete Section II of this application. (Town Staff will review the Applicants submittal and complete other sections as required.)
2. Attach the following with this application:
 - a) Attach Application Fee, and Late Fee if applicable. (All fees are Payable to the Town of Juno Beach.)
 - b) Plot/Site Plan (drawing/sketch), showing the site upon which you are proposing your special event, identifying parking areas, adjacent roadways, existing structures, proposed (temporary) structures/items, road closures, barricades/fences, etc.;
 - c) Attach letter(s) of approval from all outside agencies: (i.e. Palm Beach County (PBC) Parks and Recreation, PBC-Traffic Division, PBC-Fire Rescue, Florida Department of Transportation, Department of Environmental Protection, Environmental Resources Management, Coast Guard, etc.)
 - d) Copy of current insurance certification(s) with the **Town of Juno Beach** listed as **"Additionally Insured"** with a **minimum amount of \$1,000,000.00 liability coverage**; (or state your ability to provide it with all other obligations).
 - e) Notarized Letter of approval from property owner(s).
 - f) Copy of Driver License.
3. Sign and date this application at the end of Section II.

Section II Required Information

 ▪ **Regarding the Applicant:**

 Name of Applicant/Sponsor: Paul Vargas Phone: 561-543-7873

 Relationship to Organization Represented: owner

 Address of Applicant/Sponsor: 149 Beach Summit Ct.
Jupiter FL 33477

 Name, Address, Phone of Organization Represented: Aloha Surf Camp
149 Beach Summit Ct. Jupiter FL 33477

 Principal contact person on Event Day/Phone: Paul Vargas 561-543-7873

 Alternate contact person on Event Day/Phone: Yvonne Vargas
561-371-0418

■ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: Loggerhead Park, Juno Beach

Name of Subdivision: Loggerhead Park 14200 u.s. Hwy Juno Beach, FL 33408

■ **Regarding the Special Event Specifics:**

Please describe the special event being requested: Surf Camp
Teach surfing techniques, Ocean Safety,
rip tide awareness, body boarding and
swimming

Indicate roadway(s) to be closed: ∅

Indicate if amusement rides (type/quantity) are part of the event: ∅

Indicate if alcohol will be served at the event and who will serve: ∅

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: surfboards, body boards, sun shade

Number of employees/volunteers working the event: 4-6

Number of anticipated attendees for the event: 35

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): Summer June 1 - August 15

■ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: (Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):

N/A

▪ **Please initial to confirm attachments:**

- P.V. Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)
- P.V. Plot/Site Plan
- P.V. Outside agency letter(s) of approval
- P.V. Insurance Certificate
- N/A Notarized Letter from property owner
- P.V. Copy of Driver License

Indicate items not submitted and reasons for non-submittal: Waiting on County -

Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney's fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.


Applicant/Sponsor Signature

1/24/24
Date

Paul Vargas
Print Name

TOWN OF JUNO BEACH
RECEIVED

2024 JAN 25 P 12:19

Office Use Only:

Isabella Hickey
Received By

Date (Please Date Stamp)

Town Calendar has been reviewed and event "Tentatively" Scheduled with 2 day alert.

Completed By

Date

Event status shall be updated when approved. Completed by: _____

Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet. As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on event day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a “bouncer” at a bar or other establishment where alcohol is served.

Rates

Regular Staff - \$35.00 Officer - \$55.00 Supervisor (if required) - \$65.00
(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCE OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND PFERTIG@JUNOBEACHPD.COM.***

Office Use Only:

_____ Officers @ \$55.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$65.00/hour: total of _____ hours = \$ _____
 Additional Fee(s): _____ \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N
** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.*

Reviewed By: _____

Approved by Police Chief/Designee: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town’s Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event’s end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant’s agents on the event site public property.

Rates

<i>Regular Staff</i>	\$35.00
<i>Supervisor (if required)</i>	\$45.00

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND AMERIANO@JUNO-BEACH.FL.US.***

Office Use Only:

_____ Regular Staff @ \$35.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$45.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

Director of Planning & Zoning _____
Date

Police Chief _____
Date

Public Works Director _____
Date

Finance Director _____
Date

Town Manager _____
Date

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

* _____ *Amount and Date Returned of the Security Deposit.*
Amount Date

Director of Planning & Zoning _____
Date

Police Chief _____
Date

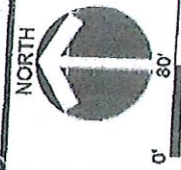
Public Works Director _____
Date

Finance Director _____
Date

Town Manager _____
Date



Item #9.



This map is provided "as is" without warranty or any representation of accuracy, fitness or completeness. The County makes no warranties, expressed or implied, as to the use of this map. There are no implied warranties of merchantability or fitness for a particular purpose. The owner of this map acknowledges and accepts the limitations of the map, including the fact that the data coverages are dynamic and in a constant state of maintenance, correction and update.

IMAGE DATE: 5/20/2015 MAP DATE: 11/18/2015 N. OUELLETTE

Designated Parking Area

Assembly Area

A1A

NORTH AREA
↑

U.S. 1

EXHIBIT B: LOGGERHEAD PARK SPECIAL USE PERMIT Aloha Surf School

PALM BEACH COUNTY
PARKS &
RECREATION
DEPARTMENT





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 06/01/2025 Item #9.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Camp Team, LLC 9035 Wadsworth Parkway, Suite 3820, Westminster, CO, 80021	CONTACT NAME: PHONE (A/C No, Ext): 800 747-9573 FAX (A/C No): 303-422-1276 E-MAIL ADDRESS: info@campteam.com PRODUCER CUSTOMER ID :	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Sports Marketing Program Management Inc. Aloha Surf Camp, Inc. 149 Beach Summit Ct. Jupiter, FL, 33477	INSURER A : Accelerant Specialty Insurance Company	16890
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** A-SP-SU-24-01-09-294346 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> INCLUDES ATHLETIC PARTICIPANTS GENERAL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	N	S0019GL000001-03	06/01/2024	06/01/2025	EACH OCCURRENCE \$ 1,000,000.00 DAMAGE TO PREMISES RENTED (Any one premises) \$ 300,000.00 MED EXP (any one person) \$ 5,000.00 PERSONAL & ADV INJURY \$ 1,000,000.00 GENERAL AGGREGATE \$ 3,000,000.00 PRODUCTS - COMP/OP AGG \$ 2,000,000.00
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTO <input type="checkbox"/> SCHEDULED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NJ) If yes, describe under SPECIAL PROVISIONS below			N/A			WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER Abuse/Molestation	Y	N	S0019GL000001-03	06/01/2024	06/01/2025	Each Occurrence: \$ 25,000.00 Aggregate: \$ 50,000.00
	DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Liability Policy Deductible: \$ 0.00 per each bodily injury or property damage claim. ISO Occurrence form CG 00 01 04 13 and company's specific forms. Coverage for Participant Legal Liability requires that every participant signs a waiver/release. The certificate holder is named as Additional Insured. RE: Registered Surfing participants: 06/01/2024 - 06/01/2025 (continued on next page)						

CERTIFICATE HOLDER

Town of Juno Beach
 340 Ocean Dr.
 Juno Beach, FL, 33408

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mark Di Perno

AGENCY The Camp Team, LLC		NAMED INSURED Aloha Surf Camp, Inc.	Item #9.
POLICY NUMBER S0019GL000001-03		149 Beach Summit Ct. Jupiter, FL, 33477	
CARRIER Accelerant Specialty Insurance Company	NAIC CODE 16890	EFFECTIVE DATE: 06/01/2024	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance

Registered Swimming participants: 06/01/2024 - 06/01/2025;



Meeting Name: Town Council
Meeting Date: February 28th 2024
Prepared By: I. Hickey
Item Title: Special Event Request - Bike MS: Breakaway to the Palm Beaches 2024

DISCUSSION:

Staff received a request for a special event from Ashlyn Brown, representative for the National Multiple Sclerosis Society, for a fundraising bicycle ride that will start and end at the Boca Raton Innovative Campus (BRIC). **This event is a recurring event in Town along Ocean Drive and is why staff put it on the Consent Agenda.**

The time of this event takes place on Saturday, April 6, 2024, from 8:00 am to 3:00 pm. The event will start and end on Saturday at the Boca Raton Innovative Campus (BRIC) (Please refer to the attached bike route map). The event will have approximately 350 participants and approximately 75 employees/volunteers working at this event. The sponsor will have directional signs to direct riders. This event is not a timed race, the riders will be instructed to follow the rules of the road, thus no road closures are being proposed. As indicated on the route map, the riders will utilize portions of US Highway 1 and Ocean Drive.

The applicant will be charged the permit fee of \$100 and a \$500 Security Deposit for this event based on the attached adopted fee schedule for Off-Site Special Events. This fee and deposit do not include the required costs for outside assistance by Police, or any other necessary support. Those costs are the responsibility of the applicant during the application process.

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process of the special event and all conditions and requirements following said application, including any additional agency reviews/approvals/fees.



Town of Juno Beach
340 Ocean Drive; Juno Beach, FL 33408
Phone: (561) 626-1122; Fax: (561) 775-0812

Application for Off-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

**Low-Impact events consisting of 25 attendees or less will be approved administratively.

Notes: Please initial each item below to confirm your understanding:

- AB Application Fee is due at time of Application submittal and is not refundable.
- AB Deadline Late Fee is an additional charge and is not refundable.
- AB Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.
- AB Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.
- AB After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.
- AB Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- AB Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- AB Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancellation of event.
- AB Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

Section I Instructions for Applicant

1. Applicant shall complete Section II of this application. (Town Staff will review the Applicants submittal and complete other sections as required.)
2. Attach the following with this application:
 - a) Attach Application Fee, and Late Fee if applicable. (All fees are Payable to the Town of Juno Beach.)
 - b) Plot/Site Plan (drawing/sketch), showing the site upon which you are proposing your special event, identifying parking areas, adjacent roadways, existing structures, proposed (temporary) structures/items, road closures, barricades/fences, etc.;
 - c) Attach letter(s) of approval from all outside agencies: (i.e. Palm Beach County (PBC) Parks and Recreation, PBC-Traffic Division, PBC-Fire Rescue, Florida Department of Transportation, Department of Environmental Protection, Environmental Resources Management, Coast Guard, etc.)
 - d) Copy of current insurance certification(s) with the **Town of Juno Beach** listed as **“Additionally Insured” with a minimum amount of \$1,000,000.00 liability coverage**; (or state your ability to provide it with all other obligations).
 - e) Notarized Letter of approval from property owner(s).
 - f) Copy of Driver License.
3. Sign and date this application at the end of Section II.

Section II Required Information

▪ ***Regarding the Applicant:***

Name of Applicant/Sponsor: National MS Society/Ashlyn Brown Phone: 954-676-3920 x56920

Relationship to Organization Represented; Event Production Manager

Address of Applicant/Sponsor: 3250 W. Commerical Blvd, #340; Fort Lauderdale FL 33309

Name, Address, Phone of Organization Represented: Same as above

Principal contact person on Event Day/Phone: Ashlyn Brown, cell: 321-505-4579

Alternate contact person on Event Day/Phone: Tim Munetsi cell 972-505-5004

▪ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: Please see attached route

Name of Subdivision: _____

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: _____
Bike MS: Breakaway to the Palm Beaches is a two day charity cycling event that will start and end at the Boca Raton Innovative Campus (BRIC) each day. This is not a race but a ride with cyclists following rules of the road

Indicate roadway(s) to be closed: No road closures

Indicate if amusement rides (type/quantity) are part of the event: N/A

Indicate if alcohol will be served at the event and who will serve: N/A

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: N/A

Number of employees/volunteers working the event: 75

Number of anticipated attendees for the event: Approximately 350

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): Event day is April 6, 2024, from 8am to 3pm
Route marking on Thursday, April 4; all signs to be removed by 6pm on Saturday, April 6.

▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: *(Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):*
We will hire PD and/or Public works as deemed necessary.

▪ **Please initial to confirm attachments:**

- AB Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)
- AB Plot/Site Plan
- _____ Outside agency letter(s) of approval
- AB Insurance Certificate
- _____ Notarized Letter from property owner
- AB Copy of Driver License

Indicate items not submitted and reasons for non-submittal: There is no property owner as it is a route that goes through Juno Beach.
Palm Beach County Traffic department letter will be provided once we get that application approved.

Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney’s fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a “Letter of Approval” from the Planning and Zoning Director outlining obligations and fees.

Ashlyn Brown
Applicant/Sponsor Signature

1/23/24
Date

Ashlyn Brown
Print Name

Office Use Only:

Isabella Hickey _____ Jan 24 2024 _____
 Received By Date (Please Date Stamp)

Town Calendar has been reviewed and event “Tentatively” Scheduled with 2 day alert.

_____ Date _____
 Completed By

Event status shall be updated when approved. Completed by: _____

Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet. As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on event day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a “bouncer” at a bar or other establishment where alcohol is served.

Rates

*Regular Staff - \$35.00 Officer - \$55.00 Supervisor (if required) - \$65.00
(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)*

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCE OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND PFERTIG@JUNOBEACHPD.COM.***

Office Use Only:

_____ Officers @ \$55.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$65.00/hour: total of _____ hours = \$ _____
 Additional Fee(s): _____ \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N
 * *Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.*

Reviewed By: _____

Approved by Police Chief/Designee: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town’s Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event’s end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant’s agents on the event site public property.

Rates

<i>Regular Staff</i>	\$35.00
<i>Supervisor (if required)</i>	\$45.00

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND AMERIANO@JUNO-BEACH.FL.US.***

Office Use Only:

_____ Regular Staff @ \$35.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$45.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

Director of Planning & Zoning Date _____

Police Chief Date _____

Public Works Director Date _____

Finance Director Date _____

Town Manager Date _____

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

<i>* _____ Amount and Date Returned of the Security Deposit.</i>		
<i>Amount</i>	<i>Date</i>	

Director of Planning & Zoning Date _____

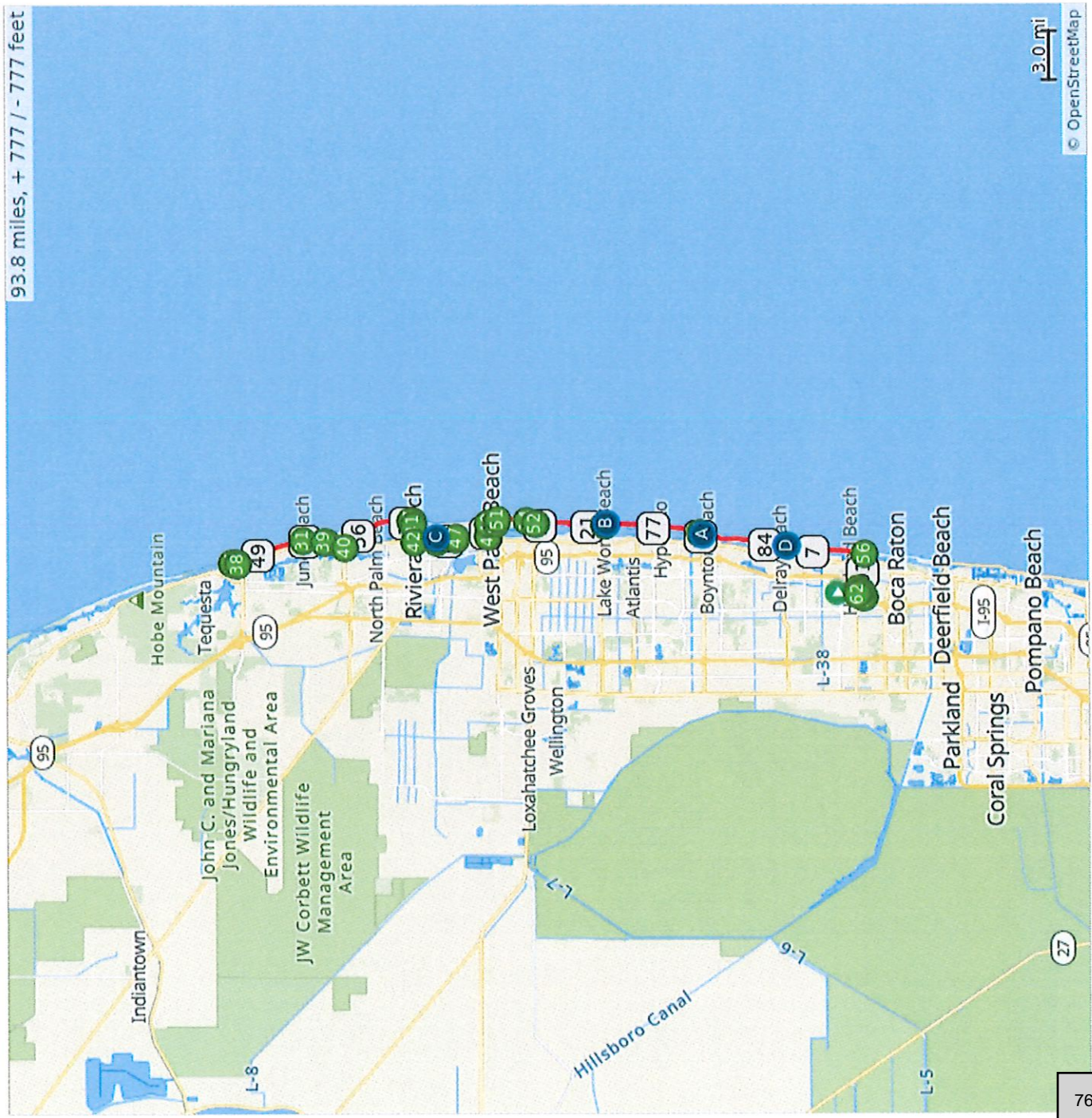
Police Chief Date _____

Public Works Director Date _____

Finance Director Date _____

Town Manager Date _____

2024 Bike MS: Breakaway to Palm Beaches Day 1 - 100M



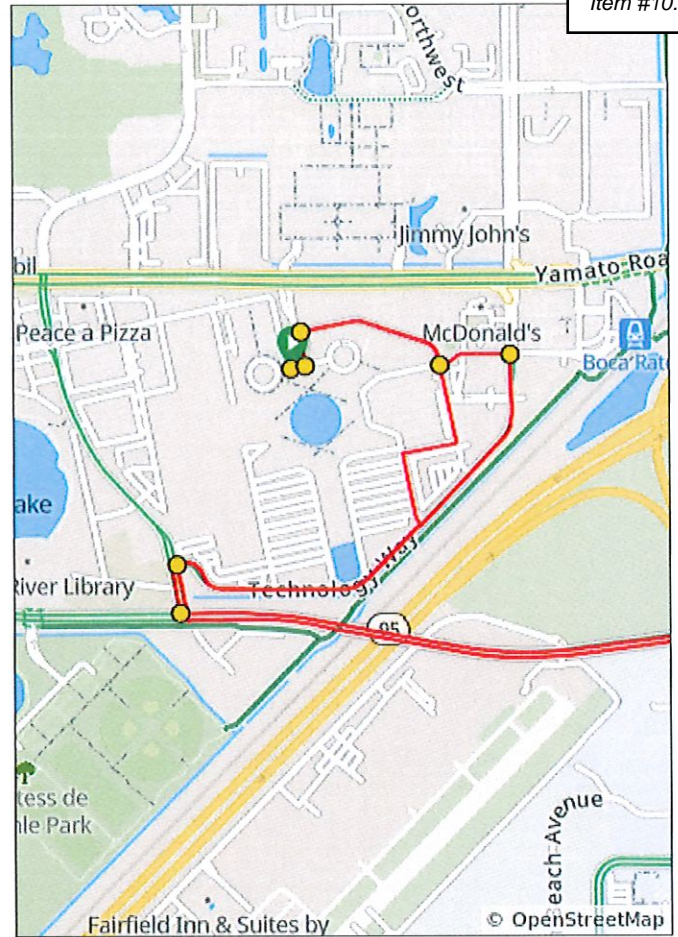
93.8 miles, + 777 / - 777 feet

- A. Rest Stop 1
- B. Rest Stop 2 / 6
- C. Rest Stops 3 / 5
- D. Rest Stop 7

2024 Bike MS: Breakaway to Palm Beaches Day 1 - 100M

Num	Dist	Type	Note	Next
1.	0.0	📍	Start of route	0.0
2.	0.0	←	L onto Blue Lake Dr/T-Rex Ave	0.1
3.	0.1	→	R onto Telecom Dr E	0.2
4.	0.3	←	L onto 50th St	0.1
5.	0.4	→	R onto Technology Way	0.7
6.	1.2	←	L at the 1st cross street onto Broken Sound Blvd	0.1
7.	1.2	←	L at the 1st cross street onto NW 40th St/Spanish River Blvd	2.7

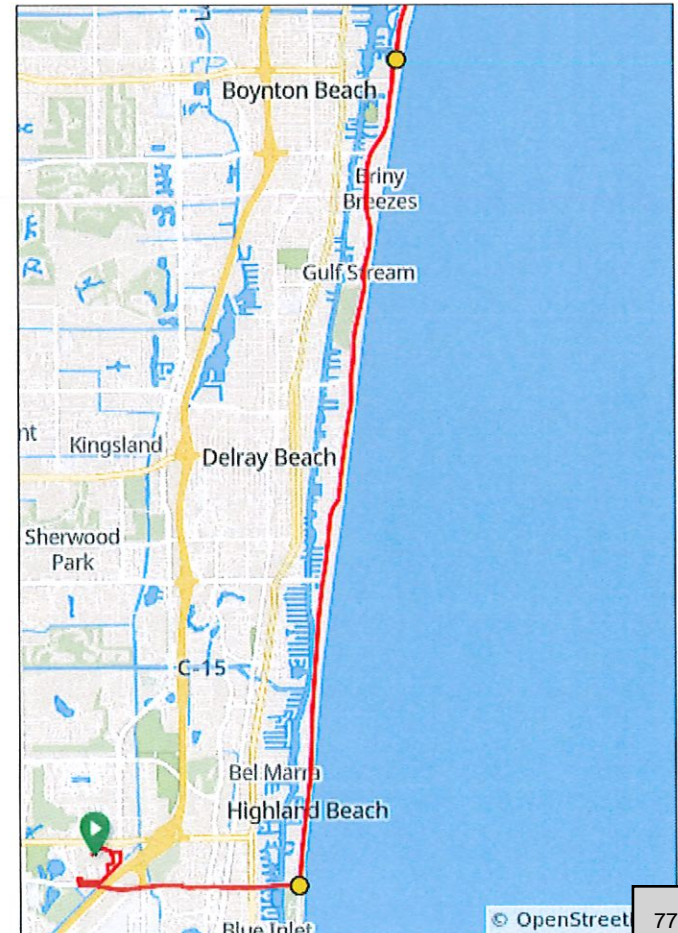
1.2 miles. +5/-5 feet



Item #10.

Num	Dist	Type	Note	Next
8.	3.9	←	L onto A1A / Ocean Ave	10.2
9.	14.1	→	R to access rest stop 1	0.0

12.9 miles. +91/-104 feet

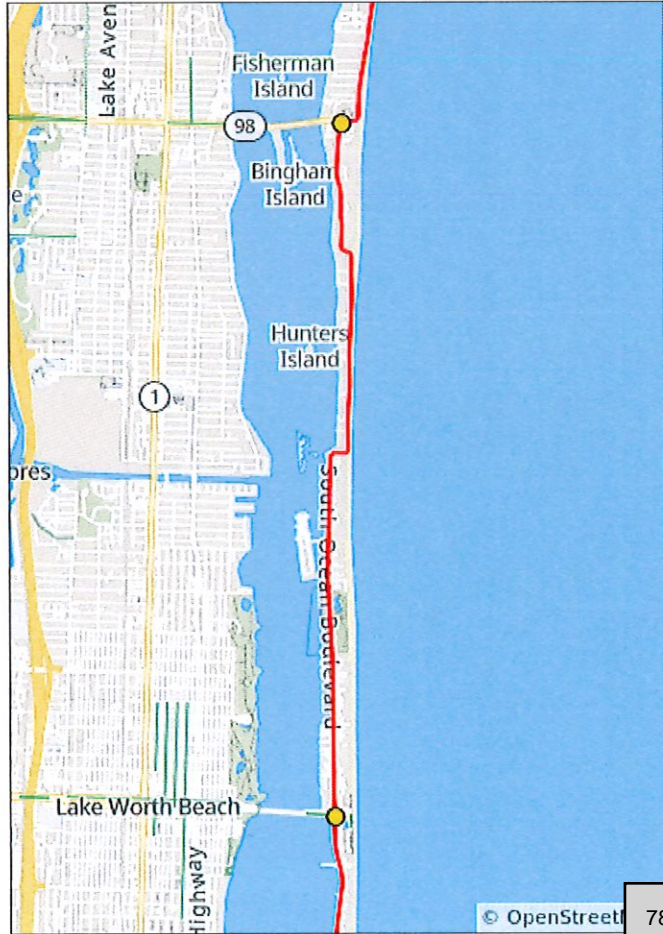


Num	Dist	Type	Note	Next
10.	14.1	🚰	Rest Stop 1: Ocean Front Beach Park - 6415 N Ocean Blvd., Ocean Ridge, FL 33435	5.9
11.	20.0	➡	R to access rest stop 2	0.0



5.9 miles. +48/-51 feet

Num	Dist	Type	Note	Next
12.	20.0	🚰	Rest Stop 2: Lake Worth Beach Park - 10 S Ocean Blvd., Lake Worth, FL 33460	4.3
13.	24.4	⬆	At the traffic circle, take the 1st exit onto S Ocean Blvd	0.7



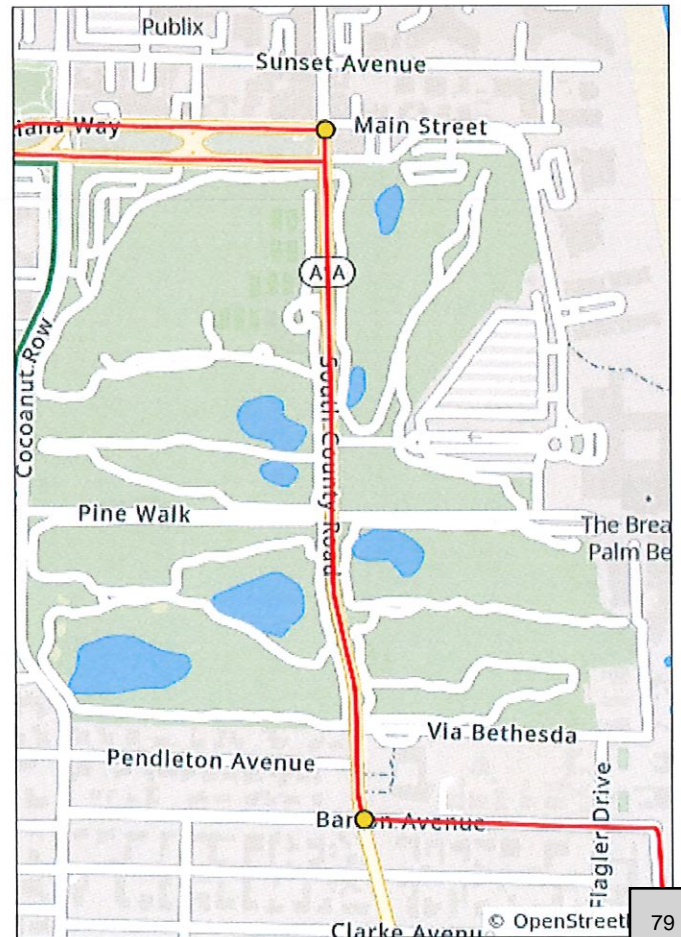
4.3 miles. +44/-40 feet

Num	Dist	Type	Note	Next
14.	25.0	↑	Continue straight to stay on S Ocean Blvd	1.9
15.	26.9	↑	Continue onto Barton Ave	0.2



2.6 miles. +19/-10 feet

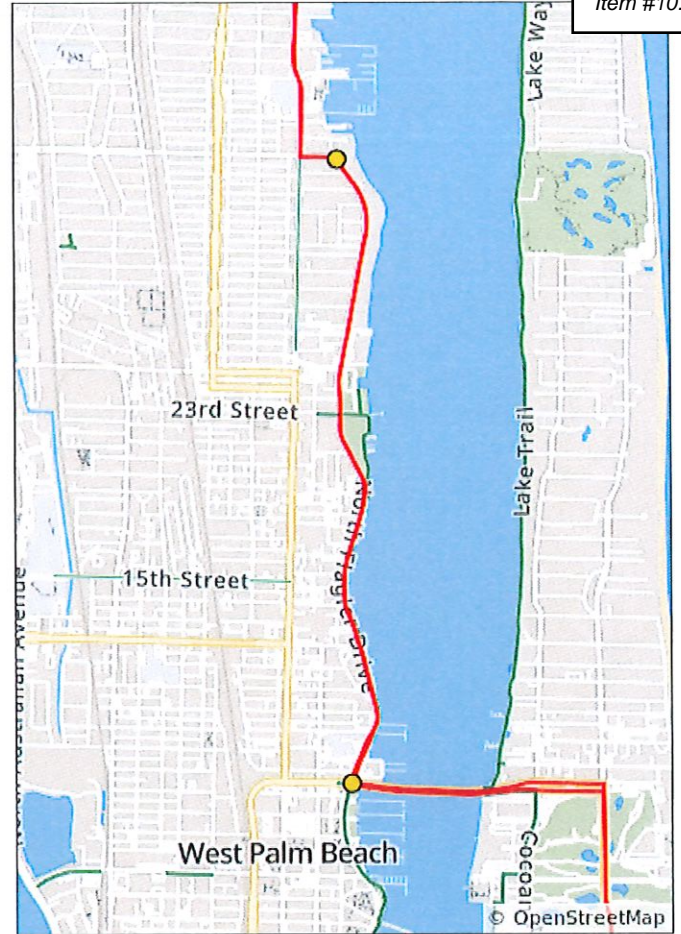
Num	Dist	Type	Note	Next
16.	27.1	→	R at the 1st cross street onto S County Rd	0.5
17.	27.6	←	L onto Royal Poinciana Way	0.8



0.7 miles. +3/-3 feet

Num	Dist	Type	Note	Next
18.	28.4	→	R at the 1st cross street onto N Flagler Dr	2.0
19.	30.4	←	L to stay on N Flagler Dr	0.1

2.7 miles. +11/-10 feet

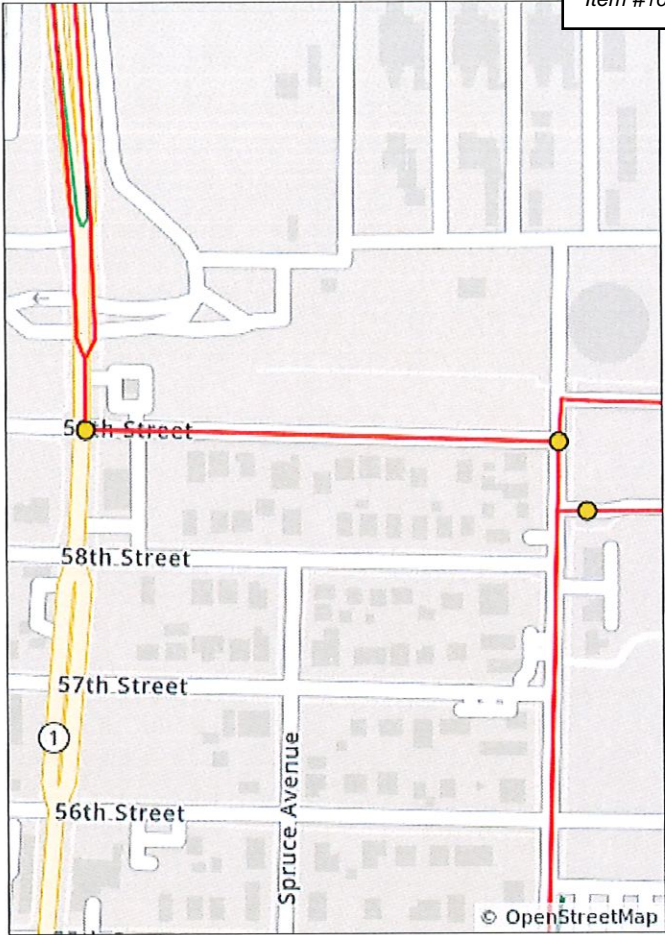


Num	Dist	Type	Note	Next
20.	30.5	→	R at the 1st cross street onto N Flagler Dr/Poinsettia Ave	1.2
21.	31.7	→	R to access rest stop 3	0.0

1.3 miles. +5/-3 feet

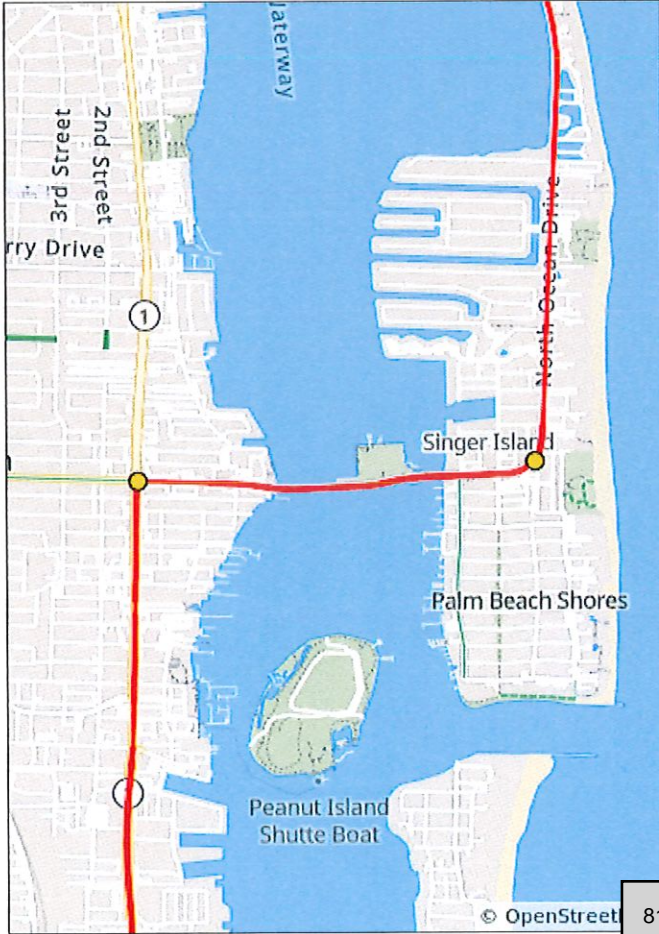


Num	Dist	Type	Note	Next
22.	31.7	🚰	Rest Stop 3: Manatee Lagoon - 6000 N Flagler Dr., West Palm Beach, FL 33407	0.2
23.	31.8	↑	Continue West onto 59th St	0.2
24.	32.0	➡	R at the 1st cross street onto Broadway	1.4



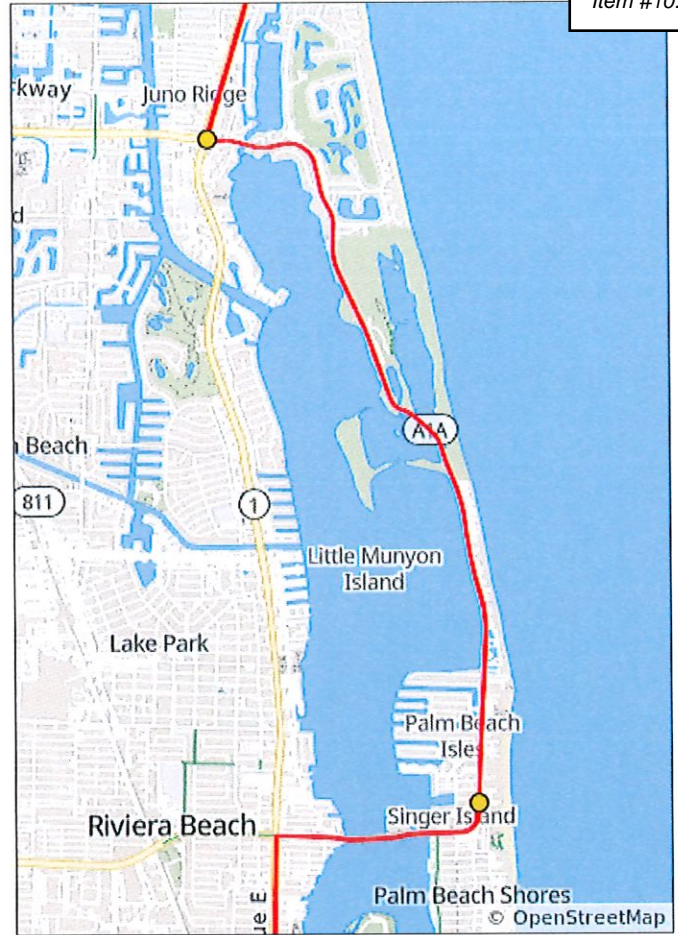
0.4 miles. +7/-2 feet

Num	Dist	Type	Note	Next
25.	33.4	➡	R onto Blue Heron Blvd	1.2
26.	34.6	↑	Continue onto N Ocean Dr	0.1



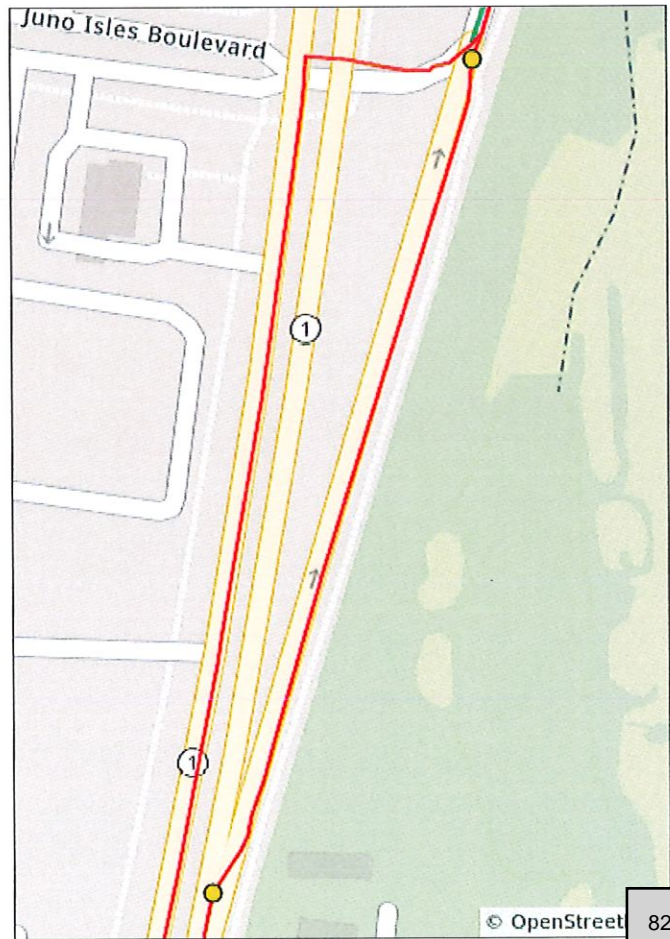
2.6 miles. +9/-9 feet

Num	Dist	Type	Note	Next
27.	34.8	↑	Continue straight onto Florida A1A N/ State Hwy 703/ N Ocean Dr	4.8
28.	39.6	→	R at the 1st cross street onto US-1 N/ U.S. Hwy 1 N	1.2



5.0 miles. +15/-14 feet

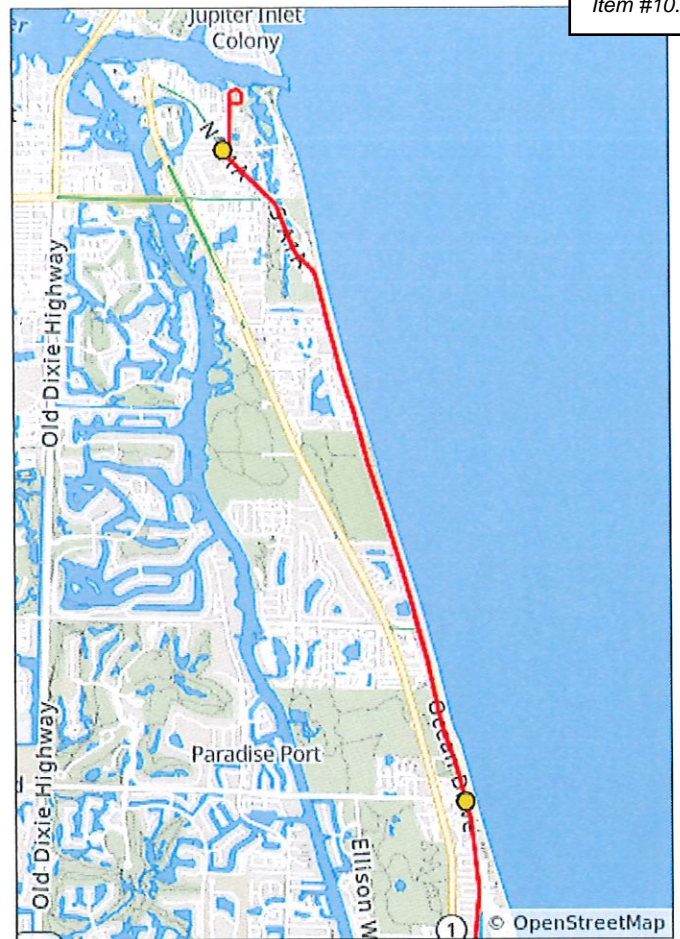
Num	Dist	Type	Note	Next
29.	40.8	→	Slight R	0.2
30.	41.0	↑	Merge onto Ocean Dr	1.3



1.3 miles. +1/-4 feet

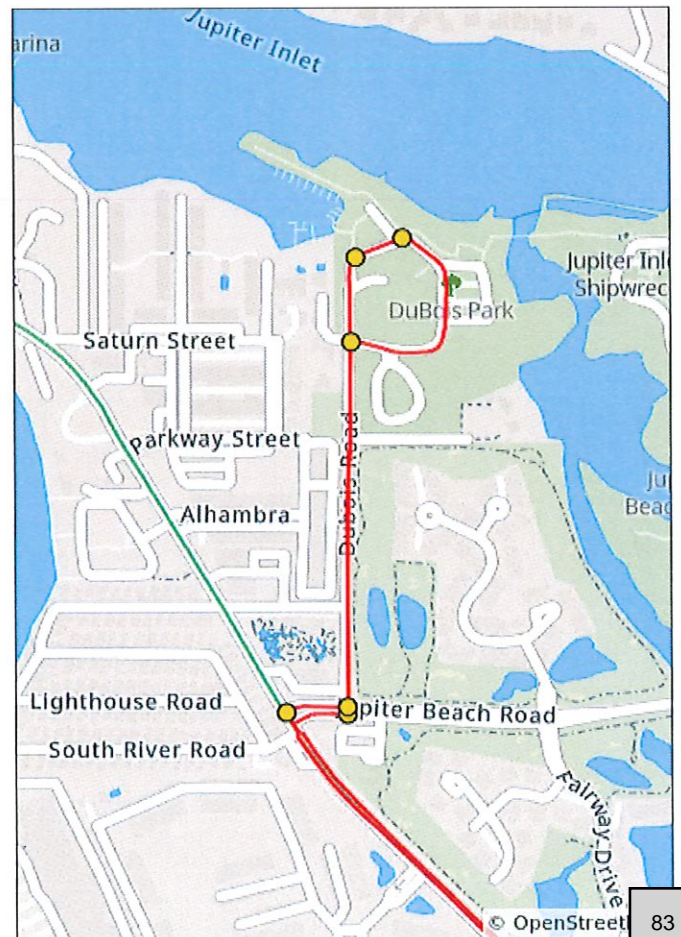
Num	Dist	Type	Note	Next
31.	42.3	←	L onto Donald Ross Rd	4.3
32.	46.5	→	R onto Jupiter Beach Rd	0.0

5.6 miles. +24/-41 feet

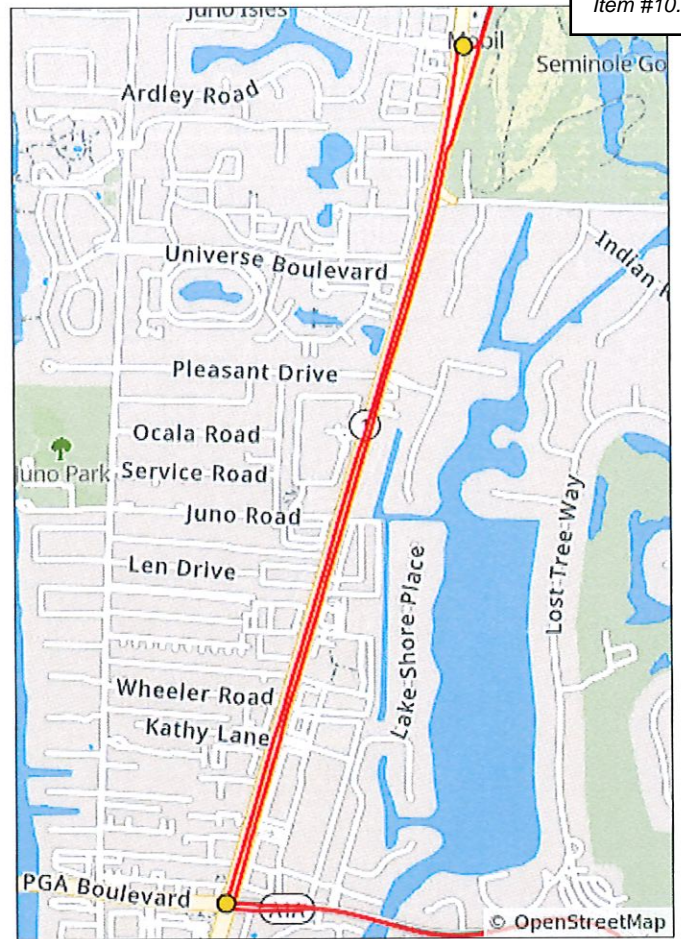


Num	Dist	Type	Note	Next
33.	46.6	←	L onto Dubois Rd	0.3
34.	46.9	→	R onto Dubois Park	0.2
35.	47.0	←	Keep L to stay on Dubois Park	0.0
36.	47.1	←	Dubois Park turns slightly L and becomes Dubois Rd	0.3
37.	47.4	→	R onto Jupiter Beach Rd	0.0
38.	47.5	←	L onto N Hwy A1A/Ocean Blvd	5.6

0.9 miles. +4/-3 feet

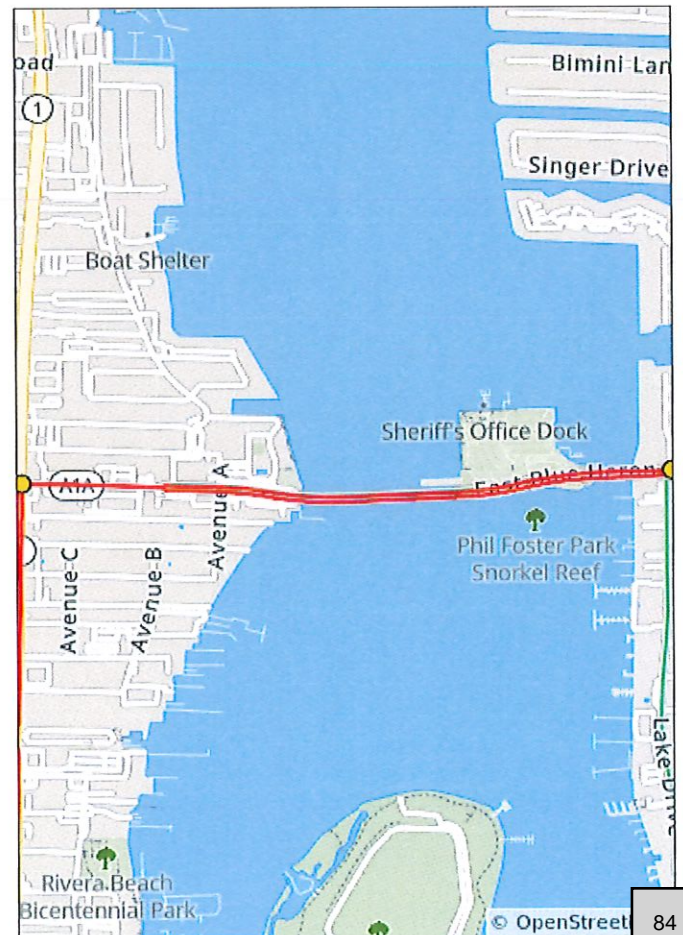


Num	Dist	Type	Note	Next
39.	53.1	←	L onto US-1 S	1.4
40.	54.4	←	L onto Florida A1A S/State Hwy 703/Jack Nicklaus Dr	5.2



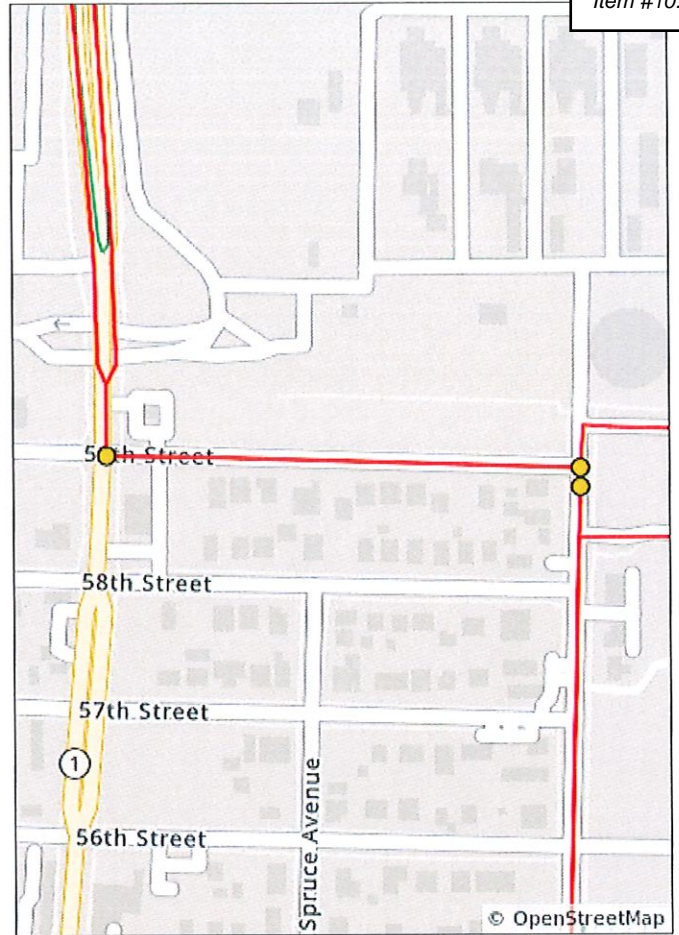
7.0 miles. +10/-13 feet

Num	Dist	Type	Note	Next
41.	59.7	↑	Continue straight onto Blue Heron Blvd	1.0
42.	60.6	←	L onto Broadway	1.4



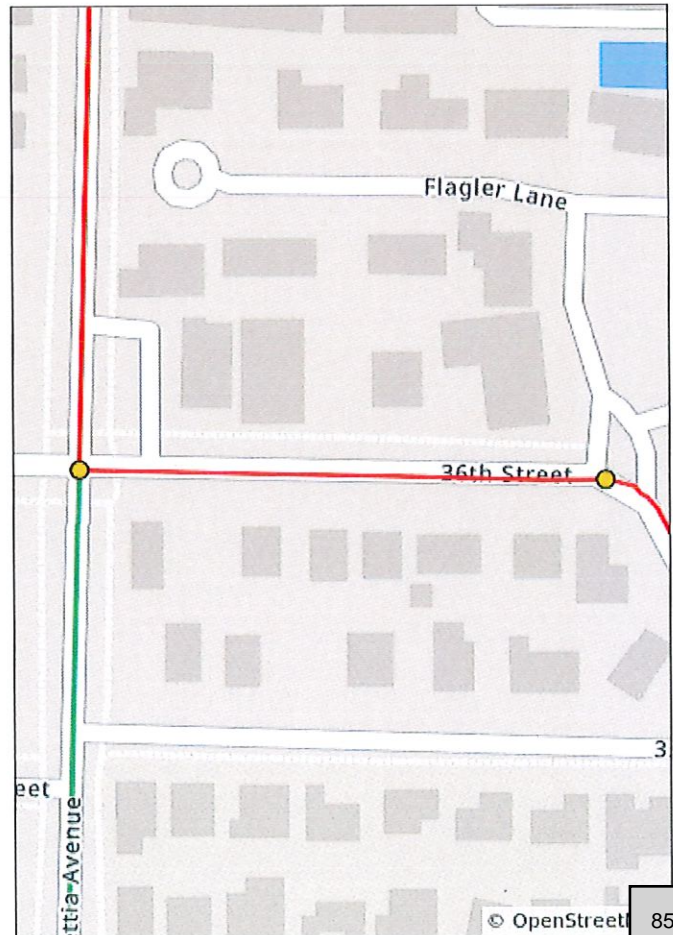
6.2 miles. +9/-3 feet

Num	Dist	Type	Note	Next
43.	62.1	←	L onto 59th St	0.2
44.	62.2	→	R onto N Flagler Dr/ Poinsettia Ave	0.0
45.	62.2	💧	Rest Stop 5: Manatee Lagoon - 6000 N Flagler Dr., West Palm Beach, FL 33407	1.2



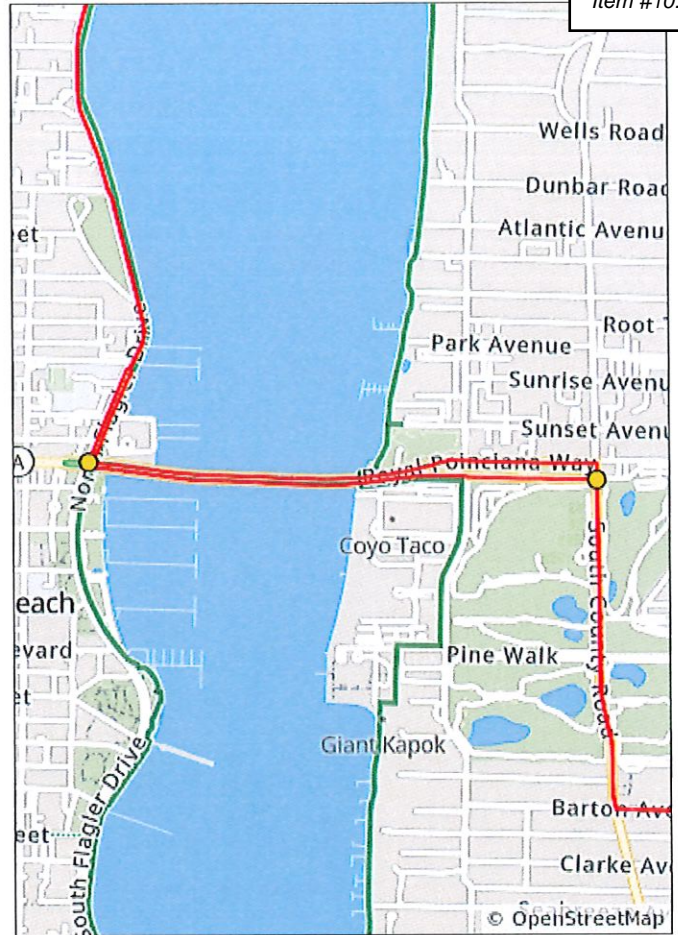
1.6 miles. +0/-4 feet

Num	Dist	Type	Note	Next
46.	63.4	←	L to stay on N Flagler Dr	0.1
47.	63.5	→	R at the 1st cross street to stay on N Flagler Dr	2.0



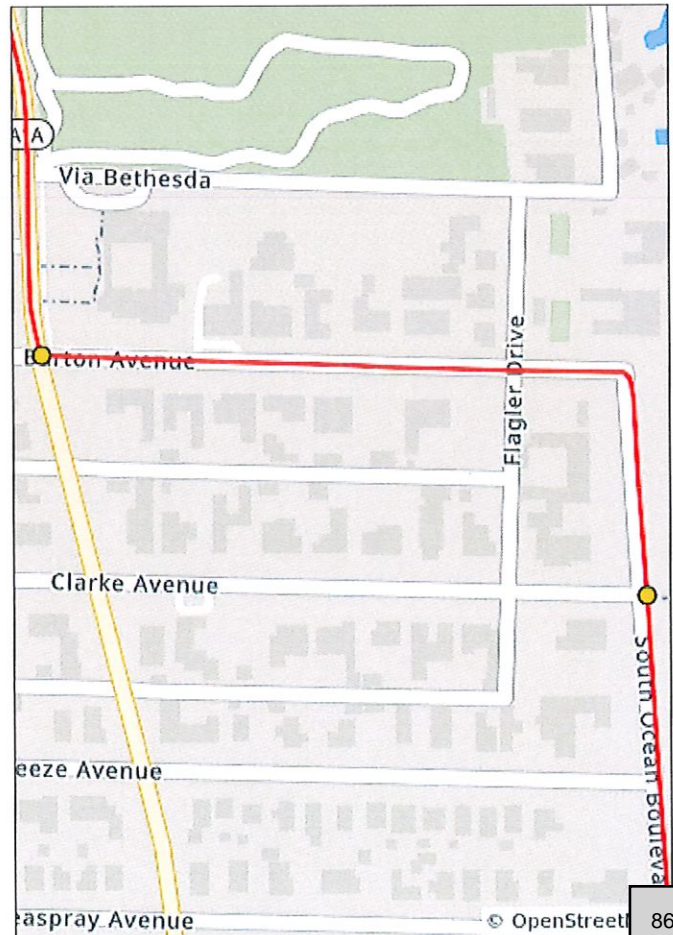
1.3 miles. +0/-3 feet

Num	Dist	Type	Note	Next
48.	65.5	←	L onto Flagler Memorial Bridge	0.8
49.	66.3	→	R onto N County Rd	0.5



2.8 miles. +4/-3 feet

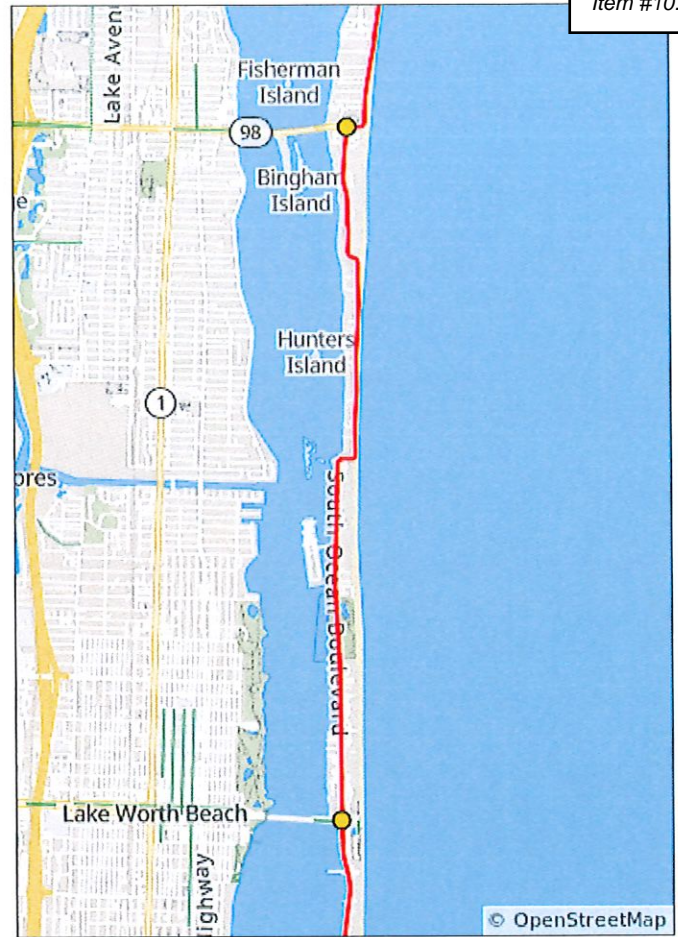
Num	Dist	Type	Note	Next
50.	66.8	←	L onto Barton Ave	0.3
51.	67.1	↑	Continue onto S Ocean Blvd	2.4



0.8 miles. +5/-0 feet

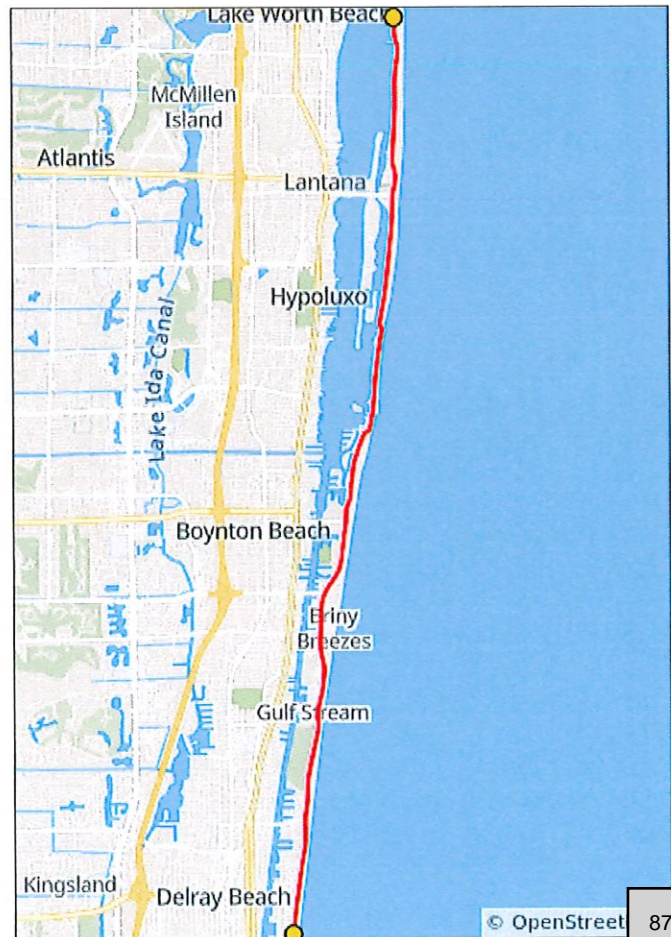
Num	Dist	Type	Note	Next
52.	69.5	↑	At the traffic circle, take the 2nd exit and stay on S Ocean Blvd	4.3
53.	73.9	←	L to access rest stop 6	0.0

6.8 miles. +41/-45 feet



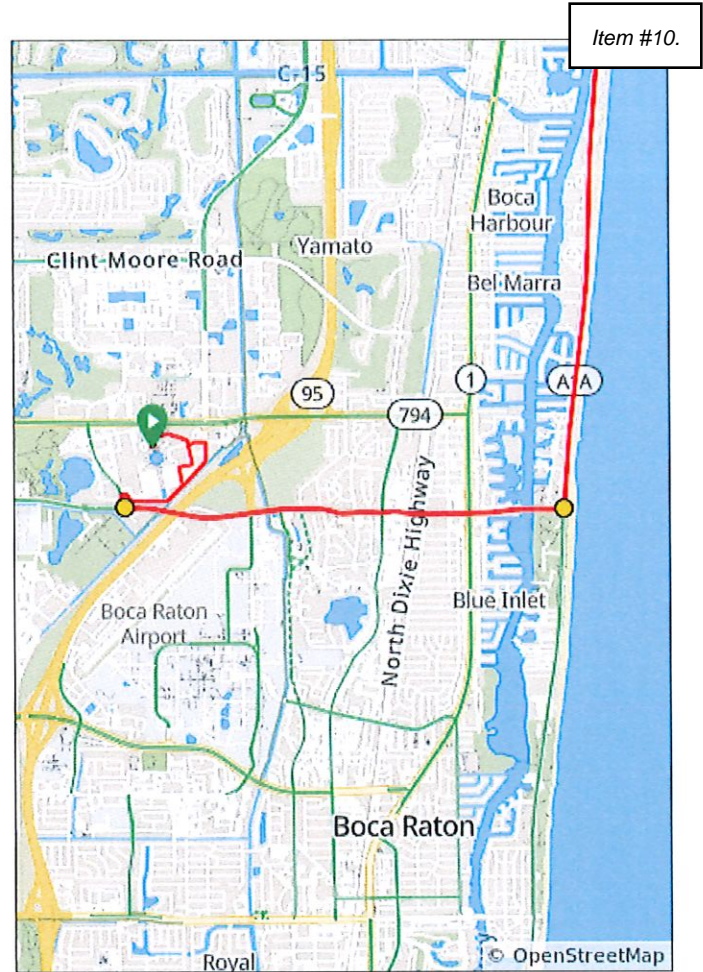
Num	Dist	Type	Note	Next
54.	73.9	💧	Rest Stop 6: Lake Worth Beach Park - 10 S Ocean Blvd., Lake Worth, FL 33460	11.3
55.	85.2	💧	Rest Stop 7: Anchor Park - 340 S Ocean Blvd., Delray Beach, FL 33483	4.8

11.3 miles. +121/-109 feet



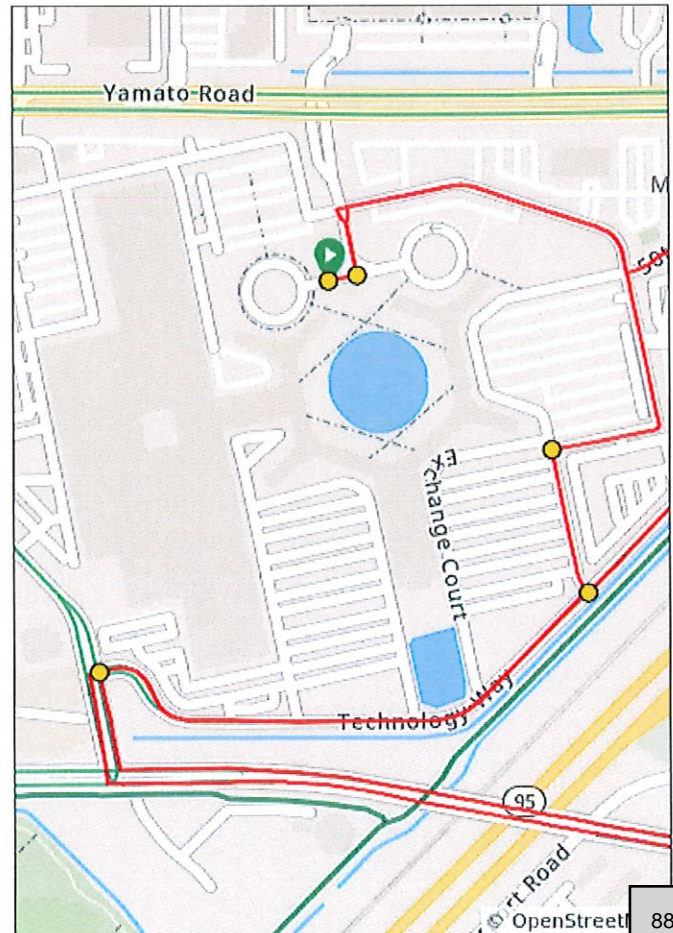
Num	Dist	Type	Note	Next
56.	90.0	→	R at the 1st cross street onto NE Spanish River Blvd	2.7
57.	92.7	→	R at the 2nd cross street onto Broken Sound Blvd	0.1

7.5 miles. +30/-39 feet



Num	Dist	Type	Note	Next
58.	92.7	→	R at the 1st cross street onto Technology Way	0.4
59.	93.2	←	L onto Network Way	0.1
60.	93.3	→	R onto Telecom Dr E	0.5
61.	93.8	→	R onto T-Rex Ave	0.0
62.	93.8	📍	End of route	0.0

1.1 miles. +3/-3 feet





Meeting Name: Town Council
Meeting Date: February 28, 2024
Prepared By: I. Hickey
Item Title: Special Event Request –Holy Spirit Lutheran Church Easter Pier Service

DISCUSSION:

Staff received a request for an Off-Site Special Event from the Holy Spirit Lutheran Church for the annual Easter sunrise service. This event takes place on the Juno Beach Pier and beach sand. This event is a recurring event at the same location and is why staff placed the item on the consent agenda.

The date of the proposed event is Sunday March 31st, 2024. The event set up will begin the afternoon of March 30th, on the 31st the first service will begin at 6:45 am, the second service will begin at 8:45 am and breakdown will be complete by 11:00am. Equipment utilized for this event includes a generator, sound equipment and a stage set up at the end of the pier. The anticipated attendance is 3,700 people for both services. The applicant has provided a map depicting the entire area of the event.

The applicant will be charged the permit fee of \$200 and a \$1,000 Security Deposit for this event based on the attached adopted fee schedule for Off-Site Special Events. The permit fee and deposit do not include the required costs for outside assistance by Police, or any other necessary support. Those costs are the responsibility of the applicant during the application process. Based on the event type the applicant will be responsible to provide all outstanding items 45 days prior to the date or be subject to late fees and/or cancelation of event.

Staff will apply all the regular conditions for such an event plus any identified by the Town Council.

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process of the special event and all conditions and requirements following said application, including any additional agency reviews/approvals/fees.



Town of Juno Beach
 340 Ocean Drive; Juno Beach, FL 33408
 Phone: (561) 626-1122; Fax: (561) 775-0812

TOWN OF JUNO BEACH RECEIVED
 2024 FEB 1 A 8:56

Application for Off-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

**Low-Impact events consisting of 25 attendees or less will be approved administratively.

Notes: Please initial each item below to confirm your understanding:

- CS Application Fee is due at time of Application submittal and is not refundable.
- NA Deadline Late Fee is an additional charge and is not refundable.
- CS Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.
- CS Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.
- CS After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.
- CS Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- CS Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- CS Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancellation of event.
- CS Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

Section I Instructions for Applicant

1. Applicant shall complete Section II of this application. (Town Staff will review the Applicants submittal and complete other sections as required.)
2. Attach the following with this application:
 - a) Attach Application Fee, and Late Fee if applicable. (All fees are Payable to the Town of Juno Beach.)
 - b) Plot/Site Plan (drawing/sketch), showing the site upon which you are proposing your special event, identifying parking areas, adjacent roadways, existing structures, proposed (temporary) structures/items, road closures, barricades/fences, etc.;
 - c) Attach letter(s) of approval from all outside agencies: (i.e. Palm Beach County (PBC) Parks and Recreation, PBC-Traffic Division, PBC-Fire Rescue, Florida Department of Transportation, Department of Environmental Protection, Environmental Resources Management, Coast Guard, etc.)
 - d) Copy of current insurance certification(s) with the **Town of Juno Beach** listed as **“Additionally Insured”** with a **minimum amount of \$1,000,000.00 liability coverage**; (or state your ability to provide it with all other obligations).
 - e) Notarized Letter of approval from property owner(s).
 - f) Copy of Driver License.
3. Sign and date this application at the end of Section II.

Section II Required Information

▪ **Regarding the Applicant:**

Name of Applicant/Sponsor: Christa Stamos Cell: 772.783.5512
 Phone: 561.624.9663

Relationship to Organization Represented: Director of Campus and Community Programming

Address of Applicant/Sponsor: 13301 Ellison Wilson Rd.
Juno Beach, FL 33408

Name, Address, Phone of Organization Represented: same

Principal contact person on Event Day/Phone: Christa Stamos
772.783.5512

Alternate contact person on Event Day/Phone: Jami Melnick
772.260.1993

▪ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: Juno Beach Pier

Name of Subdivision: N/A

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: Easter worship Service on Pier and beach. Sound crew w/ 8-10 people, 5 generators to run equipment and a stage set up for our band at the end of the pier. Set up will be the afternoon of March 30th.

Indicate roadway(s) to be closed: None

Indicate if amusement rides (type/quantity) are part of the event: None

Indicate if alcohol will be served at the event and who will serve: None

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: Stage for band on Pier

Number of employees/volunteers working the event: 55

Number of anticipated attendees for the event: 3,700 both services together

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): 3/31/24 6:00AM - 11:00AM

▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: (Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):

2 Police to direct traffic and pedestrians at crosswalk on A1A

▪ **Please initial to confirm attachments:**

- Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)
- Plot/Site Plan
- Outside agency letter(s) of approval
- Insurance Certificate
- Notarized Letter from property owner
- Copy of Driver License

Indicate items not submitted and reasons for non-submittal: _____

Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney's fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

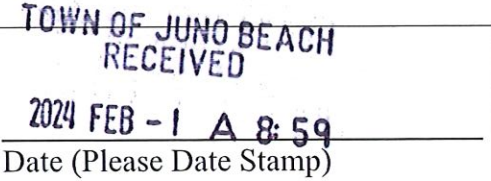
If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.

Christa T. Stamos
Applicant/Sponsor Signature

1/10/24
Date

Christa T. Stamos
Print Name

Office Use Only:	
<u>Isabella Hickey</u> Received By	
Town Calendar has been reviewed and event "Tentatively" Scheduled with 2 day alert.	
_____ Completed By	_____ Date
Event status shall be updated when approved. Completed by: _____	

Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet. As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on event day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a “bouncer” at a bar or other establishment where alcohol is served.

Rates

Regular Staff - \$35.00 Officer - \$55.00 Supervisor (if required) - \$65.00
(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCE OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND PFERTIG@JUNOBEACHPD.COM.***

Office Use Only:

_____ Officers @ \$55.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$65.00/hour: total of _____ hours = \$ _____
 Additional Fee(s): _____ \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N
* *Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.*

Reviewed By: _____

Approved by Police Chief/Designee: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town’s Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event’s end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant’s agents on the event site public property.

Rates

<i>Regular Staff</i>	\$35.00
<i>Supervisor (if required)</i>	\$45.00

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND AMERIANO@JUNO-BEACH.FL.US.***

Office Use Only:

_____ Regular Staff @ \$35.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$45.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

Director of Planning & Zoning

Date

Police Chief

Date

Public Works Director

Date

Finance Director

Date

Town Manager

Date

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

* _____ *Amount and Date Returned of the Security Deposit.*
Amount Date

Director of Planning & Zoning

Date

Police Chief

Date

Public Works Director

Date

Finance Director

Date

Town Manager

Date



14200 U.S. Highway One
Juno Beach, Florida 33408
561.627.8280 • marinelife.org

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- Lynne Wells
- Jeanette Wyneken, Ph.D.
- Natasha Ziff

January 19, 2024

Holy Spirit Lutheran Church
13301 Ellison Wilson Road
Juno Beach, Florida 33408
Attn: Christa Stamos

Dear Christa,

As requested, Loggerhead Marinelifelife Center approves of Holy Spirit Lutheran Church holding Easter services on the Juno Beach Pier Sunday, March 31, 2024. The services will be at 6:45 AM and 8:45 AM.

Easter Sunday falls within Sea Turtle nesting season, and Sunrise on Easter Sunday, March 31, 2024 is 7:11 AM.

The following parameters will need to be followed:

Entry

Holy Spirit staff may go out on the pier to prepare, prior to ½ hour before sunrise. However, the general public will need to wait until a ½ hour before sunrise before going on the pier.

Lighting

If artificial lighting is used before daybreak, it must be sea turtle friendly. This would be ½ hour before sunrise. Required lighting is Amber or Red LED's (true amber or true red, no filters).

Sound

No amplified sound before daybreak (1/2 hour before sunrise). Any generators or music will need to remain off until ½ before sunrise.

Beach Activity

If you are going to have attendees on the beach, it is required for our research team to "clear" the area first. Please contact Sarah Hirsch (shirsch@marinelife.org) to coordinate.

HSLC staff and volunteers may arrive at 11:00 AM the day before Easter to begin the set up for the event.

Sincerely,

Kate Fratalia

Kate Fratalia
VP Retail

Executive Staff

Andy Dehart
President & CEO



**Parks and Recreation
Department**

2700 6th Avenue South
Lake Worth, FL 33461
(561) 966-6600

Email: pbcparcs@pbcgov.org
www.pbcparcs.com



**Palm Beach County
Board of County
Commissioners**

Gregg K. Weiss, Mayor

Maria Sachs, Vice Mayor

Maria G. Marino

Michael A. Barnett

Marci Woodward

Sara Baxter

Mack Bernard

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

January 29, 2024

Christa T. Stamos, Director of Campus and Community Programming
Holy Spirit Lutheran Church
13301 Ellison Wilson Road
Juno Beach, FL 33408

Dear Christa:

Thank you for providing all the specifics related to your request to have your annual **Easter Sunrise Service at the Juno Pier on Sunday March 31st, 2024 at 6:45 AM and 8:45 AM.** We have received the information you provided and have determined that you will not need to permit your event through our Special Events section. Thank you for providing appropriate insurance certificate in advance.

I have advised our Aquatics Director of your plans and your communications with Kate Fratalia from Loggerhead Marine Life Center regarding fees, availability, and usable areas of the pier. Per your letter, you will be going before the Town of Juno Beach in the near future to present your request. We understand that Juno Beach will provide security for parking, traffic and pedestrian safety, and will provide two uniformed officers and a police car on site.

Best wishes for great weather and a very successful event!

Sincerely,

Diva Koon
Recreation Programs Coordinator
Palm Beach County Parks and Recreation
2700 Sixth Ave. So.
Lake Worth, FL 33461

cc: James Davis
Michael Tripp

Dear Kate Fratalia & Randy Yent,

We request your permission to host our Easter Juno Beach Pier Service this March 31st, 2024. There will be two worship services, one at 6:45AM and the second at 8:45AM. As in previous years, we will hire a sound crew with speakers set up along the length of the pier for all the attendees to be able to hear, including the beachgoers. We will also have a soundboard and 8-10 crew members. We will be renting five generators for power and bringing two wooden crosses for decoration. Another element to our Service is the stage for the band. This requires set up and sound tests prior to the initial Service at 6:45AM.

As in years past, we will continue to honor and respect Loggerhead Marine Life Center's rules and regulations for clean practices, such as not handing out papers or potential garbage.

In addition, it has been agreed upon in the past that we will donate \$1 per person for those that worship on the pier.

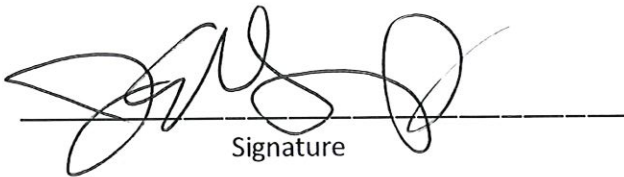
Do we have your permission to continue the application process with PB County and the Town of Juno Beach? If so, please provide an official letter of approval.

Thank you,

Christa T. Stamos
Director of Campus and Community Programming
Cell: 772-783-5512 Office: 561-624-9663
events@hslcjuno.org

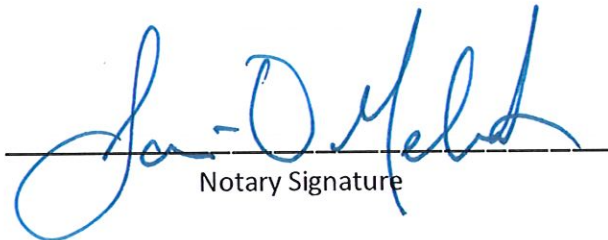
Letter of Permission

I, the undersigned, Pastor James Graeser
Do hereby approve this application with the Town of Juno Beach to
hold Easter Service on the Pier,
hosted by Holy Spirit Lutheran Church.
Event will happen on March 31st 2024, between the hours of
6:00AM - 11AM.


Signature


1/10/24
Date

Subscribed and sworn to before me this 10 day of January 2024


Notary Signature

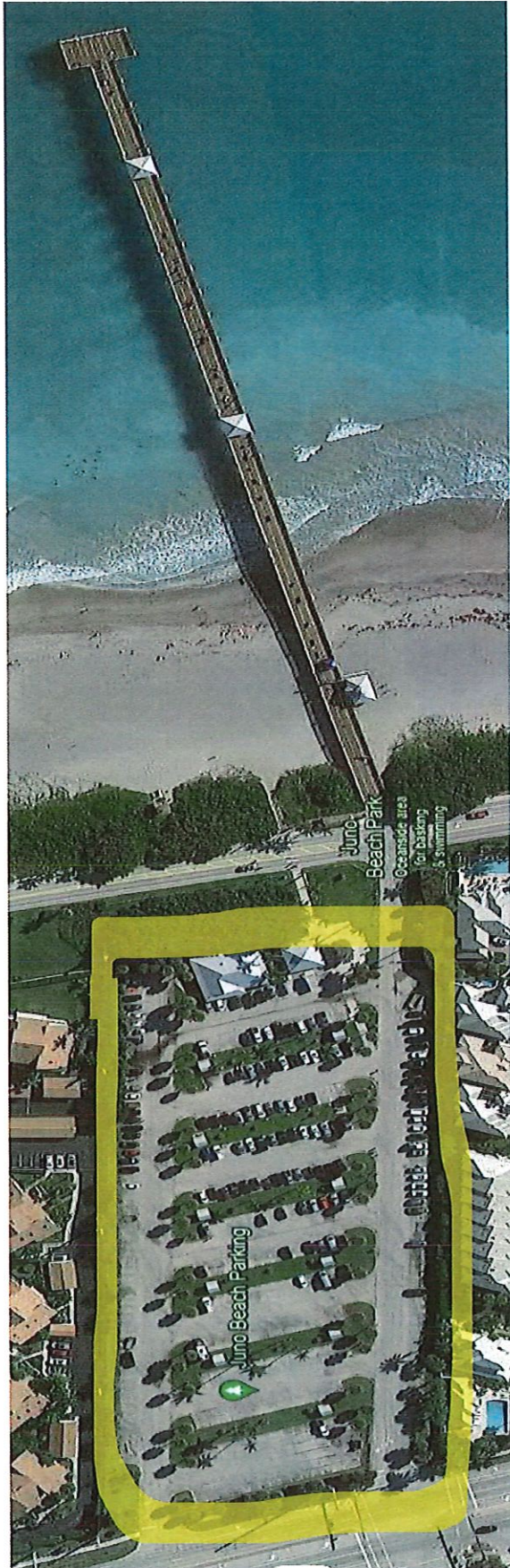
Jami O Melnick
Printed Name of Notary

Notary Seal



JAMI O. MELNICK
Notary Public
State of Florida
Comm# HH388602
Expires 6/18/2027

Commission Expires: 6/18/27



- Service will be held on the pier and on beach on both sides of the pier.
- Parking will be in the Juno Beach public parking lot. Overflow parking will be in the Publix complex across the street.
- No road closures.
- We will ask for Police to direct traffic and pedestrian parking.



Meeting Name: Town Council
Meeting Date: February 28, 2024
Prepared By: I. Hickey
Item Title: Special Event Request – Oceanview United Methodist Church Easter Service

DISCUSSION:

Staff received a request for an Off-Site Special Event from the Oceanview United Methodist Church for the annual Easter sunrise service. This event takes place on the beach directly across the street from 701 Ocean Drive. This event is a recurring event at the same location and is why staff placed the item on the consent agenda.

The date of the proposed event is Sunday March 31st, 2024. The event set up will start at 5:00am, the service will begin at 6:30am, and breakdown will be complete by 8:00am. The event is a holiday celebration as indicated in the attached application. Equipment utilized for this event includes a portable generator and sound system. The anticipated attendance is 250 for one service and the event is planned and advertised by the Church. The applicant has provided a map depicting the entire area of the event.

The applicant will be charged the permit fee of \$100 and a \$500 Security Deposit for this event based on the attached adopted fee schedule for Off-Site Special Events. The permit fee and deposit do not include the required costs for outside assistance by Police, or any other necessary support. Those costs are the responsibility of the applicant during the application process. Based on the event type the applicant will be responsible to provide all outstanding items 15 days prior to the date, or be subject to late fees and/or cancellation of event.

As part of the conditions of approval, no vendors or event parking shall be located within the right-of-way front of Oceanview United Methodist Church. Staff will apply all of the regular conditions for such an event plus any identified by the Town Council.

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process of the special event and all conditions and requirements following said application, including any additional agency reviews/approvals/fees.



Town of Juno Beach
340 Ocean Drive; Juno Beach, FL 33408
Phone: (561) 626-1122; Fax: (561) 775-0812

TOWN OF JUNO BEACH RECEIVED

2024 FEB -7 A 9:57

Application for Off-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

**Low-Impact events consisting of 25 attendees or less will be approved administratively.

Notes: Please initial each item below to confirm your understanding:

- kg Application Fee is due at time of Application submittal and is not refundable.
- kg Deadline Late Fee is an additional charge and is not refundable.
- kg Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.
- kg Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.
- kg After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.
- kg Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- kg Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- kg Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancellation of event.
- kg Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

Section I Instructions for Applicant

1. Applicant shall complete Section II of this application. (Town Staff will review the Applicants submittal and complete other sections as required.)
2. Attach the following with this application:
 - a) Attach Application Fee, and Late Fee if applicable. (All fees are Payable to the Town of Juno Beach.)
 - b) Plot/Site Plan (drawing/sketch), showing the site upon which you are proposing your special event, identifying parking areas, adjacent roadways, existing structures, proposed (temporary) structures/items, road closures, barricades/fences, etc.;
 - c) Attach letter(s) of approval from all outside agencies: (i.e. Palm Beach County (PBC) Parks and Recreation, PBC-Traffic Division, PBC-Fire Rescue, Florida Department of Transportation, Department of Environmental Protection, Environmental Resources Management, Coast Guard, etc.)
 - d) Copy of current insurance certification(s) with the **Town of Juno Beach** listed as **“Additionally Insured” with a minimum amount of \$1,000,000.00 liability coverage**; (or state your ability to provide it with all other obligations).
 - e) Notarized Letter of approval from property owner(s).
 - f) Copy of Driver License.
3. Sign and date this application at the end of Section II.

Section II Required Information

▪ **Regarding the Applicant:**

Name of Applicant/Sponsor: Kristy Gustafson / ^{Oceanview} UMC Phone: (561) 626-2500

Relationship to Organization Represented: Bookkeeper

Address of Applicant/Sponsor: 701 Ocean drive, Juno Beach, FL 33408

Name, Address, Phone of Organization Represented: same

Principal contact person on Event Day/Phone: Kristy Gustafson 561-315-1753

Alternate contact person on Event Day/Phone: Emily McGee - Pastor 561-909-9993

▪ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: On the beach across the street from
701 Ocean Drive, Juno Bch, FL

Name of Subdivision: _____

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: Easter Sunrise Service,
March 31, 2023, to begin at 6:30 am with setup
at 5 am. The event will include music,
message, & prayer

Indicate roadway(s) to be closed: NA

Indicate if amusement rides (type/quantity) are part of the event: no

Indicate if alcohol will be served at the event and who will serve: no

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: portable generator & sand system

Number of employees/volunteers working the event: volunteers

Number of anticipated attendees for the event: 250

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): March 31, 2024 5:00 am to 8:00 am

▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: (Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):

Traffic control for people crossing the street from
the parking lot located at 701 Ocean Drive, Juno
Beach, FL 33408

▪ **Please initial to confirm attachments:**

- kg Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)
- kg Plot/Site Plan
- kg Outside agency letter(s) of approval
- kg Insurance Certificate
- kg Notarized Letter from property owner
- kg Copy of Driver License

Indicate items not submitted and reasons for non-submittal: _____

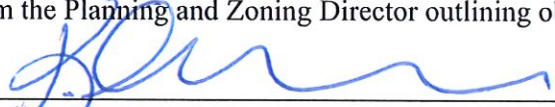
Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney’s fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a “Letter of Approval” from the Planning and Zoning Director outlining obligations and fees.


Applicant/Sponsor Signature
Kristy Gustafson
Print Name

Feb 7, 2024
Date

TOWN OF JUNO BEACH
RECEIVED

2024 FEB -7 A 9:57

Office Use Only:

Isabella Hickey
Received By

Date (Please Date Stamp)

Town Calendar has been reviewed and event “Tentatively” Scheduled with 2 day alert.

Completed By

Date

Event status shall be updated when approved. Completed by: _____

Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet. As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on event day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a “bouncer” at a bar or other establishment where alcohol is served.

Rates

Regular Staff - \$35.00

Officer - \$55.00

Supervisor (if required) - \$65.00

(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCE OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND PFERTIG@JUNOBEACHPD.COM.***

Office Use Only:

_____ Officers @ \$55.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$65.00/hour: total of _____ hours = \$ _____
 Additional Fee(s): _____ \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

*** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.**

Reviewed By: _____

Approved by Police Chief/Designee: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town’s Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event’s end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant’s agents on the event site public property.

Rates

<i>Regular Staff</i>	\$35.00
<i>Supervisor (if required)</i>	\$45.00

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND AMERIANO@JUNO-BEACH.FL.US.***

Office Use Only:

_____ Regular Staff @ \$35.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$45.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

Director of Planning & Zoning Date

Police Chief Date

Public Works Director Date

Finance Director Date

Town Manager Date

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

* _____ *Amount and Date Returned of the Security Deposit.*
Amount Date

Director of Planning & Zoning Date

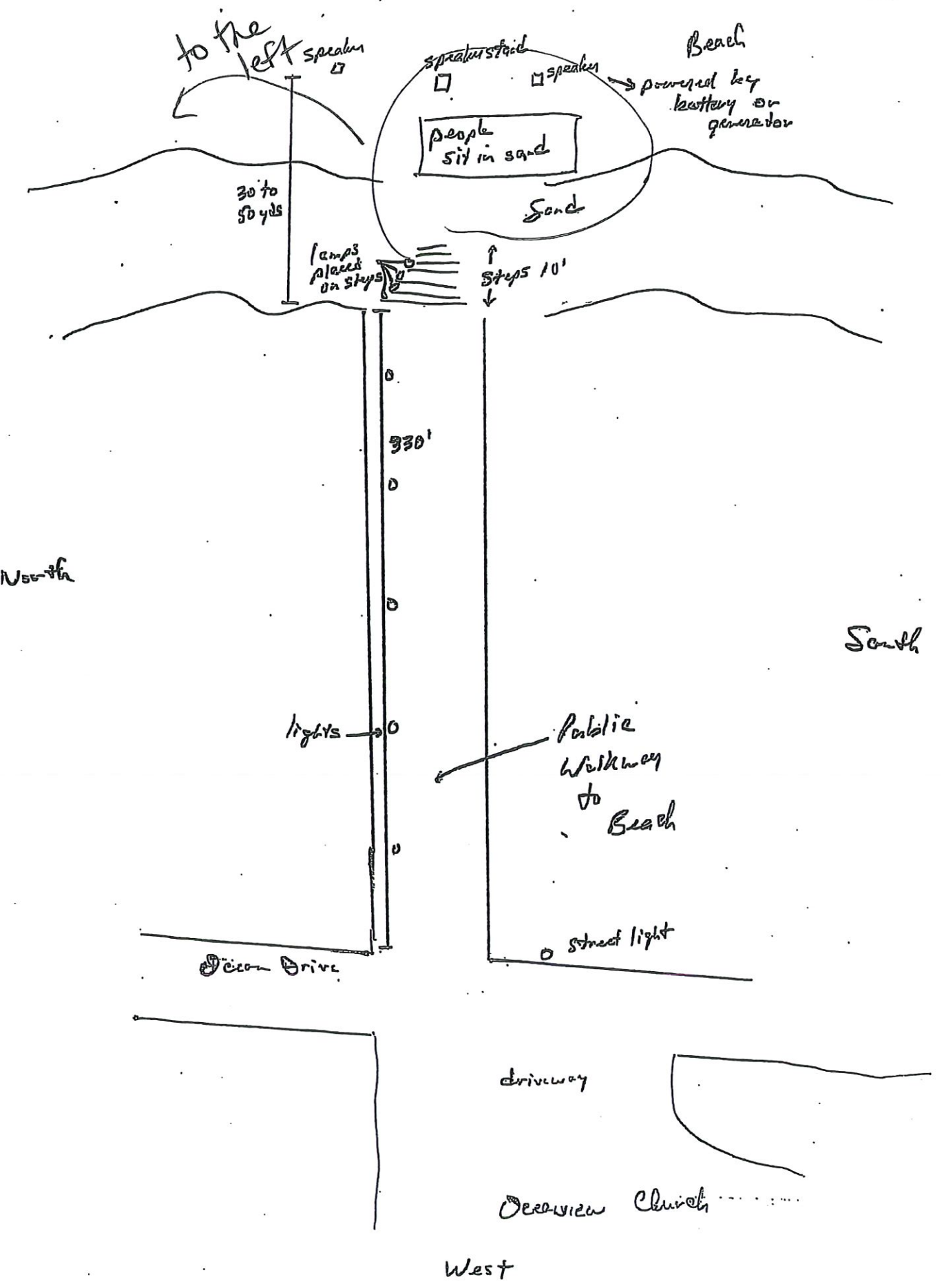
Police Chief Date

Public Works Director Date

Finance Director Date

Town Manager Date

Juno Beach





Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: I.Hickey
Item Title: Special Event Request – Run 4 the Sea

DISCUSSION:

Staff received a request for a special event by Tonya Pellegrini, Event Manager of the Loggerhead Marinelife Center, for the 13th annual Run 4 the Sea. The event would take place along Ocean Drive from Donald Ross Road, north to the northern end of Ocean Cay Park, along Marcinski Road in Jupiter. **Because this is a recurring event in Town at the same location it is being placed on the Consent portion of the agenda.**

The applicant has provided a map depicting the entire area of the event. The location of the proposed event takes place within Loggerhead Park and along Ocean Drive from Donald Ross Road, north to Marcinski Road. The proposed event date is Saturday, April 6, 2024, setup will begin Friday, April 5th at 5:00 p.m. and teardown will be completed by Saturday, April 6 at 11:00 a.m.

The applicant will be charged the permit fee of \$100 and a \$500 Security Deposit for this year's event based on the adopted fee schedule for Off-Site Special Events. The permit fee and deposit do not include the required costs for outside assistance by Police, or any other necessary support. Those costs are the responsibility of the applicant during the application process. The event will be required to obtain various agency and department approvals during the application process. Staff will apply all of the regular conditions for such an event on their regular application plus any identified by the Town Council.

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process of the special event and all conditions and requirements following said application, including any additional agency reviews/approvals/fees.



Town of Juno Beach
 340 Ocean Drive; Juno Beach, FL 33408
 Phone: (561) 626-1122; Fax: (561) 775-0812

Application for Off-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

**Low-Impact events consisting of 25 attendees or less will be approved administratively.

Notes: Please initial each item below to confirm your understanding:

- TPL Application Fee is due at time of Application submittal and is not refundable.
- TPL Deadline Late Fee is an additional charge and is not refundable.
- TPL Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.
- TPL Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.
- TPL After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.
- TPL Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- TPL Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- TPL Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancellation of event.
- TPL Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

Section I	<u>Instructions for Applicant</u>
------------------	--

1. Applicant shall complete Section II of this application. (Town Staff will review the Applicants submittal and complete other sections as required.)
2. Attach the following with this application:
 - a) Attach Application Fee, and Late Fee if applicable. (All fees are Payable to the Town of Juno Beach.)
 - b) Plot/Site Plan (drawing/sketch), showing the site upon which you are proposing your special event, identifying parking areas, adjacent roadways, existing structures, proposed (temporary) structures/items, road closures, barricades/fences, etc.;
 - c) Attach letter(s) of approval from all outside agencies: (i.e. Palm Beach County (PBC) Parks and Recreation, PBC-Traffic Division, PBC-Fire Rescue, Florida Department of Transportation, Department of Environmental Protection, Environmental Resources Management, Coast Guard, etc.)
 - d) Copy of current insurance certification(s) with the **Town of Juno Beach** listed as **"Additionally Insured" with a minimum amount of \$1,000,000.00 liability coverage**; (or state your ability to provide it with all other obligations).
 - e) Notarized Letter of approval from property owner(s).
 - f) Copy of Driver License.
3. Sign and date this application at the end of Section II.

Section II	<u>Required Information</u>
-------------------	------------------------------------

▪ **Regarding the Applicant:**

Name of Applicant/Sponsor: Tonya Pellegrini Phone: 561.627.8200 x123

Relationship to Organization Represented: Director of Events

Address of Applicant/Sponsor: 14200 US Highway one
Juno Beach, FL 33408

Name, Address, Phone of Organization Represented: Loggerhead Marine Life Center
Address same as above

Principal contact person on Event Day/Phone: Tonya Pellegrini - 518.928.5808

Alternate contact person on Event Day/Phone: Kate Frataglia 561-384-8767

▪ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: Ocean Drive between Donald Ross Rd +
Marquish Rd.

Name of Subdivision: _____

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: Annual Run 4 The Sea
1/2 mile Road race consisting of 2 laps
between Donald Ross + Marquish

April 13, 2024

Indicate roadway(s) to be closed: Ocean Drive

Indicate if amusement rides (type/quantity) are part of the event: None

Indicate if alcohol will be served at the event and who will serve: None

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: 10x10 tents 6

Number of employees/volunteers working the event: 20 - Staff + Volunteers

Number of anticipated attendees for the event: 650

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): Setup 4.12.24 @ 5PM (Internal)
Tear down 4.13.24 @ 11:30 AM

▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: *(Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):*

Please initial to confirm attachments:

- TP Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)
- TP Plot/Site Plan
- TP Outside agency letter(s) of approval
- TP Insurance Certificate
- TP Notarized Letter from property owner
- TP Copy of Driver License

Indicate items not submitted and reasons for non-submittal: _____

Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney's fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.

Tony Pellegrini
Applicant/Sponsor Signature

Tonya Pellegrini
Print Name

1.15.24
Date

Office Use Only:

Isabella Hickey
Received By

Oct 20 2023
Date (Please Date Stamp)
(event date changed)

Town Calendar has been reviewed and event "Tentatively" Scheduled with 2 day alert.

Completed By _____ Date _____

Event status shall be updated when approved. Completed by: _____

Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet. As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on event day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a "bouncer" at a bar or other establishment where alcohol is served.

Rates

Regular Staff - \$35.00 Officer - \$55.00 Supervisor (if required) - \$65.00
(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCE OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND PFERTIG@JUNOBEACHPD.COM.***

Office Use Only:

_____ Officers @ \$55.00/hour: total of _____ hours = \$ _____

_____ Supervisors @ \$65.00/hour: total of _____ hours = \$ _____

Additional Fee(s): _____ \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.*

Reviewed By: _____

Approved by Police Chief/Designee: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town's Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event's end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant's agents on the event site public property.

Rates

<i>Regular Staff</i>	\$35.00
<i>Supervisor (if required)</i>	\$45.00

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND AMERIANO@JUNO-BEACH.FL.US.***

Office Use Only:

_____ Regular Staff @ \$35.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$45.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

Director of Planning & Zoning Date

Police Chief Date

Public Works Director Date

Finance Director Date

Town Manager Date

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

* _____ *Amount and Date Returned of the Security Deposit.*
Amount Date

Director of Planning & Zoning Date

Police Chief Date

Public Works Director Date

Finance Director Date

Town Manager Date



November 13, 2023

Tonya Pellegrini
14200 US Highway 1,
Juno Beach, Florida 33408

SUBJECT: 12th RUN 4 THE SEA

Dear Ms. Pellegrini,

The Palm Beach County Traffic Engineering Division has reviewed your request to close Ocean Drive/ S. A1A from Donald Ross Road to Marcinski Road on Saturday, April 13, 2024 from approximately 5:00 am through 9:00 am.

This request has been approved.

It is our understanding that Juno Beach Police Department will assume responsibility for traffic control and will coordinate with other emergency departments.

This permit is only valid with the presence of the Juno Beach Police Department to oversee the traffic control.

If you have any further questions, please contact Graciela M' Causland at 684-4030.

Sincerely,

Graciela M' Causland
Chief Traffic Inspector
Traffic Division

GM:

Attachment: Special Event Application, Route Map,
ec: Motasem Al-Turk, Ph.D., P.E., Director – Traffic Division
Melissa Ackert, P.E., Assistant Director – Traffic Division
Hossam Eldeen Abdel All, P.E., Traffic Signal Systems Manager – Traffic Division
Lee Gao, P.E., Senior Professional Engineer – Traffic Division
Fattoush Jafar, Ph.D., P.E., Traffic Engineer Ops Manager – Traffic Division
Sean Reilly, Chief Traffic Inspector – Traffic Division
Bandita Parajuli, Office Manager – Traffic Division
Adam Faustini, Director – Road & Bridge
Thomas A. Coppini, Public Works Superintendent – Road & Bridge
Chase Miller, Construction Project Manager – Road & Bridge
Kathleen Farrell, Division Director III – Roadway Production
Kristine Frazell-Smith, Senior Professional Engineer – Roadway Production
Lisa De La Rionda, Director – Department of Public Affairs
Heather C. Shirm, Manager Digital Marketing and Communications – Public Affairs
Javier H. Lopez, Digital Marketing Coordinator – Public Affairs
Kara Dery, Supervisor Special Facilities – Parks & Recreation Division
Yash Nagal, Director of Transit Planning – Palm Tran
Major Mark G. Saloio – Juno Police Department – msaloio@junobeachpd.com
Jose M. Gonzalez – PBC Fire Rescue - FIRE-FOO@pbcgov.org and JMgonzal@pbcgov.org

File: General - Special Events
Roads –

N:\TRAFFIC\SPECIAL EVENTS\2024 Special events approved\Run 4 the Sea\Special Event Form Letter-Graciela M'Causland (north of Southern Blvd).docx

**Department of Engineering
and Public Works**

P.O. Box 21229
West Palm Beach, FL 33416-1229
(561) 684-4000
FAX: (561) 684-4050
www.pbcgov.com

**Palm Beach County
Board of County
Commissioners**

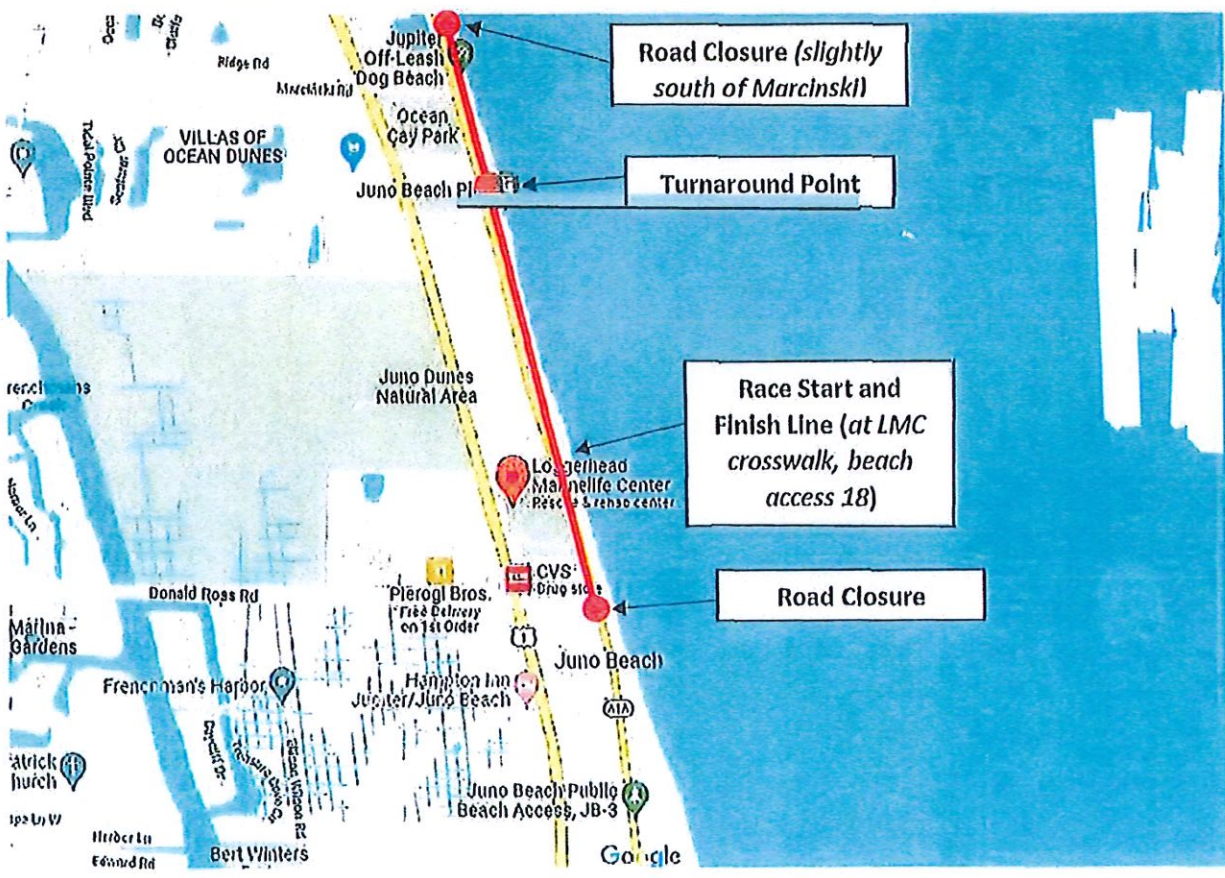
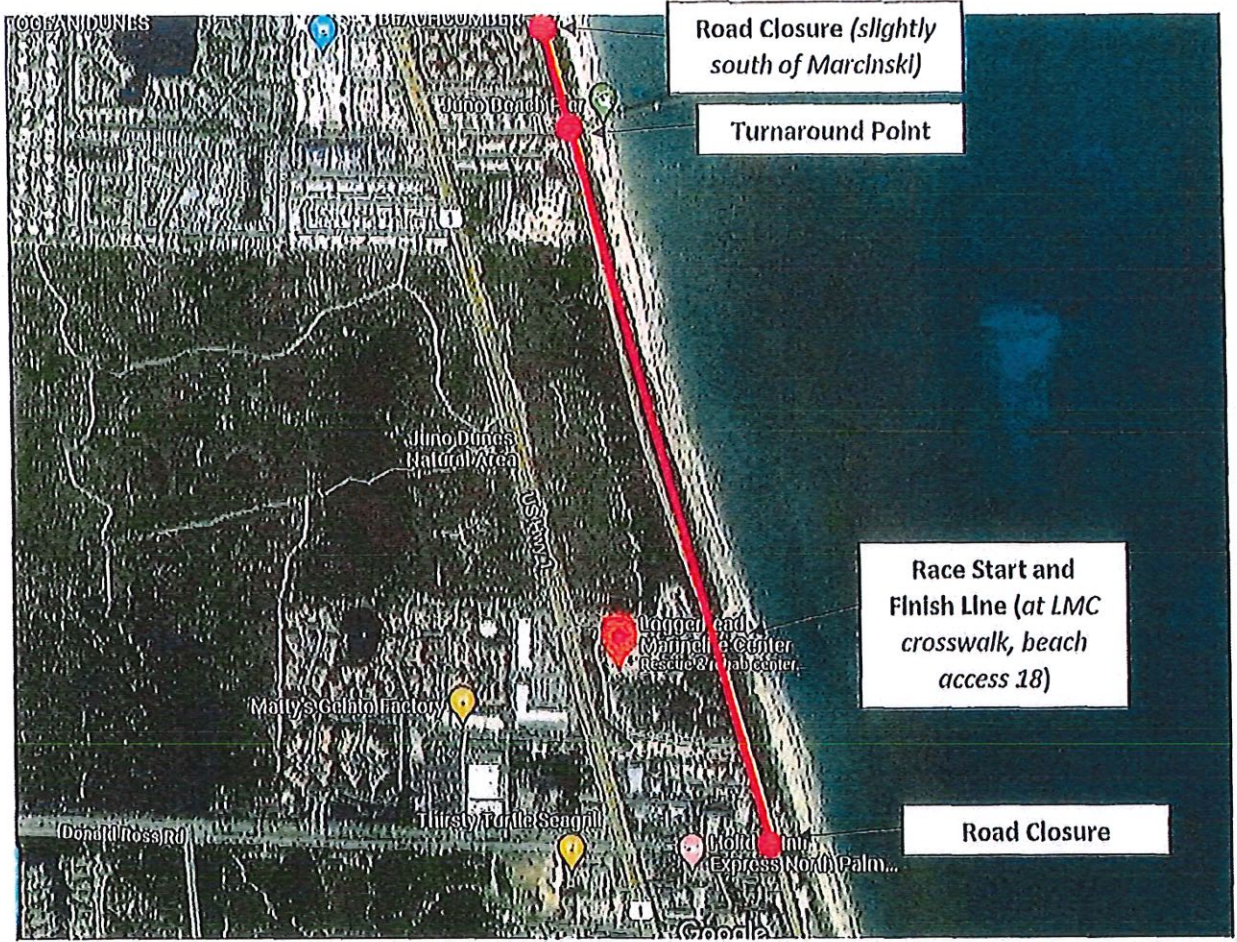
Gregg K. Weiss, Mayor
Maria Sachs, Vice Mayor

Maria G. Marino
Michael A. Barnett
Marci Woodward
Sara Baxter
Mack Bernard

County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"



FOR OVERVIEW PURPOSE ONLY DRAWING NOT TO SCALE

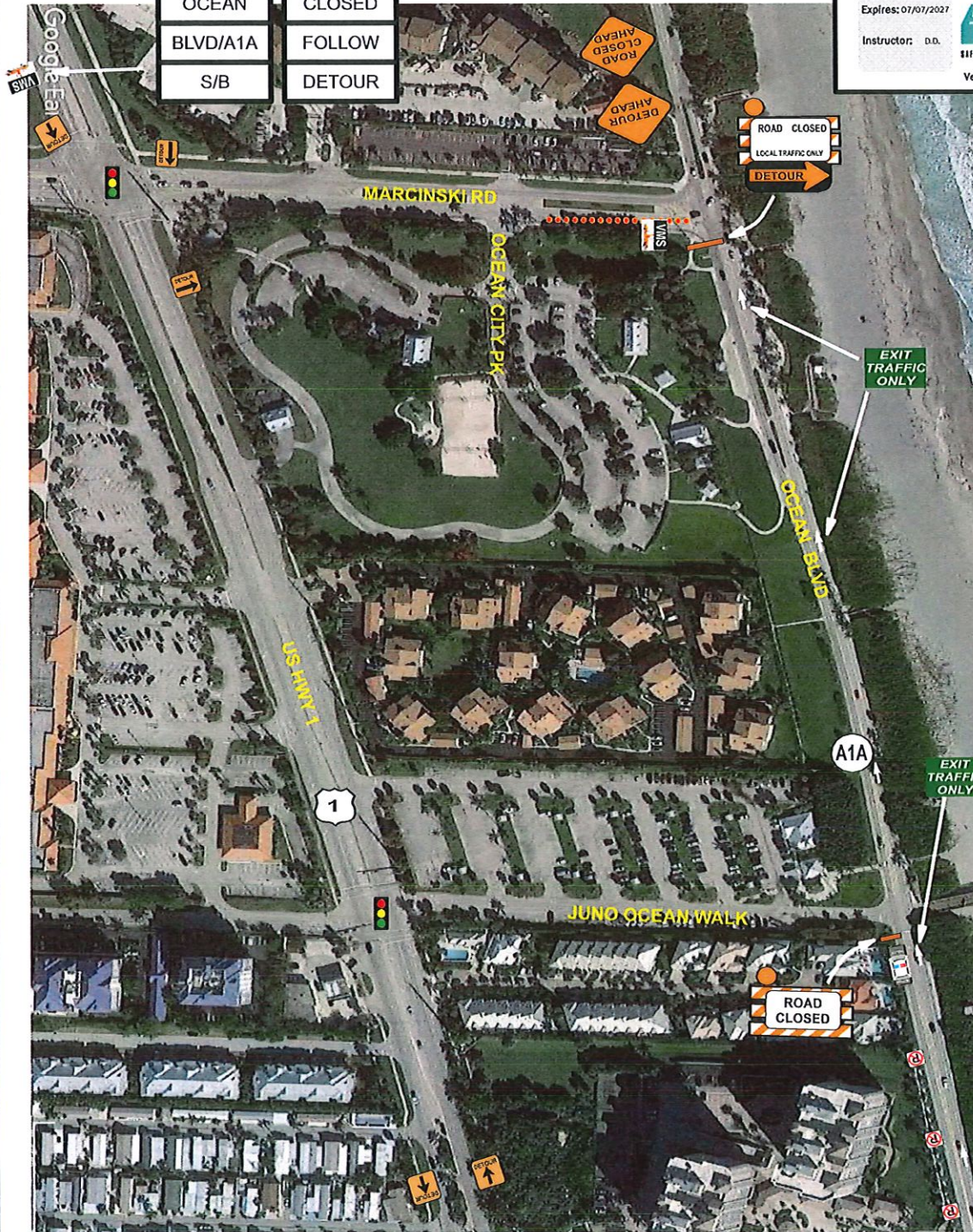
NOTE:
THIS M.O.T. IS BASED ON MUTCD & THE FLORIDA DEPARTMENT OF TRANSPORTATION ROADWAY AND DESIGN STANDARDS. ALL TRAFFIC CONTROL DEVICES MUST BE SET AND PLACED BY PERSONS CERTIFIED IN TRAFFIC CONTROL DEVICE PLACEMENT AND PLANNING.

EVENT DATE:
April 13, 2024

	<i>Theodore Howard Jr.</i>
Certificate: 612448	Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course
Issued: 07/18/2023	Training Provider:
Expires: 07/07/2027	American Traffic Safety Services Association (ATSSA) 15 Riverside Parkway Ste. 100 Fredericksburg, VA 22408 PH: 540-368-1701
Instructor: D.D.	BETTER PEOPLE. BETTER LIVES.
Verify this Certification at www.motadmn.com	

MESSAGE:

OCEAN	CLOSED
BLVD/A1A	FOLLOW
S/B	DETOUR



M.O.T.
Design by: Theodore Howard

Legend	
	Channelized Devices
	Police Vehicle
	Work Area

PAGE 1

CONTINUE

CONTINUE

**FOR OVERVIEW PURPOSE ONLY
DRAWING NOT TO SCALE**

NOTE:
THIS M.O.T. IS BASED ON MUTCD & THE FLORIDA DEPARTMENT OF TRANSPORTATION ROADWAY AND DESIGN STANDARDS. ALL TRAFFIC CONTROL DEVICES MUST BE SET AND PLACED BY PERSONS CERTIFIED IN TRAFFIC CONTROL DEVICE PLACEMENT AND PLANNING.

**EVENT DATE:
April 13, 2024**

CONTINUE

CONTINUE



	<i>Theodore Howard Jr.</i>
Certificate: 612448	Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course
Issued: 07/18/2023	Training Provider:
Expires: 07/07/2027	American Traffic Safety Services Association (ATSSA) 15 Riverside Parkway Ste. 100 Fredericksburg, VA 22408 PH: 540-368-1701
Instructor: D.D.	SAFER ROAD SIDE LIVES
Verify this Certification at www.motadmln.com	



MESSAGE:

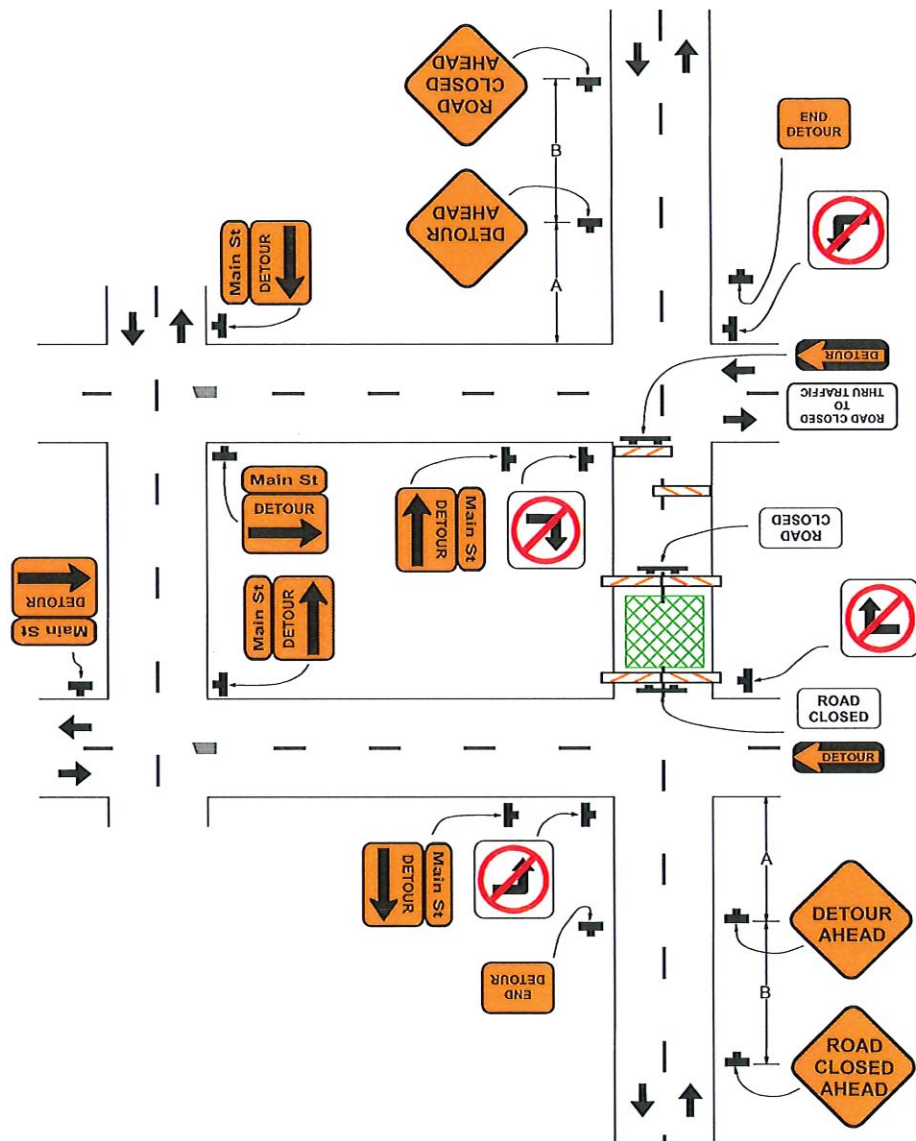
OCEAN	CLOSED
BLVD/A1A	FOLLOW
N/B	DETOUR



M.O.T.
Design by: Theodore Howard

Legend	
	Channelized Devices
	Police Vehicle
	Work Area

Figure 6H-20. Detour for a Closed Street (TA-20)



Typical Application 20

Notes for Figure 6H-20—Typical Application 20 Detour for a Closed Street

Guidance:

1. This plan should be used for streets without posted route numbers.
2. On multi-lane streets, Detour signs with an Advance Turn Arrow should be used in advance of a turn.

Option:

3. Flashing warning lights and/or flags may be used to call attention to the advance warning signs.
4. Flashing warning lights may be used on Type 3 Barricades.
5. Detour signs may be located on the far side of intersections. A Detour sign with an advance arrow may be used in advance of a turn.
6. A Street Name sign may be mounted with the Detour sign. The Street Name sign may be either white on green or black on orange.

Standard:

7. When used, the Street Name sign shall be placed above the Detour sign.

Support:

8. See Figure 6H-9 for the information for detouring a numbered highway.



Meeting Name: Town Council Meeting
Meeting Date: February 28, 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 council only and no action is required.

BALANCE SHEET FOR 2024 4

FUND: 01 GENERAL FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
01	10101	GENERAL FUND CHECKING	-36,248.87	-18,367.36
01	10102	PAYROLL CHECKING	.00	1,000.00
01	10106	CREDIT CARD ACCOUNT	16,954.32	548,403.48
01	10201	PETTY CASH	.00	600.00
01	10202	PETTY CASH-PD	.00	250.00
01	10410	WELLS FARGO-MM SWEEP	169,362.98	3,728,466.60
01	10412	MONEY MARKET	.00	2,598,841.70
01	10420	POOLED CASH-STATE BD OF A	.00	649,204.21
01	10421	FL PALM INVESTMENT	.00	2,088,329.30
01	10424	FMIT-0-2 HQ BOND FUND	.00	233,507.54
01	10425	FMIT-SHORT TERM BOND	.00	446,218.07
01	10426	FMIT-INTERMEDIATE TERM BD	.00	547,353.26
01	10435	CERTIFICATES OF DEPOSIT	-532,536.47	2,009,906.23
01	11510	ACCOUNTS RECEIVABLE	3,148.59	815.71
01	11590	AR-RETIREE INSURANCES	-446.58	-441.05
01	13310	DUE FROM OTHER GOV'T UNIT	.00	741,771.54
01	13501	ACCRUED INTEREST RECEIVABLE	.00	133,262.59
01	15500	PREPAID EXPENSES	416.67	1,345.48
TOTAL ASSETS			-379,349.36	13,710,467.30
LIABILITIES				
01	20200	ACCOUNTS PAYABLE	.00	897.96
01	20205	FRIENDS OF THE ARTS	296.82	-2,860.80
01	20210	PENSION PAYABLE-FRS	-2,872.71	-58,155.33
01	20211	RETIRE-GEN. EMP. PAYABLE	.00	-2,383.79
01	20241	125-CAFE, HEALTH INSURANCE	9,110.70	9,113.55
01	20242	125-CAFE, MEDICAL FSA	6,621.33	575.34
01	20245	ALLSTATE VOLUNTARY INSURANCE	-.03	-330.09
01	20250	125-CAFE, VISION CARE	4.41	.96
01	20295	PD-TAKE HOME CAR	-570.00	-2,180.00
01	20810	DUE TO PALM BEACH COUNTY	-1,880.25	-7,373.09
01	20830	DUE TO STATE-BLDG PERMIT FEES	2,767.21	-2,233.24
01	21600	ACCRUED PAYROLL	.00	-40,703.08
01	21700	WITHHOLDING TAXES	.00	7,614.88
01	21720	SOCIAL SECURITY TAXES	-.08	-21,543.60
01	22300	UNEARNED REVENUE	.00	-31,818.70
TOTAL LIABILITIES			13,477.40	-151,379.03
FUND BALANCE				
01	17200	REVENUE CONTROL	-508,655.06	-5,038,576.36
01	24200	EXPENDITURE CONTROL	874,527.02	3,459,720.85
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
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

Report generated: 02/20/2024 10:52
 User: 953mventura
 Program ID: glbalsht

BALANCE SHEET FOR 2024 4

FUND: 01		GENERAL FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE				
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			365,871.96	-13,559,088.27
TOTAL LIABILITIES + FUND BALANCE			379,349.36	-13,710,467.30

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

TOWN OF JUNO BEACH
MONTH ENDING JANUARY 31, 2024

Item #14.

1					
2	GENERAL FUND	Original	Actual		
3		FISCAL YEAR	YTD 1/31/24	Difference	% To Budget
4	<u>REVENUES</u>	<u>2023-2024</u>			
5	Ad Valorem Taxes	\$3,966,863	\$3,455,253	\$511,610	87%
6	Local Option, Use & Fuel Taxes	\$57,283	14,274	\$43,009	25%
7	One-Cent Discretionary Surtax	\$305,851	77,824	\$228,027	25%
8	Utility Services Taxes	\$953,364	270,488	\$682,876	28%
9	Local Business Tax	\$70,000	46,206	\$23,794	66%
10	Building Permits	\$1,040,000	325,828	\$714,172	31%
11	Franchise Fees	\$100,000	44,474	\$55,526	44%
12	Permits, Fees & Special Assessments	\$159,950	136,956	\$22,994	86%
13	Grants	\$274,500		\$274,500	0%
14	Intergovernmental Revenue	\$533,180	139,897	\$393,283	26%
15	Charges for Services	\$40,000	29,959	\$10,041	75%
16	Fines and Forfeitures	\$25,500	81,712	(\$56,212)	320%
17	Investment Earnings	\$150,000	222,067	(\$72,067)	148%
18	Miscellaneous	\$97,000	245,191	(\$148,191)	253%
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>	\$2,942,500	<u>0</u>	\$2,942,500	0%
26					
27	TOTAL REVENUES	<u>\$11,514,590</u>	<u>\$5,090,129</u>	<u>\$6,424,461</u>	44%
28					
29	EXPENDITURES BY DEPARTMENT				
30					
31	<u>LEGISLATIVE</u>				
32	Salaries	16,200	\$3,200	\$13,000	20%
33	Employee Benefits	1,239	245	\$994	20%
34	Operating Expenses	<u>12,500</u>	<u>494</u>	\$12,006	4%
36	TOTAL LEGISLATIVE	29,939	3,939	26,000	13%
37					
38	<u>FINANCE & ADMINISTRATION</u>				
39	Salaries	674,302	202,236	472,066	30%
40	Employee Benefits	187,478	58,771	128,707	31%
41	Professional Fees	87,000	29,103	57,897	33%
42	Operating Expenses	161,650	75,830	85,820	47%
43	Capital Outlay	<u>55,000</u>	<u>0</u>	55,000	0%
44					
45	TOTAL FINANCE & ADMINISTRATION	1,165,430	365,940	799,490	31%

TOWN OF JUNO BEACH
MONTH ENDING JANUARY 31, 2024

	FISCAL YEAR	Actual	Difference	
49				
50				
52				
53				
54				
55	<u>2023-2024</u>	YTD 1/31/24		
56	<u>COMPREHENSIVE PLANNING</u>			
56	Salaries	554,981	142,841	412,140
57	Employee Benefits	161,676	43,878	117,798
58	Professional Fees	475,500	146,279	329,221
59	Operating Expenses	67,556	22,978	44,578
60	Capital Outlay	<u>110,000</u>	<u>0</u>	110,000
61				
62	TOTAL COMPREHENSIVE PLANNING	1,369,713	355,976	1,013,737
63				
64	<u>LAW ENFORCEMENT</u>			
65	Salaries	1,853,310	540,126	1,313,184
66	Employee Benefits	940,979	281,683	659,296
67	Professional Fees	37,700	6,592	31,108
68	Operating Expenses	392,646	107,821	284,825
69	Capital Outlay	<u>375,000</u>	<u>4,643</u>	370,357
70				
71	TOTAL LAW ENFORCEMENT	3,599,635	940,865	2,658,770
72				
73	<u>PUBLIC WORKS</u>			
74	Salaries	344,949	97,926	247,023
75	Employee Benefits	126,543	40,459	86,084
76	Professional Fees	5,000	863	4,137
77	Operating Expenses	524,694	161,294	363,400
78	Capital Outlay	<u>3,378,250</u>	<u>1,342,630</u>	2,035,620
79				
80	TOTAL PUBLIC WORKS	4,379,436	1,643,172	2,736,264
81				
82	<u>GENERAL GOVERNMENT</u>			
83	Insurance	332,115	149,826	182,289
84	Town Debt Service	0	0	0
85	Contingency	<u>638,322</u>	<u>0</u>	638,322
86				
87	TOTAL GENERAL GOVERNMENT	970,437	149,826	820,611
88				
89				
90	TOTAL EXPENDITURES	<u>\$11,514,590</u>	<u>\$3,459,718</u>	<u>\$8,054,872</u>
91				
92	Net Income YTD	<u>(\$0)</u>	<u>\$1,630,411</u>	



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: Michael Ventura, Finance Director
Item Title: 2023 Annual Comprehensive Financial Report

DISCUSSION:

At the end of each fiscal year the Town is required, by state statute, to complete a comprehensive financial audit, complete various other reporting requirements and to have the external independent auditor communicate its findings to the governing board (Town Council). Please find attached the Annual Comprehensive Financial Report for your review prepared by the auditing firm of Maulding & Jenkins.

RECOMMENDATION:

Motion to accept the Annual Comprehensive Financial Report as presented.



Town of Juno Beach, Florida

Auditor's Discussion and Analysis Financial and Compliance Audit Summary September 30, 2023

Presented by: Daniel Anderson, CPA
(941) 747-4483

mjcpa.com



TOWN OF JUNO BEACH, FLORIDA
Auditor's Discussion and Analysis (AD&A)
September 30, 2023

PURPOSE OF ANNUAL AUDITOR'S DISCUSSION AND ANALYSIS

- ◆ Engagement Team and Firm Information.
- ◆ Overview of:
 - Audit Opinion;
 - Financial Statements;
 - Compliance Report.
- ◆ Required Communications under *Government Auditing Standards*.
- ◆ Accounting Recommendations and Related Matters.
- ◆ Answer Questions.



VISION

To be a trusted advisor, earning trust and building respect through our consistent commitment to sustainable excellence, leadership, and integrity.

TOWN OF JUNO BEACH, FLORIDA

Auditor's Discussion and Analysis (AD&A)

September 30, 2023

MAULDIN & JENKINS, LLC BY THE NUMBERS



CONSISTENTLY RANKED AS A TOP ACCOUNTING FIRM IN THE U.S.

100+ year

HISTORY

OF QUALITY SERVICE

Serve 700+

GOVERNMENT CLIENTS

GOVERNMENTAL PARTNERS **16**



160+

TEAM MEMBERS DEDICATED TO SERVING THE GOVERNMENTAL INDUSTRY



6 STATES | **14** OFFICES



290+

SINGLE AUDITS PERFORMED LAST YEAR COVERING OVER \$7 BILLION OF FEDERAL GRANTS



140,000+

HOURS ANNUALLY PROVIDED TO GOVERNMENTAL CLIENTS

150+

CURRENT CLIENTS AWARDED THE GFOA CERTIFICATE OF EXCELLENCE



NATIONALLY RECOGNIZED

Engagement Team Leaders Include:

- Daniel Anderson, Engagement Lead Partner: 15 years of experience.
- Wade Sansbury, Quality Assurance Partner: 28 years of experience.

TOWN OF JUNO BEACH, FLORIDA
Auditor's Discussion and Analysis (AD&A)
September 30, 2023

MAULDIN & JENKINS – ADDITIONAL INFORMATION

Other Industries and Services by Mauldin & Jenkins:

Each of Mauldin & Jenkins' offices provides a wide variety of services to a broad range of clientele. We have partners and managers who are responsible for specialized practice areas of auditing and accounting, taxes and management advisory services. Their purpose, as leaders in the particular practice area, is to establish policies with respect to technical matters in these specific areas and ensure that the quality of the Firm's practice is maintained.

Industries Served: Over the years, our partners have developed expertise in certain industries representative of a cross section of the Florida economy, including:

- Governmental Entities (state entities, cities, counties, school systems, business type operations, libraries, and other special purpose entities)
- SEC Registrants
- Wholesale Distribution
- Agri-Businesses
- Manufacturing
- Professional Services
- Employee Benefit Plans
- Financial Institutions (community banks, savings and loans, thrifts, credit unions, mortgage companies, and finance companies)
- Non-Profit Organizations
- Retail Businesses
- Long-Term Healthcare
- Construction and Development
- Individuals, Estates and Trusts
- Real Estate Management

Services Provided: This diversity of practice enables our personnel to experience a wide variety of business, accounting and tax situations. We provide the traditional and not-so-traditional services such as:

- Financial Audit/Review/Compilation
- Compliance Audits and Single Audits
- Agreed-Upon Procedures
- Forensic Audits
- Bond Issuance Services
- Performance Audits
- State Sales Tax Matters
- International Tax Matters
- Business and Strategic Planning
- Profitability Consulting
- Budgeting
- Buy-Sell Agreements and Business Valuation Issues
- Income Tax Planning and Preparation
- Multi-State Income Tax Issues
- Information Systems Consulting
- Cost Accounting Analysis
- Healthcare Cost Reimbursement
- Outsourced Billing Services
- Fixed Asset Inventories
- Succession and Exit Strategy Consulting
- Estate Planning
- Management Information Systems
- Employee Benefit Plan Administration
- Merger/Acquisition and Expansion Financing

TOWN OF JUNO BEACH, FLORIDA
Auditor's Discussion and Analysis (AD&A)
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INDEPENDENT AUDITOR'S REPORT

The independent auditor's report has specific significance to readers of the financial report.

Opinion

We have issued an unmodified audit report (i.e., "clean opinions"). The respective financial statements are considered to present fairly the financial position and results of operations as of, and for the year ended.

Responsibilities of Management for the Financial Statements

The financial statements are the responsibility of management.

Auditor's Responsibility for the Audit of the Financial Statements

Our responsibility, as external auditors, is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. We planned and performed our audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

Other Reporting

Government Auditing Standards require auditors to issue a report on our consideration of internal control over financial reporting and on our tests of compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. We have issued such a report and reference to this report is included in the independent auditor's report.

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REQUIRED COMMUNICATIONS

The Auditor's Responsibility Under *Government Auditing Standards*
and Auditing Standards Generally Accepted in the United States of America

Our audit of the financial statements of Town of Juno Beach, Florida (the "Town") for the year ended September 30, 2023, was conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether caused by error, fraudulent financial reporting or misappropriation of assets. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. Accordingly, the audit was designed to obtain reasonable, rather than absolute, assurance about the financial statements. We believe our audit accomplishes that objective.

In accordance with *Government Auditing Standards*, we have also performed tests of controls and compliance with laws and regulations that contribute to the evidence supporting our opinion on the financial statements. However, they do not provide a basis for opining on the Town's internal control or compliance with laws and regulations.

Accounting Policies

Management has the ultimate responsibility for the selection and use of appropriate accounting policies used by the Town. During the current year, the Town implemented Governmental Accounting Standards Board (GASB) Statement No. 96. In addition, there are several new accounting standards which will be required to be implemented in the coming years. These are discussed later in this document.

In considering the qualitative aspects of the Town's accounting policies, we did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus. The Town's policies relative to the timing of recording of transactions are consistent with GAAP and typical government organizations.

TOWN OF JUNO BEACH, FLORIDA
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Management Judgments and Accounting Estimates

Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events and certain assumptions about future events. Management has informed us they used all the relevant facts available to them at the time to make the best judgments about accounting estimates and we considered this information in the scope of our audit. We considered this information and the qualitative aspects of management's calculations in evaluating the Town's significant accounting policies. Estimates significant to the financial statements include such items as: the estimated lives of depreciable assets; actuarial assumptions and concepts relative to the benefit plans; deferred revenues; valuation of financial and non-financial instruments; the estimated incurred-but-not-reported liabilities; conservation commitments; extraordinary items; and the estimated allowance for uncollectible accounts.

Financial Statement Disclosures

The footnote disclosures to the financial statements are also an integral part of the financial statements. The process used by management to accumulate the information included in the disclosures was the same process used in accumulating the financial statements, and the accounting policies described above are included in those disclosures. The overall neutrality, consistency, and clarity of the disclosures was considered as part our audit and in forming our opinion on the financial statements.

Significant Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management relating to the performance of the audit.

Disagreements with Management

We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on significant matters, the scope of the audit or significant disclosures to be included in the financial statements.

Representation from Management

We requested written representations from management relating to the accuracy of information included in the financial statements and the completeness and accuracy of various information requested by us, during the audit. Management provided those written representations without a problem.

TOWN OF JUNO BEACH, FLORIDA
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Management's Consultations with Other Accountants

We are not aware of any consultations management had with other accountants about accounting or auditing matters.

Significant Issues Discussed with Management

There were no significant issues discussed with management related to business conditions, plans, or strategies that may have affected the risk of material misstatement of the financial statements. We are not aware of any consultations management had with us or other accountants about accounting or auditing matters. No major issues were discussed with management prior to our retention to perform the aforementioned audit.

Independence

We are independent of the Town, and all related organizations, in accordance with auditing standards promulgated by the American Institute of Public Accountants and *Government Auditing Standards*, issued by the Comptroller General of the United States.

TOWN OF JUNO BEACH, FLORIDA
Auditor's Discussion and Analysis (AD&A)
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OTHER MATTERS FOR COMMUNICATION TO THE BOARD AND MANAGEMENT

During our audit of the financial statements as of and for the year ended September 30, 2023, we noted other matters which we wish to communicate to you in an effort to keep the Town abreast of accounting matters that could present challenges in financial reporting in future periods.

Recommendations

Cybersecurity

Recent headlines have seen no shortages of cyber-attacks across the governmental landscape, including many here in Florida. These attacks have varied from using ransomware to take control of a government's enterprise resource planning (ERP) system, targeted attempts through email to change vendor information, and attacks on water supply systems whereby an attacker gained access to the water control system and altered chemical additives to the purification process.

While all attacks are difficult to eliminate, we want to recommend the Town continue to develop and maintain a functioning Cybersecurity Risk Management Program to assist with comprehensively identifying cybersecurity weaknesses, potential threats and risks, and controls used to safeguard information and systems. We also recommend that you continue to investigate, develop and consider implementation of a Cybersecurity Risk Management Program covering Cybersecurity risk assessment, identification of sensitive data, use of strong passwords, software updates/patching cadence, audit security measures, and monitoring and testing of controls in place. A complete Cybersecurity Risk Management Program also encompasses incident response, disaster recovery, and business continuity policies and procedures, as well as, regular testing of the organization's back-ups. Our Firm has experts in place to help you with these efforts. Please feel free to reach out to us if we may ever be of service to you in these areas.

Disaster Preparedness

Disaster preparedness has become an increasingly important issue for local jurisdictions. Entrusted with mitigating the effects of disasters, local jurisdictions regard a quick response and effective recovery a paramount goal of disaster planning. For local jurisdictions, the concept of resiliency should be an integral part of disaster preparedness. Resiliency emphasizes the capacity of infrastructure, operations, and even social systems to respond to and recover from extreme events. Resilient systems reduce the probabilities of failure, the consequences of failure (such as deaths and injuries, physical damage, and negative economic and social effects), and the time for recovery. A resiliency-based approach is not reactionary to the effects of a disaster but establishes parameters to contain the effects and because of this, a jurisdiction can measure its resiliency by how quickly it can rebound.

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Traditional disaster preparedness emphasizes reacting to a disaster to effectively minimize losses rather than establishing a capital program to invest in assets that can better withstand and recover from extreme events. A growing sentiment within local jurisdictions recognizes that reactive policies may not be enough. Instituting a resiliency-based approach to capital planning can help sustain local services and assure that local jurisdictions remain functional or recover more rapidly following a disaster.

Building resiliency into the capital planning process includes setting appropriate parameters for new construction and the continued maintenance of key assets and infrastructure in order to strengthen a community's ability to withstand and respond to a disaster. Establishing a resilient capital program can aid the Town by identifying costs associated with building, rebuilding or retrofitting infrastructure prior to disasters, and emphasizes the constant need for continued maintenance and improvement. A resiliency-based capital program can help the Town identify critical assets, prioritize infrastructure risk, build in the appropriate and necessary costs, and establish a system that reduces the impact of disasters and the time required for a community to recover and get critical services back up and running.

We recommend the Town incorporate resiliency into the capital planning process to produce a sustainable community and mitigate the effects of disasters. Ways of incorporating resiliency in the capital planning process include:

- a) **Raising the visibility of resiliency by including in capital plans.** Resiliency-based capital planning recognizes the likelihood of disasters and operates proactively to reduce effects on the community. In planning for new capital projects, resiliency should be among the factors considered in prioritizing the construction, maintenance, or replacement of infrastructure and assets.
- b) **Establishing roles and engaging the general public.** It is essential for the Town to promote financial literacy to its citizens and its governing board so they understand the trade-offs associated with resiliency investments. For that reason, a program seeking to build a resilient community must include at a minimum the following participants: finance officers, Town manager, public safety officers, emergency management and business continuity officers, engineers and construction project managers, public works officials, building regulations staff and planning and risk management staff as well as the public.
- c) **Developing a resiliency plan.** Identifying the types of extreme events likely to befall upon the Town and the type of infrastructure most likely to be affected provides the basis for resiliency investment and initiates the process for establishing measures of success.
- d) **Planning begins by identifying resiliency needs.** To properly establish a resiliency-based approach to capital projects, the Town should prepare a comprehensive inventory of its physical assets, create a system to determine critical assets and respective resiliency, and establish a scoring system that evaluates levels of resiliency. By doing so, the Town can assess the ability of **infrastructure** and operational systems to withstand disasters.

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- e) **Funding decisions should be pursued after resiliency plans and project prioritization have been finalized.** Funding and building resiliency into infrastructure assets and operational systems can proceed in two basic ways. First, the Town can use the rating system and prioritization to determine if resilient practices can be funded by capital budgets. This step should consider both resilient projects and non-resilient projects, and base funding decisions on the critical nature and need of the project. Second, if resiliency funding falls outside the scope of the capital budget, the Town can pursue alternative funding mechanisms such as federal or state grants.

Including the Finance Department as Part of Disaster Preparedness

Planning for a disaster is no easy task. Calamity, man-made or natural, may strike at any time, threatening public safety or property, and recovery can be difficult and costly. The challenges the Town could face could be even greater if the Town's emergency operations plan does not specify the roles and responsibilities the Finance Department should play in an emergency. Upon determining the potential financial impact of a disaster, the Town should consider incorporating the Finance Department into its emergency operations plan and spell out four (4) phases of its emergency management process: mitigation, preparedness, response, and recovery:

- a) **Mitigation.** The finance team actively participates in the disaster mitigation process by allocating financial resources such as hazard mitigation grants to reduce the risk of identified hazards.
- b) **Preparedness.** The team conducts annual disaster workshops for all city departments to review the Town's policies and guidelines.
- c) **Response.** Preparing Town staff and the community at large before an emergency takes place makes it easier for the Town to coordinate response when a disaster occurs.
- d) **Recovery.** Because recovery can be a lengthy and costly process, the city manages its resources efficiently and tracks costs for reimbursement that will help return it to pre-disaster conditions.

Through clearly defined and designated roles, the Town's Finance Department can play a key part in ensuring that the Town mitigates its risks, is prepared, can effectively respond and quickly recover when disaster strikes.

Operational Strategy

During our discussions with management and governance, we noted that the Town has had turnover at key management positions, including the Town manager and Finance Director, within the last 12 months. Anytime there is a change in key personnel, it provides an opportunity to evaluate the operations of the Town and determine if any best practices can be implemented to enhance operating efficiencies and effectiveness. Potential areas for enhancement relate to policies, procedures, internal controls business processes, organization and general operations.

TOWN OF JUNO BEACH, FLORIDA
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We were also made aware that the Town Council has created an audit oversight committee to work closely with management to evaluate the current operations and assist management with resources needed to implement suggestions for improvement. We recommend the Town utilize the audit oversight committee to assist in this process. Specific areas for evaluation could be, but are not limited to, the following:

- a) Budgeting Process;
- b) Grants Management;
- c) Operational and Performance Assessment;
- d) Others as deemed appropriate by the Town.

Ultimately, governance is responsible for establishing the areas that are of utmost concern for the Town, and directing management to employ a strategy to ensure that the Town is in the best position to mitigate any potential risks that may be a threat to the Town.

New Governmental Accounting Standards Board (GASB) Standards



As has been the case for the past ten years, GASB has issued several other new pronouncements which will be effective in future years. The following is a brief summary of the new standards:

- a) **Statement No. 100, Accounting Changes and Error Corrections** was issued in June 2022 and is effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023, and all reporting periods thereafter.

The primary objective of this statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability.

This statement defines *accounting changes* as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. As part of those descriptions, for: (1) certain changes in accounting principles, and (2) certain changes in accounting estimates that result from a change in measurement methodology, a new principle or methodology should be justified on the basis that it is preferable to the principle or methodology used before the change. That preferability should be based on the qualitative characteristics of financial reporting—understandability, reliability, relevance, timeliness, consistency, and comparability. This statement also addresses corrections of errors in previously issued financial statements.

TOWN OF JUNO BEACH, FLORIDA
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This statement prescribes the accounting and financial reporting for: (1) each type of accounting change, and (2) error corrections. This statement requires that: (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The requirements of this statement for changes in accounting principles apply to the implementation of a new pronouncement in absence of specific transition provisions in the new pronouncement. This statement also requires that the aggregate amount of adjustments to and restatements of beginning net position, fund balance, or fund net position, as applicable, be displayed by reporting unit in the financial statements.

This statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. In addition, information about the quantitative effects on beginning balances of each accounting change and error correction should be disclosed by reporting unit in a tabular format to reconcile beginning balances as previously reported to beginning balances as restated.

Furthermore, this statement addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). For periods that are earlier than those included in the basic financial statements, information presented in RSI or SI should be restated for error corrections, if practicable, but not for changes in accounting principles.

- b) Statement No. 101, *Compensated Absences*** was issued in June 2022 and is effective for fiscal years beginning after December 15, 2023 and all reporting periods thereafter.

This statement requires that liabilities for compensated absences be recognized for: (1) leave that has not been used, and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if: (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time-off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time-off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined

TOWN OF JUNO BEACH, FLORIDA
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benefit post-employment benefits should not be included in a liability for compensated absences.

This statement requires that a liability for certain types of compensated absences—including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used.

This statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.

- c) **Statement No. 102, Certain Risk Disclosures** was issued in December 2023 and is effective for fiscal years beginning after June 15, 2024 and all reporting periods thereafter.

State and local governments face a variety of risks that could negatively affect the level of service they provide or their ability to meet obligations as they come due. Although governments are required to disclose information about their exposure to some of those risks, essential information about other risks that are prevalent among state and local governments is not routinely disclosed because it is not explicitly required. The objective of this statement is to provide users of government financial statements with essential information about risks related to a government's vulnerabilities due to certain concentrations or constraints.

This statement defines a concentration as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A constraint is a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority. Concentrations and constraints may limit a government's ability to acquire resources or control spending.

This statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

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If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government's vulnerability to the risk of a substantial impact. The disclosure should include descriptions of the following:

- The concentration or constraint.
- Each event associated with the concentration or constraint that could cause a substantial impact if the event had occurred or had begun to occur prior to the issuance of the financial statements.
- Actions taken by the government prior to the issuance of the financial statements to mitigate the risk.

d) Other Pending or Current GASB Projects. As noted by the numerous pronouncements issued by GASB over the past decade, the GASB continues to research various projects of interest to governmental units. Subjects of note include:

- **Re-Examination of the Financial Reporting Model.** GASB has added this project to its technical agenda to make improvements to the existing financial reporting model (established via GASB 34). Improvements are meant to enhance the effectiveness of the model in providing information for decision-making and assessing a Commission's accountability. GASB anticipates issuance of a final standard in late 2023 or early 2024.
- **Revenue and Expense Recognition** is another long-term project where the GASB is working to develop a comprehensive application model for recognition of revenues and expenses from non-exchange, exchange, and exchange-like transactions. The final standard is expected in mid-2027.
- **Going Concern Uncertainties and Severe Financial Stress** is a major project where the goal is to address issues related to disclosures regarding going concern uncertainties and severe financial stress. The project will consider: (1) improvements to existing guidance for going concern considerations to address diversity in practice and clarify the circumstances under which disclosure is appropriate, (2) developing a definition of severe financial stress and criteria for identifying when governments should disclose their exposure to severe financial stress, and (3) what information about a commission's exposure to severe financial stress is necessary to disclose. This technical topic is being examined by the GASB due to a wide diversity in practice regarding required presentation on the face of the financial statements, disclosures, etc. An exposure draft on this topic is expected by mid-2025.

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FREE QUARTERLY CONTINUING EDUCATION
AND NEWSLETTERS FOR GOVERNMENTAL CLIENTS

Free Continuing Education. We provide free quarterly continuing education for all of our governmental clients. Each quarter, we pick a couple of significant topics tailored to be of interest to governmental entities and offer the sessions several times per quarter at a variety of client provided locations resulting in greater networking among our governmental clients. We normally see approximately 100 people per quarter. We obtain the input and services of experienced outside speakers along with our in-house professionals.

"I've been a CPA for 32 years. Today's CPE class by Mauldin & Jenkins has been the best of my career". Terry Nall, CPA, City of Dunwoody (GA) Council Member

"They are always on top of new accounting pronouncements and provide training well before implementation deadlines. This is a very valuable resource for our organization". Laurie Puckett, CPA, CPFO, Gwinnett County (GA), Accounting Director

Examples of subjects addressed in past quarters include:

- Accounting for Debt Issuances
- ACFR Preparation (several times including a two-day hands-on course)
- Achieving Excellence in Financial Reporting
- Best Budgeting Practices, Policies and Processes
- Best Practices in Banking
- Budget Preparation
- Capital Asset Accounting Processes and Controls
- Closing Out and Audit Preparation
- Collateralization of Deposits and Investments
- Component Units
- Cybersecurity Risk Management
- Evaluating Financial and Non-Financial Health of a Local Government
- Financial Report Card – Where Does Your Government Stand?
- Financial Reporting Model Improvements
- GASB No. 74 & 75, New OPEB Standards
- GASB No. 77, Tax Abatement Disclosures
- GASB No. 84, Fiduciary Activities
- GASB No. 87, Leases
- GASB Projects & Updates (ongoing and several sessions)



TOWN OF JUNO BEACH, FLORIDA

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September 30, 2023

- Grants (Accounting and Auditing)
- Human Capital Management
- Information Technology (IT) Risk Management
- Internal Controls Over Accounts Payable, Payroll and Cash Disbursements
- Internal Controls Over Receivables & the Revenue Cycle
- Internal Revenue Service (IRS) Compliance Issues, Primarily Payroll Matters
- Legal Considerations for Debt Issuances & Disclosure Requirements
- Policies and Procedures Manuals
- Presenting Financial Information to Non-Financial People
- Procurement Card Red Flags
- Risk, Efficiency, & Effectiveness in Governments
- Segregation of Duties
- Single Audits for Auditees
- SPLOST Accounting, Reporting & Compliance
- Uniform Grant Guidance

Governmental Newsletters. We periodically produce newsletters tailored to meet the needs of governments. The newsletters have addressed a variety of subjects and are intended to be timely in their subject matter. The newsletters are authored by Mauldin & Jenkins partners and managers and are not purchased from an outside agency. The newsletters are intended to keep you informed of current developments in the government finance environment.

In the past several years, the following topics have been addressed in our monthly newsletters:

- Are Your Government's Funds Secure?
- COVID-19 Updates (several)
- Cybersecurity Awareness
- Deposit Collateralization
- Employee vs Independent Contractor
- Escheat Laws on Unclaimed Property
- Federal Funding and Accountability Transparency Act
- Forensic Audit or Financial Audit?
 - Form PT 440
 - GASB Invitation to Comment – the New Financial Reporting Model
 - GASB No. 72, Fair Value, It is Not Totally About Disclosure
 - GASB No.'s 74 & 75, Other Post-Employment Benefits (OPEB)



You are the best auditors I have ever worked with over my career. It is a big difference having a group that is dedicated to governmental accounting.

Wesley Ropp,
Charleston Water System,
Chief Financial Officer

TOWN OF JUNO BEACH, FLORIDA
Auditor's Discussion and Analysis (AD&A)
September 30, 2023

- GASB No. 77, Abatements – Go Viral with GASB 77
- GASB No. 84 Fiduciary Activities (Series)
- GASB No. 87, Leases
- GASB No. 89, Accounting for Interest Cost Incurred Before the End of Construction
- GASB No. 91, Conduit Debt Obligations
- GASB No. 93, Replacement of Interbank Offered Rates
- General Data Protection Regulation (GDPR)
- Grants Management
- OMB Compliance Supplements
- OPEB, What You Need to Know
- Public Funds and Secure Deposit Program
- Property Tax Assessments
- Remote Auditing Best Practices
- Refunding Debt
- Rotating or Not Rotating Auditors
- Sales & Use Taxes on Retail Sales of Jet Fuel
- Sales Tax Collections and Remittances by the State
- SAS Clarity Standards and Group Audits
- Single Audit, including Uniform Guidance (several)
- Social Security Administration (SSA) Incentive Payments
- Special Purpose Local Option Sales Taxes (SPLOST) Expenditures
- Subrecipient Risk Assessment Tool
- Supplemental Social Security for Inmates
- The New Tax Cuts and Jobs Act – Impact on Bond Refunding
- The Return of the Component Unit – GASB 61
- Uniform Guidance & New Procurement Requirements
- What's Happening with Property Tax Assessments

Communication. In an effort to better communicate our free continuing education plans and newsletters, please email Paige Vercoe at pvercoe@micpa.com (send corresponding copy to afraley@micpa.com), and provide individual names, mailing addresses, email addresses and phone numbers of anyone you wish to participate and be included in our database.

TOWN OF JUNO BEACH, FLORIDA
Auditor's Discussion and Analysis (AD&A)
September 30, 2023

GOVERNMENTAL ADVISORY SERVICES

Beyond traditional audit and accounting services and IT services, we provide advisory services that are wide-ranging in nature. Our experienced government advisory team helps governments, governmental agencies and special purpose governmental organizations balance fiscal responsibility with the latest business strategies to achieve targeted and overarching objectives. Our advisory services can be summarized via the following chart.



David Roberts
Partner, Governmental Advisory Services

David Roberts has more than 22 years of experience as a consultant and trusted advisor providing operational/organizational assessments and similar transformational projects for federal, state, and local governments across the country. David's experience includes leading numerous enterprise-wide/departmental/functional assessments and transformations over his career measuring the efficiency and effectiveness of organizational structures and culture, performance management, technology systems and strategies, staffing models, service delivery models, and customer satisfaction.



David helps his clients turn visions and goals into reality. He has helped multiple clients win national government industry awards for innovation, transformation, and cost savings.

David leads our Government Advisory practice, where he focuses on helping governments and individual agencies fulfill and exceed their financial, operational, and regulatory obligations to the public.

David has completed hundreds of projects over his career. On the following page are representative sample management consulting projects demonstrating David's depth and breadth completed within the past 12 months.

TOWN OF JUNO BEACH, FLORIDA
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Operational and Performance Assessment – Walton County, Georgia

David led a multi-department Operational and Performance Assessment for Walton County. The scope included assessing organizational structure, operational efficiency, staffing levels and resource utilization, comparison to leading practices, and observations and recommendations to assist the County in achieving the desired future state. The final report included numerous observations with associated recommendations and a detailed Roadmap/Implementation Plan.

Outsourcing Feasibility Study – City of Rocky Mount, North Carolina

David led a feasibility study for the City of Rocky Mount to assess its current service delivery model for providing parks maintenance and landscaping services. City operations used of a hybrid model of both internal resources and third-party contractors to provide parks maintenance and landscaping. The project evaluated the pros and cons (both financial and non-financial) of: (1) maintaining the hybrid model, (2) performing all services in-house, and (3) performing all services externally.

Finance Functional Assessment – Richland County Library, South Carolina

David led a functional assessment of the Library's finance department. The project consisted of understanding the current state – current service provision, performance, workflow, business processes, internal controls, organizational structure, reporting, and communications. The current state was compared to leading practices and gaps were identified. An implementation roadmap was created that aligned recommendations to leaderships' vision to help the organization achieve its desired future state.

Technology Utilization Assessment – Mt. Pleasant Waterworks (South Carolina)

David led an objective evaluation of the organization's system usage and governance related to the existing financial system (Microsoft Dynamics) and the existing workorder management system (Maximo). The organization wanted to maximize the efficiency and effectiveness of both systems while maintaining internal controls and system of record. The project consisted of numerous interviews, data review, system mapping, and a collaborative workshop among stakeholders to define a future state.

Grant Compliance Audit – Decide DeKalb (Georgia)

David led a Grant Compliance Assessment of various development projects for Decide DeKalb. The project reviewed the established grant and contractual criteria to be maintained by developers and compared with tenant information related to low-income occupants. The project identified areas of compliance, non-compliance, and recommendations for remediation.

Forensic Audit – Confidential City

David led a forensic investigation into questionable cash management activity for a City Parks and Recreation department. The project reviewed bank account activity, cancelled checks, cash withdrawals, and purchased item documentation as well as conducted interviews with account cardholders to determine the collection, handling, and use of several hundred thousand dollars collected in fees, sponsorships, and contributions made to the City. Numerous observations and corresponding recommendations were developed to enhance internal controls, written policies, and procedures to correct conflicts of interest, mishandling of funds, and misappropriation of funds.

TOWN OF JUNO BEACH, FLORIDA

Auditor’s Discussion and Analysis (AD&A)

September 30, 2023

GOVERNMENTAL IT SOLUTIONS

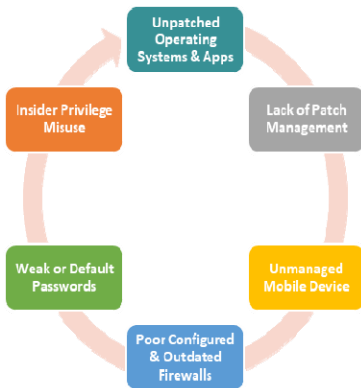
Beyond traditional audit and accounting services, Mauldin & Jenkins performs various IT attestation and non-attestation services. The following are three such services:

Cybersecurity Framework Engagements

With governments dealing with IT ransoms, cybersecurity is one of the top issues on the minds of nearly every government (large and small). Managing this business issue is especially challenging. A government with a highly mature cybersecurity risk management program still has a residual risk that a material cybersecurity breach could occur and not be detected in a timely manner.



Services can be provided via: (1) attestation engagements, or (2) consulting engagements. The AICPA has established standards for performing attestation engagements in this arena with the issuance of the SOC for Cybersecurity as part of its suite of System and Organization Controls (SOC) reporting. Consulting services can be provided while not compromising auditor independence.



System Vulnerability Assessments Engagements

This is the process of defining, identifying, classifying and prioritizing vulnerabilities in computer systems, applications and networks infrastructures, and providing an assessment with necessary knowledge, awareness and risks to understand the threats to determine appropriate reactions. Using specialized tools and applications, we can access networks to scan with automated tools and interrogate every device connected to network with the objective of searching for misconfigurations, unsupported software, missing software updates and patches, etc.

Penetration Testing Engagements

This is the practice of testing a computer system to find security vulnerabilities that a hacker/attacker could exploit using automation or manual applications. The process involves gathering information about the target before the test, identifying possible entry points, attempting to break in – actually or virtually – and reporting back the findings. Tests come from external or internal angles of entry. Our main objective is to identify security weaknesses. Penetration testing can also be used to: test an organization’s security policy; its adherence to compliance requirements; its employees’ security awareness; and, the government’s ability to identify and respond to security incidents.



TOWN OF JUNO BEACH, FLORIDA
Auditor's Discussion and Analysis (AD&A)
September 30, 2023

CLOSING

This information is intended solely for the use of the Town's management, and others within the Town's organization and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the opportunity to serve Town of Juno Beach, Florida and look forward to serving the Town in the future. Thank you.



Annual Comprehensive Financial Report



Fiscal Year Ended
September 30, 2023

TOWN OF JUNO BEACH, FLORIDA
ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2023

Prepared by the Finance Department

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ANNUAL COMPREHENSIVE FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2023

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ANNUAL COMPREHENSIVE FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2023

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INTRODUCTORY SECTION

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TOWN OF JUNO BEACH
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WEBSITE: www.juno-beach.fl.us
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February 28, 2024

Mayor Alexander Cooke, Mayor
Vice-Mayor Peggy L. Wheeler
Vice-Mayor Pro Tem Marianne Hosta
Councilmember Jacob Rosengarten
Councilmember DD Halpern

The Honorable Mayor, Town Council and Citizens:

State law requires that all general-purpose local governments publish a complete set of financial statements presented in conformity with U.S. Generally Accepted Accounting Principles (GAAP) and audited in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards* by a firm of licensed certified public accountants. Pursuant to that requirement, we hereby issue the annual comprehensive financial report of the Town of Juno Beach for the fiscal year ended September 30, 2023.

This report consists of management’s representations concerning the finances of the Town of Juno Beach. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the Town of Juno Beach has established a comprehensive internal control framework that is designed both to protect the Town’s assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town of Juno Beach’s financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the Town of Juno Beach’s comprehensive framework of internal controls has been designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The Town of Juno Beach’s financial statements have been audited by Mauldin & Jenkins, LLC., a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the Town of Juno Beach for the fiscal year ended September 30, 2023 are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the Town of Juno Beach’s financial statements for the fiscal year ended September 30, 2023 are fairly presented in conformity with GAAP. The independent auditor’s report is presented as the first component of the financial section of this report.

The Town is required to provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management’s Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The Town’s MD&A can be found on page 3 of this report.

Profile of the Government

The Town of Juno Beach was incorporated in 1953 and is located approximately 14 miles north of West Palm Beach, which is the county seat of Palm Beach County. The Town encompasses an area of 2.65 square miles. This special and unique Town is an island with the Intracoastal Waterway to the west, the Atlantic Ocean to the east, Jupiter Inlet to the north and Palm Beach Inlet to the south.

The Town has operated under the Council-Manager form of government since 1985. Policy-making and legislative authority are vested in a five member Town Council. The Council is elected on a non-partisan basis. Councilmembers serve three-year staggered terms. The Councilmembers are elected at large and every year they select a mayor, vice mayor and vice mayor pro-tem. Beginning with the 2024 election, the voters of the Town will elect the Mayor, who will serve a two-year term. The Councilmembers will select a vice mayor and vice mayor pro-tem annually. The Town Council is responsible for among other things, passing ordinances, adopting the budget, appointing committees, and hiring both the Town Manager and Town Attorney. The Town Manager is responsible for carrying out the policies and ordinances of the Town Council, for overseeing the day-to-day operations of the government, and for appointing the heads of the various departments.

The Town of Juno Beach is empowered to levy a property tax on both real and personal properties located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the Town Council.

The Town provides general municipal services such as police protection, planning, zoning and building, code enforcement, parks, public works, stormwater utilities and cultural events. Fire protection and emergency medical services are provided by Palm Beach County. Utility services, such as water and wastewater are provided by neighboring jurisdictions including the Town of Jupiter, Loxahatchee River District and Seacoast Utility Authority. Sanitation collection services are currently contracted with Waste Management, Inc. until September 2027. The Town contracts with Diversified Building Department Management Corporation for building official, plan review and inspection services for our building and permitting department needs through September 2024.

The annual budget serves as the foundation for the Town of Juno Beach's financial planning and control. The Town of Juno Beach's budget process begins in May with staff meetings between the Town Manager and Department Directors to review budget philosophy and develop overall goals and objectives. The Town Council is required to hold public hearings on the proposed budget and must adopt a final budget as required by the Florida Property Tax Truth in Millage (TRIM) Process. Changes or amendments to the total budgeted expenditures of the Town or total departmental expenditures must be approved by the Town Council; however, changes within a department, which do not affect the total departmental expenditures, may be approved by the Town Manager. Accordingly, the legal level of control is at the department level. The budgetary process is very valuable in communicating with the Town Council and citizens of the Town.

Town-Wide Amenities: The Town has many special features that contribute to its wonderful quality of life. The following is a list of some of these special features:

Beach	The Town has 2.4 miles of wonderful beaches along a spectacular blue ocean. Eleven (seven Town owned) dune walkovers provide beach access for the public that include a variety of structures, showers, parking, gazebo and chickee huts among other amenities.
Juno Beach Pier	The Town has a County owned and operated 990-foot pier at its northern edge. It is visited and enjoyed by sightseers and fishermen from all over.
Loggerhead Marineline Center/ Turtle Nesting	The Town's coastline is one of the highest density nesting areas for sea turtles in the world. The Loggerhead Marineline Center (LMC), a not-for-

profit organization, monitors the nests and is dedicated to promoting the conservation of Florida's coastal ecosystem through education, research and rehabilitation with a special focus on threatened and endangered sea turtles. The LMC is located in the County owned Loggerhead Park.

Environmentally Sensitive Lands

Approximately 594 acres of land or 43% of the Town's total land area has been purchased by the County for preservation. The County has installed trails throughout these parcels, known as the Juno Dunes Natural Area, to serve as a beautiful nature walk and to educate the public about the importance of preservation. Additional improvements include a light vessel boat dock, erosion control and other amenities along the intracoastal waterway.

Town Parks

Pelican Lake Park includes a 12-acre lake adjacent to the Town Center Property with lush landscaping and a ¾ mile – 8 feet wide public concrete and paver brick sidewalk, covered gazebos and fountains is the setting for Town events and leisure strolls. South of Pelican Lake the Town owns and operates Kagan Park, which has playground equipment, bocci, basketball, and adult exercise stations. Town Hall Park is our newest park completed in 2018, it is the site of the Town's first Town Hall from 1961-1991. The park includes gazebo, sidewalk, paver bricks, seating and lush landscape.

County Parks in Town

The Town benefits from two beachfront County parks. Loggerhead Park has covered picnic areas and a playground and houses the Loggerhead Marinelife Center. Juno Beach Park, at the northern edge of Town, serves as a large parking lot for beach goers and the County owned and operated pier.

Cultural Resources

The Town hosts and takes part in many cultural activities. Many local history, art and civic organizations utilize the Town's resources for their activities. The "Juno Beach Historical Society" collects items linked to the history of the Town, preserves them for future generations, and shares this history with the public. The "Friends of the Arts" organizes art shows for local artists; artwork is displayed year-round in the Town Center Council Chambers. "Artfest by the Sea in Juno Beach," which draws some 30,000 visitors is held along A1A and the Ocean at the north end of Town.

Diverse Housing

The Town has assisted living facility units, mobile home parks, townhouses, condominium units and single-family homes with values in excess of several million dollars.

Seminole Golf Club

A prestigious private oceanfront golf course designed by Donald Ross and opened in 1929.

Town Center

This complex was designed to house all of the Town's government operational needs and also function as a cultural center to facilitate social activities, host events and serve as a meeting place for homeowners associations, businesses, social groups, etc.

Local Economy

Juno Beach is a seasonal, residential community with a permanent population of approximately 3,862. With over 3,000 residential units, the Town's population, supports the notion that more property owners are

choosing Juno Beach as their seasonal residence as opposed to their permanent residence. During the seasonal months (November through April) the population of the Town increases dramatically, nearly tripling. This influx of residents also brings an increase in tourists that seek the wonderful temperate climate that is south Florida. Neighboring cities and towns also experience significant increases in resident and tourist traffic during the winter and early spring months which help support many local businesses. The Town and surrounding communities generally experience a stable economy and real estate market. The Town benefits from the County's persuasion and initiative to foster job creation by targeting the industries of biotechnical science and aerospace engineering. The Scripps Research Institute and bioscience industry spin-offs have materialized with the addition of the Max Planck Florida Institute to the life sciences cluster at the expanding Florida Atlantic University campus which is located west of town in the Town of Jupiter. This diversification of the local economy in relation to its long-standing economic base of tourism, retail, healthcare and housing activities will positively influence the Town for the coming years.

The Town had the following projects that were completed during 2022/2023:

- Several new single-family homes throughout Town
- Ocean One - 11 2-family homes

The Town had the following projects that were in progress or started during 2022/2023:

- 461 Venus Drive - 2-family home project
- Several new single-family homes throughout Town
- The Waterford Campus Remodel
- Caretta - an infill mixed-use project featuring 94 multi-family units, 13,978 sq ft of retail use, 2,000 sq ft of office space, 7,112 sq ft of restaurant space, and 2,500 sq ft of outdoor dining space.

Juno Beach is fortunate to have two major corporate headquarters located here:

NextEra Energy, Inc. (NEE), encompasses approximately one million square feet of office space at their Juno Beach headquarters, over two-thousand employees work at this location. NEE is ranked No. 1 in the electric and gas utilities industry in Fortune's 2023 list of "World's Most Admired Companies" and they are the parent company of Florida Power & Light Company (FPL) and NextEra Energy Resources, LLC (NEER). FPL serves more than 12 million people through approximately 5.8 million customer accounts in Florida and is one of the largest rate-regulated electric utilities in the United States. NEER, which together with its affiliated entities, is the world's largest generator of renewable energy from the wind and sun and world leader in battery storage. It's strategic focus is centered on the development, construction and operation of long-term contracted assets throughout the U.S. and Canada.

Document Storage Systems (DSS), Inc. was founded in 1991 and is an internationally recognized health information technology (HIT) company headquartered in Juno Beach. DSS specializes in the integration, development and innovation of healthcare technology to promote interoperable information exchange throughout the industry. The company serves both federal and commercial spaces, with a heavy focus on serving the Veterans Health Administration (VHA). DSS acquired Sage Health Management Solutions (Sage HMS) in 2007 and Informatix Laboratories Corporation (ILC) in 2009. Sage HMS is the developer of RadWise, a radiology decision support system. ILC specializes in billing and accounts receivables software for Native American healthcare facilities.

Future Economic Outlook

In the Town's near future, we face the loss of a voter approved sales tax revenue that helps to fund many capital projects. Combine that with constant attempts at legislative changes to revenue opportunities like increased homestead exemptions, reduction in business tax, revamping of short-term rental fees and Juno Beach could see revenue short falls in the future. Florida's employment and sales tax receipts are increasing, tourism is improving, and the overall Florida housing sector is in demand. With the influx of new residents

moving to Florida, rents and home sale prices have increased significantly. Approximately 300,000 new residents moved to Florida in 2023 with the coastal communities being in the highest demand, which makes Juno Beach a desirable place to live.

The Town of Juno Beach's property values have increased twelve years in a row, including the 2024 fiscal year. The Town's residential values and sales are strong. The Town is experiencing some new residential construction and commercial properties are stable. Building permit activity is increasing with new development. The Town's ocean views are beautiful with healthy beaches. Our weather is very pleasant and our density and traffic, although increasing, are not too demanding.

Major Initiatives

The Town is coordinating with the Palm Beach County Engineering and Public Works Department to resurface Ocean Drive from US Highway 1 to Donald Ross Road. In addition to the paving project, the agencies are coordinating improvements and upgrades to the stormwater drainage system along Ocean Drive with added enhancements to Pelican Lake to improve the overall water quality of the lake.

Universe Boulevard and its adjacent property owners are the recipients of a much-needed grant to help with the improvements to the aging stormwater conveyance system. The State of Florida has awarded the Town of Juno Beach a grant up to \$1,050,000 to be used towards this mitigation project. The Town funded the balance of the project to resolve the deteriorated infrastructure. The drainage system which services the properties on Universe Boulevard conveys stormwater runoff through a 45-year-old corrugated metal pipe which outfalls into the Intracoastal Waterway. The project was completed in January 2024.

The Town was awarded a Florida Recreation Development Assistance Program (FRDAP) grant in the amount of \$50,000. The award was used to upgrade and replace the adult exercise equipment in Kagan Park. Over the years, the Town has been the recipient of several FRDAP grants and has made improvements to Kagan Park, gazebos, dune walkovers, Pelican Lake Park and many other amenities throughout Juno Beach.

The Town has received a grant to improve stormwater along Celestial Way. The Town's portion of the funding will come from the surtax with planning and engineering occurring in 2023 and a projected construction date in the middle of 2024.

The Town's Police Department is fortunate to receive funding for various initiatives from the Juno Beach Police Foundation. The organization was established in 2018 and is comprised of community members that work towards funding equipment, training and technology in support of the police department's mission to continuously provide enhanced safety and quality of life for the Juno Beach Community. By providing this assistance, the Juno Beach community is promoting a joint effort with the Police Department to help keep Juno Beach one of the safest towns in Florida.

On November 8, 2016, the voters of Palm Beach County approved a one-cent sales surtax. The approval effectively raised the sales tax from 6 cents to 7 cents on the dollar, giving the county government, its public schools and municipal governments funding intended primarily for repairing infrastructure and public facilities, and purchasing capital equipment needs. The surtax commenced on January 1, 2017 and automatically sunsets on December 31, 2026, unless sunsetted earlier because the intended funds are achieved sooner. The Town has received \$1,887,950 in Surtax revenue through fiscal year 2023. The Town has completed the following projects, and has other projects under consideration as identified below.

- Building and facility improvements include: The second-floor library area of the Town Center was renovated. The improvements included removing walls and opening up the area to better utilize the space and accommodate larger gatherings. New and additional bookshelves were installed, along with cabinets and other furnishings, a large smart television to aid in presentations was added. The Town Center's north parking lot storage building included attic storage, insulation, and climate control improvements to provide more effective use of the space. Automation of the Town Center's front door provides easier access for the community.
- All of the Town's dune walkover structures have been renovated over the years to enhance the accessibility for residents and visitors. Funding has been through Surtax, or in conjunction with State of Florida FRDAP grants. The improvements include seating areas, aluminum handrails and they are constructed with composite lumber to provide many years of longevity and enjoyment for the community.
- Park improvements include: Kagan Park playground area included improvements to drainage and installation of new surface material in the play structure fall zones. Town Hall Park, the Town's newest park, was the recipient of new landscaping, a park sign, and an additional sidewalk that includes engravable paver bricks so residents and visitors can make their "mark in the park". Pelican Lake Park received a new granite fountain to replace an aged fountain. The beautiful three-tier fountain will adorn the lake side park for many years.
- Various police and public works vehicles were purchased to enhance and improve the fleet.

Proposed Surtax Projects:

- The Town has budgeted multiple projects for the 2023-2024 fiscal year. Projects include Pelican Lake Littoral Shelf. Littoral Zones are crucial components of healthy ecosystems, a primary function of a planted littoral zone is to absorb pollutants from water that ultimately drain into our canals and rivers, particularly water generated from storms. Littoral zone vegetation also prevents shoreline erosion and support wildlife. Kagan Park playground equipment replacement, Celestial Way Stormwater Improvements, Police vehicles and Atlantic Boulevard sidewalks are also included.

Relevant Financial Policies

The establishment of financial policies is an important part of prudent financial management. The Town maintains various financial policies within which it operates to reduce ambiguity and guide the creation, maintenance and use of resources for financial consistency and stability.

Long-term Financial Planning: The Town's unassigned fund balance policy is to maintain a minimum balance of 50% of the operating budget. This is mainly due to the small size of our budget, the high percentage of our budgeted revenues derived from property taxes, (about 50% excluding grants and non-cash revenues) and the location of our Town along the Atlantic Ocean. Reserve funds are intended to smooth out economic downturns, deal with unexpected situations, and purchase major capital items without incurring debt. The most important reason for adequate reserves for the Town of Juno Beach is the potential problems that could arise from the advent of a catastrophe such as a major hurricane. A major storm could substantially reduce the Town's tax base for several years and during this "rebuilding period" after a storm, demands for service will be substantially higher.

Reserves are also supplementing the budget with investment income. These investments are consistently out-performing the three-month U.S. Treasury Bill rate.

Cash management policies and practices: Cash temporarily idle during the year is invested in various instruments including certificates of deposit, money market accounts, Florida Prime fund and the Florida Municipal Investment Trust, which is administered by the Florida League of Cities. The average yield on

Cash management policies and practices: Cash temporarily idle during the year is invested in various instruments including certificates of deposit, money market accounts, Florida Prime fund and the Florida Municipal Investment Trust, which is administered by the Florida League of Cities. The average yield on all investments was 4.56 percent for the 12-month period ending September 30, 2023. The Town of Juno Beach's investment policy places first priority upon security of the investment and secondary priority on investment yield.

Debt administration: The Town currently has no outstanding long-term debt. The Town became debt-free as of April 1, 2013. The Town has no legal debt margin.

Risk management: Management and staff are committed to a comprehensive risk management program. Risk management topics, issues and incidents are consistently discussed at monthly staff meetings and quarterly safety committee meetings. The Town purchases insurance for property, general liability, automobile, and workers compensation coverage through the Florida League of Cities insurance programs. The Town's employee health insurance coverage as of January 1, 2024, is through Blue Cross and Blue Shield of Florida-Florida Blue. Insurance coverages are evaluated annually by management and adjusted as necessary to provide the most cost effective protection for the Town.

Awards and Acknowledgements

Awards: The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Juno Beach for its comprehensive annual financial report for the fiscal year ended September 30, 2022. The Certificate of Achievement is a prestigious national award recognizing achievement of the highest standards for preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report, whose contents conform to program standards. Such a annual comprehensive financial report must satisfy both U.S. generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. The Town of Juno Beach has received a Certificate of Achievement for over forty consecutive fiscal years. We believe our current report continues to conform to the Certificate of Achievement program requirements and we are submitting it to GFOA.

Acknowledgements: The preparation of this report on a timely basis could not have been accomplished without the cooperation and dedicated service of the entire staff of the Town and the efficient assistance of the independent auditors.

We wish to express our sincere appreciation to the members of the Town Council for their interest and support in conducting the financial operations of the Town in a sound and progressive manner, thus assuring the citizens a high level of financial stability.

Respectfully submitted,

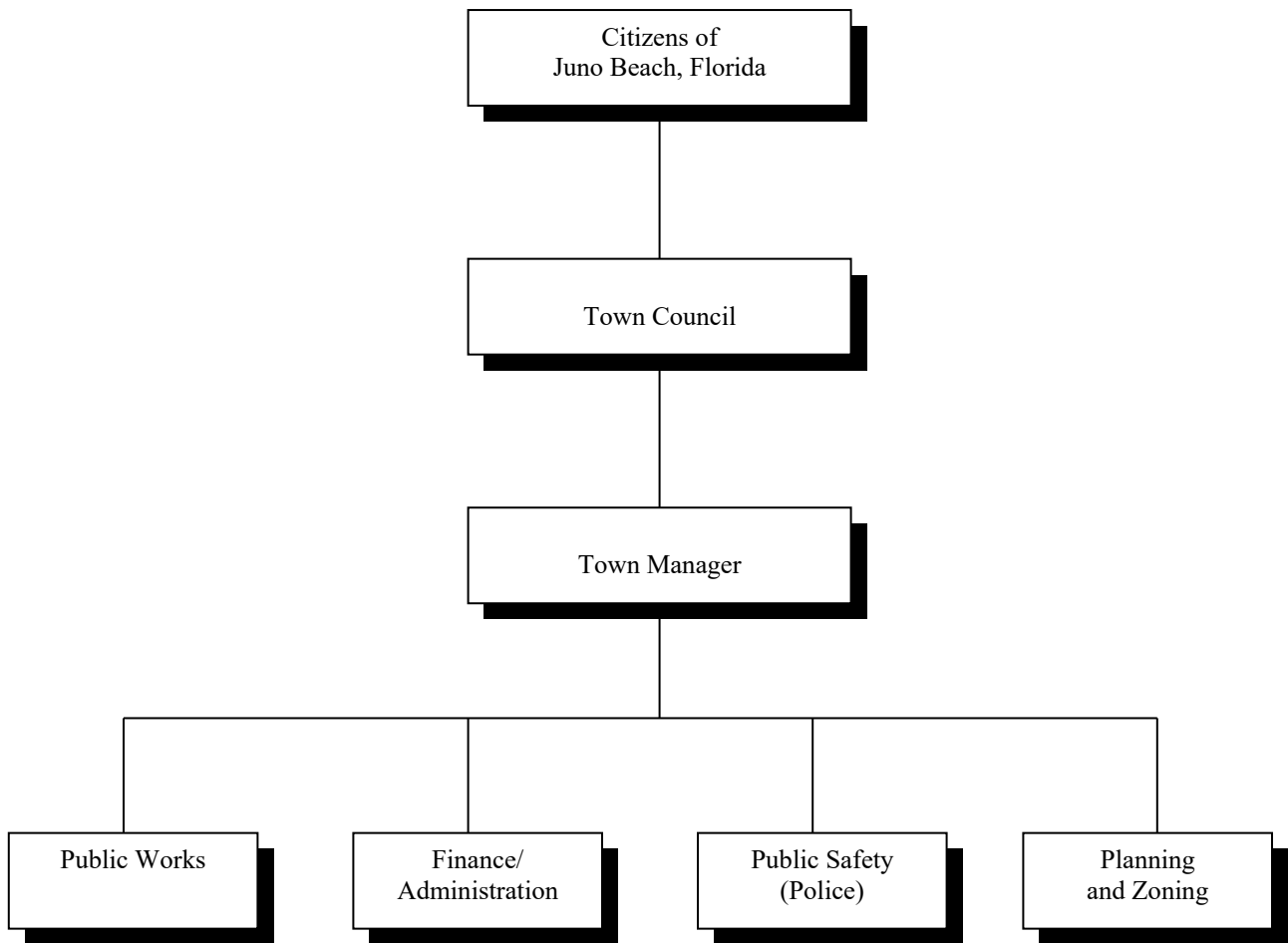


David Dyess
Town Manager



Michael Ventura
Finance Director

TOWN OF JUNO BEACH, FLORIDA
ORGANIZATIONAL CHART



TOWN OF JUNO BEACH, FLORIDA
LIST OF PRINCIPAL OFFICIALS
COUNCIL - MANAGER FORM OF GOVERNMENT

TOWN COUNCIL

Alexander R. Cooke..... Mayor
Peggy L. Wheeler Vice Mayor
Marianne Hosta..... Vice Mayor Pro Tem
DD Halpern Councilmember
Jacob Rosengarten..... Councilmember

ADMINISTRATIVE STAFF

David Dyess..... Town Manager
Michael A. Ventura..... Finance Director
Brian J. Smith..... Police Chief
Steven J. Hallock Public Works Director
Caitlin E. Copeland..... Town Clerk
Frank M. Davila Planning and Zoning Director
Andrea L. Dobbins Project Coordinator/Risk Manager

PROFESSIONAL ADVISORS

Leonard G. Rubin, P.A. Attorney
Mauldin & Jenkins, LLC Independent Auditors



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Town of Juno Beach
Florida**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2022

Christopher P. Morrill

Executive Director/CEO

FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members of the Town Council
Town of Juno Beach, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and the major fund of the Town of Juno Beach, Florida (the "Town"), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Town as of September 30, 2023, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 10, budgetary comparison on page 50 and 51, the schedule of the Town's proportionate share of the net pension liability (FRS), schedule of Town contributions (FRS), the schedule of the Town's proportionate share of the net pension liability (HIS), schedule of Town contributions (HIS), and the schedule of changes in the Town's total OPEB liability on pages 53 through 57 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 21, 2024, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.



Bradenton, Florida
February 21, 2024

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MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Juno Beach, we offer readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town of Juno Beach for the fiscal year ended September 30, 2023. We encourage readers to consider the information presented in the MD&A in conjunction with additional information that we have furnished in our letter of transmittal.

The information contained within this Management's Discussion and Analysis (MD&A) is only one component of the entire financial statement report. Readers should take time to read and evaluate all sections of the report, including the footnotes and the other Required Supplementary Information that is provided in addition to this MD&A.

FINANCIAL HIGHLIGHTS

- The assets plus deferred outflows of resources of the Town of Juno Beach exceeded its liabilities plus deferred inflows of resources at September 30, 2023, by \$13,576,982. Of this amount, unrestricted net position of \$3,977,384 may be used to meet the government's ongoing obligations to citizens and creditors.
- The total net position increased by \$2,173,937 (page 12).
- As of the close of the current fiscal year, the Town of Juno Beach's General Fund reported ending fund balance of \$11,980,232, an increase of \$1,468,239. Of this amount, \$5,042,451 is unassigned and available for spending and \$2,942,500 has been assigned for the subsequent year's budget, and \$87,500 is assigned for special projects. The remainder is either non-spendable or restricted.
- At the end of the current fiscal year, the unassigned and assigned fund balance (page 13) for the General Fund represented 92% of total General Fund expenditures (page 15) or 335 days of available funding.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Town of Juno Beach's basic financial statements. The Town of Juno Beach's basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements: The government-wide financial statements are designed to provide readers with a broad overview of the Town of Juno Beach's finances, in a manner similar to a private-sector business.

The statement of net position (page 11) presents information on all of the Town's assets plus deferred outflows of resources and liabilities plus deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The statement of activities (page 12) presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

MANAGEMENT'S DISCUSSION AND ANALYSIS

OVERVIEW OF FINANCIAL STATEMENTS (CONTINUED)

Both of the government-wide financial statements focus on functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities), since the Town does not have any business-type activities. The governmental activities of the Town of Juno Beach include administrative, planning and zoning, public safety, and public works.

Fund Financial Statements: A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Town of Juno Beach has one fund category: governmental funds.

Governmental Funds: *Governmental funds* are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between the two. The Town's only governmental fund is the General Fund. The governmental fund financial statements are presented on pages 13 through 16.

The Town of Juno Beach adopts an annual budget for its General Fund. A budgetary comparison schedule has been provided as required supplementary information for the general fund (pages 48 through 50) to demonstrate compliance with the fiscal year 2023 budget.

Notes to the Financial Statements: The notes begin on page 17 and provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information: In addition to the basic financial statements and accompanying notes, this report also presents certain other required supplementary information. This includes the budgetary comparison for the General Fund referred to earlier in connection with governmental funds and various schedules of pension and other post-employment benefits information which is presented on pages 50 through 57.

MANAGEMENT’S DISCUSSION AND ANALYSIS

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Position: The table below is a summary of the statement of net position at September 30, 2023 and 2022.

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. At September 30, 2023, the Town’s assets plus deferred outflows of resources exceeded liabilities plus deferred inflows of resources by \$13,576,982. The largest portion of the Town’s net position (42%) reflects its investment in capital assets. Capital assets are used to provide services to citizens and they are not available for future spending. A portion of the net position, \$3,831,752 or 28%, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, \$3,977,384 or 30%, may be used to meet the government’s ongoing obligations to citizens and creditors.

**Statement of Net Position - Governmental Activities
September 30, 2023 and 2022**

	<u>2023</u>	<u>2022</u>
ASSETS		
Current and other assets	\$ 12,913,103	\$ 11,024,287
Capital assets, net	<u>5,767,846</u>	<u>4,611,543</u>
Total assets	<u>18,680,949</u>	<u>15,635,830</u>
 DEFERRED OUTFLOWS OF RESOURCES	 <u>1,056,519</u>	 <u>1,068,975</u>
 LIABILITIES		
Other liabilities	932,871	4,230,494
Long-term liabilities outstanding	<u>4,823,638</u>	<u>467,632</u>
Total liabilities	<u>5,756,509</u>	<u>4,698,126</u>
 DEFERRED INFLOWS OF RESOURCES	 <u>403,977</u>	 <u>603,634</u>
 NET POSITION		
Investment in capital assets	5,767,846	4,611,543
Restricted	3,831,752	2,060,196
Unrestricted	<u>3,977,384</u>	<u>4,731,306</u>
Total net position	<u>\$ 13,576,982</u>	<u>\$ 11,403,045</u>

MANAGEMENT’S DISCUSSION AND ANALYSIS

GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

Change in Net Position: The table below is a comparative summary of the changes in net position for the fiscal years ended September 30, 2023 and 2022:

	2023	2022
REVENUES		
Program revenues		
Charges for services	\$ 3,018,403	\$ 1,285,471
Operating grants and contributions	-	1,303,375
Capital grants and contributions	909,637	445,515
General revenues		
Property taxes	3,391,240	3,223,817
Other taxes	1,149,752	1,083,333
Local one-cent sales tax	378,718	338,627
State shared revenue	610,400	553,114
Investment earnings	469,615	1,759
Miscellaneous	323,253	38,814
Total revenues	10,251,018	8,273,825
EXPENSES		
Administrative	1,684,861	1,340,939
Planning and zoning	1,780,139	1,064,866
Public safety	3,442,101	2,680,997
Public works	1,169,980	1,255,628
Total expenses	8,077,081	6,342,430
Change in net position	2,173,937	1,931,395
Net position, beginning of year	11,403,045	9,471,650
Net position, end of year	\$ 13,576,982	\$ 11,403,045

The Town’s net position increased by \$2,173,937 for 2023. Total revenues increased approximately \$1,977,192 or 24% from the prior year which is mainly attributed to the following:

- A \$1,732,932 increase in charges for services that is mainly attributable to an increase in building related activities;
- A \$1,303,375 decrease in operating grants and contributions is mainly related to ARPA;
- A \$464,122 increase in capital grants and contributions is mainly related to Universe Blvd;
- A \$167,423 increase in property taxes mainly associated with new construction and an increase in property values;
- A \$66,419 increase in other taxes mainly attributed to utility taxes on electric and water;
- A \$40,091 increase in the local government discretionary infrastructure surtax from strong sales tax;
- A \$57,286 increase in state shared revenue mainly attributed to half-cent sales tax and state revenue sharing from strong sales tax revenues; and,
- A \$467,856 increase in investment earnings related to the rising interest rate environment.

MANAGEMENT'S DISCUSSION AND ANALYSIS**GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)**

Expenses increased approximately \$1,734,651 or 27%. The increase in expenses is primarily due to the following:

- Increase in the Town's proportionate share of pension expense related to the Florida Retirement System (FRS) net pension liability.
- Building Permit Inspections with offsetting permit revenue.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Town of Juno Beach uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds: The purpose of the Town's governmental fund financial statements is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At September 30, 2023, the Town's General Fund reported ending fund balance of \$11,980,232, which was an increase of \$1,468,239 in comparison to the prior year. Of this amount, \$5,042,451 (62%) is unassigned fund balance, which is available for spending at the government's discretion. In addition, the Town Council has assigned \$2,942,500 to be used for subsequent year's expenditures and \$87,500 to be used for special projects. The remainder of fund balance is non-spendable (\$76,029) or restricted for specific purposes (\$3,831,752). As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 57% of total general fund expenditures, while total fund balance represents 136% of that same amount.

The fund balance of the Town's General Fund increased by \$1,468,132 during the current fiscal year. The key factors in this increase were a combination of higher than expected revenues from Investment earnings, revenues from local one-cent sales tax (of which no funds were expended during the year), and charges for services (Building permit fees carried forward), in addition to the deferral of purchases and projects to future budgets.

GENERAL FUND BUDGETARY HIGHLIGHTS

The annual General Fund budget is adopted after two public hearings and approval of the Town Council. Any amendments that would exceed the original budget at the fund level or would require funds to be transferred from contingency would require a formal budget amendment by an ordinance, two public hearings and approval by the Town Council. The original general fund appropriation was amended during 2023 to cover the award of the Universe Drainage project and the increase in building related activity. In addition, funds were transferred from an appropriated General Fund contingency account to department/program accounts in the budget to provide for unanticipated expenditures in accordance with Town Council authorizations.

MANAGEMENT'S DISCUSSION AND ANALYSIS

GENERAL FUND BUDGETARY HIGHLIGHTS (CONTINUED)

In comparing budget to actual revenues and expenditures on pages 50 and 51, the following variances are considered noteworthy:

- The Town's actual revenues of \$10,251,020 were \$1,279,034 over budgeted revenue. Licenses, permits and fees were over budget \$1,198,196, mainly related to building related activity; Investment earnings were over budget \$352,115, the increase was related to the rising interest rate environment; Grant revenues were under budget by \$539,036, primarily due to not receiving the awarding of funds.
- Administrative expenditures were \$557,194 under budget which was mainly attributed to contingency excess.
- Planning and zoning expenditures were \$154,079 under budget which was mainly due to unspent building service fees.
- Public safety expenditures were \$297,887 under budget which was mainly due to delay in receiving capital items.
- Public works expenditures were \$2,799,505 under budget which was mainly due to capital outlay related to ongoing projects and other improvements.

CAPITAL ASSETS AND DEBT

Capital Assets: The Town's investment in capital assets for its governmental activities at September 30, 2023, amounts to \$5,767,846 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements other than buildings, equipment, vehicles and infrastructure.

Capital asset additions during the fiscal year totaled \$1,660,587 and included the following:

- Buildings and Improvements – Kagan Park exercise equipment was installed. The Town Center property added improvements to the Council Chambers and the Town Marquee. Various other improvements were completed to enhance amenities around town.
- Equipment and Vehicles – Various computer network hardware, software and workstation replacements and/or upgrades and equipment purchases were completed in several departments. The Police department replaced a solar message board. The Police department ordered three patrol vehicles and equipment. The Public Works department purchased a boom lift, two vehicles and various small equipment.
- Streets and Lighting – The Universe Boulevard stormwater infrastructure improvements continued as construction was underway to complete these much-needed improvements. Engineering work has begun for stormwater improvements to Celestial Way and Pelican Lake.

Additional information on the Town's capital assets can be found in Note 4 of this report.

Debt: The Town has no debt outstanding at September 30, 2023.

MANAGEMENT’S DISCUSSION AND ANALYSIS

ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS AND OTHER EVENTS

For fiscal year 2024, the Town Council adopted a General Fund budget of \$9,141,334 representing an 17.5% decrease from the 2023 fiscal year budget. The primary decrease in the fiscal year 2024 budget is the completion of the Universe Drainage project.

The 2024 fiscal year budget improvement items include; stormwater improvements, various computer network hardware and software needs, Kagan Park playground renovation and improvements, patrol vehicles for the police department, Donald Ross dune walkover, Atlantic Blvd. sidewalk improvements and several other smaller projects and improvements.

The Town has a relatively stable property tax base. Property taxes represent approximately 43% of the 2024 budgeted operating revenues of the Town. The balance of revenues comes from sales and use taxes, intergovernmental revenues, utility taxes, charges for Town services, licenses, permits, fines, reserves, grants, contributions, etc.

REQUESTS FOR INFORMATION

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Town’s finances and to demonstrate the Town’s accountability. Questions concerning information provided in this report or requests for additional financial information should be directed to the Finance Department, Town of Juno Beach, 340 Ocean Drive, Juno Beach, FL 33408, (561) 626-1122.

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STATEMENT OF NET POSITION
SEPTEMBER 30, 2023

	Governmental Activities
Assets	
Cash and cash equivalents	\$ 2,911,316
Investments	8,853,222
Accounts receivable	101,983
Accrued interest receivable	116,108
Due from other governments	854,445
Prepaid expenses	76,029
Capital assets	
Capital assets not being depreciated	2,414,283
Capital assets being depreciated, net	3,353,563
Total assets	18,680,949
Deferred outflows of resources	
Deferred amounts related to pensions	1,045,444
Deferred amounts related to other post-employment benefits	11,075
Total deferred outflows of resources	1,056,519
Liabilities	
Accounts payable	\$ 717,679
Accrued liabilities	183,373
Unearned revenue	31,819
Noncurrent liabilities	
Due within one year	9,819
Due in more than one year	4,813,819
Total liabilities	5,756,509
Deferred inflows of resources	
Deferred amounts related to pensions	388,133
Deferred amounts related to other post-employment benefits	15,844
Total deferred inflows of resources	403,977
Net position	
Investment in capital assets	5,767,846
Restricted for:	
Capital projects	1,418,739
Law enforcement	122,895
Building code enforcement	2,290,118
Unrestricted	3,977,384
Total net position	\$ 13,576,982

The accompanying notes to financial statements are an integral part of this statement.

STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023

Functions/programs	Expenses	Program Revenues			Net (Expense)
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Net Position
Governmental activities					Governmental Activities
Administrative	\$ 1,684,861	\$ -	\$ -	\$ 187,223	\$ (1,497,638)
Planning and zoning	1,780,139	3,001,841	-	-	1,221,702
Public safety	3,442,101	8,212	-	677	(3,433,212)
Public works	1,169,980	8,350	-	721,737	(439,893)
Total governmental activities	\$ 8,077,081	\$ 3,018,403	\$ -	\$ 909,637	(4,149,041)
General revenues					
Taxes					
					3,391,240
					73,977
					1,006,241
					69,534
					378,718
					610,400
					469,615
					323,253
					<u>\$ 6,322,978</u>
					2,173,937
					<u>11,403,045</u>
					<u>\$ 13,576,982</u>

The accompanying notes to financial statements are an integral part of this statement.

**BALANCE SHEET –
GENERAL FUND
SEPTEMBER 30, 2023**

Assets

Cash and cash equivalents	2,911,316
Investments	8,853,222
Accounts receivable	101,983
Accrued interest receivable	116,108
Due from other governments	854,445
Prepaid items	76,029
Total assets	<u>\$ 12,913,103</u>

Liabilities and fund balance

Liabilities	
Accounts payable	717,679
Accrued liabilities	183,373
Unearned revenue	31,819
Total liabilities	<u>932,871</u>

Fund balance

Nonspendable:	
Prepaid items	76,029
Restricted for:	
Capital projects	1,418,739
Law enforcement	122,895
Building code enforcement	2,290,118
Assigned to:	
Subsequent year's budget	2,942,500
Specific projects	87,500
Unassigned	5,042,451
Total fund balance	<u>11,980,232</u>
Total liabilities and fund balance	<u>\$ 12,913,103</u>

The accompanying notes to financial statements are an integral part of this statement.

**RECONCILIATION OF THE BALANCE SHEET –
GENERAL FUND TO THE STATEMENT OF NET POSITION
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

Fund balance, General Fund	11,980,232
<p>Amounts reported for governmental activities in the statement of net position are different because:</p>	
<p>Capital assets used in governmental activities are not financial resources and therefore, are not reported in the governmental funds.</p>	
Governmental capital assets	14,147,063
Accumulated depreciation	(8,379,217)
<p>Long-term liabilities are not due and payable in the current period and therefore are not reported in the governmental funds.</p>	
Compensated absences	(267,099)
Net pension liability	(4,488,294)
Total other post-employment benefits liability	(68,245)
<p>Deferred outflows of resources and deferred inflows of resources related to defined benefit pension plans and other post-employment benefits are applicable to future periods and are not reported in the governmental funds.</p>	
Deferred outflows related to pensions	1,045,444
Deferred inflows related to pensions	(388,133)
Deferred outflows related to other post-employment benefits	11,075
Deferred inflows related to other post-employment benefits	<u>(15,844)</u>
Net position of governmental activities	<u><u>13,576,982</u></u>

The accompanying notes to financial statements are an integral part of this statement.

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

Revenues

Ad valorem taxes	3,391,240
Local business taxes	69,534
Licenses, permits and fees	2,990,146
Intergovernmental	1,891,831
Franchise fees and utility taxes	1,080,218
Fines	19,907
Investment earnings	469,615
Impact fees	6,924
Water and sewer improvement fees	8,350
Miscellaneous	323,253
Total revenues	10,251,018

Expenditures

Current	
Administrative	1,498,649
Planning and zoning	1,781,979
Public safety	2,918,235
Public works	934,266
Capital outlay	1,660,589
Total expenditures	8,793,718

Excess of revenues over expenditures 1,457,300

Other financing sources

Insurance proceeds	10,750
Proceeds from the sale of capital assets	189
Total other financing sources	10,939

Net change in fund balance 1,468,239

Fund balances, beginning of year 10,511,993

Fund balances, end of year \$ 11,980,232

The accompanying notes to financial statements are an integral part of this statement.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE OF THE GENERAL FUND TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

Net change in fund balance – General Fund \$ 1,468,239

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of capital assets is allocated over their estimated useful lives and reported as depreciation expense.

Expenditures for capital assets	1,660,587
Less current year depreciation	(467,492)

Gains and losses on the disposal of fixed assets are not reported in the governmental funds but are reported in the statement of activities.

Net book value of fixed asset disposals	(36,792)
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Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the General Fund.

Change in compensated absences payable	43,802
Change in net pension liability and related deferred amounts	(502,558)
Change in total other post-employment benefits liability and related deferred amounts	<u>8,151</u>

Change in net position of governmental activities \$ 2,173,937

The accompanying notes to financial statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. NATURE OF ORGANIZATION AND REPORTING ENTITY

The Town of Juno Beach, Florida (the "Town"), is a municipal corporation established on June 4, 1953. Pursuant to authority granted by the Florida Constitution and Florida Statutes Chapter 165, the Town enacted its current Charter by Town Ordinance No. 280, adopted on March 6, 1985, and approved by referendum on March 12, 1985. The Town is governed by a five-member, elected Town Council and provides a range of municipal services including police protection, planning and zoning, roads and streets, recreation and park facilities, public improvements and general administration functions.

As defined by U.S. generally accepted accounting principles (GAAP), the financial reporting entity consists of: (a) the primary government, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the primary government is not accountable, but for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Based upon the application of these criteria, the following discusses Seacoast Utility Authority (a jointly governed organization) as a potential component unit in defining the Town's financial reporting entity:

Seacoast Utility Authority: The Seacoast Utility Authority (the "Authority") was formed in August 1988. The Town signed an interlocal agreement with four other local governments to create the authority to provide water and sewer services to its residents. The Authority is governed by a five-member board with one representative from each participating local government. The Town is not financially accountable for the Authority and does not hold title to any of the Authority's assets, nor does it have any right to the Authority's surpluses or any ongoing financial interest and/or responsibility for the Authority. Accordingly, the Authority was not a component unit required to be included in the Town's financial statements.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**Government-Wide and Fund Financial Statements:**

The government-wide financial statements consist of the statement of net position and the statement of activities and report information on all non-fiduciary activities of the Town. These statements include the general fund as the sole governmental fund to be accounted for as governmental activities. Such activities are normally supported by taxes and intergovernmental revenue. The Town does not have any business-type activities.

The statement of activities demonstrates the degree to which direct expenses of a given function or identifiable activity are offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function or identifiable activity. Program revenues include three categories of transactions: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment; (2) operating grants and contributions; and, (3) capital grants and contributions. Taxes and other items not meeting the definition of program revenues are reported as general revenues.

Fund Financial Statements: The underlying accounting system of the Town is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenue and expenditures or expenses, as appropriate.

Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The fund used by the Town is classified into one category: governmental.

Governmental Fund Financial Statements: Governmental fund financial statements include a balance sheet and a statement of revenue, expenditures and changes in fund balance for the General Fund, the Town's only governmental fund. An accompanying schedule is presented to reconcile and explain the differences in fund balance and changes in fund balance as presented in these statements, to the net position and changes in net position presented in the government-wide financial statements. The Town's major governmental fund is as follows:

General Fund – this fund is used to account for all financial transactions not accounted for in another fund. Revenue is derived primarily from property taxes, state distributions, and other intergovernmental revenue.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Government-Wide and Fund Financial Statements (Continued):**

Property Tax Calendar: Ad valorem property taxes are assessed on property valuations as of January 1st and levied the following October 1st. Taxes are due by March 31st and become delinquent on April 1st, when liens are filed against the subject property. Ad valorem taxes are assessed by the Palm Beach County Property Appraiser and collected by the Palm Beach County Tax Collector, which remits the taxes to the Town.

Property Tax Reform: During 2007, the Florida Legislature passed property tax reform legislation limiting the property tax levies of local governments in the State of Florida and increasing the homestead exemption. Local governments that adopt a property tax levy in excess of the limit under State law will lose their Half-Cent Sales Tax distribution from the State for the succeeding 12 months. For the fiscal year ending September 30, 2023, the maximum tax levy allowed by a majority vote of the governing body is generally based on a percentage adjustment applied to the prior year (2021/2022) property tax revenue.

The percentage adjustment is calculated based on the compound annual growth rate in the per capita property taxes levied for the five preceding fiscal years.

State law allows local governments to adopt a higher millage rate based on the following approval of the governing body: (1) a majority vote to adopt a rate equal to the adjusted current year “rolled-back” millage rate plus an adjustment for growth in per capita Florida personal income; (2) a two-thirds vote to adopt a rate equal to the adjusted current year “rolled-back” millage rate plus 10%; or (3) any millage rate approved by unanimous vote or referendum. For the fiscal year ended September 30, 2023, the Town adopted a 1.8195 millage rate (\$1.8195 per \$1,000 of assessed value). This millage rate resulted in a tax levy of \$3,396,989 for 2023, representing an increase of 5.0% from the property tax levy of \$3,234,739 in 2022. Future property tax growth is limited to the annual growth rate of per capita personal income plus the value of new construction. State Statutes permit municipalities to levy property taxes at a rate of up to 10 mills. Since Palm Beach County provides fire rescue services to the Town, the Palm Beach County Fire Rescue MSTU (municipal services taxing unit) taxes Town property owners 3.4581 mills. This millage rate is deducted from the Town’s legal millage rate limit of 10 mills, thereby limiting the 2022/2023 Town millage rate to 6.5419.

Measurement Focus and Basis of Accounting: The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recognized when earned and expenses are recognized when incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Government-Wide and Fund Financial Statements (Continued):**

Measurement Focus and Basis of Accounting (Continued): Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenue is recognized in the period in which it becomes both measurable and available. Revenue is considered to be available when it is collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Town considers revenue to be available if it is collected within 60 days of the end of the current fiscal year. Deferred revenue consists primarily of local business taxes collected in advance of the year to which they relate. Expenditures are generally recognized in the accounting period in which the fund liability is incurred, except for principal and interest on general long-term debt, which is recognized when due. Intergovernmental revenue, franchise fees, charges for services and investment income are all considered susceptible to accrual and so have been recognized as revenue in the current fiscal year. All other revenue items are considered to be measurable and available only when received in cash by the Town.

Assets, Liabilities and Net Position or Equity:

Cash and Cash Equivalents: Cash and cash equivalents consist of petty cash, checking accounts, and money market accounts.

Investments: Investments consist of participation in money market funds, external investment pools, and certificates of deposit. The fair value of the Town's investment in money market funds is based on the net asset value (NAV). Certificates of deposit are stated at cost plus accrued interest, which is fair value. The fair value of the Town's investment in the Florida Municipal Investment Trust external investment pool is based on the fair value of the underlying portfolio assets of the Trust.

The Town also invests in the Florida Prime fund, an external investment pool administered by the State of Florida, the Florida Public Assets for Liquidity Management (the "FL PALM") Portfolio, and the FL PALM Term Series. Under Governmental Accounting Standards Board (GASB) Statement No. 79, the Florida Prime fund and the FL PALM Portfolio use amortized cost for valuation of the pool shares and the fair value of the shares in the pool is the same as the Town's investment in the shares. The fair value of the Town's investment in the FL PALM Term Series is based on the net asset value (NAV).

Accounts Receivable: Accounts receivable represent amounts due from insurance, franchise and utility taxes, and charges for services. Receivables are not collateralized.

Prepaid Expenses/Items: Expenditures for various administrative expenses extending over more than one accounting period are accounted for as prepaid expenses/items under the consumption method and allocated between accounting periods.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities and Net Position or Equity:

Capital Assets: The Town has reported all capital assets, including infrastructure (roads, sidewalks, lighting and similar items), in the government-wide statement of net position. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets are recorded at cost or, if donated, acquisition value at the date of donation. Expenses, which materially extend the useful life of existing assets, are capitalized. Certain costs for professional services associated with the acquisition and construction of capital assets have been capitalized. The cost of capital assets sold or retired is removed from the appropriate accounts and any resulting gain or loss is included in the change in net assets. Depreciation is computed using the straightline method over the estimated useful lives of all reported capital assets, except land. Estimated useful lives assigned to the various categories of assets are as follows:

	<u>Years</u>
Streets and lighting	20 - 30
Buildings and improvements	10 - 30
Equipment and vehicles	5 - 20

Compensated Absences: Accumulated unpaid annual leave amounts are accrued when earned. Benefits that were earned but not used during the current year were accrued at the employees' pay rate in effect at September 30, 2023. This accrual also includes salary related payments such as the Town's share of social security taxes and Medicare taxes, as well as the Town's pension plan contributions. A liability for these amounts is reported in governmental funds only if they have matured. The remainder of the liability is reported in the government-wide statement of net position.

Deferred Outflows/Inflows of Resources: In addition to assets and liabilities, the government-wide statement of net position and the General Fund balance sheet report a separate section for deferred outflows or deferred inflows of resources. The separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until that time. The Town's deferred outflows of resources are related to its pension and other postemployment benefits obligations.

The separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenues) until that time. The Town's deferred inflows are related to its pension and other post-employment benefit obligations, which are reported as deferred inflows of resources on the government-wide statement of net position.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Assets, Liabilities and Net Position or Equity (Continued):**

Pension Benefits: For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Florida Retirement System Pension Plan (FRSP) and the Florida Retirement System Health Insurance Subsidy Program and additions to/deduction from the FRSP and HIS fiduciary net position have been determined on the same basis as they are reported by FRSP and HIS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Post-Employment Benefits: As required by Florida Statutes, the Town offers retired employees the option of participating in the health insurance plan provided to Town employees. Premiums for insurance coverage of retirees are paid by the retirees.

Net Position/Fund Balances: The government-wide financial statements utilize a net position presentation. Net position is categorized as follows:

Investment in Capital Assets – This component of net position consists of capital assets, net of accumulated depreciation and reduced by the outstanding balance of bonds, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets, if any. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds. At September 30, 2023, the Town had no outstanding debt.

Restricted – This component of net position consists of constraints placed on the use of net position by external restrictions imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. Of the Town's total net position, \$3,831,752 is restricted by laws and regulations.

Unrestricted – This component of net position consists of the net position that does not meet the definition of Investment in Capital Assets or Restricted.

Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, establishes accounting and financial reporting requirements for all governmental funds and establishes criteria for classifying fund balance. Accordingly, the General Fund financial statements report fund equity classifications that comprise a hierarchy based primarily on the extent to which the Town is legally bound to honor the specific purposes for which amounts in fund balance may be spent.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Assets, Liabilities and Net Position or Equity (Continued):**

The fund balance classifications are summarized as follows:

Non-spendable – Non-spendable fund balance includes amounts that cannot be spent because they are either: (a) not in spendable form, or (b) legally or contractually required to remain intact.

Restricted – Restricted fund balance includes amounts that are restricted to specific purposes either by: (a) constraints placed on the use of resources by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or through enabling legislation. Of the Town's total fund balance, \$3,831,752 is restricted by laws and regulations.

Committed – Committed fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by the Town Council through an ordinance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken to remove or revise the limitation.

Assigned – Assigned fund balance is intended to be used by the Town for specific purposes but does not meet the criteria to be classified as committed. The Council has by resolution authorized Town management to assign fund balance. The Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's budget. Normally, additional action does not have to be taken for the removal of assignments.

Unassigned – The General Fund reports a positive, unassigned fund balance that includes amounts that have not been restricted, committed or assigned to specific purposes.

Net Position Flow Assumption: Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted net position to have been used before unrestricted net position is applied.

Fund Balance Flow Assumption: Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the General Fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted fund balance to have been used before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is used first, followed by assigned fund balance. Unassigned fund balance is applied last.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Assets, Liabilities and Net Position or Equity (Continued):**

Minimum Fund Balance Policy: The Town Council has adopted a formal minimum fund balance policy whereby the Town strives to maintain a minimum unassigned fund balance in the General Fund of 50% of the following year's budgeted expenditures less amounts funded by grants or committed fund balance. In the event that the unassigned fund balance exceeds the minimum amount, the excess may be utilized for any lawful purpose of the Town or for one-time costs including the establishment of or increase in commitments or assignments of fund balance.

Interfund Transactions: The only interfund transactions made during the year were transactions for services rendered. These transactions are recorded as revenue in the receiving fund and expenditures/expenses in the disbursing fund.

Risk Management: The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town purchases commercial insurance for the risks of losses to which it is exposed. Policy limits and deductibles are reviewed annually by management and established at amounts to provide reasonable protection from significant financial loss. There were no significant reductions in insurance coverage from the prior year. Insurance settlements have not exceeded the Town's coverage in any of the prior three fiscal years.

Grants: Amounts received or receivable from grantor agencies are subject to audit and adjustment by those agencies. Any disallowed claims, including amounts already received, might constitute a liability of the Town for the return of those funds.

Implementation of GASB Statements: The following GASB Statements were effective for the Town for the fiscal year ended September 30, 2023:

GASB Statement No. 96, *Subscription Based Information Technology Arrangements*. The requirements of this statement will improve financial reporting by establishing a definition for SBITAs and providing uniform guidance for accounting and financial reporting for transactions that meet that definition. That definition and uniform guidance will result in greater consistency in practice. Establishing the capitalization criteria for implementation costs also will reduce diversity and improve comparability in financial reporting by governments. This statement also will enhance the relevance and reliability of a government's financial statements by requiring a government to report a subscription asset and subscription liability for a SBITA and to disclose essential information about the arrangement. The disclosures will allow users to understand the scale and important aspects of a government's SBITA activities and evaluate a government's obligations and assets resulting from SBITAs.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Assets, Liabilities and Net Position or Equity (Continued):**

GASB Statement No. 99, *Omnibus 2022*. The requirements of this Statement will enhance comparability in the application of accounting and financial reporting requirements and will improve the consistency of authoritative literature. Consistent authoritative literature enables governments and other stakeholders to more easily locate and apply the correct accounting and financial reporting provisions, which improves the consistency with which such provisions are applied. The comparability of financial statements also will improve as a result of this Statement. Better consistency and comparability improve the usefulness of information for users of state and local government financial statements.

Recent Accounting Pronouncements: The GASB has issued the following statements effective in future years that may impact the Town. Management has not completed its analysis of the effects, if any, of these GASB statements on the financial statements of the Town.

GASB Statement No. 100, *Accounting Changes and Error Corrections*. The requirements of this statement will improve the clarity of the accounting and financial reporting requirements for accounting changes and error corrections, which will result in greater consistency in application in practice. In turn, more understandable, reliable, relevant, consistent, and comparable information will be provided to financial statement users for making decisions or assessing accountability. In addition, the display and note disclosure requirements will result in more consistent, decision useful, understandable, and comprehensive information for users about accounting changes and error corrections. This statement is effective for the fiscal year ending September 30, 2024.

GASB Statement No. 101, *Compensated Absences*. The unified recognition and measurement model in this statement will result in a liability for compensated absences that more appropriately reflects when a government incurs an obligation. In addition, the model can be applied consistently to any type of compensated absence and will eliminate potential comparability issues between governments that offer different types of leave. The model also will result in a more robust estimate of the amount of compensated absences that a government will pay or settle, which will enhance the relevance and reliability of information about the liability for compensated absences. This statement is effective for the fiscal year ending September 30, 2025.

GASB Statement No. 102, *Certain Risk Disclosures*. The requirements of this statement will improve financial reporting by providing users of financial statements with essential information that currently is not often provided. The disclosures will provide users with timely information regarding certain concentrations or constraints and related events that have occurred or have begun to occur that make a government vulnerable to a substantial impact. As a result, users will have better information with which to understand and anticipate certain risks to a government's financial condition. This statement is effective for the fiscal year ending September 30, 2026.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Assets, Liabilities and Net Position or Equity (Continued):**

Estimates: Management uses estimates and assumptions in preparing financial statements in accordance with U.S. generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenue and expenditures/expenses. Actual results could vary from the estimates that were used.

NOTE 3. DEPOSITS AND INVESTMENTS

Deposits: The deposits with financial institutions were covered by a combination of federal depository insurance and a collateral pool pledged to the State Treasurer of Florida by financial institutions which comply with the requirements of Florida Statutes and have been designated as a qualified public depository by the State Treasurer. Qualified public depositories are required to pledge collateral to the State Treasurer with a fair value equal to a percentage of the average daily balance of all government deposits in excess of any federal deposit insurance. In the event of a default by a qualified public depository, the amount of public funds would be covered by the proceeds of federal deposit insurance, pledged collateral of the public depository in default and, if necessary, a pro rata assessment to the other qualified public depositories in the collateral pool. Accordingly, all deposits with financial institutions are considered fully insured or collateralized in accordance with the pronouncements of GASB. As of September 30, 2023, deposits with financial institutions had a bank balance of \$2,957,770 and a carrying amount of \$2,910,466. The Town also had \$850 in petty cash for a total carrying amount of cash and cash equivalents of \$2,911,316. Additionally, as of September 30, 2023, the Town had \$2,542,443 in Certificates of Deposit with financial institutions.

Investments: Florida Statutes authorize the Town to invest in the Local Government Surplus Funds Trust Fund (also known as Florida Prime fund) or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act of 1969, as provided in s.163.01; Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency; negotiable direct obligations of or obligations unconditionally guaranteed by the U.S. government; interest-bearing time deposits or savings accounts in financial institutions located in Florida and organized under federal or Florida laws; obligations of the Federal Farm Credit Banks, Fannie Mae, the Federal Home Loan Bank or its district banks; obligations guaranteed by Gennie Mae and obligations of Freddie Mac; and, any additional investments specifically authorized by Town Ordinance. The Town has also adopted ordinances permitting investment in the Florida Municipal Investment Trust, an external, government investment pool administered by the Florida League of Cities.

NOTES TO FINANCIAL STATEMENTS

NOTE 3. DEPOSITS AND INVESTMENTS (CONTINUED)

The investments held by the Town at September 30, 2023 consist of the following:

<u>General Fund</u>	<u>2023</u>
Certificates of Deposit	\$ 2,542,443
Money Market Fund	888,489
Florida Prime Fund	1,138,192
FL PALM Portfolio	1,648
FL PALM Term Series	3,093,821
Investments in Florida Municipal Investment Trust	
0-2 Year High Quality Bond Fund	229,699
1-3 Year High Quality Bond Fund	435,963
Intermediate High Quality Bond Fund	522,967
	<u>\$ 8,853,222</u>

The money market fund is a sweep account that automatically transfers uninvested cash balances into a money market fund. The money market fund invests in high-quality, short-term money market instruments that consist of U.S. government obligations and repurchase agreements collateralized by U.S. government obligations and seeks current income, while preserving capital and liquidity. The money market fund is reported at net asset value and \$1 per share.

The Florida Prime fund consists of equity in an external investment pool administered by the State of Florida which meet the requirements with GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*. GASB Statement No. 79 allows reporting the investments at amortized cost. As of September 30, 2023, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant's daily access to 100% of their account value. However, the Trustees of the funds can suspend the right of withdrawal or postpone the date of payment if the Trustees determine that there is an emergency that makes the sale of a Portfolio's securities or determination of its net asset value not reasonably practical.

The FL PALM Portfolio provides daily liquidity and allows unlimited investments and redemptions. The minimum investment is \$10,000. The FL PALM Portfolio is an external investment pool and is not registered with the Securities and Exchange Commission (SEC). The investment in the FL PALM Portfolio is reported at amortized cost in accordance with GASB Statement No. 79, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools (GASB 79)*. As of September 30, 2023, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant's daily access to 100% of their account value. However, the Trustee of the FL PALM Portfolio can suspend the right of withdrawal or postpone the date of payment if the Trustee determines that there is an emergency.

NOTES TO FINANCIAL STATEMENTS

NOTE 3. DEPOSITS AND INVESTMENTS (CONTINUED)

The FL PALM Term Series invests in highly rated securities including U.S. Treasury securities, U.S. government agency securities, deposits including certificates of deposit and commercial paper Securities are rated at least 'A/F1' by Fitch Ratings or equivalent. The term portfolio is a fixed-rate, fixed-term portfolio with a maximum term of one year. The maturity profile of the term portfolio is managed to meet preset redemptions of the portfolio's participants. Upon investing in the program, a participant selects a planned maturity date on which the portfolio seeks to produce a share price of at least \$1.00 for the participant that redeems on said date. Participants may request premature redemption, but the portfolio may charge significant penalties for any redemption prior to the agreed-upon redemption date and net asset value may be more or less than \$1.00 per share. Redemptions will be made seven days after the request is received.

The Florida Municipal Investment Trust (the "Trust") is an external investment pool established in 1993 and administered by the Florida League of Cities, Inc. pursuant to the laws of the State of Florida. The Trust is exempt from registration under the Securities Act of 1933, the Investment Company Act of 1940, and the Florida Securities and Investors Protection Act. Participants in the Trust are limited to governmental entities in the State of Florida. The Trust operates several portfolios with differing investment goals. The Town invests in two Short Term Bond Portfolios and one Intermediate Term Bond Portfolio designed to provide an investment horizon and yield greater than that of money market instruments. The fair value of the Town's position in the Trust is the same as the fair value of the Trust shares. Purchases and redemption of shares in the Trust may only be made once or twice a month, depending upon the pool, and the Town must maintain an account balance of at least \$50,000.

Fair Value of Investments: The Town follows the provisions of GASB Statement No. 72, *Fair Value Measurement and Application*, which establishes a framework for measuring the fair value of investments in a hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives highest priority to unadjusted quoted prices in active markets for identical assets (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy under GASB Statement No. 72 are described below:

Level 1: Inputs to the valuation methodology are unadjusted quoted prices for identical assets in active markets that the Town has the ability to access at the measurement date.

Level 2: Inputs to the valuation methodology include the following:

- Quoted prices for similar assets in active markets.
- Quoted prices for identical or similar assets in inactive markets.
- Inputs other than quoted prices that are observable for the assets.
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

NOTES TO FINANCIAL STATEMENTS

NOTE 3. DEPOSITS AND INVESTMENTS (CONTINUED)

Level 3: Inputs to the valuation methodology are unobservable and significant to the fair value measurement. These unobservable inputs reflect the entity's own estimates for assumptions that market participants would use in pricing the asset or liability. Valuation techniques would typically include discounted cash flow models and similar techniques, but may also include the use of market prices of assets that are not directly comparable to the subject asset.

The fair value measurement of an asset within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. The categorization of an investment does not necessarily correspond to the Town's perceived risk of that investment.

Valuation Methodologies: The following valuation methods and assumptions were used by the Town in estimating the fair value of financial instruments that are measured at fair value on a recurring basis under GASB Statement No. 72.

Certificates of Deposit – Valued at cost plus accrued interest and exempt from reporting under the fair value hierarchy. Money Market Funds: Valued at net asset value and exempt from reporting under the fair value hierarchy.

Florida Prime Fund – Valued at amortized cost and exempt from reporting under the fair value hierarchy.

Florida Municipal Investment Trust Bond Funds – Valued at the net asset value of the fund based on the underlying securities that are actively traded or using security prices obtained from a pricing service, Interactive Data Corporation (IDC). Securities that are not actively traded are valued by IDC using a matrix pricing technique based on the securities' relationship to quoted benchmark prices.

FL PALM Portfolio – Valued at amortized cost and exempt from reporting under the fair value hierarchy.

FL PALM Term Series – Valued at net asset value and exempt from reporting under the fair value hierarchy.

The methods and assumptions described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Town believes its valuation methodologies are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine fair value of certain financial instruments could result in a different fair value measurement at the reporting date. There were no changes in the methods and assumptions used for the year ended September 30, 2023.

NOTES TO FINANCIAL STATEMENTS

NOTE 3. DEPOSITS AND INVESTMENTS (CONTINUED)

The financial assets measured at fair value on a recurring basis include the Town's investments. There are no liabilities measured at fair value on a recurring basis at September 30, 2023. The fair value of the Town's investments at September 30, 2023 is summarized as follows:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Fair Value</u>
General Fund				
Investments by Level				
Florida Municipal Investment Trust				
0-2 Year High Quality Bond Fund	\$ -	\$ 229,699	\$ -	\$ 229,699
1-3 Year High Quality Bond Fund	-	435,963	-	435,963
Intermediate High Quality Bond Fund	-	522,967	-	522,967
	<u>-</u>	<u>1,188,629</u>	<u>-</u>	<u>1,188,629</u>
Investments Reported at Cost				
Certificates of Deposit				2,542,443
Investments Reported at Amortized Cost				
Florida Prime Fund				1,138,192
FL PALM Portfolio				1,648
Investments Reported at NAV				
Money Market Fund				888,489
FL PALM Term Series				3,093,821
Total Investments	<u>\$ -</u>	<u>\$ 1,188,629</u>	<u>\$ -</u>	<u>\$ 8,853,222</u>

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment in debt securities. Generally, the longer the time to maturity, the greater the exposure to interest rate risk. The Town's investment policy limits the maturities of its investments to shorter term securities, money market mutual funds or similar investment pools. However, the policy does not limit maturities to a specific number of years. The table below summarizes the weighted average maturity of the Town's fixed income investments at September 30, 2023:

<u>General Fund</u>	<u>Weighted Average Maturity</u>	<u>Fair Value</u>
Certificates of Deposit	0.50 years	\$ 2,542,443
Money Market Fund	9 days	888,489
Florida Prime Fund	21 days	1,138,192
FL PALM Portfolio	24 days	1,648
FL PALM Term Series	194 days	3,093,821
0-2 Year High Quality Bond Fund	0.70 years	229,699
1-3 Year High Quality Bond Fund	1.39 years	435,963
Intermediate High Quality Bond Fund	4.70 years	522,967
		<u>\$ 8,853,222</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 3. DEPOSITS AND INVESTMENTS (CONTINUED)

Credit Risk: Credit risk is the risk that a debt issuer will not fulfill its obligations. The security rating by a Nationally Recognized Statistical Rating Organization (NRSRO) is an indication of credit risk. The Town does not have a policy requiring that investments in debt securities be rated in certain investment grades by a NRSRO.

The NRSRO ratings for the general fund investments at September 30, 2023, are listed below:

<u>General Fund</u>	<u>NRSRO Rating</u>	<u>Fair Value</u>
Certificates of Deposit	Not Rated	\$ 2,542,443
Money Market Fund	AAAm S&P	888,489
Florida Prime Fund	AAAm S&P	1,138,192
FL PALM Portfolio	AAAm S&P	1,648
FL PALM Term Series	AAAf Fitch	3,093,821
0-2 Year High Quality Bond Fund	AAAf/S1 Fitch	229,699
1-3 Year High Quality Bond Fund	AAAf/S2 Fitch	435,963
Intermediate High Quality Bond Fund	AAAf/S3 Fitch	522,967
		<u>\$ 8,853,222</u>

Custodial Credit Risk: Custodial credit risk is defined as the risk that the Town may not recover cash and investments held by another party in the event of a financial failure. The investments in the Florida Prime fund, FL Palm Portfolio, FL Palm Term Series, and the Florida Municipal Investment Trust are considered unclassified pursuant to the custodial credit risk categories of GASB Statement No. 40, *Deposit and Investment Risk Disclosures*, an amendment of GASB Statement No. 3, because they are not evidenced by securities that exist in physical or book-entry form.

NOTES TO FINANCIAL STATEMENTS

NOTE 4. CAPITAL ASSETS

The Town's capital asset activity for the year ended September 30, 2023 was as follows:

Governmental Activities	Balance at Beginning of Year	Increases	Decreases	Balance at End of Year
Capital assets, not being depreciated:				
Land	\$ 1,080,260	-	-	1,080,260
Construction in progress	-	1,334,023	-	1,334,023
Total capital assets, being depreciated	1,080,260	1,334,023	-	2,414,283
Capital assets, being depreciated				
Building and improvements	5,608,779	71,640	(9,299)	5,671,120
Equipment and vehicles	2,224,007	254,924	(212,957)	2,265,974
Streets and lighting	3,610,222	-	-	3,610,222
Total capital assets, being depreciated	11,443,008	326,564	(222,256)	11,547,316
Less accumulated depreciation for				
Building and improvements	(3,908,519)	(165,859)	9,299	(4,065,079)
Equipment and vehicles	(1,391,213)	(185,303)	176,165	(1,400,351)
Streets and lighting	(2,611,993)	(116,330)	-	(2,728,323)
Total accumulated depreciation	(7,911,725)	(467,492)	185,464	(8,193,753)
Total capital assets, being depreciated, net	3,531,283	(140,928)	(36,792)	3,353,563
Total capital assets, net	\$ 4,611,543	\$ 1,193,095	\$ (36,792)	\$ 5,767,846

Depreciation expense was charged to functions/programs as follows:

Governmental Activities

Administrative	\$ 60,006
Planning and zoning	4,859
Public safety	134,260
Public works	268,367
Total depreciation expense - goveremntal activities	\$ 467,492

NOTE 5. NONCURRENT LIABILITIES

The following is a summary of changes in the Town's noncurrent liabilities for the year ended September 30, 2023:

Governmental Activities	Balance at Beginning of Year	Increases	Decreases	Balance at End of Year	Amounts Due Within One Year
Compensated absences	\$ 310,901	\$ 352,075	\$ (395,877)	\$ 267,099	\$ 9,819
Net pension liability	3,853,239	1,199,165	(564,110)	4,488,294	-
Other post-employment benefits liability	66,354	6,997	(5,106)	68,245	-
	\$ 4,230,494	\$ 1,558,237	\$ (965,093)	\$ 4,823,638	\$ 9,819

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM

All full-time Town employees hired before January 1, 1996, and all Town police officers are required to participate in the Florida Retirement System Pension Plan (FRS) and the Retiree Health Insurance Subsidy Program (HIS), administered by the Florida Department of Management Services' Division of Retirement. All full-time and eligible part-time, general employees hired after January 1, 1996, are required to participate in the Town's defined contribution pension plan administered by the Town through the Florida League of Cities, Inc.

General Information: The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program (DROP) under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002.

This integrated defined contribution pension plan is the Florida Retirement System Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost sharing multiple-employer defined benefit pension plan, to assist retired members of any state administered retirement system in paying the costs of health insurance.

Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, *Florida Administrative Code*; wherein eligibility, contributions, and benefits are defined and escribed in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two cost-sharing, multiple-employer defined benefit plans and other nonintegrated programs.

The State of Florida annually issues a publicly available financial report that includes financial statements and required supplementary information for the FRS. The latest available report may be obtained by writing to the State of Florida Division of Retirement, Department of Management Services, P.O. Box 9000, Tallahassee, Florida 32315-9000 or calling toll free at 877-377-1737. The report is also available at the Florida Department of Management Services web site www.dms.myflorida.com.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)**Pension Plan**

Plan Description: The FRS Pension Plan is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The general classes of membership are as follows:

- Regular Class
- Special Risk Class
- Senior Management Service Class

Employees enrolled in the Plan prior to July 1, 2011, vest at six years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service.

Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided: Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the five highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the eight highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

The following table shows the percentage value for each year of service credit earned:

Regular Class members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60%
Retirement at age 63 or with 31 years of service	1.63%
Retirement at age 64 or with 32 years of service	1.65%
Retirement at age 65 or with 33 or more years of service	1.68%
Regular Class members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60%
Retirement at age 66 or with 34 years of service	1.63%
Retirement at age 67 or with 35 years of service	1.65%
Retirement at age 68 or with 36 or more years of service	1.68%
Special Risk Class	
Service from December 1, 1970 through September 30, 1974	2.00%
Service on or after October 1, 1974	3.00%
Senior Management Service Class	2.00%

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3% per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3% determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3%. Plan members initially enrolled on or after July 1, 2011 will not have a cost-of-living adjustment after retirement.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

Contributions: Effective July 1, 2011, all enrolled members of the FRS, other than DROP participants, are required to contribute 3% of their salary to the FRS. In addition to member contributions, governmental employers are required to make contributions to the FRS based on state-wide contribution rates established by the Florida Legislature. These rates are updated as of July 1 of each year. The employer contribution rates by job class for the fiscal year ended September 30, 2023 were as follows:

Class	October 1, 2022 through June 30, 2023	July 1, 2023 through September 30, 2023
Regular class	11.91%	13.57%
Senior management service class	31.57%	34.52%
Special risk class	27.83%	32.67%
Drop	18.60%	21.13%

The employer contribution rates include a 1.66% HIS Plan subsidy. Except for the DROP, the rates also include 0.06% for administrative costs of the Public Employee Optional Retirement Program.

For the fiscal year ended September 30, 2023, the Town made contributions of \$451,971 to the Pension Plan and the Town's employees made contributions of \$51,339, for total contributions of \$503,310.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions: At September 30, 2023, the Town reported a liability of \$3,689,755 for its proportionate share of the Pension Plan's net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2022. The Town's proportionate share of the net pension liability was based on the Town's 2022-2023 plan year contributions relative to the 2022-2023 plan year contributions of all participating members. At June 30, 2023, the Town's proportionate share was 0.009259845%, which was an increase of 0.000325579% from its proportionate share measured as of June 30, 2022.

For the fiscal year ended September 30, 2023, the Town recognized pension expense of \$694,911 related to the Plan. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Descriptions	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 346,436	\$ -
Changes of assumptions	240,529	-
Net difference between projected and actual earnings of pension plan investments	154,094	-
Change in proportion and differences between Town pension plan contributions and proportionate share of contributions	129,576	290,926
Town pension plan contributions subsequent to the measurement date	122,699	-
Total	<u>\$ 993,334</u>	<u>\$ 290,926</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

The deferred outflows of resources related to the Pension Plan, totaling \$122,699 resulting from Town contributions to the Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the Pension Plan will be recognized in pension expense as follows:

Fiscal Year Ending September 30,	Amount
2024	\$ 79,007
2025	(31,302)
2026	474,078
2027	45,033
2028	12,893
Thereafter	-
	<u>\$ 579,709</u>

Actuarial Assumptions: The total pension liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions:

- Valuation date: July 1, 2023.
- Measurement date: June 30, 2023.
- Inflation: 2.40%
- Salary increases: 3.25%, average, including inflation.
- Investment rate of return: 6.70%, net of pension plan investment expense, including inflation.
- Mortality: PUB2010 base table varies by member category and sex, projected generationally with Scale MP-2018.
- Actuarial cost method: Individual entry age.

The actuarial assumptions that determined the total pension liability as of June 30, 2023, were based on the results of an actuarial experience study for the period July 1, 2013 through June 30, 2018.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

The long-term expected rate of return on investments is not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy’s description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

Description	(1)Target Allocation	Annual Arithmetic Return	Compound Annual (Geometric) Return	Standard Deviation
Cash	1.0%	2.9%	2.9%	1.1%
Fixed income	19.8%	4.5%	4.4%	3.4%
Global equity	54.0%	8.9%	7.1%	18.1%
Real estate	10.3%	7.6%	6.6%	14.8%
Private equity	11.1%	11.9%	8.8%	26.3%
Strategic investments	3.8%	6.3%	6.1%	7.7%
Total	100.0%			
Assumed inflation - mean			2.4%	1.4%

(1) As outlined in the pension plan’s investment policy

Discount Rate: The discount rate used to measure the total pension liability as of June 30, 2023 was 6.70%. The Pension Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculation the total pension liability is equal to the long-term expected rate of return.

Sensitivity of the Town’s Proportionate Share of the Net Position Liability to Changes in the Discount Rate: The following represents the Town’s proportionate share of the net pension liability calculated using the discount rate of 6.70%, as well as what the Town’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (5.70%) or one percentage point higher (7.70%) than the current rate:

	1% Decrease (5.70%)	Current Discount Rate (6.70%)	1% Increase (7.70%)
Town’s proportionate share of the net pension liability	\$ 6,302,853	\$ 3,689,755	\$ 1,503,586

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)**Pension Plan (Continued)**

Pension Plan Fiduciary Net Position: Detailed information regarding the Pension Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Annual Comprehensive Financial Report.

Payables to the Pension Plan: At September 30, 2023, the Town reported a \$59,780 payable for outstanding contributions to the Pension Plan for the fiscal year ended September 30, 2023.

Retiree Health Insurance Subsidy (HIS) Program

Plan Description: The HIS Plan is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida legislature at any time. The benefit is a monthly payment to assist retirees of state-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided: For the fiscal year ended September 30, 2023, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month. To be eligible to receive these benefits, a retiree under a state-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions: The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2023, the HIS contribution was 1.66%. The Town contributed 100% of its statutorily required contributions for the current and preceding three years. HIS Plan contribution are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or cancelled.

The Town's contributions to the HIS Plan totaled \$33,522 for the fiscal year ended September 30, 2023.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions: At September 30, 2023, the Town reported a liability of \$798,539 for its proportionate share of the HIS Plan's net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2023. The Town's proportionate share of the net pension liability was based on the Town's 2022-2023 plan year contributions relative to the 2021-2022 plan year contributions of all participating members. At June 30, 2023, the Town's proportionate share was 0.005028159%, which was an increase of 0.00003879% from its proportionate share measured as of June 30, 2022. For the fiscal year ended September 30, 2023, the Town recognized pension expense of \$293,140. In addition, the Town reported deferred outflows of resources and deferred in flows of resources related to pensions from the following sources:

Descriptions	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 11,690	\$ 1,874
Changes of assumptions	20,993	69,196
Net difference between projected and actual earnings of pension plan investments	412	-
Change in proportion and differences between Town pension plan contributions and proportionate share of contributions	9,892	26,137
Town pension plan contributions subsequent to the measurement date	9,123	-
Total	<u>\$ 52,110</u>	<u>\$ 97,207</u>

The deferred outflows of resources related to the HIS Plan, totaling \$9,123 resulting from Town contributions to the HIS Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the HIS Plan will be recognized in pension expense as follows:

Fiscal Year Ending September 30,	Amount
2024	\$ (9,474)
2025	(5,744)
2026	(9,557)
2027	(18,745)
2028	(9,929)
Thereafter	(771)
	<u>\$ (54,220)</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

Actuarial Assumptions: The total pension liability in the July 1, 2023, actuarial valuation was determined using the following actuarial assumptions:

Valuation date:	July 1, 2023.
Measurement date:	June 30, 2023.
Inflation:	2.40%
Salary increases:	3.25%, average, including inflation.
Municipal bond rate:	3.65.
Investment rate of return:	N/A
Mortality:	Generational PUB-2010 with Projection Scale MP-2018.
Actuarial cost method:	Individual entry age.

The actuarial assumptions that determined the total pension liability as of June 30, 2023, were based on the results of an actuarial experience study for the period July 1, 2013 through June 30, 2018.

Discount Rate: The discount rate used to measure the total pension liability as of June 30, 2022 was 3.65%, which increased from the discount rate of 3.54% as of June 30, 2022. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

Sensitivity of the Town’s Proportionate Share of the Net Position Liability to Changes in the Discount Rate: The following represents the Town’s proportionate share of the net pension liability calculated using the discount rate of 3.65%, as well as what the Town’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (2.65%) or one percentage point higher (4.65%) than the current rate:

	1% Decrease (2.65%)	Current Discount Rate (3.65%)	1% Increase (4.65%)
Town’s proportionate share of the net pension liability	\$ 911,008	\$ 798,539	\$ 705,309

Pension Plan Fiduciary Net Position: Detailed information regarding the HIS Plan’s fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Annual Comprehensive Financial Report.

Payables to the Pension Plan: At September 30, 2023, the Town reported a \$992 payable for outstanding contributions to the HIS Plan for the fiscal year ended September 30, 2023.

Summary Data

The following table provides a summary of significant information related to the Florida Retirement System defined benefit plans for the year ended September 30, 2023:

Description	Pension Plan	HIS Plan	Total
Proportionate share of net pension liability	3,689,755	798,539	4,488,294
Proportionate share of deferred outflows of resources	993,334	52,110	1,045,444
Proportionate share of deferred inflows of resources	290,926	97,207	388,133
Proportionate share of pension expense	694,911	293,140	988,051

Investment Plan

Plan Description: The Florida Retirement System Investment Plan is a defined contribution retirement plan qualified under Section 401(a) of the Internal Revenue Code. The Florida Legislature enacted the Plan during the 2000 legislative session, and amendments to the Plan can only be made by an act of the Florida Legislature. The Plan is administered by the State Board of Administration of Florida. The Investment Plan is reported in the SBA’s annual financial statements and in the State of Florida Annual Comprehensive Financial Report.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)

Pension Plan (Continued)

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. Town employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature.

Funding Policy: The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Special Risk Class, etc.), as the Pension Plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06% of payroll and by forfeited benefits of plan members.

Participating employers are required to make contributions based upon statewide contributions rates. The contribution rates by job class for the Town's employees for the fiscal year ended September 30, 2023, are as follows:

Class	October 1, 2022 through June 30, 2023	July 1, 2023 through September 30, 2023
Regular class	11.91%	13.57%
Senior management service class	31.57%	34.52%
Special risk class	27.83%	32.67%
Drop	18.60%	21.13%

For all membership classes, employees are immediately vested in their own contributions and are vested after one year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the Pension Plan is transferred to the Investment Plan, the member must have the years of service required for Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to five years. If the employee returns to FRS-covered employment within the five-year period, the employee will regain control over their account. If the employee does not return within the five-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended September 30, 2023, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Town.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. FLORIDA RETIREMENT SYSTEM (CONTINUED)**Pension Plan (Continued)**

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided; the member may either transfer the account balance to the Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income. The Town's Investment Plan pension expense totaled \$51,797 for the fiscal year ended September 30, 2023.

NOTE 7. GENERAL EMPLOYEES' RETIREMENT PLAN AND TRUST FUND

The Town also provides pension benefits through a defined contribution pension plan administered by the Town through the Florida League of Cities, Inc. At September 30, 2023, there were 23 plan members, including 16 active Plan members. Effective July 1, 2017, the Town amended its retirement policy such that plan members are required to contribute 2% and the Town is required to contribute 8% of Plan members' covered payroll. The Town's net pension expense recognized in 2023 was \$82,488. Town contributions vest 50% after five years and 10% each year thereafter, until ten years of service, at which time the contributions are fully vested. Plan provisions and contribution requirements are established and may be amended by the Town Council. The Town's pension trust fund uses the accrual basis of accounting. Employer contributions are recognized in the period that the contributions are due. Plan members may invest their contributions in a variety of mutual funds selected by the Plan administrator. Plan investments are reported at fair value. The investments are valued based on the last reported net asset value of mutual fund shares traded on a national exchange. The fair value of investments of the Plan at September 30, 2023 was \$836,889.

NOTE 8. OTHER POST-EMPLOYMENT BENEFITS

General Information about the Other Post-Employment Benefits (OPEB) Plan

Plan Description: The Town provides a single employer defined benefit health care plan to all of its employees. The plan allows its employees and their beneficiaries to continue to obtain health benefits upon retirement. The benefits of the plan are in accordance with Florida Statutes, which are the legal authority for the plan. A trust has not been established to fund the plan. The plan has no assets and does not issue a separate financial report.

NOTES TO FINANCIAL STATEMENTS

NOTE 8. OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Contributions: The Town does not directly make a contribution to the plan on behalf of retirees. Retirees and their beneficiaries pay the same group rates as are charged to the Town for active employees by its healthcare provider. However, the Town’s actuaries in their actuarial valuation, calculate an offset to the cost of these benefits as an Employer Contribution, based upon an implicit rate subsidy. This offset equals the total age-adjusted costs paid by the Town or its active employees for coverage of the retirees and their dependents for the year net of the retiree’s own payments for the year.

Plan Membership: The following table provides a summary of the participants in the plan as of October 1, 2022, the latest valuation date:

Active employees	24
Retirees and beneficiaries receiving benefits	1
Inactive employees not yet receiving benefits	-
Total	25

Total OPEB Liability

As of September 30, 2023, The Town’s Total OPEB Liability of \$68,245 was measured as of September 30, 2023, and was determined by the actuarial valuation as of October 1, 2022.

Actuarial Methods and Significant Assumptions: The actuarial methods and significant assumptions used to determine the Town’s total OPEB liability for the current year are summarized as follows:

Valuation date:	October 1, 2022
Measurement date:	September 30, 2023
Demographics:	Mortality rates, turnover, disability and retirement rates based on the 2022 FRS actuarial experience study report.
Actuarial cost method:	Entry age normal.
Medical trend:	Developed using the Society of Actuaries Long-Run Medical Cost Trend Model baseline assumptions related in October 2010 and updated in 2021. 6.00% per year initially, decreasing to 3.94% by 2075. The ultimate rate is anticipated to be 3.94%.
Election:	60% of employees with medical coverage will elect to retain the coverage at retirement.
Amortization:	Expected future working lifetime of all participants expected to receive benefits.
Remaining amortization period:	5 years.
Discount rate:	4.63%, September 30, 2023 Measurement Date.
Mortality rates:	Pub-2010 mortality table with generational scale MP-2021.

Discount Rate: The Town does not have a dedicated Trust to pay retiree healthcare benefits. Per GASB 75, the discount rate is a yield or index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. As of September 30, 2023, the calculation used a rate of 4.63%.

NOTES TO FINANCIAL STATEMENTS

NOTE 8. OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Changes in the Total OPEB Liability

The changes in the Total OPEB Liability were as follows for the year ended September 30, 2023:

	2023
Balance as of September 30, 2022	\$ 66,354
Change for the year:	
Service cost	4,175
Interest	2,822
Experience losses/(gains)	-
Changes in assumptions	(687)
Benefit payments	(4,419)
Net changes	1,891
 Balance as of September 30, 2023	 \$ 68,245

Changes in Assumptions: All assumptions, methods, and results are based on the fiscal year 2023 GASB 75 actuarial report dated October 26, 2023. Changes were made since the prior valuation dated March 10, 2023 where the discount rate was increased from 4.40% to 4.63%; the healthcare cost trend assumption was updated based on the latest Getzen model released by the Society of Actuaries (SOA) in November 2021; the mortality improvement scale assumption was updated to MP-2021 to reflect more recently published data by the SOA; the disability decrement assumption was updated for Special Risk employees to reflect the assumption change in the FRS Pension Plan Actuarial Valuation as of July 1, 2022; the salary scale assumption was updated to be consistent with that used in the FRS Pension valuation; and the election assumption was updated from 40% to 60% to be consistent with other access only pre-Medicare OPEB plans in the Florida public sector with more credible populations.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate: The following table presents the total OPEB liability of the Town calculated using the current discount rate of 4.63%, as well as what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (3.63%) or one percentage point higher (5.63%) than the current rate:

	1% Decrease (3.63%)	Current Discount Rate (4.63%)	1% Increase (5.63%)
Total OPEB Liability	\$ 71,202	\$ 68,245	\$ 65,234

NOTES TO FINANCIAL STATEMENTS

NOTE 8. OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates: The following table presents the total OPEB liability of the Town calculated using the assumed healthcare cost trend rates (6.0% decreasing to 3.94%), as well as what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (5.0% decreasing to 2.94%) or one percentage point higher (7.0% decreasing to 4.94%) than the assumed healthcare cost trend rates:

	1% Decrease (5.0% decreasing to 2.94%)	Healthcare cost trend rates (6.0% decreasing to 3.94%)	1% Increase (7.0% decreasing to 4.94%)
Total OPEB Liability	\$ 62,513	\$ 68,245	\$ 74,871

OPEB Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to OPEB: For the year ended September 30, 2023, the Town recognized OPEB expense of (\$3,732). At September 30, 2023, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

Descriptions	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ -	\$ 12,568
Changes of assumptions	11,075	3,276
Total	<u>\$ 11,075</u>	<u>\$ 15,844</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in OPEB expense as follows:

Fiscal Year Ending September 30,	Amount
2024	\$ (10,379)
2025	1,965
2026	1,876
2027	1,881
2028	(112)
Thereafter	-
	<u>\$ (4,769)</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 9. COMMITMENTS AND CONTINGENCIES

Litigation: The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees, and natural disasters for which the Town carries commercial insurance. Retention of risks is limited to those risks that are uninsurable and deductibles. The Town has not significantly reduced insurance coverage from the prior year, and there were no settled claims which exceeded insurance coverage during the past three fiscal years.

Florida Statutes limit the Town's maximum loss for most liability claims to \$200,000 per person and \$300,000 per occurrence under the Doctrine of Sovereign Immunity. However, under certain circumstances, a plaintiff can seek to recover damages in excess of statutory limits by introducing a claims bill to the Florida Legislature. The limits addressed in Florida Statutes do not apply to claims filed in federal courts.

Cost Sharing Agreement: The Town entered into an Interlocal Agreement ("Agreement") with the City of Palm Beach Gardens, Florida ("PBG"), and the Town of Jupiter, Florida, for the sharing of costs related to public safety dispatch services. The Agreement was for a five-year period ending September 30, 2016, and was automatically renewed for an additional five-year term. The Dispatch Services are performed by PBG employees who operate the dispatch center. Each contracting municipality's share of the costs of operating the dispatch center are based upon the percentage of each municipality's population as compared to the total population of the contracting municipalities being served. The Town's total costs related to this Agreement were \$146,484 for the year ended September 30, 2023.

Encumbrances: At September 30, 2023, the Town had encumbrances in the amount of \$87,500.

NOTE 10. INDUSTRIAL DEVELOPMENT BONDS

On November 20, 2019, the Town issued \$975,000 of Series 2019A Industrial Development Bonds to provide financial assistance to the Loggerhead Marineline Center, Inc. Project for facility expansions deemed to be in the public interest. The bonds do not represent or constitute a debt, liability, or obligation or pledge of the faith and credit or taxing power of the Town. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements. As of September 30, 2023, there was \$839,272 of the Series 2019A conduit debt outstanding.

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REQUIRED SUPPLEMENTARY INFORMATION

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**REQUIRED SUPPLEMENTARY INFORMATION (RSI)
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Ad valorem taxes	\$ 3,399,489	\$ 3,399,489	\$ 3,391,240	\$ (8,249)
Local business taxes	70,000	70,000	69,534	(466)
Licenses, permits and fees				
Building permit fees	900,000	1,740,000	2,920,694	1,180,694
County occupational licenses	10,500	10,500	11,657	1,157
Other fees	41,450	41,450	57,795	16,345
	<u>951,950</u>	<u>1,791,950</u>	<u>2,990,146</u>	<u>1,198,196</u>
Intergovernmental				
Sales tax	350,502	350,502	398,697	48,195
State revenue sharing	122,747	122,747	138,131	15,384
Local once-cent sales surtax	305,851	305,851	378,718	72,867
Local option gas tax	57,283	57,283	59,648	2,365
Alcoholic beverage license	7,000	7,000	6,870	(130)
Other	8,500	8,500	7,054	(1,446)
	<u>851,883</u>	<u>851,883</u>	<u>989,118</u>	<u>137,235</u>
Franchise fees and utility taxes				
Franchise fees	97,500	97,500	73,977	(23,523)
Utility taxes	653,000	653,000	771,785	118,785
Communication service taxes	243,364	243,364	234,456	(8,908)
	<u>993,864</u>	<u>993,864</u>	<u>1,080,218</u>	<u>86,354</u>
Fines	23,500	23,500	19,907	(3,593)
Investment earnings	92,500	117,500	469,615	352,115
Impact fees	-	-	6,924	6,924
Grants	2,491,750	1,441,750	902,713	(539,037)
Water and sewer improvement fees	22,000	22,000	8,350	(13,650)
Miscellaneous	711,500	260,050	323,253	63,203
Total revenue	<u>\$ 9,608,436</u>	<u>\$ 8,971,986</u>	<u>\$ 10,251,018</u>	<u>\$ 1,279,032</u>

(Continued)

The accompanying notes to financial statements are an integral part of this statement.

**REQUIRED SUPPLEMENTARY INFORMATION (RSI)
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND (CONTINUED)
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Expenditures				
Administrative				
Salaries	\$ 694,649	\$ 744,649	\$ 724,575	\$ 20,074
Employee benefits	206,564	225,389	210,976	14,413
Professional fees	71,000	126,500	123,017	3,483
Insurance	257,500	288,500	287,296	1,204
Operating	155,400	176,400	152,785	23,615
Contingency	670,000	482,295	-	482,295
Capital outlay	7,500	25,880	13,770	12,110
	<u>2,062,613</u>	<u>2,069,613</u>	<u>1,512,419</u>	<u>557,194</u>
Planning and zoning				
Salaries	440,126	440,126	435,567	4,559
Employee benefits	136,876	136,876	125,870	11,006
Professional fees	70,000	86,500	82,344	4,156
Operating	423,556	1,265,056	1,138,198	126,858
Capital outlay	7,500	7,500	-	7,500
	<u>1,078,058</u>	<u>1,936,058</u>	<u>1,781,979</u>	<u>154,079</u>
Public safety				
Police				
Salaries	1,811,248	1,811,248	1,730,297	80,951
Employee benefits	830,903	830,903	792,962	37,941
Professional fees	35,700	25,700	24,308	1,392
Operating	384,985	394,985	370,668	24,317
Capital outlay	205,000	205,000	51,714	153,286
	<u>3,267,836</u>	<u>3,267,836</u>	<u>2,969,949</u>	<u>297,887</u>
Public works				
Salaries	362,611	343,111	331,132	11,979
Employee benefits	123,210	120,210	113,618	6,592
Operating	885,507	908,007	489,516	418,491
Capital outlay	3,298,200	3,957,548	1,325,365	2,632,183
	<u>4,669,528</u>	<u>5,328,876</u>	<u>2,259,631</u>	<u>3,069,245</u>
 Total expenditures	 <u>\$ 11,078,035</u>	 <u>\$ 12,602,383</u>	 <u>\$ 8,523,978</u>	 <u>\$ 4,078,405</u>

The accompanying notes to financial statements are an integral part of this statement.

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

NOTE 1. BUDGETARY CONTROL

Budgets: The Town is legally required to adopt a budget for the General Fund. This budget is prepared on the modified accrual basis of accounting consistent with U.S. generally accepted accounting principles (GAAP), except that for budgetary purposes current year encumbrances, if any, are treated as expenditures. Unencumbered appropriations lapse at fiscal year-end.

Changes or amendments to the total budgeted expenditures of the Town or total departmental expenditures must be approved by the Town Council; however, changes within a department, which do not affect the total departmental expenditures, may be approved by the Town Manager. Accordingly, the legal level of control is at the department level.

During the year, the Town made several administrative changes on the departmental level approved by the Town Council. The Town has complied with the Florida Statute requirement that budgets be in balance. The budgeted expenditures reflected in the accompanying financial statements exceed revenue by the amounts budgeted from beginning fund balance.

Encumbrances: Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is employed as part of the budgetary accounting system in the general fund. Encumbrances outstanding at year-end, if any, are reported as committed or assigned fund balance since they do not constitute expenditures or liabilities.

NOTE 2. BUDGET AND ACTUAL COMPARISONS

The Budgetary Comparison Schedule for the General Fund is required to be prepared under the basis of accounting used in preparing the budget, which is the modified accrual basis of accounting. Current year encumbrances are treated as expenditures for budgetary purposes. In addition, for budgetary purposes insurance proceeds and proceeds from the sale of capital assets are treated as miscellaneous revenue, whereas for GAAP purposes such items are treated as other financing sources. As a result, General Fund revenue reported in the budget and actual statement differs from the corresponding amount reported on the basis of U.S. generally accepted accounting principles. The differences can be reconciled as follows:

	<u>Revenue</u>	<u>Expenditures</u>
GAAP basis	\$ 10,251,018	\$ 8,793,718
Prior year encumbrances	-	(357,240)
Current year encumbrances	-	87,500
Insurance proceeds	10,750	-
Proceeds from sale of capital assets	189	-
	<u>\$ 10,261,957</u>	<u>\$ 8,523,978</u>

TOWN OF JUNO BEACH, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION (RSI)
SCHEDULE OF EMPLOYER CONTRIBUTIONS
FLORIDA RETIREMENT SYSTEM PENSION PLAN
LAST TEN FISCAL YEARS

	2014	2015	2016	2017	2018
Contractually required FRS contribution	\$ 227,758	\$ 255,181	\$ 280,759	\$ 314,674	\$ 333,619
FRS contributions in relation to the contractually required contribution	<u>227,758</u>	<u>255,181</u>	<u>280,759</u>	<u>314,674</u>	<u>333,619</u>
FRS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered payroll	\$ 1,540,107	\$ 1,658,127	\$ 1,597,630	\$ 1,704,948	\$ 1,717,818
FRS contributions as a percentage of covered payroll	14.79%	15.39%	17.57%	18.46%	19.42%
	2019	2020	2021	2022	2023
Contractually required FRS contribution	\$ 338,949	\$ 400,828	\$ 372,221	\$ 414,242	\$ 451,971
FRS contributions in relation to the contractually required contribution	<u>338,949</u>	<u>400,828</u>	<u>372,221</u>	<u>414,242</u>	<u>451,971</u>
FRS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered payroll	\$ 1,755,625	\$ 1,970,904	\$ 1,786,300	\$ 1,847,281	\$ 1,999,066
FRS contributions as a percentage of covered payroll	19.31%	20.34%	20.84%	22.42%	22.61%

TOWN OF JUNO BEACH, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION (RSI)
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
FLORIDA RETIREMENT SYSTEM PENSION PLAN
LAST TEN FISCAL YEARS

	2014	2015	2016	2017	2018
Proportion of the FRS net pension liability	0.008812053%	0.009367271%	0.010697672%	0.010755062%	0.010813716%
Proportionate share of the FRS net pension liability	\$ 537,665	\$ 1,209,909	\$ 2,701,171	\$ 3,181,275	\$ 3,257,147
Town's covered payroll	\$ 1,519,791	\$ 1,611,892	\$ 1,691,469	\$ 1,665,382	\$ 1,759,923
Town's proportionate share of the FRS net pension liability as a percentage of covered payroll	35.38%	75.06%	159.69%	191.02%	185.07%
FRS Plan fiduciary net position as a percentage of the total pension liability	96.10%	92.00%	84.90%	84.90%	84.30%
	2019	2020	2021	2022	2023
Proportion of the FRS net pension liability	0.009934759%	0.010591734%	0.009189800%	0.008934266%	0.009259845%
Proportionate share of the FRS net pension liability	\$ 3,421,393	\$ 4,590,614	\$ 694,183	\$ 3,324,265	\$ 3,689,755
Town's covered payroll	\$ 1,743,939	\$ 1,841,110	\$ 1,811,356	\$ 1,820,066	\$ 1,999,066
Town's proportionate share of the FRS net pension liability as a percentage of covered payroll	196.19%	249.34%	38.32%	182.65%	184.57%
FRS Plan fiduciary net position as a percentage of the total pension liability	82.61%	78.85%	96.40%	82.89%	82.38%

Changes in Assumptions

The discount rate for the applicable years were as follows:

2014	7.65%
2015	7.65%
2016	7.60%
2017	7.14%
2018	7.00%
2019	6.90%
2020	6.80%
2021	6.80%
2022	6.70%
2023	6.70%

For 2019, the mortality assumption changed from Generational RP-2000 with Projection Scale BB to PUB2010 base table projected generationally with Scale MP-2018. For 2020, the inflation rate changed from 2.60% to 2.40%.

The Plan's fiduciary net position as a percentage of the total pension liability is published in the Plan's Annual Comprehensive Financial Report.

**TOWN OF JUNO BEACH, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION (RSI)
SCHEDULE OF EMPLOYER CONTRIBUTIONS
RETIREE HEALTH INSURANCE SUBSIDY PROGRAM
LAST TEN FISCAL YEARS**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Contractually required HIS contribution	\$ 35,729	\$ 40,031	\$ 29,153	\$ 28,302	\$ 28,516
HIS contributions in relation to the contractually required contribution	<u>35,729</u>	<u>40,031</u>	<u>29,153</u>	<u>28,302</u>	<u>28,516</u>
HIS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered payroll	\$ 1,540,107	\$ 1,658,127	\$ 1,597,630	\$ 1,704,948	\$ 1,717,818
HIS contributions as a percentage of covered payroll	2.32%	2.41%	1.82%	1.66%	1.66%
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Contractually required HIS contribution	\$ 29,143	\$ 32,717	\$ 29,653	\$ 30,665	\$ 33,522
HIS contributions in relation to the contractually required contribution	<u>29,143</u>	<u>32,717</u>	<u>29,653</u>	<u>30,665</u>	<u>33,522</u>
HIS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered payroll	\$ 1,755,625	\$ 1,970,904	\$ 1,786,300	\$ 1,847,281	\$ 1,999,066
HIS contributions as a percentage of covered payroll	1.66%	1.66%	1.66%	1.66%	1.66%

TOWN OF JUNO BEACH, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION (RSI)
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
RETIREE HEALTH INSURANCE SUBSIDY PROGRAM
LAST TEN FISCAL YEARS

	2014	2015	2016	2017	2018
Proportion of the HIS net pension liability	0.005115156%	0.005313036%	0.005468672%	0.005224773%	0.005365704%
Proportionate share of the HIS net pension liability	\$ 478,280	\$ 541,846	\$ 637,351	\$ 558,657	\$ 567,912
Town's covered payroll	\$ 1,519,791	\$ 1,611,892	\$ 1,691,469	\$ 1,665,382	\$ 1,759,923
Town's proportionate share of the HIS net pension liability as a percentage of covered payroll	31.47%	33.62%	37.68%	33.55%	32.27%
HIS Plan fiduciary net position as a percentage of the total pension liability	1.00%	50.00%	1.00%	1.60%	2.20%
	2019	2020	2021	2022	2023
Proportion of the HIS net pension liability	0.005214461%	0.005304694%	0.005116516%	0.004994280%	0.005028159%
Proportionate share of the HIS net pension liability	\$ 583,446	\$ 647,694	\$ 627,618	\$ 528,974	\$ 798,539
Town's covered payroll	\$ 1,743,939	\$ 1,841,110	\$ 1,811,356	\$ 1,820,066	\$ 1,999,066
Town's proportionate share of the HIS net pension liability as a percentage of covered payroll	33.46%	35.18%	34.65%	29.06%	39.95%
HIS Plan fiduciary net position as a percentage of the total pension liability	2.63%	3.00%	3.56%	4.81%	4.12%

Changes in Assumptions

The discount rate for the applicable years were as follows:

2014	4.29%
2015	3.80%
2016	2.85%
2017	3.58%
2018	3.87%
2019	3.50%
2020	2.21%
2021	2.16%
2022	3.54%

For 2019, the mortality assumption changed from Generational RP-2000 with Projection Scale BB to PUB2010 base table projected generationally with Scale MP-2018. For 2020, the inflation rate changed from 2.60% to 2.40%.

This schedule is intended to present data for 10 years. For years prior to 2014 data are unavailable. Additional years will be presented as they become available. The amounts presented for each fiscal year were determined as of the June 30 measurement date. The Plan's fiduciary net position as a percentage of the total pension liability is published in the Plan's Annual Comprehensive Financial Report.

REQUIRED SUPPLEMENTARY INFORMATION (RSI)
SCHEDULE OF CHANGES IN TOTAL OTHER POST-EMPLOYMENT BENEFITS (OPEB) LIABILITY
LAST TEN FISCAL YEARS

	2018	2019	2020	2021	2022
Total OPEB liability					
Service cost	\$ 4,385	\$ 4,344	\$ 5,248	\$ 2,863	\$ 3,064
Interest	4,061	4,413	3,382	1,373	1,184
Experience losses/(gains)	-	-	(53,543)	-	(2,793)
Changes in assumptions	(2,060)	6,403	(13,528)	441	14,744
Benefit payments	(7,200)	(7,154)	(7,647)	(7,467)	(7,779)
Net changes in total OPEB liability	(814)	8,006	(66,088)	(2,790)	8,420
Total OPEB liability, beginning of year	119,620	118,806	126,812	60,724	57,934
Total OPEB liability, end of year	<u>\$ 118,806</u>	<u>\$ 126,812</u>	<u>\$ 60,724</u>	<u>\$ 57,934</u>	<u>\$ 66,354</u>
Covered-employee payroll	\$ 1,717,818	\$ 1,755,625	\$ 1,790,904	\$ 1,786,300	\$ 1,847,281
Total OPEB liability as a percentage of covered-employee payroll	6.92%	7.22%	3.08%	3.24%	3.59%
	2023				
Total OPEB liability					
Service cost	\$ 4,175				
Interest	2,822				
Experience losses/(gains)	-				
Changes in assumptions	(687)				
Benefit payments	(4,419)				
Net changes in total OPEB liability	1,891				
Total OPEB liability, beginning of year	66,354				
Total OPEB liability, end of year	<u>\$ 68,245</u>				
Covered-employee payroll					
Total OPEB liability as a percentage of covered-employee payroll					

Changes in Assumptions

The discount rate for the applicable years were as follows:

September 30, 2017 measurement date	3.50%
September 30, 2018 measurement date	3.83%
September 30, 2019 measurement date	2.75%
September 30, 2020 measurement date	2.41%
September 30, 2021 measurement date	2.19%
September 30, 2022 measurement date	4.40%
September 30, 2023 measurement date	4.63%

There are no assets accumulated in a trust that meets the criteria of GASB codification P22.101 or P52.101 to pay related benefits for the OPEB plan.

For 2020, changes were made since the prior valuation dated December 12, 2018 to the demographic assumptions, medical trend, and discount rate. The changes were based on FRS experience study, updated Society of Actuaries trend model with elimination of the Cadillac Tax, and current 20-year GO bond rates. For 2022, changes were made since the prior valuation dated November 2, 2020 where the healthcare cost trend assumption was updated based on the latest Getzen model released by the Society of Actuaries (SOA) in November 2021; the mortality improvement scale assumption was updated to MP-2021 to reflect more recently published data by the SOA; the disability decrement assumption was updated for Special Risk employees to reflect the assumption change in the FRS Pension Plan Actuarial Valuation as of July 1, 2022; the salary scale assumption was updated to be consistent with that used in the FRS Pension valuation; and the election assumption was updated from 40% to 60% to be consistent with other access only pre-Medicare OPEB plans in the Florida public sector with more credible populations.

This schedule is intended to show information for 10 years. However, until a full 10-year trend is compiled, information will be presented for those years for which information is available.

STATISTICAL SECTION

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STATISTICAL SECTION

This part of the Town of Juno Beach’s Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Town of Juno Beach’s overall financial health.

Contents

Financial Trends..... 58

These schedules contain trend information to help the reader understand how the Town’s financial performance and well-being have changed over time.

Revenue Capacity..... 62

These schedules contain information to help the reader assess the Town’s most significant local revenue source, the property tax.

Debt Capacity..... 67

These schedules present information to help the reader assess the affordability of the Town’s current levels of outstanding debt and the Town’s ability to issue additional debt in the future.

Demographic and Economic Information..... 69

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Town’s financial activities take place and to help make comparisons over time and with other governments.

Operating Information 72

These schedules contain information about the Town’s operations and resources to help the reader understand how the information in the Town’s financial report relates to the services the Town provides and the activities it performs.

Sources: Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Reports for the relevant year.

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Town of Juno Beach, Florida
 Net Position by Component
 Last Ten Fiscal Years
 (Accrual Basis of Accounting)

	2014	2015	2016	2017	2018
Governmental activities					
Net investment in capital assets	\$ 5,471,388	\$ 5,262,065	\$ 5,041,308	\$ 4,812,522	\$ 4,720,997
Restricted	264,531	286,175	259,835	414,336	672,972
Unrestricted	4,268,384	3,027,994	3,131,465	3,174,539	3,027,601
Total governmental activities net position	\$ 10,004,303	\$ 8,576,234	\$ 8,432,608	\$ 8,401,397	\$ 8,421,570
	2019	2020	2021	2022	2023
Governmental activities					
Net investment in capital assets	\$ 4,731,528	\$ 4,432,764	\$ 4,603,707	\$ 4,611,543	\$ 5,767,846
Restricted	734,678	807,125	1,540,006	2,060,196	3,831,752
Unrestricted	3,078,838	2,713,134	3,327,937	4,731,306	3,977,384
Total governmental activities net position	\$ 8,545,044	\$ 7,953,023	\$ 9,471,650	\$ 11,403,045	\$ 13,576,982

Town of Juno Beach, Florida
 Changes in Net Position
 Last Ten Fiscal Years
 (Accrual Basis of Accounting)

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Expenses										
Governmental activities:										
Administrative	\$ 1,286,067	\$ 1,117,904	\$ 1,150,037	\$ 1,215,956	\$ 1,254,622	\$ 1,309,343	\$ 1,356,190	\$ 1,272,614	\$ 1,340,939	\$ 1,684,861
Planning and zoning	975,094	1,048,073	689,144	854,999	747,004	807,333	771,466	1,176,619	1,064,866	1,780,139
Public safety	2,386,448	2,207,642	2,312,737	2,553,105	2,611,871	2,971,718	3,457,854	2,249,222	2,680,997	3,442,101
Public works	964,393	981,429	1,016,989	1,072,383	997,871	1,051,419	1,088,524	1,139,786	1,255,628	1,169,980
Total governmental activities expenses	<u>\$ 5,612,002</u>	<u>\$ 5,355,048</u>	<u>\$ 5,168,907</u>	<u>\$ 5,696,443</u>	<u>\$ 5,611,368</u>	<u>\$ 6,139,813</u>	<u>\$ 6,674,034</u>	<u>\$ 5,838,241</u>	<u>\$ 6,342,430</u>	<u>\$ 8,077,081</u>
Program revenues										
Governmental activities:										
Charges for services:										
Administrative	\$ 62,221	\$ 32,512	\$ 30,592	\$ 25,928	\$ 79,750	\$ 53,695	\$ 22,437	\$ 29,929	\$ 21,848	\$ -
Planning and zoning	1,123,510	1,329,507	582,454	967,769	570,812	826,291	637,766	1,668,077	1,128,255	3,001,841
Public safety	290,519	77,907	44,004	37,307	46,865	143,483	174,919	36,305	53,435	8,212
Public works	65,382	63,089	63,998	64,702	67,976	113,320	76,841	107,353	81,933	8,350
Operating grants and contributions:										
Administrative	8,130	20,845	19,069	18,685	12,709	45,570	57,365	34,481	36,847	-
Public safety	12,993	18,042	29,258	16,370	126,107	15,708	43,864	46,606	27,243	-
Public works	45,652	18,499	12,182	13,792	44,333	97,818	14,156	-	1,172	-
Capital grants and contributions:										
Administrative	33,512	38,457	5,961	8,873	1,736	6,000	-	-	-	187,223
Public safety	158,752	71,270	24,508	15,961	10,833	664	7,071	605	1,355,679	677
Public works	128,886	37,901	82,048	65,342	139,800	50,360	55,994	242,120	327,949	721,737
Total governmental activities program revenues	<u>\$ 1,929,557</u>	<u>\$ 1,708,029</u>	<u>\$ 894,074</u>	<u>\$ 1,234,729</u>	<u>\$ 1,100,921</u>	<u>\$ 1,352,909</u>	<u>\$ 1,090,413</u>	<u>\$ 2,165,476</u>	<u>\$ 3,034,361</u>	<u>\$ 3,928,040</u>
Net (expense)/revenue										
Governmental activities	<u>\$ (3,682,445)</u>	<u>\$ (3,647,019)</u>	<u>\$ (4,274,833)</u>	<u>\$ (4,461,714)</u>	<u>\$ (4,510,447)</u>	<u>\$ (4,786,904)</u>	<u>\$ (5,583,621)</u>	<u>\$ (3,672,765)</u>	<u>\$ (3,308,069)</u>	<u>\$ (4,149,041)</u>
General revenues and other changes in net position										
Governmental activities:										
Taxes:										
Property taxes	\$ 2,579,423	\$ 2,582,353	\$ 2,671,501	\$ 2,779,013	\$ 2,810,876	\$ 2,905,591	\$ 3,098,555	\$ 3,216,449	\$ 3,223,817	\$ 3,391,240
Franchise fees	61,911	70,185	65,460	64,644	65,601	69,149	71,748	79,434	89,247	73,977
Utility service taxes	891,862	880,206	878,524	896,229	962,455	985,421	953,374	882,130	923,185	1,006,241
Local business taxes	59,807	57,413	60,050	62,379	64,346	60,513	65,414	69,660	70,901	69,534
Local one-cent sales tax	-	-	-	162,756	242,024	250,248	237,115	278,462	338,627	378,718
State shared revenue, unrestricted	378,825	394,844	403,056	416,487	430,270	441,176	408,316	467,385	553,114	610,400
Investment earnings	41,494	56,422	52,616	48,995	85,018	198,280	152,170	34,202	1,759	469,615
Miscellaneous	-	-	-	-	5,893	-	4,908	163,670	38,814	323,253
Total governmental activities	<u>\$ 4,013,322</u>	<u>\$ 4,041,423</u>	<u>\$ 4,131,207</u>	<u>\$ 4,430,503</u>	<u>\$ 4,666,483</u>	<u>\$ 4,910,378</u>	<u>\$ 4,991,600</u>	<u>\$ 5,191,392</u>	<u>\$ 5,239,464</u>	<u>\$ 6,322,978</u>
Changes in net position										
Governmental activities	<u>\$ 330,877</u>	<u>\$ 394,404</u>	<u>\$ (143,626)</u>	<u>\$ 31,211</u>	<u>\$ 156,036</u>	<u>\$ 123,474</u>	<u>\$ (592,021)</u>	<u>\$ 1,518,627</u>	<u>\$ 1,931,395</u>	<u>\$ 2,173,937</u>

Town of Juno Beach, Florida
 Fund Balances of Governmental Funds
 Last Ten Fiscal Years
 (Modified Accrual Basis of Accounting)

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
General Fund										
Nonspendable										
Prepaid items	\$ 46,141	\$ 47,819	\$ 48,405	\$ 52,899	\$ 69,983	\$ 93,176	\$ 90,239	\$ 79,653	\$ 96,697	\$ 76,029
Restricted for:										
Capital projects	218,848	218,234	185,948	342,353	494,104	525,154	620,013	710,988	1,051,000	1,418,739
Law enforcement	45,683	67,941	73,887	71,983	178,868	140,256	140,256	140,256	125,728	122,895
Building code enforcement	-	-	-	-	-	69,268	46,856	688,762	883,468	2,290,118
Assigned to:										
Subsequent year's budget	575,000	675,000	740,000	740,000	750,000	750,000	750,000	825,000	825,000	2,942,500
ARPA	-	-	-	-	-	-	-	169,749	178,488	-
Specific projects	-	-	-	-	49,700	-	30,382	-	178,752	87,500
Unassigned	3,908,670	4,260,439	4,501,399	4,830,469	5,024,907	5,647,118	5,982,764	5,982,673	7,172,860	5,042,451
Total General Fund	\$ 4,794,342	\$ 5,269,433	\$ 5,549,639	\$ 6,037,704	\$ 6,567,562	\$ 7,224,972	\$ 7,660,510	\$ 8,597,081	\$ 10,511,993	\$ 11,980,232

Town of Juno Beach, Florida
 Changes in Fund Balances of Governmental Funds
 Last Ten Fiscal Years
 (Modified Accrual Basis of Accounting)

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Revenues										
Ad valorem taxes	\$ 2,579,423	\$ 2,582,353	\$ 2,671,501	\$ 2,779,013	\$ 2,810,876	\$ 2,905,591	\$ 3,098,555	\$ 3,216,449	\$ 3,223,817	\$ 3,391,240
Local business taxes	59,807	57,413	60,050	62,379	64,346	60,513	65,414	69,660	70,901	69,534
Licenses, permit and fees	1,112,873	1,296,258	584,760	940,930	525,335	750,352	591,351	1,616,110	1,080,702	2,990,146
Intergovernmental	378,825	394,844	403,056	579,243	672,294	691,424	645,431	745,847	891,741	1,891,831
Franchise fees and utility taxes	953,773	950,391	943,984	960,873	1,028,056	1,054,570	1,025,122	961,564	1,012,432	1,080,218
Fines	279,517	64,774	19,338	31,607	48,150	79,291	47,922	29,625	34,162	19,907
Investment earnings	41,494	56,422	52,616	48,995	85,018	198,280	152,170	34,202	1,759	469,615
Impact fees	37,142	42,623	6,607	9,834	1,924	32,756	668	13,849	1,384	6,924
Grants	78,306	82,818	10,557	54,396	89,994	146,482	21,227	194,252	1,660,563	-
Water and sewer improvement fees	3,650	11,800	13,250	17,685	5,575	43,920	5,050	35,225	4,668	8,350
Miscellaneous	372,417	191,257	223,739	170,735	423,325	273,185	369,551	224,888	212,922	323,253
Total revenues	5,897,227	5,730,953	4,989,458	5,655,690	5,754,893	6,236,364	6,022,461	7,141,671	8,195,051	10,251,018
Expenditures										
Current										
Administrative	1,157,626	1,028,733	1,010,450	1,059,711	1,105,663	1,133,465	1,140,245	1,216,064	1,274,888	1,498,649
Planning and zoning	972,721	1,042,961	681,190	848,369	737,962	804,014	757,036	1,174,975	1,057,918	1,781,979
Public safety	2,254,110	2,187,648	2,023,690	2,170,720	2,254,390	2,387,312	2,581,586	2,452,922	2,565,488	2,918,235
Public works	719,247	742,468	761,215	819,140	750,245	794,434	835,435	903,579	998,716	934,266
Capital outlay	320,739	292,171	289,356	293,732	394,479	491,790	296,314	478,935	448,728	1,660,589
Debt service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Total expenditures	5,424,443	5,293,981	4,765,901	5,191,672	5,242,739	5,611,015	5,610,616	6,226,475	6,345,738	8,793,718
Revenues over (under) expenditures	472,784	436,972	223,557	464,018	512,154	625,349	411,845	915,196	1,849,313	1,457,300
Other financing sources										
Insurance proceeds	45,652	18,499	35,823	9,542	6,618	26,923	17,794	3,527	1,447	10,750
Proceeds from sale of capital assets	4,802	19,620	20,826	14,505	11,086	5,138	5,899	17,848	64,152	189
Total other financing sources	50,454	38,119	56,649	24,047	17,704	32,061	23,693	21,375	65,599	10,939
Net change in fund balance	\$ 523,238	\$ 475,091	\$ 280,206	\$ 488,065	\$ 529,858	\$ 657,410	\$ 435,538	\$ 936,571	\$ 1,914,912	\$ 1,468,239
Debt service as a percentage of non-capital expenditures	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Town of Juno Beach, Florida
 Assessed Value and Estimated Actual Value of Taxable Property
 Last Ten Fiscal Years

Fiscal Year	Assessed Value			Total Direct Tax Rate	Estimated Actual Taxable Value	Assessed Value as a Percentage of Actual Value
	Real Property	Personal Property	Total			
2014	\$ 1,083,618,120	\$ 63,174,654	\$ 1,146,792,774	2.7990	\$ 1,207,150,288	95.0%
2015	1,206,983,652	70,366,396	1,277,350,048	2.5760	1,344,579,998	95.0%
2016	1,342,218,555	77,966,099	1,420,184,654	2.4288	1,494,931,215	95.0%
2017	1,553,810,593	91,022,011	1,644,832,604	2.2545	1,731,402,741	95.0%
2018	1,626,602,768	98,909,077	1,725,511,845	2.1337	1,816,328,258	95.0%
2019	1,663,302,905	103,845,557	1,767,148,462	2.1000	1,860,156,276	95.0%
2020	1,728,131,034	203,168,565	1,931,299,599	2.0079	2,032,946,946	95.0%
2021	1,784,503,095	217,214,855	2,001,717,950	1.9999	2,107,071,526	95.0%
2022	1,898,326,612	216,339,628	2,114,666,240	1.9236	2,225,964,463	95.0%
2023	2,329,192,061	237,039,593	2,566,231,654	1.8195	2,701,296,478	95.0%

Source: Palm Beach County Property Appraiser's Office

Town of Juno Beach, Florida
 Assessed Value of Taxable Property and Tax Rates
 Last Ten Fiscal Years
 (Millage Rate Per \$1,000 of Assessed Value)

Fiscal Year	Total Assessed Value	Exempt Value	Nonexempt Value	Total Millage Rate	Operating Millage Rate
2014	\$ 1,146,792,774	\$ 63,174,654	\$ 1,083,618,120	2.7990	2.7990
2015	1,277,350,048	70,366,396	1,206,983,652	2.5760	2.5760
2016	1,420,184,654	77,966,099	1,342,218,555	2.4288	2.4288
2017	1,644,832,604	91,022,011	1,553,810,593	2.2545	2.2545
2018	1,725,511,845	98,909,077	1,626,602,768	2.1337	2.1337
2019	1,767,148,462	103,845,557	1,663,302,905	2.1000	2.1000
2020	1,931,299,599	203,168,565	1,728,131,034	2.0079	2.0079
2021	2,001,717,950	217,214,855	1,784,503,095	1.9999	1.9999
2022	2,114,666,240	216,339,628	1,898,326,612	1.9236	1.9236
2023	2,566,231,654	631,987,269	1,934,244,385	1.8195	1.8195

Source: Palm Beach County Property Appraiser's Office

Town of Juno Beach, Florida
 Assessed Value of Taxable Property and Tax Rates
 Last Ten Fiscal Years
 (Millage Rate Per \$1,000 of Assessed Value)

Fiscal Year Ending September 30,	Town Direct Rate ⁽¹⁾	Overlapping Rates				Total All
	General Fund	School District	Palm Beach County	Fire/ Rescue MSTU #2	Special Taxing Districts	
2014	2.7990	7.5860	4.9852	3.4581	2.9709	21.7992
2015	2.5760	7.5940	4.9729	3.4581	2.9041	21.5051
2016	2.4288	7.5120	4.9277	3.4581	2.8175	21.1441
2017	2.2545	7.0700	4.9142	3.4581	2.6531	20.3499
2018	2.1337	6.7690	4.9023	3.4581	2.4798	19.7429
2019	2.1000	6.5720	4.8980	3.4581	2.3863	19.4144
2020	2.0079	7.1640	4.8580	3.4581	2.3741	19.8621
2021	1.9999	7.0100	4.8124	3.4581	2.3550	19.6354
2022	1.9236	6.8750	4.8149	3.4581	2.3131	19.3847
2023	1.8195	6.5190	4.8149	3.4581	2.1279	18.7394

⁽¹⁾ Town direct rates consists of General Fund ad valorem tax rate. There were no debt service or other direct tax rates applied.

Tax rate limits	Ten mills per Florida Statute 200.81 (one mill equals \$1 per \$1,000 of assessed valuation). For purposes of the ten mill cap, the Fire/Rescue MSTU #2 millage rate is included with the Town's direct rate.
Scope of tax rate limit	No municipality shall levy ad valorem taxes for real and tangible personal property in excess of ten mills of the assessed value, except for special benefits and debt service on obligations issued with the approval of those taxpayers subject to ad.
Taxes assessed	January 1
Taxes due	March 1
Taxes delinquent	April 1
Discount allowed	4% November; 3% December; 2% January; 1% February
Delinquent penalties	2.5% after April 1, increased .5% each ten days; maximum 5%
Tax collector	Palm Beach County
Tax collector's commission	None

Town of Juno Beach, Florida
Principal Property Tax Payers
Current Year and Nine Years Ago

	2023			2014		
	Taxable Assessed Value	Rank	Percentage of Town Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Town Taxable Assessed Value
Nextra Energy, Inc. (Florida Power & Light Company, Land Resources Inv. Co.)	\$ 471,774,655	1	24.39%	\$ 131,394,079	1	13.73%
Lifespace Communities, Inc. (The Waterford-Assisted Living)	24,642,767	2	1.27%	15,177,966	2	1.59%
Juno Corp. (Villas of Juno Beach-Residential Rental Apartments)	19,885,364	3	1.03%	14,716,175	3	1.54%
Delray Property Investment, Inc. (Plaza La Mer Shops)	16,583,384	4	0.86%	11,000,000	4	1.15%
NWI Beach House Center for Recovery LP (Medical Facility)	14,585,561	5	0.75%			
Loggerhead Plaza, LLC (Office Complex)	14,086,033	6	0.73%			
Seminole Golf Club (Golf Club)	13,479,644	7	0.70%	6,828,086	5	0.71%
Jeffrey S. Narlinger Trust (Private Residence)	11,724,033	8	0.61%			
307 Alicante Drive Realty Land Trust (Private Residence)	8,659,910	9	0.45%	6,874,945	6	0.72%
Juno Point Property Owner LLC (Caretta)	8,341,865	10	0.43%			
Fried, Steven & Jill (Private Residence)	-	-	-	6,373,831	7	0.67%
Juno Bay Colony LLC (Bay Colony Condominiums)	-	-	-	5,239,442	8	0.55%
Juno Square, LLP (Juno Square Plaza)	-	-	-	4,223,178	9	0.55%
Tire Kingdom, Inc. (Business in Plaza la Mer)	-	-	-	4,501,227	10	0.47%
Totals	<u>\$ 603,763,216</u>		<u>31.22%</u>	<u>\$ 206,328,929</u>		<u>21.68%</u>

Source: Palm Beach County Property Appraiser's Office

Town of Juno Beach, Florida
 Property Tax Levies and Collections
 Last Ten Fiscal Years

<u>Fiscal Year Ending September 30,</u>	<u>Tax Levy</u>	<u>Current Tax Collections</u>	<u>Percent of Levy Collected</u>	<u>Delinquent Tax Collections</u>	<u>Total Property Tax Collections</u>	<u>Collections as a Percent of Current Levy</u>
2014	\$ 2,678,966	\$ 2,577,035	96.20%	\$ 803	\$ 2,577,838	96.23%
2015	2,683,578	2,574,611	95.94%	6,035	2,580,646	96.16%
2016	2,762,994	2,666,593	96.51%	3,656	2,670,249	96.64%
2017	2,876,384	2,772,222	96.38%	7,124	2,779,346	96.63%
2018	2,922,582	2,815,345	96.33%	17	2,815,362	96.33%
2019	3,018,089	2,905,633	96.27%	2,844	2,908,477	96.37%
2020	3,118,931	3,096,157	99.27%	(51)	3,096,106	99.27%
2021	3,339,260	3,216,322	96.32%	-	3,216,322	96.32%
2022	3,349,470	3,226,028	96.31%	(2,211)	3,223,817	96.25%
2023	3,520,196	3,390,726	96.32%	514	3,391,240	96.34%

Note: All property taxes are assessed and collected by the Palm Beach County Tax Collector without charge to the Town. Collections are distributed in full as collected.

Taxpayers are eligible to take a discount of up to 4%, based on date of payment.

Town of Juno Beach, Florida
 Ratios of Outstanding Debt by Type
 Last Ten Fiscal Years

Fiscal Year	Governmental Activities 2003 Promissory Note	Total Primary Government	Percentage of Personal Income	Per Capita
2013	\$ -	\$ -	N/A	\$ -
2014	-	-	N/A	-
2015	-	-	N/A	-
2016	-	-	N/A	-
2017	-	-	N/A	-
2018	-	-	N/A	-
2019	-	-	N/A	-
2020	-	-	N/A	-
2021	-	-	N/A	-
2022	-	-	N/A	-
2023				

Note: Details about the Town's outstanding debt can be found in the notes to the financial statements. The Town does not have any general bonded debt. As of April 1, 2013, the Town made the final payment on its Promissory Note, Series 2003 and is debt free.

N/A - Not Available

Town of Juno Beach, Florida
 Direct and Overlapping Governmental Activities Debt
 September 30, 2023

	<u>Total Outstanding</u>	<u>Percentage Applicable to Town of Juno Beach ⁽¹⁾</u>	<u>Amount Applicable to Town of Juno Beach</u>
Direct:			
Town of Juno Beach	\$ -	-	\$ -
Overlapping:			
Palm Beach County ⁽²⁾	\$ 26,250,000	0.72%	\$ 189,000
Palm Beach County School District ⁽³⁾	<u>1,404,307,000</u>	0.72%	<u>10,111,010</u>
Total overlapping debt	1,430,557,000		10,300,010
Total direct and overlapping debt payable from ad valorem taxes	<u>\$ 1,430,557,000</u>		<u>\$ 10,300,010</u>
Estimated population			3,869
Total direct and overlapping debt per capita			<u>\$ 2,662</u>

Notes:

- ⁽¹⁾ Based on Ration of Assessed Taxable Values.
- ⁽²⁾ Source: Palm Beach County, Florida, Budget Office, most recent data available.
- ⁽³⁾ Source: Palm Beach County School Board, Finance Department, most recent data available.

The Town of Juno Beach has no legal debt margin as of April 1, 2013, the Town has no outstanding debt.

Town of Juno Beach, Florida
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year Ending September 30,	Town Population ⁽¹⁾	Town Median Age ⁽¹⁾	County Population ⁽²⁾	County Median Age ⁽²⁾	County per Capita Personal Income ⁽²⁾	County Total Personal Income (\$000) ⁽²⁾	County School Enrollment ⁽⁴⁾	County Unemployment Rate ⁽³⁾ (September)
2014	3,194	64.2	1,360,238	43.9	\$ 66,495	\$ 93,030,325	186,598	6.0%
2015	3,240	64.2	1,378,417	44.1	70,718	100,757,527	189,195	5.2%
2016	3,351	64.2	1,391,741	44.3	71,682	104,044,642	192,721	5.2%
2017	3,400	N/A	1,414,144	44.3	77,543	114,033,529	19,360	4.0%
2018	3,427	N/A	1,433,417	44.4	82,076	121,704,909	194,186	3.1%
2019	3,442	N/A	1,447,857	44.2	85,213	127,632,536	196,331	3.2%
2020	3,858	N/A	1,466,494	44.2	92,773	138,460,220	188,832	6.6%
2021	3,862	N/A	1,502,495	N/A	100,627	150,737,459	189,659	3.9%
2022	3,869	N/A	1,518,152	N/A	N/A	N/A	190,567	2.7%
2023	3,883	64	1,532,718	45.2	N/A	N/A	191,553	3.2%

Note: Population and income data are per calendar year. Labor Force and Unemployment data are for September of each year.

⁽¹⁾ Source: University of Florida Bureau of Economic Business Administration and the Florida Estimates of Population, with updated 2020 Census information.

⁽²⁾ Source: Florida Legislature, Office of Economic and Demographic Research.

⁽³⁾ Source: Florida Department of Labor and Employment Security and Bureau of Labor Market Unemployment Information Labor Statistics Department.

⁽⁴⁾ Source: Florida Department of Education, PK-12 Portal, District Enrollment (Fall Enrollment), <https://edstats.fldoe.org/>

* Preliminary

N/A - Information not available.

Town of Juno Beach, Florida
Principal Employers
Current Year and Nine Years Ago

	2023 ⁽¹⁾			2014 ⁽¹⁾		
	Employees	Rank	Percentage of Town Employment	Employees	Rank	Percentage of Town Employment
Employer						
Palm Beach County School District	22,426	1	N/A	20,810	1	N/A
Palm Beach County - BOCC	5,753	2	N/A	5,383	3	N/A
Tenet Health Coastal Division - PBC	5,734	3	N/A	6,100	2	N/A
NextEra Energy/Florida Power & Light	5,330	4	N/A	3,804	4	N/A
Florida Atlantic University	5,059	5	N/A	2,980	6	N/A
Boca Raton Regional Hospital	3,135	6	N/A	2,250	9	N/A
Veterans Health Administration	2,600	7	N/A	-	-	-
HCA Healthcare	2,419	8	N/A	2,714	7	N/A
The Breakers	2,300	9	N/A	-	-	-
Bethesda Hospitals	2,282	10	N/A	2,643	8	N/A
G4S Hdqtrs (formerly Wackenhut Corporation)	-	-	-	3,000	5	N/A
Office Depot Headquarters	-	-	-	2,000	10	N/A
Totals	57,038		N/A	51,684		N/A

⁽¹⁾ Source: Business Development Board of Palm Beach County Data is for Palm Beach County, Florida from January 2022 and 2013.

* Denotes estimate

N/A - Data is not available.

Town of Juno Beach, Florida
 Full-Time Equivalent Town Government Employees by Function/Program
 Last Ten Fiscal Years

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Administrative										
Administration	4	4	4	4	4	4	4	4	4	4
Finance	2	2	2	2	2	2	2	2	2	2
Planning and zoning	4.50	4.50	4.50	4.50	4.50	4.75	4.75	4.75	5.75	5.75
Public safety										
Police officers	16	16	16	16	16	16	16	16	16	16
Administrative	2	2	2	2	2	2	2	2	2	2
Public works	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
Total	<u><u>33.50</u></u>	<u><u>33.50</u></u>	<u><u>33.50</u></u>	<u><u>33.50</u></u>	<u><u>33.50</u></u>	<u><u>33.75</u></u>	<u><u>33.75</u></u>	<u><u>33.75</u></u>	<u><u>33.75</u></u>	<u><u>33.75</u></u>

Sources: Town departments

Town of Juno Beach, Florida
 Operating Indicators by Function/Program
 Last Ten Fiscal Years

Function	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Public safety										
Police										
Citations	1,354	1,352	1,069	965	676	817	404	361	418	1,019
Parking violations	66	46	48	87	24	22	60	13	32	36
House checks	1,413	1,141	1,195	1,210	828	698	666	415	541	293
Business checks	11,376	17,929	18,062	16,320	8,471	8,770	8,886	6,864	5,905	6,269
Reports	567	639	550	610	553	618	431	440	520	736
Crash reports	116	139	130	115	90	102	83	87	112	103
Arrests	131	221	169	217	89	61	37	85	111	291
Planning and zoning										
Number of building permits	1,215	1,358	1,217	1,151	1,261	587	608	764	704	743
Value of building permits	\$45,491,615	\$41,056,680	\$18,459,686	\$30,911,629	\$16,674,463	\$26,710,499	\$27,273,447	\$62,180,412	\$43,287,620	\$63,466,102
Roads and streets										
Street resurfacing (centerline miles)	0.0	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0

Sources: Town departments

Town of Juno Beach, Florida
 Capital Asset Statistics by Function/Program
 Last Ten Fiscal Years

Function	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Administrative Facilities (Town Center)	1	1	1	1	1	1	1	1	1	1
Planning and zoning Vehicles	2	2	2	2	2	2	2	3	2	2
Public safety Police Stations	1	1	1	1	1	1	1	1	1	1
Vehicles	15	15	15	15	16	18	19	18	18	18
Public works Facilities	3	3	3	3	3	3	3	3	3	3
Vehicles	7	7	7	7	7	7	7	6	7	8
Basketball courts	1	1	1	1	1	1	1	1	1	1
Playground	1	1	1	1	1	1	1	1	1	1
Parks	2	2	2	2	3	3	3	3	2	2
Dune walkovers	8	7	7	7	7	7	7	7	8	8
Road and streets Lane miles	8	8	8	8	8	8	8	8	8	8

Sources: Town departments

OTHER INDEPENDENT AUDITOR'S REPORTS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and Members of the Town Council
Town of Juno Beach, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the Town of Juno Beach, Florida, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the Town of Juno Beach, Florida's basic financial statements and have issued our report thereon dated February 21, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Juno Beach, Florida's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Juno Beach, Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Juno Beach, Florida's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Juno Beach, Florida's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Bradenton, Florida
February 21, 2024

SCHEDULE OF FINDINGS AND RESPONSES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023

SECTION I
SUMMARY OF AUDIT RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:
Material weaknesses identified? Yes No

Significant deficiency identified not considered to be material weaknesses? Yes None reported

Noncompliance material to financial statements noted? Yes No

Federal Programs and State Financial Assistance Projects

There was not an audit of major federal award programs or state financial assistance projects as of September 30, 2023 due to the total amount expended being less than \$750,000.

SECTION II
FINANCIAL STATEMENT FINDINGS AND RESPONSES

None noted.

SECTION III
STATE AWARDS FINDINGS AND QUESTIONED COSTS

None noted.

SECTION IV
STATUS OF PRIOR YEAR AUDIT FINDINGS

None noted.

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INDEPENDENT AUDITOR'S MANAGEMENT LETTER

Honorable Mayor and Members of the Town Council
Town of Juno Beach, Florida

Report on the Financial Statements

We have audited the financial statements of the Town of Juno Beach, Florida, as of and for the fiscal year ended September 30, 2023, and have issued our report thereon dated February 21, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant's Report on an examination conducted in accordance with AICPA Professional Standards, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated February 21, 2024, should be considered in conjunction with this Management Letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. No findings and recommendations were made in the preceding financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this Management Letter, unless disclosed in the notes to the financial statements. This information was disclosed in Note 1 to the financial statements. There were no component units included in the Town of Juno Beach, Florida's financial statements.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the Town of Juno Beach, Florida met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the Town of Juno Beach, Florida did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the Town of Juno Beach, Florida. It is management's responsibility to monitor the Town of Juno Beach, Florida's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same. Our assessment was done as of the fiscal year-end. The results of our procedures did not disclose any matters that are required to be reported.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Special District Component Units

Section 10.554(1)(i)5.c, Rules of the Auditor General, requires, if appropriate, that we communicate the failure of a special district that is a component unit of a county, municipality, or special district, to provide the financial information necessary for proper reporting of the component unit within the audited financial statements of the county, municipality, or special district in accordance with Section 218.39(3)(b), Florida Statutes. In connection with our audit, we did not note any special district component units that failed to provide the necessary information for proper reporting in accordance with Section 218.39(3)(b), Florida Statutes.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our Management Letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Town Council, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Mauldin & Jenkins, LLC

Bradenton, Florida
February 21, 2024

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INDEPENDENT ACCOUNTANT'S REPORT

Honorable Mayor and Members of the Town Council
Town of Juno Beach, Florida

We have examined the Town of Juno Beach, Florida's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2023. Management of the Town of Juno Beach, Florida is responsible for the Town of Juno Beach, Florida's compliance with the specified requirements. Our responsibility is to express an opinion on the Town of Juno Beach, Florida's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the AICPA. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Town of Juno Beach, Florida complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Town of Juno Beach, Florida complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

Our examination does not provide a legal determination on the Town of Juno Beach, Florida's compliance with the specified requirements.

In our opinion, the Town of Juno Beach, Florida complied, in all material respects, with Section 218.415, Florida Statutes for the year ended September 30, 2023.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and Florida House of Representatives, the Florida Auditor General, applicable management, and the Town Council, and is not intended to be and should not be used by anyone other than these specified parties.

Bradenton, Florida
February 21, 2024

Mauldin & Jenkins, LLC

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Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: Davila, F. CFM.
Item Title: Ocean Ridge Way and Atlantic Boulevard sidewalk and pedestrian path improvement.

DISCUSSION:

In February 2022, town staff received correspondence from Ocean Ridge residents regarding the safety concerns at the intersection of Atlantic Blvd. and Ocean Dr. The town subsequently conducted a field inspection of the area with the Town's Traffic Engineer and Public Works Director.

At the March 23, 2022, Town Council meeting, the Town's Traffic Engineer, Mr. Bryan Kelly, P.E., explained the Atlantic Blvd. and Ocean Dr. intersection improvements that could be made regarding a sidewalk and crosswalk. Council came consensus to have staff get with stakeholders about coordinating a continuous sidewalk and without the proposed crosswalk on Ocean Drive.

On June 8, 2022, the Town conducted a public workshop to discuss the Atlantic Boulevard Pedestrian Path with the stakeholders.

Ocean Ridge residents informed the Town of additional safety concerns, mainly with the path located within their property. On April 19, 2023, the Town conducted a public workshop on the public ingress and egress easement and public pedestrian and bike easement located on Ocean Ridge Way.

At the April 26, 2023, Town Council meeting, the Council on a 3-1 vote, voted to have the Town assume ownership and maintenance of the public easements from Atlantic Boulevard to US Highway 1 and have staff bring back the recommendations and next steps to keep the path open in a safe manner.

The Town Attorney and staff worked with the Ocean Ridge HOA to authorize the mayor to execute the Assignment and Assumption Agreement, whereby the Town agrees to accept the maintenance obligation of the easements. The Town also accepts two deeds, a Special Warranty Deed from the developer of Ocean Ridge and a Quit-Claim Deed from the Ocean Ridge Townhomes Homeowners Association, to effectuate a transfer of ownership of the underlying property from Ocean Ridge to the Town. At the January 24, 2024, Town Council meeting, Town Council Town approved Resolution No. 2024-02, accepting ownership and maintenance of the public easements mentioned above.

At this time, staff is ready to move forward with the improvements to Atlantic Boulevard and Ocean Ridge Way. For reference, please see attachment #1 which shows the proposed sidewalk connecting Town Hall Park to the Ocean Ridge Pedestrian Path. Please note that Town Council has already reviewed this proposal and approved it to move forward. The construction of the sidewalk is part of budget for this Fiscal Year.

Attachment #2 includes the three options that were provided by the Town's Traffic Engineer.

Alternative 1 incorporates a sidewalk from Town Hall Park and the same pedestrian path stripping pattern that was implemented when the project was approved. Furthermore, the Town's Engineer is proposing additional signage, stripping, installation of flexible delineators, and convex mirrors.

Alternative 2 incorporates a sidewalk from Town Hall Park and an updated pedestrian path that includes a crosswalk in the middle of Atlantic Boulevard. The stripped pedestrian path is fully located on the north side of Ocean Ridge Way and Atlantic Boulevard. Furthermore, the Town's Engineer is proposing additional signage, and stripping.

Alternative 3 incorporates a sidewalk from Town Hall Park to the corner of Ocean Drive and Atlantic Boulevard with a crosswalk at the intersection, a new sidewalk on the north side of Atlantic Boulevard and a "D" curve. The stripped pedestrian path is fully located on the north side of Ocean Ridge Way and Atlantic Boulevard. Furthermore, the Town's Engineer is proposing additional signage, and stripping.

All alternatives provide the same result, they keep pedestrians waiting to cross Ocean Drive off Atlantic Boulevard in a safe manner by providing a sidewalk, and they provide a safer pedestrian path from Ocean Drive to US Highway 1 by adding visible safety measures.

Staff discussed these three alternatives with the Ocean Ridge HOA prior to this meeting, and it was their recommendation for the Council to move forward with alternative 3.

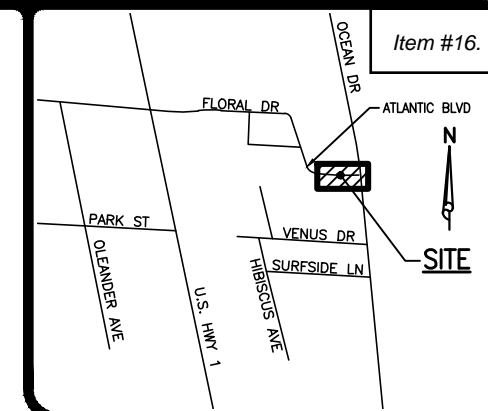
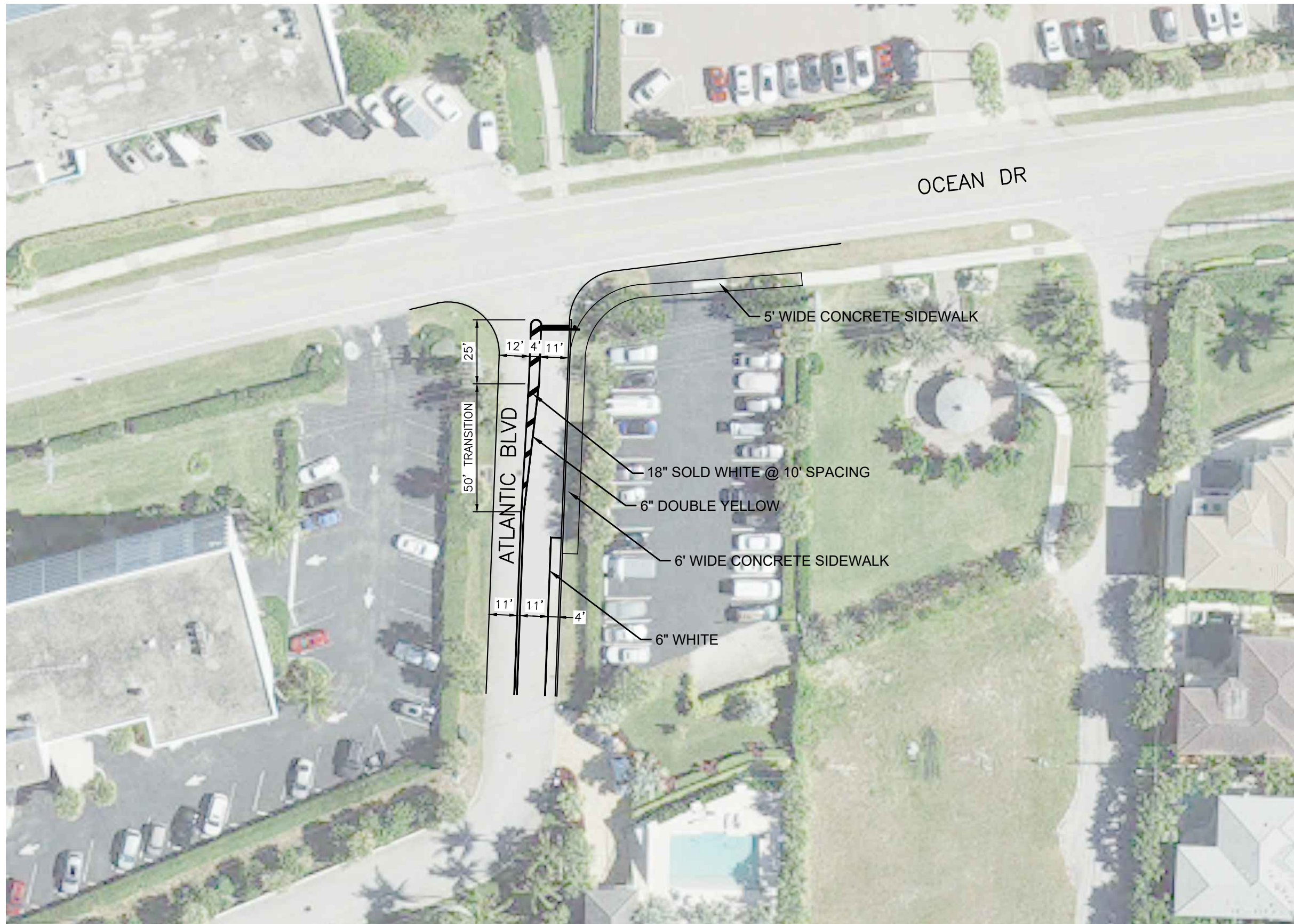
It is staff's recommendation to move forward with alternative 2 as it will provide the same result as the other two alternatives but will avoid having to redesign the swale area on the north Atlantic Boulevard ROW.

RECOMMENDATION:

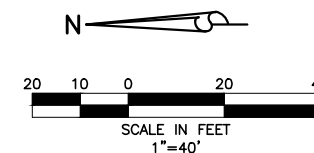
Review the alternatives above and direct staff on how to proceed.

Attachment(s):

1. Sidewalk - Town Hall Park to Ocean Ridge Path
2. Pedestrian path alternatives – Atlantic Boulevard and Ocean Ridge Way



LOCATION MAP
NOT TO SCALE



4/5/2022

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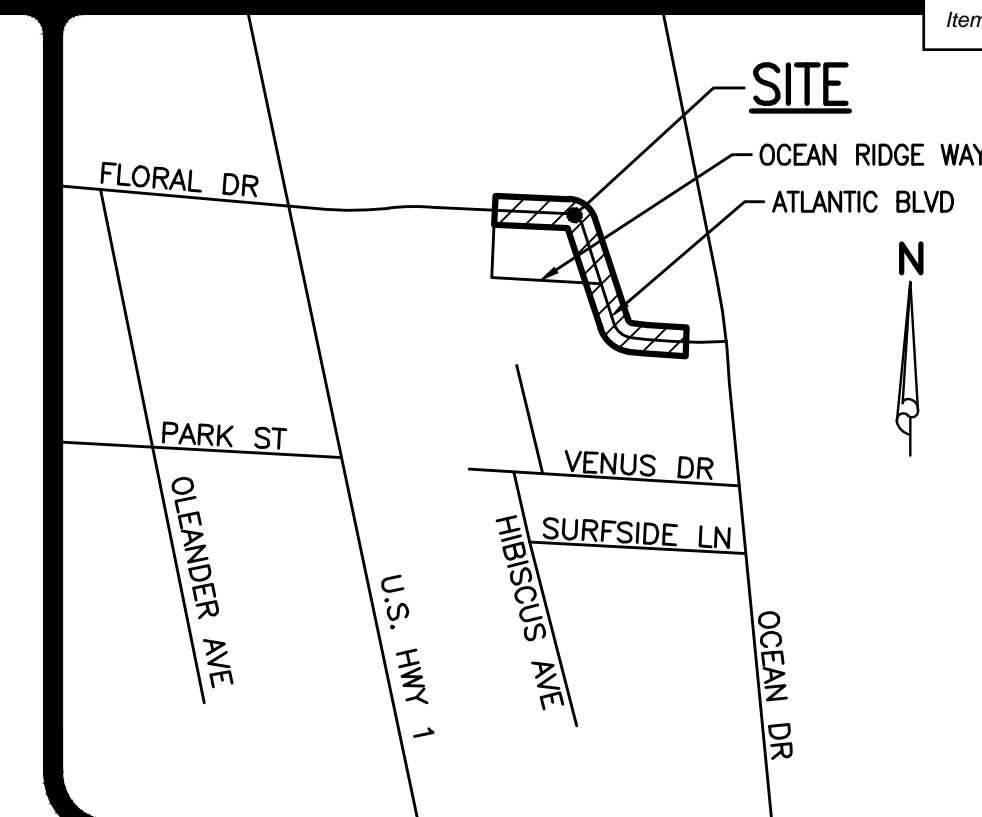

ENGINEERING | PLANNING | ARCHITECTURE | INTERIOR DESIGN
2581 Metrocentre Blvd • Suite 2 • West Palm Beach, Florida 33407 • (561) 478-7848

ATLANTIC BOULEVARD PEDESTRIAN PATH
SECTION 28, TOWNSHIP 41S., RANGE 43E.
TOWN OF JUNO BEACH, FLORIDA
CONCEPTUAL PLAN

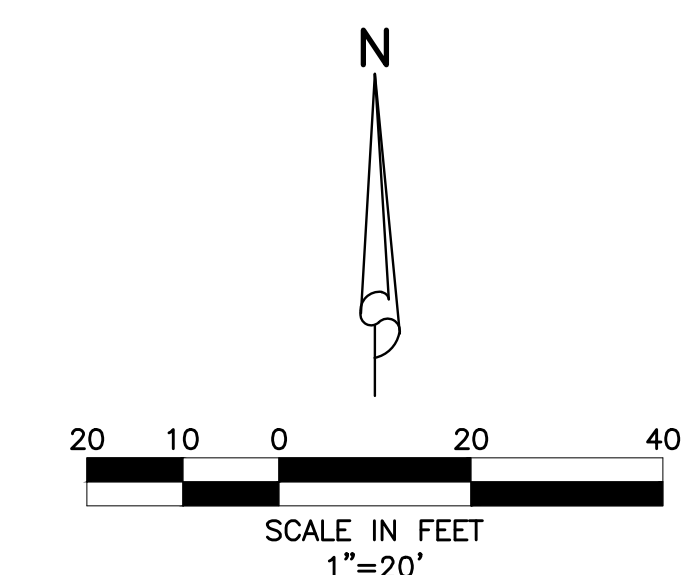
REVISIONS

DESIGN	DRAWN	CHECKED	APPROVED	DATE
B.K.	B.L.			

JOB NO.	DRAWING NO.	SHEET	
22-045	22045C01	1	267



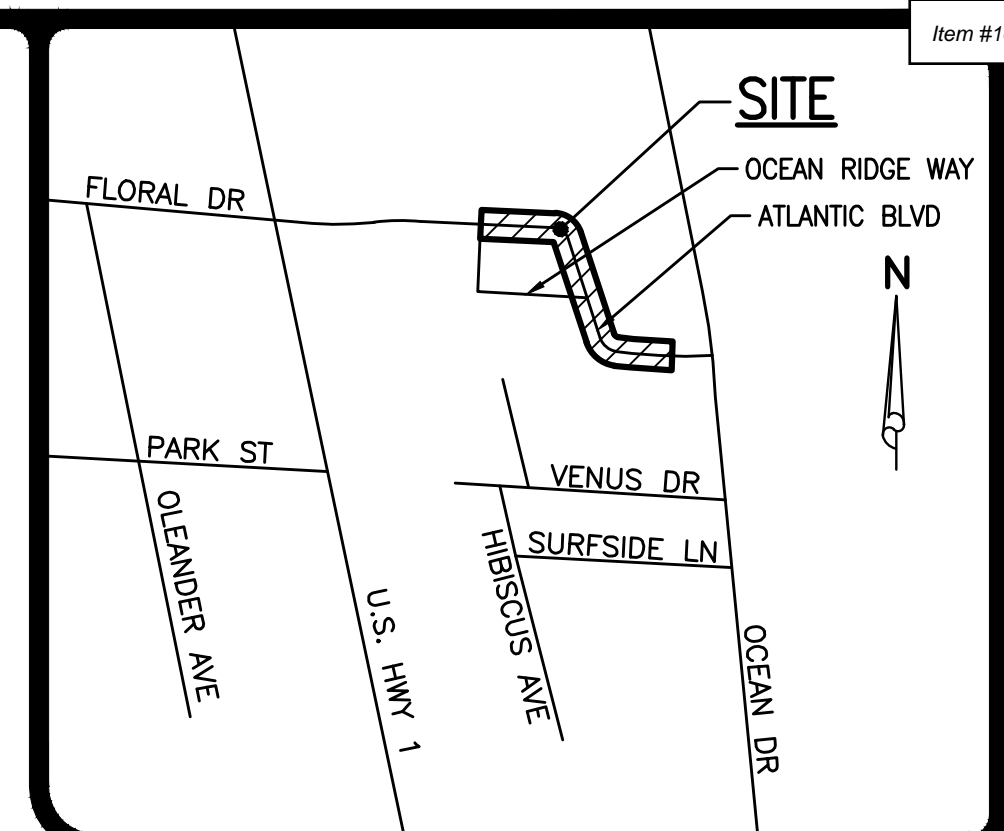
LOCATION MAP
NOT TO SCALE



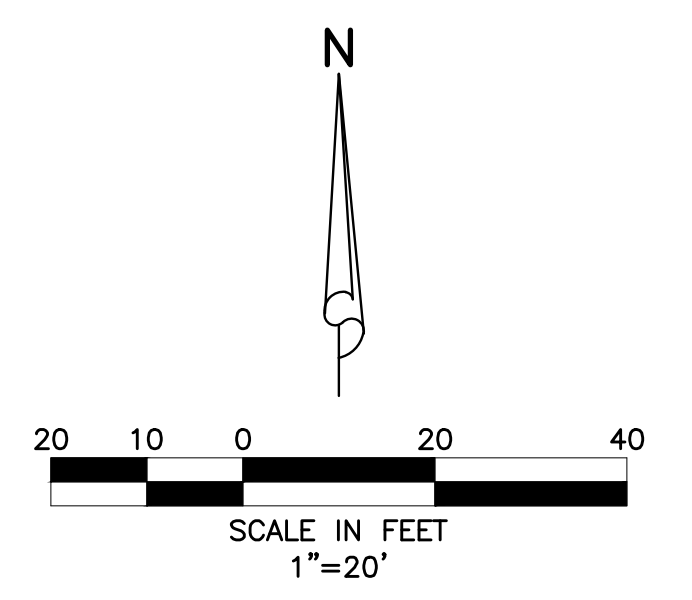
ALTERNATIVE 1
PEDESTRIAN PATH ON
SOUTH SIDE OF ROAD

7/13/2023

 ENGINEERING PLANNING CONSULTING SINCE 1982 <small>2581 Metrocentre Blvd West • Suite 100 • West Palm Beach, Florida 33407 • (561) 478-7848</small>					OCEAN RIDGE SECTION 28, TOWNSHIP 41S., RANGE 43E. TOWN OF JUNO BEACH, FLORIDA PEDESTRIAN PATH IMPROVEMENTS			
					DESIGN B.K.	DRAWN D.B.	CHECKED	APPROVED



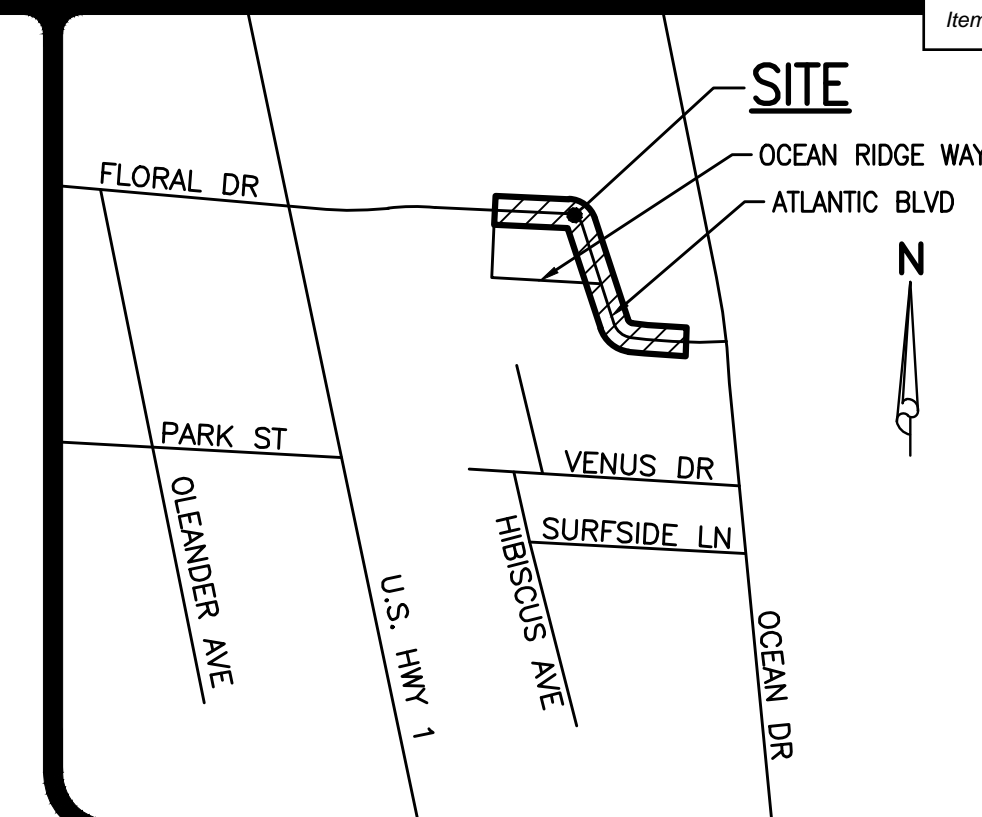
LOCATION MAP
NOT TO SCALE



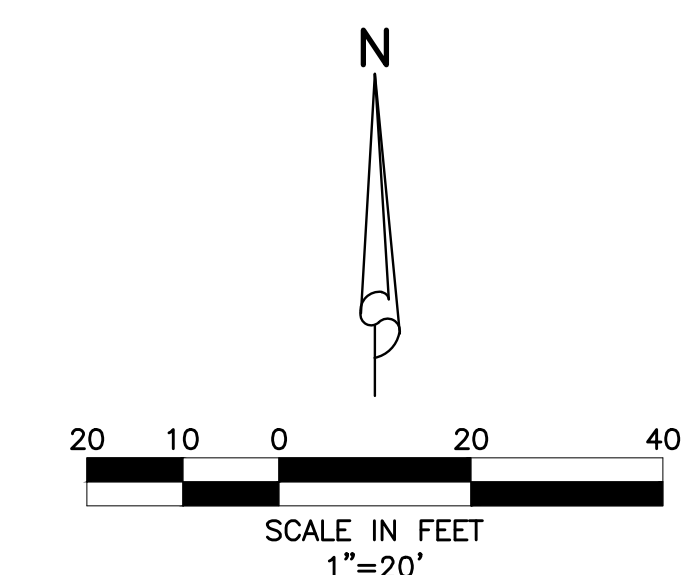
ALTERNATIVE 2
PEDESTRIAN PATH ON
NORTH SIDE OF ROAD.
MID BLOCK CROSSING

7/13/2023

<p>ENGINEERING PLANNING CONSULTING SINCE 1982</p> <p>2581 Metrocentre Blvd West • Suite 100 • West Palm Beach, Florida 33407 • (561) 478-7848</p>					<p>OCEAN RIDGE</p> <p>SECTION 28, TOWNSHIP 41S., RANGE 43E.</p> <p>TOWN OF JUNO BEACH, FLORIDA</p> <p>PEDESTRIAN PATH IMPROVEMENTS</p>		
					DESIGN	DRAWN	CHECKED
<p>REVISIONS</p>					<p>JOB NO. 22-045</p>	<p>DRAWING NO. 22045Z02-2</p>	<p>SHEET 2 OF 3</p>



LOCATION MAP
NOT TO SCALE



OCEAN RIDGE WAY

OCEAN DR.

ATLANTIC BLVD.

ALTERNATIVE 3
PEDESTRIAN PATH ON
NORTH SIDE OF ROAD.
CROSSING AT OCEAN DR.

7/13/2023

					OCEAN RIDGE SECTION 28, TOWNSHIP 41S., RANGE 43E. TOWN OF JUNO BEACH, FLORIDA PEDESTRIAN PATH IMPROVEMENTS		
					DESIGN B.K.	DRAWN D.B.	CHECKED



Meeting Name: Town Council
Meeting Date: February 28, 2024
Prepared By: Frank Davila, CFM
Item Title: 844 Oceanside Drive- Building Permit Extension Request

BACKGROUND:

Staff received a request from Mr. Brian Grossman, President of Coastal Property Concepts, owner of 844 Oceanside Drive, to extend their Building Permit expiration date (see attachment #1). Under Section 6-24 of the Town Code (Administrative amendments to the Florida Building Code), Section 105.4.1.5 provides: “Permits issued for projects occupying a total area greater than 5,000 square feet and less than 10,000 square feet shall become invalid unless the work authorized by such permits is commenced and completed within twenty-four (24) months after issuance of the permits.”

The Town issued the building permit for the residence on November 30, 2021, with an expiration date of November 30, 2023. On November 21, 2023, E & E Remodeling Inc., General Contractor for the property, requested a 90-day extension (see attachment #2). Under Section 6-24 of the Town Code, Section 105.4.1.5.2 provides: “One extension of time for a period not exceeding ninety (90) days shall be allowed, provided that the request for an extension is in writing and the permit holder demonstrates justifiable cause.” For projects that require an extension of more than ninety (90) days, the permit holder may request a one-time extension from the Town Council for a period not to exceed twelve (12) months. Due to E & E Remodeling Inc’s request, staff provided a 90-day extension set to expire on February 28, 2024. Mr. Grossman is now requesting an additional extension past the initial 90-day extension, which requires Town Council approval.

Mr. Grossman has indicated that the following items still need to be completed and he anticipates completion by no later than June 1st, 2024.

Interior

Kitchen and bathroom countertops
Treads and railing installation for staircase
Elevator installation
Electrical trim and punch out
Lighting and plumbing fixtures
Installation of A/C handlers

Exterior

Garage door
Pool
Landscape/hardscape
Aluminum Fence
Lighting fixtures
Roof Tile
Balcony and rooftop railings

As indicated in Mr. Grossman's letter, one of the reasons for the delays with the construction is due to the location of an underground manhole. Staff reached out to Loxahatchee River District and their response letter has been added to the backup material (see attachment #3).

In addition, staff has been in communications with the HOA president for Ocean Side to receive the Association's input on the proposed extension (see attachment #4).

If the Town Council extends the Building Permit Expiration date to June 1st, 2024, and the work is not completed by such date, Section 6-24 of the Town Code, Section 105.4.1.5.4 provides: "Failure of the permit holder and/or property owner to complete the construction within the construction time schedule and any extensions, if applicable, constitutes a violation of this code and shall be referred to the Town's Code Enforcement Special Magistrate. If a fine is imposed by the special magistrate, the issuance of a certificate of occupancy shall be withheld until the fine is paid in full."

If fines are imposed by the Special Magistrate, please note that staff will be seeking the fines to start on June 2nd, 2024.

RECOMMENDATION:

Staff recommends for Town Council to consider the proposed request.

Attachment(s)

1. 844 Oceanside Dr. – Extension Request 2024
2. 844 Oceanside Dr. – Extension Request 2023
3. Loxahatchee River District Letter
4. Ocean Side HOA Letter
5. Juno Beach notification of expiring permit



To
Frank Davila, CFM
Director of Planning and Zoning
Town of Juno Beach

Dear Mr. Davila,

We are kindly requesting an extension of Permit #21-9596 for 844 Oceanside Drive, Juno Beach, FL, 33408. The development of this project took longer than anticipated due to unforeseen challenges with the construction of the shell. Shell construction delays were associated with an underground manhole that was not located properly by the Loxahatchee River District and was placed outside of the easement that was allocated for the manhole.

Furthermore, this project was constructed through the COVID-19 pandemic which resulted in material delays and labor shortages.

Currently this project is close to completion. The outstanding items that need to be completed are as follows

Interior:

- Kitchen and Bathroom countertops
- Treads and railing installation for staircase
- Elevator installation
- Electrical trim and punch out
- Lighting and plumbing fixtures
- Installation of A/C handlers

Exterior:

- Garage door
- Pool
- Landscape/hardscape
- Aluminum fence
- Lighting fixtures
- Roof tile
- Balcony and rooftop railings

Estimated date of completion to be no later than June 1 2024.

We kindly request to be added to the February 28th Town Council meeting to address the extension.

Respectfully,
Brian Grossman
President, Coastal Property Concepts



E & E Remodeling Inc

Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408


November 21, 2023

RE: 844 Oceanside Dr.
Juno Beach, FL 33408
Permit #: 21-9565

Attention: Building Department,

We are requesting an extension on the mentioned permit. The reason for the extension request is the original GC failed to perform work in a timely manner and that ultimately led to the change of contractor. Current job status is flooring is being installed. What is left to be done is kitchen cabinets and quartz installation, Bath and shower tile installation, Glass balcony railings, Elevator installation, Pavers and Landscape. We are hoping to have this all done within the 90 days. Please do not hesitate to contact me if you have any questions.

Thank you,


Lilian Campos
Office Manager / Project Manager
lcampos@eanderemodeling.com
(561) 891-6782
406 PineWay Terrace
West Palm Beach, FL 33406



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

Item #17.

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

February 1, 2024

Via US Mail & Email : fdavila@juno-beach.fl.us

Town of Juno Beach
Attn: Frank Davila, CFM
Director of Planning and Zoning
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408

Dear Mr. Davila

The District does not have an issue with an extension to 844 Oceanside Drive's building permit.

Regarding the long existing manhole that is now in conflict with the developer's recent construction, we offer the following facts and information.

1. The manhole and associated gravity mains were installed by the developer of Ocean Side at Juno Beach in the year 2005.
2. The attached construction Record Drawings dated 2005 show the manhole installed within the "Proposed Easement". The recorded easement (easement and plat attached) does not match the proposed easement on the record drawings.
3. The developer of 844 Oceanside Drive's surveyor located the manhole on February 21, 2022 (Survey attached).
4. The developer of 844 Oceanside Drive obtained a plan and two quotes for relocation of the manhole and associated gravity mains dated May 23, 2022 and May 16, 2022 from DS Eakins and Gears Underground Services, respectively. The developer chose to not relocate the manhole and associated gravity mains.
5. The NW Corner of the structure is built on top of the manhole in violation of the District's Construction Standards and Technical Specifications ("District Standards"), namely pages 20-6 & 20-7, paragraph 20.07 Separation Requirements, which states: "All gravity sewer mains shall be a minimum of 10' horizontally from any structures. This setback shall be measured from the outside edge of the pipe to the nearest part of the structure, including underground (i.e. footers) or above ground (i.e. roof overhangs) features." The health, safety and welfare engineering purpose for this design standard is to make sure utility workers and contractors requiring access to the manhole and associated gravity mains have safe and adequate room to permit heavy equipment, safety gear, and workers the necessary room for maintenance, repairs and replacement. The developer's structure because of the proximity to the District's infrastructure is a public health, safety and welfare concern. A failure at this manhole and associated gravity sewer mains would affect approximately 10 residences that are upstream of this gravity main and manhole, as well as potential disruption to the multi-family residential project to the north.

Stephen B. Rockoff
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

The District's General Legal Counsel has been in communications with developer's legal representative to inform them that the developer is responsible to adhere to the District's Standard by either i) relocating the manhole and sewer main line or ii) moving the covered parking footers and roof overhang features.

Please advise should you have any questions or wish to discuss in more detail.

Respectfully submitted,

Kris Dean, P.E., Deputy Executive Director

Encl. Survey
Record Drawing
Plat – Ocean Side at Juno Beach
Easement Agreement

Cc: Courtney Jones, P.E., District Engineer
Curtis Shenkman, Esq., District General Legal Counsel

CFN 20050529511
OR BK 19123 PG 1085
RECORDED 08/23/2005 10:15:44
Palm Beach County, Florida
Sharon R. Bock, CLERK & COMPTROLLER
Pgs 1085 - 1087; (3pgs)

LRECD - 109
Prepared By and Return To:
Clinton R. Yerkes
Loxahatchee River Environmental
Control District
2500 Jupiter Park Drive
Jupiter, Florida 33458-8964

Doc Stamp Tax Exempt per Fla. Admin. Code 12B-4.054, par. 24.

SEWER EASEMENT DEED

THIS EASEMENT, made this 1st day of June, 2005, between OceanSide LLC hereinafter called the "Grantor", and the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, an Agency of the State of Florida, created by a Special Act of the Legislature, Chapter 71-822 as amended, of 2500 Jupiter Park Drive, Jupiter, Florida 33458-8964, its successors and assigns, herein called the "Grantee".

WITNESSETH

That the Grantor, and all other persons claiming by, through or under Grantor, or either of them, their predecessors in title, or their heirs, assigns or legal representatives by virtue of any deeds of conveyances to the land described herein, for and in consideration of the sum of TEN DOLLARS (\$10.00), to it in hand paid by the said Grantee, together with all other covenants made by the Grantee and contained herein, has granted, bargained and sold to the Grantee, its successors and assigns, a permanent Easement, on the parcel of property described in Exhibit "A" attached hereto and made a part hereof for all purposes connected with the use, ingress, egress, construction, repair, replacement, installation, improvement, and maintenance of sewer facilities and facilities for the transport of reuse (RQ) water, or sewerage, including but not limited to transmission mains, force mains, manholes, lift stations, collection lines, pipes, pumps, connections, ditches, meters and all other related appurtenances having the capacity for use in connection with the collection or transmission of wastewater of any nature or originating from any source whether on or off the property of Grantor. Grantee shall maintain and repair Grantee's facilities as there shall be occasion from time to time hereafter, and Grantee shall restore the grass, sod, or pavement of Grantor (but not Improvements as set forth below) to the similar condition that was existent thereon prior to any entry or entries by Grantee pursuant to this Easement Deed.

"Improvements" shall mean anything other than grass, sod or asphalt pavement, including but not limited to any type of structure, wall, landscape berm, building, surfacing, landscaping (except grass or sod) and the like.

Grantor shall not make any Improvements to the property described herein without the prior written consent of Grantee which Grantee may withhold in its sole discretion. In the event an Improvement needs to be removed in the opinion of Grantee, or is removed or damaged by or on behalf of Grantee, in connection with Grantee's use of the Easement, Grantee shall not be liable for any such removal or damage of the Improvement. Any and all Improvements are at the sole

risk and expense of Grantor. Any expense of Grantee caused by the existence of an Improvement shall be the responsibility of Grantor.

This Easement and the agreements contained herein are binding upon Grantor, its heirs, administrators, personal representatives, successors and/or assigns.

Grantor is seized in fee simple and in possession of lands described herein and does fully warrant title to said property and will defend the same against any lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the undersigned have executed this instrument the date and year first above written:

Signed, sealed and delivered in the presence of:

GRANTOR:

Green Side LLC
a Florida Limited Liability Company
By: Peggy Davies
Managing member

Witness Signature

Gregory Carmona
Printed Name

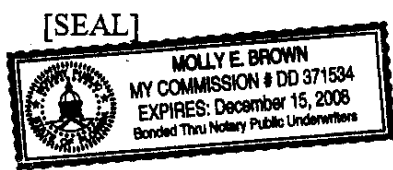
Witness Signature

Timothy J. Messler
Printed Name

STATE OF Florida
COUNTY OF Palm Beach

I hereby certify that on this day, before me, an officer duly authorized to administer oaths and take acknowledgments, personally appeared Peggy Davies known to me to be the person(s) described in and who executed the foregoing instrument, who acknowledged before me that he/she executed the same, that the above named person is personally known to me or who produced _____ as identification.

Witness my hand and official seal in the County and State last aforesaid this 7th day of June, A.D. 2005.



Molly E. Brown
NOTARY SIGNATURE

Molly E. Brown
PRINTED NOTARY SIGNATURE

data:\dev\forms\sewer\eamtd.doc (10/14/96)

EXHIBIT "A"

All roadways, rights-of-way, sewerage, drainage and utility

easements as indicated on the plat of: Ocean Side

at Juno Beach as recorded in the Official Records of

Palm Beach/Martin County, Florida, Book 104,

Pages 5 + 6.

This is not a certified copy

20050058617

BK 104
Pg 5
STATE OF FLORIDA
COUNTY OF PALM BEACH

THIS PLAT WAS FILED FOR RECORD AT 11:14 AM THIS DAY OF FEBRUARY 2005 AND DULY RECORDED IN PLAT BOOK 6, PAGE 73 ON PAGES 1 AND 2.

Sharon R. Beck
County Clerk
and Computer
BY: [Signature]

OCEAN SIDE AT JUNO BEACH

BEING A REPLAT OF LOTS 4 THROUGH 6, BLOCK 4, A PORTION OF LOT 1, BLOCK 4,
A PORTION OF ATLANTIC BOULEVARD AND A PORTION OF HIBISCUS AVENUE, PLAT OF NEW PALM BEACH HEIGHTS, PLAT BOOK 6, PAGE 73
LYING IN THE SECTION 28, TOWNSHIP 41 SOUTH, RANGE 43 EAST, TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA



DEDICATION:

STATE OF FLORIDA

COUNTY OF PALM BEACH

KNOW ALL MEN BY THESE PRESENTS THAT OCEAN SIDE, L.L.C. A FLORIDA LIMITED LIABILITY COMPANY, OWNER OF THE LAND SHOWN HEREON, BEING A PARCEL OF LAND LYING IN SECTION 28, TOWNSHIP 41 SOUTH, RANGE 43 EAST, TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA, SHOWN HEREON AS OCEAN SIDE AT JUNO BEACH, BEING DESCRIBED AS FOLLOWS:

A PARCEL OF LAND BEING LOTS 4 THROUGH 6, BLOCK 4, TOGETHER WITH A PORTION OF LOT 1, BLOCK 4, A PORTION OF ATLANTIC BOULEVARD (ABANDONED BY TOWN OF JUNO BEACH RESOLUTION NO. 00-10) AND A PORTION OF HIBISCUS AVENUE (ABANDONED BY TOWN OF JUNO BEACH RESOLUTION NO. 2004-04) ACCORDING TO THE PLAT OF NEW PALM BEACH HEIGHTS, RECORDED IN PLAT BOOK 6, PAGE 73, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWESTERLY CORNER OF SAID LOT 4, BLOCK 4; THENCE NORTH 23°36'45" WEST ALONG THE EASTERLY LINE THEREOF, A DISTANCE OF 110.00 FEET; THENCE NORTH 0°21'41" EAST, DEPARTING SAID EASTERLY LINE, A DISTANCE OF 82.59 FEET TO THE CENTERLINE OF ATLANTIC BOULEVARD ACCORDING TO SAID PLAT; THENCE NORTH 89°27'42" WEST ALONG SAID CENTERLINE, A DISTANCE OF 213.00 FEET TO THE CENTERLINE OF HIBISCUS AVENUE ACCORDING TO SAID PLAT; THENCE SOUTH 23°36'45" EAST ALONG SAID CENTERLINE, A DISTANCE OF 201.97 FEET TO THE WESTERLY PROLONGATION OF THE SOUTHERLY LINES OF SAID LOTS 4 THROUGH 6, BLOCK 4; THENCE SOUTH 89°33'47" EAST, A DISTANCE OF 175.04 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.774 ACRES, MORE OR LESS.

HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED AS SHOWN HEREON AND DO HEREBY DEDICATE AS FOLLOWS:

THE UTILITY EASEMENTS, AND THE ACCESS, DRAINAGE AND UTILITY EASEMENT ALSO SHOWN AS OCEAN SIDE DRIVE A PRIVATE ROAD AS SHOWN HEREON ARE HEREBY DEDICATED IN PERPETUITY FOR CONSTRUCTION, OPERATION, MAINTENANCE, INSPECTION, REPLACEMENT AND REPAIR OF UTILITIES, CABLE TELEVISION OR SECURITY SERVICE TO THE OCEAN SIDE AT JUNO BEACH HOMEOWNERS' ASSOCIATION, INC. THE INSTALLATION OF CABLE TELEVISION SYSTEMS SHALL NOT INTERFERE WITH THE CONSTRUCTION AND MAINTENANCE OF OTHER UTILITIES. THE OCEAN SIDE AT JUNO BEACH HOMEOWNERS' ASSOCIATION, INC. SHALL MAINTAIN THE PROPERTY ON, OVER, OR UNDER WHICH THE UTILITY EASEMENTS ARE LOCATED WITHOUT RECOURSE TO THE TOWN OF JUNO BEACH.

IN WITNESS WHEREOF, OCEAN SIDE L.L.C. A FLORIDA LIMITED LIABILITY COMPANY HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS MANAGING MEMBER AND ITS CORPORATE SEAL TO BE AFFIXED HERETO BY AND WITH THE AUTHORITY OF ITS BOARD OF DIRECTORS, THIS 12th DAY OF January, 2005.

OCEAN SIDE L.L.C., A FLORIDA LIMITED LIABILITY COMPANY.

BY: [Signature] Managing Member
PEGGY L. DAVIES, MANAGING MEMBER
WITNESS: [Signature]
JOANNE B. PETRIFF
WITNESS: [Signature]
MARSHAWN CHERRY

ACKNOWLEDGMENT:

STATE OF FLORIDA

COUNTY OF PALM BEACH

BEFORE ME PERSONALLY APPEARED PEGGY L. DAVIES, WHO IS PERSONALLY KNOWN TO ME, OR HAS PRODUCED DULY AUTHENTICATED IDENTIFICATION, AND WHO EXECUTED THE FOREGOING INSTRUMENT AS MANAGING MEMBER OF OCEAN SIDE L.L.C., A FLORIDA LIMITED LIABILITY COMPANY, AND SEVERALLY ACKNOWLEDGED TO AND BEFORE ME THAT SHE EXECUTED SUCH INSTRUMENT AS SUCH MANAGING MEMBER OF SAID COMPANY AND THAT THE SEAL AFFIXED TO THE FOREGOING INSTRUMENT IS THE COMPANY SEAL OF SAID COMPANY AND THAT IT WAS AFFIXED TO SAID INSTRUMENT BY DUE AND REGULAR COMPANY AUTHORITY, AND THAT SAID INSTRUMENT IS THE FREE ACT AND DEED OF SAID COMPANY.

WITNESS MY HAND AND OFFICIAL SEAL THE 12th DAY OF January, 2005

MY COMMISSION EXPIRES: 1/31/2007
02 22924
[Signature]
JOANNE B. PETRIFF
NOTARY PUBLIC

ACCEPTANCE OF DEDICATIONS:

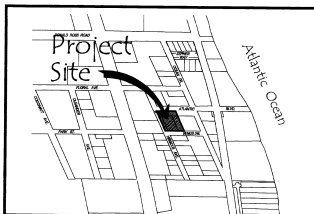
STATE OF FLORIDA

COUNTY OF PALM BEACH

THE OCEAN SIDE AT JUNO BEACH HOMEOWNERS' ASSOCIATION, INC., A FLORIDA CORPORATION HEREBY ACCEPTS THE DEDICATIONS TO SAID ASSOCIATION AS STATED AND SHOWN HEREON, AND HEREBY ACCEPTS ITS MAINTENANCE OBLIGATIONS FOR SAME AS STATED HEREON, DATED THE 12th DAY OF January, 2005.

OCEAN SIDE AT JUNO BEACH HOMEOWNERS' ASSOCIATION, INC. A FLORIDA CORPORATION NOT FOR PROFIT
BY: [Signature] President
PEGGY L. DAVIES, PRESIDENT
WITNESS: [Signature]
JOANNE B. PETRIFF
WITNESS: [Signature]
MARSHAWN CHERRY

DECEMBER 2004
SHEET 1 OF 2



LOCATION MAP

MORTGAGEE'S CONSENT:

STATE OF FLORIDA

COUNTY OF PALM BEACH

THE UNDERSIGNED HEREBY CERTIFIES THAT IT IS THE HOLDER OF MORTGAGES, UPON THE PROPERTY DESCRIBED HEREON AND DOES HEREBY JOIN IN AND CONSENT TO THE DEDICATION OF THE LAND DESCRIBED IN SAID DEDICATION BY THE OWNER THEREOF AND AGREES THAT ITS MORTGAGES WHICH ARE RECORDED IN OFFICIAL RECORDS BOOK 15229 AND OFFICIAL RECORDS BOOK 17790, PAGE 438 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, SHALL BE SUBORDINATED TO THE DEDICATION SHOWN HEREON.

IN WITNESS WHEREOF, THE SAID CORPORATION HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS SENIOR VICE PRESIDENT AND ITS CORPORATION SEAL TO BE AFFIXED HERETO BY AND WITH THE AUTHORITY OF ITS BOARD OF DIRECTORS THIS 12th DAY OF December, 2004.

REPUBLIC BANK, A FLORIDA CORPORATION - 01 SUCCESSORS PERMITS CARRYING AND TRUST, A FINANCIAL CORPORATION
BY: [Signature]
ROBERT H. SANTOM, SENIOR VICE PRESIDENT
WITNESS: [Signature]
WITNESS: [Signature]

ACKNOWLEDGMENT:

STATE OF FLORIDA

COUNTY OF PALM BEACH

BEFORE ME PERSONALLY APPEARED ROBERT H. SANTOM, WHO IS PERSONALLY KNOWN TO ME, OR HAS PRODUCED DULY AUTHENTICATED IDENTIFICATION, AND WHO EXECUTED THE FOREGOING INSTRUMENT AS SENIOR VICE PRESIDENT OF REPUBLIC BANK, A FLORIDA CORPORATION AND SEVERALLY ACKNOWLEDGED TO AND BEFORE ME THAT HE EXECUTED SUCH INSTRUMENT AS SUCH OFFICER OF SAID CORPORATION, AND THAT THE SEAL AFFIXED TO THE FOREGOING INSTRUMENT IS THE CORPORATE SEAL OF SAID CORPORATION AND THAT IT WAS AFFIXED TO SAID INSTRUMENT BY DUE AND REGULAR CORPORATE AUTHORITY, AND THAT SAID INSTRUMENT IS THE FREE ACT AND DEED OF SAID CORPORATION.

WITNESS MY HAND AND OFFICIAL SEAL THIS 12th DAY OF February, 2005.

MY COMMISSION EXPIRES: 12/31/2004
[Signature]
ROBERT H. SANTOM
NOTARY PUBLIC

TITLE CERTIFICATION:

STATE OF FLORIDA

COUNTY OF PALM BEACH

I, JANE HUNSTON, A DULY LICENSED ATTORNEY IN THE STATE OF FLORIDA, DO HEREBY CERTIFY THAT I HAVE EXAMINED THE TITLE TO THE HEREON DESCRIBED PROPERTY, THAT I FIND THE TITLE TO THE PROPERTY IS HELD TO OCEAN SIDE L.L.C., A FLORIDA LIMITED LIABILITY COMPANY; THAT THE CURRENT TAXES HAVE BEEN PAID; THAT ALL MORTGAGES NOT SATISFIED OR RELEASED OF RECORD NOR OTHERWISE TERMINATED BY LAW ARE SHOWN HEREON; AND THAT THERE ARE ENCUMBRANCES OF RECORD BUT THOSE ENCUMBRANCES DO NOT PROHIBIT THE CREATION OF THIS PLAT.

DATE: 12/30/04 BY: [Signature]
JANE HUNSTON, ATTORNEY
FLORIDA BAR NO. 274860

NOTES:

- "NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY."
- BEARING REFERENCE: THE BEARINGS HEREON RELATE TO NORTH 23°36'45" WEST ALONG THE EASTERLY LINE OF LOT 4, BLOCK 4 PLAT OF NEW PALM BEACH HEIGHTS, PLAT BOOK 6, PAGE 73, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
- NO BUILDINGS OR ANY KIND OF CONSTRUCTION OR TREES OR SHRUBS SHALL BE PLACED ON ANY EASEMENT UNLESS PRIOR WRITTEN CONSENT OF ALL EASEMENT BENEFICIARIES AND ALL APPLICABLE TOWN APPROVALS OR PERMITS AS REQUIRED FOR SUCH ENCROACHMENTS.

SURVEYOR'S CERTIFICATION:

THIS IS TO CERTIFY THAT THE PLAT SHOWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF THE LAND SURVEYED UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION; THAT SAID SURVEY IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF; THAT PERMANENT REFERENCE MONUMENTS, (P.R.M.'S) HAVE BEEN PLACED AS REQUIRED BY LAW; AND THAT PERMANENT CONTROL POINTS (P.C.P.'S) AND MONUMENTS ACCORDING TO SECTION 177.011 (8) AND (9) F.S., WILL BE SET UNDER GUARANTEES POSTED WITH THE TOWN OF JUNO BEACH FOR THE REQUIRED IMPROVEMENTS; AND FURTHER, THAT THE SURVEY DATA COMPLIES WITH ALL THE REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES, AS AMENDED, AND ORDINANCES OF THE TOWN OF JUNO BEACH AND PALM BEACH COUNTY, FLORIDA.

DATE: 12-14-04 BY: [Signature]
JOHN J. DEBMAN,
PROFESSIONAL SURVEYOR & MAPPER
LICENSE NO. 3010
STATE OF FLORIDA
JUPITER SURVEYING, INC.
CERTIFICATE OF AUTHORIZATION NO. LB5033
STATE OF FLORIDA

TOWN APPROVAL:

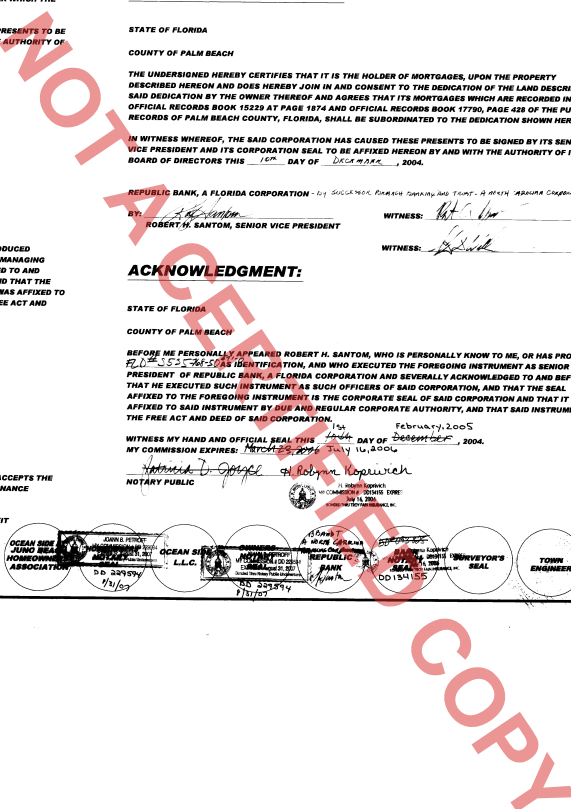
IT IS HEREBY CERTIFIED THAT THE PLAT OF OCEAN SIDE AT JUNO BEACH IS HEREBY APPROVED FOR RECORD PURSUANT TO THE ORDINANCES OF THE TOWN OF JUNO BEACH AND IN ACCORDANCE WITH SECTION 177.07 (2), FLORIDA STATUTES, THIS 15th DAY OF January, 2005.

BY: [Signature] Mayor, TOWN OF JUNO BEACH
ROBERT BLOMQUIST, MAYOR, TOWN OF JUNO BEACH
DATE: 1-11-05
BY: [Signature] ALLISON FAY, TOWN CLERK
DATE: 1-11-05
BY: [Signature] RYAN THOMAS P.E., TOWN ENGINEER
DATE: 12-10-04
BY: [Signature] DOUGLAS M. DAVE P.E., TOWN SURVEY CONSULTANT
DATE: DEC. 10 2004



THIS INSTRUMENT WAS PREPARED BY:
JOHN J. DEBMAN
JUPITER SURVEYING, INC.
(CERTIFICATE OF AUTHORIZATION #LB 5033)

JUPITER SURVEYING, INC.
609 N. Hepburn Ave, Suite 206
Jupiter, Florida 33458
561-744-4584



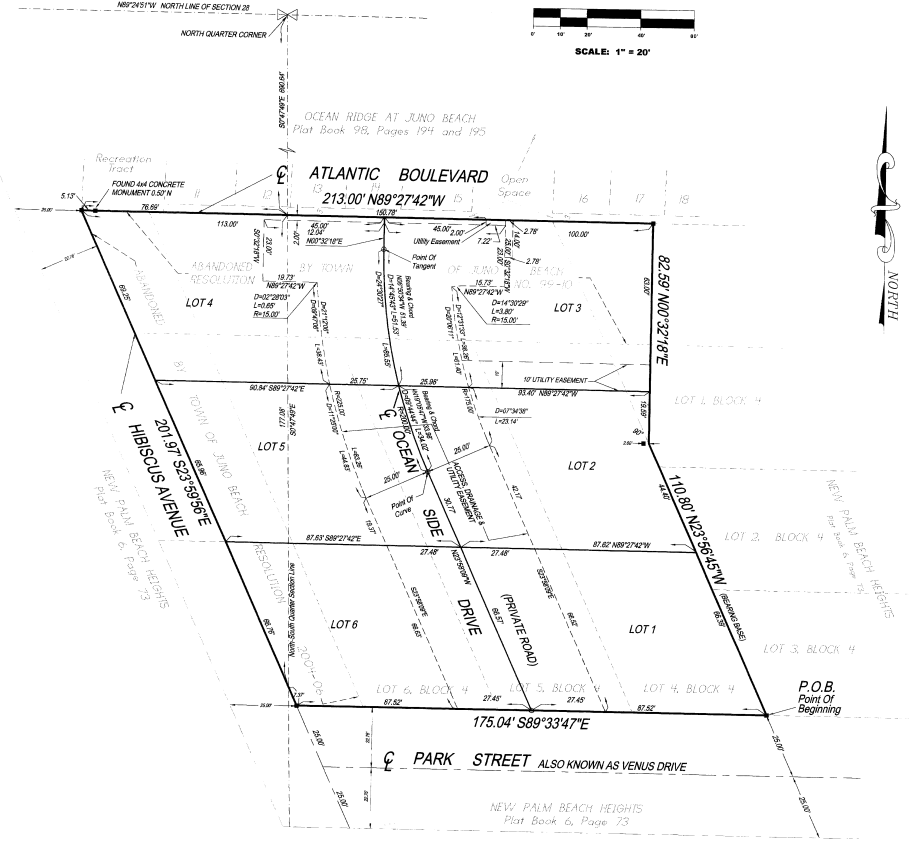
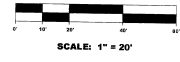
22800061 12/23/04 104 104

pg. 6

PLAT OF OCEAN SIDE AT JUNO BEACH

BEING A REPLAT OF LOTS 4 THROUGH 6, BLOCK 4, A PORTION OF LOT 1, BLOCK 4,
A PORTION OF ATLANTIC BOULEVARD AND A PORTION OF HIBISCUS AVENUE, PLAT OF NEW PALM BEACH HEIGHTS, PLAT BOOK 6, PAGE 73
LYING IN THE SECTION 28, TOWNSHIP 41 SOUTH, RANGE 43 EAST, TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA

DECEMBER 2004
SHEET 2 OF 2



- LEGEND:**
- = SET PERMANENT REFERENCE MONUMENT #3010
 - D = CENTRAL ANGLE
 - R = RADIUS
 - L = LENGTH OF ARC
 - C = CENTERLINE
 - = PERMANENT CONTROL POINT (P.C.P.)



THIS INSTRUMENT WAS PREPARED BY:
JOHN J. DEDMAN
JUPITER SURVEYING, INC.
(CERTIFICATE OF AUTHORIZATION #LB 5033)

JUPITER SURVEYING, INC.
609 N. Hepburn Ave, Suite 206
Jupiter, Florida 33458
561-744-4594

12/28/2004 4:10:08 PM 1/62

OCEAN RIDGE WAY

TOP OF SAN. SEWER EL. 23.97
 BOTTOM STORM EL. 24.47
 CLR. 0.5'

EXIST. 8" PVC SANITARY SEWER

EXIST. 15" DRAINAGE

EXIST. 20" DIP SAN. SEWER @ 0.42%

EXIST. SAN. MH #4
 OVER EXIST. 8" PVC SANITARY SEWER
 RIM EL. 31.20
 INV. E. EL. 23.29
 INV. W. EL. 23.27
 INV. S. EL. 23.29

Ocean Ridge

Ocean Drive

LOT 1, BLOCK 4

LOT 2, BLOCK 4

LOT 3, BLOCK 4

Park Street
(a.k.a. Venus Drive)

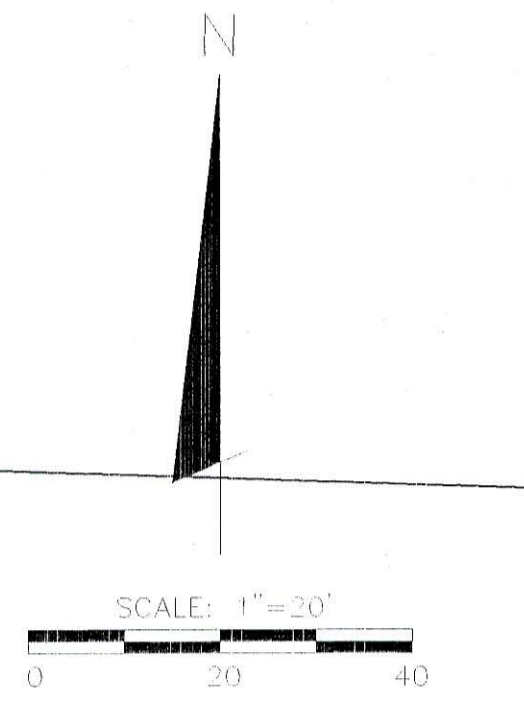
48 HOURS BEFORE DIGGING
 CALL TOLL FREE
 1-800-432-4770
 SUNSHINE STATE
 ONE CALL OF FLORIDA, INC.

STANDARD WATER AND SEWER SEPARATION STATEMENT

1. STORM AND SANITARY SEWERS CROSSING UNDER WATER MAINS SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF EIGHTEEN (18) INCHES BETWEEN THE INVERT OF THE UPPER PIPE AND THE CROWN OF THE LOWER PIPE. WHERE THIS MINIMUM SEPARATION CANNOT BE MAINTAINED, THE CROSSING SHALL BE ARRANGED SO THAT THE SEWER PIPE JOINTS AND WATER MAIN JOINTS ARE EQUIDISTANT FROM THE POINT OF CROSSING WITH NO LESS THAN TEN (10) FEET BETWEEN ANY TWO JOINTS AND BOTH PIPES SHALL BE D.I.P. WHERE THERE IS NO ALTERNATIVE TO SEWER PIPES CROSSING OVER A WATER MAIN, THE CRITERIA FOR MINIMUM SEPARATION BETWEEN LINES AND JOINTS IN THE ABOVE SHALL BE REQUIRED AND BOTH PIPES SHALL BE D.I.P. IRRESPECTIVE OF SEPARATION. D.I.P. IS NOT REQUIRED FOR STORM SEWERS.
2. MAINTAIN TEN (10) FEET HORIZONTAL DISTANCE BETWEEN WATER MAIN AND STORM OR SANITARY SEWER MAIN, AS A MINIMUM.
3. FORCE MAIN CROSSING WATER MAIN SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF EIGHTEEN (18) INCHES BETWEEN THE OUTSIDE OF THE FORCE MAIN AND OUTSIDE OF THE WATER MAIN WITH WATER MAIN CROSSING OVER THE FORCE MAIN.

SEWER LATERALS CROSSING WATER MAINS
 SEWER SERVICE LATERALS SHALL CROSS UNDER WATER MAINS WITH A MINIMUM VERTICAL SEPARATION OF EIGHTEEN (18) INCHES. IF EIGHTEEN (18) INCHES VERTICAL SEPARATION CANNOT BE MAINTAINED, THE WATER MAIN SHALL BE DIP AND THE SANITARY LATERAL C-900 SDR18 OR BETTER AND THE MINIMUM SEPARATION SHALL BE SIX (6) INCHES.

WHEN IT IS NOT POSSIBLE FOR THE WATER MAIN TO CROSS OVER THE SEWER SERVICE LATERAL A MINIMUM SEPARATION OF AT LEAST TWELVE (12) INCHES MUST BE MAINTAINED. THE WATER MAIN SHALL BE DIP AND THE SEWER LATERAL SHALL BE C-900 SDR18 OR BETTER.



- LEGEND**
- ⊙ = EXISTING WOOD UTILITY POLE
 - = EXISTING GUY ANCHOR
 - ⊕ = EXISTING WATER VALVE
 - ⊙ = EXISTING SANITARY MANHOLE
 - ⊕ = EXISTING FIRE HYDRANT
 - = EXISTING OVERHEAD UTILITY WIRES

JUPITER SURVEYING, INC.
 609 N. Hepburn Ave, Suite 206
 Jupiter, Florida 33458
 561-744-4594

FEBRUARY 2, 2005
 DATE OF SURVEY

John J. Dedman 7/6/05
 JOHN J. DEDMAN
 PROFESSIONAL SURVEYOR & MAPPER
 CERTIFICATE NO. 3010
 JUPITER SURVEYING, INC., LB#5033
 609 HEPBURN AVE., SUITE 206
 JUPITER, FLORIDA 33458
 561-744-4594

RECORD DRAWING

DRAWING NO. 04-025ABWS

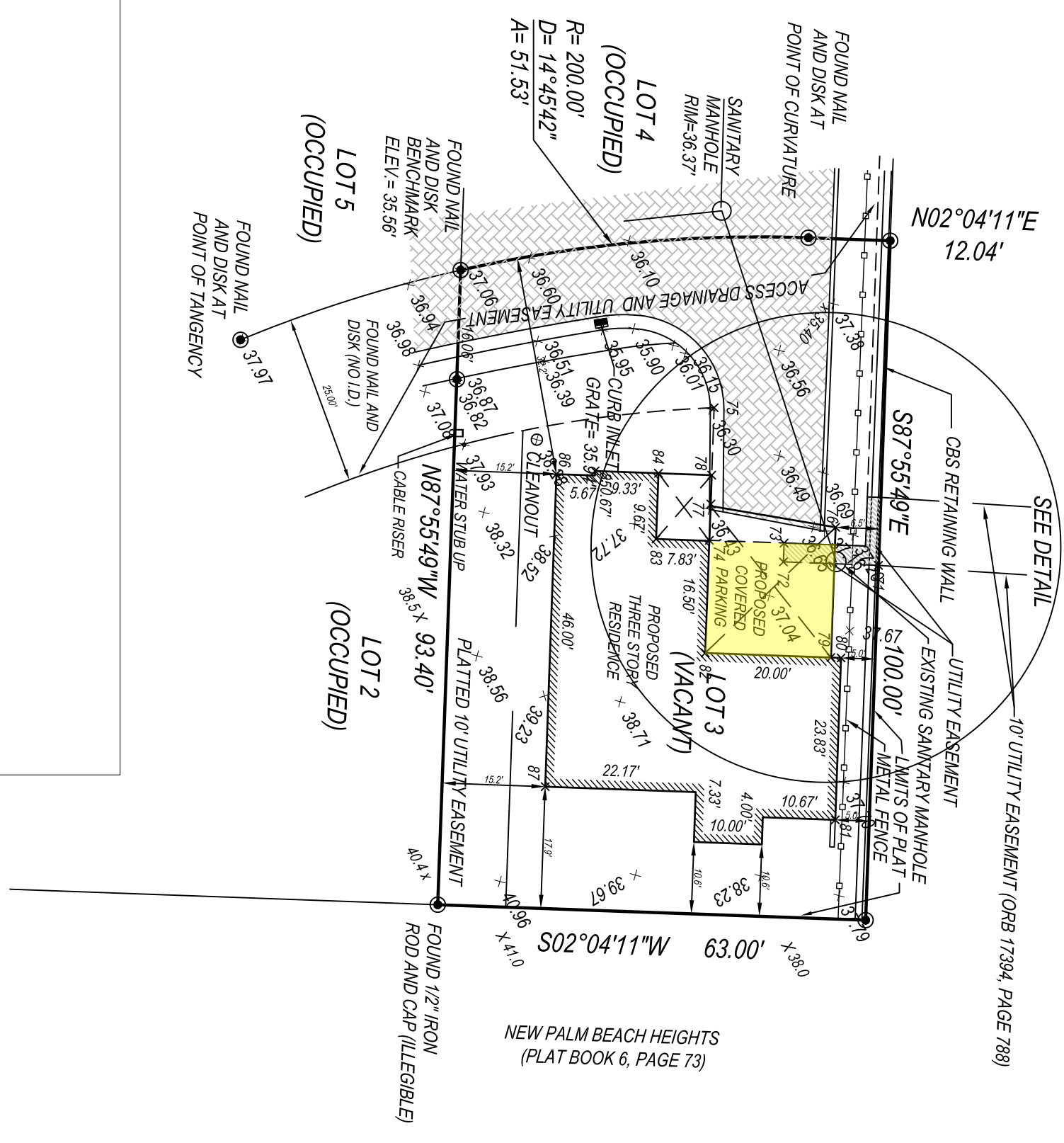
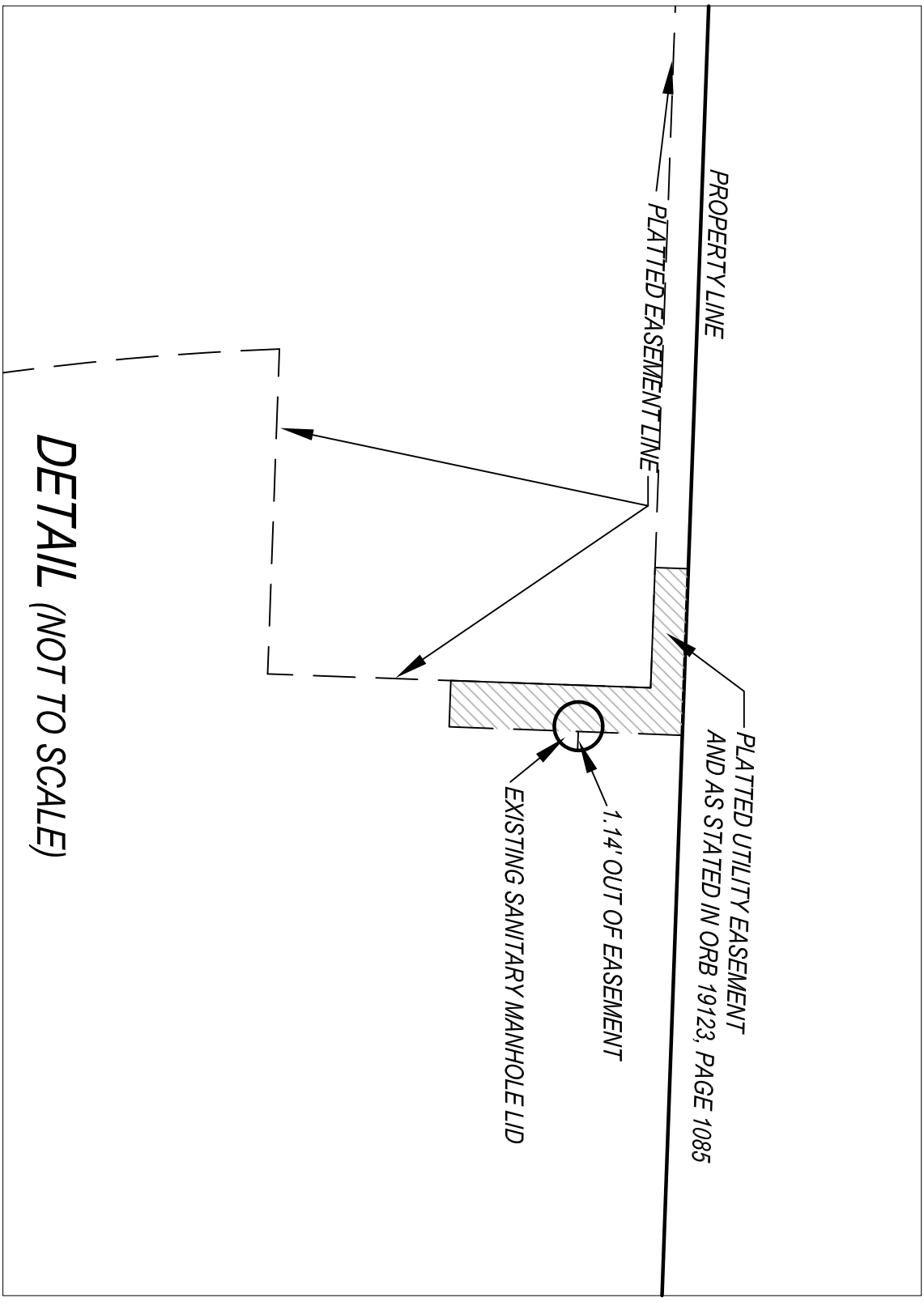
NO.	DATE	REVISION	APPD BY
6	4/25/05	REVISED PER ASBUILT	TJM
5	3/14/05	REVISED RIM EL. MH#1	TJM
4	1/27/05	REVISED LOCATION OF CONNECTION TO EXISTING WM	TJM
3	1/13/05	REVISED W. INVERT EL. MH #3	TJM
2	1/07/05	REVISED INVERT ELEV. SAN. MH #1,2 AND	TJM
1	1/05/05	REVISED SEWER ELEVATION CONFLICTS	TJM

Messler & Associates
 CONSULTING ENGINEERS
 7741 North Military Trail, Suite 5, Palm Beach Gardens, Florida 33410
 Phone (561) 841-8188 Fax (561) 841-8140
 Certificate of Authorization No. 00003616

OceanSide
 at
 Juno Beach

WATER DISTRIBUTION AND
 SANITARY SEWER SYSTEMS

SEAL	PROJ. NO. 03-006
TIMOTHY J. MESSLER, P.E. FL. REG. No. 16432	SCALE 1"=20'
	DATE JUNE 2003
	SHEET 5 OF 7



PROPERTY ADDRESS:
844 OCEANSIDE DRIVE
JUNO BEACH FLORIDA 33408

FLOOD ZONE: X"
PANEL NO: 12099C 0193F
DATE: OCTOBER 5, 2017

- CERTIFIED TO:**
1. COASTAL PROPERTY CONCEPTS, INC
 2. LAW OFFICE OF RICK KOZELL
 3. OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

LEGAL DESCRIPTION:
LOT 3, OCEAN SIDE AT JUNO BEACH, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 104, PAGE 5, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

- SURVEYORS' NOTES:**
1. I HEREBY CERTIFY THIS SURVEY MEETS STANDARDS OF PRACTICE PURSUANT TO FLORIDA STATUTES.
 2. THE SURVEY MAP AND REPORT AND THE COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
 3. UNDERGROUND OR OBSCURED IMPROVEMENTS WERE NOT LOCATED.
 4. DIMENSIONS ARE RECORD AND FIELD UNLESS OTHERWISE NOTED.
 5. STATED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.
 6. THIS FIRM'S CERTIFICATE OF AUTHORIZATION NUMBER IS LB 8261.
 7. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
 8. SURVEY SUBJECT TO RESERVATIONS, RESTRICTIONS, EASEMENTS AND RIGHTS-OF-WAY OF RECORD. (UNLESS A TITLE REVIEW, COMMITMENT REVIEW, OR OWNERSHIP AND ENCUMBRANCE REVIEW IS PRESENT ON THE FACE OF THIS DOCUMENT, THIS SURVEY HAS BEEN COMPLETED IN THE ABSENCE OF A TITLE INSURANCE POLICY).
 9. LOCATION MAP IS GLEANED FROM ONLINE MAPPING SITES AND AND IS ONLY APPROXIMATE.
 10. ELEVATIONS SHOWN HEREON ARE BASED ON NATIONAL GEODETIC VERTICAL DATUM OF 1929. (NGVD 29)

PRINCIPAL MERIDIAN SURVEYING INC.
4546 CAMBRIDGE STREET
WEST PALM BEACH, FL 33415
PHONE 833.478.7764 / FAX 561.478.1094
WWW.PMSURVEYING.NET

BOUNDARY SURVEY

SIGNED:
DOUG WALKER, PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE No. 7211

S20110797	DETAIL AND STAKING	JH	JH	03-09-22
	SANITARY MANHOLE	MS	JH	02-21-22
	SITE PLAN		CD	06-18-21
	DATUM CHANGE		JH	05-18-21
	BOUNDARY SURVEY	JH	JH	11-16-20
JOB#	PURPOSE	FIELD	DRAFT	DATE

12:09



45%

< 73

4 Messages

**melaniepsahm@yahoo.com**

Yesterday

To: James Bcc: Melanie Sahn >

Re: 844 Oceanside Drive

Hey Debbie

We are beyond tired of the results of the builder not maintaining the property. He used THREE guys to build that house for a year- of course their permit ran out! I have picked trash up in my yard MULTIPLE times as well as the sand blowing into our driveway, front porch, and balconies. I too have called the town about the fence that was NEVER properly secured , yet here we are and they let ANOTHER permit run out. When there's no urgency on their end to finish we suffer the fallout.

Melanie Sahn

On Feb 8, 2024, at 5:29 PM, James Nelson <jnelson@nelsoninv.com> wrote:

Hello All,

I too have had minor damage to the north side of my house. I would expect them to paint the north side when they're finished with construction. Can we make that a condition precedent to extending



iPhone

Sent from my

Begin forwarded message:

From: Debbie Huffman <dlhnfla@aol.com>
Date: February 10, 2024 at 2:28:08 PM EST
To: James Nelson <jnelson@nelsoninv.com>
Subject: Re: 844 Oceanside

On Feb 9, 2024, at 11:25 AM, James Nelson <jnelson@nelsoninv.com> wrote:

From: Debbie Huffman <dlhnfla@aol.com>
Sent: Friday, February 9, 2024 11:24:25 AM
To: James Nelson <jnelson@nelsoninv.com>
Subject: Re: 844 Oceanside Drive

I too have had minor damage to the north side of my house. I would expect them to paint the north side when they're finished with construction. Can we make that a condition precedent to extending the building permit? Also, there is some masonry debris on the north side windows.

Thank you.

Kind regards,
Jim Nelson
312-286-9536

From: Bob Vail <rvail@kolter.com>
Sent: Wednesday, February 7, 2024 3:11:20 PM

To: Debbie Huffman <dlhnfla@aol.com>; Steve Smith <Yukonsws@gmail.com>; Melanie Sahn <melaniepsahm@yahoo.com>; rolanddsahm@gmail.com <rolanddsahm@gmail.com>; James Nelson <jnelson@nelsoninv.com>
Subject: RE: 844 Oceanside Drive

My home continues to be "sandblasted" by sand coming off the lot whenever the Builder chooses to take down or not maintain the silt fence.

Recent high winds and no silt fence have damaged my property, and it continues....

I had been speaking to the enforcement person at the Town and she was effective several months ago but it is happening all over again.

What is the alternative to granting the extension??

We need some assurances.

This has gone on FOREVER.

Bob Vail
President
Kolter Urban LLC
561-682-9500 ext 252

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Frank

As you can see from these emails the surrounding neighbors are not happy with the condition of the lot. There has been damage done to some of the other houses. Because the silt fence has not been up the drain is full of sand There seems to be no rush to get this house completed. Is there a deadline at least for the landscaping? What recourse do we have? All the houses on Oceanside own to the middle of the street and workers have been told they can't park in front of the other houses unless they have permission from the owner Do they need to give you a reason for the extension? Or do you just grant up to 12 months? They are not visible to the town or code enforcement and everyone is tired of complaining about the same things Please let me know if you need anything else from us

Thank you
Debbie Huffman

From: Debbie Huffman <dlhnfla@aol.com>
Sent: Wednesday, February 7, 2024 2:59 PM
To: Steve Smith <Yukonsws@gmail.com>; Bob Vail <rvail@kolter.com>; Melanie Sahn <melaniepsahm@yahoo.com>; rolanddsahm@gmail.com; Jim Nelson <jnelson@nelsoninv.com>
Subject: Fwd: 844 Oceanside Drive

You don't often get email from dlhnfla@aol.com. [Learn why this is important](#)

[External Email]

Please read over this email from Frank Davila and give me your thoughts about this extension. I will then forward any concerns you may have to Frank

Thank you

Debbie

Sent from my iPhone

Begin forwarded message:

From: Frank Davila <fdavila@juno-beach.fl.us>
Date: February 7, 2024 at 1:17:06 PM EST
To: Debbie Huffman <dlhnfla@aol.com>, Lynn Hamel <lhamel@juno-beach.fl.us>
Subject: 844 Oceanside Drive

Hello Debbie,

The property owner of [844 Oceanside Drive](#) has made a request for Town Council to extend his building permit until June 1st, 2024. Under our code, the Town Council may extend it for up to 12 months. Their permit currently expires on February 28, 2024, this is after already receiving an initial 90-day extension.

As president of the HOA, I am asking for any feedback you may have. Whatever you send to me I can add as backup material to their request, which will be heard at the February 28th Town Council meeting.

If you have any questions, please feel free to contact me at 561-656-0306.

Respectfully,

Frank Davila, CFM
Director of Planning and Zoning
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408



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
 Email: junobeach@juno-beach.fl.us

August 31, 2023

Brian Grossman
 Coastal Property Concepts Inc.
 900 E Indiantown Road – Suite 604-144
 Jupiter, FL 33477

Douglas Shea Bramer
 Triple D Builders LLC
 14041 80th Lane North
 Loxahatchee, FL 33470

RE: Juno Beach Building Permit No. 21-9565
844 Ocean Side Drive – Juno Beach, FL

Dear Mr. Grossman & Mr. Bramer:

The purpose of this letter is to give you an advance 3-month notice that Juno Beach Building Permit No. 21-9565 for the construction of a new single-family residence at 844 Ocean Side Drive in Juno Beach, FL is scheduled to expire on **November 30, 2023**.

Section 6-24 of the Juno Beach Code of Ordinances pertains to time limits for construction projects within the Town of Juno Beach based on the square footage of the project. For projects such as yours, greater than 5,000 square feet in size and less than 10,000 square feet in size, the building permit will become invalid unless all work authorized by the permit is completed with twenty-four (24) months of permit issuance.

Included in the Code of Ordinances, however, is a mechanism that allows you to request a one-time extension of 90 days to complete all exterior portions of your project as described and as authorized in your original building permit. Exterior work that must be completed includes any work visible from the outside i.e. the project property must be fully landscaped, all driveways and walkways must be completed, all drainage and related site improvements must be completed and installed, and all construction debris, dumpsters, and temporary fences must be removed from the property. Following completion of all exterior work within this initially-authorized 90 day time period, you may request additional extensions of time periods, not exceeding 90 days each, to complete remaining / unfinished interior work. Remaining work to be completed must not be visible from the exterior.

Please be advised that you must complete one of the below actions prior to November 30, 2023:

- 1) Successfully complete all required building and zoning inspections necessary to close-out Juno Beach Building Permit No. 21-9565, including all sub-contractor permits,

OR

- 2) Apply for and obtain an extension for completion of the project.

Failure to complete one of the above actions prior to expiration of the building permit constitutes a violation of the Juno Beach Code of Ordinances and a Special Magistrate Hearing will be scheduled at which fines and costs may be ordered.

Should you choose to apply for and obtain an extension, please contact Frank Davila, Director of Planning & Zoning, at 561/656-0306 regarding your intentions.

Please feel free to contact Mr. Davila if you have questions or need additional information.

Thank you for your cooperation.

Respectfully,



Lynn Hamel
Code Compliance Officer
Town of Juno Beach
561/627-0818
lhamel@juno-beach.fl.us



Town of Juno Beach

Item #17.

340 Ocean Drive, Juno Beach, Florida 33408
Phone: (561) 626-1122 Fax: (561) 775-0812

NOTIFICATION OF EXPIRING PERMIT

Date: August 31, 2023

Permit Expiration: **11/30/2023**

Permit Number: 21-9565

Job Address: 844 Ocean Side Drive

Owner's Name: Coastal Property Concepts Inc.

Owner's Address: 900 E Indiantown Road - Suite 604-144
Jupiter, FL 33477

Owner's Phone Number: (561) 222-7456

CONTRACTOR'S INFORMATION:

Contractor's Name: Douglas Shea Bramer
TRIPLE D BUILDERS LLC

Contractor's Address: 14041 80TH Lane North
Loxahatchee, FL 33470

Contractor's Phone: (561) 907-9277

License Number: FL CGC1529422

The original building permit covers a single period of 24 months to complete a project even with approved inspections as per Section 34.119 of the Juno Beach Code of Ordinances. The contractor or owner/builder will have to resubmit for the building permit if your extension request is not approved and / or if you fail to meet the specified requirements.

Town of Juno Beach Building Division



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: Curt Thompson, Principal Planner
Item Title: Caretta Plat

BACKGROUND

On August 1, 2022, the subject property received a recommendation of approval from the Juno Beach Planning and Zoning Board for a Special Exception to The Caretta Mixed-Use Development (project) and this project was approved by Town Council via Resolution No. 2022-09 on August 24, 2022.

On August 7, 2023, the Planning and Zoning Board recommended approval of a major amendment to the Site Plan to: divide one residential unit into two units; reduce and reconfigure the size of the garage; utilize shared parking on the site; utilize valet parking; and reduce the outdoor dining.

On August 23, 2023, the Town Council approved the major modification, with revisions, through the adoption of Resolution No. 2023-12.

On December 13, 2023, the Town Council approved Resolution 2023-22, amending the legal description to reflect a more precise and accurate legal description for the project as set forth in a Corrective Special Warranty Deed.

On January 17, 2024, the subject property received a recommendation of approval from the Planning and Zoning Board for a re-plat.

The subject project is currently located within the Commercial General (CG) zoning district. To the north is the Plaza La Mer Commercial Center (Commercial General - CG); to the south is the Donald Ross Road Right of Way (ROW); to the west lies the Plaza La Mer Commercial Center (CG); and to the east lies U.S. Highway 1 (ROW).

DISCUSSION

At this time, the applicant (Juno Pointe Property Owner, LLC) has submitted an application for plat approval for the Caretta project (see attachment I), consisting of a re-plat of a Portion of Chevron Juno Tract, recorded in plat book 58, page 107, public records of Palm Beach County, Florida, and an unplatted

portion of Government Lot 5, Section 21, Township 41 South, Range 43 East, Town of Juno Beach, Palm Beach County, Florida.

The application was reviewed under the guidelines and specifications of Chapter 177, Florida Statutes, and the Town's adopted Subdivision Regulations. The Planning and Zoning Staff reviewed the application submitted by the applicant and determined that the re-subdivision/plat is ready to be reviewed by the Town Council. If the Town Council approves the re-subdivision/plat, it will be subject to any final technical reviews prior to officially recording the plat with the Clerk of Court in the official records of Palm Beach County.

STAFF RECOMMENDATION

Staff recommends that the Town Council consider the proposed re-subdivision/plat for the Caretta project, subject to any final technical comments prior to the recording of the proposed re-subdivision/plat.

Attachments(s):

1. Plat Checklist & Comments Application
2. Town Surveyor Letter
3. Caretta Plat
4. Resolution 2024-01



TOWN OF JUNO BEACH RECEIVED

2023 OCT 17 PM 02:06

Town of Juno Beach
340 Ocean Drive; Juno Beach, FL 33408
Phone: (561) 626-1122; Fax: (561) 775-0812

Plat Checklist & Comments – Florida Statutes

PROJECT NAME: CARETTA
DATE: 09-14-2023

Please Complete the Following:

▪ Applicant/Agent Information:

Name of Applicant: James D. Letchinger Contact Phone: (312) 218 - 0111
Address of Applicant: 14 W. Superior St, STE 200, Chicago, IL 60654
Name & Address of Organization Represented: Juno Point Property Owner, LLC
14 W. Superior St, STE 200, Chicago, IL 60654

*If the applicant has an agent, or will be represented by anyone other than the applicant:

*Name of Agent: Contact Phone:

09-14-2023

Applicant's Signature
James D. Letchinger

Date

Print Name

CHAPTER 177

PLATTING (ss.177.011-177.151) CHECKLIST

177.041 Boundary survey and title certification required. Every plat or replat of a subdivision submitted to the approving agency of the local governing body must be accompanied by:

1) A boundary survey of the platted lands. However, a new boundary survey for a replat is required only when the replat affects any boundary of the previously platted property or when

improvements which may affect the boundary of the previously platted property have been made on the lands to be replatted. The boundary survey must be performed and prepared under the responsible direction and supervision of a professional surveyor and mapper preceding the initial from employing one professional surveyor and mapper to perform and prepare the boundary survey and another professional surveyor and mapper to prepare the plat.

Comments:

2) A title opinion of an attorney at law licensed in Florida or a certification by an abstractor or a title company showing that record title to the land as described and shown on the plat is in the name of the person, persons, corporation, or entity executing the dedication. The title opinion or certification shall also show all mortgages not satisfied or released of record nor otherwise terminated by law.

Comments:

177.051 Name and replat of subdivision

1) Every subdivision shall be given a name by which it shall be legally known. For the purpose of this section, that name is the "primary name." The primary name shall not be the same or in any way so similar to any name appearing on any recorded plat in the same county as to confuse the records or to mislead the public as to the identity of the subdivision, except when the subdivision is further divided as an additional unit or section by the same developer or the developer's successors in title. In that case, the additional unit, section, or phase number. Every subdivision's name shall have legible lettering of the same size and type, including the words "section," "unit," or "phase." If the word "replat" is not part of the primary name, then it may be of a different size and type. The primary name of the subdivision shall be shown in the dedication and shall coincide exactly with the subdivision name.

Comments:

2) Any change in a plat, except as provided in s. 177.141, shall be labeled a "replat," and a replat must conform with this part. After the effective date of this act, the terms "amended plat," "revised plat," corrected plat," and "resubdivision" may not be used to describe the process by which a plat is changed.

Comments:

177.061 Qualification and statement required. Every plat offered for recording pursuant to the provisions of this part must be prepared by professional surveyor and mapper. The plat must be signed and sealed by that professional surveyor and mapper, who must state on the plat that the plat was prepared under his or her direction and supervision and that the plat complies with all of the survey requirements of this part. Every plat must also contain the printed name and registration number of the professional surveyor and mapper directly below the statement required by this section, along with the printed name, address, and certificate of authorization number of the legal entity, if any. A professional surveyor and mapper practicing independently of a legal entity must include his or her address.

Comments: **177.071 Approval of plat by governing bodies**

1) Before a plat is offered for recording, it must be approved by the appropriate governing body, and evidence of such approval must be placed on the plat. If not approved, the governing body must return the plat to the professional surveyor and mapper or the legal entity offering the plat for recordation. For the purpose of this part:

Comments:

a) When the plat to be submitted for approval is located wholly within the boundaries of a municipality, the governing body of the municipality has exclusive jurisdiction to approve the plat.

b) When a plat lies wholly within the unincorporated areas of a county, the governing body of the county has exclusive jurisdiction to approve the plat.

c) When a plat lies within the boundaries of more than one governing body, two plates must be prepared and each governing body has exclusive jurisdiction to approve the plat within its boundaries, unless the governing bodies having said jurisdiction agree that one plat is mutually acceptable.

Comments:

2) Any provision in a county charter, or in an ordinance of any charter county or consolidated government chartered under s. 6(e), Art. VIII of the State Constitution, which provision is inconsistent with anything contained in this section shall prevail in such charter county or consolidated government to the extent of any such inconsistency.

Comments: **177.081 Dedication and approval**

1) Prior to approval by the appropriate governing body, that plat shall be reviewed for conformity to this chapter by a professional surveyor and mapper either employed by or under contract to the local governing body, the costs of which shall be borne by the legal entity offering the plat for recordation, and evidence of such review must be placed on such plat.

Comments:

2) Every plat of a subdivision filed for record must contain a dedication by the owner or owners of record. The dedication must be executed by all persons, corporations, or entities whose signature would be required to convey record fee simple title to the lands being dedicated in the same manner in which deeds are required to be executed. All mortgagees having a record interest in the lands subdivided shall execute, in the same manner in which deeds are required to be executed, either the dedication contained on the plat or a separate instrument joining in and

ratifying the plat and all dedications and reservations thereon.

Comments:

3) When a tract or parcel of land has been subdivided and a plat thereof bearing the dedication executed by the owners of record and mortgagees having a record interest in the lands subdivided, and when the approval of the governing body has been secured and recorded in compliance with this part, all streets, alleys, easements, rights-of-way, and public for the uses and purposes thereon stated. However, nothing herein shall be construction or maintenance within such dedicated areas except when the obligation is voluntarily assumed by the governing body.

Comments:

177.085 Platted streets; reversionary clauses

1) When any owner of land subdivided the land and dedicates streets, other roadways, alleys or similar strips on the map or plat, and the dedication contains a provision that the reversionary interest in the street, roadway, alley or other similar strip is reserved unto the dedicator or his or her heirs, successors, assigns, or legal representative, or similar language, and thereafter conveys abutting lots or tracts, the conveyance shall carry the reversionary interest in the abutting street to the centerline or other appropriate boundary, unless the owner clearly provided otherwise in the conveyance.

Comments:

2) as to all plats of subdivided lots heretofore recorded in the public records of each county, the holder of any interest in any reversionary rights in streets in such plats, other than the owners of abutting lots, shall have 1 year from July 1, 1972, to institute suit in a court of competent jurisdiction in this state to establish or enforce the right, and failure to institute the action within the time shall bar any right, title or interest, and all right of forfeiture or reversion shall thereupon cease and determine, and become unenforceable.

Comments:

177.086 Installation of cul-de-sacs. In the event a municipality or county installs a cul-de-sac on a street or road under its jurisdiction and thereby discontinues use of any existing street or road right-of-way, such discontinuance shall not operate to abandon or vacate the unused right-of-way unless the governing body of the municipality or county adopts a resolution or ordinance, as appropriate, vacating the unused right-of-way.

Comments:

117.091 Plats made for recording. Every plat of a subdivision offered for recording shall conform to the following:

1) It must be:

a) An original drawing made with black permanent drawing ink; or

Comments:

- b) A nonadhered scaled print on a stable base film made by photographic processes from a film scribing tested for residual hypo testing solution to assure permanency.

Marginal lines, standard certificates and approval forms shall be printed on the plat with a permanent black drawing ink. A print or photographic copy of the original drawing must be submitted with the original drawing.

Comments:

- 2) the size of each sheet shall be determined by the local governing body and shall be drawn with a marginal line, or printed when permitted by local ordinance, completely around each sheet and placed so as to leave at least a ½-inch margin on each sides and a 3-inch margin on the left side of the plat for binding purposes.

Comments:

- 3) When more than one sheet must be used to accurately portray the lands subdivided, and index or key map must be included and each sheet must show the particular number of that sheet and the total number of sheets included, as well as clearly labeled matchlines to show where other sheets match or adjoin.

Comments:

- 4) In all cases, the letter size and scale used shall be of sufficient size to show all detail. The scale shall be both stated and graphically illustrated by a graphic scale drawn on every sheet showing any portion of the lands subdivided.

Comments:

- 5) The name of the plat shall be shown in bold legible letters, as stated in s.177.051. The name of the subdivision shall be shown on each sheet included. The name of the professional surveyor and mapper or legal entity, along with the street and mailing address, must be shown on each sheet included.

Comments:

- 6) A prominent “north arrow” shall be drawn on every sheet included showing any portion of the lands subdivided. The bearing or azimuth reference shall be clearly stated on the face of the plat in the notes or legend, and, in all cases, the bearings used shall be referenced to some well established and monumented line.

Comments:

- 7) Permanent reference monuments must be placed at each corner or change in direction on the boundary of the lands being platted and may not be more than 1,400 feet apart. Where such corners are in an inaccessible place, “P.R.M.s” shall be set on a nearby offset within the boundary of the plat and such offset shall be so noted on the plat. Where corners are found to

coincide with a previously set "P.R.M.," the Florida registration number of the professional surveyor and mapper in responsible charge or the certificate of authorization number of the professional surveyor and mapper in responsible charge or the certificate of authorization number of the legal entity on the previously set "P.R.M." shall be shown on the new plat or, if unnumbered, shall so state, Permanent reference monuments shall be set before the recording of the plat. The "P.R.M.s" shall be shown on the plat by an appropriate symbol or designation.

Comments:

8) Permanent control points shall be set on the centerline of the right-of-way at the intersection and terminus of all streets, at each change of direction, and no more than 1,000 feet apart. Such "P.C.P.s" shall be shown on the plat by an appropriate symbol or designation. In those counties or municipalities that do not require subdivision improvements and do not accept bonds or escrow accounts to construct improvements, "P.C.P.s" may be set prior to the recording of the plat and must be set within 1 year of the date the plat was recorded. In the counties or municipalities that require subdivision improvements and have the means of insuring the construction of said improvements, such as bonding requirements, "P.C.P.s" must be set prior to the expiration of the bond or other surety. If the professional surveyor and mapper or legal entity of record is no longer in practice or is not available due to relocation, or when the contractual relationship between the subdivider and professional surveyor and mapper or legal entity has been terminated, the subdivided shall contract with a professional surveyor and mapper or legal entity in good standing to place the "P.C.P.s" within the time allotted.

Comments:

9) Monuments shall be set at all lot corners, points of intersection, and changes of direction of lines within the subdivision which do not require a "P.R.M."; however, a monument need not be set if a monument already exists at such corner, point, or change of direction or when a monument cannot be set due to a physical obstruction. In those counties or municipalities that do not require subdivision improvements and do not accept bonds or escrow accounts to construct improvements, monuments may be set prior to the recording of the plat and must be set at the lot corners before the transfer of the lot. In those counties or municipalities that require subdivision improvements and have the means of ensuring the construction of those improvements, such as bonding requirements, monuments shall be set prior to the expiration of the bond or other surety. If the professional surveyor and mapper or legal entity of record is no longer in practice or is not available due to relocation, or when the contractual relationship between the subdivider shall contract with a professional surveyor and mapper or legal entity in good standing who shall be allowed to place the monuments within the time allotted.

Comments:

10) The section, township, and range shall appear immediately under the name of the plat on each sheet included, along with the name of the city, town, village, county, and state in which the land being platted is situated.

Comments:

11) Each plat shall show a description of the lands subdivided, and the description shall be the same in the title certification. The description must be so complete that from it, without reference to the plat, the starting point and boundary can be determined.

Comments:

12) The dedications and approvals required by ss.177.071 and 177.081 must be shown.

Comments:

13) The circuit court clerk's certificate and the professional surveyor and mapper's seal and statement required by s. 177.061 shall be shown.

Comments:

14) All section lines and quarter section lines occurring within the subdivision shall be indicated by lines drawn upon the map or plat, with appropriate words and figures. If the description is by metes and bounds, all information called for, such as the point of commencement, course bearings and distances, and the point of beginning, shall be indicated. If the platted lands are in a land grant or are not included in the subdivision of government surveys, then the boundaries are to be defined by metes and bounds and courses.

Comments:

15) Location, width, and the names of all streets, waterways, or other rights-of-way shall be shown, as applicable.

Comments:

16) Location and width of proposed easements and existing easements identified in the title opinion or certification required by s. 177.041(2) shall be shown on the plat or in the notes or legend, and their intended use shall be clearly stated. Where easements are not coincident with property lines, they must be labeled with bearings and distances and tied to the principal lot, tract, or right-of-way.

Comments:

17) All contiguous properties shall be identified by subdivision title, plat book, and page, or, if unplatted, land shall be so designated. If the subdivision platted is a part or the whole of a previously recorded subdivision, sufficient ties shall be shown to controlling lines appearing on the earlier plat to permit an overlay to be made; the fact of its being a replat shall be stated as a subtitle under the name of the plat on each sheet included. The subtitle must state the name of the subdivision being replatted and the appropriate recording reference.

Comments:

18) All lots shall be numbered either by progressive numbers or if in blocks, progressively numbered in each block, and the blocks progressively numbered or lettered, except that blocks in numbered additions bearing the same name may be numbered consecutively throughout the several additions.

Comments:

19) Sufficient survey data shall be shown to positively describe the bounds of every lot, block, street easement, and all other areas shown on the plat. When any lot or portion of the subdivision is bounded by an irregular line, the major portion of that lot or subdivision shall be enclosed by a witness line showing complete data, with distances along all lines extended beyond the enclosure to the irregular boundary shown with as much certainty as can be determined or as “more or less,” if variable. Lot, block, street, and other dimensions except to irregular boundaries, shall be shown to a minimum of hundredths of feet. All measurements shall refer to horizontal plane and in accordance with the definition of the U.S. Survey foot or meter adopted by the National Institute of Standards and Technology. All measurements shall use the $39.37/12 = 3.28083333333$ equation for conversion from a U.S. foot to meters.

Comments:

20) Curvilinear lot lines shall show the radii, arc distances, and central angles. Radial lines will be so designated. Direction of nonradial lines shall be indicated.

Comments:

21) Sufficient angles, bearings, or azimuth to show direction of all lines shall be shown, and all bearings, angles, or azimuth shall be shown to the nearest second of arc.

Comments:

22) The centerlines of all streets shall be shown as follows: noncurved lines: distances together with either angles, bearings, or azimuths; curved lines: arc distances, central angles, and radii, together with chord and chord bearing or azimuths.

Comments:

23) Park and recreation parcels as applicable shall be so designated.

Comments:

24) All interior excepted parcels as described in the description of the lands being subdivided shall be clearly indicated and labeled “Not a part of this plat.”

Comments:

25) The purpose of all areas dedicated must be clearly indicated or stated on the plat

Comments:

26) When it is not possible to show line or curve data information on the map, a tabular form may be used. The tabular data must appear on the sheet to which it applies.

Comments:

27) The plat shall include in a prominent place the following statement: “NOTICE: This plat, as recorded in its graphic form, is the official depiction of the subdivided lands described herein

and will in no circumstances be supplanted in authority by any other graphic or digital form of the plat. There may be additional restrictions that are not recorded on this plat that may be found in the public records of this county.”

Comments:

28) All platted utility easements shall provide that such easements shall also be easements for the construction, installation, maintenance, and operation of cable television services shall interfere with the facilities and services of an electric, telephone, gas, or utility, it shall be solely responsible for the damages. This section shall not apply to those private easements granted to or obtained by a particular electric, telephone, gas, or other public utility. Such construction, installation, maintenance, and operation shall comply with the National Electrical Safety Code as adopted by the Florida Public Service Commission.

Comments:

29) A legend of all symbols and abbreviations shall be shown.

Comments:



675 West Indiantown Road
Suite 200
Jupiter, Florida 33458
(561) 746-8454

January 02, 2024

Mr. Paul A. Buri, PE
Simmons & White, Inc.
2581 Metrocentre Blvd. Suite 3
West Palm Beach, Florida 33407

SUBJECT: CARETTA – PLAT REVIEW

Dear Mr. Buri:

This is the third review of this proposed plat. This review is done to comply with the City of Juno Beach regulations and to check the legal description for closure and sufficiency. This review includes a review for compliance with Chapter 177.

We have reviewed the submitted plat for CARETTA and have the following comments:

BOUNDARY SURVEY, TITLE CERTIFICATION, AND SITE PLAN:

- 1.) Please provide a signed and sealed copy of the ALTA/NSPS Land Title Survey That was provided for this review.
- 2.) The site plan shows the deed dimensions along the property but is acceptable for this review.

SHEET 1

- 1.) In the Acknowledgement for the Mortgage’s Joiner and Consent the Name of Clifton Hill the president of Bank OZK has not been filled in but space has been provided for that to be filled in by hand. Therefore it is acceptable.

SHEET 2

- 1.) The necessary changes have been made

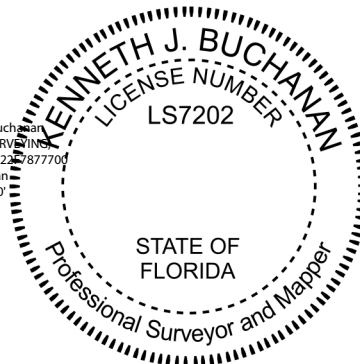
If you have any questions, please feel free to call me at any time.

Sincerely,

LIDBERG LAND SURVEYING, INC.
Kenneth J
Buchanan

By: Kenneth J Buchanan, P.S.M.
Director of Land Surveying

Digitally signed by Kenneth J Buchanan
DN: c=US, o=LIDBERG LAND SURVEYING, INC.,
dnQualifier=A01410C00000180227877709
03F8DB, cn=Kenneth J Buchanan
Date: 2024.01.02 13:09:23 -05'00'



CARETTA

REPLAT OF A PORTION OF CHEVRON JUNO TRACT, RECORDED IN PLAT BOOK 58, PAGE 107, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, AND AN UNPLATTED PORTION OF GOVERNMENT LOT 5, SECTION 21, TOWNSHIP 41 SOUTH, RANGE 43 EAST, TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA.

DEDICATION AND RESERVATION

KNOW ALL MEN BY THESE PRESENTS THAT JUNO POINT PROPERTY OWNER, LLC, A DELAWARE LIMITED LIABILITY COMPANY, AUTHORIZED TO DO BUSINESS IN THE STATE OF FLORIDA, OWNER OF THE LAND SHOWN HEREON AS "CARETTA," BEING A REPLAT OF A PORTION OF CHEVRON JUNO TRACT, AS RECORDED IN PLAT BOOK 58, PAGE 107, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND AN UNPLATTED PORTION OF GOVERNMENT LOT 5, SECTION 21, TOWNSHIP 41 SOUTH, RANGE 43 EAST, TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF GOVERNMENT LOT 5, SECTION 21, TOWNSHIP 41 SOUTH, RANGE 43 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SAID SECTION 21, THENCE SOUTH 01°14'37" WEST, ALONG THE WEST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21, FOR A DISTANCE OF 2675.60 FEET TO THE NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF SAID SECTION 21; THENCE SOUTH 01°15'11" WEST, ALONG THE WEST LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 21, FOR A DISTANCE OF 2676.40 FEET TO THE SOUTHWEST CORNER OF SAID SECTION 21; THENCE SOUTH 87°54'10" EAST, ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 21 AND THE CENTERLINE OF DONALD ROSS ROAD, FOR A DISTANCE OF 1346.43 FEET TO THE SOUTHWEST CORNER OF SAID GOVERNMENT LOT 5; THENCE NORTH 01°14'36" EAST, ALONG THE WEST LINE OF SAID GOVERNMENT LOT 5, FOR A DISTANCE OF 60.01 FEET TO THE POINT OF INTERSECTION OF SAID WEST LINE OF GOVERNMENT LOT 5 AND A LINE LYING 60.00 FEET NORTH OF, AS MEASURED AT RIGHT ANGLES, THE SOUTH LINE OF SAID SOUTHWEST 1/4 OF SECTION 21, SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUE NORTH 01°14'36" EAST, ALONG SAID WEST LINE OF GOVERNMENT LOT 5, FOR A DISTANCE OF 429.89 FEET TO A POINT BEING THE INTERSECTION OF SAID WEST LINE OF GOVERNMENT LOT 5 AND A LINE BEING 850.00 FEET SOUTH OF, AS MEASURED AT RIGHT ANGLES, THE NORTH LINE OF SAID GOVERNMENT LOT 5; THENCE SOUTH 87°59'00" EAST, ALONG SAID LINE, FOR A DISTANCE OF 490.74 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF STATE ROAD NO. 5 ALSO KNOWN AS U.S. HIGHWAY NO. 1; THENCE SOUTH 15°20'06" EAST, ALONG SAID WEST RIGHT OF WAY LINE, FOR A DISTANCE OF 410.39 FEET TO THE POINT OF CURVATURE OF A CIRCULAR CURVE, CONCAVE TO THE NORTHWEST, HAVING AS ITS ELEMENTS A RADIUS OF 30.00 FEET AND A CENTRAL ANGLE OF 107°25'55"; THENCE SOUTHWESTERLY, ALONG THE ARC OF SAID CURVE, FOR A DISTANCE OF 56.25 FEET TO A POINT ON A LINE LYING 60.00 FEET NORTH OF, AS MEASURED AT RIGHT ANGLES, THE SOUTH LINE OF SAID GOVERNMENT LOT 5, ALSO BEING SAID SOUTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 21; THENCE NORTH 87°54'10" WEST, ALONG SAID LINE, A DISTANCE OF 578.66 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 5.475 ACRES, MORE OR LESS.

HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED AS SHOWN HEREON AND DO HEREBY DEDICATE AND RESERVE AS FOLLOWS:

1. PARCEL A AS SHOWN HEREON IS HEREBY RESERVED FOR JUNO POINT PROPERTY OWNER, LLC, A DELAWARE LIMITED LIABILITY COMPANY AUTHORIZED TO DO BUSINESS IN FLORIDA, ITS SUCCESSORS AND ASSIGNS, FOR PURPOSES CONSISTENT WITH THE ZONING REGULATIONS OF THE TOWN OF JUNO BEACH, FLORIDA AND IS THE PERPETUAL MAINTENANCE OBLIGATION OF SAID JUNO POINT PROPERTY OWNER, LLC, A DELAWARE LIMITED LIABILITY COMPANY AUTHORIZED TO DO BUSINESS IN FLORIDA, ITS SUCCESSORS AND ASSIGNS, WITHOUT RECOURSE TO THE TOWN OF JUNO BEACH, FLORIDA.

PARCEL A CONTAINS 5.410 ACRES, MORE OR LESS.

2. ADDITIONAL RIGHT-OF-WAY: TRACT R/W-1 AND TRACT R/W-2, AS SHOWN HEREON, ARE HEREBY DEDICATED TO THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, FOR THE PERPETUAL USE OF THE PUBLIC FOR PUBLIC STREET PURPOSES.

ADDITIONAL RIGHT-OF-WAY: TRACT R/W-1 CONTAINS 0.041 ACRES, MORE OR LESS.
ADDITIONAL RIGHT-OF-WAY: TRACT R/W-2 CONTAINS 0.024 ACRES, MORE OR LESS.

JUNO POINT PROPERTY OWNER, LLC, A DELAWARE LIMITED LIABILITY COMPANY, AUTHORIZED TO DO BUSINESS IN FLORIDA.

BY: _____
JAMES D. LETCHINGER,
MANAGER

IN WITNESS WHEREOF, THE ABOVE NAMED DELAWARE LIMITED LIABILITY COMPANY, AUTHORIZED TO DO BUSINESS IN FLORIDA, HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS MANAGER, JAMES D. LETCHINGER, AND ITS COMPANY SEAL TO BE AFFIXED HEREON BY AND WITH THE AUTHORITY OF ITS BOARD OF DIRECTORS THIS _____ DAY OF _____, 20____.

WITNESS: _____ PRINTED NAME: _____

WITNESS: _____ PRINTED NAME: _____

ACKNOWLEDGMENT

STATE OF: FLORIDA
COUNTY OF: PALM BEACH

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF _____ PHYSICAL PRESENCE OR _____ ONLINE NOTARIZATION, THIS _____ DAY OF _____, 20____, BY JAMES D. LETCHINGER, AS MANAGER FOR JUNO POINT PROPERTY OWNER, LLC, ON BEHALF OF THE COMPANY, WHO IS _____ PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ (TYPE OF IDENTIFICATION) AS IDENTIFICATION.

MY COMMISSION EXPIRES: _____
SIGNATURE _____

(PRINTED NAME) - NOTARY PUBLIC SEAL

TITLE CERTIFICATION

STATE OF: FLORIDA
COUNTY OF: PALM BEACH

I, ANTHONY P. VERNACE, A DULY LICENSED ATTORNEY IN THE STATE OF FLORIDA, DO HEREBY CERTIFY THAT I HAVE EXAMINED A TITLE SEARCH OF THE REAL PROPERTY DESCRIBED IN THIS PLAT OF CARETTA, AND THAT BASED ON SAID TITLE SEARCH: (1) RECORD TITLE TO SUCH PROPERTY IS IN THE NAME OF THE ENTITY EXECUTING THE DEDICATION ABOVE, NAMELY JUNO POINT PROPERTY OWNER, LLC, A DELAWARE LIMITED LIABILITY COMPANY; (2) ALL TAXES HAVE BEEN PAID ON THE PROPERTY AS REQUIRED BY FLORIDA STATUTES; AND (3) ALL MORTGAGES NOT SATISFIED OR RELEASED OF RECORD NOR OTHERWISE TERMINATED BY LAW ARE LISTED ON THE MORTGAGEE'S JOINDER AND CONSENT ON THIS PLAT; NAMELY THE MORTGAGE TO BANK OZK, RECORDED IN OFFICIAL RECORDS BOOK 33196, PAGE 544, AS MODIFIED BY SECOND MODIFICATION AGREEMENT RECORDED IN OFFICIAL RECORDS BOOK 34509, PAGE 1409, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND THAT THERE ARE ENCUMBRANCES OF RECORD BUT THOSE ENCUMBRANCES DO NOT PROHIBIT THE CREATION OF THE SUBDIVISION DEPICTED BY THIS PLAT.

ANTHONY P. VERNACE
FLORIDA BAR NUMBER 30626

MORTGAGEE'S JOINDER AND CONSENT

STATE OF: _____
COUNTY OF: _____

THE UNDERSIGNED HEREBY CERTIFIES THAT IT IS THE HOLDER OF A MORTGAGE, UPON THE PROPERTY DESCRIBED HEREON AND DOES HEREBY JOIN IN AND CONSENT TO THE DEDICATION OF THE LAND DESCRIBED IN SAID DEDICATION BY THE OWNER THEREOF AND AGREES THAT ITS MORTGAGE WHICH IS RECORDED IN OFFICIAL RECORD BOOK 33196 AT PAGE 544 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, AS AMENDED AND/OR OTHERWISE MODIFIED, SHALL BE SUBORDINATED TO THE DEDICATION SHOWN HEREON.

BA JUNO BEACH LENDER LLC,
A DELAWARE LIMITED LIABILITY COMPANY

BY: _____

PRINTED NAME: _____

TITLE: _____

WITNESS: _____ PRINTED NAME: _____

WITNESS: _____ PRINTED NAME: _____

ACKNOWLEDGMENT

STATE OF: _____
COUNTY OF: _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF _____ PHYSICAL PRESENCE OR _____ ONLINE NOTARIZATION, THIS _____ DAY OF _____, 20____, BY _____ AS _____ FOR _____ ON BEHALF OF THE COMPANY, WHO IS _____ PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ (TYPE OF IDENTIFICATION) AS IDENTIFICATION.

MY COMMISSION EXPIRES: _____
SIGNATURE _____

(PRINTED NAME) - NOTARY PUBLIC SEAL

TOWN OF JUNO BEACH APPROVAL

THIS PLAT IS HEREBY APPROVED FOR RECORD PURSUANT TO THE ORDINANCES OF THE TOWN OF JUNO BEACH, AND IN ACCORDANCE WITH SECTION 177.071 (2), FLORIDA STATUTES. THIS _____ DAY OF _____, 20____, AND HAS BEEN REVIEWED BY A PROFESSIONAL SURVEYOR AND MAPPER UNDER CONTRACT WITH THE TOWN OF JUNO BEACH, IN ACCORDANCE WITH SECTION 177.081 (1), FLORIDA STATUTES.

BY: _____
ALEXANDER COOKE
MAYOR

BY: _____
CAITLIN E. COPELAND-RODRIGUEZ, CMC
TOWN CLERK

BY: _____
LEONARD G. RUBIN, ESQUIRE
TORQVIA, DONLON, GODDEAU & RUBIN, P.A.
FL BAR NO. 861995
TOWN ATTORNEY

BY: _____
PAUL A. BURI, P.E.
SIMMONS & WHITE, INC.
TOWN CONSULTING ENGINEER

BY: _____
KENNETH J. BUCHANAN, P.S.M.
LINDBERG LAND SURVEYING, INC.
TOWN CONSULTING SURVEYOR AND MAPPER

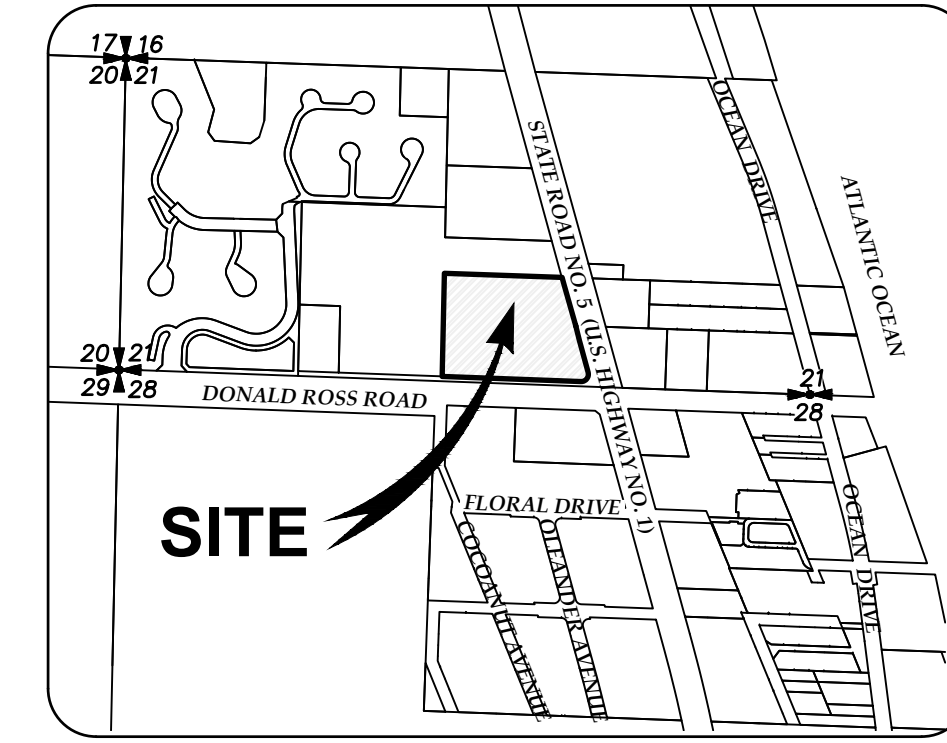
SURVEYOR & MAPPER'S CERTIFICATE

THIS TO CERTIFY THAT THE PLAT SHOWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY MADE UNDER THE RESPONSIBLE DIRECTION AND SUPERVISION OF A PROFESSIONAL SURVEYOR & MAPPER; THAT SAID SURVEYOR & MAPPER IS EMPLOYED BY THE BELOW NAMED LEGAL ENTITY; THAT SAID PLAT IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF; THAT PERMANENT REFERENCE MONUMENTS ("P.R.M.S"), AND MONUMENTS ACCORDING TO SECTION 177.091(9), FLORIDA STATUTES, HAVE BEEN PLACED AS REQUIRED BY LAW; AND FURTHER, THAT THE PLAT COMPLIES WITH ALL THE SURVEY REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES, AS AMENDED, AND THE ORDINANCES OF THE TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA.

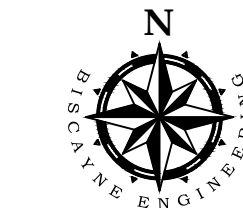
Digitally signed by
Alberto J Rabionet
Date: 2024.02.19
18:24:43 -05'00'

ALBERTO J. RABIONET, PSM, FOR THE FIRM
PROFESSIONAL SURVEYOR AND MAPPER NO. 7218
STATE OF FLORIDA

MORTGAGE SEAL JUNO POINT PROPERTY OWNER, LLC SEAL SURVEYOR'S SEAL TOWN CONSULTING ENGINEER'S SEAL TOWN CONSULTING SURVEYOR & MAPPER'S SEAL



LOCATION MAP
SCALE 1" = 800'

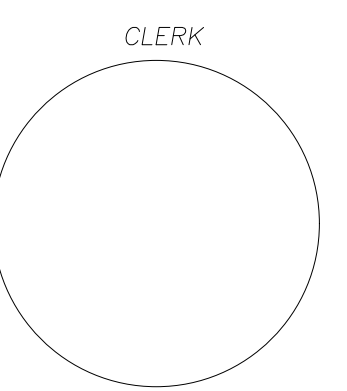


STATE OF FLORIDA
COUNTY OF PALM BEACH S.S.

THIS INSTRUMENT WAS FILED FOR
RECORD AT _____ M.
THIS _____ DAY OF _____
2024 _____ AND DULY RECORDED
IN PLAT BOOK NO. _____
_____ ON PAGE _____

JOSEPH ABRUZZO,
CLERK AND COMPTROLLER
BY: _____, D.C.

SHEET 1 OF 2



SURVEYORS NOTES

- PERMANENT REFERENCE MONUMENTS SHOWN ARE STAMPED "PRM LB 0129".
- THE BASIS OF BEARINGS IS THE SOUTH LINE OF THE S.W. 1/4 OF SECTION 21, HAVING A BEARING OF S87°54'10"E. ALL OTHER BEARINGS ARE RELATIVE THERETO.
- NO BUILDING OR ANY KIND OF CONSTRUCTION OR TREES OR SHRUBS SHALL BE PLACED ON ANY EASEMENT WITHOUT THE PRIOR WRITTEN CONSENT OF ALL EASEMENT BENEFICIARIES AND THE TOWN CONSULTING ENGINEER.
- NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF PALM BEACH COUNTY.
- IN THOSE CASES WHERE EASEMENTS OF DIFFERENT TYPES CROSS OR OTHERWISE COINCIDE, DRAINAGE EASEMENTS SHALL HAVE FIRST PRIORITY, UTILITY EASEMENTS SHALL HAVE SECOND PRIORITY, ACCESS EASEMENTS SHALL HAVE THIRD PRIORITY, AND ALL OTHER EASEMENTS SHALL BE SUBORDINATE TO THESE WITH THEIR PRIORITIES BEING DETERMINED BY USE RIGHTS GRANTED.
- COORDINATES SHOWN HEREON ARE FLORIDA STATE PLANE GRID.
DATUM = NORTH AMERICAN DATUM OF 1983 WITH THE 2011 ADJUSTMENT (NAD 83-11)
ZONE = FLORIDA EAST ZONE
LINEAR UNITS = U.S. SURVEY FEET
COORDINATE SYSTEM = 1983 STATE PLANE TRANSVERSE MERCATOR PROJECTION
ALL DISTANCES ARE GROUND UNLESS OTHERWISE NOTED
SCALE FACTOR: 1.00004932
GROUND DISTANCE X SCALE FACTOR = GRID DISTANCE
- RECORDING REFERENCES SHOWN HEREON REFERENCE THE PALM BEACH COUNTY PUBLIC RECORDS.
- BUILDING SETBACK LINES SHALL BE AS REQUIRED BY CURRENT TOWN OF JUNO BEACH REGULATIONS.

LEGEND:

- C = CENTERLINE
- D = DELTA (WHEN USED IN A CURVE)
- E = EASTING
- F.L. = FLORIDA
- LB = LICENSED BUSINESS
- L = ARC LENGTH
- N = NORTHING
- NO. = NUMBER
- N.W. = NORTHWEST
- ORB = OFFICIAL RECORDS BOOK
- P.B. = PLAT BOOK
- PS. = PAGE
- P.O.B. = POINT OF BEGINNING
- P.O.C. = POINT OF COMMENCEMENT
- PRM = PERMANENT REFERENCE MONUMENT
- R = RADIUS
- R/W = RIGHT-OF-WAY
- SF = SQUARE FEET
- S.W. = SOUTHWEST
- U.S. = UNITED STATES
- ± = MORE OR LESS
- = PERMANENT REFERENCE MONUMENT (5/8 INCH REBAR AND CAP STAMPED "PRM LB 0129")
- = PERMANENT REFERENCE MONUMENT (NAIL AND WASHER STAMPED "PRM LB 0129")

THIS INSTRUMENT WAS PREPARED BY ALBERTO J. RABIONET, P.S.M. LS #7218 STATE OF FLORIDA.
BISCAYNE ENGINEERING COMPANY, INC.
529 WEST FLAGLER STREET, MIAMI, FL., 33130
CERTIFICATE OF AUTHORIZATION NO. LB 0129

JUNO POINTE
PREPARED BY:
BISCAYNE ENGINEERING
BISCAYNE ENGINEERING COMPANY, INC. (LB 0129)
529 WEST FLAGLER STREET, MIAMI, FL., 33130
TEL. (305) 324-7671, FAX (305) 324-0809
ORDER NO. 03-87618, DRAWING NO. DC-6636

CARETTA

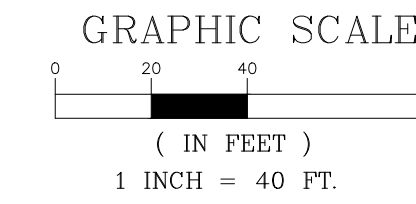
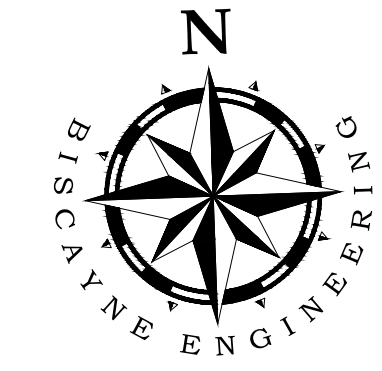
REPLAT OF A PORTION OF CHEVRON JUNO TRACT, RECORDED IN PLAT BOOK 58, PAGE 107, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, AND AN UNPLATTED PORTION OF GOVERNMENT LOT 5, SECTION 21, TOWNSHIP 41 SOUTH, RANGE 43 EAST, TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA.

STATE OF FLORIDA
COUNTY OF PALM BEACH S.S.

THIS INSTRUMENT WAS FILED FOR
RECORD AT _____ M.
THIS _____ DAY OF _____
2024 _____ AND DULY RECORDED
IN PLAT BOOK No. _____
ON PAGE _____

JOSEPH ABRUZZO,
CLERK AND COMPTROLLER
BY: _____, D.C.

SHEET 2 OF 2

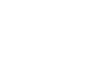


LEGEND:

- ⊕ = CENTERLINE
- Δ = DELTA (WHEN USED IN A CURVE)
- E = EASTING
- FL = FLORIDA
- LB = LICENSED BUSINESS
- L = ARC LENGTH
- N = NORTHING
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- ± = MORE OR LESS
- = PERMANENT REFERENCE MONUMENT (5/8 INCH REBAR AND CAP STAMPED "PRM LB 0129")
- = PERMANENT REFERENCE MONUMENT (NAIL AND WASHER STAMPED "PRM LB 0129")

P.O.C.
N.W. CORNER OF SECTION 21,
TOWNSHIP 41 SOUTH,
RANGE 43 EAST
N: 932699.80
E: 961809.02

N.W. CORNER OF
THE S.W. 1/4 OF
SECTION 21,
TOWNSHIP 41 SOUTH,
RANGE 43 EAST
N: 930024.84
E: 961750.95



WEST LINE OF THE N.W. 1/4 OF SECTION 21,
TOWNSHIP 41 SOUTH, RANGE 43 EAST

WEST LINE OF THE N.W. 1/4 OF SECTION 21, TOWNSHIP 41 SOUTH, RANGE 43 EAST

S.W. CORNER OF
THE S.W. 1/4 OF
SECTION 21,
TOWNSHIP 41 SOUTH,
RANGE 43 EAST
N: 927349.08
E: 961692.42

SOUTH LINE OF THE
S.W. 1/4 OF SECTION 21

SOUTH R/W OF DONALD ROSS ROAD
PER NEW PALM BEACH HEIGHTS
P.B. 6, PG. 73

SOUTH LINE OF THE S.W. 1/4
OF SECTION 21 (BEARING BASIS)

SOUTH LINE OF GOVERNMENT LOT 5

SOUTH LINE OF GOVERNMENT LOT 5

WEST LINE OF
GOVERNMENT LOT 5

WEST LINE OF
GOVERNMENT LOT 5

WEST LINE OF
GOVERNMENT LOT 5

WEST LINE OF
GOVERNMENT LOT 5

WEST LINE OF
GOVERNMENT LOT 5

WEST LINE OF
GOVERNMENT LOT 5

S.W. CORNER OF
GOVERNMENT LOT 5

SOUTH LINE OF GOVERNMENT LOT 5

SOUTH LINE OF GOVERNMENT LOT 5

SOUTH LINE OF GOVERNMENT LOT 5

SOUTH LINE OF GOVERNMENT LOT 5

SOUTH LINE OF GOVERNMENT LOT 5

THE NORTH LINE OF GOVERNMENT LOT 5

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THE NORTH LINE OF GOVERNMENT LOT 5

THE NORTH LINE OF GOVERNMENT LOT 5

THE NORTH LINE OF GOVERNMENT LOT 5

GOVERNMENT LOT 5
PLAT OF PLAZA LA MER
P.B. 59, PG. 168

PARCEL A
(238,453 SF,
±5.410 ACRES)

DONALD ROSS ROAD

NEW PALM BEACH HEIGHTS
P.B. 6, PG. 73

TRACT R/W-1
(1,766 SF,
±0.041 ACRES)

STATE ROAD NO. 5
U.S. HIGHWAY NO. 1

TRACT R/W-2
(1,035 SF,
±0.024 ACRES)

JUNO BEACH EXTERIOR RESTAURANT

SOUTH QUARTER
CORNER OF SECTION 21,
TOWNSHIP 41 SOUTH,
RANGE 43 EAST
N: 927252.93
E: 964318.21

THIS INSTRUMENT WAS PREPARED BY ALBERTO J. RABONET, P.S.M. LS #7218 STATE OF FLORIDA.
BISCAYNE ENGINEERING COMPANY, INC.
529 WEST FLAGLER STREET, MIAMI, FL., 33130
CERTIFICATE OF AUTHORIZATION NO. LB 0129

JUNO POINTE

PREPARED BY:



BISCAYNE ENGINEERING COMPANY, INC. (LB 0129)
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ORDER NO. 03-87618, DRAWING NO. DC-6636

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RESOLUTION NO. 2024-01

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, APPROVING A PLAT FOR THE CARETTA PROJECT AND AUTHORIZING ITS EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, through the adoption of Resolution No. 2022-07, the Town Council approved a request for Site Plan and Appearance Review and for Special Exception approval to utilize the Site Area Development Modification and to establish a restaurant use for the mixed-use Caretta project, consisting of 94 residential units as well as office space, retail space, restaurant space, and an outdoor dining area; and

WHEREAS, through the adoption of Resolution No. 2023-12, the Town Council approved a major amendment to the Site Plan and Appearance Approval for the Caretta project to: divide one residential unit into two units; reduce and reconfigure the size of the garage; utilize shared parking on the site; utilize valet parking on the site; and reduce the outdoor dining area; and

WHEREAS, through the adoption of Resolution No. 2023-22, the Town Council amended the original approval to incorporate a more precise and accurate legal description for the project; and

WHEREAS, Juno Pointe Property Owner, LLC has submitted an application for re-subdivision/plat approval in accordance with the approved development plan; and

WHEREAS, the Village Engineer has reviewed the plat and determined that it is consistent with the requirements of Chapter 177, Florida Statutes, and the Town Code of Ordinances; and

WHEREAS, the Planning and Zoning Board reviewed the plat at a public hearing held on January 17, 2024 and recommended approval of the plat; and

WHEREAS, the Town Council determines that the approval of this Resolution is in the best interests of the residents and citizens of the Town of Juno Beach.

NOW THEREFORE, BE IT RESOLVED 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 are incorporated herein.

Section 2. The Town Council hereby approves the plat for the Caretta project, a copy of which is attached hereto and incorporated herein by reference, and authorizes the Mayor and the appropriate Town officials/consultants to execute the plat on behalf of the Town.



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: Michael Ventura, Finance Director
Item Title: Resolution 2024-3; Purchasing policies and procedures

DISCUSSION:

The purchasing policy has not been updated since 2010. This is an entire change of the policy and procedure manual to comply with law and common practices. This policy will apply to all purchases of the Town irrespective of the funding source. This directive is designed to ensure that the Town procures all items at the lowest and best price consistent with the quality of materials, workmanship, or level of service performance required.

RECOMMENDATION:

Recommend the council approve resolution 2024-3 adopting the new purchasing policies and procedures.

RESOLUTION 2024-03

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, ADOPTING REVISED AND UPDATED PURCHASING POLICIES AND PROCEDURES; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council establishes standards and procedures for the procurement of services and commodities utilized by the Town for public purposes; and

WHEREAS, the Town wishes to adopt revised and updated Purchasing Policies and Procedures to replace those adopted by Resolution No. 2007-16 and amended by Resolution No. 2010-07; and

WHEREAS, the Town Council determines that the adoption of this Resolution is in the best interests of the residents and citizens of the Town of Juno Beach.

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

Section 1. The foregoing whereas clauses are ratified as true and incorporated herein.

Section 2. The Town Council hereby approves and adopts revised and updated Purchasing Policies and Procedures, a copy of which is attached hereto and incorporated herein by reference.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. This Resolution shall become effective immediately upon adoption.

RESOLVED AND ADOPTED this 28th day of February, 2024.

Alexander Cooke, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC
Town Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Leonard G. Rubin, Town Attorney

EXHIBIT A

TOWN OF JUNO BEACH, FLORIDA PURCHASING POLICIES AND PROCEDURES

Adopted By Resolution 2024-3

Effective Date February 28, 2024

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Town of Juno Beach, Florida

PURCHASING POLICIES AND PROCEDURES

I. OBJECTIVE

To establish policies and procedures for the selection of vendors to procure goods and/or services for the Town. This policy will apply to all purchases of the Town irrespective of the funding source. This directive is designed to ensure that the Town procures all items at the lowest and best price consistent with the quality of materials, workmanship, or level of service performance required. No purchase of items shall be authorized unless adequate funds have been appropriated.

II. EXCEPTION

Grant agreements may contain provisions or requirements related to purchasing procedures, the disposition of fixed assets, etc., that differ from the Town's procedures. In the event that there is a conflict between a grant provision/requirement and a Town procedure, the grant provision/requirement will take precedence over the Town procedure.

III. RESPONSIBILITY

It shall be the responsibility of the Town Manager and all employees involved in the purchasing process to comply with all procedures, guidelines and instructions as set forth in this policy.

IV. DEFINITIONS

APPROPRIATION: An act by the Town Council that authorizes the expenditure of specific dollar amounts for various purposes including the purchase of items.

AUTHORIZATION: An act by an authorized officer approving the expenditure of Town funds. For the originating department, the authorizing officer is the Department Director or designee. For the Finance Department, the authorizing officer is the Finance Director or designee. For all purchases over \$25,000, authorization must also come from the Town Manager or designee.

AWARD: Award means the acceptance of a bid, offer, or proposal by the proper governmental authority.

BID: A price offered by a vendor to furnish specific goods and/or services in response to an invitation for bids/advertisement, written request for quotation, or verbal request for quotation.

BLANKET PURCHASE ORDER: A single purchase order which allows for multiple releases, issued as a confirmed long-term order for specified goods or services over a period not to exceed one fiscal year.

CHANGE ORDER: A modification to an original contract or change in contract scope, which occurs during the provision of contractual services which may result in an increase or decrease in contract cost and/or contract time.

COMPETITIVE SOLICITATION: The process of requesting and receiving two or more sealed bids, proposals, or replies submitted by responsive vendors in accordance with the terms of a competitive process, regardless of the method of procurement.

CONSULTANTS' COMPETITIVE NEGOTIATION ACT or ("CCNA"): The common name for F.S. §287.055, as may be amended, concerning the procurement of architectural, professional engineering, landscape architecture, and registered land surveying and mapping services, as defined by state law.

CONTINUING CONTRACT: A contract for professional services entered into in accordance with all the procedures of the CCNA between an agency and a firm whereby the firm provides professional service to the agency for projects in which the estimated construction cost of each individual project under the contract does not exceed \$4 million, for study activity of the fee for professional services for each individual study under the contract does not exceed \$500,000, or for work of a specified nature as outlined in the contract required by the agency, with the contract being for a fixed term or with no time limitation except that the contract must provide a termination clause. Firms providing professional services under continuing contracts shall not be required to bid against one another.

CONTRACT/AGREEMENT: A legally binding agreement between parties usually exchanging goods or services for money or other consideration. These contracts can be price specific, volume specific, or for a specified construction project.

CONTRACTOR: Any person or entity currently under contract with the Town.

DESIGNEE: An individual appointed by an authorized officer to approve expenditures.

ELECTRONIC: Relating to technology having electrical, digital, magnetic, wireless, optical, electromagnetic, or similar capabilities.

ELECTRONIC SIGNATURE: A manual or electronic identifier or the electronic result of an authentication technique attached to, or logically associated with, a record that is intended by the person using it to have the same full force and effect as a manual signature.

EMERGENCY PURCHASE: As used in these purchasing policies and

procedures, an emergency is a circumstance in which damage to Town facilities or personnel or serious damage to Town programs will result if prompt action is not taken. An emergency purchase would be required by a sudden and unexpected turn of events (acts of God, weather events, or other uncontrollable unexpected circumstances) which involves, or could involve, a threat to the health, safety, and welfare of citizens, and which can be rectified in whole or in part by the immediate purchase of items or services.

Emergency purchase orders are considered on their individual merits. They will be processed as emergencies only when the Town Manager determines that it is necessary, and will not be utilized unless the situation poses an imminent risk to health, life, property, or the environment and requires immediate action.

ENCUMBRANCE: Reservation of Town funds that have been authorized for a purchase that has not yet been completed.

EVALUATION COMMITTEE: A group of 3-5 persons appointed as provided for herein to recommend a vendor or vendors to provide goods or services, or both, for a particular project by ranking them in preferential order or by some other method. The Evaluation Committee is subject to the Cone of Silence provisions.

FLORIDA STATE CONTRACT: An agreement or contract with the State of Florida or any Florida State agency or any quasi-public agency or other Florida government entities' purchasing contract as long as the contract is current and was procured with the same level of formality as the Town would have otherwise required.

FISCAL YEAR: The period of time beginning on October 1 of any year and ending September 30 of the following year.

INVITATION TO BID (“ITB”): A competitive method of soliciting bids which is used when there is no substantial difference between the products or services that meet the specifications of the Town; the only real difference between the submissions is the price.

LAW ENFORCEMENT TRUST FUNDS (Forfeiture Funds): Those funds governed as to their use by Chapter 932, F.S. These funds may only enter the purchasing process after a recommendation of funding use is provided by the Chief of Police.

MINOR IRREGULARITY: A variation from the sealed competitive method, which does not affect the proposed price or give the proposer an advantage or benefit not enjoyed by other proposers, or does not adversely affect the fundamental fairness of the sealed competitive method.

OFFEROR: A bidder, proposer, vendor, or other person or entity who submits a response to a sealed competitive method or written quotations method.

PERSON: Any natural person or entity including, but not limited to, a corporation, partnership, sole proprietorship, an estate, trust, a political subdivision, a public or private agency of any kind, a utility, a successor or assign of any of the foregoing, or any other legal entity.

PIGGYBACK CONTRACT: A contract which makes use of the practice of procuring goods and/or services through the utilization of a State of Florida public entity's award of an Invitation to Bid or Request for Proposals.

PROFESSIONAL SERVICES (PS): Services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of the state, or those performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper in connection with his or her professional employment or practice.

PREPAYMENT: Payment of an agreed upon sum before receiving the item(s).

PURCHASE: The acquisition of goods or services, generally an exchange transaction where the Town procures these goods or services one time from an individual, firm, or corporation.

PURCHASE ORDER: A legal document issued by a buyer to a seller indicating descriptions, types, quantities, agreed prices, date of performance or shipment for items and other associated terms and conditions the seller will provide to the buyer over time. A purchase order is utilized to help ensure that the Town gets the number of items promised, at the price promised, for as long as it has been promised, and to monitor the ongoing spending for contracted items.

PURCHASE REQUISITION: A request to proceed with a purchase. It is also called a purchase order request. It is originated and approved by the department requiring the items. A purchase requisition is owned by the originating department and should not be changed without obtaining approval from the originating department. A purchase requisition is not a purchase order and should not be used to purchase items or be used as an authorization to pay an invoice from a supplier or service provider.

RESPONSE: A bid, proposal, statement of qualifications or other type of response submitted by a proposer in response to a sealed competitive method or written quotations method issued by the Town.

RESPONSIVE BIDDER OR PROPOSER: A proposer who has submitted a response which conforms in all material respects to a competitive solicitation. A response of a responsive proposer must be submitted on the required forms, which contain all required information, signatures, notarizations, insurance, bonding, security, or other mandated requirements required by the competitive solicitation by the due date and time.

REQUEST FOR PROPOSAL (RFP): An invitation for providers of a product or service to bid on the right to supply that product or service to the individual or entity that issued the RFP.

REQUEST FOR QUALIFICATION (RFQ): A process that requests interested consultants to submit a letter of interest and a statement of their qualifications. Consultants are evaluated upon their qualifications, expertise, and references.

REQUEST FOR QUOTATION: An informal request, either oral or written, to solicit prices for specific goods and/or services.

SERVICES: The furnishing primarily of labor, time and/or effort by a vendor, wherein the provision of goods or other specific end products other than documents relating to the required performance is incidental or secondary.

SINGLE SOURCE: A Single Source company is one in which two or more vendors can supply the commodity, technology, and/or perform the services required by the Town, but the department selects one vendor over another. The acquisition of items that for all practical purposes can only be obtained from a single vendor, usually because of limiting technology, technological compatibility with existing systems or items already in use by the Town or other unique qualities of the items that preclude a competitor's price comparison. The Town Manager must approve all single source purchases.

SOLE SOURCE: A Sole Source company means that only one supplier, to the best of the requester's knowledge and belief, based upon thorough research, is capable of providing the required product or service.

A Sole Source company may provide a sole source letter to use for backup. If there is a need to verify the accuracy of the sole source vendor, the Town may place the request on Demand Star or a similar web page for five days.

SUSPENSION: Action taken by the Town to temporarily disqualify a vendor from Town contracts.

TOWN: The Town of Juno Beach.

UNAUTHORIZED PURCHASE: Any purchase that commits the Town financially which is made by an individual or individuals who lack the authority to do so or is made without following established Town purchasing policies and procedures. Unauthorized purchases may be the responsibility of the purchaser.

VENDOR: A person or entity that is currently supplying any goods or services to the Town; that has supplied any goods or services to the Town within the current or prior two fiscal years; or has, by submitting a response to a currently open sealed competitive

solicitation method, expressed an interest in supplying any goods or services to the Town.

WRITTEN QUOTATION METHOD: The method of obtaining (3) three written quotes from vendors who meet all the specifications and or qualifications as set forth by the purchaser.

V. ETHICAL CONDUCT

- A. Any attempt by Town employees to realize personal gain by conduct inconsistent with proper discharge of their duties is a breach of public trust. Any effort to influence any public employee to breach the standards of ethical conduct set forth in this Policy is also a breach of ethical standards. The provisions of Town ordinances, county ordinances and state statutes shall be strictly enforced to preserve the public trust. Town personnel shall comply with the Palm Beach County Code of Ethics as well as the State of Florida Code of Ethics.
- B. The Town shall not execute a contract if there has been a violation of this section, any ethics provision of a procurement solicitation, or any local, state, or federal law, including, but not limited to:
1. Conflicts of interest;
 2. Kickbacks;
 3. Solicitation of procurement by payment of a gratuity or offer of employment;
 4. Acceptance of a gratuity or offer of employment resulting from solicitation of procurement;
 5. Violations of the cone of silence;
 6. Any other improper or unlawful attempt to influence the outcome of a procurement.
- C. *Unauthorized purchasing practices.* An unauthorized purchase occurs when any employee of the Town orders, contracts for, or purchases any services, materials or supplies outside the purview of the Town Charter and/or this Policy. Any individual making an unauthorized purchase may be subject to disciplinary action as appropriate, which may include termination and/or prosecution. The following are unauthorized purchasing practices:
1. Intentionally and knowingly artificially dividing purchases into multiple segments to issue single orders below the dollar threshold requirements as established herein (also known as "stringing" or "splitting purchases").
 2. Intentionally and knowingly purchasing any supplies or services above the thresholds delineated herein directly from a vendor.
 3. Obtaining items available on an existing Town term contract when one is required.
 4. Providing false information such as false quotations (without contacting and

obtaining a quotation, bid, or proposal from a vendor).

5. Adding unauthorized purchases to previously approved purchase orders without approval of the appropriate approval authority and subsequent modification of the purchase order.
- D. Any contracting entity, including subcontractors, who are involved with developing or drafting specifications, requirements, statements of work, invitations to bid or requests for proposals shall be excluded from competing for such procurements.
- E. Consistent with the Purchasing Procedures detailed above, if any purchase is determined to be unauthorized, that purchase may be the responsibility of the purchaser.

VI. AUTHORITY AND RESPONSIBILITY

The Town has determined that purchasing and contracting decisions are managed most effectively by the end-user of the items. This approach requires that employees involved at every stage of the purchasing process take responsibility for understanding the Town's policies and procedures regarding purchasing and vendor relations.

Employees must be authorized to commit the Town's resources to make a purchase and are subject to disciplinary action up to and including the termination of employment if proper authorization is not obtained.

The Finance Department has the right to review and question any purchasing transaction.

A. User Department

Department personnel are responsible for the following:

1. Ascertaining needs and determining whether the purchase or contract has a public purpose.
2. Conducting price or cost analysis to ensure the Town is making the most efficient, effective, and economical purchases reasonably possible.
3. Monitoring the department's budget and verifying that funding is available prior to committing to the purchase.
4. Selecting a vendor in a fair, impartial, and consistent manner when competitive procurement is not required.
5. Initiating a purchase requisition/purchase order, if required.
6. Verifying that all purchases for their department follow the Town's purchasing policies and procedures.
7. Ensuring the proper receipt of ordered items.

8. Reviewing invoices or purchases and verifying that the receipt of ordered purchases agrees with the contract, purchase order, or quotes.
9. Forwarding invoices and/or receipts to the Finance Department in a timely manner for payment.
10. Negotiating and resolving disputes with vendors.

B. Finance Department

The Finance Department is responsible for:

1. Reviewing all purchases for completeness and for proper usage of accounts as well as ensuring that funding is available in the applicable budget.
2. Reviewing all purchases to ensure compliance with current purchasing policies and procedures.
3. Preparing purchase orders from completed purchase requisitions for issuance to vendors.
4. Paying invoices.

C. Designees

Department Directors are ultimately responsible for the purchasing activities of their departments and must sign all purchase requisitions. Directors may delegate requisition approval authority to another employee within their department by completing a Delegation of Authority Form and sending it to the Finance Department where it will be kept on file. Directors are responsible for ensuring that their designees have access to and are knowledgeable of current purchasing policies and procedures.

VII. PURCHASE REQUISITION/PURCHASE ORDERS

Purchase requisitions and purchase orders are required for purchases greater than \$35,000 for acquisitions on continuing contracts which are not one time purchases of items which will be delivered over time and purchased in allotments or pursuant to construction contracts or continuing contracts such as landscaping, cleaning, etc.

Vendors may request a purchase order for any item for any amount and it is the discretion of the department director or designee to issue the purchase requisition.

A. Purchase Requisitions

1. The originating department will be responsible for completely and accurately preparing the requisition. The purchase requisition must include descriptions, prices, quantities, terms, delivery, vendor, contract numbers, charge (account) codes and any other standard or special instructions or explanations.

2. Purchase requisitions may not be approved for any purchase that would result in spending in excess of amounts authorized in the annual budget.
3. Departments may take advantage and "piggyback" a State of Florida or another Florida government entity's purchasing contract as long as the contract is current and was procured with the same level of formality as the Town would have otherwise required. Purchase requisitions for piggyback contract items must comply with the specifications of the piggyback contract listing.
4. If circumstances do not allow for or require competitive procurement (e.g. emergencies, sole-source, piggyback, etc.), reasons for the exception to the directive must be fully documented and approved by the Town Manager. Emergency purchases may be documented after the fact and receive formal approval after the need for the emergency has been rectified. Prior verbal approval by the Town Manager is highly recommended.

B. Purchase Orders

1. All purchase orders are to be processed prior to the purchase of goods or services from outside vendors, when necessary.
2. Blanket Purchase Orders - Blanket purchase orders permit multiple purchases from the same vendor using the same index, and may be used when the originating department:
 - a. Needs to purchase specific items or services repetitively over a specified time period, usually one (1) fiscal year; or
 - b. Needs to frequently purchase low dollar goods or services and can obtain more favorable pricing through volume commitments.
3. Blanket purchase orders should not be used when:
 - a. A price agreement or business terms are not negotiated with the vendor; or
 - b. Control over the department's expenditures would be weakened significantly.
4. The Finance Department will generate the purchase order once the Town Manager and the appropriate directors or designees have approved the requisition. Orders must be placed only for items included on the approved requisition.
5. Splitting orders, or even failing to combine orders when this logically should be done in the interest of economy, for the purpose of keeping total cost of each order below purchase order and/or bid limits will be construed as a deliberate evasion of this Policy, subjecting the violator to discipline per

Town policy.

6. Purchase orders for which contracts have been signed and goods or services have been ordered will rollover (carry forward) into the following year.

VIII. LEASE AGREEMENTS

Department Directors are required to submit a copy of all lease agreements associated with their department to the Finance Department at the beginning of each fiscal year or when executed during the fiscal year. No lease agreement invoice will be processed without this supporting documentation. The originating department will prepare an annual requisition and the Finance Department will create and issue purchase orders from properly approved purchase requisitions. Lease invoices will then be paid by the Finance Department each month as detailed in the signed lease agreement.

IX. PROCUREMENT THRESHOLDS

In order to ensure that all items are procured in the most efficient, effective, and economical manner available, the Town of Juno Beach uses a four (4) tier procurement process:

A. Discretionary Procurement

1. Purchases of less than \$3,000 must be within the budget constraints and authorized by a Supervisor and/or Department Director or designee.
2. The department staff member making the purchase is required to make a reasonable attempt to ensure that the Town receives the lowest and best price that is consistent with the desired quality of items, physical convenience/distance, workmanship, and/or level of performance.

B. Informal Procurement

1. Purchases of \$3,000 but less than \$35,000 must be within the budget constraints and authorized by a Department Director or designee.
2. Requires at least three written quotes (“written quotations method”), which must be on the company’s letterhead or from the company’s email system.
3. Must forward quotations to Finance Department with the Department Director’s approval on the quotation utilized.

C. Formal Procurement

1. Purchase of \$35,000 but less than \$75,000 must be within the budget constraints and authorized by a Department Director or designee, Town Manager, and Finance Director.
2. Requires advertised public notice on the Town’s website, Palm Beach

County's public notice website or a local newspaper and open to receive quotes for at least ten (10) days.

3. Provide at least three written quotes, which will be on company letterhead and attached to the purchase requisition as necessary.
4. A purchaser may use acquisition methods as outlined in Section X in order to more accurately outline the scope and requirements of the Town.

D. Competitive Procurement

1. Purchases greater than \$75,000 must be within the budget constraints and authorized by the Town Council.
2. Requires the use of a Competitive Procurement process as outlined in Section X.
3. Prior to the purchase of any good or service, a Purchase Order shall be issued by the Finance Department.
4. A purchase order requires proof of Town Council approval and procurement procedures as outlined below along with Supervisor/Department Director approval.
5. The purchase order requires two signatures (Town Manager, Finance Director, or authorized designee).
6. The original purchase order shall be sent to the vendor, a copy of the purchase order and supporting documentation shall be retained at the Town Center, and a copy of the purchase order shall be given to the requestor.
7. All applicable invoices shall state the corresponding purchase order number.

X. METHODS OF ACQUISITION – COMPETITIVE PROCUREMENT

Acquisitions of or contracts for non-real property, goods, or services where the annual expenditure by the Town (excluding expenditures relating to change orders) is estimated to be \$75,000 or greater shall be subject to a sealed competitive method.

A. Sealed Competitive Bids

Sealed competitive bids are utilized where price, responsiveness, and responsibility are the sole determining factors.

B. Public Notice Requirements

Requires advertised public notice on the Town's website, Palm Beach County's public notice website or a local newspaper. Public notice may also be placed on a recognized procurement platform. Time periods to receive bids will be indicated in the bid documents.

Construction notice time periods will comply with Florida Statute 255.0525.

C. Request for Proposals/Requests for Qualifications

Requests for proposals and requests for qualifications are utilized where price, responsiveness, and responsibility are not the sole determining factors. An evaluation committee, appointed by the Town Manager, shall review the submissions received by the Town in response to requests for proposals and requests for qualifications and make a recommendation to the Town Council. The evaluation committee shall terminate upon the award of the contract, cancellation of the sealed competitive method, or such other time as determined by the Town Council.

D. Requests for Information

When it is deemed necessary by the Town Manager to assess the market, feasibility of a proposed project, service, or commodity, or when vendor input to specifications or a scope of work would result in a more competitive and fair sealed competitive method, a request for information (“RFI”) may be issued requesting submission of unpriced offers, products, or scopes of services, which may be followed by subsequent sealed competitive method that is not limited to those firms who responded to the RFI.

E. Submissions

It shall be the sole responsibility of the bidder, proposer, or responder to have the bid, proposal, or response submitted to the Town as required in the solicitation document before the specified closing date and time. Bids, proposals, or responses received after the closing date and time shall not be considered. The time clock specified in the solicitation documents shall govern. All bids, proposals, and responses submitted pursuant to a sealed competitive method shall remain sealed until they are opened publicly on the date and time and location stated in the notice to bidders, proposers, or responders, or as may be amended by addendum.

F. Evaluation Procedures

1. All timely submitted responses will be reviewed for responsiveness/responsibility, which may include the following:
 - a. Whether the bidder/proposer has the required licenses or certifications;
 - b. Litigation history;
 - c. Contractual disputes; and
 - d. Whether all required forms have been submitted.
2. An evaluation committee appointed by the Town Manager or designee shall be established consisting of the Town Manager or designee, at least

one member from the user department, and at least one other person not of the user department who may have expertise that will assist in the necessary evaluation of responses. To the extent a committee member becomes unable to serve, the Town Manager may appoint a replacement member. The evaluation committee shall have a minimum of three members and no more than five members. All meetings of the evaluation committee shall be conducted in compliance with the Sunshine Law and all proposers shall receive notice of public evaluation meetings by electronic communication. A quorum of the committee must be present at scheduled evaluation meetings where official acts are to be taken. A majority of the committee members shall constitute a quorum, except that in no event shall a quorum be fewer than three members. All members shall be free of any conflicts of interest as set forth in the State Code of Ethics and the Palm Beach County Code of Ethics.

Construction or repairs on a public building or a public work must be opened at a public meeting conducted in compliance with the Sunshine Law (Section 255.0518, Florida Statute).

3. The evaluation committee shall evaluate all responses deemed responsive to the solicitation based on the evaluation criteria, which shall be stated in the sealed competitive method document and if the evaluation criteria is weighted, such information shall also be included in the solicitation document. The procedure for reviewing and scoring the responses shall provide for an initial independent evaluation by each evaluation committee member. Each evaluation committee member have equal weight in the scoring and ranking of the responses. The evaluation committee may discuss the responses at publicly held evaluation committee meetings and the members may amend their initial scores based on the discussions held.
4. The evaluation committee may reduce the number of firms after the initial evaluation and ranking to a short list of a minimum of three (provided at least three firms applied) based on the ranking. The evaluation committee may hold discussions, interviews, presentations, or other similar proceedings with all short-listed firms at a subsequent meeting. The evaluation committee reserves the right to amend their scores and re-rank short-listed firms based on the discussions, interviews, presentations, or other proceedings held. In re-ranking the short-listed firms, the evaluation committee shall attempt to select the best qualified firm(s) for the particular project based upon the information provided during the discussions or interviews with the proposers or the presentations given by the proposers, and the materials presented and the responses.
5. In addition to price (where applicable), the evaluation criteria shall, at a minimum, include the following:

- a. The ability, capacity, and scale of the bidder/proposer to perform the contract;
 - b. Whether the bidder/proposer can perform the contract in the time specified, without delay or interference;
 - c. The character, integrity, reputation, judgment and experience and efficiency of the bidder/proposer;
 - d. The quality of performance on previous public or private contracts of a similar nature;
 - e. The previous and existing compliance by the bidder/proposer with laws and ordinances relating to the contract.
 - f. Alternate or additional criteria may be used in the discretion of the Town Manager based upon his/her determination of the factors that will enable the Town to obtain the goods or services requested at the best value and in the most efficient and cost-effective manner. This section does not apply to sealed competitive methods issued pursuant to the CCNA. For CCNA solicitations, the criteria shall be consistent with the requirements of F.S. § 287.055.
6. The evaluation committee's rankings and recommendations shall be reported to the Town Council. The Town Council, by majority vote, has the option to: (1) approve the evaluation committee's ranking/evaluation and recommendation; (2) re-rank the firms (3); reject all submittals based upon a stated reason; or (4) send the ranking/evaluation back to the evaluation committee to conduct further evaluations consistent with the requirements of the sealed competitive method and the evaluation committee may either ratify the ranking/evaluation or re-rank the firms.

G. Town's Reservation of Rights

The Town may utilize a sealed competitive method for any acquisition that the Town deems appropriate regardless of the estimated cost of the acquisition. The Town Manager may waive minor irregularities in the sealed competitive method process. The Town, in its discretion, reserves the right to reject all proposals at any point in the process prior to the full execution of an agreement with the selected vendor.

XI. ADDITIONAL REQUIREMENTS

All contracts shall be approved by the Town Attorney as to form and legal sufficiency. Purchases with a value less than the Competitive Procurement threshold amounts set by this Policy of the Town Council may be signed and

executed by the Town Manager.

All contracts exceeding the threshold amount as set by this Policy of the Town Council must be approved by the Town Council before being signed and executed by the Town Manager.

The procurement of engineering, architecture, landscape architecture and surveying services that exceed thresholds set by state law for planning and construction activities shall be pursuant to the requirements of the Consultants Competitive Negotiations Act ("CCNA") (287.055, F.S.).

It is an express violation of this directive (policy) to intentionally "split" contracts or purchase orders or otherwise manipulate them for the purpose of avoiding dollar limitations or any of the Town's purchasing policies.

XII. EXCEPTIONS

A. General Exceptions from Procurement Threshold Requirements

The following procurements shall be exempt from the Town's various procurement threshold requirements:

Contracts for utilities (water, sewer, gas, electrical and other utility services); artistic services; academic program reviews; lectures; legal services; travel, education and training; health services; services for persons with mental or physical disabilities; Medicaid services; family placement services; prevention services (mental health, child abuse, drug abuse and runaway services); workers' compensation related training services; contracts entered into with other government agencies; and contracts with other persons possessing a high degree of professional skill shall be exempt from the Town's various procurement threshold requirements.

The Finance Director's and Town Manager's authorization, as evidenced by a manual signature, shall not be required for any normal and customary payroll-related expenditure.

The approval of the Town Council shall not be required when the cost has previously been approved in the Town's Adopted or Amended Budget. Changes to purchases previously approved may be authorized by the Town Manager provided the total dollar amount and other substantial matters do not exceed previously authorized maximum limits granted by the Town Council.

B. Utilization of Other Governmental Entities' Contracts

1. The Town may acquire or contract for non-real property, goods, or

services without utilizing a sealed competitive method where the desired non-real property, goods, or services are the subject of a contract with the State of Florida, their political subdivisions, or other local governmental entities within the State of Florida, with associations affiliated with state and/or local governmental entities or departments (such as the Florida Sheriffs Association) or with the United States government, provided that the contract was awarded based strictly on competitive bidding, and provided that the form of the contract is acceptable to the Town Attorney.

2. Utilization of other government entities' contracts shall only be permitted during the term of the other governmental entity's contract. The term of the Town's contract shall extend no more than twelve months from the expiration date, including expiration of any renewals of the other governmental entity's contract.

C. **Cooperative Acquisitions**

The Town may acquire or contract for non-real property, goods, or services where the Town participates in joint procurement of non-real property, goods, or services with other public entities, including, but not limited to, acquisitions made pursuant to inter-local agreements entered into with other governmental entities in accordance with F.S. Ch. 163.

D. **Sole Source and Town Standard**

- A. ***Sole source.*** The Town may acquire or contract for non-real property, goods, or services that are available to the Town from only one source without utilizing the sealed competitive method or written quotations method. Sole source acquisitions where the annual expenditure by the Town (excluding expenditures relating to change orders) is estimated to be \$75,000 or greater shall be subject to prior approval by the Town Council.
- B. ***Town standard.*** Where the Town has determined that a particular style, brand, make, or model is the only type that meets the Town's requirements for performance, consistency, compatibility, or other salient characteristics, and the Town Council has approved such standard, and such determination has resulted in there being only one source available to the Town, the Town may acquire or contract for such goods without utilizing a sealed competitive method. Town standard acquisitions where the annual expenditure by the Town (excluding expenditures relating to change orders) is estimated to be \$75,000 or greater shall be subject to prior approval by the Town Council.

E. **Emergency Acquisitions**

It is the intent of the Town Council to grant the Town Manager the authority

to act during an emergency to protect the public health, safety and welfare, in certain circumstances, without the prior approval of the Town Council, including the execution of required contracts. For the purposes of this subsection a non-declared emergency shall mean an adverse condition or circumstance in which the public health, safety or welfare is immediately and significantly threatened. A significant interruption or delay in the provision of municipal services shall be deemed an immediate threat to the public welfare. A declared emergency shall be an emergency as declared by the appropriate federal, state or local official.

F. Best Interest Acquisitions

The Town may acquire or contract for non-real property, goods, or services without utilizing a sealed competitive method or the other purchasing methods prescribed herein where the Town Council determines by a majority affirmative vote that the sealed competitive method or the other procurement methods (i.e., obtaining written quotations) are not in the best interest of the Town, and that such acquisition without utilizing a sealed competitive method or the written quotations method will not inure to the financial disadvantage of the Town. Such contracts shall be placed on the regular Town Council agenda.

XIII. TOWN COUNCIL APPROVAL

Acquisitions of \$75,000 or greater. Acquisitions of or purchases for non-real property, goods, or services where the expenditure by the Town (excluding expenditures relating to change orders) is estimated to be \$75,000 or greater during the initial contract term, shall be subject to prior approval by the Town Council.

Multiple acquisitions from vendor exceeding \$75,000 in any fiscal year. Acquisitions of or contracts for non-real property, goods, or services from the same person or entity exceeding the aggregate sum of \$75,000 (whether by a single department or multiple departments) during the course of any fiscal year shall not be permitted, unless the acquisition is first approved by the Town Council.

XIV. CHANGE ORDERS

A. Town Council Approved Contracts

1. ***Beyond the scope of work.*** Any change order that materially expands or alters the scope of the work in a Town Council approved contract shall be subject to prior approval by the Town Council, unless the Town Council approved contract authorizes the Town Manager to approve such expansion or alteration of the scope of work.
2. ***Within the scope of work.*** The Town Manager may approve a change order provided that it does not materially expand or alter the scope of

the work or result in an increase in the contract amount of \$50,000 or more in a Town Council approved contract.

- 3. **Construction contracts.** Notwithstanding subparagraphs (1) and (2) above, the Town Manager may approve a change order increasing the cost of a construction contract up to \$50,000 or ten percent of the original construction contract amount, whichever is greater, provided that sufficient budgeted funds are available.
- 4. **Extension of project completion dates.** Any change order that extends the original substantial or final completion date of a project of a Town Council approved contract may be approved by the Town Manager for up to 60 days, unless the Town Council approved contract authorizes the Town Manager to extend the completion date of the contract beyond the 60 days.

B. Town Manager approved contracts.

The Town Manager is authorized to approve a change order to a contract that did not require Town Council approval, provided that the change order does not cause the total acquisition from the vendor to exceed the aggregate sum of \$75,000.00 during the course of any fiscal year.

XV. REVENUE GENERATING CONTRACTS

Contracts with any person where the Town estimates the Town will receive revenue in the amount of \$75,000.00 or greater over the term of the contract shall require approval by the Town Council and shall be subject to a sealed competitive method. This section shall not apply to the purchase, sale, or lease of the Town's real or personal property or Town-sponsored events.

XVI. CONE OF SILENCE

A. Prohibited Communication.

Except as set forth in subsection (d), during the course of a sealed competitive method, a cone of silence shall be in effect between:

- 1. Any person or entity that seeks a contract, contract amendment, contract renewal, award, recommendation, or approval related to a sealed competitive method or that is subject to being evaluated or having its response evaluated in connection with a sealed competitive method, including a person or entity's representative; and
- 2. Any Town Council member, the Town Manager or any person or group of persons appointed or designated by the Town Council or the Town Manager to evaluate, select, or make a recommendation to the Town Council or the Town Manager regarding a sealed competitive method, including any member of the evaluation committee.

B. Effective Dates.

A cone of silence shall begin and shall end for a sealed competitive method as follows:

1. A cone of silence shall be in effect during a sealed competitive method process beginning upon the advertisement for the sealed competitive method or during such other procurement activities as declared by the Town Council.
2. The cone of silence shall terminate at the time the Town Council takes final action or gives final approval of a contract, rejects all bids or responses to the sealed competitive method, or takes other action that ends the sealed competitive method process.

C. Notice.

When the cone of silence becomes effective for a particular sealed competitive method, the Town Manager or designee shall provide notice of the cone of silence to the Town Council. The solicitation document for the goods or services shall generally disclose the requirements of this section.

D. Permitted Communication.

1. The cone of silence shall not apply to written or oral communications with legal counsel for the Town or Town staff acting in the capacity as purchasing agent for the Town.
2. Nothing contained in this section shall prohibit any person or entity subject to this section from:
 - a. Making public presentations at pre-bid conferences or at an evaluation or negotiation meeting related to the sealed competitive method.
 - b. Engaging in contract negotiations with the individual or entity selected to negotiate the terms of the agreement.
 - c. Engaging in contract negotiations with the Town Council during a public meeting.
 - d. Making a public presentation to the Town Council during any public meeting related to the sealed competitive method.
 - e. Communicating with the person or persons designated in the sealed competitive method as the contact person for clarification or information related to the sealed competitive method. The contact person shall not be a member of the evaluation committee or the person designated to negotiate the agreement, except as otherwise provided for in subsection (D) (1) above.
3. The Town's purchasing agent (Finance Department staff) and the Town

Attorney shall accept written communications from persons or entities subject to this section during the time a cone of silence is applicable to a sealed competitive method.

E. Violations.

Any action in violation of this section shall be cause for disqualification of the bid or the proposal. The determination of a violation and the penalty shall be made by the Town Council.

XVII. FEDERAL AND STATE PROJECTS; FEDERAL GRANTS

FEMA grant and cooperative agreements requirements (\$25,000.00 or more). Contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (Non-procurement Debarment and Suspension). These regulations restrict awards, sub-awards and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs and activities. See 2 C.F.R. Part 200, Appendix II, Paragraph I; and Chapter IV, Paragraph 6.d and Appendix C, Paragraph 2. A contract award must not be made to parties listed in the SAM Exclusions (www.sam.gov). SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

XVIII. PRE-QUALIFICATION OF BIDDERS – CONSTRUCTION PROJECTS; BONDS

The Town Manager, with the recommendation of the department head in charge of the construction project, shall make a determination as to whether the construction project should be bid using the two-step prequalification process. If such a determination is made, the prequalification of bidders shall follow the request for qualifications process.

The recommended list of pre-qualified bidders shall include, at a minimum, the three top ranked bidders, assuming three responded to the RFQ. Upon approval of the pre-qualified list of bidders by the Town Council, Town staff may issue an invitation to bid to the pre-qualified bidders. Only those bidders who have been so prequalified may then bid on the project. The Town Council may award the bid to the prequalified bidder who submits the lowest responsive, responsible bid.

Bonds. Contractor shall be required to provide a payment and performance

bond as provided in Sec. 255.05, F.S., as amended.

XIX. PAYMENT

By issuing a purchase order in advance of ongoing contracts and purchases of goods or services utilizing a blank purchase, or over time, funds are properly encumbered and set-aside to pay these obligations. The encumbrance ensures that the required funding is available to meet the Town's financial obligations. Accounts payable pays invoices/detailed receipts which prove and validate each and every transaction (providing information on what was purchased, how many was purchased, for how much for each item, when it was purchased and the total of the purchase) for the Town including those for external vendor purchases, employee business travel and entertainment reimbursements, and payments to non-employee independent contractors.

It is the originating department's responsibility to approve invoices or detailed receipts submit them to the Finance Department/Accounts Payable within the proper timeframe.

Every vendor's invoice/receipt is due for payment within some period of time after it is generated. This is normally computed as a number of days after the invoice date. The Town's standard for payment of vendor's invoices is within thirty days of the invoice date.

The Town must pay its obligations in a timely manner. Failure to comply with payment terms often leads to:

- Credit holds, where a vendor refuses to fill any subsequent order until the outstanding obligation has been paid; or
- Stiffer terms where the vendor may even demand payment in advance; or Higher prices on future purchases.
- Payment on Construction Service Contracts shall be paid pursuant to the Florida Prompt Payment Act (F.S. 218.735).

XX. CREDIT MEMOS

If a department believes it is entitled to a credit from a vendor or receives a credit memorandum that is deemed to be valid, the department should notify accounts payable and send all credit memos to Finance for processing.

XXI. ADVANCING PERSONAL FUNDS

As a general rule, individuals should not advance their own funds to purchase supplies and services on behalf of the Town. Purchases should be made through established purchasing policies and procedures. The Town should deal directly with vendors to arrange for the receipt of items and the payment of

obligations.

In limited instances, most often related to business travel and entertainment expenses, the department or individual may pay for the item and be reimbursed. If it is necessary that an individual advance money to purchase items for Town business, the immediate supervisor must first authorize the purchase. The reimbursement request must be supported by the business purpose of the transaction, bona-fide proof of payment AND must include the signatures of the purchaser AND of a direct supervisor who can attest to the receipt of the supplies or services by the department. Requests for reimbursement lacking these signatures will be returned to departments. The immediate supervisor should always review and approve a reimbursement request. This is a basic financial control pursuant to Generally Accepted Accounting Principles.

XXII. FISCAL YEAR-END PROCEDURES

The Finance Department seeks to close the fiscal year, complete rate change calculations and prepare the Town of Juno Beach's financial statements in a timely manner. In order to accomplish this goal, all purchase orders must be received in the Finance Department by August 31st in order to be processed in the fiscal year ending September 30th. Any purchase orders received after August 31st will be held and processed in the following fiscal year and encumbered against the following fiscal year budget.

XXIII. CREDIT CARDS

The Town utilizes and issues credit cards as a means of efficiently conducting official Town duties and responsibilities. Cards may be issued to individual employees or kept in a central location to be obtained for use. A record or copy of all credit cards is kept by the Finance Department. Issued credit cards are the sole responsibility of the cardholder and any misuse or fraudulent activity may result both in disciplinary action, up to and including termination, and referral to the appropriate law enforcement agency for criminal prosecution. The Department Director will be responsible for providing invoices (receipts) or other acceptable documentation to the Finance Department with the monthly credit card billing as supporting documentation for payment.

XXIV. CHECK SIGNING AND FACSIMILE SIGNATURES

Two facsimile signatures of the Town Manager and the Finance Director may be used on any check of \$3,500.00 or less. All checks between \$3,501.00 and \$35,000.00 must have two signatures and one of the signatures must be an original signature of a member of Town Council, the Town Manager or the Finance Director. All checks in excess of \$35,000.00 must be issued with two original signatures and one of the signatures must be a signature of a member of the Town Council.



Meeting Name: Town Council
Meeting Date: February 28, 2024
Prepared By: L. Rubin, Town Attorney
Item Title: Ordinance No. 782 – Implementation of Live Local Act (“First 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.

Note: There is a bill (SB 328) pending in the Florida Legislature that would modify the provisions of Section 166.04151(7), Florida Statutes. The bill clarifies that density is the maximum density (or floor area ratio) permitted under the municipality's land development regulations without consideration of any

bonuses, variances, or other special exceptions. Additionally, the maximum height is limited to the maximum height for a commercial or residential building within one-quarter mile of the proposed project (without consideration of bonuses, variances, or other special exceptions). Furthermore, if the height of each building on property adjacent to the proposed development is three stories or less, a municipality may restrict the height to 125% of the tallest building on property adjacent to the proposed development or three stories, whichever is higher.

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.

RECOMMENDATION:

Staff recommends that the Town Council review Ordinance No. 782 and consider adoption on first 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 TO 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):

1
2 **DIVISION 18. LIVE LOCAL ACT**
3

4 **Sec. 34-1325. Applicability and intent.**
5

6 (a) The provisions of this division shall apply to all applications for
7 the development of land for mixed-use projects with affordable multi-family
8 residential units pursuant to Live Local Act, as set forth in Section
9 166.04151(7), Florida Statutes (“Act”).

10
11 (b) Such projects shall only be permitted in the Commercial General
12 (CG), Commercial Office (CO), and Medical Commercial (MC) zoning districts.
13

14 (c) The intent of these regulations is to establish a regulatory
15 framework for consideration of projects submitted pursuant to the Act. In
16 adopting these regulations, the town council recognizes that there may be
17 some ambiguity or need for additional interpretation. To the extent not
18 expressly preempted by state law, town staff is directed to interpret these
19 regulations in a manner that would best preserve the town’s small-town,
20 coastal character and its commitment to environmental preservation.
21

22 **Sec. 34-1326. Procedure.**
23

24 (a) All projects shall be reviewed by the town’s development review
25 committee and shall be subject to the site plan and appearance review
26 procedures and shall meet all criteria set forth in article II, division 4 of this
27 chapter.
28

29 (b) Within forty-eight (48) hours of receipt of an application for
30 development approval, the town shall notify the public by posting notice of the
31 application on the Town website and providing notice to the public through the
32 Town’s e-mail database. The notice shall indicate that copies of all application
33 materials shall be provided upon request.
34

35 (c) The application shall be subject to administrative review as
36 required by the Act, and the project shall be approved by the planning and
37 zoning director only if it meets all applicable land development regulations,
38 including the community appearance standards set forth in division 14 of article
39 II of this chapter, and the requirements of this division. The director shall
40 further determine that the project is consistent with the provisions of the
41 comprehensive development plan, except those provisions expressly
42 preempted by Section 166.04151(7), Florida Statutes, relating to location with
43 specified zoning districts, height, and density.
44

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

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

3
4 **Sec. 34-1327. Limitations on height and density.**

5
6 (a) Height. Pursuant to Section 166.04151(7), Florida Statutes, the
7 maximum height permitted shall be limited to the height permitted as of right
8 for a commercial or residential project within the town within one (1) mile of the
9 proposed development without consideration of any bonuses or modifications
10 permitted through the special exception process or otherwise. In no event
11 shall the height of any structure exceed twelve (12) stories and one hundred
12 and thirty (130) feet.

13
14 (b) Density. Pursuant to Section 166.04151(7), Florida Statutes, the
15 maximum density permitted shall be limited to density permitted as of right for
16 a residential project within the town without consideration of any bonuses or
17 modifications permitted through the special exception process or otherwise.
18 In no event shall the residential density of any proposed development exceed
19 eighteen (18) units per acre.

20
21 **Sec. 34-1328. Development standards and criteria.**

22
23 (a) Required mix of uses. Consistent with the existing regulations
24 governing mixed-use projects within the town’s commercial zoning districts, all
25 projects submitted pursuant to this division shall have a maximum of seventy-
26 five (75) percent of residential use based on total gross floor area.

27
28 (b) Building site area regulations.

29
30 1. If the project is utilizing the height and density permitted
31 in the town’s Residential High (RH) zoning district, the
32 following site area regulations shall apply:

- 33
- 34 a. Minimum total area: 40,000 square feet;
- 35 b. Minimum lot width: 150 feet;
- 36 c. Minimum lot depth: 200 feet;
- 37 d. Front set yard setback: 30 feet from street line;
- 38 e. Side yard setback: 35 feet with one side having a
39 minimum of 15 feet;
- 40 f. Rear yard setback: 30 feet;
- 41 g. Minimum floor space per dwelling unit: 1,000
42 square feet of habitable space for a one bedroom;
43 1,200 square feet of habitable space for a two
44 bedroom; and 1,400 square feet of habitable space
45 for three or more bedrooms;

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

7

8 In addition to the foregoing, all structures exceeding two

9 (2) stories shall comply with the high-rise setback, which

10 requires thirty (30) feet from all property lines and an

11 additional five (5) feet of setback at ground level for each

12 additional story beyond the first two stories up to a

13 maximum of sixty (60) feet. For those lots having a width

14 of two hundred (200) feet or less as recorded in the office

15 of the county property appraiser, the maximum setbacks

16 shall not exceed fifty (50) feet; however, the maximum

17 building dimension on such lots shall not exceed one

18 hundred and fifty (150) feet.

- 19
- 20 2. For purely non-residential components of the project or
- 21 mixed-use structures where the height does not exceed
- 22 four (4) stories and sixty (60) feet, the project shall comply
- 23 with the building site area regulations of the applicable
- 24 commercial zoning district.

25

26 (c) *Parking.* The project shall provide for two (2) spaces per

27 residential unit and one (1) guest space for every seven (7) units as required

28 for residential uses in commercial zoning districts. The parking for commercial

29 uses shall be governed by division 4 of article IV of this chapter. Due to the

30 lack of any major transit stops in the town, no parking reductions shall be

31 considered. However, the project may propose, for consideration and

32 approval by the town, shared parking in accordance with the criteria governing

33 the minimum parking requirements for mixed-use projects in the town's

34 commercial zoning districts.

35

36 (d) *Equivalent treatment of all dwelling units.* All affordable dwelling

37 units and market rate dwelling units shall be located within the same structure.

38 All common areas and amenities shall be accessible and available to all

39 residents of the development. Access to the required affordable dwelling units

40 shall be provided through the same principal entrances utilized by all other

41 dwelling units in the development. Additionally, the overall square footage and

42 number of bedrooms in the affordable dwelling units shall be proportional to

43 the overall square footage and number of bedrooms in the market rate dwelling

44 units. By way of example, if twenty-five (25) percent of the market rate dwelling

45 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.**

33
34 In the event of a change in state law that affords the town greater
35 regulatory authority and/or the ability to restrict developments submitted
36 pursuant to the Act in a manner that is more consistent with the town's current
37 character and zoning code regulations, the town shall amend this division to
38 reflect such change. All applicants are hereby placed on notice that such
39 changes shall be commenced in an expeditious manner and that all projects
40 for which administrative development approval has not been issued shall
41 comply with the revised regulations.

42
43 **Section 3.** The provisions of this Ordinance shall become and be made a part of the
44 Code of Ordinances of the Town of Juno Beach. The sections of this Ordinance may be
45 renumbered or relettered to accomplish such, and the word "ordinance" may be changed to

By Senator Calatayud

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1 A bill to be entitled
 2 An act relating to development; amending ss. 125.01055
 3 and 166.04151, F.S.; deleting a provision related to
 4 the authorization of multifamily and mixed-use
 5 residential development uses in any area zoned for
 6 industrial use; prohibiting counties and
 7 municipalities, respectively, from restricting the
 8 floor area ratio of certain proposed developments
 9 under certain circumstances; providing that the
 10 density or floor area ratio of certain developments,
 11 bonuses, variances, or other special exceptions are
 12 not included in the calculation of the currently
 13 allowed density or floor area ratio by counties and
 14 municipalities, respectively; revising prohibitions
 15 relating to counties' and municipalities' restrictions
 16 of the height of certain proposed developments,
 17 respectively; authorizing counties and municipalities,
 18 respectively, to restrict the height of proposed
 19 developments under certain circumstances; providing
 20 that certain factors may not be taken into account in
 21 the calculation of the currently allowed height;
 22 prohibiting the administrative approval by counties
 23 and municipalities, respectively, of a proposed
 24 development within a specified proximity to a military
 25 installation; making technical changes; revising
 26 applicability; authorizing specified developments to
 27 be treated as a conforming use; amending s. 196.1978,
 28 F.S.; revising the definition of the term "newly
 29 constructed"; defining the term "substantial

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30 rehabilitation"; revising conditions for when
 31 multifamily projects are considered property used for
 32 a charitable purpose and are eligible to receive an ad
 33 valorem property tax exemption; making technical
 34 changes; requiring property appraisers to make certain
 35 exemptions from ad valorem property taxes; providing
 36 the method for determining the value of a unit for
 37 certain purposes; requiring property appraisers to
 38 review certain applications and make certain
 39 determinations; authorizing property appraisers to
 40 request and review additional information; authorizing
 41 property appraisers to grant exemptions only under
 42 certain conditions; revising requirements for property
 43 owners seeking a certification notice from the Florida
 44 Housing Finance Corporation; providing that a certain
 45 determination by the corporation does not constitute
 46 an exemption; specifying requirements for a market
 47 value analysis; conforming provisions to changes made
 48 by the act; providing for retroactive application;
 49 amending s. 333.03, F.S.; excluding certain proposed
 50 developments from specified airport zoning provisions;
 51 amending s. 420.5096, F.S.; making technical changes;
 52 providing an appropriation; providing an effective
 53 date.

54
55 Be It Enacted by the Legislature of the State of Florida:

56
57 Section 1. Paragraphs (a) through (d), (f), and (h) of
58 subsection (7) of section 125.01055, Florida Statutes, are

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59 amended, and subsection (8) is added to that section, to read:

60 125.01055 Affordable housing.—

61 (7) (a) A county must authorize multifamily and mixed-use
62 residential as allowable uses in any area zoned for commercial,
63 ~~industrial,~~ or mixed use if at least 40 percent of the
64 residential units in a proposed multifamily rental development
65 are, for a period of at least 30 years, affordable as defined in
66 s. 420.0004. Notwithstanding any other law, local ordinance, or
67 regulation to the contrary, a county may not require a proposed
68 multifamily development to obtain a zoning or land use change,
69 special exception, conditional use approval, variance, or
70 comprehensive plan amendment for the building height, zoning,
71 and densities authorized under this subsection. For mixed-use
72 residential projects, at least 65 percent of the total square
73 footage must be used for residential purposes.

74 (b) A county may not restrict the density or floor area
75 ratio of a proposed development authorized under this subsection
76 below the highest currently allowed density or floor area ratio
77 on any unincorporated land in the county where residential
78 development is allowed under the county's land development
79 regulations. The currently allowed density or floor area ratio
80 does not include the density or floor area ratio of any
81 development that meets the requirements of this subsection or
82 any bonuses, variances, or other special exceptions for density
83 or floor area ratio provided in the county's land development
84 regulations as incentives for development.

85 (c) A county may not restrict the height of a proposed
86 development authorized under this subsection below the highest
87 currently allowed height for a commercial or residential

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88 building development located in its jurisdiction within one-
89 quarter ~~±~~ mile of the proposed development or 3 stories,
90 whichever is higher. If the height of each building on property
91 adjacent to the proposed development is 3 stories or less, the
92 county may restrict the height of the proposed development to
93 125 percent of the tallest building on property adjacent to the
94 proposed development or 3 stories, whichever is higher. The
95 currently allowed height does not include the height of any
96 development that meets the requirements of this subsection or
97 any bonuses, variances, or other special exceptions for height
98 provided in the county's land development regulations as
99 incentives for development.

100 (d) A proposed development authorized under this subsection
101 must be administratively approved and no further action by the
102 board of county commissioners is required if the development
103 satisfies the county's land development regulations for
104 multifamily developments in areas zoned for such use and is
105 otherwise consistent with the comprehensive plan, with the
106 exception of provisions establishing allowable densities,
107 height, and land use. Such land development regulations include,
108 but are not limited to, regulations relating to setbacks and
109 parking requirements. A proposed development located within one-
110 quarter mile of a military installation identified in s.
111 163.3175(2) may not be administratively approved.

112 (f) For proposed multifamily developments in an
113 unincorporated area zoned for commercial ~~or industrial~~ use which
114 is within the boundaries of a multicounty independent special
115 district that was created to provide municipal services and is
116 not authorized to levy ad valorem taxes, and less than 20

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117 percent of the land area within such district is designated for
118 commercial ~~or industrial~~ use, a county must authorize, as
119 provided in this subsection, such development only if the
120 development is mixed-use residential.

121 (h) This subsection does not apply to airport-impacted
122 areas as provided in s. 333.03 ~~property defined as recreational~~
123 ~~and commercial working waterfront in s. 342.201(2)(b) in any~~
124 ~~area zoned as industrial.~~

125 (8) Any development authorized under paragraph (7)(a) must
126 be treated as a conforming use even after the expiration of
127 subsection (7) and the development's affordability period as
128 provided in paragraph (7)(a), notwithstanding the county's
129 comprehensive plan, future land use designation, or zoning. If
130 at any point during the development's affordability period the
131 development violates the affordability period requirement
132 provided in paragraph (7)(a), the development must be allowed a
133 reasonable time to cure such violation. If the violation is not
134 cured within a reasonable time, the development must be treated
135 as a nonconforming use.

136 Section 2. Paragraphs (a) through (d), (f), and (h) of
137 subsection (7) of section 166.04151, Florida Statutes, are
138 amended, and subsection (8) is added to that section, to read:

139 166.04151 Affordable housing.—

140 (7)(a) A municipality must authorize multifamily and mixed-
141 use residential as allowable uses in any area zoned for
142 commercial, ~~industrial~~, or mixed use if at least 40 percent of
143 the residential units in a proposed multifamily rental
144 development are, for a period of at least 30 years, affordable
145 as defined in s. 420.0004. Notwithstanding any other law, local

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146 ordinance, or regulation to the contrary, a municipality may not
147 require a proposed multifamily development to obtain a zoning or
148 land use change, special exception, conditional use approval,
149 variance, or comprehensive plan amendment for the building
150 height, zoning, and densities authorized under this subsection.
151 For mixed-use residential projects, at least 65 percent of the
152 total square footage must be used for residential purposes.

153 (b) A municipality may not restrict the density or floor
154 area ratio of a proposed development authorized under this
155 subsection below the highest currently allowed density or floor
156 area ratio on any land in the municipality where residential
157 development is allowed under the municipality's land development
158 regulations. The currently allowed density or floor area ratio
159 does not include the density or floor area ratio of any
160 development that meets the requirements of this subsection or
161 any bonuses, variances, or other special exceptions for density
162 or floor area ratio provided in the municipality's land
163 development regulations as incentives for development.

164 (c) A municipality may not restrict the height of a
165 proposed development authorized under this subsection below the
166 highest currently allowed height for a commercial or residential
167 building development located in its jurisdiction within one-
168 quarter mile ~~1-mile~~ of the proposed development or 3 stories,
169 whichever is higher. If the height of each building on property
170 adjacent to the proposed development is 3 stories or less, the
171 municipality may restrict the height to 125 percent of the
172 tallest building on property adjacent to the proposed
173 development or 3 stories, whichever is higher. The currently
174 allowed height does not include the height of any development

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175 that meets the requirements of this subsection or any bonuses,
 176 variances, or other special exceptions for height provided in
 177 the municipality's land development regulations as incentives
 178 for development.

179 (d) A proposed development authorized under this subsection
 180 must be administratively approved and no further action by the
 181 governing body of the municipality is required if the
 182 development satisfies the municipality's land development
 183 regulations for multifamily developments in areas zoned for such
 184 use and is otherwise consistent with the comprehensive plan,
 185 with the exception of provisions establishing allowable
 186 densities, height, and land use. Such land development
 187 regulations include, but are not limited to, regulations
 188 relating to setbacks and parking requirements. A proposed
 189 development located within one-quarter mile of a military
 190 installation identified in s. 163.3175(2) may not be
 191 administratively approved.

192 (f) A municipality that designates less than 20 percent of
 193 the land area within its jurisdiction for commercial ~~or~~
 194 ~~industrial~~ use must authorize a proposed multifamily development
 195 as provided in this subsection in areas zoned for commercial ~~or~~
 196 ~~industrial~~ use only if the proposed multifamily development is
 197 mixed-use residential.

198 (h) This subsection does not apply to airport-impacted
 199 areas as provided in s. 333.03 ~~property defined as recreational~~
 200 ~~and commercial working waterfront in s. 342.201(2)(b) in any~~
 201 ~~area zoned as industrial.~~

202 (8) Any development authorized under paragraph (7)(a) must
 203 be treated as a conforming use even after the expiration of

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204 subsection (7) and the development's affordability period as
 205 provided in paragraph (7) (a), notwithstanding the municipality's
 206 comprehensive plan, future land use designation, or zoning. If
 207 at any point during the development's affordability period the
 208 development violates the affordability period requirement
 209 provided in paragraph (7) (a), the development must be allowed a
 210 reasonable time to cure such violation. If the violation is not
 211 cured within a reasonable time, the development must be treated
 212 as a nonconforming use.

213 Section 3. Subsection (3) of section 196.1978, Florida
 214 Statutes, is amended to read:

215 196.1978 Affordable housing property exemption.—

216 (3) (a) As used in this subsection, the term:

217 1. "Corporation" means the Florida Housing Finance
 218 Corporation.

219 2. "Newly constructed" means an improvement or the
 220 substantial rehabilitation of an existing improvement to real
 221 property which was substantially completed within 5 years before
 222 the date of an applicant's first submission of a request for a
 223 certification notice ~~or an application for an exemption~~ pursuant
 224 to this subsection ~~section, whichever is earlier.~~

225 3. "Substantially completed" has the same meaning as in s.
 226 192.042(1).

227 4. "Substantial rehabilitation" means the repair or
 228 restoration of a unit which increases the market value of such
 229 unit by at least 40 percent.

230 (b) Notwithstanding ss. 196.195 and 196.196, portions of
 231 property in a multifamily project are considered property used
 232 for a charitable purpose and are eligible to receive an ad

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233 valorem property tax exemption if such portions meet all of the
 234 following conditions:

235 1. Provide affordable housing to natural persons or
 236 families meeting the income limitations provided in paragraph
 237 (d).~~†~~

238 2.a. Are within a newly constructed multifamily project
 239 that contains more than 70 units dedicated to housing natural
 240 persons or families meeting the income limitations provided in
 241 paragraph (d); or

242 b. Are within a newly constructed multifamily project in an
 243 area of critical state concern, as designated by s. 380.0552 or
 244 chapter 28-36, Florida Administrative Code, which contains more
 245 than 10 units dedicated to housing natural persons or families
 246 meeting the income limitations provided in paragraph (d). and

247 3. Are rented for an amount that does not exceed the amount
 248 as specified by the most recent multifamily rental programs
 249 income and rent limit chart posted by the corporation and
 250 derived from the Multifamily Tax Subsidy Projects Income Limits
 251 published by the United States Department of Housing and Urban
 252 Development or 90 percent of the fair market value rent as
 253 determined by a rental market study meeting the requirements of
 254 paragraph (l) ~~(m)~~, whichever is less.

255 (c) If a unit that in the previous year received ~~qualified~~
 256 ~~for~~ the exemption under this subsection and was occupied by a
 257 tenant is vacant on January 1, the vacant unit is eligible for
 258 the exemption if the use of the unit is restricted to providing
 259 affordable housing that would otherwise meet the requirements of
 260 this subsection and a reasonable effort is made to lease the
 261 unit to eligible persons or families.

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262 (d)1. The property appraiser shall exempt:

263 a. Seventy-five percent of the assessed value of the units
264 in multifamily projects that meet the requirements of this
265 subsection and are ~~Qualified property~~ used to house natural
266 persons or families whose annual household income is greater
267 than 80 percent but not more than 120 percent of the median
268 annual adjusted gross income for households within the
269 metropolitan statistical area or, if not within a metropolitan
270 statistical area, within the county in which the person or
271 family resides; and, ~~must receive an ad valorem property tax~~
272 ~~exemption of 75 percent of the assessed value.~~

273 b.2. From ad valorem property taxes the units in
274 multifamily projects that meet the requirements of this
275 subsection and are ~~Qualified property~~ used to house natural
276 persons or families whose annual household income does not
277 exceed 80 percent of the median annual adjusted gross income for
278 households within the metropolitan statistical area or, if not
279 within a metropolitan statistical area, within the county in
280 which the person or family resides, ~~is exempt from ad valorem~~
281 ~~property taxes.~~

282 2. When determining the value of a unit for purposes of
283 applying an exemption pursuant to this paragraph, the property
284 appraiser must include in such valuation the proportionate share
285 of the residential common areas, including the land, fairly
286 attributable to such unit.

287 (e) To be eligible to receive an exemption under this
288 subsection, a property owner must submit an application on a
289 form prescribed by the department by March 1 for the exemption,
290 accompanied by a certification notice from the corporation to

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291 the property appraiser. The property appraiser shall review the
292 application and determine whether the applicant meets all of the
293 requirements of this subsection and is entitled to an exemption.
294 A property appraiser may request and review additional
295 information necessary to make such determination. A property
296 appraiser may grant an exemption only for a property for which
297 the corporation has issued a certification notice and which the
298 property appraiser determines is entitled to an exemption.

299 (f) To receive a certification notice, a property owner
300 must submit a request to the corporation ~~for certification~~ on a
301 form provided by the corporation which includes all of the
302 following:

303 1. The most recently completed rental market study meeting
304 the requirements of paragraph (l) ~~(m)~~.

305 2. A list of the units for which the property owner seeks
306 an exemption.

307 3. The rent amount received by the property owner for each
308 unit for which the property owner seeks an exemption. If a unit
309 is vacant and qualifies for an exemption under paragraph (c),
310 the property owner must provide evidence of the published rent
311 amount for each vacant unit.

312 4. If the units for which the property owner seeks an
313 exemption have been substantially rehabilitated but have not
314 been certified previously by the corporation pursuant to
315 paragraph (g), a market value analysis meeting the requirements
316 of paragraph (m) demonstrating that the units meet the
317 definition of substantial rehabilitation in subparagraph (a)4.
318 After receiving an initial certification notice for
319 substantially rehabilitated units, a property owner is not

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320 required to submit a new market value analysis when requesting
321 certification notices for subsequent years.

322 5. A sworn statement, under penalty of perjury, from the
323 applicant restricting the property for a period of not less than
324 3 years to housing persons or families who meet the income
325 limitations under this subsection.

326 (g) The corporation shall review the request for a
327 certification notice and certify whether a property that meets
328 the eligibility criteria of paragraphs (b) and (c) this
329 subsection. A determination by the corporation regarding a
330 request for a certification notice does not constitute a grant
331 of an exemption pursuant to this subsection or final agency
332 action pursuant to chapter 120.

333 1. If the corporation determines that the property meets
334 the eligibility criteria for an exemption under this subsection,
335 the corporation must send a certification notice to the property
336 owner and the property appraiser.

337 2. If the corporation determines that the property does not
338 meet the eligibility criteria, the corporation must notify the
339 property owner and include the reasons for such determination.

340 (h) The corporation shall post on its website the deadline
341 to submit a request for a certification notice. The deadline
342 must allow adequate time for a property owner to submit a timely
343 application for exemption to the property appraiser.

344 ~~(i) The property appraiser shall review the application and~~
345 ~~determine if the applicant is entitled to an exemption. A~~
346 ~~property appraiser may grant an exemption only for a property~~
347 ~~for which the corporation has issued a certification notice.~~

348 ~~(j)~~ If the property appraiser determines that for any year

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349 during the immediately previous 10 years a person who was not
 350 entitled to an exemption under this subsection was granted such
 351 an exemption, the property appraiser must serve upon the owner a
 352 notice of intent to record in the public records of the county a
 353 notice of tax lien against any property owned by that person in
 354 the county, and that property must be identified in the notice
 355 of tax lien. Any property owned by the taxpayer and situated in
 356 this state is subject to the taxes exempted by the improper
 357 exemption, plus a penalty of 50 percent of the unpaid taxes for
 358 each year and interest at a rate of 15 percent per annum. If an
 359 exemption is improperly granted as a result of a clerical
 360 mistake or an omission by the property appraiser, the property
 361 owner improperly receiving the exemption may not be assessed a
 362 penalty or interest.

363 (j)~~(k)~~ Units subject to an agreement with the corporation
 364 pursuant to chapter 420 recorded in the official records of the
 365 county in which the property is located to provide housing to
 366 natural persons or families meeting the extremely-low-income,
 367 very-low-income, or low-income limits specified in s. 420.0004
 368 are not eligible for this exemption.

369 (k)~~(l)~~ Property receiving an exemption pursuant to s.
 370 196.1979 is not eligible for this exemption.

371 (l)~~(m)~~ A rental market study submitted as required by
 372 subparagraph (f)1. ~~paragraph (f)~~ must identify the fair market
 373 value rent of each unit for which a property owner seeks an
 374 exemption. Only a certified general appraiser as defined in
 375 s. 475.611 may issue a rental market study. The certified
 376 general appraiser must be independent of the property owner who
 377 requests the rental market study. In preparing the rental market

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378 study, a certified general appraiser shall comply with the
379 standards of professional practice pursuant to part II of
380 chapter 475 and use comparable property within the same
381 geographic area and of the same type as the property for which
382 the exemption is sought. A rental market study must have been
383 completed within 3 years before submission of the application.

384 (m) A market value analysis submitted as required by
385 subparagraph (f)4. must identify the change in the market value
386 of the unit attributable to the rehabilitation of the unit,
387 expressed as a percentage of the market value before the
388 rehabilitation, for each unit that has undergone rehabilitation.
389 Only a certified general appraiser as defined in s. 475.611 may
390 issue a market value analysis. The certified general appraiser
391 must be independent of the property owner who requests the
392 market value analysis. In preparing the market value analysis, a
393 certified general appraiser shall comply with the standards of
394 professional practice pursuant to part II of chapter 475 and use
395 comparable property within the same geographic area and of the
396 same type as the property for which the exemption is sought.

397 (n) The corporation may adopt rules to implement this
398 section.

399 (o) This subsection first applies to the 2024 tax roll and
400 is repealed December 31, 2059.

401 Section 4. The amendments made by this act to s. 196.1978,
402 Florida Statutes, are intended to be remedial and clarifying in
403 nature and apply retroactively to January 1, 2024.

404 Section 5. Present subsection (5) of section 333.03,
405 Florida Statutes, is redesignated as subsection (6), and a new
406 subsection (5) is added to that section, to read:

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407 333.03 Requirement to adopt airport zoning regulations.—

408 (5) Sections 125.01055(7) and 166.04151(7) do not apply to
409 any of the following:

410 (a) A proposed development within 10,000 feet of the
411 nearest point of any existing airport runway or planned airport
412 runway identified in the local government's airport master plan.

413 (b) A proposed development within any airport noise zone
414 identified in the federal land use compatibility table.

415 (c) A proposed development that exceeds maximum height
416 restrictions identified in the political subdivision's airport
417 zoning regulation adopted pursuant to this section.

418 Section 6. Subsection (3) of section 420.5096, Florida
419 Statutes, is amended to read:

420 420.5096 Florida Hometown Hero Program.—

421 (3) For loans made available pursuant to s.

422 420.507(23)(a)1. or 2., the corporation may underwrite and make
423 those mortgage loans through the program to persons or families
424 who have household incomes that do not exceed 150 percent of the
425 state median income or local median income, whichever is
426 greater. A borrower must be seeking to purchase a home as a
427 primary residence; must be a first-time homebuyer and a Florida
428 resident; and must be employed full-time by a Florida-based
429 employer. The borrower must provide documentation of full-time
430 employment, or full-time status for self-employed individuals,
431 ~~of 35 hours or more per week.~~ The requirement to be a first-time
432 homebuyer does not apply to a borrower who is an active duty
433 servicemember of a branch of the armed forces or the Florida
434 National Guard, as defined in s. 250.01, or a veteran.

435 Section 7. For the 2024-2025 fiscal year, from the funds

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436 received and deposited into the General Revenue Fund from the
437 state's allocation from the federal Coronavirus State Fiscal
438 Recovery Fund created under the American Rescue Plan Act of
439 2021, Pub. L. No. 117-2, the sum of \$100 million in nonrecurring
440 funds is appropriated to the State Housing Trust Fund for use by
441 the Florida Housing Finance Corporation to implement the Florida
442 Hometown Hero Program established in s. 420.5096, Florida
443 Statutes.

444 Section 8. This act shall take effect upon becoming a law.



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: Davila, CFM.
Item Title: Ordinance No. 783 – Construction Site Standards

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.

RECOMMENDATION:

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

Attachment(s):

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

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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, 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.

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(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. 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 g) 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 discharged directly into the street but shall be discharged on the property at a slow rate to allow percolation of the water to the greatest extent possible.

(g h) In addition to other remedies for violation of this code, the building official or his designee may issue a stop work order for violation of this section. Prior to the issuance of a stop work

1 order, the building official or his designee shall, where
2 practicable, attempt to provide a verbal or written notice to the
3 owner of the real property upon which construction is
4 occurring, or any contractor responsible for said construction.
5 That notice shall specifically set a time period for correction of
6 the violation. In the event the town takes emergency action to
7 secure a property in violation of this section, the property
8 owner shall be responsible for all costs associated therewith
9 and shall be billed for all charges and expenses of the town.

10
11 (i) It shall be the joint responsibility of any owner of real property
12 upon which construction is occurring, or any contractor
13 responsible for said construction, to provide and have
14 available on the premises where such construction is
15 occurring sufficient toilet facilities for all workers during the
16 entire construction period as deemed adequate by the
17 building official. If a temporary structure/building is used for
18 that purpose, its construction, location, and operation shall be
19 approved by the building official. Such temporary
20 structure/building shall not be placed in the public right-of-
21 way. Additionally, temporary toilet facilities shall be effectively
22 site screened from all roads, streets, and adjoining properties
23 by walls, hedges, buildings, fences, or other methods as
24 approved by the building official.

25
26 (j) The building official may issue a permit for the use of a
27 portable generator for a period not to exceed four (4) days
28 provided the permit applicant provides proof that neither
29 permanent nor temporary electrical power is available at the
30 work location. The portable generator shall be operated only
31 during the times for permissible construction activities as set
32 forth in section 12-127 of this code. No fee shall be required
33 for the issuance of such a permit.

34
35 **Section 3.** The provisions of this Ordinance shall become and be made a part
36 of the Code of Ordinances of the Town of Juno Beach, Florida.

37
38 **Section 4.** If any section, paragraph, sentence, clause, phrase, or word of this
39 Ordinance is for any reason held by a court of competent jurisdiction to be
40 unconstitutional, inoperative or void, such holding shall not affect the remainder of the
41 Ordinance.

42
43 **Section 5.** All ordinances or parts of ordinances of the Town of Juno Beach,
44 Florida, which are conflict with this Ordinance, are hereby repealed to extent of such
45 conflict.

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 racoons.
- 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.



Meeting Name: Town Council
Meeting Date: February 28, 2024
Prepared By: L. Rubin, Town Attorney
Item Title: Ordinance 784 (Modifying the Procedures for Appointment of Planning and Zoning Board Members) (First Reading)

DISCUSSION:

At the direction of the Town Council, this office has 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.

RECOMMENDATION:

Staff recommends Town Council consideration of Ordinance No. 784, modifying the procedures for appointment of Planning and Zoning Board members, on first 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 ____ day of _____, 2024.

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

AYE NAY _____
ALEXANDER COOKE, MAYOR

AYE NAY _____
PEGGY WHEELER, VICE MAYOR

AYE NAY _____
MARIANNE HOSTA, VICE MAYOR PRO TEM

AYE NAY _____
DD HALPERN, COUNCILMEMBER

AYE NAY _____
JACOB ROSENGARTEN, COUNCILMEMBER

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ATTEST:

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

CAITLIN COPELAND-RODRIGUEZ
TOWN CLERK

LEONARD G. RUBIN
TOWN ATTORNEY



Meeting Name: Town Council
Meeting Date: February 28, 2024
Prepared By: F. Davila
Item Title: Discussion Item – January and February Planning and Zoning Board Meeting Recommendations

DISCUSSION:

At the January and February Planning and Zoning Board meetings, the Board discussed the following items and provided recommendations:

1) Tower Features:

The Board discussed Tower Features, specifically the possibility of giving more guidelines to the construction of an allowable 225 sq. ft. towers in districts where they are currently permitted, especially those going in on flat roofs. Staff provided examples of tower features throughout the Town and the Town's definition for *Tower* and *Tower, proportional*.

It is the Board's recommendation that the Town Council have staff draft language on changing the code to restrict only having enclosed air tower features on flat adjacent roofs.

2) Artificial Turf:

The Board discussed seeing an increase in installation of artificial turf in Town. The Board discussed regulations on the lot coverage, drainage, landscape requirements, and pervious surfaces regarding the installation of Artificial Turf. The Board specifically discussed adopting a definition for the term "Artificial Turf" and regulations on which zoning districts would permit the installation of artificial turf. Staff provided the Town's definition for *Landscaping* and information on Artificial Turf from surrounding municipalities (Jupiter, Tequesta, Palm Beach, and North Palm Beach).

It is the Board's recommendation to have staff propose a definition for Artificial Turf based on the Town of Palm Beach's definition incorporating verbiage for natural sod.

3) Code Section Division 4. Parking Requirements:

The Board discussed the Town’s Parking Regulations –Parking Requirements, specifically, the “Schedule of Off-Street Parking Requirements” and reviewed spaces required per unit based on multifamily residential uses. Staff provided information on Parking Requirements from surrounding municipalities (Jupiter, Tequesta, Palm Beach, and North Palm Beach).

It is the Board’s opinion that the parking code does not reflect today’s need. It is the Board’s recommendation that the Town Council have the Town’s traffic engineer conduct a study on parking issues in the Town, with the focus of reducing the need of off-street parking, emphasizing multifamily, new builds, hotels/motels, and commercial mixed-use designations and provide a professional opinion.

RECOMMENDATION:

Review the Planning & Zoning Board’s recommendations and direct staff on how to proceed.



Meeting Name: Town Council Meeting
Meeting Date: February 28, 2024
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Discussion on Donations, Foundations, and Organizations

DISCUSSION:

Per the direction of Council at the December 13, 2023, Town Council meeting: *Council gave unanimous consensus to include a discussion on donations, foundations, and organizations on a future agenda.*

Donations:

Effective November 15, 2023, the Town Council approved Resolution No. 2023-21 - Donation Policy (*see attachment #1*).

Foundations:

- Juno Beach Police Foundation: In 2018, the Town Council approved sponsorship of the Juno Beach Police Foundation with an appropriate disclaimer. The foundation has been very active in supporting our Police Department.
- Frenchman's Creek Charity Foundation, Inc.: For several years, this foundation has been actively providing grants not only to the Town of Juno Beach but to Loggerhead Marinelifelife Center, Jupiter Medical Center, Busch Wildlife Sanctuary, City of Palm Beach Gardens, Town of Jupiter, and many more. This yearly grant opportunity is geared towards public safety, recreational, and public improvements. In the past, the Town had received grant funding from this foundation for the Town's new marquee, all terrain utility vehicles, portable message boards, etc.

Organizations:

In the past, the Town followed a policy on sponsoring local organizations if the Town is monetarily involved or contributing services. Sponsoring includes posting events on the Bulletin Board, Newsletter, Town Calendar, Marquee, and website; and assisting with event/meeting setup. The organizations that are currently sponsored by the Town are Juno Beach Civic Association, Friends of the Arts, and Juno Beach Historical Society.

Town staff receive requests from sponsored organizations and unsponsored organizations to post their materials, promote their events, assist with zooming events, setting up for events, store items for events, etc.

Since 2020, organizations such as the Juno Beach Civic Association have been using other facilities for their events, however, still request assistance from the Town in utilizing the Town's services and materials such as Police, Public Works, tables and chairs, storage, advertising, etc.

RECOMMENDATIONS:

- 1) Town Staff recommends that the Town Council continue to have staff follow and utilize the donation policy for any incoming donations.
- 2) Town Staff recommends that the Town continue to participate in sending request letters to Frenchman's Creek Charity Foundation, Inc. for grant opportunities towards public safety, recreational, and public improvements.
- 3) Town staff recommends that the Town Council consider a documented recognition of organizations that the council wishes to be involved with. For instance, a resolution per organization stating the benefits to the Town and outlining what the town and the organization do for one another.



Town of Juno Beach Restricted Donation Policy

Effective Date: November 15, 2023
Approved by: Resolution 2023-21

I. Purpose

The Restricted donation program provides those in the community with various philanthropic interests the opportunity to give through memorials, gifts, and donations.

II. Objectives

1. Facilitate the acceptance of donations in the form of facilities, cash, services and/or equipment to the Town by establishing clear guidelines for giving.
2. Ensure that donations are consistent with the aesthetic and functional integrity of the Town's existing and proposed facilities and goals.
3. Ensure that donations do not cause unbudgeted expenditures or significant ongoing maintenance responsibility for the Town, unless approved by Council.
4. Ensure that donations do not create liability for the Town with regard to public health and safety.
5. Ensure gifts made in memory of or in recognition of a person, event or entity do not conflict with the Town's goals or standards.

III. Definitions

1. Cash Donation – All donations made in the form of currency, personal or cashiers check or money order.
2. Town – Town Manager/Town of Juno Beach Council
3. Donation - The making of a free gift to a charity or public institution.
4. Donor – Person giving a free gift to someone.
5. Material/Equipment – All non-real property; this includes all personal property (i.e.: food, Equipment, art and other items)
6. Restricted Donation – Any donation made to the Town that specifies a particular use or restricted use of the donation beyond the use for which the fund, budget or project was established.
7. Real Property – Land or buildings
8. Tax Deduction - Donations made to the Town are tax deductible expenses. Donations of money or property made to the Town may be deducted on an itemized income tax return. The Town does not give tax advice. The value of a gift is the responsibility of the donor.

IV. General Policies

1. The Town reserves the right to deny any donation.
2. Donations to Town programs must be consistent with established goals and objectives for a specific program, and/or the Town as a whole.
3. All donations, other than cash, shall be considered "gifts for public improvements" to the Town for the enjoyment of the Town's citizens. Such gifts will not be considered private or proprietary assets.
4. All items purchased or accepted by donation will receive standard levels of maintenance by the Town during their normal life expectancy.
5. Donated items that are damaged or vandalized after the Town has received them will be repaired or replaced as feasible. The Town does not guarantee replacement of any items damaged beyond repair or where the cost to do so is not considered cost-effective.
6. There shall be no actual or expectation of reciprocity or favoritism for a donor who gives to the Town.

V. General Guidelines

1. The following guidelines will apply to all donations:
 - a) Potential donors will be provided with the Town's Donation Policy upon request.
 - b) Donations of items with a value of \$10,000 or less may be approved by the department director and town manager if there will be no future maintenance, replacement cost or reoccurring fees, but are subject to the approval of the Town Council if the donation is over \$10,000 and/or there could or would be future maintenance, replacement, or reoccurring fees.
 - c) Donations included in the annual budgeting process are considered approved by the council.
2. Receipt of Donations
 - a) All restricted donations require Town approval and shall be consistent with other Town policies, goals and objectives.
 - b) All donors of real property, materials, and restricted cash shall be issued a receipt incorporating specific information about the donation.

VI. Cash Donations

1. All non-currency cash donations shall be made payable to "Town of Juno Beach". Donations must be in the form of currency, personal check, cashiers check or money order.
2. Town departments must follow the Town's formal written purchasing procedures when using cash donation funding to buy an item.
3. Restricted cash donations cannot be expended without prior approval of the Town Manager and/or the Town Council. Cash donations will be deposited with the Finance Department in compliance with the Town's Cash Receipt Policy. The cash donation may be deposited before the restricted purpose expenditure is approved.

Town of Juno Beach Donation Receipt Form

Date: _____

Donor's Name: _____

Donor's Address: _____

Donor's Phone: _____

Donation Amount: _____

If land, goods, or services, describe land, goods or services donated:

Please check where appropriate:

- This donation is unrestricted in its use.
- This donation is restricted for the following purpose

- Please respect my privacy, I do not wish to be recognized for my contribution.

Person completing this form:

Signature of Donor: _____

Signature of Town Employee receiving donation: _____

Note: Donation is tax deductible to the extent allowable by law. It is the responsibility of the donor to determine fair market value of this donation.

No goods or services were provided in exchange, in whole or in part, for the donation.

Approved By: _____
Town Manager

(One copy to Finance Department, one copy for Clerk, and one copy for donor)



APPLICATION & PERMIT FOR USE OF JUNO BEACH TOWN CENTER

ORGANIZATION / NAME OF APPLICANT: _____

ADDRESS / CITY/ STATE & ZIP: _____

PHONE: () _____ DATE & TIME REQUESTED: _____

PURPOSE: _____ # OF ATTENDEES: _____

FINANCIAL: DEPOSIT REC'D. / DATE: _____ BALANCE REC'D. / DATE: _____

SECURITY DEPOSIT REC'D. / DATE: _____ CLEANING FEE REC'D. / DATE: _____

*SECURITY DEPOSIT RETURNED / DATE: _____ INSPECTION COMPLETED BY / DATE: _____

(*SECURITY DEPOSIT WILL BE REFUNDED AT THE DISCRETION OF THE TOWN MANAGER)

TOWN EMPLOYEE: (3-HOUR MINIMUM; 1 ADDITIONAL HOUR REQUIRED BEYOND LENGTH OF EVENT)

HOURS REQUIRED: _____ AMOUNT DUE: \$ _____ DATE REC'D: _____

HOLD HARMLESS/INDEMNIFICATION: IN CONSIDERATION OF THE TOWN OF JUNO BEACH GRANTING THE APPLICANT'S REQUEST TO USE THE TOWN CENTER, APPLICANT AGREES TO INDEMNIFY, SAVE AND HOLD HARMLESS THE TOWN, ITS OFFICERS, AGENTS, EMPLOYEES AND OFFICIALS FROM AND AGAINST ANY AND ALL CLAIMS, LIABILITIES, DAMAGES, CAUSES OF ACTIONS AND JUDGMENTS OF ANY TYPE WHATSOEVER ARISING OUT OF OR RELATED TO THE APPLICANT'S USE OF THE TOWN CENTER, INCLUDING REASONABLE ATTORNEY'S FEES AND COSTS SUSTAINED BY THE TOWN AT BOTH THE TRIAL AND APPELLATE LEVELS. NOTHING CONTAINED HEREIN SHALL BE CONSTRUED AS A WAIVER THE TOWN'S SOVEREIGN IMMUNITY RIGHTS OR THE LIMITATIONS OF LIABILITY SET FORTH IN SECTION 768.28, FLORIDA STATUTES.

INSURANCE REQUIREMENT: PROOF OF INSURANCE COVERAGE IS REQUIRED.

INTENT & POLICY: IT IS THE INTENT OF THE TOWN OF JUNO BEACH TO PROVIDE A FACILITY FOR GATHERINGS OR MEETINGS FOR THE BENEFIT OF THE LOCAL COMMUNITY.

RENTAL OF THE FACILITY WILL ONLY BE GRANTED TO A TOWN RESIDENT, A TOWN HOA/POA, A TOWN BUSINESS, A CIVIC ORGANIZATION, A TOWN EMPLOYEE, OR A GOVERNMENTAL ORGANIZATION. THE APPLICANT MUST BE ABLE TO SHOW PROOF OF QUALIFYING FOR ANY OF THE ABOVE CLASSIFICATIONS. FUND RAISERS WILL BE ALLOWED FOR NON-PROFIT, COMMUNITY-SERVICE ORGANIZATIONS ONLY.

THE TOWN MANAGER RESERVES THE RIGHT TO IMPOSE ADDITIONAL REQUIREMENTS DEEMED NECESSARY FOR THE PROTECTION OF THE TOWN AND ITS PROPERTY, TO WAIVE ANY FEES OR REQUIREMENTS, TO WITHHOLD THE RETURN OF A SECURITY DEPOSIT, OR TO DENY AN APPLICATION FOR RENTAL OF THE FACILITY AT ANY TIME.

I UNDERSTAND THE ATTACHED CONDITIONS AND AGREE TO ABIDE BY SAME.

APPLICANT'S SIGNATURE

DATE: _____

WITNESS'S SIGNATURE

THIS APPLICATION IS MADE WITH THE UNDERSTANDING THAT ANY PERMIT ISSUED SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

A. FEES:

- 1. RENTAL FEE (NON-FOOD EVENTS).....\$750.00 PER DAY
- 2. RENTAL FEE (FOOD EVENTS – RESIDENTS AND EMPLOYEES)..... \$750.00 PER DAY
- 3. RENTAL FEE (FOOD EVENTS—CORPORATIONS/ORGANIZATIONS/NON-RESIDENTS)....\$1,500.00 PER DAY
- 4. SECURITY DEPOSIT FOR NON-FOOD EVENTS (CASH)*..... \$1,000.00 PER DAY
- 5. SECURITY DEPOSIT FOR FOOD EVENTS (CASH)*\$1,500.00 PER DAY
- 6. RESERVATION DEPOSIT TO RESERVE DATE\$100.00
- 7. JUNO BEACH TOWN EMPLOYEE (REQUIRED)CURRENT RATE
(3 HOUR MINIMUM)
- 8. CLEANING SERVICE FEECURRENT RATE

**RETURN OF SECURITY DEPOSIT REFUNDABLE AFTER USE AT THE DISCRETION OF THE TOWN MANAGER.*

B. RESERVATIONS: Reservations will be handled through the office of the Town Clerk. If a party wishes to cancel a reserved date, the \$100.00 prepayment will be returned in full if cancellation is received prior to the reserved date.

C. PAYMENT PROCEDURES: Rental and reservation fees may be made by check. All checks must be made payable to the Town of Juno Beach and delivered no less than 10 business days prior to the event. The security deposit must be in CASH only and must be received prior to the start of the event.

D. RULES & REGULATIONS:

- 1. TOWN OF JUNO BEACH MEETINGS AND/OR ACTIVITIES TAKE PRIORITY.
- 2. ACTIVITIES ARE LIMITED TO 75 PERSONS.
- 3. APPLICANT MUST BE AT LEAST 18 YEARS OF AGE.
- 4. APPLICANT AND ALL MEMBERS OF ITS PARTY WILL COMPLY WITH ALL STATUTES, LAWS, ORDINANCES, RULES AND REGULATIONS OF THE FEDERAL, STATE, COUNTY AND TOWN GOVERNMENTS.
- 5. ALL PERSONAL PROPERTY PLACED ON OR IN THE FACILITY SHALL BE AT THE RISK OF THE APPLICANT.
- 6. THE PIANO MAY NOT BE USED.
- 7. ANY OUTSIDE ENTERTAINMENT MUST BE APPROVED BY THE TOWN MANAGER. ALL MUSIC MUST BE INSIDE THE BUILDING WITH NO OUTSIDE SPEAKERS.
- 8. THE RECEPTIONIST DESK AREA IN THE LOBBY IS A RESTRICTED AREA AND CANNOT BE USED.
- 9. COOKING ON THE PREMISES IS NOT PERMITTED.
- 10. APPLICANT AND ALL MEMBERS OF ITS PARTY WILL NOT TOUCH THE ARTWORK. THE COST OF ANY DAMAGED ARTWORK WILL BE THE SOLE RESPONSIBILITY OF THE APPLICANT.
- 11. ALL GARBAGE MUST BE REMOVED FROM THE PREMISES BY THE APPLICANT AFTER COMPLETION OF THE ACTIVITY. (THERE IS NO DUMPSTER ON-SITE).
- 12. ONLY THE FOLDING CHAIRS AND TABLES MAY BE USED AND THEY MUST BE RE-STACKED IN THE STORAGE ROOM. (GREEN CLOTH CHAIRS MAY NOT BE USED.)
- 13. ALL KITCHEN ITEMS INCLUDING TABLE CLOTHS ARE TO BE PROVIDED BY THE APPLICANT.
- 14. APPLICANT ACCEPTS THE FACILITY (BUILDING AND GROUNDS) IN ITS PRESENT CONDITION AND AGREES TO RETURN SAME IN A CLEAN AND ORDERLY CONDITION, FREE FROM LITTER AND DAMAGE. THE TOWN RESERVES THE RIGHT TO RETAIN ALL OR PART OF THE SECURITY DEPOSIT SHOULD IT BECOME NECESSARY TO REPAIR DAMAGES OR CLEAN THE FACILITY.
- 15. ALL EVENTS THAT ARE HELD AT THE TOWN CENTER MUST END NO LATER THAN 10:00 PM ON MONDAY THROUGH THURSDAY AND 11:00 PM ON FRIDAY AND SATURDAY.
- 16. A JUNO BEACH TOWN EMPLOYEE MUST BE PRESENT AT THE EVENT. THIS APPLIES TO BOTH DAY AND EVENING HOURS. THIS TOWN EMPLOYEE WILL BE PRESENT ONE-HALF HOUR BEFORE THE ACTIVITY AND ONE-HALF HOUR AFTER EVERYONE LEAVES THE PREMISES. THE COST OF THE TOWN EMPLOYEE WILL BE AT THE CURRENT RATE WITH A 3-HOUR MINIMUM TO BE PAID BY APPLICANT.
- 17. ANY VIOLATION OF THIS AGREEMENT AND/OR ITS REQUIREMENTS WILL CAUSE FORFEITURE OF ENTIRE SECURITY DEPOSIT AND LOSS OF ADDITIONAL MONIES DUE TO ADDITIONAL DAMAGE. VIOLATIONS OF THIS AGREEMENT AND/OR ITS REQUIREMENT MAY ALSO RESULT IN CIVIL OR CRIMINAL LIABILITY.



Town of Juno Beach
340 Ocean Drive; Juno Beach, FL 33408
Phone: (561) 626-1122; Fax: (561) 775-0812

Application for On-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/ Obligations</u>	<u>Application Fee</u>
Local Business On-Site	60/14 days prior to event	\$50

Notes: Please initial each item below to confirm your understanding:

- _____ Application Fee is due at time of Application submittal and is not refundable.
- _____ Applications are not approved, nor Permit granted, until applicant has received a “Letter of Approval” from the Planning and Zoning Director outlining obligations and reimbursement fees.
- _____ Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- _____ Additional reimbursement fees may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 days prior to the event date.
- _____ Failure to provide the required obligations and reimbursement fees 14 days prior to the event date will subject the applicant to potential cancelation of the event.

Local Business Limited Area events shall only be issued to local businesses based on criteria specified in Chapter 34; Article IV, Division 9, Town of Juno Beach Code of Ordinances.

▪ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: _____

Name of Subdivision: _____

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: _____

Indicate roadway(s) to be closed: _____

Indicate if amusement rides (type/quantity) are part of the event: _____

Indicate if alcohol will be served at the event and who will serve: _____

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: _____

Number of employees/volunteers working the event: _____

Number of anticipated attendees for the event: _____

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): _____

▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: *(Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):*

▪ **Please initial to confirm attachments:**

- _____ Application Fee. (Payable to Town of Juno Beach)
- _____ Plot/Site Plan
- _____ Outside agency letter(s) of approval
- _____ Insurance Certificate
- _____ Notarized Letter from property owner
- _____ Copy of Driver License

Indicate items not submitted and reasons for non-submittal: _____

Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney’s fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a “Letter of Approval” from the Planning and Zoning Director outlining obligations and fees.

Applicant/Sponsor Signature

Date

Print Name

Office Use Only:

Received By

Date (Please Date Stamp)

Town Calendar has been reviewed and event “Tentatively” Scheduled with 2 day alert.

Completed By

Date

Event status shall be updated when approved. Completed by: _____

Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet. As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on events day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Juno Beach Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a “bouncer” at a bar or other establishment where alcohol is served.

Rates

Regular Staff \$35.00 Officer \$55.00 Supervisor (if required) \$65.00
(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF THREE (3) OR MORE OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND PFERTIG@JUNO-BEACH.FL.US***

Office Use Only:

_____ Officers @ \$55.00/hour: total of _____ hours = \$ _____
_____ Supervisors @ \$65.00/hour: total of _____ hours = \$ _____

Additional Fee(s): _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Police Chief/Designee: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town’s Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event’s end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant’s agents on the event site public property.

Rates

<i>Regular Staff</i>	<i>\$35.00</i>
<i>Supervisor (if required)</i>	<i>\$45.00</i>

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF THREE (3) OR MORE STAFF ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***

Office Use Only:

_____ Regular Staff @ \$35.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$45.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

Director of Planning & Zoning Date

Police Chief Date

Public Works Director Date

Finance Director Date

Town Manager Date

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

* _____ *Amount and Date Returned of the Security Deposit.*
Amount *Date*

Director of Planning & Zoning Date

Police Chief Date

Public Works Director Date

Finance Director Date

Town Manager Date



Town of Juno Beach
340 Ocean Drive; Juno Beach, FL 33408
Phone: (561) 626-1122; Fax: (561) 775-0812

Application for Off-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

**Low-Impact events consisting of 25 attendees or less will be approved administratively.

Notes: Please initial each item below to confirm your understanding:

- _____ Application Fee is due at time of Application submittal and is not refundable.
- _____ Deadline Late Fee is an additional charge and is not refundable.
- _____ Applications are not approved, nor Permit granted, until applicant has received a “Letter of Approval” from the Planning and Zoning Director outlining obligations and fees.
- _____ Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.
- _____ After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.
- _____ Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- _____ Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- _____ Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancellation of event.
- _____ Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

▪ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: _____

Name of Subdivision: _____

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: _____

Indicate roadway(s) to be closed: _____

Indicate if amusement rides (type/quantity) are part of the event: _____

Indicate if alcohol will be served at the event and who will serve: _____

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: _____

Number of employees/volunteers working the event: _____

Number of anticipated attendees for the event: _____

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): _____

▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: *(Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):*

▪ **Please initial to confirm attachments:**

- _____ Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)
- _____ Plot/Site Plan
- _____ Outside agency letter(s) of approval
- _____ Insurance Certificate
- _____ Notarized Letter from property owner
- _____ Copy of Driver License

Indicate items not submitted and reasons for non-submittal: _____

Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney’s fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a “Letter of Approval” from the Planning and Zoning Director outlining obligations and fees.

Applicant/Sponsor Signature _____
Date

Print Name

Office Use Only:

Received By _____
Date (Please Date Stamp)

Town Calendar has been reviewed and event “Tentatively” Scheduled with 2 day alert.

Completed By _____
Date

Event status shall be updated when approved. Completed by: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town’s Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event’s end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant’s agents on the event site public property.

Rates

<i>Regular Staff</i>	\$35.00
<i>Supervisor (if required)</i>	\$45.00

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND AMERIANO@JUNO-BEACH.FL.US.***

Office Use Only:

_____ Regular Staff @ \$35.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$45.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

_____ Director of Planning & Zoning	_____ Date
_____ Police Chief	_____ Date
_____ Public Works Director	_____ Date
_____ Finance Director	_____ Date
_____ Town Manager	_____ Date

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

<p>* _____ <i>Amount and Date Returned of the Security Deposit.</i></p> <p><i>Amount</i> <i>Date</i></p>

_____ Director of Planning & Zoning	_____ Date
_____ Police Chief	_____ Date
_____ Public Works Director	_____ Date
_____ Finance Director	_____ Date
_____ Town Manager	_____ Date